



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

March 28, 2024
Thursday
9:00AM

*Chair to request any agenda
changes or list any known
agenda changes*

*Introduction of New Employee -
Jeff Bandy, Principal Engineer*



CARMEL AREA WASTEWATER DISTRICT

BRIDGE TO EVERYWHERE

STANDING COMMITTEE MEETING MINUTES

February 21, 2024, Wednesday, 2:05 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:05 p.m.

Present: President Ken White
Director Mike Rachel

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer
Greg D'Ambrosio-Friends of Mission Trail & Designated Representative
Sam Farr, Retired Representative
Laura Bowling, Friends of Mission Trail
Doug Schmitz, Friends of Mission Trail & Designated Representative

Absent:

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

1. INFORMATION/DISCUSSION ITEMS:

- a. Update on Mission Ranch – Ken White spoke with Alan Williams regarding easement. In prior negotiations what fell through was the issue of 8 parking spaces. The City and District Doug Schmitz will follow up.
- b. Update on City of Carmel lease – will be on closed session at City of Carmel-by-the-Sea in March. Ken White and Doug offered to follow up with Chip Rerig and Mayor Potter. Note: this morning we (CAWD) received a list of questions from the City Council about Rio Park.
- c. Update on Rio Park clean up – City Administrator, Chip Rerig understands that Rio Park is a “mess” and needs to be cleaned up. The City need to talk to the Diocese about the parcel to the east of CAWD for its “corp yard.”

Suggested that the City leave the wood chips because they can be used in Mission Trails. The City should get rid of everything else in Rio Park. Congressman Farr received a quote from Randazzo for \$10K to remove the logs only. Barbara Buikema will follow up with a quote from Tope's Tree Service

- d. Update on landscape design – Greg D'Ambrosio brought in graphics on plan originally worked up by the City of Carmel-by-the-Sea. Discussed possibilities for the Rio Park site.
- e. Report on participants general activities
 - Earth & Arbor Day on April 20th, 10a.m. – 2p.m. at Devendorf Park
 - Greg D'Ambrosio spoke with Lance Monsoff about screening his property from the bridge/trail. Suggested redwood, alder, and sycamore.
- f. Miscellaneous:
 - Forwarded minutes of January 2024 to Trish Chapman, Central Coast Program Manager, California State Coastal Conservancy. She has commented that the Coastal Conservancy has no money currently and refused to rank our project.
 - Chamber of Commerce has a monthly round table where we could discuss the Bridge to Everywhere. Believe we will get a favorable response.
 - Will transients come to the trail? We don't think so. The expansion of public trails will result in a loss of this activity because it will be more in the open.
 - Who is the City of Carmel-by-the-Sea representative in lieu of Mayor Potter?

2. **ADJOURNMENT:** *The meeting adjourned at 4:05 p.m. The next Bridge to Everywhere committee meeting will occur on Wednesday, March 20, 2024 at 2 p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, March 28, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, Committee Secretary

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT (CAWD)
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Corona Road Project Ballot Vote
February 22, 2024, Thursday, 2:00 p.m.

Via teleconference webinar and in person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:02 p.m. Roll call was taken and all board members were present.

**Signifies Virtual Attendance*

Present: President Ken White
Pro Tem Bob Siegfried
Directors: Suzanne Cole, Michael Rachel, Kevan Urquhart
Barbara Buikema, General Manager
Domine Barringer, Board Clerk
Patrick Treanor, District Engineer
Ed Waggoner, Plant Superintendent, CAWD*
Kevin Young, Plant Operations Supervisor, CAWD*
Rob Wellington, Wellington Law Office- District Legal Counsel

Quorum was present

Absent: None

Others: In Person Attendance:

Corona Road Neighborhood:

Richard Silver, Elliot Roberts, James Hull, Greg Minshall, Paul Hariri, Robin Evered, Mike & Terri Miller, Claudia Daniels, Kate Daniels, Albert Tao, Gwyn De Amaral, John Willsen, Dash Keig, Dan Keig, Mahin Azimi, Leila Banijamali

Other Participants:

Scott Fergus| Jones Hall, Bond Counsel
Steve Wilson| Monterey Bay Engineering

***Others:** In Attendance: Other Corona Road Residents Participated Virtually

Corona Road Residents: Mr. Daniels, Others (there was no public comment from online participants)

Fredrick A. Hagen| Berding Weil
Susan Harrell| Harrell & Company Advisors, LLC

- 1. *Appearances/Public Comments:*** *Anyone wishing to address the Board on a matter appearing on this agenda may do so now. Public comment shall be limited to 3 minutes per person. During consideration of these agenda items, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.*

Public comments were made during the public hearing

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

No agenda changes

The staff report was presented by Patrick Treanor, District Engineer at 2:06 p.m.

3. OPEN PUBLIC HEARING:

- The Chair opened the public hearing at 2:10 p.m.*
- Board took public comment from:
The following participants:
Kate Daniels, Claudia Daniels, Richard Silver, John Willis, Gwyn DeAmaral*
- The Chair closed the public hearing at: 2:27 p.m.*
- Patrick Treanor, District Engineer responded to questions*
- The Chair closed the final commentary by staff at 2:33 p.m.*
- At 2:35 p.m. the Chair called for any more ballots. No additional ballots were added*
- At 2:35 p.m. staff publicly opened and tabulated the assessment ballots on an electronic spreadsheet, as votes were tabulated the audience could view the count in real time.
Steve Wilson, with Monterey Bay Engineering, performed the first verification of the ballots to confirm that they were properly filled out and signed. Then Patrick Treanor, District Engineer, performed a secondary verification on the ballot to confirm they were properly filled out and signed. Then each ballot vote was entered into the electronic tabulation sheet that was visible to all attendees present and those attending virtually.*
- There were 43 total ballots received by the District. The count was read aloud resulting in 18 "Yes" votes in the amount of \$1,311,000.00, which was 43.18% and there were 25 "No" votes in the amount of \$1,725,000.00, which was 56.82%. The ballot results did not provide a majority approval (50% +1).*
- Patrick Treanor, District Engineer, and Steve Wilson, Monterey Bay Engineers, did a final validation of the count to confirm the results stated above and as they are represented in the count electronic spreadsheet and final record on file at the District.*

ACTION ITEMS BEFORE THE BOARD:

RESOLUTION: (Only If Assessment Balloting Is Positive-The Board can decide to (a) Approve the Resolution, (b)Disapprove the Resolution, (c) Defer consideration of the Resolution to a future Board meeting

- 4. **Resolution No. 2024-08:** A Resolution Adopting Engineer's Report, Confirming The Assessment And Ordering The Work And Acquisitions, And Directing Actions With Respect Thereto For The Carmel Area Wastewater District Assessment District No. 23-01 (Corona Road Area Sanitary Sewer System Project)-*Report by Patrick Treanor, District Engineer.*

No Board Action Was Taken Due To Final Ballot Vote Not Meeting The Majority Approval of (50% +1)

	YES	NO
Count	18	25
Dollar Amount	\$1,311,000.00	\$1,725,000.00
Percentage %	43.18%	56.82%

- 5. **Resolution No. 2024-09:** A Resolution Authorizing The General Manager To Execute An Agreement For Legal Services Between The District and Jones Hall For Bond Counsel And Disclosure Services In Connection With Assessment District Formation And Bond Issuance.

Board Action Taken

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-09 Authorizing The General Manager To Execute An Agreement For Legal Services Between The District and Jones Hall For Bound Counsel And Disclosure Services In Connection With The Assessment District Formation And Bond Issuance.

6. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 2:59 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, March 28, 2024, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Board Clerk

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT

Budget STANDING COMMITTEE

MEETING MINUTES

February 26, 2024, Monday, 3:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 3:00 p.m.

Present: Director Cole
Director Siegfried

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer

Absent:

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

- Continue review of budget O & M draft

ADJOURNMENT: *The meeting adjourned at 4:50 p.m. The next Budget Committee meeting will occur on Tuesday, March 5, 2024 at 2 p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, March 8, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Ken White, President of the Board



**CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., February 29, 2024
3945 Rio Road
Carmel, California 93950**

Via Teleconference Webinar & In Person with Proof of Vaccination

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

**Signifies Virtual Attendance*

Present: President Ken White, Pro Tem Bob Siegfried, Directors: Cole, Rachel, and Urquhart

Absent:

A quorum was present.

Others: Barbara Buikema, General Manger Carmel Area Wastewater District (CAWD or District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer, CAWD
Ed Waggoner, Plant Superintendent, CAWD (in person) & *
Kevin Young, Plant Operations Supervisor, CAWD*
Carla James, Laboratory Supervisor, CAWD*
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Leo Laska Director, Pebble Beach Community District*
Mike Niccum, General Manager, PBCSD*
Nick Becker, Deputy General Manager, District Engineer, PBCSD*

In Person Public Attendees:

None

***Virtual Public Attendees:**

Rick Bolanos, Legal Counsel| Liebert Cassidy Whitmore, Gwyn De Amaral,
Steve Thomas| TBC Communications

- 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.*

None

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

- Item #15, Page 102 Superintendent Plant Operations Report a correction was made to state that “no” violations in December 2023 occurred
- Item #18, page 114 was moved before the consent calendar to accommodate legal counsel’s schedule
- Item #18, Page 122 Union MOU The Formal Grievance-Level II. The first sentence should read “If the grievance has not been disposed at Level 1”, instead of Level II

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.

Board Action

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

3. Approve December 15, 2023 Special Meeting Minutes, January 22, 2024 Salary & Benefits Meeting Minutes, January 25, 2024 Regular Meeting Minutes, January 31, 2024 Bridge To Everywhere Meeting Minutes, February 8, 2024 Pension Meeting Minutes, February 9, 2024 Budget Meeting Minutes, February 14, 2024 Budget Meeting Minutes, February 20, 2024 Budget Meeting Minutes, February 20, 2024 Special Meeting Minutes, February 21, 2024 Salary & Benefits Meeting Minutes
4. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)-January 2024
5. Receive and Accept Schedule of Cash Receipts & Disbursements- January 2024
6. Approve Register of Disbursements – Carmel Area Wastewater District – January 2024
7. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – January 2024
8. Receive and Accept Financial Statements and Supplementary Schedules – January 2024
9. Receive and Accept Collection System Superintendent’s Report – January 2024, 2023 December and November, Manhole Monitoring System Report
10. Receive and Accept Safety and Regulatory Compliance Report – January 2024
11. Receive and Accept Treatment Facility Operations Report – January 2024, 2023 December & November
12. Receive and Accept Laboratory/Environmental Compliance Report – January 2024
13. Receive and Accept Capital Projects Report/Implementation Plan
14. Receive and Accept Project Summaries – Capital & Non-Capital
15. Receive and Accept Plant Operations Report – January 2024
16. Receive and Accept Maintenance Projects Report – January 2024

ACTION ITEMS BEFORE THE BOARD

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

RESOLUTIONS

- 17. Resolution No. 2024-10:** A Resolution Adopting A Conflict Of Interest Code For The Carmel Area Wastewater District- *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-10 Adopting A Conflict Of Interest Code For The Carmel Area Wastewater District.

- 18. Resolution No. 2024-11:** A Resolution Adopting Laborer's International Union Of North America (LiUna), Local 792 Memorandum Of Understanding With The District For March 2,2024 Through June 30,2025- *Report by Barbara Buikema, General Manager, and Chris Foley, Maintenance Superintendent*

Board Action

A Motion To Approve The Resolution As Amended Was Made By Director Siegfried And Seconded By Director Urquhart Following A Roll Call Vote, The Board Unanimously Passed The Amended Resolution 2024-11 Adopting Laborer's International Union Of North America (LiUna), Local 792 Memorandum Of Understanding With The District For March 2,2024 Through June 20,2025.

- 19. Resolution No. 2024-12:** A Resolution Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For **Represented** Employees- *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-12 Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Represented Employees.

- 20. Resolution No. 2024-13:** A Resolution Adjusting Collection Superintendent Pay Range In The Designating Classification Titles In The Carmel Area Wastewater District And Providing For the Number of Positions And Monthly Salary Ranges For **Non-Represented** Employees-
Report by Barbara Buikema, General Manager

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-13 Adjusting The Collection's Superintendent Pay Range In The Designating Classification Titles In The Carmel Area Wastewater District And Providing For the Number of Positions And Monthly Salary Ranges For Non-Represented Employees.

- 21. Resolution No. 2024-14:** A Resolution Specifying The District Sewer Connection Fees, As Adopted By Ordinance No. 85-2, Commencing March 1, 2024 And The Specified Per Equivalent Residential Unit To Be \$5,036.99-*Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Siegfried. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-14 Specifying The District Sewer Connection Fees, As Adopted By Ordinance No. 85-2, Commencing March 1, 2024 And The Specified Per Equivalent Residential Unit To Be \$5,036.99.

Note: The household number of 2.3 will be amended per the board's request and will be posted accordingly. The impact of the amended household number is to be determined and it will not impact the connection fee approved for \$5,036.99 in Resolution 2024-14.

- 22. Resolution No. 2024-15:** A Resolution Adopting An Amended Expense Reimbursement And Travel Policy- *Report by Barbara Buikema, General Manager*

Board Action

A Motion To Approve The Resolution Was Made By President White And Seconded By Director Rachel With Director Urquhart Abstaining. Following A Roll Call Vote, The Board Passed Resolution 2024-15 A Resolution Adopting An Amended Expense Reimbursement And Travel Policy.

- 23. Resolution No. 2024-16:** A Resolution Authorizing The General Manager To Execute An Amendment To An Existing Professional Services Agreement With MNS Engineers, Inc. In An Amount Not To Exceed \$37,728 For Preparation Of Traffic Control Plans For The Santa Rita And Guadlaupe Sewer Main Replacement Project (Project #23-01)-*Report by Patrick Treanor, District Engineer*

Board Action

A Motion To Approve The Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-16 Authorizing The General Manager To Execute An Amendment To An Existing Professional Services Agreement With MNS Engineers, Inc. In An Amount Not To Exceed \$37,728 For Preparation Of Traffic Control Plans For The Santa Rita And Guadlaupe Sewer Main Replacement Project (Project #23-01).

- 24. Resolution No. 2024-17:** A Resolution Authorizing The General Manager To Execute An Equipment Purchase with Metrohm And Approving The Purchase Of Metrohm Ion Chromatography And UV/Vis Transition Metals Equipment In The Amount Of \$66,196.30-*Report by Carla James, Laboratory Supervisor*

Board Action

A Motion To Approve The Resolution Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-17 Authorizing The General Manager To Execute An Equipment Purchase with Metrohm And Approving The Purchase Of Metrohm Ion Chromatography And UV/Vis Transition Metals Equipment In The Amount Of \$66,196.30.

- 25. Resolution No. 2024-18:** A Resolution Authorizing The General Manager For The Purchase A Standby Generator For Hacienda Pump Station From Conte's Generator Service Not To Exceed \$82,800- *Report by Daryl Lauer, Superintendent of Collections*

Board Action

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-18 Authorizing The General Manager For The Purchase A Standby Generator For Hacienda Pump Station From Conte's Generator Service Not To Exceed \$82,800.

COMMUNICATIONS

- 26. General Manager Report**

Informational only

OTHER ITEMS BEFORE THE BOARD

27. Standing Pension Committee Name Change To Pension & Investment Committee

Board Action

A Motion Was Made By President White And Seconded By Director Cole. Following A Roll Call Vote, The Board Unanimously Approved Adding Kevin Young To the Pension Committee. Following A Roll Call Vote, The Board Unanimously Approved The Addition To The Pension Committee.

A Motion Was Made For The Establishment Of A Standing Investment Committee By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Approved The Establishment Of The Investment Committee For Long-term Investments. Per President White, with the understanding the Investment Committee Will Come To The Full Board With A Proposal.

28. Sequence Of Termination with Hastie Financial Group

The agenda stated the sequence of termination with Hastie Financial Group (HFG), which should have been listed as informational input regarding what is required for the termination process and what is required with respect to the agreement with HFG. Barbara Buikema, General Manger, stated the requirement to inform HFG is a one week notice to transfer funds from Commonwealth Financial.

Informational only

29. 2023 Annual Collections Plant Report – Report by Ed Waggoner, Plant Superintendent

Board Action

A Motion To Accept The 2023 Annual Collections Plant Report Was Made By Director Cole And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Accepted The Report.

INFORMATION/DISCUSSION ITEMS

Pebble Beach Community Service District Meeting January 26, 2024,-Report by General Manager, Barbara Buikema

Mike Niccum, General Manager, at PBCSD stated that Nick Becker, PBCSD District Engineer, will be promoted to General Manager at PBSCD after Mr. Niccum retires at the end of June 2024

30. 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, March 29, 2024, at 9:30 a.m. – Director Rachel is scheduled to attend.
Friday, April 26, 2024, at 9:30 a.m. – Director Cole is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, April 16, 2024, at 6:00 p.m. –President White is scheduled to attend
Tuesday, July 16, 2024, at 6:00 p.m. –President Rachel is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, May 7, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

31. ADJOURNMENT

There being no further business to come before the Board, the President adjourned the meeting at 10:34 a.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, March 28, 2024, or an alternate acceptable date, via teleconference webinar.

As Reported To:

Domine Barringer, Board Clerk

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT

Budget STANDING COMMITTEE

MEETING MINUTES

March 5, 2024, Tuesday, 2:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:00 p.m.

Present: Director Cole
Director Siegfried

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer

Absent:

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

- Budget & Rate Model Review

ADJOURNMENT: *The meeting adjourned at 4:49 p.m. The next Budget Committee meeting will occur on Friday, March 8, 2024 at 3:00 p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, March 28, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT

Budget STANDING COMMITTEE

MEETING MINUTES

March 8, 2024, Friday, 3:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 3:00 p.m.

Present: Director Cole
Director Siegfried

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer

Absent:

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

- Budget & Rate Model Review

ADJOURNMENT: *The meeting adjourned at 4:48 p.m. The next Budget Committee will be held on Thursday, March 14, 2024. The next regular Board meeting will be held at 9:00 a.m., Thursday, March 28, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT

Budget STANDING COMMITTEE

MEETING MINUTES

March 14, 2024, Thursday, 2:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 2:47 p.m. due to the late arrival of Director Siegfried.

Present: Director Cole
Director Siegfried

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer

Absent:

Appearances/Public Comments: None

The meeting was opened at 2 p.m. and there were no attendees.

Agenda Changes: None

AGENDA ITEMS:

- Review 24-25 Budget and Rate Model

ADJOURNMENT: *The meeting adjourned at 4:20 p.m. The next Budget Committee will be held on Monday, March 18, 2024 at 3:00p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, March 28, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT

Budget STANDING COMMITTEE

MEETING MINUTES

March 18, 2024, Monday, 3:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 3:00 p.m.

Present: Director Siegfried
Director Cole

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer

Absent:

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

- Review 24-25 Budget and Rate Model

ADJOURNMENT: *The meeting adjourned at 4:11 p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, March 28, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, General Manager

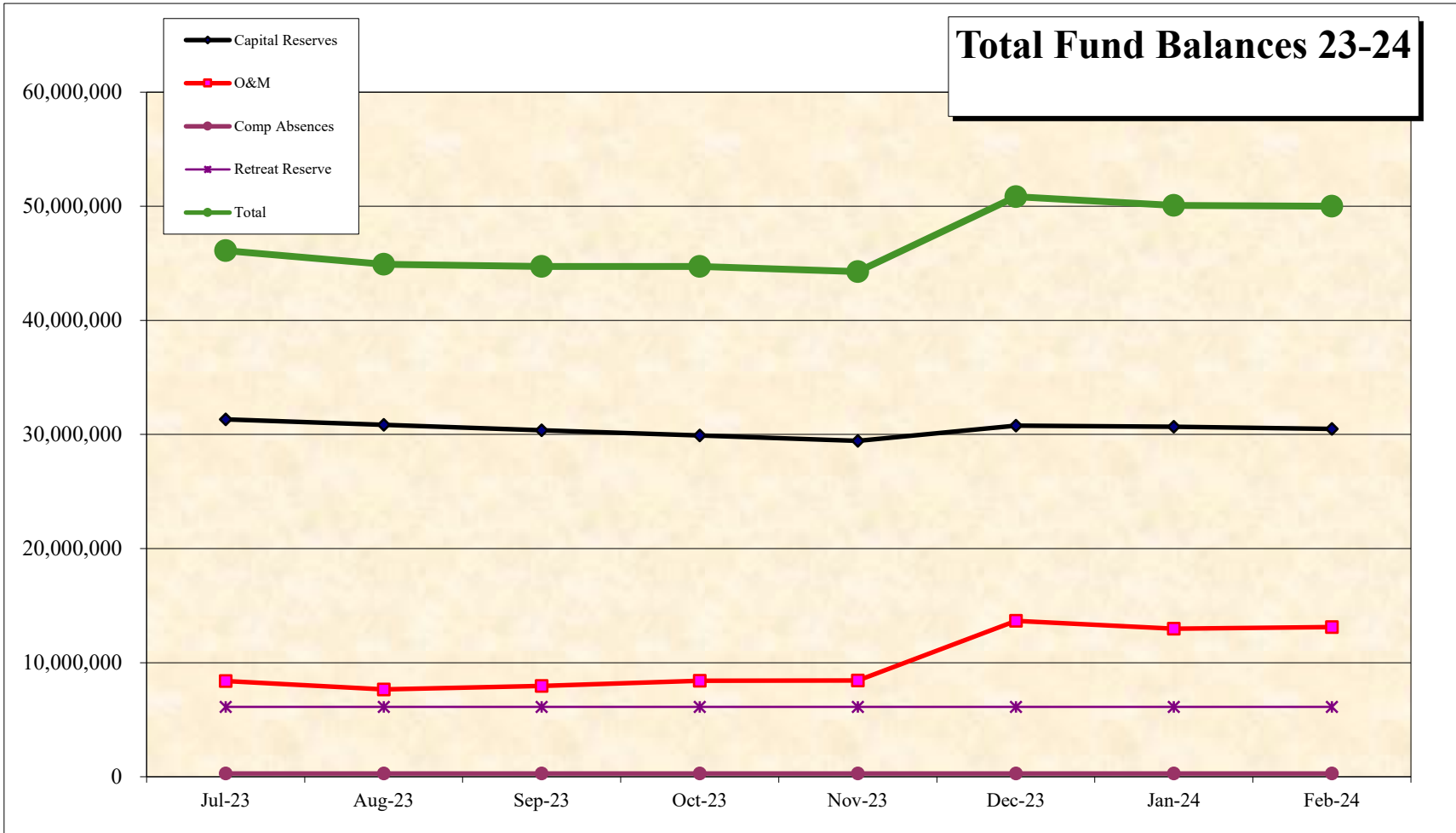
APPROVED:

Ken White, President of the Board

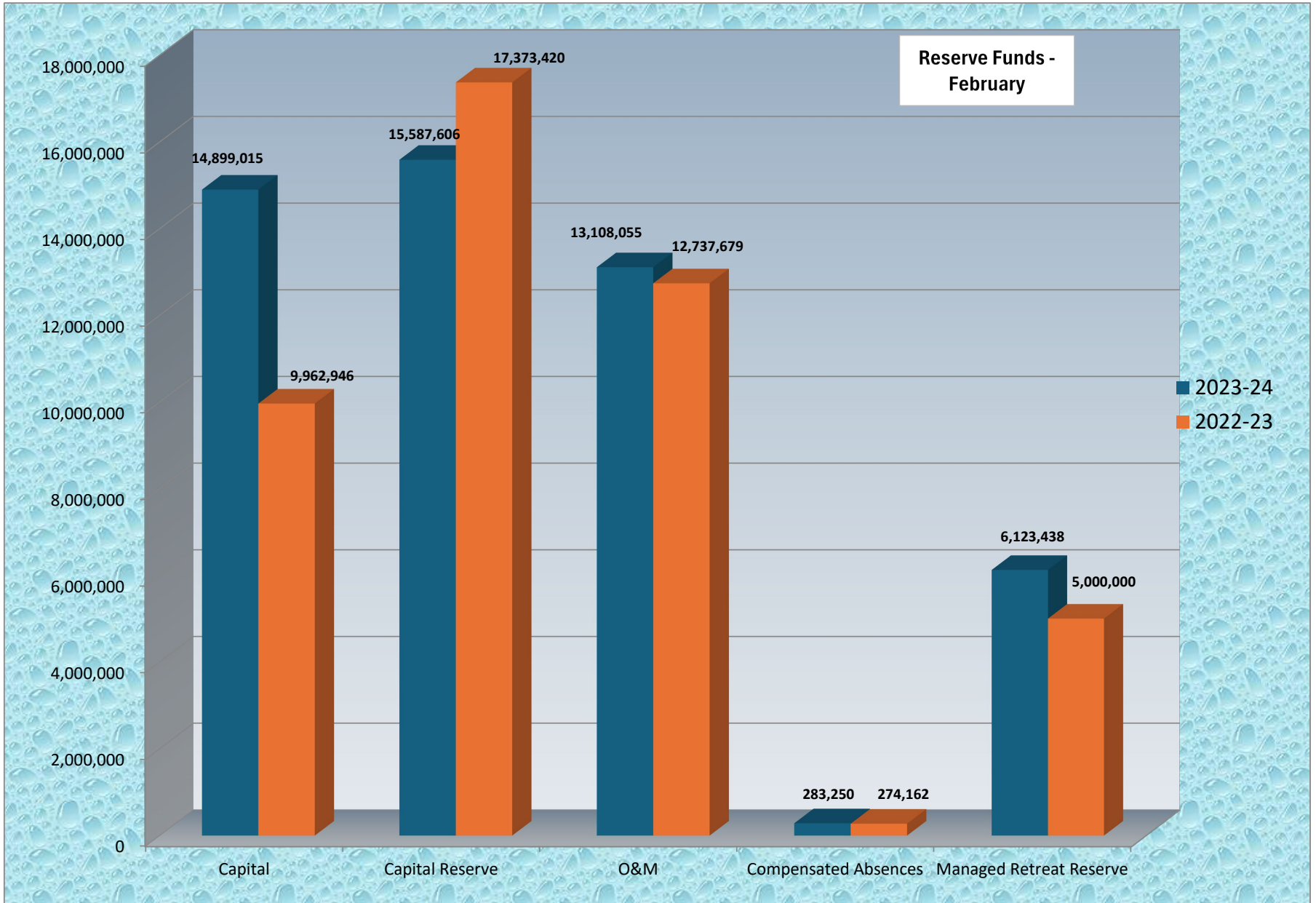
Clifton Larsen Allen, LLP
February 2024
Independent Accountants' Report
will be inserted when received

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - FEBRUARY 2024

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$15,100,220	\$15,587,606	\$12,977,938	\$283,250	\$6,123,438	\$50,072,452	\$689,705	\$6,954	\$1,252,114
Receipts:									
User Fees			282,023						
Property Taxes	50,074								
PBCSD Treatment Fees							115,000		
Reclamation O & M reimbursement							57,319		
Reclamation capital billing									
Permits							3,425		
PBCSD capital billing									
Other misc. revenue							947		
Interest income			196,814						
Connection Fees							1,353		
CCLEAN receipts							117,512		
Brine disposal fees							7,610		
Carmel Reserve LLC-Sept. Ranch Project									
CRFree Project grant funds							5,053		
Void checks-replace lost checks									
Total Receipts	50,074	0	478,838	0	0	528,911	308,218	0	0
Fund Transfers:									
Transfers to Chase Bank O&M	(251,279)		(348,721)				600,000		
Transfers to Chase Bank PR							(355,000)	355,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(251,279)	0	(348,721)	0	0	(600,000)	245,000	355,000	0
Disbursements:									
Operations and capital							793,070		
Payroll & payroll taxes								237,378	
Employee Dental reimbursements							3,395		
CALPERS EFT							40,491		
CAWD SAM pension EFT							0		
Union dues EFT							699		
Home Depot EFT							6,127		
US Bank EFT							5,377		
Deferred comp contributions EFT							12,892		
PEHP contributions EFT							3,320		
Bank/ADP fees							5	1,441	
Highlands Bond Debt Service Payment							0		
GASB 68 report fee							0		
Alliant equipment floater premium EFT							0		
HCM Unlocked EFT							0		
Total Disbursements	0	0	0	0	0	0	865,376	238,819	0
BALANCE END OF MONTH	14,899,015	15,587,606	13,108,055	283,250	6,123,438	50,001,363	377,547	123,135	1,252,114



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



Carmel Area Wastewater District
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/01/24	5457	Alameda Electrical Distributors	OMNI B84/001 cable	1,881.70
02/01/24	5458	AIS Trust Account Newport	Equipment Floater insurance adjustment	268.00
02/01/24	5459	Amazon Capital Services	Employee rain gear	651.83
02/01/24	5460	American Fidelity Assurance Company	Flex accounts	288.45
02/01/24	5461	American Fidelity Assurance	Employee insurance premiums	639.82
02/01/24	5462	Applied Marine Sciences	SJSU grant eligible expenses to be reimbursed	10,092.88
02/01/24	5463	AT&T Mobility	SCADA text modem	71.14
02/01/24	5464	AT&T CALNET 3	Admin alarm	38.08
02/01/24	5465	AT&T	Plant fiber router and IP card	718.97
02/01/24	5466	Barbara Buikema	Certified postage, vision copay and Special Dist. Assn. dinner meeting	126.66
02/01/24	5467	Beck's Shoes	Employee work boots	238.98
02/01/24	5468	California American Water	Monthly service	117.73
02/01/24	5469	California Boiler	Gasmaster service	2,135.00
02/01/24	5470	Carmel Print & Copy	A/P envelopes and employee business cards	826.19
02/01/24	5471	Cintas Corporation	Laundry service	999.55
02/01/24	5472	Clark Pest Control	Plant service	317.00
02/01/24	5473	Comcast	Admin internet	70.32
02/01/24	5474	Culligan Water Conditioning	C&I exchange for the lab	17.35
02/01/24	5475	Direct TV	Plant service	102.24
02/01/24	5476	Domine Barringer	Board meeting food	36.00
02/01/24	5477	Edges Electrical Group	Operating supplies	177.11
02/01/24	5478	El Camino Machine & Welding	Collection operating supplies	416.35
02/01/24	5479	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,212.34
02/01/24	5480	First Alarm	Plant quarterly billing	482.31
02/01/24	5481	Frank A. Olsen Company	DeZurich Model PEC Eccentric Plug Valves	3,257.16
02/01/24	5482	Frisch Engineering, Inc.	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$1,200.00) and SCADA engineering	1,875.00
02/01/24	5483	Got.Net	Domain parking	4.20
02/01/24	5484	Grainger	Operating supplies and small tools	1,213.69
02/01/24	5485	Gregory Ange	Dental	1,584.80
02/01/24	5486	Jetter Depot	RIDGID REEL SeeSnake Mini Camera system (CAPITAL)	13,530.00
02/01/24	5487	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL \$24,960.00), Water and Gas Main Replacement project #22-03 (CAPITAL \$7,832.50) and Sewer System Assessment engineering	36,535.00

Carmel Area Wastewater District
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/01/24	5488	Mark & Susan Stillwell	2022-23 and 2023-24 user refunds for hotels	12,049.23
02/01/24	5489	McMaster-Carr	Operating supplies	1,893.72
02/01/24	5490	Michael Hooks	Certificate renewal	150.00
02/01/24	5491	MNS Engineers, Inc.	Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL)	3,657.00
02/01/24	5492	Monterey Bay Engineers	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL \$6,140.00) and Plant Bridge Retrofit Project #22-04 (CAPITAL 2,500.00)	8,640.00
02/01/24	5493	Monterey Peninsula Engineering	Emerg Lorca Lane Sewer Reloc Project #22-07 (CAPITAL \$45,460.50) and Hatton Road easement and sewer pipe repair	64,392.94
02/01/24	5494	Monterey County Clerk	Santa Rita & Guadalupe Pipeline Project #23-01 exemption fee (CAPITAL)	50.00
02/01/24	5495	NAPA Auto Parts-VOID	VOID-WRONG AMOUNT	0.00
02/01/24	5496	Nicolay Consulting Group	GASB report and pension funding and statement report	5,146.00
02/01/24	5497	Patelco Credit Union	Health savings accounts contributions	4,762.99
02/01/24	5498	Pacific Gas & Electric	Monthly service	8,355.68
02/01/24	5499	Public Agency Coalition Enterprise	Health insurance premium	36,002.64
02/01/24	5500	Quill LLC	Office supplies	77.34
02/01/24	5501	Quinn Company	Operating supplies	255.00
02/01/24	5502	Raymond DeOcampo-VOID	Dental-VOID, LOST	0.00
02/01/24	5503	Ryan Process Inc.	Operating supplies	449.96
02/01/24	5504	Scarborough Lumber (Ace Hardware)	Collection and Plant supplies	193.40
02/01/24	5505	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 and Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	13,136.10
02/01/24	5506	Toro Petroleum Corp.	Mobil SHC 630-5	860.35
02/01/24	5507	Univar Solutions USA	Sodium bisulfate	7,353.47
02/01/24	5508	Vision Service Plan	Vision insurance premium	507.15
02/01/24	5509	Websoft Developers, Inc.	Computerized MobileMMS Software (CAPITAL)	78,000.00
02/01/24	5510	West Yost Associates	Lift Station Evaluation engineering	11,212.43
02/01/24	5511	Wilbur-Ellis Company LLC	CAL NIT SOL Bulk	3,319.57
02/15/24	5512	Alameda Electrical Distributors	Service charge	28.23
02/15/24	5513	Allied Fluid Products	Operating supplies	1,240.23
02/15/24	5514	OVERFLOW STUB	OVERFLOW STUB	0.00
02/15/24	5515	Amazon Capital Services	Collections and Plant operating supplies and small tools	2,382.89
02/15/24	5516	American Legal Publishing	Codification edits	176.00
02/15/24	5517	Andrew Millington	Storm call out meal reimbursement	18.69
02/15/24	5518	Applied Marine Sciences	CCLEAN November ocean monitoring	55,943.98

Carmel Area Wastewater District
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/15/24	5519	Barbara Buikema	Dental	385.00
02/15/24	5520	Best Best & Krieger LLP	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL \$408.00) and Corona Road Assessment District easement	552.00
02/15/24	5521	Beth Ingram	October - December HR services	17,915.63
02/15/24	5522	Boucher Law, PC	Principal engineer recruitment	5,833.34
02/15/24	5523	Bret D. Boatman	Maintenance services Plant and collections	4,532.50
02/15/24	5524	Bryan Mailey Electric	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	600.00
02/15/24	5525	CAL FIRE	Easement clearing labor	908.32
02/15/24	5526	California Boiler	Gas master steam generator leak	4,893.88
02/15/24	5527	Carmel Print & Copy	Business cards and poster	103.90
02/15/24	5528	Cintas Corporation	Laundry service	886.06
02/15/24	5529	Daryl Lauer	Dental	175.00
02/15/24	5530	Datco Services Corporation	Employee controlled substance test	54.50
02/15/24	5531	Denise Duffy & Associates	Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	12,585.40
02/15/24	5532	DKF Solutions Group	Classroom and simulated bypass drill on completed PSERPs	3,200.00
02/15/24	5533	Express Services	Admin temp service	120.00
02/15/24	5534	Fastenal Company	Operating supplies	716.65
02/15/24	5535	FedEx	Shipping expense of samples	39.12
02/15/24	5536	FGL Environmental	Sample analysis	2,191.00
02/15/24	5537	Firato Service Co.	Plant and admin janitorial service and strip/wax Plant floors	6,746.00
02/15/24	5538	Frisch Engineering, Inc.	PLC SCADA engineering	2,800.00
02/15/24	5539	GLS US	Shipping expense of samples	319.43
02/15/24	5540	Grainger	Operating supplies	81.31
02/15/24	5541	Green Rubber Kennedy Ag	Operating supplies	59.00
02/15/24	5542	Green Infrastructure Design	Web GIS mapping	4,800.00
02/15/24	5543	Harris & Associates	Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	11,230.00
02/15/24	5544	ICON Cloud Solutions	Monthly telephone service	602.11
02/15/24	5545	James Grover	Dental	301.00
02/15/24	5546	Justifacts Credential Verification	Employee recruitment report	173.44
02/15/24	5547	Kevin Young	Certificate renewal	98.00
02/15/24	5548	Lemos Service Inc.	Propane	194.61
02/15/24	5549	Liebert Cassidy Whitmore	Harassment training	2,900.00
02/15/24	5550	Mark Napier	Storm call out meal reimbursement	18.52
02/15/24	5551	MBS Business Systems	Plant printer repair	145.00

Carmel Area Wastewater District
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/15/24	5552	Michael Rachel	Dental	216.00
02/15/24	5553	MNS Engineers, Inc.	Pescadero Creek Area Pipe Rehab Project #21-05 and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL)	4,530.75
02/15/24	5554	NAPA Auto Parts	Batteries and warranties	834.08
02/15/24	5555	Peninsula Welding & Medical Supply	Non-liquid cylinder rental	38.70
02/15/24	5556	Pacific Gas & Electric	Monthly Plant, pump station and admin service	40,186.62
02/15/24	5557	Pure Water	Monthly service	187.44
02/15/24	5558	Quill LLC	Office supplies	155.07
02/15/24	5559	Quinn Company	Oil sample testing	96.00
02/15/24	5560	Rachel Lather	Dental	410.88
02/15/24	5561	Robert Bowman	Storm call out meal reimbursement	21.73
02/15/24	5562	Signa-Aldrich, Inc.	Lab supplies	312.93
02/15/24	5563	SmartCover Systems	SmartCover System collection capacity monitoring annual renewal	6,133.75
02/15/24	5564	SRT Consultants	Carmel Meadows Gravity Sewer Project #19-03 and Bay/Scenic Pump Station Rehab. Project #20-07 (CAPITAL)	5,530.30
02/15/24	5565	Star Sanitation LLC	Collections portable toilet	24.30
02/15/24	5566	Streamline	Website maintenance	497.00
02/15/24	5567	Synagro Technologies	Sludge hauling	11,321.79
02/15/24	5568	TBC Communications & Media	Fats, oil and grease public outreach, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$1,237.50) , Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL \$1,012.50) and Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$1,237.50)	4,950.00
02/15/24	5569	TELUS Health (US) Ltd.	Prior unbilled Employee Assistance Program fees	3,381.61
02/15/24	5570	Thermo Fisher Scientific	Pump assembly	1,042.04
02/15/24	5571	Tope's Tree Service	Tree removals at Calle la Cruz sewer line and arborist report	19,650.00
02/15/24	5572	Town & Country Gardening	Plant and admin gardening	700.00
02/15/24	5573	Univar Solutions USA	Sodium bisulfate and hypochlorite	17,686.14
02/15/24	5574	Universal Staffing	Admin temp service	495.00
02/15/24	5575	USA Blue Book	Circular chart paper and bib overalls	404.95
02/15/24	5576	West Yost Associates	Lift Station Evaluation engineering	6,477.00
02/15/24	5577	WM Corporate Services	Plant rollofs and admin garbage	2,771.40
02/23/24	5578	Alameda Electrical Distributors	Relay heater	136.37
02/23/24	5579	Amazon Capital Services	Plant and collections operating supplies	1,465.47
02/23/24	5580	American Fidelity Assurance Company	Flex accounts	288.45

Carmel Area Wastewater District
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/23/24	5581	American Lock & Key	Plant lock installations	1,497.54
02/23/24	5582	Applied Marine Sciences	January CCLEAN ocean monitoring expenses	61,510.83
02/23/24	5583	AT&T Mobility	Cell service	719.52
02/23/24	5584	AutomationDirect, Inc.	Incandescent lighting	1,891.01
02/23/24	5585	Barbara Buikema-VOID	Reimbursement for ballot box-ON DISTRICT CREDIT CARD	0.00
02/23/24	5586	Booth Medical Equipment	Autoclave for the lab (CAPITAL)	16,441.31
02/23/24	5587	Bryan Mailey Electric	Plant and Collections electrical projects	6,411.43
02/23/24	5588	California American Water	Monthly service	3,755.83
02/23/24	5589	Carmel Print & Copy	New employee desk sign	37.86
02/23/24	5590	Cintas Corporation	Laundry service	1,016.98
02/23/24	5591	Comcast	Admin internet	264.45
02/23/24	5592	Comcast	Pump station internet	537.00
02/23/24	5593	Edward Waggoner	Dental	322.00
02/23/24	5594	eNPDES.com & Associates	Annual CIWQS software renewal	875.00
02/23/24	5595	Fas Trak Invoice Processing Department	Bridge toll for training class	7.00
02/23/24	5596	Fisher Scientific	Lab supplies	689.52
02/23/24	5597	Grainger	Operating and safety supplies	446.94
02/23/24	5598	ICONIX Waterworks	14 manhole frame and cover sets	6,920.25
02/23/24	5599	Mission Communications, LLC	Four opti-floats for the pump stations	420.55
02/23/24	5600	Peninsula Welding & Medical Supply	Compressed air for the lab	148.59
02/23/24	5601	PK Safety Supply	Battery sets and an oxygen sensor	393.30
02/23/24	5602	Public Agency Coalition Enterprise	Health insurance premium	41,117.55
02/23/24	5603	Quill LLC	Office supplies	213.23
02/23/24	5604	Raymond De Ocampo	Replace lost check #5502 for dental	99.00
02/23/24	5605	RJMS Corporation	Forklift oil leak repair	509.32
02/23/24	5606	Sierra Printers Incorporated	Employee jacket	80.23
02/23/24	5607	Solenis LLC	Praestol polymer	11,724.80
02/23/24	5608	Univar Solutions USA	Sodium bisulfate and hypochlorite	18,191.63
02/23/24	5609	USA Blue Book	Circular chart paper and rain jacket	310.43
02/23/24	5610	Visual Edge IT, Inc.	Plant copier billing	85.22
02/23/24	5611	Water Awareness Committee of Mo Co	2024 annual membership dues	1,000.00
02/23/24	5612	Wildhorse Propane & Appliance	Propane for the Highlands	1,539.51
				796,465.16

CAWD/PBCSD Reclamation Project
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/01/24	1236	Atlas Copco	SmartBox GX5 with filter kits	1,845.54
02/01/24	1237	Brenntag Pacific, Inc.	Ammonium hydroxide and Brennfloc RE 5000	18,202.48
02/01/24	1238	Ferguson Enterprises	Operating supplies	156.78
02/01/24	1239	Gavilan/Salinas Crane & Rigging	Crane rental to lift pumps	925.00
02/01/24	1240	Grainger	Lab supplies	86.48
02/01/24	1241	Harrington Industrial Plastics	Operating supplies	257.24
02/01/24	1242	Iconix Waterworks	Operating supplies	40.94
02/01/24	1243	Pacific Gas & Electric	Tertiary billing	15,483.53
02/01/24	1244	Professional Water Technologies	Membrane autopsy and cleaning study	3,200.00
02/01/24	1245	Thermo Electron North America	Lab supplies	2,314.40
02/01/24	1246	Toro Petroleum Corp.	Mobil SHC 626-5	848.07
02/01/24	1247	Wells Fargo Advisors	Transfer to capital reserves	68,750.00
02/15/24	1248	Airtec Service	Split system unit service	420.00
02/15/24	1249	Bret D. Boatman	Maintenance services	4,255.00
02/15/24	1250	Carmel Area Wastewater District	O&M reimbursement	57,318.62
02/15/24	1251	Frank A. Olsen Company	Crane Duo-Chek Retainerless Wafer	1,545.39
02/15/24	1252	Green Rubber Kennedy Ag	PVC Union EPDM	118.34
02/15/24	1253	Harrington Industrial Plastics	Clear PFA tubing	1,603.39
02/15/24	1254	MANCO	20hp VFD and a 5hp VFD	10,478.91
02/15/24	1255	McMaster-Carr	Operating supplies	99.97
02/15/24	1256	Pebble Beach Company	O&M reimbursement	4,734.10
02/15/24	1257	Pebble Beach Community Services District	O&M reimbursement	17,204.68
02/15/24	1258	Pacific Gas & Electric	MFRO billing	13,659.81
02/15/24	1259	Professional Water Technologies	25 H2O cartridge Micron filters	5,347.32
02/15/24	1260	PSTS, Inc.	Pump FEB wet well	3,217.50
02/15/24	1261	Sigma-Aldrich, Inc.	Lab supplies	312.92
02/15/24	1262	Thermo Fisher Scientific LLC	Lab supplies	1,042.03

CAWD/PBCSD Reclamation Project
Disbursements
Feb-24

Date	Check	Vendor	Description	Amount
02/15/24	1263	USA Blue Book	Circular chart paper and bib overalls	164.15
02/23/24	1264	Bryan Mailey Electric	MF/RO and Tertiary preventative maintenance	5,250.00
02/23/24	1265	Carmel Area Wastewater District	50% of the new lab Autoclave	8,220.65
02/23/24	1266	eNPDES.com & Associates	Annual CIWQS software renewal	875.00
02/23/24	1267	Fisher Scientific	Lab supplies	95.14
02/23/24	1268	Grainger	Electric auto drain valves	567.02
02/23/24	1269	Solenis LLC	Praestol polymer	5,862.40
02/23/24	1270	USA Blue Book	Circular chart paper	102.45
				254,605.25



**Financial Statements
and
Supplementary Schedules**

February 2024

March 28, 2024

Carmel Area Wastewater District

Balance Sheet

February 2024

ASSETS

Current Assets			
Cash			
Cash	51,754,158.66		
TOTAL Cash		51,754,158.66	
Other Current Assets			
Other Current Assets	370,096.32		
TOTAL Other Current Assets		370,096.32	
TOTAL Current Assets			52,124,254.98
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land		308,059.76	
Treatment Structures			
Treatment Structures	70,428,545.55		
TOTAL Treatment Structures		70,428,545.55	
Treatment Equipment			
Treatment Equipment	9,657,195.20		
TOTAL Treatment Equipment		9,657,195.20	
Collection Structures			
Collection Structures	1,252,497.92		
TOTAL Collection Structures		1,252,497.92	
Collection Equipment			
Collection Equipment	1,683,600.41		
TOTAL Collection Equipment		1,683,600.41	
Sewers			15,783,372.56
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities		1,643,890.85	
Other Fixed Assets			
Other Fixed Assets	4,638,957.92		
TOTAL Other Fixed Assets		4,638,957.92	
Capital Improvement Projects			
Capital Improvement Projects	11,530,610.98		
TOTAL Capital Improvement Projects		11,530,610.98	
Accumulated depreciation		(59,665,178.75)	
TOTAL Fixed Assets			57,261,552.40
Other Assets			
Other Assets		4,259,628.20	
TOTAL Other Assets			4,259,628.20
TOTAL ASSETS			<u>113,645,435.58</u>

Carmel Area Wastewater District

Balance Sheet

February 2024

LIABILITIES	
Current Liabilities	
Current Liabilities	680,872.00
TOTAL Current Liabilities	680,872.00
Long-Term Liabilities	
Long Term Liabilities	1,311,331.31
TOTAL Long-Term Liabilities	1,311,331.31
TOTAL LIABILITIES	1,992,203.31
NET POSITION	
Net Assets	107,438,507.66
Year-to-Date Earnings	4,214,724.61
TOTAL NET POSITION	111,653,232.27
TOTAL LIABILITIES & NET POSITION	113,645,435.58

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, February 2024 - current month, Consolidated by
account

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	7,732,158.01	8,040,480.00	(308,321.99)	-3.8 %
TOTAL Income	<u>7,732,158.01</u>	<u>8,040,480.00</u>	<u>(308,321.99)</u>	-3.8 %
Adjustments				
Discounts	201.88	0.00	201.88	
TOTAL Adjustments	<u>201.88</u>	<u>0.00</u>	<u>201.88</u>	
*****	<u>7,732,359.89</u>	<u>8,040,480.00</u>	<u>(308,120.11)</u>	-3.8 %
***** OPERATING INCOME	<u>7,732,359.89</u>	<u>8,040,480.00</u>	<u>(308,120.11)</u>	-3.8 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,641,214.21	2,722,045.00	80,830.79	3.0 %
TOTAL Salaries and Payroll Taxes	<u>2,641,214.21</u>	<u>2,722,045.00</u>	<u>80,830.79</u>	3.0 %
Employee Benefits				
Employee Benefits	535,723.87	590,240.00	54,516.13	9.2 %
TOTAL Employee Benefits	<u>535,723.87</u>	<u>590,240.00</u>	<u>54,516.13</u>	9.2 %
Director's Expenses				
Director's Expenses	16,119.18	20,930.00	4,810.82	23.0 %
TOTAL Director's Expenses	<u>16,119.18</u>	<u>20,930.00</u>	<u>4,810.82</u>	23.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	58,926.42	50,380.00	(8,546.42)	-17.0 %
TOTAL Truck and Auto Expenses	<u>58,926.42</u>	<u>50,380.00</u>	<u>(8,546.42)</u>	-17.0 %
General and Administrative				
General and Administrative	580,845.81	554,700.00	(26,145.81)	-4.7 %
TOTAL General and Administrative	<u>580,845.81</u>	<u>554,700.00</u>	<u>(26,145.81)</u>	-4.7 %
Office Expense				
Office Expense	91,171.07	56,040.00	(35,131.07)	-62.7 %
TOTAL Office Expense	<u>91,171.07</u>	<u>56,040.00</u>	<u>(35,131.07)</u>	-62.7 %
Operating Supplies				
Operating Supplies	388,388.19	399,486.67	11,098.48	2.8 %
TOTAL Operating Supplies	<u>388,388.19</u>	<u>399,486.67</u>	<u>11,098.48</u>	2.8 %
Contract Services				
Contract Services	574,668.81	585,935.00	11,266.19	1.9 %
TOTAL Contract Services	<u>574,668.81</u>	<u>585,935.00</u>	<u>11,266.19</u>	1.9 %

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Variance, February 2024 - current month, Consolidated by
account

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	351,937.21	325,260.00	(26,677.21)	-8.2 %
TOTAL Repairs and Maintenance	<u>351,937.21</u>	<u>325,260.00</u>	<u>(26,677.21)</u>	-8.2 %
Utilities				
<i>Utilities</i>	265,685.52	276,280.00	10,594.48	3.8 %
TOTAL Utilities	<u>265,685.52</u>	<u>276,280.00</u>	<u>10,594.48</u>	3.8 %
Travel and Meetings				
<i>Travel and Meetings</i>	38,574.57	45,425.00	6,850.43	15.1 %
TOTAL Travel and Meetings	<u>38,574.57</u>	<u>45,425.00</u>	<u>6,850.43</u>	15.1 %
Permits and Fees				
<i>Permits and Fees</i>	67,711.61	72,800.00	5,088.39	7.0 %
TOTAL Permits and Fees	<u>67,711.61</u>	<u>72,800.00</u>	<u>5,088.39</u>	7.0 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	36,968.50	34,450.00	(2,518.50)	-7.3 %
TOTAL Memberships and Subscriptions	<u>36,968.50</u>	<u>34,450.00</u>	<u>(2,518.50)</u>	-7.3 %
Safety				
<i>Safety</i>	47,573.89	47,270.00	(303.89)	-0.6 %
TOTAL Safety	<u>47,573.89</u>	<u>47,270.00</u>	<u>(303.89)</u>	-0.6 %
Other Expenses				
<i>Other Expense</i>	39,313.74	22,400.00	(16,913.74)	-75.5 %
TOTAL Other Expenses	<u>39,313.74</u>	<u>22,400.00</u>	<u>(16,913.74)</u>	-75.5 %
TOTAL Operating Expenses	<u>5,734,822.60</u>	<u>5,803,641.67</u>	<u>68,819.07</u>	1.2 %
***** OPERATING INCOME (LOSS)	<u>1,997,537.29</u>	<u>2,236,838.33</u>	<u>(239,301.04)</u>	-10.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	2,217,187.32	1,851,150.00	366,037.32	19.8 %
TOTAL Other Income or Gain	<u>2,217,187.32</u>	<u>1,851,150.00</u>	<u>366,037.32</u>	19.8 %
TOTAL Non-op Income, Expense, Gain or Loss	<u>2,217,187.32</u>	<u>1,851,150.00</u>	<u>366,037.32</u>	19.8 %
***** NET INCOME (LOSS)	<u>4,214,724.61</u>	<u>4,087,988.33</u>	<u>126,736.28</u>	3.1 %
***** NET INCOME (LOSS)	<u>4,214,724.61</u>	<u>4,087,988.33</u>	<u>126,736.28</u>	3.1 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Collections
*Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 5*

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	551,802.16	464,900.00	(86,902.16)	-18.7 %
TOTAL Salaries and Payroll Taxes	551,802.16	464,900.00	(86,902.16)	-18.7 %
Employee Benefits				
Employee Benefits	137,879.34	145,225.00	7,345.66	5.1 %
TOTAL Employee Benefits	137,879.34	145,225.00	7,345.66	5.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	52,422.84	48,540.00	(3,882.84)	-8.0 %
TOTAL Truck and Auto Expenses	52,422.84	48,540.00	(3,882.84)	-8.0 %
General and Administrative				
General and Administrative	157,681.32	149,000.00	(8,681.32)	-5.8 %
TOTAL General and Administrative	157,681.32	149,000.00	(8,681.32)	-5.8 %
Office Expense				
Office Expense	12,677.05	9,500.00	(3,177.05)	-33.4 %
TOTAL Office Expense	12,677.05	9,500.00	(3,177.05)	-33.4 %
Operating Supplies				
Operating Supplies	31,196.42	33,820.00	2,623.58	7.8 %
TOTAL Operating Supplies	31,196.42	33,820.00	2,623.58	7.8 %
Contract Services				
Contract Services	150,141.33	163,800.00	13,658.67	8.3 %
TOTAL Contract Services	150,141.33	163,800.00	13,658.67	8.3 %
Repairs and Maintenance				
Repairs and Maintenance	208,934.83	181,000.00	(27,934.83)	-15.4 %
TOTAL Repairs and Maintenance	208,934.83	181,000.00	(27,934.83)	-15.4 %
Utilities				
Utilities	33,416.06	31,925.00	(1,491.06)	-4.7 %
TOTAL Utilities	33,416.06	31,925.00	(1,491.06)	-4.7 %
Travel and Meetings				
Travel and Meetings	13,125.59	13,900.00	774.41	5.6 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Collections
*Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 5*

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	13,125.59	13,900.00	774.41	5.6 %
Permits and Fees				
<i>Permits and Fees</i>	9,470.11	8,300.00	(1,170.11)	-14.1 %
TOTAL Permits and Fees	9,470.11	8,300.00	(1,170.11)	-14.1 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,469.00	2,500.00	1,031.00	41.2 %
TOTAL Memberships and Subscriptions	1,469.00	2,500.00	1,031.00	41.2 %
Safety				
<i>Safety</i>	16,312.71	12,350.00	(3,962.71)	-32.1 %
TOTAL Safety	16,312.71	12,350.00	(3,962.71)	-32.1 %
TOTAL Operating Expenses	1,376,528.76	1,264,760.00	(111,768.76)	-8.8 %
***** OPERATING INCOME (LOSS)	(1,376,528.76)	(1,264,760.00)	(111,768.76)	-8.8 %
***** NET INCOME (LOSS)	(1,376,528.76)	(1,264,760.00)	(111,768.76)	-8.8 %
***** NET INCOME (LOSS)	(1,376,528.76)	(1,264,760.00)	(111,768.76)	-8.8 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Treatment
*Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 6*

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	1,220,238.21	1,321,300.00	101,061.79	7.6 %
TOTAL Salaries and Payroll Taxes	1,220,238.21	1,321,300.00	101,061.79	7.6 %
Employee Benefits				
<i>Employee Benefits</i>	308,909.91	333,635.00	24,725.09	7.4 %
TOTAL Employee Benefits	308,909.91	333,635.00	24,725.09	7.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	6,431.88	1,840.00	(4,591.88)	-249.6 %
TOTAL Truck and Auto Expenses	6,431.88	1,840.00	(4,591.88)	-249.6 %
General and Administrative				
<i>General and Administrative</i>	287,450.34	260,000.00	(27,450.34)	-10.6 %
TOTAL General and Administrative	287,450.34	260,000.00	(27,450.34)	-10.6 %
Office Expense				
<i>Office Expense</i>	51,000.42	30,040.00	(20,960.42)	-69.8 %
TOTAL Office Expense	51,000.42	30,040.00	(20,960.42)	-69.8 %
Operating Supplies				
<i>Operating Supplies</i>	356,175.07	359,716.67	3,541.60	1.0 %
TOTAL Operating Supplies	356,175.07	359,716.67	3,541.60	1.0 %
Contract Services				
<i>Contract Services</i>	336,581.83	353,700.00	17,118.17	4.8 %
TOTAL Contract Services	336,581.83	353,700.00	17,118.17	4.8 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	116,616.46	127,600.00	10,983.54	8.6 %
TOTAL Repairs and Maintenance	116,616.46	127,600.00	10,983.54	8.6 %
Utilities				
<i>Utilities</i>	214,211.33	226,850.00	12,638.67	5.6 %
TOTAL Utilities	214,211.33	226,850.00	12,638.67	5.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	18,894.58	23,400.00	4,505.42	19.3 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Treatment
Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 6

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	18,894.58	23,400.00	4,505.42	19.3 %
Permits and Fees				
<i>Permits and Fees</i>	33,426.50	32,500.00	(926.50)	-2.9 %
TOTAL Permits and Fees	33,426.50	32,500.00	(926.50)	-2.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,623.00	4,950.00	327.00	6.6 %
TOTAL Memberships and Subscriptions	4,623.00	4,950.00	327.00	6.6 %
Safety				
<i>Safety</i>	29,024.51	32,600.00	3,575.49	11.0 %
TOTAL Safety	29,024.51	32,600.00	3,575.49	11.0 %
Other Expenses				
<i>Other Expense</i>	1,341.38	5,200.00	3,858.62	74.2 %
TOTAL Other Expenses	1,341.38	5,200.00	3,858.62	74.2 %
TOTAL Operating Expenses	2,984,925.42	3,113,331.67	128,406.25	4.1 %
***** OPERATING INCOME (LOSS)	(2,984,925.42)	(3,113,331.67)	128,406.25	4.1 %
***** NET INCOME (LOSS)	(2,984,925.42)	(3,113,331.67)	128,406.25	4.1 %
***** NET INCOME (LOSS)	(2,984,925.42)	(3,113,331.67)	128,406.25	4.1 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Admin.
*Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 7*

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	470,533.66	474,260.00	3,726.34	0.8 %
TOTAL Salaries and Payroll Taxes	470,533.66	474,260.00	3,726.34	0.8 %
Employee Benefits				
Employee Benefits	88,934.62	111,380.00	22,445.38	20.2 %
TOTAL Employee Benefits	88,934.62	111,380.00	22,445.38	20.2 %
Director's Expenses				
Director's Expenses	15,769.18	20,580.00	4,810.82	23.4 %
TOTAL Director's Expenses	15,769.18	20,580.00	4,810.82	23.4 %
Truck and Auto Expenses				
Truck and Auto Expenses	71.70	0.00	(71.70)	
TOTAL Truck and Auto Expenses	71.70	0.00	(71.70)	
General and Administrative				
General and Administrative	135,714.15	145,700.00	9,985.85	6.9 %
TOTAL General and Administrative	135,714.15	145,700.00	9,985.85	6.9 %
Office Expense				
Office Expense	27,493.60	16,500.00	(10,993.60)	-66.6 %
TOTAL Office Expense	27,493.60	16,500.00	(10,993.60)	-66.6 %
Operating Supplies				
Operating Supplies	152.17	550.00	397.83	72.3 %
TOTAL Operating Supplies	152.17	550.00	397.83	72.3 %
Contract Services				
Contract Services	87,111.86	68,435.00	(18,676.86)	-27.3 %
TOTAL Contract Services	87,111.86	68,435.00	(18,676.86)	-27.3 %
Repairs and Maintenance				
Repairs and Maintenance	21,523.64	10,000.00	(11,523.64)	-115.2 %
TOTAL Repairs and Maintenance	21,523.64	10,000.00	(11,523.64)	-115.2 %
Utilities				
Utilities	18,058.13	17,505.00	(553.13)	-3.2 %

Carmel Area Wastewater District
Op. Exps. Actual to Budget-Admin.
Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 7

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	18,058.13	17,505.00	(553.13)	-3.2 %
Travel and Meetings				
<i>Travel and Meetings</i>	6,554.40	8,125.00	1,570.60	19.3 %
TOTAL Travel and Meetings	6,554.40	8,125.00	1,570.60	19.3 %
Permits and Fees				
<i>Permits and Fees</i>	24,815.00	32,000.00	7,185.00	22.5 %
TOTAL Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	30,876.50	27,000.00	(3,876.50)	-14.4 %
TOTAL Memberships and Subscriptions	30,876.50	27,000.00	(3,876.50)	-14.4 %
Safety				
<i>Safety</i>	1,884.43	1,400.00	(484.43)	-34.6 %
TOTAL Safety	1,884.43	1,400.00	(484.43)	-34.6 %
Other Expenses				
<i>Other Expense</i>	37,972.36	17,200.00	(20,772.36)	-120.8 %
TOTAL Other Expenses	37,972.36	17,200.00	(20,772.36)	-120.8 %
TOTAL Operating Expenses	967,465.40	950,635.00	(16,830.40)	-1.8 %
***** OPERATING INCOME (LOSS)	(967,465.40)	(950,635.00)	(16,830.40)	-1.8 %
***** NET INCOME (LOSS)	(967,465.40)	(950,635.00)	(16,830.40)	-1.8 %
***** NET INCOME (LOSS)	(967,465.40)	(950,635.00)	(16,830.40)	-1.8 %

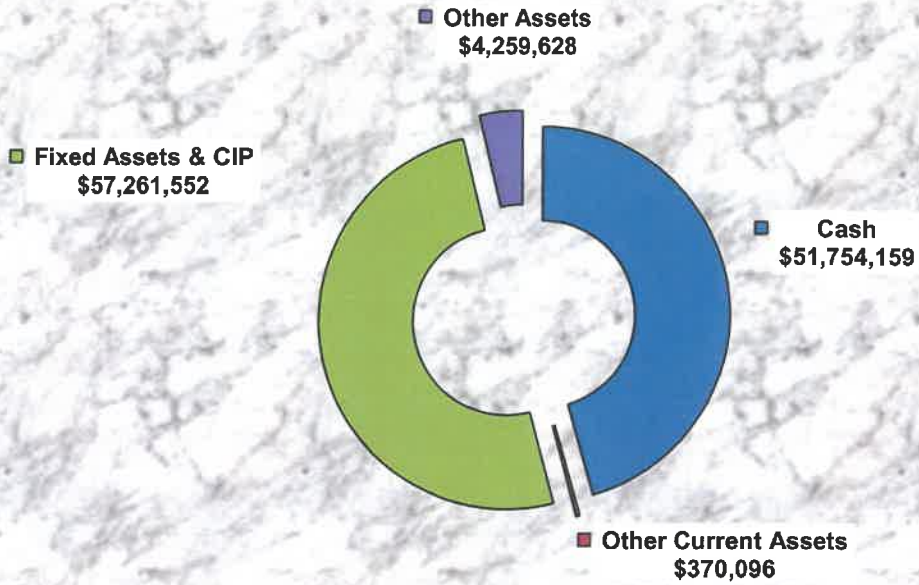
Carmel Area Wastewater District
Op. Exps. Actual to Budget-Reclamation
*Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 8*

	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
<i>Salaries and Payroll Taxes</i>	398,640.18	460,240.00	61,599.82	13.4 %
TOTAL Salaries and Payroll Taxes	398,640.18	460,240.00	61,599.82	13.4 %
Director's Expenses				
<i>Director's Expenses</i>	350.00	350.00	0.00	
TOTAL Director's Expenses	350.00	350.00	0.00	
Operating Supplies				
<i>Operating Supplies</i>	864.53	5,400.00	4,535.47	84.0 %
TOTAL Operating Supplies	864.53	5,400.00	4,535.47	84.0 %
Contract Services				
<i>Contract Services</i>	833.79	0.00	(833.79)	
TOTAL Contract Services	833.79	0.00	(833.79)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	646.10	2,660.00	2,013.90	75.7 %
TOTAL Repairs and Maintenance	646.10	2,660.00	2,013.90	75.7 %
Safety				
<i>Safety</i>	352.24	920.00	567.76	61.7 %
TOTAL Safety	352.24	920.00	567.76	61.7 %
TOTAL Operating Expenses	401,686.84	469,570.00	67,883.16	14.5 %
***** OPERATING INCOME (LOSS)	(401,686.84)	(469,570.00)	67,883.16	14.5 %
***** NET INCOME (LOSS)	(401,686.84)	(469,570.00)	67,883.16	14.5 %
***** NET INCOME (LOSS)	(401,686.84)	(469,570.00)	67,883.16	14.5 %

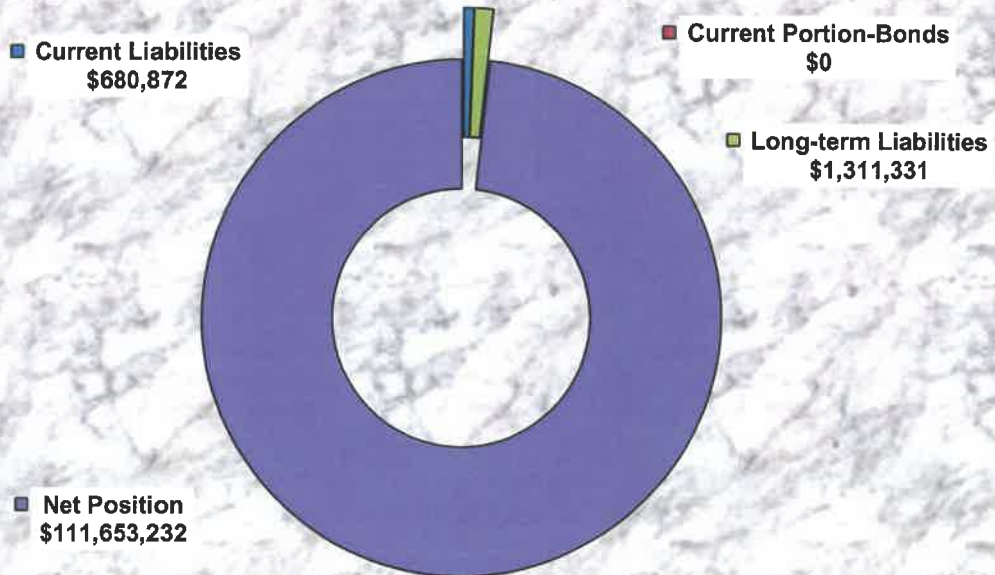
Carmel Area Wastewater District
I/S Actual to Budget-Brine Disposal
Year-to-Date Variance, February 2024 - current month, Consolidated by
account, Department 10

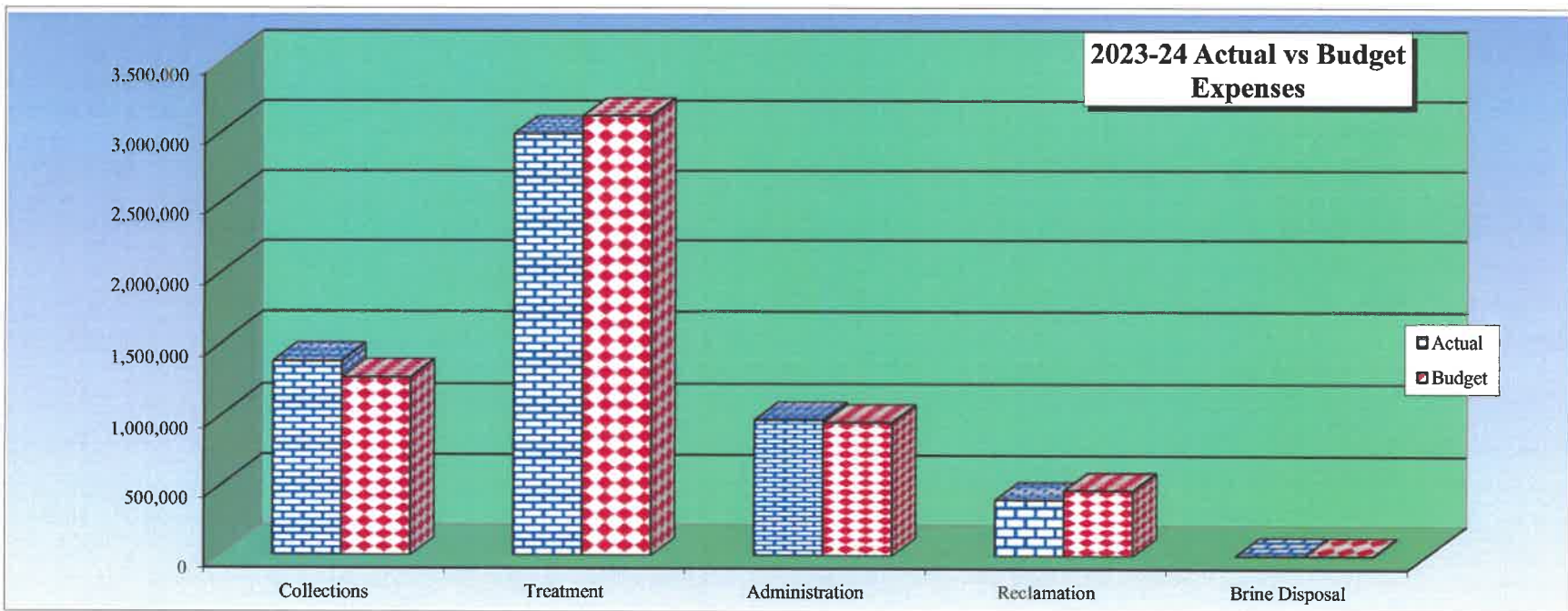
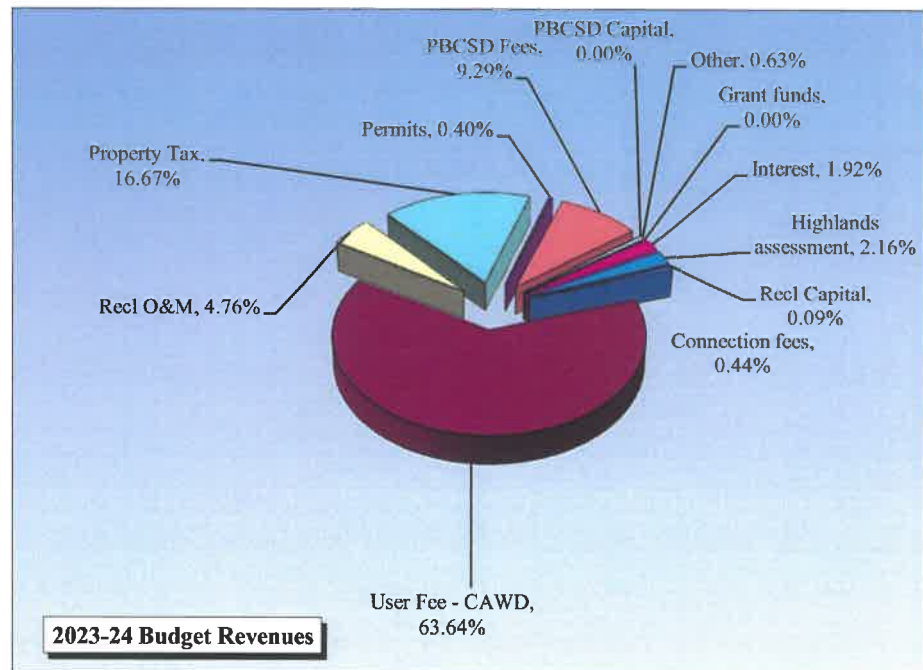
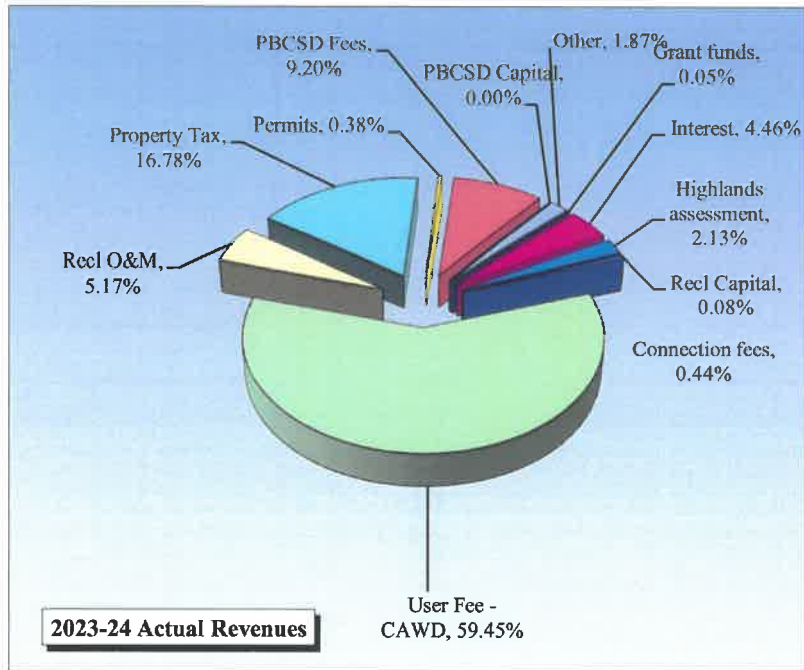
	<i>8 Months Ended February 29, 2024</i>	<i>8 Months Ended February 29, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	51,161.71	52,000.00	(838.29)	-1.6 %
TOTAL Income	<u>51,161.71</u>	<u>52,000.00</u>	<u>(838.29)</u>	-1.6 %
*****	<u>51,161.71</u>	<u>52,000.00</u>	<u>(838.29)</u>	-1.6 %
***** OPERATING INCOME	<u>51,161.71</u>	<u>52,000.00</u>	<u>(838.29)</u>	-1.6 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	0.00	1,345.00	1,345.00	100.0 %
TOTAL Salaries and Payroll Taxes	<u>0.00</u>	<u>1,345.00</u>	<u>1,345.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	4,216.18	4,000.00	(216.18)	-5.4 %
TOTAL Repairs and Maintenance	<u>4,216.18</u>	<u>4,000.00</u>	<u>(216.18)</u>	-5.4 %
TOTAL Operating Expenses	<u>4,216.18</u>	<u>5,345.00</u>	<u>1,128.82</u>	21.1 %
***** OPERATING INCOME (LOSS)	<u>46,945.53</u>	<u>46,655.00</u>	<u>290.53</u>	0.6 %
***** NET INCOME (LOSS)	<u>46,945.53</u>	<u>46,655.00</u>	<u>290.53</u>	0.6 %
***** NET INCOME (LOSS)	<u>46,945.53</u>	<u>46,655.00</u>	<u>290.53</u>	0.6 %

Assets - February 29, 2024

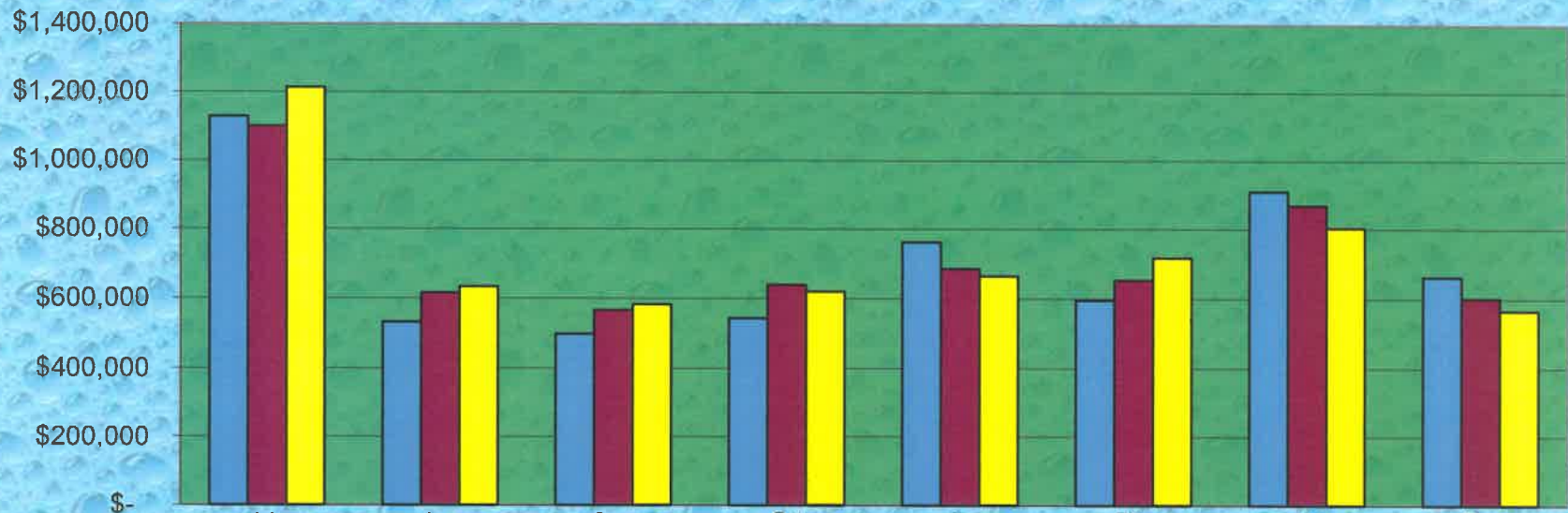


Liabilities - February 29, 2024





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb
■ FY 22-23	\$1,129,338	\$532,107	\$498,951	\$543,933	\$761,735	\$595,405	\$910,312	\$663,465
■ FY 23-24	\$1,099,772	\$615,987	\$566,511	\$640,578	\$686,764	\$654,302	\$868,703	\$602,205
■ CY Budget	\$1,213,035	\$634,524	\$582,961	\$620,072	\$665,195	\$717,755	\$804,100	\$566,000

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

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>						
Wells Cargo enclosed trailer-unbudgeted		0	11,073	11,073	0	NA
Monte Verde HT Hard Iron "N" Impeller pump-unbudgeted		0	15,270	15,270	0	NA
Carmel Valley Manor pump station alarm system-unbudgeted		0	2,581	2,581	0	NA
Flygt 3153 Impeller pump-Calle La Cruz-unbudgeted		0	28,028	28,028	0	NA
New 2023 Ford S-Duty truck-budget amendment		0	59,214	59,214	65,000	91.10%
Vaughn Trailer Mount Chopper Pump		0	84,623	84,623	82,843	102.15%
RIDGED Push Camera-unbudgeted		0	13,530	13,530	0	NA
MobilMMS Software		0	78,000	78,000	90,000	86.67%
<u>Treatment</u>						
1 HP Motor Gearbox-unbudgeted		0	11,203	11,203	0	NA
Oil Injected Screw Compressor-Air Cooled-unbudgeted		0	12,298	12,298	0	NA
SCE Aqua Dam-unbudgeted		0	12,888	12,888	0	NA
Dechlor Analyzer-unbudgeted		0	13,384	13,384	0	NA
Lab Autoclave (RECL 50%)		16,441	16,441	16,441	20,000	82.21%
RECL share	0	(8,221)	(8,221)	(8,221)	0	NA
PBCSD share (1/3 of cost)	0	(2,740)	(19,331)	(19,331)	0	NA
		5,480	330,981	330,981	257,843	NA

Total Capital Purchases 23-24

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

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	615,044	2,220	92,250	707,294	2,000,000	4.61%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	334,692	24,973	104,191	438,883	4,560,760	2.28%
Bay/Scenic Pump Station Rehab	76,756	0	70,487	147,243	900,000	7.83%
Pescadero Creek Area Pipe Rehab	182,256	3,895	28,347	210,602	500,000	5.67%
Vactor Receiving Station	86,668	0	14,135	100,803	400,000	3.53%
Lorca Lane Sewer Repair-unbudgeted	81,482	0	191,461	272,943	0	NA
Santa Rita & Guadalupe Pipeline	46,003	3,423	46,890	92,893	3,669,330	1.28%
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total CIP Projects 23-24</i>	1,423,080	34,511	547,761	1,970,841	12,030,090	4.55%

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

	BEG BAL	FEB	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fence	48,856	0	945	49,801	275,000	0.34%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	7,771,132	2,185	1,563,067	9,334,199	2,441,500	64.02%
Potable Water & Gas Main Replacement (COLL 5.5%)	43,444	71,881	124,355	167,799	300,000	41.45%
Plant Bridge Retrofit Project- unbudgeted	968	61	7,003	7,971	0	NA
RECL share	(209,821)	(59)	(42,203)	(252,024)	(65,921)	64.02%
PBCSD share (1/3 of cost)	(2,551,526)	(20,736)	(544,216)	(3,095,743)	(983,526)	55.33%
<i>Total Long Term CIP Projects 23-24</i>	5,103,053	53,332	1,108,951	6,212,004	1,967,053	56.38%
Total Capital (net of RECL and PBCSD)	6,526,133	93,323	1,987,693	8,513,826	14,254,986	13.94%

**Carmel Area Wastewater District
Variance Analysis
2023-24**

	YTD \$ Variance	YTD % Variance	
<u>Collections</u>			
Salaries and Payroll Taxes	(\$86,902.16)	-18.70%	Salaries slightly underbudgeted.
Truck and Auto Expenses	(\$3,882.84)	-8.00%	Outside repair service and repair parts underbudgeted.
General and Administrative	(\$8,681.32)	-5.80%	Insurance underbudgeted.
Office Expense	(\$3,177.05)	-33.40%	Computers and equipment underbudgeted.
Repairs and Maintenance	(\$27,934.83)	-15.40%	Pump station equipment underbudgeted.
Permits and Fees	(\$1,170.11)	-14.10%	Mo. Bay Air Resources District underbudgeted.
Safety	(\$3,962.71)	-32.10%	Fire extinguisher service unbudgeted. Training underbudgeted.
<u>Treatment</u>			
Truck and Auto Expenses	(\$4,591.88)	-249.60%	Gas and repair service underbudgeted. Small dollar amounts.
General and Administrative	(\$27,450.34)	-10.60%	Insurance underbudgeted.
Office Expense	(\$20,960.42)	-69.80%	Computers and equipment underbudgeted.
<u>Administration</u>			
Truck and Auto Expenses	(\$71.70)	No budget	Repair parts-small dollar amount.
Office Expense	(\$10,993.60)	-66.60%	Computers underbudgeted. Codifications and temp service unbudgeted.
Contract Services	(\$18,676.86)	-27.30%	HR consulting underbudgeted. Source control unbudgeted.
Repairs and Maintenance	(\$11,523.64)	-115.20%	Building repairs underbudgeted.
Memberships and Subscriptions	(\$3,876.50)	-14.40%	WateReuse membership unbudgeted. Small dollar amounts. Employee certifications and memberships underbudgeted.
Safety	(\$484.43)	-34.60%	PPE and safety supplies underbudgeted. Small dollar amounts.
Other Expense	(\$20,772.36)	-120.80%	Recruiting unbudgeted.
<u>Brine Disposal</u>			
Repairs and Maintenance	(\$216.18)	-5.40%	Repairs and maintenance underbudgeted. Small dollar amounts.

District Obligations:

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

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

Resolution #	Description	Budgeted	Amendment	Spent To Date
2023-62	A Resolution authorizing the General Manager to execute a contract for the purchase of a new Collections truck not to exceed \$65,000. This was planned originally for 2024-25.	\$ -	\$ 65,000	\$ 59,214
2023-67	A Resolution authorizing the General Manager to execute a contract for the purchase of a new portable sewage by-pass pump not to exceed \$82,842.51.	\$ 72,500	\$ 10,343	\$ 84,623
2024-17	A Resolution approving the purchase of the Ion Chromatograph in the amount of \$66,196.30.	\$ 57,000	\$ 9,196	\$ -
Total To Date		<u>\$ 129,500</u>	<u>\$ 84,539</u>	<u>\$ 143,837</u>

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: March 28, 2024
 SUBJECT: Monthly Report – February 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in February 20
 Total Fees \$3,560.00

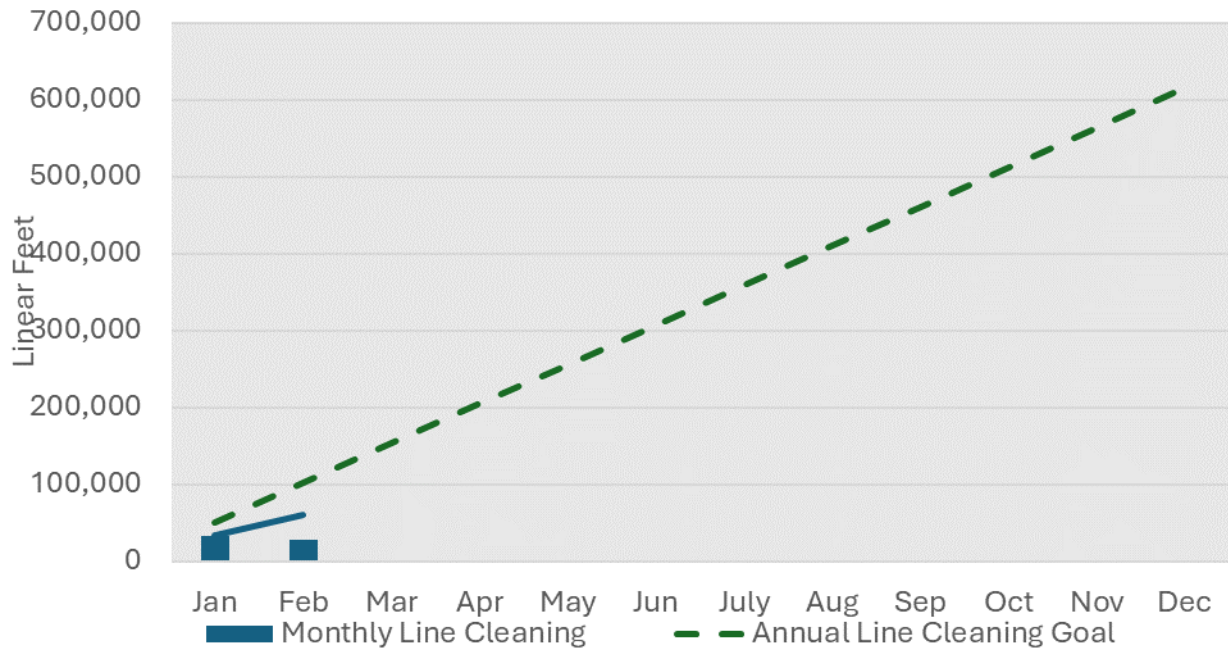
Maintenance

Attached is a map of the areas cleaned in the past three months. There were 27,950 feet of sewer lines cleaned in February.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
February	27,950 ft.	6.80%	6 - 15 inches
January	33,396 ft.	8.12%	6 - 10 inches
December	55,954 ft.	13.61%	6 – 12 inches

Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	61,346	553,654

Construction Activities

- N/A

Staff Development

- Staff completed several in-person tailgate training courses.

General comments

- During the month of February there were severe storms that required staff to work long days and nights to ensure the District and our constituents were protected. I want to extend a personal thank you to all staff for their efforts.

Service calls responded to by crew

Date	Time	Callout	Resolution
2/4/2024	9:05 AM	Six Power Failures	Power failures at all pump stations due to extreme high winds and rain. Power was out for three days at most of the stations. Crews rotated on 12-hour shifts until power was restored. See callout map.
2/6/2024	4:57 PM	Sewer Lateral Problem	Called by homeowner for report of their neighbor's hillside damaging their lateral. Neighbor to the rear had removed a retaining wall allowing dirt to flow and cover the property's lateral caused by the heavy rains. Informed homeowner to expose the cleanout and sewer relief valve. See callout map.
2/16/2024	11:26 AM	Lateral Spill	Called by City of Carmel reporting an overflowing lateral. Staff arrived on scene to find a lateral spill had run down the curb and gutter. Staff assisted the city in the cleanup. Informed the property manager to have their plumber inspect the lateral for defects and report back with findings. See callout map.

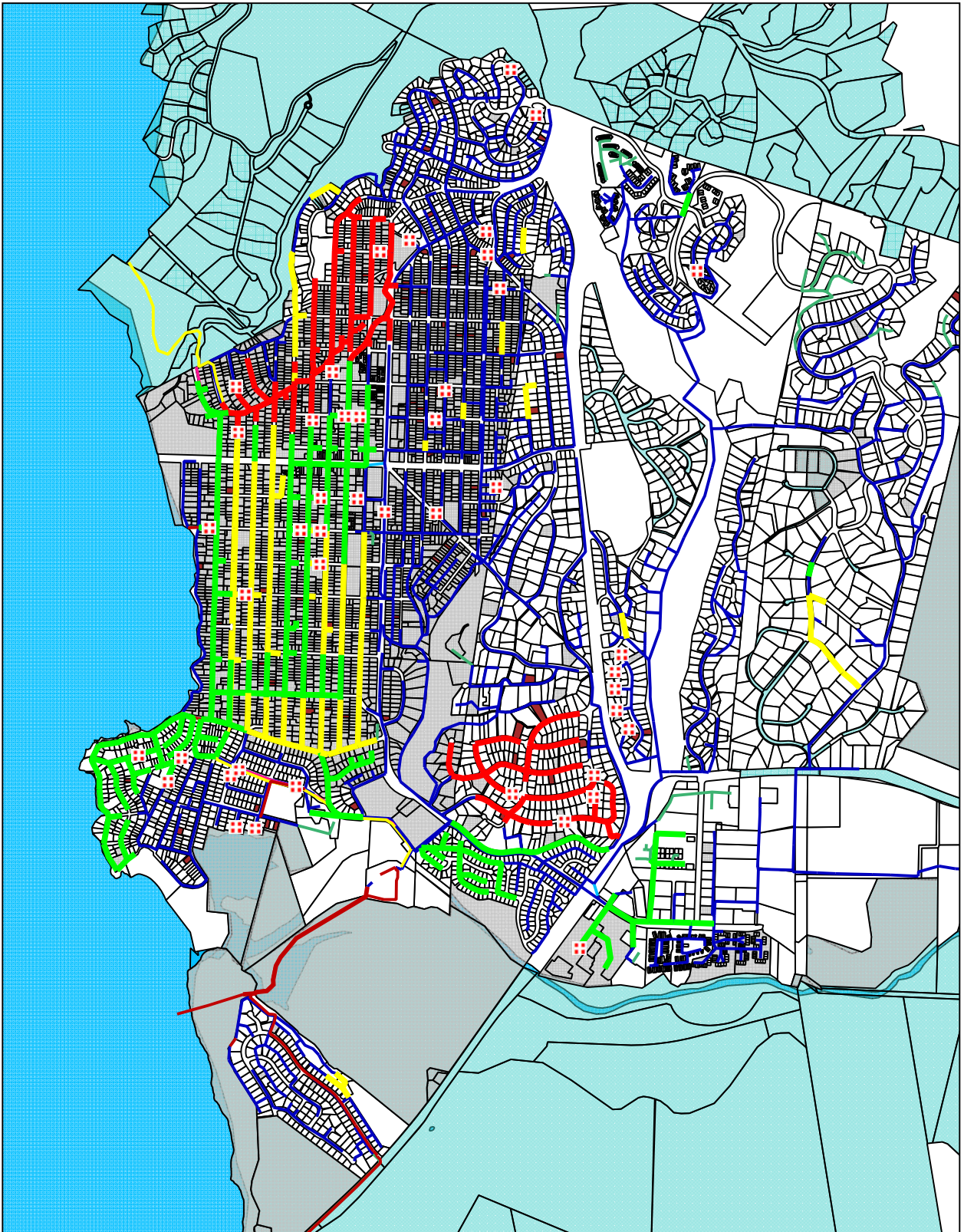
USA Location Requests – 209

Plumbing permit inspections – 13

Private Sewer Lateral Compliance Certificates Issued – 13

February (Red) 27,950 feet
January (Yellow) 33,396 feet
December (Green) 55,954 feet

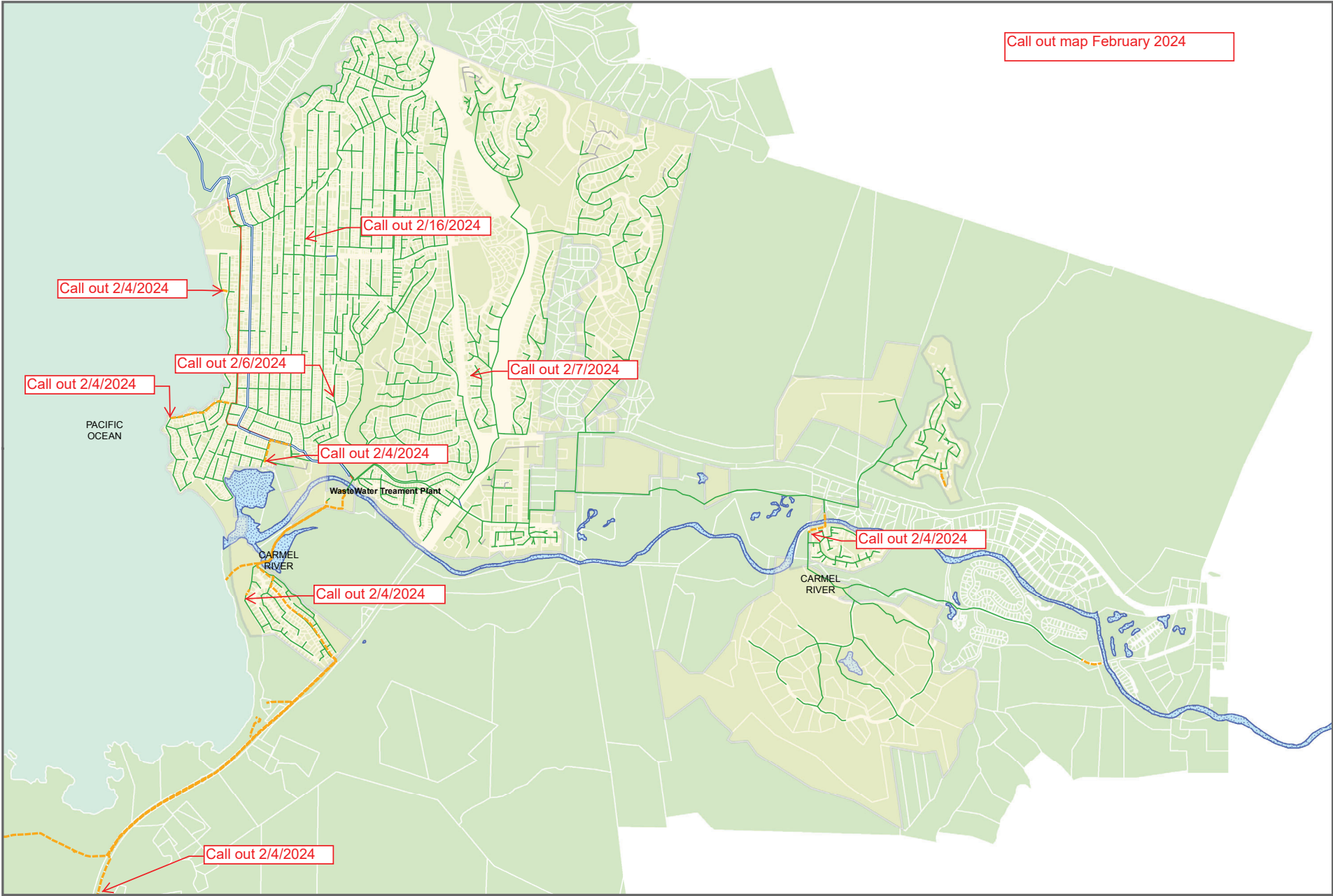
Monthly Cleaning Map



3/12/2024



Call out map February 2024



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

Carmel Area Wastewater District
Sanitary Sewer System Inventory



Created by
RedZone Robotics
Revised 10/2013

STAFF REPORT

To: Board of Directors

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

Date: March 28, 2024

Subject: Monthly Safety Report (for February 2024)



RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **Feb 7; Tailgate Training- Stormwater system.** Following some relatively large rain events, S/C Admin Dias gave a presentation on the design and function of the stormwater system at the plant. The perimeter road that encircles the site is higher than the interior of the plant and acts like a ring levee. Therefore, the site is self-contained, meaning that rain that falls on the site does not run off to the river or the lagoon. Since 2017 when the new stormwater pumping station was constructed, all rain falling on the site has been returned to headworks for full treatment.
- **Feb 14; Tailgate Training– Secondary chemical container labeling.** Carla James, the new Laboratory Supervisor, gave a PowerPoint presentation on when secondary labeling is required. If a chemical is transferred from its original container to another unlabeled container (barrel, bucket, carboy, jug, etc.) the secondary container must be labeled with a minimum of six mandated types of information. Key information includes the hazards of the chemical, the safety precautions to take and steps to take if exposed. Labeling is mandated if the chemical is going to remain in the secondary container for longer than one day/shift.
- **Feb 21; Tailgate Training– Vehicle safety while backing up.** S/C Admin Dias gave a presentation on how to reduce accidents and injuries while backing up vehicles. A wide variety of vehicles are used at the site and many of them have poor visibility when backing up. Two safety videos were shown, and additional tips were provided.

The primary technique to avoid backing up is to plan the route ahead of time and park in a location where the vehicle can always be driven forward when departing. If backing up is unavoidable, especially in vehicles with poor rearward visibility, a spotter should be used to guide the driver. The proper hand signal techniques for spotters were reviewed.

- **Feb 28- Tailgate Training– Lock Out Tag Out (LOTO).** Michael Garrison, Operator II, gave a refresher training on LOTO procedures. He highlighted key sections from Carmel Area Wastewater District’s LOTO policy and emphasized how to inform another employee if that employee’s lock had to be removed in their absence.

Ongoing Safety Improvements

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

- **Foot-traffic collision improvements.** A safety improvement was suggested by an operator to help reduce the chance of injury at a high foot-traffic location. It was noted that the door to the men’s locker room and bathroom is a high traffic pinch-point and is typically used by all employees multiple times each day. However, the door was solid and so an employee exiting the building could not see if someone was approaching the door or was standing right in front of the door unlocking it via the electronic keypad. It was agreed that it was just a matter of time before someone outside the door was going to get struck by the door being opened at the wrong time. The doors to both the ladies’ and men’s room were retrofitted with one-way glass so employees exiting the building can see if someone is near the door.

Tours and Outreach

- **Tours:** No tours were held in February. Multiple tours are scheduled for March.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no new Workers Comp claims or first aid injuries in February. A previous worker’s comp claim (January 2023) involved a back injury. Beginning in November 2023 the worker was again placed on restricted duty while he undergoes physical therapy and was scheduled for a therapeutic medical procedure. The second matrix for 2024 is below.

	Work Related Injuries and Illnesses for 2024 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	31*	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	0	0	0	0

*Excludes holidays, vacation days and sick days

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: February 2024	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	39.689	1.368	0.898	2.848	63.384	68.66	210.60
PBCSD Flow	22.928	0.791	0.492	1.218	36.616	40.61	124.57
Total Plant Flow	62.617	2.159	1.390	4.066	100.00	109.27	335.17
Tertiary Flow (3)	0.000	0.000	0.000	0.000	0.000	14.96	45.89
Ocean Discharge	61.578	2.123	0.876	3.989	98.341	91.24	279.87
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	14.96MG (45.89acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.56 BG (29.34 K acre-ft.)
12 Month Rolling Total Reclamation Production	288.51 MG (885.43 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Feb'24 kWh	Price per kWh	Feb'24	Jan'24	Dec'23	Nov'23
Secondary	111,876.00	\$ 0.228	\$ 25,461.01	\$ 24,265.87	\$ 20,976.49	\$ 21,191.73
Blowers	45,396.24	\$ 0.234	\$ 10,621.03	\$ 11,983.47	\$ 10,373.70	\$ 10,127.76
CAWD Total	157,272.24		\$ 36,082.04	\$ 36,249.34	\$ 31,350.19	\$ 31,319.49
Tertiary	6,579.36	\$ 0.308	\$ 2,028.62	\$ 15,483.53	\$ 15,274.40	\$ 16,526.92
MF/RO	7,891.00	\$ 0.673	\$ 5,310.75	\$ 13,659.81	\$ 24,540.75	\$ 22,487.40
Reclaim Total	14,470.36		\$ 7,339.37	\$ 29,143.34	\$ 39,815.15	\$ 39,014.32
Adjusted Monthly Totals (1)	CAWD Total		\$ 20,826.25	Reclamation Total		\$ 22,595.16

	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	N/A	N/A	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	N/A	N/A	N/A	N/A

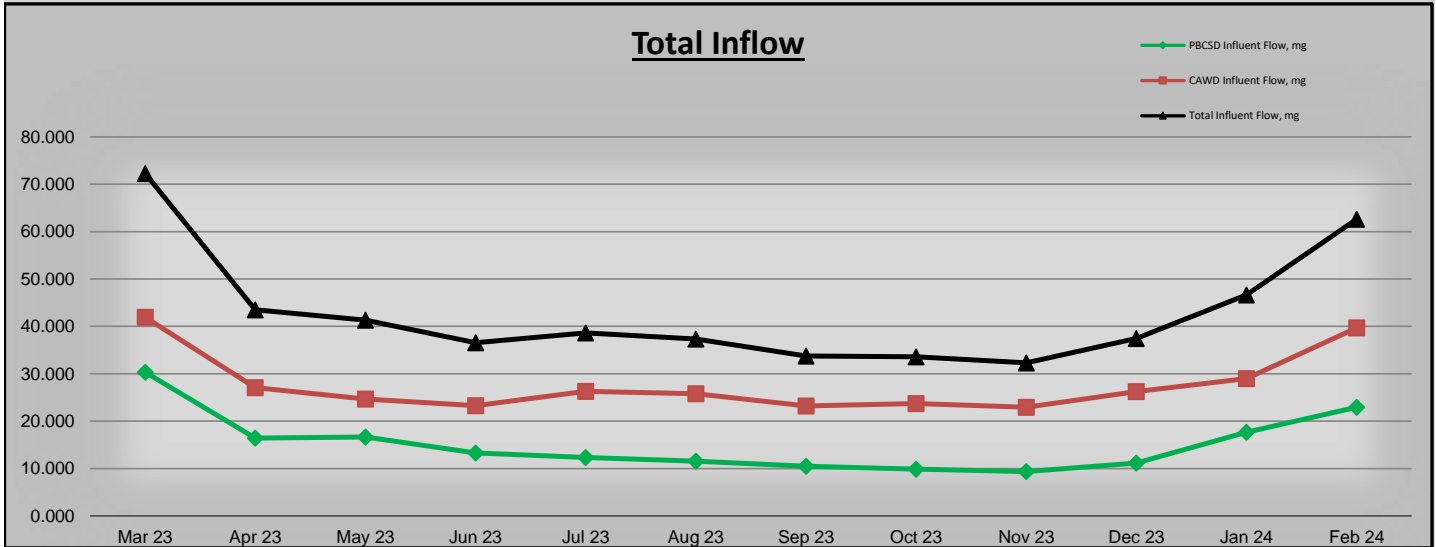
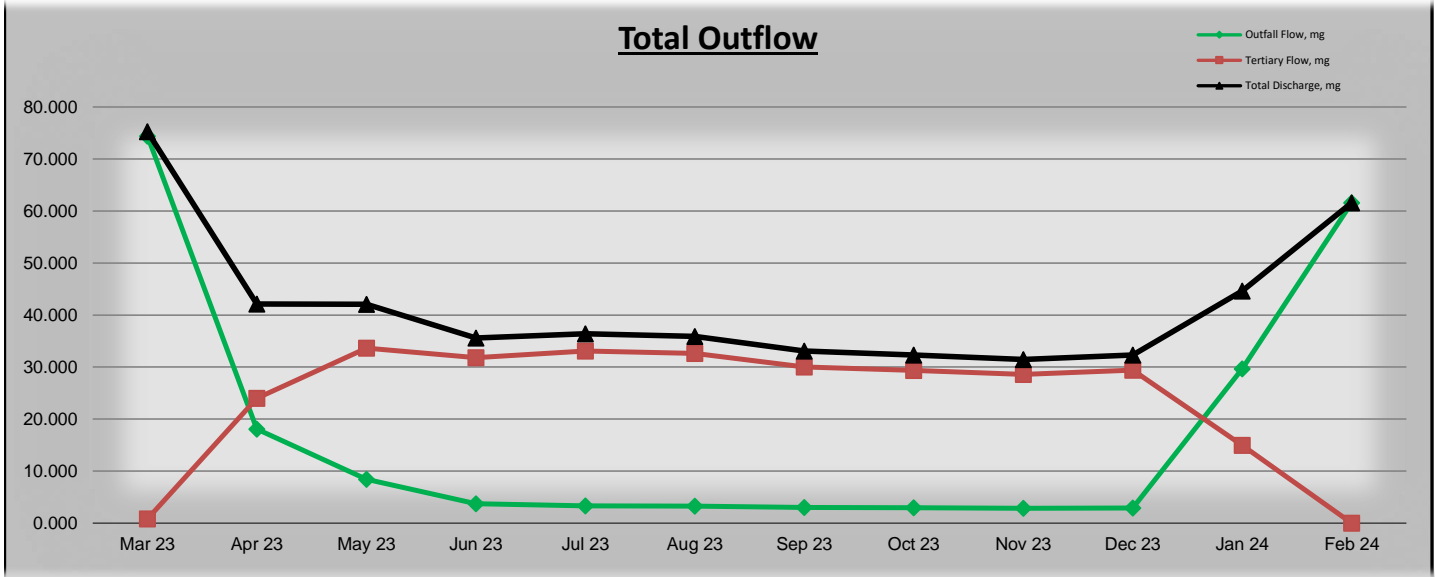
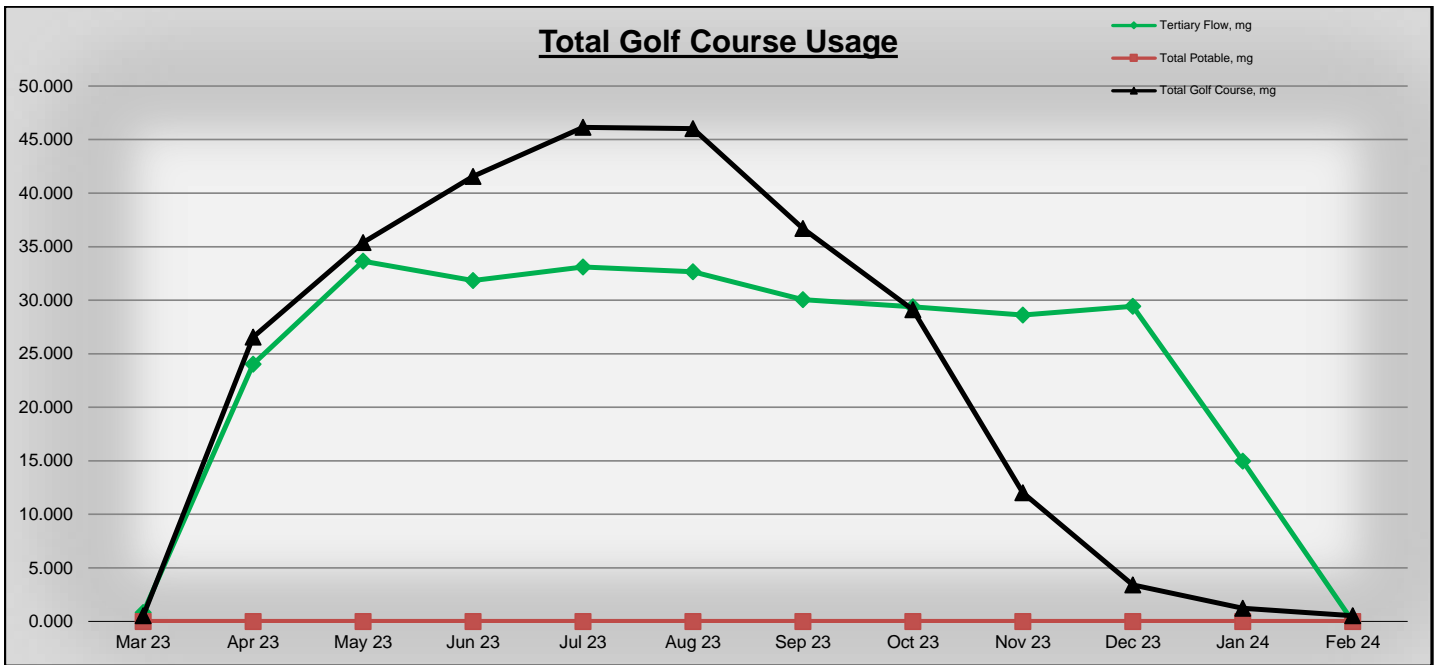
MICROTURBINE SUMMARY

Month	Feb'24 kW-h (2)	Jan'24	Dec'23	Nov'23	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor rebuilt should be completed on 3/29/2024

(3) Reclamation facility off-line due to full storage tank and reservoir



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
Report for: January 2024	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	28.966	0.935	0.783	1.202	62.095	28.97	88.85
PBCSD Flow	17.682	0.570	0.433	0.799	37.905	17.68	54.24
Total Plant Flow	46.648	1.505	1.216	2.001	100.00	46.65	143.09
Tertiary Flow	14.961	1.069	0.255	1.217	32.072	14.96	45.89
Ocean Discharge	29.658	0.957	0.066	2.056	63.578	29.66	90.98
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	14.96MG (45.89acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.56 BG (29.34 K acre-ft.)
12 Month Rolling Total Reclamation Production	290.77 MG (892.37 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jan'24 kWh	Price per kWh	Jan'24	Dec'23	Nov'23	Oct'23
Secondary	107,928.00	\$ 0.225	\$ 24,265.87	\$ 20,976.49	\$ 21,191.73	\$ 19,998.62
Blowers	47,843.04	\$ 0.250	\$ 11,983.47	\$ 10,373.70	\$ 10,127.76	\$ 10,178.96
CAWD Total	155,771.04		\$ 36,249.34	\$ 31,350.19	\$ 31,319.49	\$ 30,177.58
Tertiary	58,983.84	\$ 0.263	\$ 15,483.53	\$ 15,274.40	\$ 16,526.92	\$ 20,957.21
MF/RO	37,075.00	\$ 0.368	\$ 13,659.81	\$ 24,540.75	\$ 22,487.40	\$ 22,451.22
Reclaim Total	96,058.84		\$ 29,143.34	\$ 39,815.15	\$ 39,014.32	\$ 43,408.43
Adjusted Monthly Totals (1)	CAWD Total		\$ 21,540.85	Reclamation Total		\$ 43,851.83

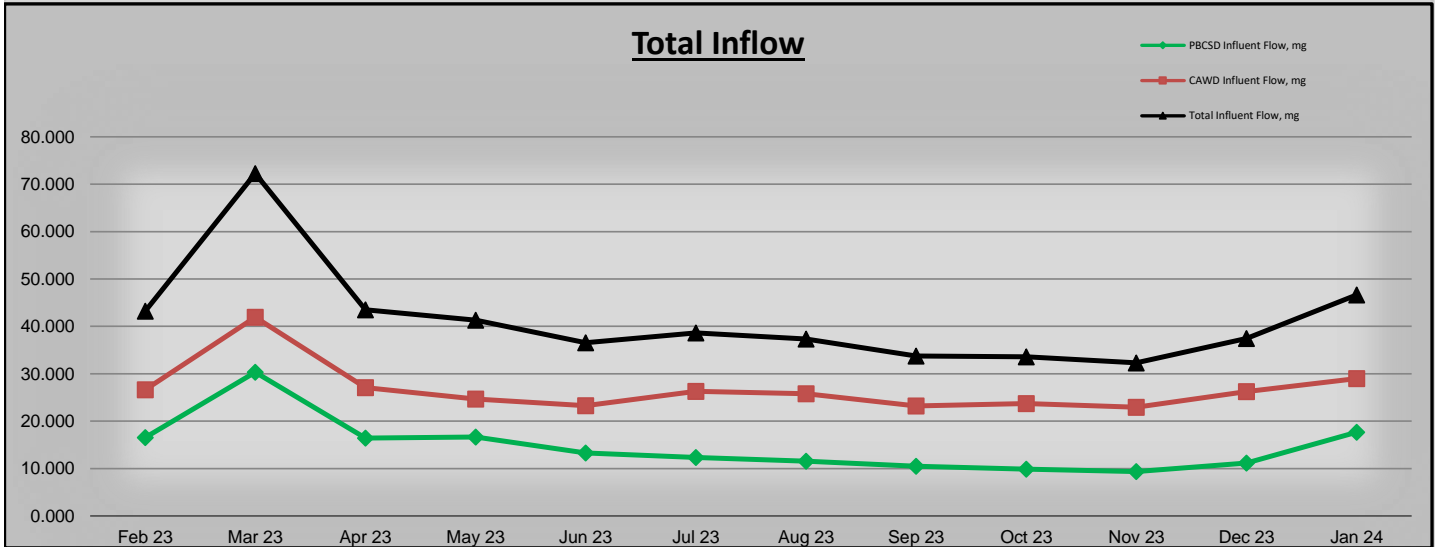
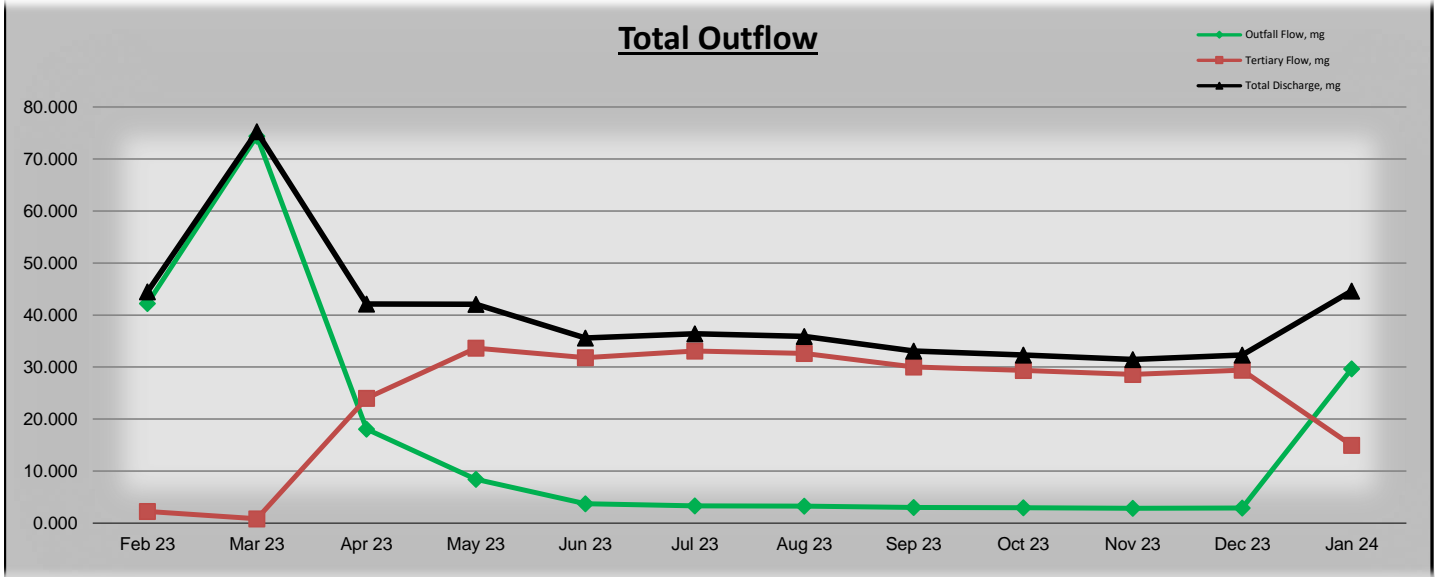
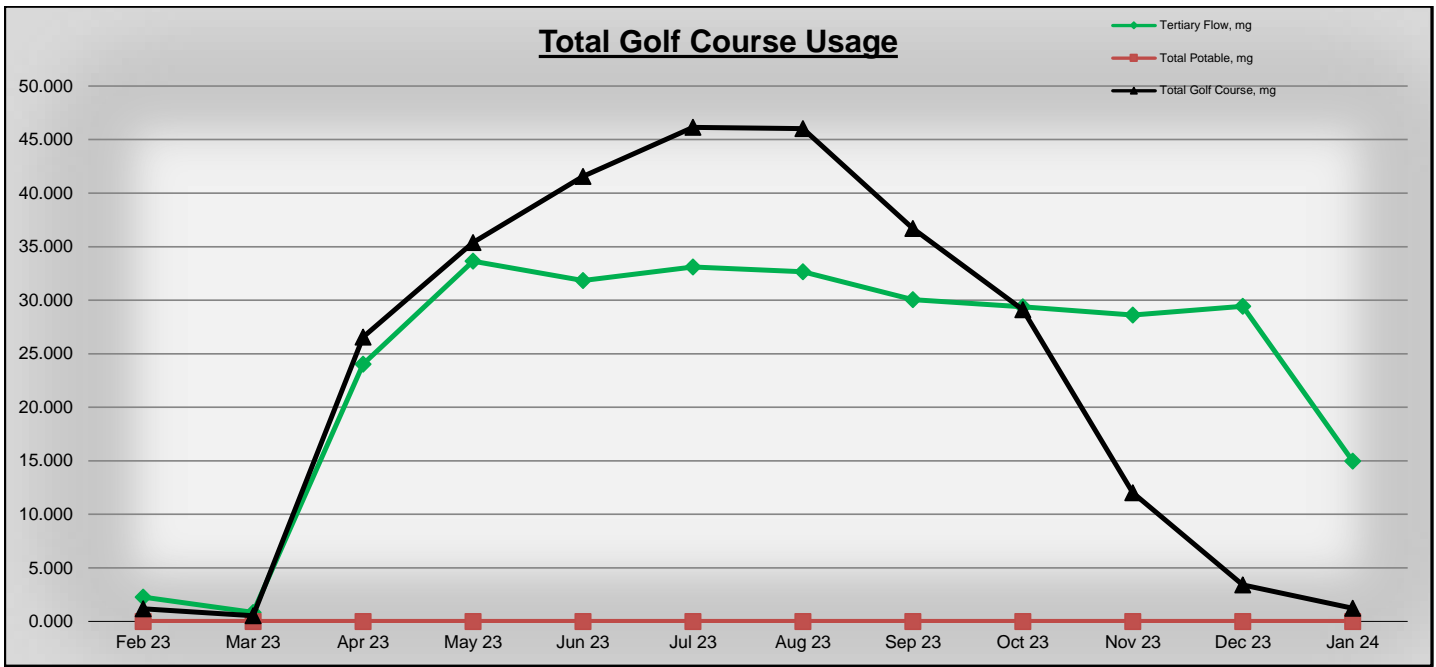
	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	N/A	N/A	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	N/A	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	Jan'24 kW-h (2)	Dec'23	Nov'23	Oct'23	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line on due to the compressor being rebuilt by vendor



Wastewater Treatment Facility Operations Report

Report for: December 2023	HYDRAULIC LOADINGS					2023 YEAR-TO-DATE	
	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	26.266	0.847	0.693	1.708	70.138	337.62	1035.64
PBCSD Flow	11.183	0.361	0.263	0.987	29.862	193.47	593.48
Total Plant Flow	37.449	1.208	0.956	2.695	100.00	531.09	1629.12
Tertiary Flow	29.423	0.949	0.756	1.196	78.568	298.96	917.07
Ocean Discharge	2.919	0.094	0.078	0.117	7.795	225.40	691.41
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2023)	298.96MG (917.07acre-ft.)
Total Lifetime Reclamation Production (94-23)	9.54 BG (29.29 K acre-ft.)
12 Month Rolling Total Reclamation Production	298.96 MG (917.52 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Dec'23 kWh	Price per kWh	Dec'23	Nov'23	Oct'23	Sep'23
Secondary	108,679.00	\$ 0.193	\$ 20,976.49	\$ 21,191.73	\$ 19,998.62	\$ 19,423.18
Blowers	49,871.52	\$ 0.208	\$ 10,373.70	\$ 10,127.76	\$ 10,178.96	\$ 11,614.11
CAWD Total	158,550.52		\$ 31,350.19	\$ 31,319.49	\$ 30,177.58	\$ 31,037.29
Tertiary	71,897.32	\$ 0.212	\$ 15,274.40	\$ 16,526.92	\$ 20,957.21	\$ 20,957.21
MF/RO	100,776.00	\$ 0.244	\$ 24,540.75	\$ 22,487.40	\$ 22,451.22	\$ 22,451.22
Reclaim Total	172,673.32		\$ 39,815.15	\$ 39,014.32	\$ 43,408.43	\$ 43,408.43
Adjusted Monthly Totals (1)	CAWD Total		\$ 18,450.01	Reclamation Total		\$ 52,715.33

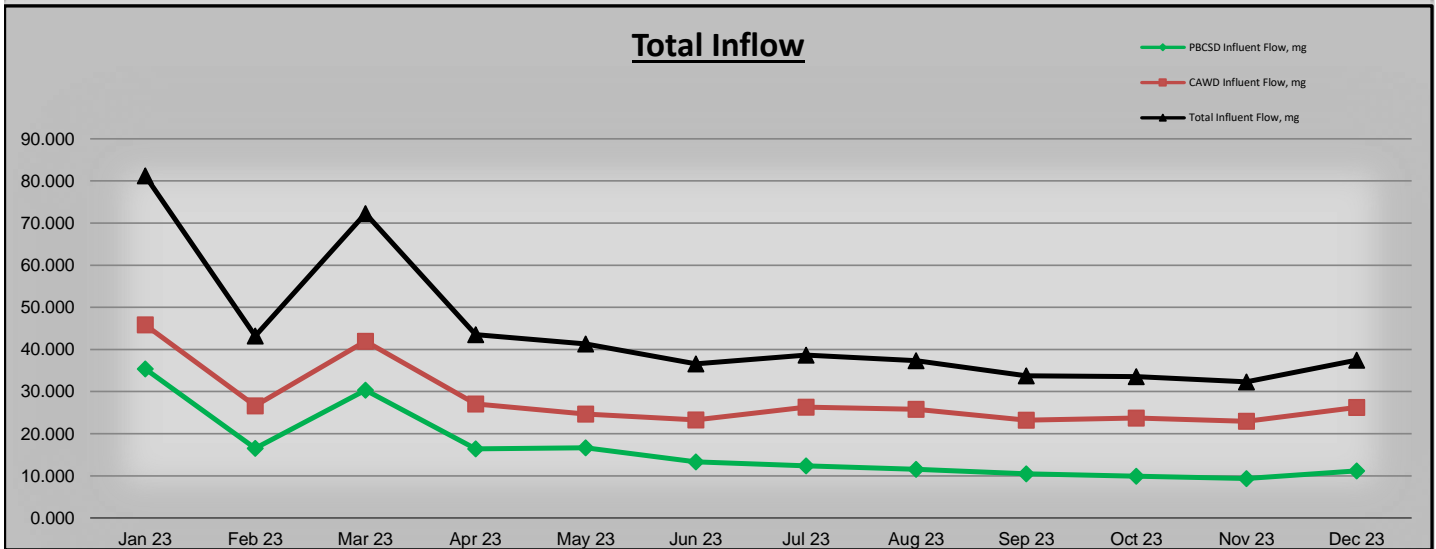
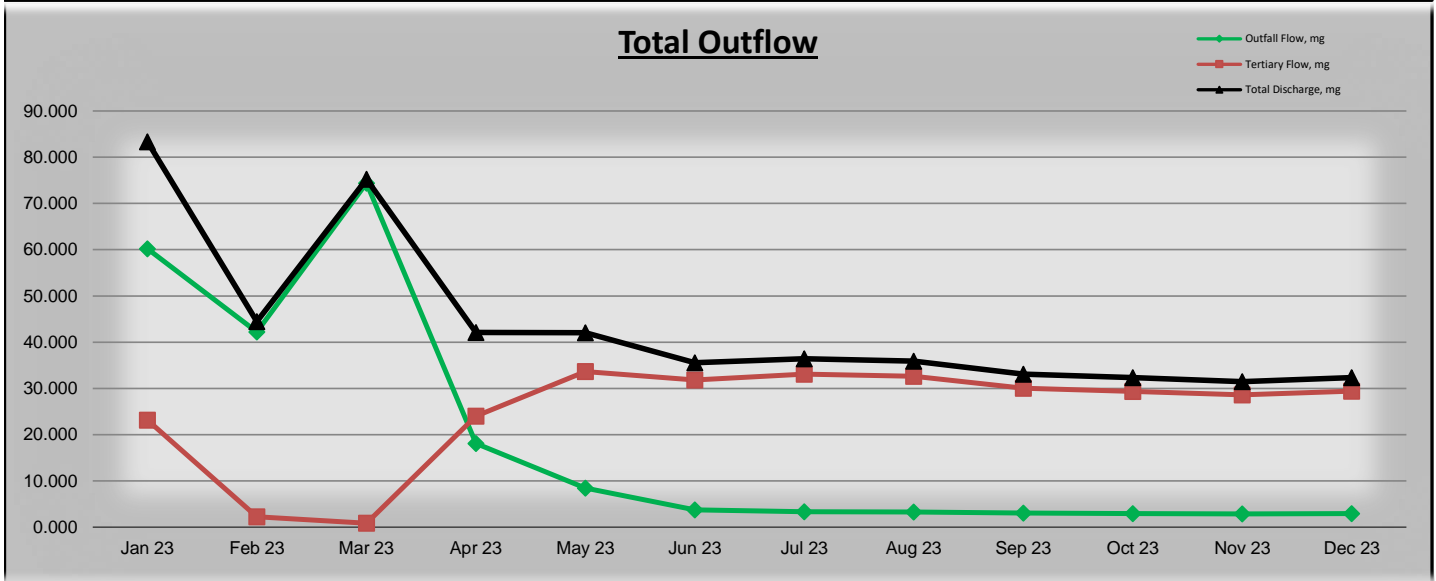
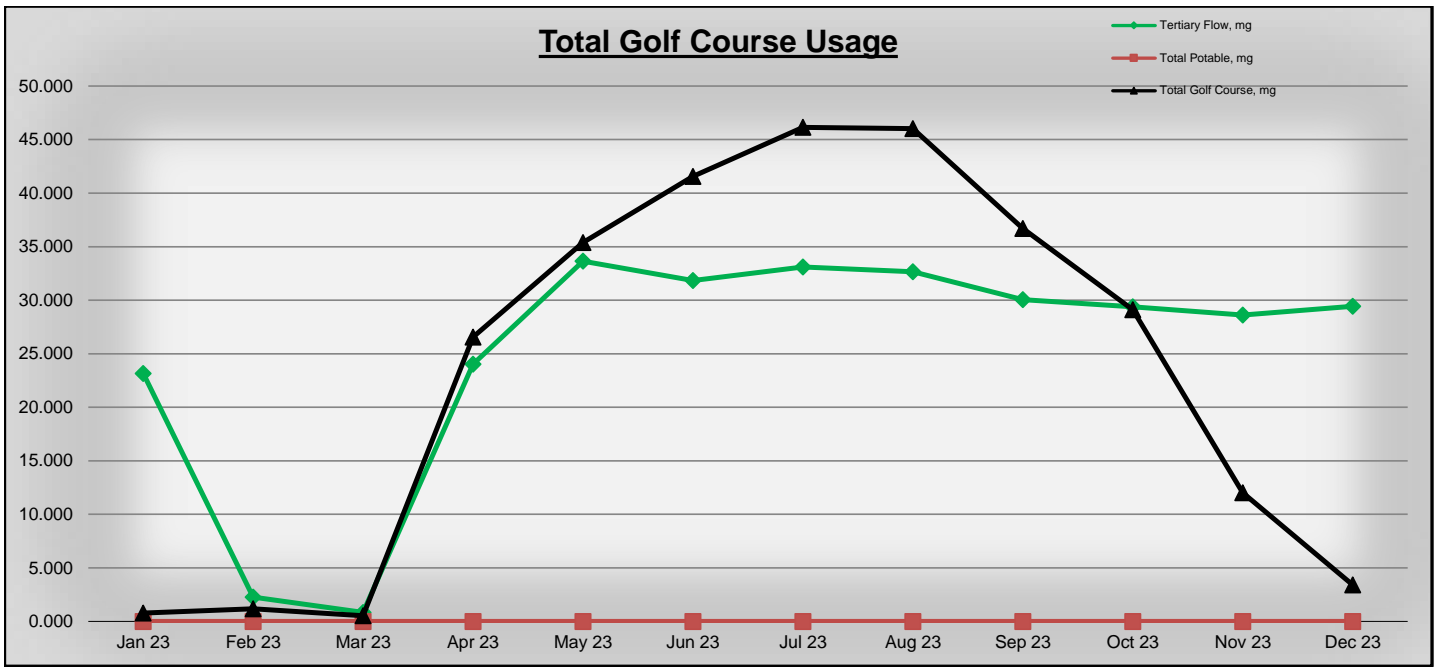
	2022				2023			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1409.48	1577.57	1448.51	1206.68	773.12	1209.16	1205.69	1484.05
Reclamation	2190.20	1984.97	1885.30	1907.67	2889.60	2142.43	1910.80	1951.37

MICROTURBINE SUMMARY

Month	Dec'23 kW-h (2)	Nov'23	Oct'23	Sep'23	Accumulated Totals
Production, kW-h	0	0	0	13,778	1,417,157.00

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

(2) Microturbine system off-line on due to the compressor being rebuilt by vendor



STAFF REPORT



To: Board of Directors

From: Carla James - Laboratory/Environmental Compliance Supervisor

Date: March 28, 2024

Subject: Monthly Report – February 2024

RECOMMENDATION

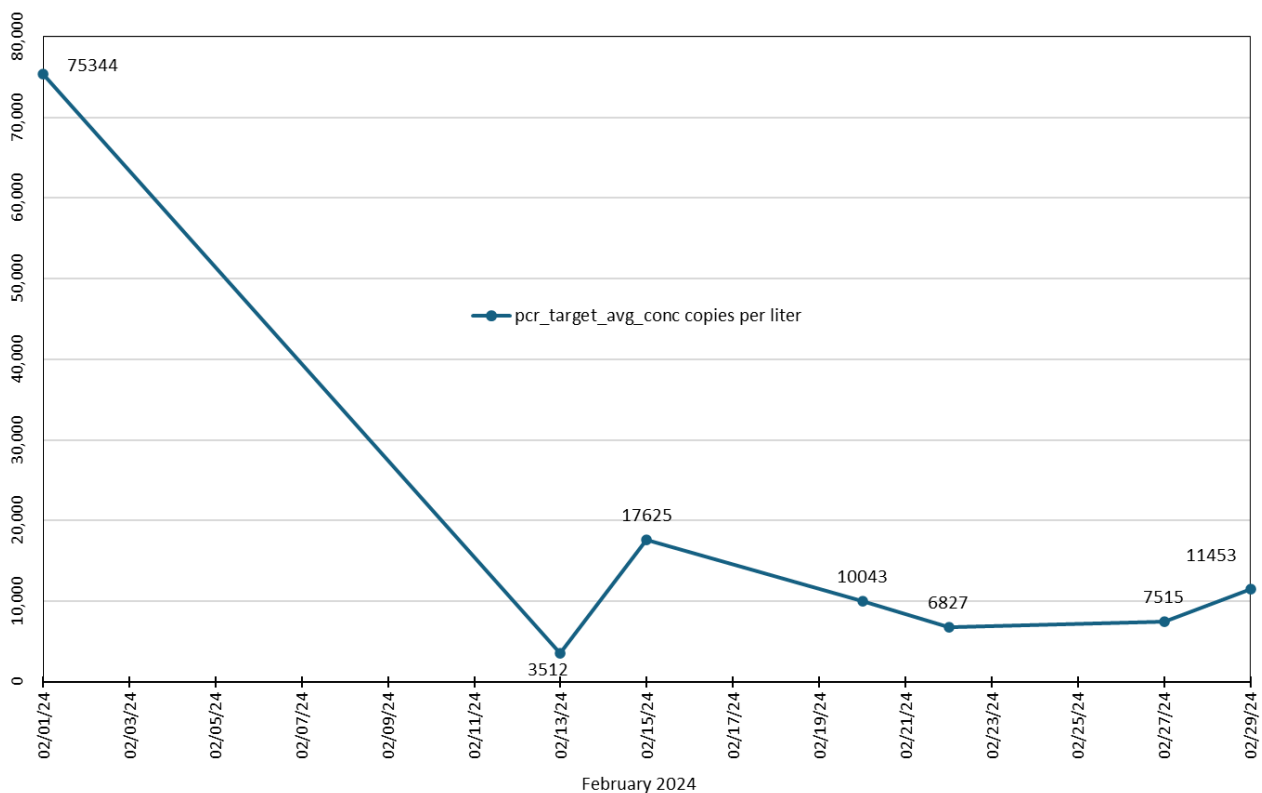
Receive Report - Informational only; No action required.

DISCUSSION

INFLUENT MONITORING (VIRUSES)

- Center for Disease Control (CDC) approved Verily as the official provider for monitoring results. Verily provides SARS-CoV-2 (COVID), Respiratory Syncytial Virus (RSV), Influenza A and B, and Monkey Pox Virus (MPKV) analysis twice per week for Carmel Area Wastewater District (CAWD) Facility Influent composite samples.
- February 2024 COVID data points from Verily are represented in the following graph. The graph shows the copies of pathogen nucleic acid per liter of wastewater for a single collection site over time.
- Influenza A and B viruses were detected in February 2024.
- RSV and Monkey Pox viruses were not detected in February 2024.

**February 2024 Verily Results - COVID (SARS-CoV-2) Concentration
Carmel Area Wastewater Influent Monitoring**



LABORATORY REPORT

- On February 01, 2024, the day after heavy rainfall, Laboratory staff collected stormwater samples at the Carmel River Bridge and the Carmel Area Wastewater District stormwater vault. Samples were analyzed for oil and grease, and petroleum hydrocarbons. Results available upon request.
- On February 15, 2024, Gallery instrument (anion analyzer) preventative maintenance was performed by ThermoFisher, and Wine Country Balance serviced the analytical and top-loading balances for annual calibrations.
- On February 22, 2024, an outside panel conducted the first round of interviews for the Laboratory Analyst/Environmental Compliance recruitment.
- On February 27, 2024, Kinnetic Environmental programmed a flow-through composite sampler for Central Coast Long-Term Assessment Environmental Network (CCLEAN) monitoring.
- On February 27 and 28, 2024, Final Effluent was sampled for Pyrethroids and Fipronil as part of CCLEAN monitoring.

ENVIRONMENTAL COMPLIANCE REPORT

- There were no source control inspections during February 2024 due to limited staffing.

Restaurant Inspections

Restaurant	Compliant	Reason for Non-Compliance	Comments
No inspections			

Grocery Store/Delicatessen Inspections

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

Compliance Register

Percent Compliance	Maintenance	Mechanical
December 2023	NA	NA
January 2024	NA	NA
February 2024	NA	NA

FUNDING

N/A-Informational item only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2023		2024		2025	
									H1	H2	H1	H2	H1	H2
Projects Implementation Plan Schedule														
<u>Treatment Plant Capital Projects</u>														
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank R	Treanor	4/30/18	9/29/23	\$4,820,750	\$9,137,431	Substantial Completion	Sludge Holding Tank Replacement Project					
18-28	1626.000	Perimeter Tree Plan and Implementation	Treanor	7/1/19	6/30/26	\$75,000	\$130,020	Planning Stakeholder Meeting	Perimeter Tree Plan and Implementation					
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/25	\$0	\$0	SHPO Consultation for FEMA	Carmel River FREE Mitigation					
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	10/13/23	\$0	\$17,332	In Progress	Aeration Basin Improvements					
19-18	1593.000	Perimeter Fencing	Bandy	7/1/22	10/15/25	\$275,000	\$275,000	Design/CEQA	Perimeter Fencing					
22-03	1639.000	WWTP Gas and Water Main Replacement	Bandy	5/2/22	9/30/25	\$100,000	\$300,000	30% Design	WWTP Gas and Water Main Replacement					
22-04	1642.000	CAWD Bridge Project	Treanor	3/1/21	2/29/28	\$0	\$550	Funding Strategy	CAWD Bridge Project					
22-06	1640.000	Vactor Receiving Station	Bandy	7/1/22	12/31/24	\$104,950	\$354,950	Bid Phase	Vactor Receiving Station					
<u>Reclamation Capital Projects</u>														
22-05	14794	Reclamation 15-Year CIP Master Plan	Bandy/Treanor	8/2/22	6/30/25	\$300,000	\$300,000	In Progress	Reclamation 15-Year CIP Master Plan					
<u>Collections Capital Projects</u>														
19-03	1586.000	Carmel Meadows Sewer Replacement	Treanor	8/1/19	6/30/26	\$2,000,000	\$2,471,949	Design Update In Progress	Carmel Meadows Sewer Replacement					
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Treanor	12/31/20	12/31/25	\$650,000	\$680,892	In Design / CEQA	Bay/Scenic Pump Station Rehabilitation					
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Treanor	2/5/21	12/31/25	\$3,500,000	\$3,731,786	In Design / CEQA	Scenic Rd Pipe Bursting - Ocean to Bay					
21-05	1637.000	Pescadero Sewer Relocation	Treanor	7/1/21	12/31/26	\$100,000	\$1,689,236	Environmental Impact Report	Pescadero Sewer Relocation					
23-01	1643.000	Santa Rita & Guadalupe Pipeline Rehab	Treanor	1/1/23	6/30/25	\$0	\$0	In Design	Santa Rita & Guadalupe Pipeline Rehab					
		Highlands Forcemain Retrofits	Bandy	4/1/24	4/1/26	\$0	\$0	Study Phase	Highlands Forcemain Retrofits					
20-06		Collections 15-Year CIP	Treanor	7/1/20	7/1/40	\$0	\$62,899,430	Work In Progress	Collections 15-Year CIP					
<u>Collections Non-Capital Projects</u>														
24-01	6130.005	2024 Sewer Pipe Repairs	Treanor	1/1/24	12/31/24	\$405,000	\$405,000	In Design	2024 Sewer Pipe Repairs					
24-02	6140.005	2024 Manhole Coating	Treanor	1/1/24	12/31/24	\$410,000	\$410,000	In Design	2024 Manhole Coating					
<u>Assessment Districts/Annexations</u>														
18-21	1631.000/ 2505.000	Corona Road Assessment District	Treanor / Buikema / Barringer	8/2/18	2/22/24	\$0	\$0	Complete (Assessment Abandoned)	Corona Road Assessment District					
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Treanor	7/3/18	3/31/24	\$0	\$0	In Construction	Carmel Valley Manor Pipeline and Pump Station					
18-29	2500.000	September Ranch Subdivision	Treanor	9/1/22	8/30/25	\$0	\$0	In Construction	September Ranch Subdivision					
23-03		Rancho Cañada Village Subdivision	Treanor	3/1/23	2/27/25	\$0	\$0	Sewer Agreement	Rancho Cañada Village Subdivision					

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2023		2024		2025	
									H1	H2	H1	H2	H1	H2
		Other Non-Capital Projects												
		Workforce Now	Foley			\$0	\$0	Time Card System Pilot						
		Real Property Investigation	Buikema			\$75,000	\$75,000	Ongoing						
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing						
		Source Control Six Sigma	Treanor			\$0	\$0	Restaurant Plumbing Inspections In Progress						
24-03		Artificial Intelligence Pilot Project	Foley			\$75,000	\$75,000	Preliminary Evaluation in Progress						
22-01	5500.006	Long Term SLR Planning	Buikema / Bandy / Treanor	5/3/21	2/29/40	\$260,000	\$1,400,000	2023 Study Complete	Long Term SLR Planning					
20-05		River Watch Agreement	Treanor	2/21/20	2/21/24	\$0	\$0	Work In Progress						
		CMMS Upgrade	Lauer / Foley / Treanor	11/1/23	11/1/24	\$85,800	\$85,800	Systems Setup	CMMS Upgrade					
		Summer Internship Program 2024	Waggoner	1/1/24	12/31/24	\$0	\$0	Planning	Summer Internship Program 2024					



Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

Project Number:	18-01	
Project Name:	Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Substantial Completion	
Project Description:	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$9,334,199
Financial:	FY Budget:	FY Spent:
	\$4,820,750	\$1,563,067
Reclamation Share:	Estimated at 2.7% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Equipment Supply Chains	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY2021/2022 into FY2022/2023 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

Project Number:	18-28	
Project Name:	Perimeter Tree Plan and Implementation	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Planning Stakeholder Meeting	
Project Description:	Planning and landscaping around the treatment plant. This will include looking into possibly replacing the non-native eucalyptus trees around the perimeter of the treatment plant with native tree species. The project will start with a study and a plan to determine costs, sequencing schedule, and visual impacts. The Eucalyptus trees around the plant have ongoing maintenance costs, which may be offset in the long term with a different type of tree screening. The purpose is to improve security around plant perimeter.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$130,020	\$5,020
Financial:	FY Budget:	FY Spent:
	\$75,000	\$0
Reclamation:	N/A	
Other Entities:	N/A	
Permits Required:	Currently unknown (In Study Phase)	
Challenges:	Time it will take for new trees to grow up that will fully screen treatment plant from view	
Schedule:	<ul style="list-style-type: none"> Study moved to 2024; anticipate completion 06-30-26 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	

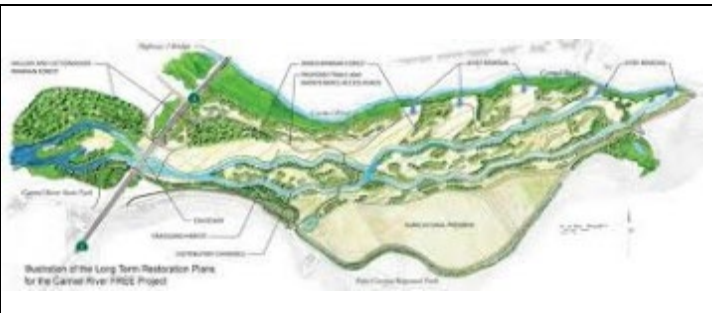


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	State Historic Preservation Office (SHPO) Consultation for Federal Emergency Management Agency (FEMA) Funding	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Coastal Conservancy Grant Budget: \$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, Regional Water Quality Control Board (RWQCB)	
Challenges:	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
Schedule:	<ul style="list-style-type: none"> Construction anticipated in 2025 	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	TBD	



Photo: Existing air diffuser system

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



Photo: Existing Dilapidated Fence

Project Number:	19-18	
Project Name:	Perimeter Fencing	
Project Location:	Wastewater Treatment Plant (WWTP)	
Project Manager:	Bandy	
Status:	Design/CEQA	
Project Description:	Install a new fence around the perimeter of the WWTP.	
Department:	Treatment	
Financial:	Cumulative Budget: \$275,000	Cumulative Spent: \$49,801
	FY Budget: \$275,000	FY Spent: \$945
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	California Environmental Quality Act (CEQA) Mitigated Negative Declaration (MND), Coastal Developmental Permit (CDP) Notification	
Challenges:	Environmental Mitigations	
Schedule:	<ul style="list-style-type: none"> Design in FY2022-2023 Construction in FY2024-2025 	
Consultants:	Kennedy Jenks	
Contractor:	TBD	



Photo: Gas Meter on North Side of River

Project Number:	22-03	
Project Name:	WWTP Gas and Water Main Replacement	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	30% Design	
Project Description:	The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.	
Department:	Treatment	
Financial:	Cumulative Budget: \$300,000	Cumulative Spent: \$167,799
	FY Budget: \$100,000	FY Spent: \$124,335
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Underground work in riparian area	
Schedule:	<ul style="list-style-type: none"> Currently undergoing alternatives analysis study Design in FY2022-2023 Construction in FY2024-2025 	
Consultants:	Kennedy Jenks	
Contractor:	N/A	



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Funding Strategy	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget: \$550	Cumulative Spent: \$7,971
	FY Budget: \$0	FY Spent: \$7,003
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining Funding and Community Support	
Schedule:	Currently working on video and marketing outreach effort	
Consultants:	TBD	
Contractor:	TBD	



Photo: CAWD Vactor Truck

Project Number:	22-06	
Project Name:	Vactor Receiving Station	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	Bid Phase	
Project Description:	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
Department:	Treatment	
Financial:	Cumulative Budget: \$354,950	Cumulative Spent: \$100,803
	FY Budget: \$104,950	FY Spent: \$14,135
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Coastal Developmental Permit (CDP) Notification	
Challenges:	Design for ultimate user satisfaction.	
Schedule:	Construction starts in June 2024	
Consultants:	Kennedy Jenks	
Contractor:	TBD	

Reclamation Capital Project Summaries



Photo: Exterior of Tertiary Building

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

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number:	19-03	
Project Name:	Carmel Meadows Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Design Update in Progress	
Project Description:	The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$2,471,949	\$707,294
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$92,250
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring ejector pumps for all individual houses.	
Schedule:	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.	
Consultants:	SRT Consultants, WRA Environmental, TBC Communications, Carollo/Harris & Assoc	
Contractor:	TBD	



Photo: Looking at Pump Station Exterior

Project Number:	20-07	
Project Name:	Bay/Scenic Pump Station Rehabilitation	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Design / CEQA	
Project Description:	Remodel the interior of the pump station and update the SCADA panel to minimize areas prone to flooding.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$680,892	\$147,243
Financial:	FY Budget:	FY Spent:
	\$650,000	\$70,487
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA and Coastal dependent on panel location requirements.	
Challenges:	Traffic Control, Panel Location away from bluff	
Schedule:	Construct 2023/2024 Fiscal Year	
Consultants:	SRT Consultant	
Contractor:	Pending	



Photo: Pipe Bursting Limits on Scenic

Project Number:	20-08	
Project Name:	Scenic Rd Pipe Bursting - Ocean to Bay	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Design / CEQA	
Project Description:	Replace approximately 9,525 linear feet of existing 6-inch clay pipe with a new 8-inch High-Density Polyethylene (HDPE) and includes manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$3,731,786	\$438,883
Reclamation Share:	FY Budget:	FY Spent:
	\$3,500,000	\$10,191
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	CEQA & Coastal Development permits from City and County	
Challenges:	Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
Schedule:	CEQA complete 2/1/2024, Construction 2025	
Consultants:	MNS, Rincon, TBC Communications	
Contractor:	Pending	



Photo: Sewer Line at Pescadero Creek

Project Number:	21-05	
Project Name:	Pescadero Sewer Relocation	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Environmental Impact Report	
Project Description:	Relocate damaged pipe from creek slope to roadway	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,689,236	\$210,602
Reclamation Share:	FY Budget:	FY Spent:
	\$100,000	\$28,347
Reclamation Share:	0%	
Other Entities:	N/A	
Permits Required:	Environmental Review	
Challenges:	Narrow road, depth of manholes, environmentally sensitive area	
Schedule:	Start design, public outreach, & Environmental in Winter 2023.	
Consultants:	MNS, Denise Duffy, TBC Communications & Media	
Contractor:	TBD	

Santa Rita & Guadalupe #23-01



Project Number:	23-01	
Project Name:	Santa Rita & Guadalupe	
Project Location:	Collection System	
Project Manager:	Trenor	
Status:	In Design	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
Financial:	Cumulative Budget:	Cumulative Spent: \$92,893
	FY Budget: \$3,869,330	FY Spent: \$191,461
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea,	
Permits Required:	None	
Challenges:	Traffic Controls	
Schedule:	Construct Winter 2024. Preliminary Plans Complete.	
Consultants:	MNS Engineers	
Contractor:	TBD	

Photo: LT Capital Schedule

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

Collections Non-Capital Project Summaries



Photo: Pipe Repairs

Project Number:	24-01	
Project Name:	2024 Sewer Pipe Repairs	
Project Location:	Collection System	
Project Manager:	Trenor	
Status:	Design Phase	
Project Description:	Miscellaneous repairs of existing pipes in the collection system	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$400,000	N/A
	FY Budget:	FY Spent:
	\$400,000	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:	2024 thru 2025	
Contractor:	TBD	



Photo: Pipe Repairs

Project Number:	24-02	
Project Name:	2024 Manhole Coating	
Project Location:	Collection System	
Project Manager:	Trenor	
Status:	Design Phase	
Project Description:		
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$410,000	N/A
	FY Budget:	FY Spent:
	\$410,000	0
Other Entities:	N/A	
Permits Required:		
Challenges:		
Schedule:		
Contractor:	TBD	

Assessment Districts/Annexations

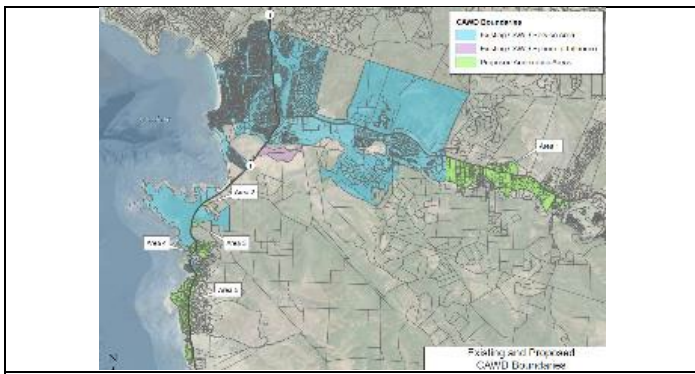


Photo: Areas of Potential Annexation

Project Number:		18-21	
Project Name:		Corona Road Sewer Assessment District	
Project Location:		Corona Road Neighborhood	
Project Manager:		Treanor/Buikema/Barringer	
Status:		Complete – Assessment Abandoned	
Project Description:		The project would provide sewer facilities to the Corona Road neighborhood and parcels on the west side of Highway 1, across from Corona Road.	
Department:		Collections	
Financial:		Cumulative Budget:	Cumulative Spent:
		\$0	\$95,054.14
		FY Budget:	FY Spent:
		\$0	\$64,848.24
<p>** No Budget included for project because the initial costs were funded by Corona Road residents. District has agreed to fund a portion of environmental work \$56,200 (Res #2022-62). Resolution 2023-57 amended Resolution 2023-26 clarifies reimbursement of District funds will be reimbursed by the assessment bond.</p>			
Permits Required:		Coastal Permit, CalTrans Encroachment permit, Environmental Review	
Challenges:		Assessment District process/approval and obtaining easements for pump station. Funds from homeowners in the amount of \$67K have been received by CAWD.	
Schedule:		A majority of parcels voted against the assessment District on February 22, 2024, therefore the assessment district cannot move forward.	
Consultant:		Denise Duffy & Associates and Monterey Bay Engineers	

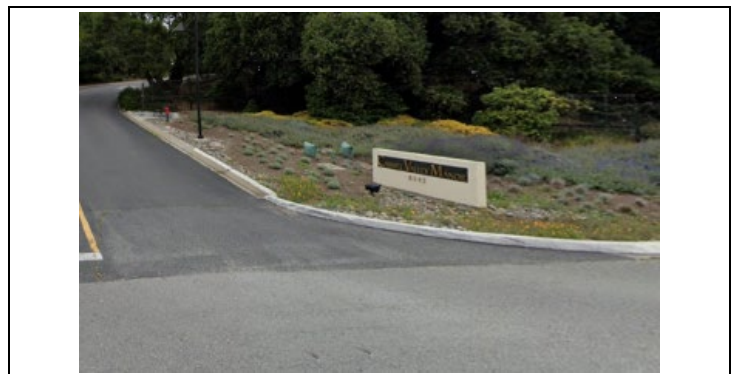


Photo: Entrance to Carmel Valley Manor

Project Number:		19-08	
Project Name:		Carmel Valley Manor Pipeline and Pump Station	
Project Location:		Collection System	
Project Manager:		Treanor	
Status:		In Construction	
Project Description:		Sewer extension project to be completed by the owners of Carmel Valley Manor to connect to CAWD's sewer system.	
Department:		Collections	
Financial: this is an unbudgeted item-under repayment agreement (no funds received)-		Cumulative Budget:	Cumulative Spent:
		\$0	\$180
		FY Budget:	FY Spent:
		\$0	\$0
Other Entities:		Various Private Land Owners	
Permits Required:		County Encroachment Permit, Easements through Private Property, Environmental Review	
Challenges:		Funding, Repayment Agreement, easement agreements, Local Agency Formation Council (LAFCO) annexation	
Schedule:		Construction Completion Anticipated in July 2024	
Consultants:		MNS and Rincon are working for Carmel Valley Manor	
Contractor:		Monterey Peninsula Engineering	

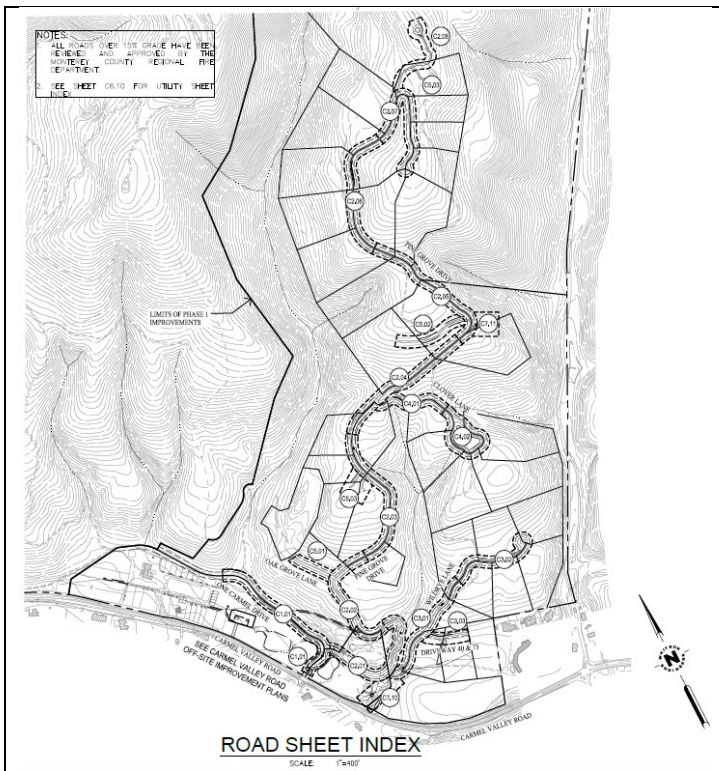


Photo: Map of September Ranch Subdivision

Project Number:	18-29	
Project Name:	September Ranch Subdivision	
Project Location:	Collection System	
Project Manager:	Trenor	
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:	Cumulative Spent:
	\$0	\$
Other Entities:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	Developer Obtained Permits	
Challenges:	Construction by developer.	
Schedule:	Construction in 2024	
Consultants:	MNS Engineers, Inc.	
Contractor:	Don Chapin	

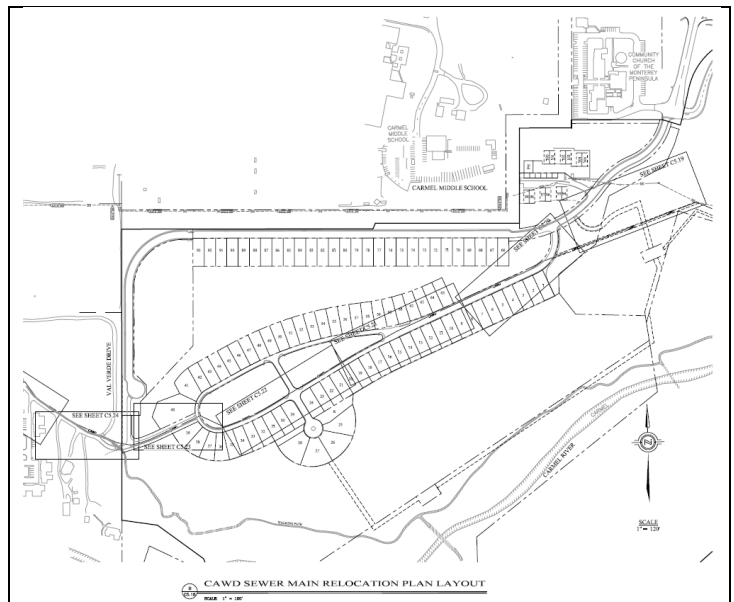


Photo: Location of Rancho Cañada Village Subdivision

Project Number:	23-03	
Project Name:	Rancho Cañada Village Subdivision	
Project Location:	Collection System	
Project Manager:	Trenor	
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:	Cumulative Spent:
	\$0	\$
Other Entities:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	Developer Obtained Permits.	
Challenges:	Construction by developer.	
Schedule:	Construction Pending	
Consultants:	Unknown	
Contractor:	Unknown	

Other Non-Capital Project Summaries



ADP Workforce Now

Photo: ADP Clip Art

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



Photo: Real Estate Clip Art

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



Photo: Cyber Security Clip Art

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

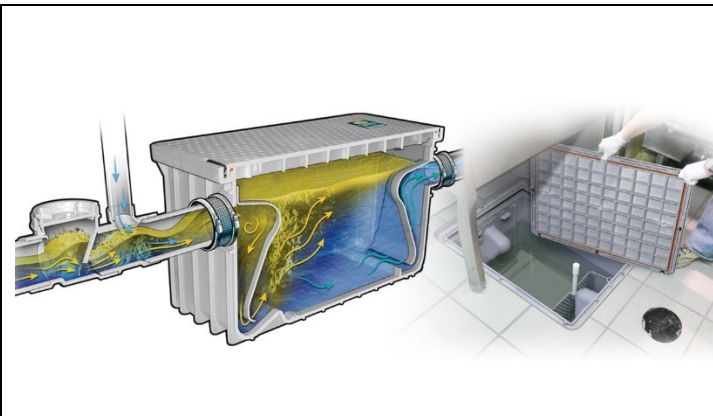


Photo: Grease Trap Graphic

Project Number:	N/A	
Project Name:	Source Control Six Sigma	
Project Location:	Collection System	
Project Manager:	Trenor	
Status:	Restaurant Plumbing Inspections In Progress	
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:	Cumulative Spent:
	\$0	\$2,000
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	None	
Challenges:	Restaurant plumbing.	
Schedule:	Ongoing	
Consultants:	Carmel Fire	



Photo: Futuristic Circuitry

Project Number:	24-03	
Project Name:	Artificial Intelligence Pilot Project	
Project Location:	Treatment Plant	
Project Manager:	Foley	
Status:	Preliminary Evaluation In Progress	
Project Description:	A Pilot Project to test run new artificial intelligence algorithms on time series operating data being gathered in the existing Supervisory Control and Data Acquisition (SCADA) system. The new algorithms will be designed to conduct multivariate analysis of data for Anomaly Detection, and multivariate computations for process control. Initial investment in new computer hardware and software may be necessary as system requirements.	
Department:	Administration	
Financial:	Cumulative Budget: \$75,000	Cumulative Spent: \$0
	FY Budget: \$75,000	FY Spent: \$0
Permits Required:	N/A	
Challenges:	<ul style="list-style-type: none"> Determining Hardware and Software needs to fulfill system requirements to run algorithms. Database restructuring. 	
Schedule:	Work started in March 2024 and is anticipated to continue through end of FY24-25.	
Consultants:	Enterprise Automation	



Photo: California coastline

Project Number:	22-01	
Project Name:	Long-Term Sea Level Rise Planning	
Project Location:	Treatment Plant	
Project Manager:	Buikema/ Treanor/Bandy	
Status:	2023 Study Complete	
Project Description:	As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22.	
Department:	Administration	
Financial:	Cumulative Budget: \$1,400,00	Cumulative Spent: \$219,862
	FY Budget: \$260,000	FY Spent: \$219,862
Permits Required:	In response to California Coastal Commission	
Challenges:	Establishing focus on long term objectives and committing to follow through items as outlined.	
Schedule:	Most recent study completed in 2023. Next study to start in 2024 or 2025.	
Consultants:	Greeley & Hansen	



Photo: River Watch logo

Project Number:	20-05	
Project Name:	River Watch Agreement	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Work in Progress	
Project Description:	Work to satisfy the milestones in the agreement with River Watch.	
Department:	Collections	
Financial:	Cumulative Budget: N/A	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time is unlikely for the February 2024 deadline due to lack of public approval.	
Schedule:	Due date February 2024	
Consultants:		
Contractor:	N/A	

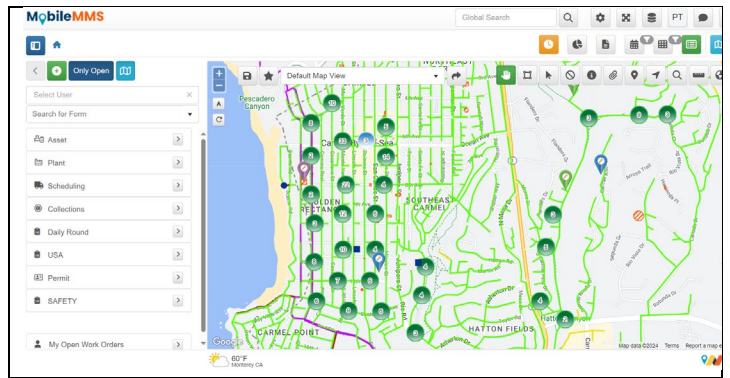


Photo: CMMS System

Project Number:	N/A	
Project Name:	CMMS Upgrade	
Project Location:	District Wide	
Project Manager:	Lauer /Foley/Treanor	
Status:	Systems Setup	
Project Description:	Computerized Maintenance Management System (CMMS) is a workflow tool and work data storage system used for scheduling work and accessing records. CAWD is upgrading this system to better manage information and work in the collection system and operate in the field more effectively.	
Department:	Administration	
Financial:	Cumulative Budget: \$90,000	Cumulative Spent: \$78,000
	FY Budget: \$90,000	FY Spent: \$78,000
Permits Required:	N/A	
Challenges:	Creating custom workflows that fit the specific needs of CAWD	
Schedule:	Development in Progress through FY23/24	
Consultants:	Websoft Developers-Mobile MMS Software	



Photo: Carmel Unified School District and Cal State University Monterey Bay Logos

Project Number:	N/A	
Project Name:	Summer Internship Program 2024	
Project Location:	District Wide	
Project Manager:	Ed Waggoner	
Status:	Planning	
Project Description:	Hiring local student interns to work at CAWD.	
Department:	All Departments	
Financial:	Cumulative Budget: \$40K	Cumulative Spent: \$0
	FY Budget: \$40K (2024-25)	FY Spent: \$0
Permits Required:	N/A	
Challenges:	Coordination with local schools and finding students.	
Schedule:	The goal is to have interns in the Summer of 2024	
Consultants:	N/A	

STAFF REPORT

To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: March 28, 2024
Subject: Monthly Operations Reports – February 2024



RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Plant Operation

Treatment Plant:

- The treatment plant operations staff has continued finishing projects and concentrating on Preventative Maintenance Work Orders during the month of February.

Reclamation:

- The Reclamation Facility remained off-line through February due to the Forest Lake Reservoir reaching capacity at 115 million gallons.
- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- These cells were cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- Operations staff have been meeting and working with Maintenance and Frisch Engineering on the upgrades and programming of the PLC/SCADA System.

Training:

- Staff continued to complete online training at the treatment facility from Target Solutions as Carmel Area Wastewater District (CAWD) implements new safety policies.
- Staff participated in scheduled tailgate safety meetings in the digester building conference room.
- February 1, Operations Superintendent, Operations Supervisor, and the Laboratory Supervisor attended an in person training for Carmel Area Wastewater District (CAWD) updated Facial Hair Policy.

Capital Improvement:

- No active projects currently for the treatment facility.

Meetings Attended

- February 6, Operations Superintendent attended an in person meeting with the Technical Advisory Committee at the offices of the Pebble Beach Community Services District (PBCSD) for the CAWD/PBCSD Wastewater Reclamation Project.
- February 13, Operations Superintendent attended an in person meeting with the Reclamation Management Committee at the offices of the Pebble Beach Community Services District (PBCSD) for the CAWD/PBCSD Wastewater Reclamation Project.
- February 15, Operations Superintendent and Operations Supervisor attended a Teams meeting with Trussell Technologies to review Micro Filtration/Reverse Osmosis operational and mechanical activities for the last two months of the irrigation season.
- February 15, Operations Superintendent attended a Zoom meeting with the Monterey Bay Water Works Association for upcoming training events.
- February 16, Operations Superintendent and Operations Supervisor attended an in person meeting “Construction in Streets Public Relations Brainstorming” meeting.
- February 22, attend special Public Hearing for Corona Road Ballot Vote via Zoom.
- February 27, Operations Superintendent joined a Teams kickoff meeting with the Maintenance Superintendent, District Engineer, and Enterprise Automation regarding Artificial Intelligence at the wastewater treatment facility.

Discharge Permit Violations

- There were no violations of Reclamation Permit 93-72 for the month of January 2024.
- There were no violations of the National Pollutant Discharge Elimination System (NPDES) Number CA0047996, Order No. R3-2014-0012 within the month of January 2024.

FUNDING-N/A-Informational item only

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: March 28, 2024

Subject: Monthly Maintenance Report – February 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- Electrical contractor is replacing floats and power conduits at 8th & Scenic pump station. The new conduits will simplify the replacement of floats or pumps. Currently a confined space entry is required to access floats and this project will allow staff to replace equipment without a confined space entry.
- Maintenance on Uninterruptable Power Supplies (UPS-Battery Backup system) was completed. One issue was discovered on a reclamation UPS unit. Parts were ordered and the unit was repaired.
- The check valves and isolation valves were replaced at Ribera pump station and Monte Verde pump station. The valves were past their useful life and worn out.
- Staff completed the Potassium Hydroxide chemical tank repairs. The tank had a fitting leak. The tank was drained by operations into totes and the tank fitting was replaced by maintenance.
- Update: Installation of a standby generator is scheduled for late February at the administration building. Natural gas has been installed and awaiting electrical work to be completed.

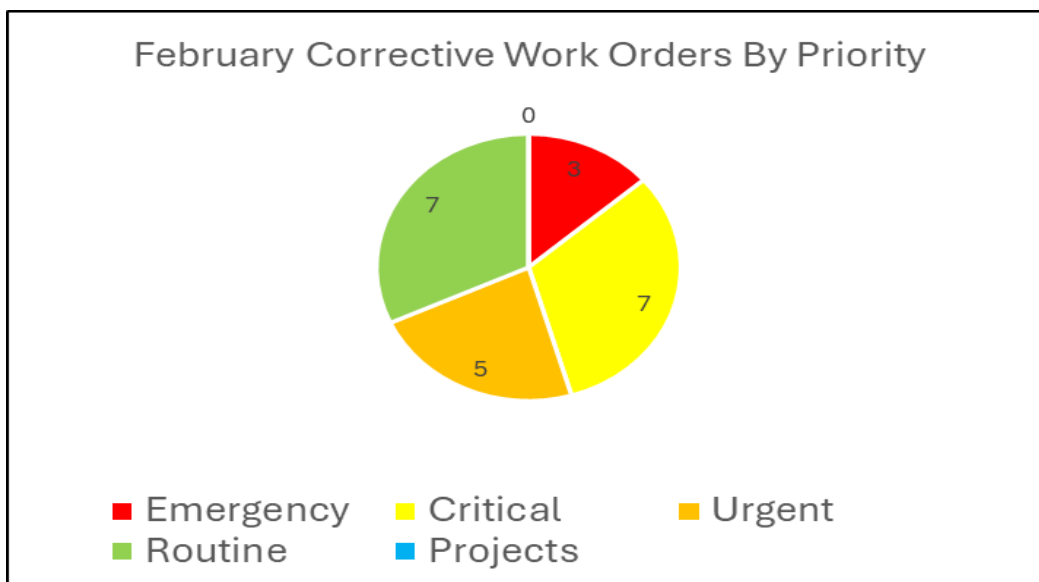
Upcoming Maintenance Projects

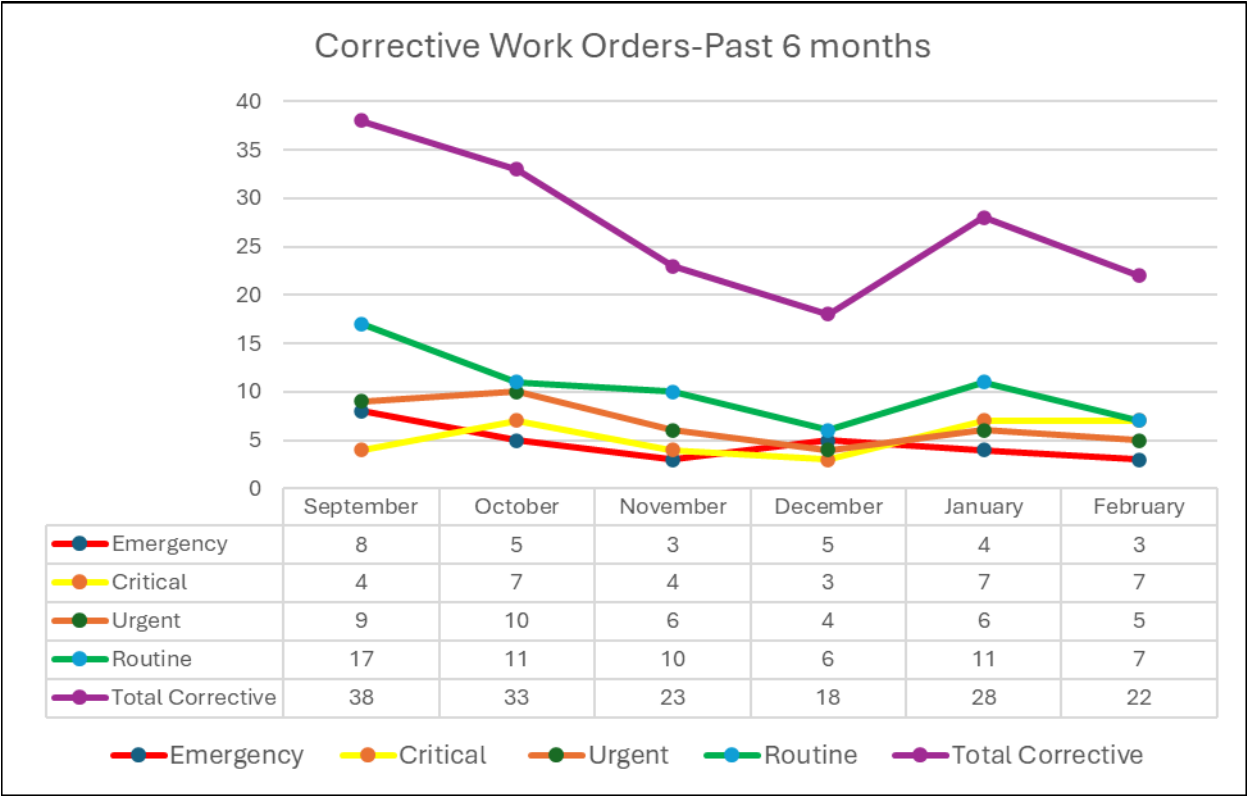
- Update 2: The reverse osmosis (RO) CIP lower capacity pump is working great. Staff ordered Variable Frequency Drives (VFD) so that the flow output can be improved. New VFDs for both the larger and smaller pump have been installed and programming is in progress.
- Staff continues to work on Computerized Maintenance Management Software upgrade. Corrective work orders and preventative works have been added to the new software. The next milestone is adding operator and safety inspection rounds.
- A replacement laboratory sludge oven hood is on order. The current hood does not adequately remove fumes and this is a safety improvement.
- The 3-way valve for the reverse osmosis (RO) reject is leaking. A new valve has been ordered. This valve is original from 2008.
- A new network firewall is scheduled for installation at Highlands pumpstation to provide improved cybersecurity and automatic failover from cellular to satellite internet.

Work Order Metrics

Preventive Maintenance (February)

Total Work Orders Generated	386
Total Work Orders Closed/Done	359
Total Work Orders Still Open	27
Percentage of Work Orders Completed	93%





FUNDING-N/A- Informational item only

Resolutions

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

Subject: Carmel Area Wastewater District (CAWD)/Pebble Beach Community Special District (PBCSD) Reclamation Project Audit 06-30-23

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution approving the CAWD/PBCSD Reclamation Project Audit 06-30-23.

DISCUSSION

The CAWD/PBCSD Reclamation Project Audit 06-30-23 was approved at the Reclamation Management Committee (RMC) at its November 7, 2023 meeting. A copy of the Reclamation Project Audit is attached under separate cover.

Items approved by the RMC are brought to CAWD or Pebble Beach Community Services District Board, as appropriate, for approval and any applicable resolution.

FUNDING

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

RESOLUTION NO. 2024-19

A RESOLUTION ADOPTING THE CARMEL AREA WASTEWATER DISTRICT
(CAWD)/PEBBLE BEACH COMMUNITY SPECIAL DISTRICT (PBCSD)
RECLAMATION PROJECT AUDIT FOR THE YEAR ENDING 06-30-23

-oOo-

WHEREAS, the attached CAWD/PBCSD Reclamation Project Audit for the year ending June 30, 2023, was approved at the Technical Advisory Committee group level and final approval was given by the Reclamation Management Committee (RMC) at its November 7, 2023, meeting; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby adopt the attached CAWD/PBCSD Reclamation Project Audit for the year ended June 30, 2023.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on March 28, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White -President of the Board

ATTEST:

Domine Barringer -Board Clerk

*Reclamation Audit Fiscal
Year End 6-30-2023
Under Separate Cover*

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

Subject: California Public Employees' Retirement System (CalPERS) Unfunded Accrued Liability (UAL)

RECOMMENDATION

It is recommended the Board adopt a resolution approving the payment of

- CalPERS Classic (Miscellaneous) Unfunded Accrued Liability in an amount not to exceed \$535,250 from District Reserves
- CalPERS PEPRA Unfunded Accrued Liability in an amount not to exceed \$109,193

DISCUSSION

CalPERS is a multiple-employer plan where assets are pooled only for investment purposes. Separate trusts are maintained for each individual employer. State statute requires that pension plans be pre-funded, meaning regular contributions for each worker are made into the retirement fund during that worker's career. The employer contribution is comprised of two parts: (1) The Normal Cost, which is the present value of benefits allocated to the current plan year less any employee contribution and (2) the UAL, which is a payment to reduce any shortfall between liability for past service and assets.

Unfunded Liabilities occur due to:

- Actuarial experience is different than assumed, which is due to various factors such as market performance, demographic experience, or rates of retirement
- Benefit enhancements adopted and not entirely funded such as early retirement windows or Cost of Living Adjustments (COLA)
- Higher than projected final average compensation
- Granting prior service for benefits without funding

In July, CalPERS announced an investment return rate of 5.8% for the 2022-23 fiscal year. While less than forecasted, it is an improvement over the negative 6.1% rate in 2021-22. Overall, the Public Employee’s Retirement Fund has an estimated funded status of 72% as of June 2023.

The 2022-23 investment return will impact employer contribution rates in 2025-26. The loss of 1% in 2022-23 will result in an increase in employer contribution rates by approximately 0.2% to 1.6% of payroll beginning in 2025-26.

Since joining CalPERS in 2005 the District has made two additional discretionary payments as follows:

Plan	Year of Payment	Amount
Classic	2018	\$627,964
Classic	2020	\$725,000
PEPRA	2018	\$36,734
PEPRA	2020	\$12,694

The District has consistently made the decision to paydown any UAL with a draw on general reserves. This year we propose bringing both plans back to 98% funding with an additional payment.

Plan	% Funding	UAL goal of 98% funding
Classic	92.8%	\$535,250
PEPRA	91.8%	\$109,193

FUNDING

The District has sufficient funds available in reserves to cover the proposed UAL payments of \$535,250 and \$109,193 for Classic and PEPRA plans respectively.

Schedule of Amortization Bases

Below is the schedule of the plan's amortization bases. Note that there is a two-year lag between the valuation date and the start of the contribution year.

- The assets, liabilities, and funded status of the plan are measured as of the valuation date: June 30, 2022.
- The required employer contributions determined by the valuation are for the fiscal year beginning two years after the valuation date: FY 2024-25.

This two-year lag is necessary due to the amount of time needed to extract and test the membership and financial data, and the need to provide public agencies with their required employer contribution well in advance of the start of the fiscal year.

The Unfunded Accrued Liability (UAL) is used to determine the employer contribution and therefore must be rolled forward two years from the valuation date to the first day of the fiscal year for which the contribution is being determined. The UAL is rolled forward each year by subtracting the expected payment on the UAL for the fiscal year and adjusting for interest. The expected payment for the first fiscal year is determined by the actuarial valuation two years ago and the contribution for the second year is from the actuarial valuation one year ago. Additional discretionary payments are reflected in the Expected Payments column in the fiscal year they were made by the agency.

Reason for Base	Date Est.	Ramp Level 2024-25	Ramp Shape	Escalation Rate	Amort. Period	Balance 6/30/22	Expected Payment 2022-23	Balance 6/30/23	Expected Payment 2023-24	Balance 6/30/24	Minimum Required Payment 2024-25
Non-Investment (Gain)/Loss	6/30/22	No Ramp		0.00%	20	124,388	0	132,846	0	141,880	12,758
Partial Fresh Start	6/30/22	20%	Up Only	0.00%	20	511,377	(18,120)	564,877	0	603,289	12,968
Total						635,765	(18,120)	697,723	0	745,169	25,726

The (gain)/loss bases are the plan's allocated share of the risk pool's (gain)/loss for the fiscal year as disclosed in "Allocation of Plan's Share of Pool's Experience/Assumption Change" earlier in this section. These (gain)/loss bases will be amortized in accordance with the CalPERS amortization policy in effect at the time the base was established.

The partial fresh start base established June 30, 2022 is the sum of the UAL balance from the June 30, 2021 valuation (projected to June 30, 2022) and the June 30, 2022 investment loss, as shown on the previous page.

Start in Fiscal Year:	2024-25
Target Period:	1
ADP Amount Per year:	\$ 535,250
Press to find ADP Amount:	

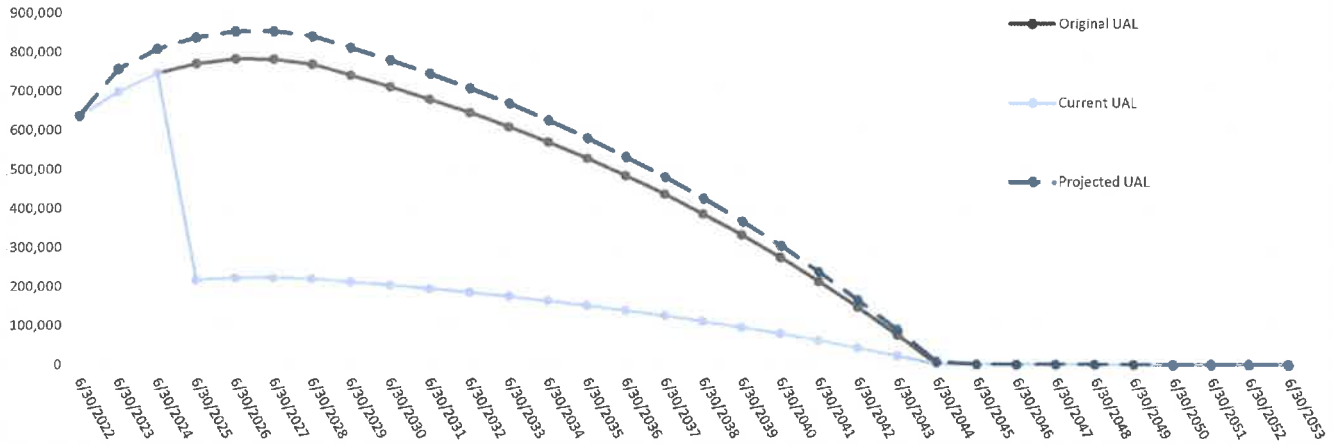
MVA 6/30/2022
\$8,215,031
Funded Ratio 2022 val
92.8%

Total Payments	\$	1,422,245	\$	-	Total Payments	\$	956,288	\$	(465,957)
Interest Paid	\$	677,076	23 - 24 Payment Date		Interest Paid	\$	211,119		
					3/19/2024	Total Savings	\$	465,957	

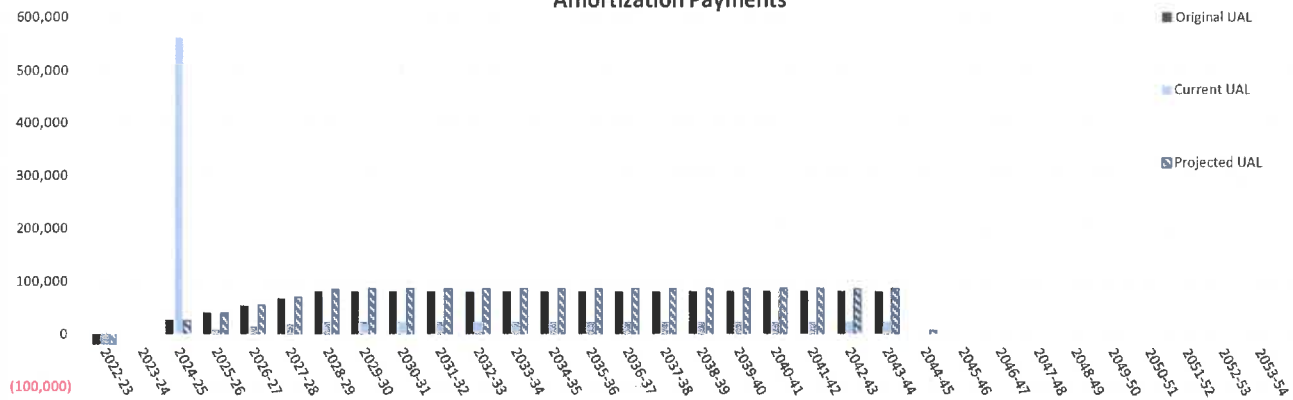
Original Schedule			Altered Schedule			Contribution Difference	Projected Funded Ratio End of Year
BOY Balance	Mid-Year Payment		Total ADP (Valued Mid-year)	BOY Balance	Mid-Year Payment		
\$ 635,765	\$	(18,120)	\$ -	\$ 635,765	\$	(18,120)	92.6%
\$ 697,723	\$	-	\$ -	\$ 697,723	\$	-	92.5%
\$ 745,169	\$	25,726	\$ 535,250	\$ 745,169	\$	25,726	98.0%
\$ 769,254	\$	38,693	\$ -	\$ 216,104	\$	8,883	<i>(29,810)</i>
\$ 781,577	\$	51,661	\$ -	\$ 221,619	\$	13,325	<i>(38,336)</i>
\$ 781,336	\$	64,628	\$ -	\$ 222,918	\$	17,767	<i>(46,861)</i>
\$ 767,678	\$	77,597	\$ -	\$ 219,715	\$	22,209	<i>(55,388)</i>
\$ 739,689	\$	77,596	\$ -	\$ 211,704	\$	22,209	<i>(55,387)</i>
\$ 709,797	\$	77,597	\$ -	\$ 203,149	\$	22,209	<i>(55,388)</i>
\$ 677,871	\$	77,595	\$ -	\$ 194,012	\$	22,209	<i>(55,386)</i>
\$ 643,776	\$	77,597	\$ -	\$ 184,253	\$	22,209	<i>(55,388)</i>
\$ 607,361	\$	77,596	\$ -	\$ 173,831	\$	22,209	<i>(55,387)</i>
\$ 568,471	\$	77,595	\$ -	\$ 162,700	\$	22,209	<i>(55,386)</i>
\$ 526,937	\$	77,596	\$ -	\$ 150,812	\$	22,209	<i>(55,387)</i>
\$ 482,578	\$	77,597	\$ -	\$ 138,116	\$	22,209	<i>(55,388)</i>
\$ 435,201	\$	77,596	\$ -	\$ 124,557	\$	22,209	<i>(55,387)</i>
\$ 384,604	\$	77,596	\$ -	\$ 110,076	\$	22,209	<i>(55,387)</i>
\$ 330,566	\$	77,595	\$ -	\$ 94,610	\$	22,209	<i>(55,386)</i>
\$ 272,854	\$	77,595	\$ -	\$ 78,092	\$	22,209	<i>(55,386)</i>
\$ 211,218	\$	77,597	\$ -	\$ 60,451	\$	22,209	<i>(55,388)</i>
\$ 145,389	\$	77,595	\$ -	\$ 41,610	\$	22,209	<i>(55,386)</i>
\$ 75,086	\$	77,597	\$ -	\$ 21,488	\$	22,207	<i>(55,390)</i>
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[Back to Instructions](#)

Amortization Balance



Amortization Payments



Schedule of Amortization Bases

Below is the schedule of the plan's amortization bases. Note that there is a two-year lag between the valuation date and the start of the contribution year.

- The assets, liabilities, and funded status of the plan are measured as of the valuation date: June 30, 2022.
- The required employer contributions determined by the valuation are for the fiscal year beginning two years after the valuation date: FY 2024-25.

This two-year lag is necessary due to the amount of time needed to extract and test the membership and financial data, and the need to provide public agencies with their required employer contribution well in advance of the start of the fiscal year.

The Unfunded Accrued Liability (UAL) is used to determine the employer contribution and therefore must be rolled forward two years from the valuation date to the first day of the fiscal year for which the contribution is being determined. The UAL is rolled forward each year by subtracting the expected payment on the UAL for the fiscal year and adjusting for interest. The expected payment for the first fiscal year is determined by the actuarial valuation two years ago and the contribution for the second year is from the actuarial valuation one year ago. Additional discretionary payments are reflected in the Expected Payments column in the fiscal year they were made by the agency.

Reason for Base	Date Est.	Ramp Level 2024-25	Ramp Shape	Escalation Rate	Amort. Period	Balance 6/30/22	Expected Payment 2022-23	Balance 6/30/23	Expected Payment 2023-24	Balance 6/30/24	Minimum Required Payment 2024-25
Non-Investment (Gain)/Loss	6/30/22	No Ramp		0.00%	20	19,492	0	20,817	0	22,233	1,999
Partial Fresh Start	6/30/22	20%	Up Only	0.00%	20	93,685	(17,629)	118,274	0	126,317	2,715
Total						113,177	(17,629)	139,091	0	148,550	4,714

The (gain)/loss bases are the plan's allocated share of the risk pool's (gain)/loss for the fiscal year as disclosed in "Allocation of Plan's Share of Pool's Experience/Assumption Change" earlier in this section. These (gain)/loss bases will be amortized in accordance with the CalPERS amortization policy in effect at the time the base was established.

The partial fresh start base established June 30, 2022 is the sum of the UAL balance from the June 30, 2021 valuation (projected to June 30, 2022) and the June 30, 2022 investment loss, as shown on the previous page.

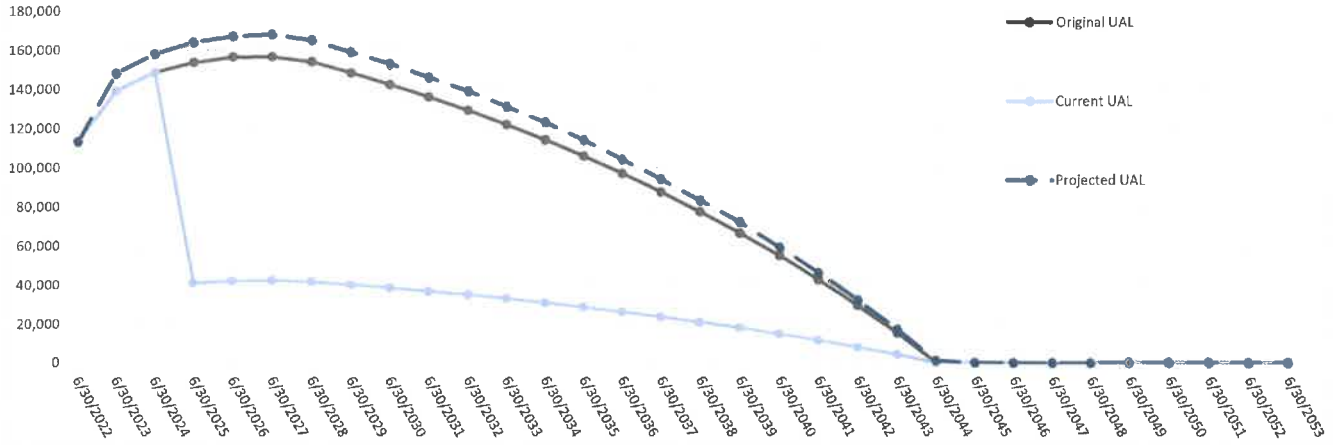
Start in Fiscal Year:	2024-25
Target Period:	1
ADP Amount Per year:	\$ 109,193
Press to find ADP Amount:	

				MVA 6/30/2022				
				\$1,273,803				
Total Payments	\$	284,348	\$ -	Total Payments	\$	188,784	\$ (95,564)	Funded Ratio 2022 val
Interest Paid	\$	135,798	23 - 24 Payment Date	Interest Paid	\$	40,234		91.8%
		3/19/2024		Total Savings	\$	95,564		

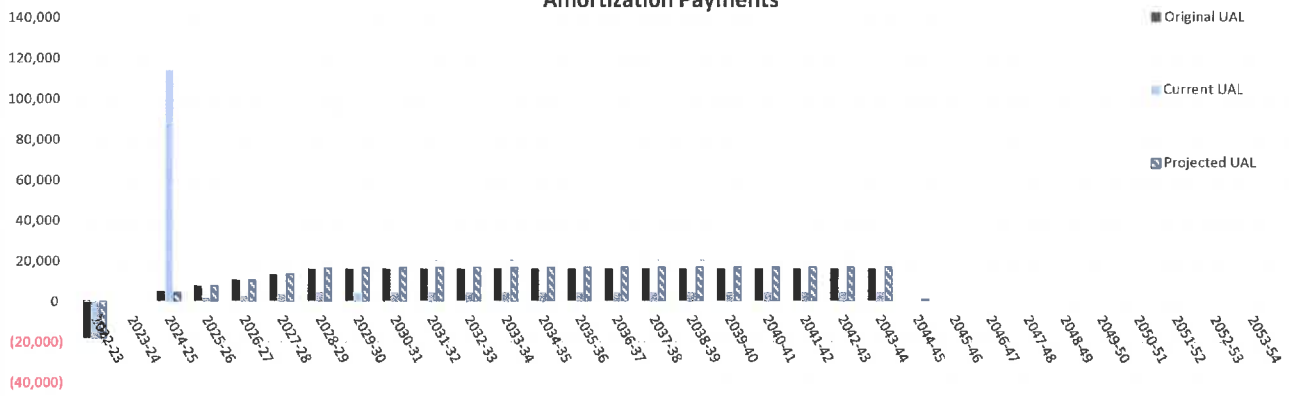
Original Schedule		Total ADP (Valued Mid-year)		Altered Schedule		Contribution Difference	Projected Funded Ratio End of Year
BOY Balance	Mid-Year Payment			BOY Balance	Mid-Year Payment		
\$ 113,177	\$ (17,629)	\$ -	\$ -	\$ 113,177	\$ (17,629)		91.3%
\$ 139,091	\$ -	\$ -	\$ -	\$ 139,091	\$ -	\$ -	91.8%
\$ 148,550	\$ 4,714	\$ 109,193	\$ -	\$ 148,549	\$ 4,714	\$ 109,193	98.0%
\$ 153,780	\$ 7,429	\$ -	\$ -	\$ 40,934	\$ 1,683	\$ (5,746)	98.2%
\$ 156,559	\$ 10,144	\$ -	\$ -	\$ 41,979	\$ 2,524	\$ (7,620)	98.4%
\$ 156,722	\$ 12,860	\$ -	\$ -	\$ 42,225	\$ 3,365	\$ (9,495)	98.6%
\$ 154,089	\$ 15,575	\$ -	\$ -	\$ 41,618	\$ 4,207	\$ (11,368)	98.8%
\$ 148,471	\$ 15,575	\$ -	\$ -	\$ 40,101	\$ 4,207	\$ (11,368)	98.9%
\$ 142,471	\$ 15,575	\$ -	\$ -	\$ 38,480	\$ 4,207	\$ (11,368)	99.1%
\$ 136,063	\$ 15,575	\$ -	\$ -	\$ 36,749	\$ 4,207	\$ (11,368)	99.2%
\$ 129,220	\$ 15,576	\$ -	\$ -	\$ 34,900	\$ 4,207	\$ (11,369)	99.3%
\$ 121,910	\$ 15,575	\$ -	\$ -	\$ 32,926	\$ 4,207	\$ (11,368)	99.4%
\$ 114,104	\$ 15,575	\$ -	\$ -	\$ 30,817	\$ 4,207	\$ (11,368)	99.5%
\$ 105,767	\$ 15,575	\$ -	\$ -	\$ 28,565	\$ 4,207	\$ (11,368)	99.6%
\$ 96,863	\$ 15,575	\$ -	\$ -	\$ 26,160	\$ 4,207	\$ (11,368)	99.7%
\$ 87,354	\$ 15,576	\$ -	\$ -	\$ 23,591	\$ 4,207	\$ (11,369)	99.7%
\$ 77,197	\$ 15,575	\$ -	\$ -	\$ 20,848	\$ 4,207	\$ (11,368)	99.8%
\$ 66,350	\$ 15,574	\$ -	\$ -	\$ 17,918	\$ 4,207	\$ (11,367)	99.8%
\$ 54,767	\$ 15,575	\$ -	\$ -	\$ 14,789	\$ 4,207	\$ (11,368)	99.9%
\$ 42,395	\$ 15,575	\$ -	\$ -	\$ 11,447	\$ 4,207	\$ (11,368)	99.9%
\$ 29,182	\$ 15,574	\$ -	\$ -	\$ 7,878	\$ 4,207	\$ (11,367)	100.0%
\$ 15,072	\$ 15,576	\$ -	\$ -	\$ 4,066	\$ 4,202	\$ (11,374)	100.0%
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%
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[Back to Instructions](#)

Amortization Balance



Amortization Payments



RESOLUTION NO. 2024-20

A RESOLUTION APPROVING THE PAYMENT OF CALPERS CLASSIC UNFUNDED ACCRUED LIABILITY IN AN AMOUNT NOT TO EXCEED \$535,250 AND CALPERS PEPRA UNFUNDED ACCRUED LIABILITY IN AN AMOUNT NOT TO EXCEED \$109,193 WITH FUNDS FROM DISTRICT RESERVES

-oOo-

WHEREAS, the Carmel Area Wastewater District has an Unfunded Accrued Liability with California Public Employees' Retirement System (CalPERS) for both the Classic Miscellaneous members and the Public Employees' Pension Reform Act (PEPRA).

WHEREAS, the Board agrees with the request to draw down on District reserves to paydown both the Classic and PEPRA accounts with CalPERS to 98% funding level and believes this to be the best and most prudent use of District funds.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby agrees to paydown an amount not to exceed \$535,250 to CalPERS for the Unfunded Accrued Liability in its Classic Miscellaneous account with funds from District Reserves, and
2. The Board hereby agrees to paydown \$109,193 to CalPERS for the Unfunded Accrued Liability in its PEPRA account with funds from its Reserve accounts.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District at a regular meeting duly held on March 28, 2024, by the following vote:

AYES: BOARD MEMBERS

NOES: BOARD MEMBERS

ABSENT: BOARD MEMBERS

Ken White, President of the Board

ATTEST:

Domine Barringer, Secretary of the Board

Report - General Manager

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: March 28, 2024

SUBJECT: General Manager's Update Report

DISCUSSION Items from 03-28-24

- Director Rachel requested that LCW (Rick) present an overall view of the MOU at a retreat and provide more input on the next level of negotiations. Mike is looking for a more equal relationship with Legal counsel and having the board provide more input into the conversation for the public.

The District will keep this in mind for the next board retreat.

- Director Siegfried brought up looking at the 2.3 per household number with respect to flow and believes the number should be higher. Patrick Treanor, District Engineer, provided that there is a 100 gal per day per is assigned with respect to per capital flow. Director Siegfried wants to revise the number of people per residential unit. Patrick Treanor, District Engineer stated that the connection fee is based on flow and changing the number of 2.3 will not change connection fee. Mr. Treanor stated that there were multiple hundreds of samples taken per location at 3 locations and were monitored and that is why this flow data is used in conjunction with the Water Management District's data, which is very useful. Mr. Niccum, General Manager at Pebble Beach Community District, stated this subject matter relates to the cost of operating the treatment plant. In essence, if another 100,000 gallons of flow come into the District it will be allocated to more people, therefore the rate payers will benefit. Director Siegfried, specifically requested that the number per household be amended and Mr. Treanor stated it would be amended.

Per U.S. Census Bureau 2020 average family size in Carmel-by-the-Sea, CA is 2.34 +/- 0.18

https://data.census.gov/profile/Carmel-by-the-Sea_city,_California?g=160XX00US0611250#families-and-living-arrangements

- President White requested a community outreach plan for Scenic Road, Santa Rita, and other projects going forward. This plan would etc. have contractors establish a parking plan to have their respective workers park elsewhere while working on these projects. The contractors would also need to manage their street signage while working on their specific project.
- On March 22, 2024 a public relations meeting was held at the District and provide updates.

A contract amendment was approved at 02-29-24 meeting with MNS Engineers for a Traffic Control Plan on Santa Rita and Guadalupe project.

- Director Siegfried – revision of the 300' from structure rule origin has been modified. GM stated the uniform plumbing code is 200' and the additional 100' was added by the County that is the most cost effective way to encourage people to move assign sewer instead of keeping their septic.

This item is closed.

- Discussion requested regarding the Carmel Area Wastewater District and Pebble Beach Community District agreement.

Staff indicates there is no urgency to this matter.

Other Items Before The Board

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

Subject: Ballot for Election of Local Agency Foundation Commission (LAFCO)
Commissioner

RECOMMENDATION

Staff requests direction from the Board for the election of a LAFCO Commissioner – Special District Regular Member.

DISCUSSION

The upcoming ballot for the election of an Independent Special District Regular Member to serve a four-year term ending in May 2028 to the Local Agency Formation Commission. The ballot information is attached to this report and the District is allowed one vote.

The two candidates listed on the official ballot are Russell Jeffries (Moss Landing Harbor District) and Chad M. Lindley (Monterey County Regional Fire District).

Ballots are due on April 26, 2024.

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

March 4, 2024

OFFICIAL BALLOT OF THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

FOR ELECTION OF ONE REGULAR SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

Voting Instructions:

1. The presiding officer of the legislative body of the District or the legislative body's alternate officer is authorized to vote. Please vote for one candidate. A majority of Districts must return ballots in order to conclude the election. The candidate receiving the most votes will be elected to a Regular Member seat for a four-year term ending in May 2028.
2. Please return this ballot to LAFCO of Monterey County at P.O. Box 1369, Salinas, CA 93902 or at 132 W. Gabilan Street, Suite 102, Salinas, CA 93901 or by email to mckennak@monterey.lafco.ca.gov.
3. **Deadline** - Ballots must be received in the LAFCO office by **April 26, 2024, at 5:00 p.m.** LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

PLEASE VOTE FOR 1 CANDIDATE (REGULAR MEMBER SEAT):

- Russell Jeffries (Moss Landing Harbor District)
- Chad M. Lindley (Monterey County Regional Fire District)

VOTING MEMBER SIGNATURE: _____

INDEPENDENT SPECIAL DISTRICT: _____

DATE: _____

LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 1, 2024

Nominations will be considered to fill the four-year term for one Regular seat (expiring May 1, 2028) for Independent Special District Commissioner on the Local Agency Formation Commission of Monterey County.

Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by Friday, March 1, 2024 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, RUSSELL JEFFRIES hereby declare myself a candidate for the election to the position of Regular Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: RUSSELL (RUSS) JEFFRIES
Address: 204 E. CURTIS ST. SALINAS, CA 93906
Phone and e-mail: 831-320-0114
District represented: MOSS LANDING HARBOR DISTRICT
Your position with the District: COMMISSIONER
Number of years as a District Board Member or Trustee: 28 YEARS

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

* SEE ATTACHED APPLICATION AND RESUME

Signed: Russell Jeffries
Name (Print): RUSSELL JEFFRIES
Date: 2/28/2024

Thank you for your interest in serving on LAFCO of Monterey County.

FEB 29 2024

19 February 2024

**Candidate Statement by Russell M. Jeffries for Appointment to the
Position of Special District Representative on the Monterey County
LAFCO Board of Commissioners**

My name is Russell M. Jeffries and I am a lifelong resident of Monterey County. I was born in Pacific Grove, attended Salinas area schools, and graduated from Hartnell College. My resume is herewith attached and made a part of my application. Kindly review my resume for a full understanding of my experience and qualifications.

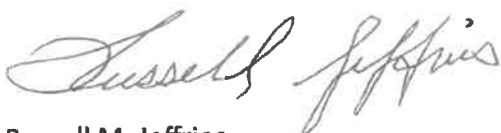
In 1996, I became a member of the publicly elected Moss Landing Harbor District Board of Commissioners and have continuously served as a member of that special district board for over 2.5 decades. The Moss Landing Harbor District contains more Monterey County residents than the population of two County Supervisorial Districts. Its area extends from the Pajaro River in the north to farmlands south of Salinas and encompasses much of the former Fort Ord. I was a co-founding member of the Special Districts Association of Monterey County in 2003, and I was honored to be named as the "2022 Board Member of the Year" by our statewide California Special Districts Association.

Previously, I have served as a local school board member, a city council member and Mayor, and I have served for 21 years as a gubernatorial appointee (by three governors) to the Central Coast Regional Water Quality Control Board (1993-2014).

I believe that the special districts of Monterey County deserve to be represented on LAFCO by a knowledgeable, experienced, and thoughtful individual who can bring to LAFCO meetings a broad, impartial, and detailed understanding of how our local agencies actually function. To provide services to our citizens, I believe that LAFCO members should be sincere listeners who are prepared to conduct their own independent research so as to be comfortable that the basis for their decisions is both factually and intellectually sound. Given my past experiences, I have those skills.

Moreover, I have broad budgetary experience and managerial skills that should be helpful in resolving any future financial issues that may arise for LAFCO. I would bring a commitment to fairmindedness, impartiality, and respect for our citizens with a recognition of the many nuanced issues that affect the quality of life in Monterey County that we all value.

I respectfully request your favorable consideration of my appointment application. Thank you.



Russell M. Jeffries

Russell M. Jeffries

Employment	1991 – Present	Jeffries Landscaping	Salinas, CA
	Owner/Operator		
	▪ Landscape/Irrigation design and installation		
	1955 – 1991 (Retired)	AT&T	Salinas, CA
	Senior Communications Technician		
▪ Monitored, operated and repaired complex telecommunications systems and equipment			
1987 – 1991	City of Salinas	Salinas, CA	
Mayor			
▪ Reviewed and established management and operational policies for the City of Salinas			
1981 – 1987	City of Salinas	Salinas, CA	
Councilman			
▪ Reviewed and established management policies for the City of Salinas			
1977- 1986	Stage Stop Sandwich Shop Alvin Square Liquors Downtown Liquors	Salinas, CA	
Owner/Manager			
Managed and operated three small businesses			
Activities	California Regional Water Quality Control Board, 1993 – 2000, 2001 – 2014 Chairman, 1998 – 2000 Vice Chair, 2004 - 2013		
	Moss Landing Harbor Board, 1996 – Present Vice President, 1998 – 2000 Secretary, 2001 – 2003 President, 2003 – Present		
	Monterey County Tax Appeals Board, 2003 - Present Vice Chair, 2003 – 2004 Chairman, 2004 - Present		

Special Districts Association of Monterey County, 2003 - Present
Secretary-Treasurer, 2003 – 2004
Vice Chair, 2004 – 2005
Chairman, 2005 – 2006

Salinas/Kushikino Sister City Association, 1987 – Present
Chairperson, 1994 – 1997 & 1999 – Present

California Rodeo Association, 1989 – Present
Committee Member & Honorary Director
Chairman of the Special Guests Committee

Monterey Bay National Marine Sanctuary, 2003 - 2013
Sanctuary Advisory Councilmember
Representing Cal EPA

Monterey County American Red Cross, 1996 – 2007
Vice President of the Board of Directors, 1999 – 2000
Chairman of the Board of Directors, 2001 – 2007

Monterey County Food Bank, 1992 – 1996
Chairman, 1996

Monterey County Water Resources Agency, 1992 – 1994
Boardmember

Salinas Valley Water Commission, 1981 – 1992
Commissioner

Monterey Regional Water Pollution Control Agency, 1990 – 1991
Boardmember

Monterey County Mayor's Select Committee, 1987 – 1991
Chairperson, 1990 – 1991

Monterey/Salinas Transit District, 1987 – 1991
Chairperson, 1990 – 1991

California State School Board Association, 1975 – 1981
Delegate

Salinas Elementary School District, 1975 – 1981
Trustee

Brown Bag Program for Senior Citizens
Co-Founder

City of Salinas Police Reserves, 1956 - 1969
Member

United Brotherhood of Electrical Workers, 1967 – 1991
Chief Steward, 1975 - 1991

Awards received

Special Districts Association of Monterey County
Board Member of the Year, 2022

Salinas/Kushikino Sister City Association
Member of the Year, 1997 – 1998 & 2007 - 2008

Senate Rules Committee
Distinctive Service Commendation, 1993
Presented by: Senators Henry Mello and David Roberti

Monterey County Board of Supervisors
Resolution of Appreciation, 1992

California Legislature Assembly
Distinctive Service Commendation, 1991
Presented by: The Honorable Sam Farr

California Rodeo Association
Special Appreciation Award, 1991

Salinas Chapter of the NAACP
Member of the Year, 1990

Who's Who in the West, 1989 – Present

Salinas City School District
Resolution of Appreciation, 1981

Education

1971 Hartnell College
Associate of Arts Degree

Salinas, CA

LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM

TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 1, 2024

Nominations will be considered to fill the four-year term for one Regular seat (expiring May 1, 2028) for Independent Special District Commissioner on the Local Agency Formation Commission of Monterey County.

Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by Friday, March 1, 2024 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, Chad Lindley, hereby declare myself a candidate for the election to the position of Regular Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: Chad M. Lindley
Address: 29535 Chualar Cyn Rd. Chualar, Ca. 93925
Phone and e-mail: 831-214-2258, chad@montereypacifice.com
District represented: 3
Your position with the District: Monterey County Regional Fire District
Number of years as a District Board Member or Trustee: 5 years

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

I am a lifelong resident of the Salinas Valley and work in agriculture farming wine grapes. I have been involved in the community serving on the Monterey County Regional Fire District Board for the last 5 years, and a director for the California Rodco Salinas for the last 15 years. I believe my involvement in the community and farming background

make me a good candidate for understanding the challenges of preserving open spaces in the county while still providing a place for our residents to prosper with their families.

Signed: Chad M. Lindley
Name (Print): Chad M. Lindley
Date: 3-1-24

Thank you for your interest in serving on LAFCO of Monterey County.

From: [Jeff Pritchard](#)
To: [Downstream Distribution Group](#)
Subject: Russ Jeffries- LAFCO Candidate for Special District Representative
Date: Monday, March 18, 2024 11:44:06 AM
Attachments: [Russ Jeffries LAFCO Candidate Information.pdf](#)

Some people who received this message don't often get email from pritchard@mosslandingharbor.dst.ca.us.

[Learn why this is important](#)

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

Good Morning Ms. Buikema,

Russel M. Jeffries recently announced his candidacy for the position of Special District Representative in the upcoming Local Agency Formation Commission of Monterey County (LAFCO) election and The Moss Landing Harbor District is seeking your District's vote for Mr. Jeffries.

Russ comes to this position with a lifetime of experience in public service within Monterey County. As a lifelong resident of Monterey County, Mr. Jeffries is uniquely qualified for the position. Russ has served on the Moss Landing Harbor District Board of Commissioners for over 25 years, been the Chair/Vice-Chair of the Special Districts Association of Monterey County, and served a term as Mayor for The City of Salinas just to name a few. Please review the attached candidate statement and resume for more information regarding Mr. Jeffries' extensive experience and qualifications that make him an outstanding Candidate for this position.

Moss Landing Harbor District appreciates your District's consideration of support for Russel M. Jeffries. Please also take note that your District should have already received your LAFCO election ballot via standard US mail and by email, and the completed ballot is due no later than **April 26, 2024**.

Jeff Pritchard
Executive Assistant
7881 Sandholdt Rd.
Moss Landing, CA 95039
831-633-5417-phone
831-6334537-fax
pritchard@mosslandingharbor.dst.ca.us

STAFF REPORT

To: Board of Directors
From: Barbara Buikema, General Manager
Date: March 28, 2024
Subject: 2023-24 Preliminary Budget



RECOMMENDATION

Staff recommends the Board pass a motion accepting the fiscal year (FY) 2024-25 Preliminary Budget.

DISCUSSION

Attached under separate cover is the Carmel Area Wastewater Districts FY 2024-2025 Preliminary Budget document for your review. The Budget-in-Brief may be found in the opening pages of the Preliminary Budget document. Staff has provided a streamlined version of the Preliminary Budget and the full budget in June will contain all narrative elements.

Typically, the Preliminary Budget must be accepted at this time in order to proceed with preparation of the Prop 218 rate notice and provide the 45 days of public notice as required by law. This year the Budget Committee is not recommending a rate increase; therefore, it is not necessary to provide a Prop 218 notice. The committee believes that the preferred route is to leave the rates the same as fiscal year 2023-24. Therefore, unless there has been a change in use, or a new parcel, we do not anticipate any change in revenues.

The Budget Committee completed its review of the Operations & Maintenance Budget and Rate Model on March 18, 2024. Staff would like to acknowledge the leadership and guidance of the Budget Committee and the Salary & Benefits Committee. The Board has consistently stood behind the District's mission statement and commitment to not only protect the public health and the environment, but to do so in the most cost-effective manner possible. It is not an easy task to position a small agency to undertake and implement planning for the long term. While acknowledging both the short and long term needs for the District, there has been a commitment to fund those needs. Ultimately, the ability to fund gives the District the ability to make its own decisions and guide both the present and future in serving the public.

*2024-25 Preliminary Budget -
Please see Preliminary Budget Under
Separate Cover*

Staff Report



TO: Board of Directors

FROM: Patrick Treanor, District Engineer
Barbara Buikema, General Manager

DATE: March 28th, 2024

SUBJECT: 2024-2025 Preliminary Rate Model

RECOMMENDATION

This is a preliminary rate model only, final approval of proposed fiscal year 2024-2025 rates will occur at the June 2024 Board meeting. A motion to accept this model will permit staff to make the determination not to move forward with a Prop 218 notice as would otherwise be required if CAWD was planning to raise rates.

DISCUSSION

Attached are the rate model sheets for fiscal year 2024-2025. As in the past, we continue to utilize the rate model and guidelines provided by the State Water Resources Control Board (SWRCB).

After multiple meetings with the Budget Committee, it is recommended that CAWD keep rates unchanged moving into fiscal year 2024-2025.

The 2024-2025 Rate Model includes updates to flow estimates for all user categories based on the recorded flows into the treatment plant over the past two years, as well as improved data on residential water use obtained from Monterey Peninsula Water Management District.

The 2024-2025 Rate Model includes an increase in residential users over the prior year related to the Carmel Valley Manor extension.

The \$1M annual Sea Level Rise allocation is included in the budget summary as an unbudgeted item.

Below is a history of Capital Replacement funding built into the District’s rate model since 2012.

Fiscal Year	Total
2012-13	\$250,000
2013-14	\$500,000
2014-15	\$750,000
2015-16	\$750,000
2016-17	\$1,000,000
2017-18	\$1,200,000
2018-19	\$1,300,000
2019-20	\$1,650,000
2020-21	\$1,650,000
2021-22	\$2,275,000
2022-23	\$2,500,000
2023-24	\$2,310,000
2024-25	\$2,670,375

FINANCIAL

The proposed rate model would provide \$10,013,234 in revenues.

Attachment: Fiscal Year 2024-2025 Preliminary Budget Summary and Rate Model

FY24-25 BUDGET SUMMARY (PRELIMINARY)

Revenue		Actual FY 21-22	Actual FY 22-23	Estimated FY 23-24	Budget FY 24-25
Income					
User Fees					
1	Collections O&M User Fee Income	\$ 1,475,975	\$ 1,911,933	\$ 1,993,979	\$ 3,104,780
2	Collections Capital User Fee Income	\$ 1,763,185	\$ 1,943,816	\$ 1,627,288	\$ 2,170,375
3	Treatment Expense User Fee Income	\$ 2,280,325	\$ 2,334,847	\$ 2,934,923	\$ 3,367,413
4	Treatment Capital User Fee Income	\$ 2,500,000	\$ 3,000,000	\$ 2,200,000	\$ 500,000
5	Administration Expense User Income	\$ 994,556	\$ 1,127,682	\$ 1,099,531	\$ 863,666
6	Administration Capital User Fee Income	\$ 6,997	\$ 11,149	\$ 13,500	\$ 7,000
7	User Fees Total	\$ 9,021,038	\$ 10,329,427	\$ 9,869,221	\$ 10,013,234
8	PBCSD Treatment Reimbursement	\$ 1,499,575	\$ 1,910,374	\$ 1,800,000	\$ 2,288,275
9	Reclamation Treatment Reimbursement	\$ 760,384	\$ 766,529	\$ 770,000	\$ 800,000
10	Permit Fees	\$ 69,725	\$ 66,710	\$ 65,000	\$ 65,000
11	Connection Fees	\$ 53,851	\$ 75,964	\$ 65,000	\$ 850,000
12	Brine Disposal	\$ 103,353	\$ 63,898	\$ 65,000	\$ 65,000
13	Other Income	\$ 4,011	\$ 2,700	\$ 2,400	\$ 2,400
14	Income Total	\$ 11,511,937	\$ 13,215,602	\$ 12,636,621	\$ 14,083,909
Non Operating Income					
15	Property Tax	\$ 2,433,666	\$ 2,635,209	\$ 2,660,000	\$ 2,700,000
16	Interest Income	\$ 247,920	\$ 872,599	\$ 950,000	\$ 950,000
17	PBCSD Capital Reimbursement	\$ 1,135,075	\$ 1,165,585	\$ 700,000	\$ 136,031
18	Reclamation Capital Reimbursement	\$ 80,802	\$ 833,404	\$ 90,000	\$ 51,300
19	Other Non-Operating Income	\$ 365,651	\$ 261,578	\$ 204,924	\$ 220,000
20	Non Operating Income Total	\$ 4,263,114	\$ 5,768,375	\$ 4,604,924	\$ 4,057,331
21	Total Revenue¹	\$ 15,775,051	\$ 18,983,977	\$ 17,241,545	\$ 18,141,240

Expenses		Actual FY 21-22	Actual FY 22-23	Estimated FY 23-24	Budget FY 24-25
Operating Expense					
22	Collections	\$ 1,475,975	\$ 1,911,933	\$ 1,993,979	\$ 3,104,780
23	CAWD Treatment	\$ 2,383,678	\$ 2,398,745	\$ 2,699,884	\$ 3,432,413
24	PBCSD Treatment	\$ 1,499,575	\$ 1,910,374	\$ 1,800,000	\$ 2,288,275
25	Reclamation Treatment	\$ 760,384	\$ 766,529	\$ 770,000	\$ 800,000
26	Administration	\$ 1,118,132	\$ 1,270,356	\$ 1,464,531	\$ 1,778,666
27	Operating Expense Total	\$ 7,237,744	\$ 8,257,937	\$ 8,728,394	\$ 11,404,134
Capital Expense					
28	Collections Capital	\$ 2,387,191	\$ 888,421	\$ 710,000	\$ 6,040,000
29	Treatment Capital	\$ 3,589,568	\$ 3,622,240	\$ 2,200,000	\$ 832,669
30	Administration Capital	\$ -	\$ 11,149	\$ -	\$ 7,000
31	Capital Expense Total	\$ 5,976,759	\$ 4,521,810	\$ 2,910,000	\$ 6,879,669
32	Total Expense	\$ 13,214,503	\$ 12,779,747	\$ 11,638,394	\$ 18,283,803

Annual Reserve Allocation		Actual FY 21-22	Actual FY 22-23	Estimated FY 23-24	Budget FY 24-25
33	Sea Level Rise Reserve Funding	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
34	General Reserve Funding/(Draw)	\$ 1,560,548	\$ 5,204,230	\$ 4,603,151	\$ (1,142,563)
35	Annual Reserve Funding/(Draw) Total	\$ 2,560,548	\$ 6,204,230	\$ 5,603,151	\$ (142,563)
Expense + Annual Reserve Allocation					
36	(Line 32 + Line 35)	\$ 15,775,051	\$ 18,983,977	\$ 17,241,545	\$ 18,141,240
37	Total Expense + Annual Reserve Allocation¹	\$ 15,775,051	\$ 18,983,977	\$ 17,241,545	\$ 18,141,240

Notes:

1) "Expense + Annual Reserve Allocation" (Line 37) = "Total Revenue" (Line 21)

SUMMARY OF USERS AND WASTEWATER CHARACTERISTICS

User Category	Qty Billed	Unit	Flow* (gpd/unit)	BOD (mg/L)	TSS (mg/L)	Total Flow (MGD)	BOD (lbs/day)	SS (lbs/day)
Residential	7,573.7	location	98	305	620	0.742	1888	3838
Restaurants*	14,280.9	seat-meal	4.50	1200	1300	0.064	643	697
Veterinary Offices	2.0	location	250	245	430	0.001	1	2
Animal Hospital & Boarding	2.0	each	700	245	430	0.001	3	5
Bakery	4.0	location	240	800	1400	0.001	6	11
Bar	23.0	location	175	225	410	0.004	8	14
Beauty Salon	40.0	location	150	165	360	0.006	8	18
Business/Govt/Retail**	1,003.3	per 10 employees	70	200	300	0.070	117	176
Camera/Photo	-	location	88	175	605			
Church/Synagogue/Mission	11.8	ERU ≈ 1	105	155	365	0.001	2	4
Conv. Hospital	99.0	beds	50	245	375	0.005	10	15
Dental Office	11.7	per dentist	125	150	210	0.001	2	3
Gym/Health Spa	12.5	location	140	150	315	0.002	2	5
Hotel/Motel	1,436.0	room	50	300	400	0.072	180	240
Laundromats	35.0	per machine	130	150	315	0.005	6	12
Laundry	3.0	location	365	415	700	0.001	4	6
Market	4.0	each	102	1100	1515	0.000	4	5
Medical Office	18.0	per physician	55	150	190	0.001	1	2
Schools	2,667.3	population	5	200	300	0.013	22	33
Service Station	16.0	per pump	325	195	500	0.005	8	22
Supermarket	2.0	each	1458	900	1670	0.003	22	41
Special/Unlisted Users***	112.8	\$/flow characteristics	113	125	300	0.013	13	32
Totals						1.012	2,950	5,179
Total Customers Billed = 6808						Prior 2 year WWTP Actual 0.998	2,830	5,077

* Average Flow is about 1.25 times Dry Weather Flow

* Customer seats are multiplied by the number of meal periods (breakfast, lunch, dinner) serviced times two. The rate model assumes a seat will turn over twice during any meal period.

** Each business is counted separately. For 1-10 employee it is counted as 1 unit, 11-20 it is counted as two units (and so on). For the purposes of this model part-time employees are counted as 4:1.

*** Special/Unlisted users are assessed rates based on their loadings for Biochemical Oxygen Demand (BOD), Total Suspended Solids (TSS), and Flow (millions of gallons) multiplied by the following unit rates: \$1.18590938/lb of BOD; \$0.839916739/lb of SS; \$11,663.86/MG of flow.

MGD	BOD	SS
\$148.62	\$15.75	\$26.78
\$11,663.86	\$1.18591	\$0.83992

The fixed rate user fees include funds required for current operation and maintenance costs.

CAWD O&M W/ CAPITAL COST ALLOCATION

Collections O&M	\$	3,104,780
Collections Capital	\$	2,170,375
Collections Total	\$	5,275,155

Treatment and Disposal O&M	\$	3,367,413
Treatment and Disposal Capital	\$	500,000
Treatment and Disposal Total	\$	3,867,413

Administration O&M	\$	863,666
Administration Capital	\$	7,000
Administration Total	\$	870,666

Total CAWD Budget Including Capital	\$	10,013,234
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	Collections		Treatment and Disposal (T&D)			Admin	
	100% Flow	33.3% Flow	33.3% BOD	33.3% TSS	62.57% T&D	37.43% Collections	
Residential	\$ 3,868,778.75	\$ 945,448.67	\$ 825,018.24	\$ 955,370.44	\$ 383,970	\$ 239,007	
Restaurants	\$ 334,972.56	\$ 81,860.29	\$ 281,047.87	\$ 173,443.81	\$ 75,552	\$ 20,694	
Veterinary Offices	\$ 2,606.22	\$ 636.90	\$ 446.44	\$ 446.36	\$ 215	\$ 161	
Animal Hospital & Boarding	\$ 7,297.40	\$ 1,783.33	\$ 1,250.04	\$ 1,249.81	\$ 603	\$ 451	
Bakery	\$ 5,003.93	\$ 1,222.86	\$ 2,798.93	\$ 2,790.27	\$ 960	\$ 309	
Bar	\$ 20,980.04	\$ 5,127.08	\$ 3,300.49	\$ 3,426.07	\$ 1,670	\$ 1,296	
Beauty Salon	\$ 31,274.59	\$ 7,642.86	\$ 3,607.99	\$ 4,484.36	\$ 2,217	\$ 1,932	
Business/Govt/Retail	\$ 366,077.96	\$ 89,461.80	\$ 51,190.98	\$ 43,742.24	\$ 25,974	\$ 22,616	
Camera/Photo	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Church/Synagogue/Mission	\$ 6,430.84	\$ 1,571.56	\$ 696.93	\$ 934.90	\$ 451	\$ 397	
Conv. Hospital	\$ 25,801.54	\$ 6,305.36	\$ 4,419.79	\$ 3,853.75	\$ 2,054	\$ 1,594	
Dental Office	\$ 7,616.67	\$ 1,861.35	\$ 798.81	\$ 637.07	\$ 464	\$ 471	
Gym/Health Spa	\$ 9,121.76	\$ 2,229.17	\$ 956.66	\$ 1,144.45	\$ 610	\$ 564	
Hotel/Motel	\$ 374,252.62	\$ 91,459.52	\$ 78,501.13	\$ 59,625.37	\$ 32,340	\$ 23,121	
Laundromats	\$ 23,716.57	\$ 5,795.83	\$ 2,487.33	\$ 2,975.56	\$ 1,586	\$ 1,465	
Laundry	\$ 5,699.79	\$ 1,392.91	\$ 1,653.85	\$ 1,589.14	\$ 653	\$ 352	
Market	\$ 2,126.67	\$ 519.71	\$ 1,635.62	\$ 1,283.27	\$ 484	\$ 131	
Medical Office	\$ 5,160.31	\$ 1,261.07	\$ 541.20	\$ 390.51	\$ 309	\$ 319	
Schools	\$ 69,514.30	\$ 16,987.84	\$ 9,720.62	\$ 8,306.19	\$ 4,932	\$ 4,294	
Service Station	\$ 27,104.65	\$ 6,623.81	\$ 3,695.46	\$ 5,397.84	\$ 2,214	\$ 1,674	
Supermarket	\$ 15,199.45	\$ 3,714.43	\$ 9,564.46	\$ 10,109.99	\$ 3,295	\$ 939	
Special/Unlisted Users	\$ 66,418.55	\$ 16,231.30	\$ 5,804.83	\$ 7,936.28	\$ 4,222	\$ 4,103	
	5,275,155	1,289,138	1,289,138	1,289,138	544,776	325,890	
	\$ 5,275,155			\$ 3,867,413		\$ 870,666	

FY 24-25 RATE SUMMARY (PRELIMINARY)

Calculated Rates						
Category	Unit	ERU/Unit	FY23-24 Rate	FY24-25 Rate	% Change	Rate Model Revenue
Residential	location	1.00	\$ 952.82	\$ 952.82	0.00%	\$ 7,216,361.40
Restaurants	seat-meal	0.07	\$ 68.04	\$ 68.04	0.00%	\$ 971,674.07
Veterinary Offices	location	2.32	\$ 2,207.88	\$ 2,207.88	0.00%	\$ 4,415.76
Animal Hospital & Boarding	each	6.56	\$ 6,251.90	\$ 6,251.90	0.00%	\$ 12,503.80
Bakery	location	3.56	\$ 3,395.32	\$ 3,395.32	0.00%	\$ 13,581.28
Bar	location	1.60	\$ 1,527.14	\$ 1,527.14	0.00%	\$ 35,124.22
Beauty Salon	location	1.35	\$ 1,290.80	\$ 1,290.80	0.00%	\$ 51,632.00
Business/Govt/Retail	per 10 employees	0.62	\$ 594.20	\$ 594.20	0.00%	\$ 596,166.80
Camera/Photo	location	0.81	\$ 768.28	\$ 768.28	0.00%	\$ -
Church/Synagogue/Mission	ERU ≈ 1	0.91	\$ 864.84	\$ 864.84	0.00%	\$ 10,161.87
Conv. Hospital	beds	0.48	\$ 456.84	\$ 456.84	0.00%	\$ 45,227.16
Dental Office	per dentist	1.05	\$ 1,000.64	\$ 1,000.64	0.00%	\$ 11,697.48
Gym/Health Spa	location	1.19	\$ 1,130.44	\$ 1,130.44	0.00%	\$ 14,130.50
Hotel/Motel	room	0.48	\$ 461.36	\$ 461.36	0.00%	\$ 662,512.96
Laundromats	per machine	1.17	\$ 1,118.72	\$ 1,118.72	0.00%	\$ 39,155.20
Laundry	location	3.94	\$ 3,750.68	\$ 3,750.68	0.00%	\$ 11,252.04
Market	each	1.76	\$ 1,677.24	\$ 1,677.24	0.00%	\$ 6,708.96
Medical Office	per physician	0.46	\$ 440.50	\$ 440.50	0.00%	\$ 7,929.00
Schools	population	0.04	\$ 41.38	\$ 41.38	0.00%	\$ 110,370.81
Service Station	per pump	2.98	\$ 2,838.54	\$ 2,838.54	0.00%	\$ 45,416.64
Supermarket	each	24.44	\$ 23,282.90	\$ 23,282.90	0.00%	\$ 46,565.80
Special/Unlisted Users	\$/flow characteristics	0.94	\$ 892.50	\$ 892.50	0.00%	\$ 100,646.33
						\$ 10,013,234

UNIT COSTS		
	Cost per Unit	Total Annual Cost
Flow (Gallon)	\$0.02	\$ 7,071,775
BOD (lb)	\$1.37	\$ 1,470,730
SS (lb)	\$0.78	\$ 1,470,730
		\$ 10,013,234

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

Subject: Financial Audit for Fiscal Year Ending 06-30-23

RECOMMENDATION

It is recommended that the Board of Directors accept the Carmel Area Wastewater District's (CAWD) Annual Financial Statements and Independent Audit Report for the fiscal year ended June 30, 2023, prepared by The Pun Group, as meeting the requirements for an annual independent financial audit.

DISCUSSION

The audit report gives the District a "clean" or unqualified opinion on the 06-30-23 statements, and is attached under separate cover.

There were no significant recommendations from this year's audit – the accounting "books" and internal controls are appropriate.

To best review the District's audited financial statement staff would direct readers first to the Management Discussion & Analysis in the front of the report, which is the District's summary and analysis of where we were during the prior year and factors that could potentially affect us going forward.

FUNDING

Preparation of the annual audit was a budgeted expense for 2022-23 in the amount of \$32,226

*Carmel Area Wastewater District Audit
Fiscal Year End 6-30-2023
Under Separate Cover*

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

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



RECOMMENDATION

Action required – requesting acceptance of report.

DISCUSSION

Inflation continued to move lower throughout the quarter as the November Consumer Price Index (CPI) reading fell to 3.1% year-over-year. Lower energy and goods prices helped offset increases in wage-driven services costs. The labor market also continued to come into better balance. The unemployment rate ended 2023 at 3.7% and 494,000 jobs were added during the quarter. Gross Domestic Product (GDP) for the quarter ended September 30, 2023, the latest available data, showed the U.S. economy grew 4.9%, on an annualized basis, which was the strongest reading over the past seven quarters.

The Federal Reserve updated the Summary of Economic Projections (SEP) released following its December meeting, which showed a peak overnight rate of 5.25% to 5.50% and implied an end to the current interest rate increase cycle. The SEP also showed 75 basis points of decreases by December of 2024. Market expectations for the overnight rate have reached their lowest levels in six months in response to falling inflation, the Federal Reserve pivot from interest rate increases to decreases, and the moderating labor market.

On December 31, 2023, the County of Monterey investment portfolio contained an amortized book value of \$3,233,798,020 spread among 323 separate securities and funds. The par value of those funds was \$3,275,888,842 with a market value of \$3,210,378,916 or 99% of amortized book value. The portfolio's net-earned income yield for the period was 3.54%.

The portfolio produced an estimated quarterly income of \$26,882,589 that will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 398 days.

The County Treasury continues to utilize shorter term debt to provide portfolio liquidity and enhanced investment opportunities in the current market environment.

PORTFOLIO CHARACTERISTICS			
	06-30-23	09-30-23	12-31-23
Total Assets	\$3,130,880,011	\$2,961,795,633	\$3,275,888,842
Market Value	\$3,037,423,839	\$2,870,992,187	\$3,210,378,916
Days to Maturity	337	362	398
Yield	2.78%	3.10%	3.54%
Estimated Earnings	\$21,205,543	\$22,568,162	\$26,882,589

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

PORTFOLIO ASSET COMPOSITION 09-30-23	
Corporate Notes	21%
Overnight Liquid Assets	19.6%
US Treasuries	35.9%
Federal Agencies	12.6%
Commercial Paper	8.1%
Negotiable CDs	2.3%
Supranationals	0.5%
Municipal Bonds	<0.1%
Asset Backed Securities	<0.1%

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

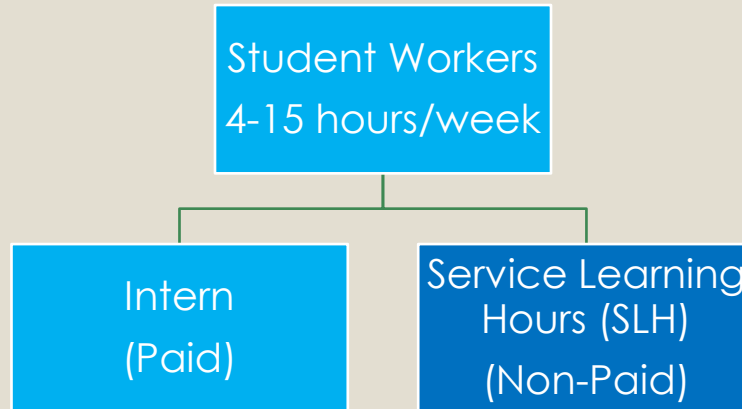
The investment portfolio was in compliance with all applicable provisions of state law and the adopted Investment Policy contained sufficient liquidity to meet all projected outflows over the next six months.

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



INTERNSHIP PROGRAM

LOOKING TOWARDS THE FUTURE - JOINTLY PREPARING OUR
WORKFORCE





INTERNSHIP PROGRAM AGENDA

01

PROGRAM DESIGN

02

RECRUITMENT &
ONBOARDING

03

ASSESS & GROW

EXECUTIVE SUMMARY



Student Internship will launch the Summer 2024 Internship Program for high school students grades 11, 12 and college students. The pilot will have student workers ages 16 and above with a mix of paid work experience and Service-Learning hours (non-paid). The duration of the paid program will be a 4-week cycle with a break the first week of July.

The Pilot project the first year would have 1 to 3 student Interns.

PROGRAM OVERVIEW



VISION & MISSION

The Carmel Area Wastewater District and the Carmel Unified School District will be a model for Special District-school partnerships for its internship program on the Monterey Peninsula.

Carmel Area Wastewater District will create meaningful hands-on learning experiences for Carmel Unified School District students and recent graduates that provide valuable skills for workforce readiness and a civics component that will support student understanding of how district administration and district government functions.

MARKETING & IMPLEMENTATION

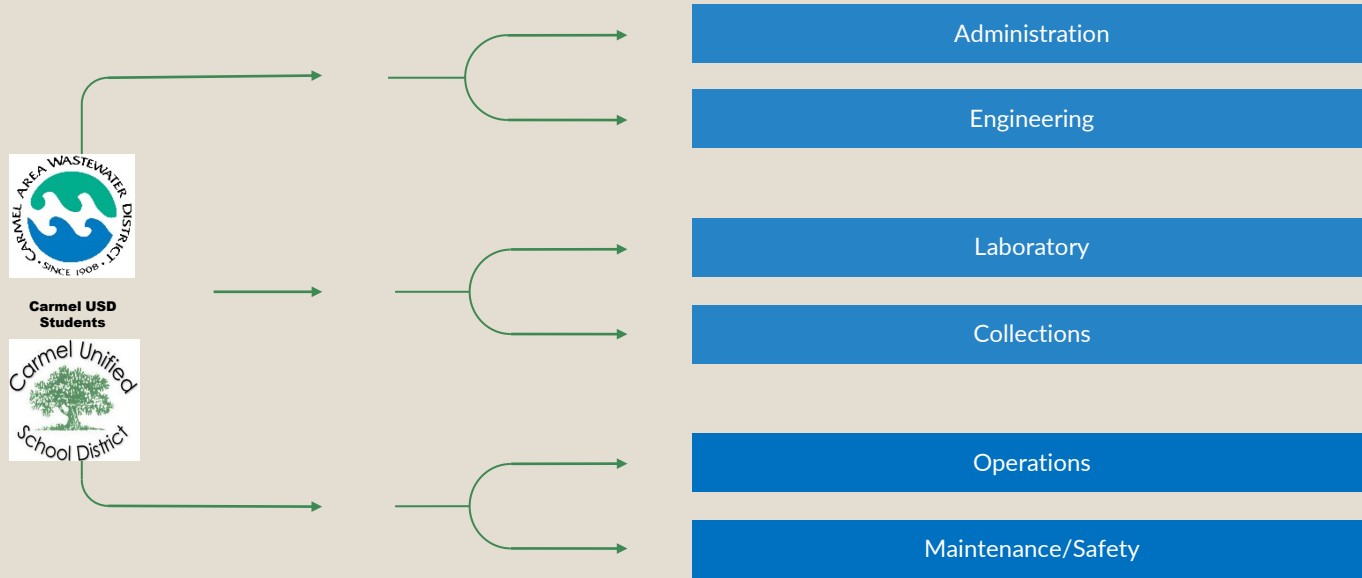
The programs success will depend on partnerships and engagement with local institutions. Branding will occur at the educational level and on a digital platform. We hope to produce a report at the end of the program that could be utilized for granting fund development purposes in the future.

GROWTH

The program will be funded by 2024-2025 CAWD budget under account number (New Category) for youth development programs.

Future funding is contingent upon budget sources and/or a sustainable volunteer program.

INTERNSHIP DEPARTMENT PARTICIPANTS



OUR CORE VALUES



RESPECT

Interns will treat all people with dignity and value the collective of power of teamwork.



QUALITY CUSTOMER SERVICE

Interns will interact with the public as youth ambassadors and display positive ethical behavior.



COMMUNITY INVOLVEMENT

Interns hands-on work experience will be contributions to the well being of the Carmel Area.

SAMPLE MONTHLY WORK SCHEDULE

L = Laboratory

OPS = Operations

ED = Engineering

JUNE/JULY 2025

MON	TUE	WED	THU	FRI	SAT
14 STUDENT INTERVIEWS SLH/INTERNS Summer School Begins	15	16	17	18	19
21	22	23 CALL BACKS	24	25 ONBOARDING	26
28 OPS Intern 2hrs ED Intern 2hrs	29 L Intern A 2hrs	30 L Intern B 3hrs OPS Intern 2hrs ED Intern 2hrs	31 L Intern A 2hrs	JULY 1 END of WEEK Intern Check-In	2
4 OPS Intern 3hrs ED Intern 2hrs	5 L Intern A 2hrs	6 L Intern B 3hrs OPS Intern 3hrs ED Intern 2hrs	7 L Intern A 2hrs	8	9
10 OPS Intern 3hrs L Intern A 2hrs	11 ED Intern 2hrs	12 L Intern B 3hrs OPS Intern 4hrs	13 ED Intern 2hrs	14 L Intern A 2hrs	

KEY POINTS TO KNOW

DETAILED AGENDA (Expanded Version)

PROGRAM DESIGN

ASSESSING NEED & CAPACITY

Department leaders provided input on the opportunities for student workers.

GOALS & GUIDELINES

Specific goals and resources are being compiled, including job description, student handbook, and other support systems.

STUDENT ENGAGEMENT

Our interns will have an opportunity to learn new skills and be exposed to wastewater/government business processes.

RECRUITMENT & ONBOARDING

CAREER TECHNICAL EDUCATION

Focus will be with CUSD and in the future for student candidates.
Goal is to support existing internship pathways.

JOB & INTERVIEW PREPARATION

CAWD and CUSD will support with Mock interviews and job prep. The District will provide guidance on expectations for student workers.

VOLUNTEER PANEL INTERVIEWERS

CAWD staff and department managers will support panel interviews with candidates.

ONBOARDING & PRE-ORIENTATION

Students will experience a formal hiring/onboarding process including safety introduction at the site.

GROWTH & SUSTAINABILITY

INTERNAL SUPPORT & FUNDING

There is funding for paid internships. Department Managers are aligned to offer opportunities for Service-Learning Hours for students.

ONGOING PARTNERSHIPS

Carmel Area Wastewater District
Carmel Unified School District Career Technical Education.

STUDENT EXIT REPORT

Completion of a successful student worker experience will include an assessment during onboarding and post internship to evaluation program best practices.

*“PEOPLE RARELY
SUCCEED UNLESS THEY
HAVE FUN IN WHAT
THEY ARE DOING.”*

DALE CARNEGIE

STUDENT WORKER JOURNEY

Creating a Model Action Plan



STUDENT GOALS PERSONAL AND PROFESSIONAL



Work in a business environment



Understand how projects get approved

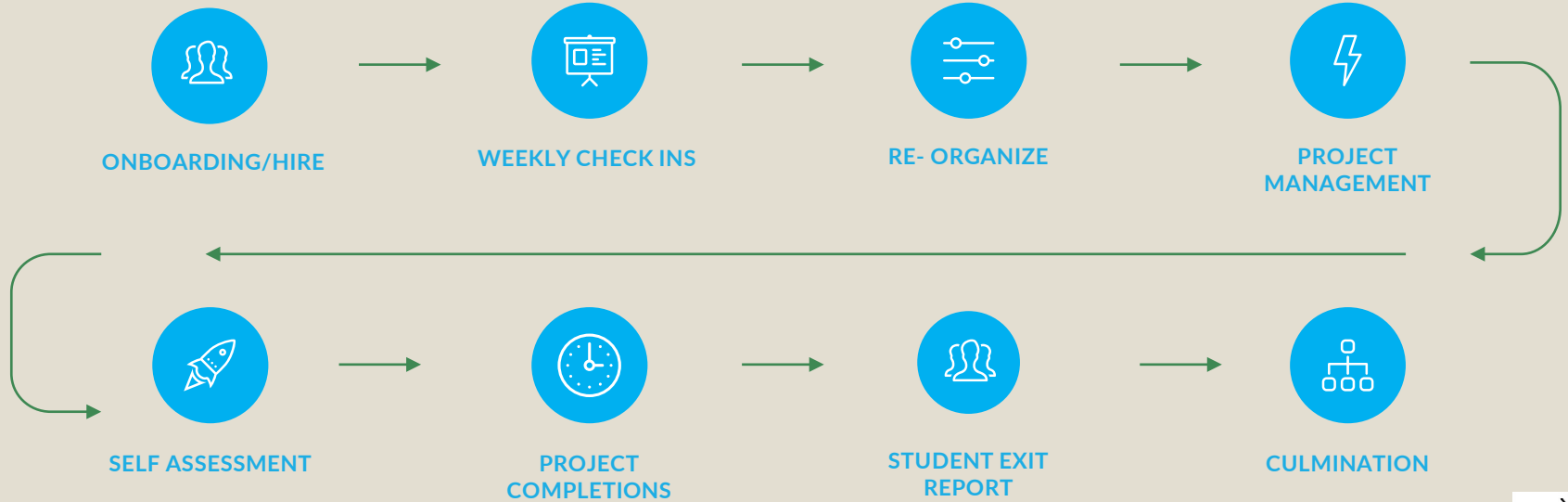


Learn financial literacy



STUDENT WORKER EXIT REVIEW REPORT

The key to growing our program as a fluid program is internal feedback and monitoring from the student and staff.



INTERNSHIP KEY POINTS SUMMARY

Conclusion

STEP
01

PROGRAM DESIGN

BEST IN CLASS
CARMEL UNIFIED SCHOOL DISTRICT
CAWD VISIBILITY & INFRASTRUCTURE

STEP
02

RECRUIT & ONBOARD

HIGH SCHOOL & CAWD STAFF
INTERVIEWS
TRADITIONAL "EMPLOYEE"
ONBOARDING

STEP
03

ASSESS & GROW

PARTNERSHIPS
STUDENT INPUT
STAFF INPUT



INTERNSHIP PROGRAM

SPECIAL THANKS TO THE CARMEL UNIFIED SCHOOL DISTRICT, GAVILAN COLLEGE AND CITY OF SOLEDAD FOR THEIR INPUT ON THIS PRESENTATION

THANK YOU

FAQ'S

How Do I apply?

Carmel Area Wastewater District Jobs the student will need to complete a job application as if this were a traditional employment opportunity.

How Do I qualify?

To qualify you must be a resident of Carmel Unified School District, a student in grade 11-12 or in college. If selected, you will be asked to participate in an interview.

Do you have other positions?

No, currently there are 3 departments participating for Summer 2024. We plan to expand opportunities in the future.

What age do I need to be to work?

The Carmel Area Wastewater District may offer SLH or job employment (State of California prevailing wage, currently \$15.50/hour) to students ages at least 16 years old. California state law requires all minors under age 18 to obtain a student work permit which are issued at the high school.

Do I need to have a minimum GPA?

Yes. We ask that students have a 2.5 minimum GPA to apply, and if hired, students will be encouraged to improve their GPA during our program.



Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: March 28, 2024

SUBJECT: Carmel Area Wastewater District (CAWD)/Pebble Beach Community Service District (PBCSD) Agreement ("Agreement") for Wastewater Treatment Facilities

RECOMMENDATION

Advise staff on how the Board would like to proceed.

DISCUSSION

At their March 2024 regular Board meeting PBCSD will be asking for a committee to be formed to review/update the Agreement between the two agencies or to postpone it for a later date.

CAWD and PBCSD had a preliminary conversation back in October 2023. The agreement we are operating under was last amended in 1994.

1. The agreement provisions for PBCSD payment of operating services have not been followed in over 25+ years.

The agreement specifies charges will be based on flow, suspended solids, and biological oxygen demand. Both agencies agreed (date unknown) to use flow numbers only. While CAWD agrees the document is outdated, it is not urgent to address since we have been using it for 30 years and for at least 25 of those years we have been charging based on flow only.

2. Revise CAWD use of PBCSD owned interceptor line within CAWD boundaries.

PBCSD is correct, CAWD has been diverting flow into the PBCSD line for 25+ years. I do not know how this practice was started, or precisely when. We will resolve this issue with our Scenic Road project and will then cease using the PBCSD line, which brings the District into compliance with the Agreement

3. Should operating costs be based on a standard formula?

Operating costs are being calculated with a formula. Currently operating costs are based on percentage of flow plus a 7.5% administrative overhead. CAWD thinks that percentage of flow is an appropriate measure. As CAWD continues to expand into Carmel Valley and down into Big Sur, PBCSD's percentage will only decrease.

4. Consider review of 7.5% administrative charge due to changes in administrative employee positions and responsibilities.

When the District was considering hiring a second engineer, please recall that Mr. Niccum, General Manager at PBCSD, agreed to pick up PBCSD's share of the salary, and this charge of this engineer should go to the treatment plant. This protocol was in place when Mr. Treanor (engineer) was at the plant.

With the retirement of our Principal Engineer, Rachel Lather, both engineers are required to populate their respective timecards by department and list hours worked for Treatment, Collection, Administration, or Reclamation. Both engineers have had experience with consulting, and are well equipped to keep a job-based timecard. This provides assurances to all parties that the charges are going to the correct department.

It is not a correct statement that the admin engineer is 100% collections – he is managing the other engineer. The accountant is working on accounting issues with reclamation and the GM is reviewing this work- all impact admin costs.

I do not know how contentious the admin charge was in 1978 and 1994 because we no longer have anyone here that was a participant. Additionally, I can find nothing in the files to indicate there was a problem. We believe it is appropriate to charge for an administrative component. The work done in Admin supports both Collections and Treatment functions.

District staff believes the charge for an administrative component of 7.5% fee is reasonable

5. **Consider revising infiltration language due to reduced wastewater flow quantities.**

The agreement states that PBCSD “shall not suffer or permit any storm water, roof drainage or any other surface water to enter its sewers, whether by connecting laterals or indirectly.” We know that this is already happening in PBCSD. They have taken the position that all water is good water and should be captured. Unfortunately, that is not true during wet weather events when the plant is inundated. CAWD remains opposed to taking on stormwater.

6. **Consider how the agreement addresses what happens if the CAWD treatment plant relocates or closes in the future.**

The agreement already has a Term clause, as follows: “... shall continue until terminated by the mutual agreement of both parties hereto, by operation of law or by judicial decree.” Currently our intention is to include PBCSD in the process we are undertaking to navigate Sea Level Rise, and how it will impact both entities. Since “mutual agreement” is broad enough to cover all eventualities and CAWD is still very early in the process it seems premature to make changes.

7. **Consider how termination of the agreement is addressed.**

See No. 6 above. The agreement states termination “by mutual agreement.” The agreement is clear on termination or changes. At this time, we feel that it is premature to make any changes to the agreement related to termination. CAWD is prepared to adhere to the agreement as currently written.

Staff have not considered amending this agreement an urgent matter, which may be why PBCSD feels the need to appoint a committee. As regards amending the contract, staff feels little urgency in that the agreement has been working for many years and we are still very early in the process.

Attachments:

1. PBCSD staff report dated 03-29-24
2. Agreement between CAWD and PBCSD dated 02-22-94
3. PBCSD – Description of Potential Agreement Issues
4. PBCSD – Impact of Flow on CAWD Treatment Plant Costs

GENERAL MANAGER REPORT
March 29, 2024



To: PBCSD Board of Directors

From: Mike Niccum, General Manager

Subject: **CAWD/PBCSD Agreement for Wastewater Treatment Facilities**

The Board reviewed the attached staff report at the September 2022 Board meeting about a potential need to update the Agreement for Use of Wastewater Treatment Facilities between Carmel Area Wastewater District (CAWD) and Pebble Beach Community Services District (PBCSD). The relationship between the agencies started in the late 1960's when both were Sanitary Districts. The current relationship is defined in the attached agreement last updated on February 22, 1994. The September staff report highlighted a number of issues that might need to be addressed in the agreement that has not been updated in 30 years.

Staffs from both Districts met on January 30, 2023 and agreed to do some field investigation related to the condition of the interceptor line between Carmel Gate and Rio Park. Staffs met a second time on October 4, 2023 and PBCSD staff provided the attached Description of Potential Agreement Issues. This document includes the issues outlined in the initial staff report and additional information in red prepared by PBCSD staff. PBCSD staff recently updated the attached memo that describes the impact of flow on CAWD Treatment Plant Costs dated March 2024.

There has been no formal discussion between staff on this issue since October 2023.

RECOMMENDATION

It is recommended that the Board provide direction for one of the following:

1. Request of the CAWD Board that a joint committee be formed of Board members and staff of each district to review the Agreement and propose revisions to be jointly agreed upon.
2. Put off a request for review of the agreement to a future date.

Attachments:

September 2022 - PBCSD Board Meeting Staff Report
February 22, 1994 - Agreement for Use of Wastewater Treatment Facilities between
CAWD and PBCSD
October 2023 - PBCSD Description of Potential Agreement Issues
March 2024 - PBCSD Memo on Impact of Flow on CAWD Treatment Plant Costs

AGREEMENT FOR USE OF
WASTEWATER TREATMENT FACILITIES
BETWEEN THE
CARMEL AREA WASTEWATER DISTRICT
AND THE
PEBBLE BEACH COMMUNITY SERVICES DISTRICT

THIS AGREEMENT is made and entered into on February 22, 1994, by and between the CARMEL AREA WASTEWATER DISTRICT (hereinafter "CAWD") and the PEBBLE BEACH COMMUNITY SERVICES DISTRICT (hereinafter "PBCSD"), as follows:

Recitals

1. CAWD owns and operates wastewater treatment and disposal facilities and CAWD and PBCSD are parties to an existing agreement, dated March 27, 1969, as amended on March 1, 1978 and July 1, 1978, which provides for the use of those facilities.

2. Both parties hereto recognize that many sections of that 1969 agreement are now outdated and are not relevant to the current operations of and relations between the two districts.

3. CAWD and PBCSD, in conjunction with the Monterey Peninsula Water Management District and the Pebble Beach Company, are presently involved in pursuing the implementation of a wastewater reclamation project capable of producing at least 800 acre feet per year of subpotable water, under the terms of that certain "Wastewater Reclamation Project Construction and Operation Agreement," dated November 1, 1990 (hereinafter referred to as the "Four-Party Agreement"). The ownership, operation and management of the reclamation project, as between the two parties hereto, is set forth in that certain "CAWD/PBCSD Reclamation Management Agreement" dated February 22, 1991 (the "Two-Party Agreement").

4. The purpose and intent of this Agreement, therefore, is to update that 1969 agreement and its amendments to reflect the current status of the relationship between the parties hereto and to compile and restate those terms and conditions of the prior agreement which remain in effect, along with any new terms of agreement between the parties, into one comprehensive document.

Terms and Conditions

In consideration of the mutual promises contained herein, CAWD and PBCSD agree to the following terms and conditions:

1. Facilities Ownership.

a) CAWD Plant. CAWD shall own all assets of the CAWD Wastewater Treatment Plant and any other facilities used by the parties in conjunction with wastewater treatment and disposal, except as otherwise specified herein, and CAWD shall operate said facilities for the joint benefit of both districts.

b) PBCSD Capacity Right. PBCSD shall own an irrevocable right to one-third of the capacity of the wastewater treatment and disposal facilities.

c) Reclamation Project. As further specified in the Two-Party Agreement, the reclamation "Facility" and "Distribution System," as said terms are defined in Sections 1.17 and 2.1 of the Four-Party Agreement, shall be owned by the parties hereto as follows:

1) CAWD shall own the Facility and the portion of the Distribution System Pipeline that runs from the facility to the southwestern edge of Lasuen Drive (in the unincorporated Carmel area), where Lasuen Drive abuts the pipeline and access easement presently owned by CAWD; and

2) PBCSD shall own all of the remainder of the Distribution System Pipeline (from Lasuen Drive generally north to the PBCSD boundary line) and all of the Distribution System (pipelines and storage tank facilities) within the boundaries of PBCSD.

d) Interceptor. PBCSD shall own the interceptor pipeline and all appurtenances carrying PBCSD influent to the CAWD treatment plant both within its boundaries and from the common boundary line of the two districts to the above-mentioned southwestern edge of Lasuen Drive, and said ownership shall continue notwithstanding a contrary provision in any previous agreement between the parties. CAWD shall own the remainder of the interceptor line from Lasuen Drive to the treatment plant. PBCSD shall reserve five percent (5%) of the capacity of said interceptor for emergency use by CAWD, providing that whenever said interceptor is used by CAWD, it shall pay five percent (5%) of the cost of maintenance and operation of said interceptor. The costs of any repair to any portion of this interceptor from the common boundary line to the plant shall be divided between PBCSD and CAWD in the same percentage (i.e., 95% and 5%) as their capacity interests therein.

2. Automatic Measuring Device. PBCSD shall continue to operate and maintain at the common boundary line between the districts an automatic measuring device satisfactory to CAWD to accurately show the gallonage of wastewater delivered to the treatment plant by PBCSD.

3. Maintenance of PBCSD Interceptor. PBCSD shall maintain and inspect the PBCSD interceptor installed between the common boundary line of the districts and Lasuen Drive. In the event emergency repair of said interceptor becomes necessary and PBCSD is unable to respond in a timely fashion, then PBCSD may request assistance from CAWD to perform emergency repairs and PBCSD shall pay the cost thereof, including a reasonable charge for administration costs, and will hold CAWD harmless in connection therewith.

4. Costs and Payments. Costs and payments between the parties hereto for the use of the facilities specified herein shall be determined as follows:

a) Existing Facilities. PBCSD has paid to CAWD one-third of the cost of all existing capital facilities of and the land for the CAWD Wastewater Treatment Plant in return for receiving the right-to-use its one-third of the capacity of that plant.

b) Maintenance and Operation and Administration Costs. The portion of the maintenance and operation costs and the administration costs of CAWD for operation of its treatment plant which are to be paid by PBCSD shall be determined on the basis of adding a seven and one-half percent (7-1/2%) factor to the PBCSD annual flow and loads factors, which resulting sum shall be multiplied by the total annual operating cost (less depreciation) of the CAWD treatment and disposal facility. The flow and loads factors shall be defined as the ratio of the total wastewater volume and loadings from PBCSD which are treated and disposed of by CAWD to the total annual wastewater volume and loadings treated and disposed of by CAWD originating from all sources, as measured by CAWD. The costs of maintenance, operation and administration of the CAWD treatment facilities to be paid by PBCSD, as defined above, shall be calculated by the following formula:

$$PBCSD/ Cost = C_T [(.34 \frac{V_{PB}}{V_T} + .33 \frac{B_{PB}}{B_T} + .33 \frac{S_{PB}}{S_T}) + .075]$$

WHERE:

- B_{PB} = Total annual BOD loading from PBCSD
- B_T = Total annual BOD loading from all sources
- C_T = Total annual operation and maintenance costs for treatment and disposal
- S_{PB} = Total annual suspended solids loading from PBCSD
- S_T = Total annual suspended solids loading from all sources
- V_{PB} = Total annual hydraulic flow from PBCSD
- V_T = Total annual hydraulic flow from all sources

The cost figures involved in the calculation of the administrative cost percentage shall be reviewed at intervals of not less than one year upon the written request of either party hereto.

5. Subsequent Improvements. In the event additional improvements to the treatment facilities are made for the benefit of both districts or are made in accordance with the requirements of the Regional Water Quality Control Board, other governmental agencies or by consent of both districts, the net costs of said improvements shall be divided on the basis of the relative capacities of the districts to the date of such improvements (i.e., 2/3 and 1/3).

6. Direct Connection Lots. For any properties within PBCSD which are now or may become directly connected with CAWD's wastewater system (i.e., other than through PBCSD's interceptor line), PBCSD shall pay CAWD at the time herein provided sewer service charges at the then existing CAWD rates for outside properties, in lieu of payments by the owners thereof to CAWD, until such time as said properties are connected to PBCSD's wastewater system and are no longer connected to the CAWD system.

7. Records of Flow and Costs. CAWD will keep permanent records and accounts of the costs of maintenance and operation of all treatment and disposal facilities operated by CAWD, which shall separately identify the costs of all facilities used in common by CAWD and PBCSD. Said records shall be available for inspection by PBCSD at all times during normal business hours.

8. Billing and Payment. CAWD shall bill PBCSD monthly for its share of the cost of said maintenance and operation. Each monthly bill shall be for an amount equal to one-twelfth (1/12th) of its estimated annual treatment and disposal cost, with any adjustments to be made on the last monthly bill of the fiscal year.

9. CAWD Regulations. PBCSD shall abide by all rules and regulations of CAWD concerning the type and condition of the wastewater permitted to be deposited within the facilities of CAWD, and PBCSD shall regulate and prohibit the residents and businesses within PBCSD from depositing in said wastewater system any wastewater which, by the rules and regulations of CAWD, the residents of CAWD are denied the right to deposit in its system. PBCSD shall not suffer or permit any storm water, roof drainage or any other surface water to enter its sewers, whether by connecting laterals or indirectly. Any lines within PBCSD that develop excessive infiltration shall be corrected by PBCSD.

10. Inspection. PBCSD shall maintain sewer inspection within its own district during the existence of this Agreement, which shall be adequate and equal to that maintained in CAWD.

11. Annual Budget. PBCSD shall provide in its annual budget sufficient funds to make the payments to CAWD in the amounts and at the times herein provided.

12. Default in Payment. In the event PBCSD shall fail to make payment to CAWD in the amount and at the time herein provided, interest at the then current rate of CAWD's monies invested with Monterey County (or any successor depository) shall accrue thereon from the date due until paid.

13. Reclamation Project. The cost and use of the reclamation project facilities as provided for by the Four-Way Agreement shall be integrated into the terms of this Agreement by the parties hereto in accordance with the following policies:

a) The existence of the reclamation project shall not increase the cost of CAWD service to PBCSD.

b) A new reclamation project cost center shall be created, with expenses paid by that project's fiscal sponsor.

c) Reclamation facilities will use and be charged for their share of treatment facility supervision, laboratory services and administrative expenses, which shall be credited as appropriate against Treatment and Disposal (T&D) expenses that would otherwise be paid by PBCSD.

14. Dispute Resolution.

a) Dispute resolution procedure. If any dispute arises between the parties as to proper interpretation or application of this Agreement, the parties shall first seek to resolve the dispute in accordance with this Agreement, and the parties must proceed through arbitration under this Agreement before filing any court action. If a dispute concerns any amounts to be paid to CAWD by PBCSD, then PBCSD shall pay the amount demanded on time, under protest, notwithstanding that PBCSD has commenced or proposes to commence the dispute resolution procedures specified herein.

b) Duty to meet and confer. If any dispute under this Agreement arises the parties shall first meet and confer in a good faith attempt to resolve the matter between themselves. Each party shall make all reasonable efforts to provide to the other party all the information that the party has in its possession that is relevant to the dispute, so that both parties will have ample information with which to reach a decision.

c) Arbitration. If the dispute is not resolved by meeting and conferring, the matter shall be submitted to arbitration. The parties shall jointly select a single arbitrator, or, if the parties are unable to agree, they shall each select an arbitrator, and the matter shall be handled by two arbitrators. The two arbitrators themselves may, if they deem it appropriate and warranted by the nature and significance of the dispute and after consultation with the parties, themselves select a third arbitrator. Any person selected as an arbitrator shall be a qualified professional with expertise in the area that is the subject of the dispute, unless the parties otherwise agree. Before commencement

of the arbitration, the parties may elect to have the arbitration proceed on an informal basis; however, if the parties are unable so to agree, then the arbitration shall be conducted in accordance with Code of Civil Procedure §§1280 et seq., and to the extent that procedural issues are not there resolved, in accordance with the rules of the American Arbitration Association. The decision of the arbitrator or arbitrators shall be binding, unless within thirty (30) days after issuance of the arbitrator's written decision, either party files an action in court.

15. Amendment or Modification. This Agreement may be amended, altered or modified only by a writing, specifying such amendment, alteration or modification, executed by authorized representatives of both of the parties hereto.

16. Term. This Agreement shall become effective upon its execution and delivery to each party and shall continue until terminated by the mutual agreement of both parties hereto, by operation of law or by judicial decree.

17. 1969 Agreement Replaced. Upon the effective date hereof, this Agreement shall replace and supersede the 1969 Agreement between the parties and the amendments thereto.

18. Indemnification. Each party shall defend, indemnify and hold harmless the other party from and against any and all damages, liabilities, losses and costs or expenses suffered or incurred by such other party, arising out of or resulting from any breach of its representations, warranties or agreements set forth in this Agreement or any performance or failure of performance by the indemnifying party of its obligations under this Agreement.

19. Further Actions. Each of the parties agree to execute and deliver to the other such documents and instruments, and to take such actions, as may reasonably be required to give effect to the terms and conditions of this Agreement.

20. Interpretation. This Agreement has been negotiated by and between the general managers of both districts and their staffs, all persons knowledgeable in the subject matter of this Agreement, which was then reviewed and drafted by the legal counsel representing both districts, in joint consultation with both general managers. Accordingly, any rule of law (including Civil Code §1654) or legal decision that would require interpretation of any ambiguities in this Agreement against the party that has drafted it is not applicable and is waived. The provisions of this Agreement shall be interpreted in a reasonable manner to effect the purpose of the parties and this Agreement.

21. Captions. Titles or captions of sections and paragraphs contained in this Agreement are inserted only as a matter of convenience and for reference, and in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision of it.

22. Severability. If any of the provisions of this Agreement are determined to be invalid or unenforceable, those provisions shall be deemed severable from the remainder of this Agreement and shall not cause the invalidity or unenforceability of the remainder of this Agreement, unless this Agreement without the severed provision would frustrate a material purpose of either party in entering into this Agreement.

23. Attorney's Fees and Costs. In the event it should become necessary for either party to enforce any of the terms and conditions of this Agreement by means of arbitration, court action or administrative enforcement, the prevailing party, in addition to any other remedy at law or in equity available to such party, shall be awarded all reasonable costs and reasonable attorney's fees in connection therewith including the fees and costs of experts reasonably consulted by the attorneys for the prevailing party.

24. Relationship of the Parties. Nothing in this Agreement shall create a joint venture, partnership or principal-agent relationship between the parties.

25. Notices. Any and all notices or other communications required or permitted by this Agreement or by law to be served on or given to either party hereto, shall be in writing and shall, except as otherwise expressly provided in this Agreement, or by law, be deemed duly served and given when personally delivered to the party to whom they are directed, or in lieu of such personal service, within five (5) days after being deposited in the United States mail, first-class, postage prepaid, addressed to the principal place of business of the party to whom they are directed.

26. Assignment. This Agreement shall be binding upon, and shall inure to the benefit of, the successors and permitted assigns of the parties. Neither party may assign any of its rights or obligations hereunder to any person or entity other than a successor public agency.

27. Waiver. No waiver of any right or obligation of either party hereto shall be effective unless in a writing, specifying such waiver, executed by the party against whom such waiver is sought to be enforced. A waiver by either party of any of its rights under this Agreement on any occasion shall not be a bar to the exercise of the same right on any subsequent occasion or of any other right at any time.

28. Counterparts. This Agreement may be executed in two counterparts, each of which shall be deemed an original, but both of which shall be deemed to constitute one and the same instrument.

29. Entire Agreement. With the exception of the Two-Party and Four-Party Agreements mentioned above, which relate directly to the CAWD/PBCSD Reclamation Project, this Agreement constitutes the entire and complete agreement between the parties regarding the

subject matter hereof, and supersedes all prior or contemporaneous negotiations, understandings or agreements of the parties, whether written or oral, with respect to such subject matter.

IN WITNESS WHEREOF, this Agreement has been executed by the duly authorized officers of each of the parties on the date first shown above.

CARMEL AREA WASTEWATER
DISTRICT

By Arthur W. Haseltine
President

ATTEST:

R. Lopez
Secretary

PEBBLE BEACH COMMUNITY
SERVICES DISTRICT

By William R. Genelli
President

ATTEST:

Reinal Andrus
Secretary

DRAFT

PBCSD Description of Potential Agreement Issues

The relationship between Carmel Area Wastewater District (CAWD) and Pebble Beach Community Services District (PBCSD) for treating wastewater started in the late 1960's when both agencies were Sanitary Districts. The current relationship is defined in an agreement last updated on February 22, 1994. There are a number of issues that might need to be addressed in the agreement that has not been updated in 28 years. The following is a first attempt identifying the need to address the following issues from the perspective of PBCSD.

1. The agreement provisions for PBCSD payment of operating services have not been followed in over 20 years. Staff from both Districts agreed to use only flow numbers to determine cost allocation because suspended solids (SS) and biological oxygen demand (BOD) could not be accurately measured.

PBCSD and CAWD staff had multiple disputes during the late 1990's related to the accuracy of SS and BOD measurements of the wastewater leaving PBCSD and entering CAWD. Each party brought the issue up when the other party benefited because of a cost allocation shift. The CAWD and PBCSD general managers recognized that both Districts were primarily residential and had similar commercial users. It was agreed that the accuracy of measured SS and BOD levels varied greater than any realistic variations of the actual SS and BOD levels contained in the wastewater. Both districts also agreed to use the same outside technician to calibrate both flow meters twice a year.

It is also worth noting there is very little impact on the total cost of the treatment plant operations due to variations in BOD and SS levels of the wastewater being treated. The original formula in the agreement called for 66% of cost share ratio to be determined by SS and BOD measurements. Current practice for the past 20 years has been 100% flow based.

The agreement should be updated to reflect past practice for cost share formula for the past 20 years unless a new cost allocation process is adopted.

2. Revise CAWD use of the PBCSD owned interceptor line within CAWD boundaries.

The 1994 agreement provides that 5% of the capacity of the interceptor line would be available to accept emergency overflows that might occur in the CAWD Collection System.

It has been brought to the attention of PBCSD staff that CAWD has been diverting 90,000 gallons per day into the interceptor for over 25 years without ever notifying PBCSD. If this regular flow is to continue from CAWD, the agreement should be modified to address it.

DRAFT

3. Should operating costs be based on a standard formula like capital expenses, rather than flow based, which does not accurately reflect cost impacts.

The 1994 agreement calls for PBCSD to pay for one third of the cost of treatment plant capital items less any contribution from the Reclamation Project rate payers. Operations and Maintenance (O&M) costs are reimbursed on the percentage of total flow into the CAWD treatment plant plus 7.5% of total treatment plant O&M costs administrative charge. Our accounting staff reviewed the percentage of flow PBCSD paid over the past 20 years and determined that the average percentage was just under 33%, like the criteria used to share capital expenses.

A review of CAWD expenses will show that more than 80% of treatment plant O&M costs are related to fixed costs that do not vary based on flow. A general overview of the past 20 years shows that flows have decreased by about 35% but O&M costs have continued to increase close to inflation levels. That is because you need the same number of personnel, pump stations and other treatment plant facilities regardless of flow. The only variables would be electrical and chemical costs. There is no nexus between the cost of providing service to what is being charged by this agreement.

All three parties that fund the treatment plant operations would like to expand flow into the treatment plant to serve more areas in Carmel Valley and Carmel Highlands. Basing the cost share on a fixed percentage would make it less costly for CAWD to expand services.

4. Consider review of 7.5% administrative charge due to changes in administrative employee positions and responsibilities.

When the agreement was approved in 1993, CAWD had 4 members in the administration office – one General Manager/District Engineer, one Finance Officer, one engineering technician and one administrative assistant. The administration department provided all engineering personnel services required for the treatment plant operations and capital projects.

Since then, a treatment plant engineer was hired and all personnel costs were allocated as treatment plant expense. Now the administration has one General Manager, one finance officer, one administrative assistant and one principal engineer that spends 100% of time on collection system issues. No treatment plant engineering services are performed by administration staff.

DRAFT

The 7.5% administrative charge is based on total treatment plant costs. If a 33% flow ratio is assumed, the markup on PBCSD payments for O&M costs would be 22.5%. Our contract with CalFire has a 12% administrative markup fee and the Reclamation Project ends up paying about 5% of the reclamation plant operation costs for administration services. This issue was very contentious during the agreement negotiations in 1978 and 1994. It should be noted that the original 1969 agreement required PBCSD to pay one-third of the cost of maintenance and operations of the plant and facilities. While the 22.5% service fee may have been justified in 1994 when it was covering all engineering personnel costs for the treatment plant, that is no longer the case.

5. Consider revising infiltration language due to reduced wastewater flow quantities.

In the 1990's, I/I prevention was relevant as a way to reduce treatment plant capital costs as more customers connected to the system. That is no longer the case as flows have been reduced by 35% due to regional water conservation. Extra flow from infiltration or sump pumps would not increase operating costs.

6. Consider how the agreement addresses what happens if the CAWD treatment plant relocates or closes in the future.

The current agreement contains no provision for moving or abandoning the CAWD treatment plant without mutual agreement by both parties.

7. Consider how termination of the agreement is addressed.

The current agreement contains no provision for terminating the agreement except by mutual agreement by both parties. It is also worth noting the 4-way construction and operations agreement between CAWD, PBCSD, Monterey Peninsula Water Management District (MPWMD) and Pebble Beach Company contains a similar termination provision requiring mutual agreement by all four parties.

*Information & Discussion
Items*

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

Subject: Pebble Beach Community Services District (PBCSD) – Regular Board Meeting on February 23, 2024

DISCUSSION

Agenda items from February 23, 2024, meeting that are of specific interest to this District:

- Total cash balance at the end of January 2024 was \$33.3M; of that \$19.2M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues.
- Budget to Actual year to date for January 2024 is 53% for total revenues and 29% for expenditures.
- Approximately 115 MG or 353 acre feet of recycled water is currently stored in Forest Lake Reservoir which represents 100% of permitted capacity.
- Total irrigation demand for the 2024 calendar year through January was 4 acre feet. Total demand for the calendar year is 60% below the 5-year annual average usage of 10 acre feet. The month of January reflected a net storage increase of 14 million gallons.
- Average daily wastewater flow of 570,000 gallons per day (GPD) was measured in January at the PBCSD-Carmel gate. This represents 38% of the total monthly flow at the Carmel Area Wastewater District (CAWD) treatment facility.
- The measured PBCSD flows were 2% below the five-year average of 579,000 GPD for January. The CAWD flows were 4% below the five-year average of 1,566,000 GPD for December.

- The Board authorized the General Manager to replace four portable generators for an amount not to exceed \$275,000. These generators are used primarily to provide emergency/standby power at four of the District's eight wastewater pump stations.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 23	38.634	26.289	12.345	31.954%
Aug -23	37.315	25.785	11.530	30.899%
Sept - 23	33.729	23.238	10.491	31.104%
Oct - 23	33.587	23.691	9.896	29.464%
Nov-23	32.310	22.945	9.365	28.985%
Dec - 23	37.449	26.266	11.183	29.862%
Jan - 24	46.648	28.966	17.682	37.905%
Feb-24	62.617	39.689	22.928	36.616%
Total	322.289	216.869	105.420	31.768%

FUNDING

Informational item only



Carmel Area Wastewater District

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

Barbara Buikema
General Manager
Patrick Treanor
District Engineer
Robert R. Wellington
Legal Counsel

Board of Directors

Suzanne Cole
Michael K. Rachel
Robert Siegfried
Kevan Urquhart
Ken White

March 15th, 2024

County of Monterey Housing and Community Development
1441 Schilling Pl South, 2nd Floor
Salinas, California 93901
CEQAcomments@co.monterey.ca.us
berettim@co.monterey.ca.us

Dear County of Monterey,

This letter is provided in response to the Revised Draft Environmental Impact Report for the “Carmel Lagoon Ecosystem Protective Barrier, Scenic Road Protection Structure, and Interim Sandbar Management Plan Project” dated January 2024. Upon review it is our opinion that the Draft EIR is not adequate to warrant a determination on the project at this level of development, specifically as relates to the potential EPB component.

1. The Revised EIR acknowledges that, *“most of the comments were in opposition to the EPB project component, including State Parks, which owns the property where the EPB would be constructed.”* (page 1.0-1). CAWD was among the many who were opposed to the EPB project component as presented. However, despite the extensive opposition the Revised EIR includes no changes to the original project description (i.e. Section 3 Project Description was not revised). Page 3.0-18 of the EIR states that the “Preferred Alternative” for the proposed EPB is “EPB Alternative 2A”.

It seems likely that the preferred EPB alternative is not feasible due to lack of support from the property owner, State Parks. Therefore, the EIR should be focused on alternatives that may be feasible. Alternative projects such as the “Garden Wall” come with a very different set of considerations than the “EPB

Alternative 2A". They are two very different projects, and analysis of the potential impacts of the "Garden Wall" would need further development to support a determination on that alternative.

2. The EIR does not adequately model subsurface flow beneath the proposed "EPB Alternative 2A" sheet pile wall or the proposed "Garden Wall". Technical feasibility of the EPB functioning as intended depends on accurate modelling of flow through the alluvial deposits that underlay the lagoon and the Fourth Addition neighborhood.

A good way to improve the estimates of seepage would be to install a groundwater monitoring well in the public right of way near the southern boundary of the Fourth Addition neighborhood to compare local groundwater elevations with lagoon elevations over time.

One report in Appendix H by Balance Hydrologics in March 2023 titled "Carmel Lagoon Interim EPB On-Property Line Drainage Analysis", provides very rough calculations of seepage under the Garden Wall Alternative. However, it is inadequate in several ways including:

- a. The analysis assumes that seepage is limited to the top 10 feet of soil, however geotechnical borings in the EIR indicate that the permeable soils extend to at least 50 to 60 feet below the ground surface. A deeper aquifer in the analysis would yield higher seepage rates and would indicate more substantial groundwater continuity with the lagoon than assumed in this report.
- b. The seepage analysis assumes hydraulic conductivity that is not very conservative. Given existence of lenses of highly permeable sand in the aquifer, hydraulic conductivities could be 10 to 100 times higher than assumed in the report. Subsurface soil transmissivity cannot be assumed with precision in the absence of much more detailed subsurface data, therefore with the currently available information transmissivity estimates should be highly conservative.

We couldn't find any detailed analysis of seepage that was conducted for the "EPB Alternative 2A" (Preferred Alternative), and so cannot comment directly, however it seems that a seepage analysis of the EPB Alternative 2A would be required and would need to consider the noted deficiencies on the Garden Wall

analysis above.

3. It doesn't seem like the "Garden Wall Alternative" is a solution. Page 5.0-32 of the Revised EIR states, *"However, the terminal extents of the wall would not tie off to high ground above elevation 16, and, therefore, susceptible to being outflanked by rising lagoon levels."* Page 5.0-32 also states that, *"However, the Garden Wall Alternative is not designed to provide 100-year flood protection for existing conditions or for future conditions with sea level rise. Therefore, this alternative would be an interim flood protection solution while other EPB alternatives are being considered."*
4. We cannot find where the EIR evaluates impacts to the sewer collection pipes in the Fourth Addition neighborhood. CAWD serves the Fourth Addition neighborhood with below grade gravity sewer pipes and a Pump Station on Monte Verde and 16th. Increased flooding and groundwater tables in the Fourth Addition neighborhood would result in groundwater and surface water flowing into the sewers substantially increasing the likelihood of sanitary sewer overflows and violations of State Waste Discharge Requirements General Order for Sanitary Sewers.
5. It does not appear that the County has addressed potential impacts of a potential EPB project to the Mission Fields neighborhood. Specifically, the home at 26452 Riverside Way could be flooded more regularly as a result of a potential EPB project.
6. CAWD commented previously in January 2017 about the impacts a potential EPB project could have on the CAWD treatment plant facility. The EIR indicates that mitigations are not feasible because no agreement exists; See Page 4.8-45 which states, *"Given the absence of an agreement between these entities, no feasible mitigation measure is currently available."* Over the past 7 years the County has spent de minimis effort speaking with CAWD representatives regarding potential agreements or potential mitigations for the impacts to CAWD, which the EIR indicates would be substantial. To seriously discuss potential mutual agreements and mitigations would require a concerted effort which was not made.

It is difficult for CAWD to assess what action the County might decide to take as the proposed EPB alternatives seem to be either infeasible and/or do not actually protect the Fourth Addition neighborhood from intermittent flooding without sandbar management. Also, the EIR is lacking in completeness of certain key technical

analyses and in scoping of mitigations and alternatives. Therefore, our general comment is that the EIR is inadequate to make a determination on any project at the current level of development. We believe more analysis and scoping is necessary.

The CAWD treatment facility is public property serving the residents and businesses of Carmel-by-the-Sea, portions of unincorporated Carmel/Carmel Valley, and Pebble Beach. Monterey County has a duty to its constituents, which are part of CAWD, to seriously consider impacts that these potential flood control projects would have on the local publicly owned treatment works.

We appreciate this opportunity to comment on the Draft EIR as the County continues its analysis and scoping.

Sincerely,

A handwritten signature in cursive script that reads "B. Buikema".

Barbara Buikema
General Manager

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: March 28, 2024

Subject: Carmel Area Wastewater District (CAWD)/Pebble Beach Community Special District (PBCSD)- Wastewater Reclamation Management Committee on February 13, 2024

The meeting was called to order at 9:30 a.m.

Present: Ken White, Director CAWD
Mike Rachel, Director CAWD
Richard Verbanec, Director PBCSD
Peter McKee, Director PBCSD
David Heuck, Ex Vice President Pebble Beach Company (PBCo)
Joe Huston, Independent Reclaimed Water Users Group

Other Attendees:

Nick Becker, District Engineer/PBCSD Deputy General Manager
Chris Simmons, Associate Engineer, PBCSD
Mike Niccum, General Manager, PBCSD
Barbara Buikema, General Manager, CAWD
Jim Grover, Principal Accountant, CAWD
Stephanie Atigh, Legal Counsel, CAWD/PBCSD
Ed Waggoner, Operations Superintendent, CAWD
Patrick Treanor, District Engineer, CAWD *
Brent Reitz, Director of Energy & Water Conservation, PBCo*
Marianna Pimental, Chief Financial Officer, PBCSD
Yuriana Nunez, Administrative Coordinator, PBCSD
Laura Paxton, Clerk, PBCSD
David Stoldt, General Manager, Monterey Peninsula Water Management District (MPWMD)

- *Signifies virtual attendance*

Agenda Items:

1. Minutes from November 7, 2023 were approved unanimously.
2. Financial Statements ending December 31, 2023 were received and no action was required.
3. Operations & Maintenance (O&M) Project report was presented by Superintendent Waggoner. The reservoir reached full capacity on January 14th. A review of significant maintenance being performed during shutdown was presented. The Committee approved a minor increase in the current capital budget for procurement of laboratory equipment.
4. Distribution System O&M report was presented by Chris Simmons, PBCSD Associate Engineer. This year the reservoir achieved 100% capacity in mid-January, the earliest since being operated as part of the Reclamation Project.
5. The 2024 Committee Meeting Schedule was received for information – no action was required.
6. Miscellaneous Items: David Stoldt noted that Local Agency Formation Commission (LAFCO) is appealing the Superior Court's decision to vacate a LAFCO resolution denying the MPWMD application to become a retail water supplier.

The meeting was adjourned at 10:25 a.m. The next regular meeting is on Tuesday, May 7, 2024 at 9:30 a.m.

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

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:
Friday, April 26, 2024, at 9:30 a.m. – Director Cole is scheduled to attend.
Friday, May 31, 2024, at 9:30 a.m. – Director Urquhart is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, April 16, 2024, at 6:00 p.m. – President White is scheduled to attend
Tuesday, July 16, 2024, at 6:00 p.m. – Director Rachel is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, May 7, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

Adjournment