



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

January 30, 2025
Thursday
9:00AM

Public Comment

Agenda Changes

Introduction of New Employees

*Remembrance Michael Rachel
Resolution 2025-01*

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: January 30, 2025

Subject: Special Recognition of Director Rachel's 10 years of service

RECOMMENDATION

It is recommended that the Board of Directors recognize the years of public service that Director Mike Rachel has provided to the District and the community.

DISCUSSION

Director Rachel has been an invaluable Director to this Board providing outstanding leadership and guidance to staff of the Carmel Area Wastewater District during a period of continual change. He has had a persistent commitment to the constituents of the District while adhering to the core mission of the organization.

During his tenure he served on multiple committees providing guidance on complex issues that the District has faced over the years. His construction experience provided us with excellent advice during the plant rehab projects and beyond. Director Rachel's service spanned what started out in 2014 as a complete analysis of the plant for long term capital replacement, moved on to the first phase of Capital Improvement that was completed in 2019, and then the second phase that was completed in 2023, for a total of over \$29M financed in full from the capital reserves, a significant stand-alone feat.

While the treatment plant was undergoing total rehabilitation, Director Rachel pivoted to reaffirm the District's commitment to the full system by encouraging a robust capital program in the Collection System. At this date we are aiming for ongoing target expenditures of \$3-\$5M annually in pipe projects. Director Rachel has been a stalwart supporter of capital rehabilitation and replacement while at the same time managing to fund it via cash capital reserves.

We would be remiss not to also mention Director Rachel support and guidance in the

area of the Personnel Committee, the Bridge to Everywhere and Reclamation Management.

Finally, Director Rachel was extremely liked and appreciated by staff. His demonstrated support and fairness in dealing with staff that has not gone unnoticed. Director Rachel served as Director from 2014 through 2024; but it has never been about the title, rather he has continued to push the District forward seemingly through a subtle alchemy that combined his vast experience, understated manner, and desire to give back to his community.

Director Rachel's years of service are a true testimony of his dedication to the constituents that we all serve and to the staff at the District. His contribution has been truly valuable to the success of this organization. He was a good soul and will be greatly missed.

FUNDING – No Impact

RESOLUTION NO. 2025-01

A RESOLUTION RECOGNIZING DIRECTOR MICHAEL RACHEL, BOARD OF DIRECTOR FOR HIS 10 YEARS OF OUTSTANDING PUBLIC SERVICE

-oOo-

WHEREAS, Director Rachel has served as a member to the Carmel Area Wastewater District since 2014; and

WHEREAS, Director Rachel served as a Director 2014 through 2024; and

WHEREAS, Director Rachel has been invaluable in the capital upgrade of the treatment facility, establishing a long term capital program in collections; initiating planning for the Budget, Salary & Benefits , Pension, Reclamation Management, Bridge To Everywhere Committees; providing a pathway to accomplish all these things utilizing healthy capital reserves; and

WHEREAS, Director Rachel has been an invaluable Director to this Board providing outstanding leadership and guidance to staff of the Carmel Area Wastewater District and the continued commitment to the mission of the District and providing the best leadership for the constituents that he served

NOW, THEREFORE, BE IT PROCLAIMED, that the Carmel Area Wastewater District Board recognizes and declares its sincere appreciation for Director Rachel's distinguished service on the District's Board of Directors.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 30, 2025 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



CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., December 19, 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 9:04 a.m.

**Signifies Virtual Attendance*

Note: There were some audio technical issues at the meeting. Confirmation was confirmed that attendees could hear the meeting and that they could see the presentations. The camera in the chamber was not working. Legal Counsel confirmed that we could proceed with the meeting.

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

Absent: Director Rachel

A quorum was present.

Others: Barbara Buikema, General Manager Carmel Area Wastewater District (CAWD or District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Principal Engineer, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Joshua Downing, Collections Worker I
Ed Waggoner, Plant Superintendent, CAWD
Kevin Young, Plant Supervisor, CAWD
Rob Wellington, Wellington Law Offices, CAWD Legal Counsel
Richard Verbanec, Director, Pebble Beach Community District (PBCSD)
Nick Becker, General Manager, PBCSD

In Person Public Attendees:

Hunter Leighton (at the beginning of the meeting)
Steve Wilson | Monterey Bay Engineering
Dan and Dasha Keig
Hergert Cortez, Monterey Peninsula College
Carla Becerra, Monterey Peninsula College

***Virtual Public Attendees:**

*Chuck Else | Osborne Partners
*Hunter Leighton
*GH Guest
*David Laredo
Steve Thomas | TBC Communications (requested the recording- there was internet connectivity issues on his end)

CALL TO ORDER - ROLL CALL

Cole (Present)- Rachel (Absent)- Siegfried(Present)- Urquhart (Present)- White(Present)

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

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

The appearances and public comment of Steve Wilson and Hunter Leighton occurred after the administering of the oath of Directors: Cole, Urquhart, and Siegfried.

Steve Wilson wished to state that he was the engineer on the Ribera Road retaining wall. His role as a professional engineer is to solve problems and wished to share his credentials as background information. The Chair requested that Mr. Wilson speak on his agenda item when it comes up in the meeting.

Hunter Leighton resident of the District wished to discuss charges for Accessory Dwelling Units (ADU's). He would like the ADU fees eliminated. District Legal Counsel, Rob Wellington, stated that the topic being discussed is on the agenda and that there is such an overlap it should be taken up on the agenda item when it comes up. The other topic that Mr. Leighton wished to discuss is the ADU user fee, and multiple dwelling units built in 50, 60, or 80 years ago and how records are kept and the accuracy of these records. Mr. Leighton's stated paying a full user fee for his ADU is wrong and that charging a full residential fee for ADUs is not legally justified.

The General Manager requested that Mr. Leighton leave his statement. Mr. Leighton said he would edit it and provide it later.

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

Move ITEM #26 Resolution 2024-78 & # 31 Accessory Dwelling Unit Policy After The Swearing Ceremony: To accommodate attendees who wish to make public comment-Board was in consensus

Item number #31 regarding the ADU's was commented on by Mr. Leighton during the public comment period. This item was also discussed later in the meeting and the Board made a motion. Please see item #31 for the recorded motion.

ADMINISTER CEREMONIAL OATH OF OFFICE

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

- Bob Siegfried
- Kevan Urquhart
- Suzanne Cole

4. *Plant Classification and Chief Plant Operator Presentation-By Superintendent of Operations- Ed Waggoner*

Mr. Waggoner presented the PowerPoint presentation.

5. *District Internship Presentation-By Superintendent of Operations- Ed Waggoner*

Board provided consensus of the internship program and the budget presented for 2025 in the amount of \$33K. Mr. Cortez, Associate Dean (Instruction Staff), Monterey Peninsula is excited about the partnership with the District.

Director Siegfried requested that the Interns perform Safety measures in an industrial setting and do a walk with the Safety Committee. The students will have to complete the Occupational Safety and Health Administration (OSHA) 10 class.

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.

A Motion To Receive And Approve The Consent Agenda Was Made By President White Seconded By Director Siegfried. After A Roll Call Vote, The Board Unanimously Received And Approved The Following Consent Calendar/Agenda Items With Item 12 (page 99) and Item 18 (page 135) being pulled to be discussed at the end of the meeting.

- 6.** November 20, 2024 Bridge To Everywhere Minutes, November 21, 2024 Regular Board Meeting Minutes, December 4, 2024 Pension Meeting Minutes, December 10, 2024 Special Meeting Minutes-Ethics Training
- 7.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)- November, October, and September 2024

The District has requested a response from CLA regarding the November, October and September independent accountant letter but a response has not been received.

(Note: The District was informed by CLA that both the November, October and September letters are not available for the December board meeting)

- 8.** Receive and Accept Schedule of Cash Receipts & Disbursements- November 2024
- 9.** Approve Register of Disbursements – Carmel Area Wastewater District- November 2024
- 10.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –November 2024
- 11.** Receive and Accept Financial Statements and Supplementary Schedules –November 2024
- 12.** Receive and Accept Collection System Superintendent’s Report – November, October & September 2024

Note: Director Siegfried requested that ***page 99 be pulled – GFIC question***)

- 13.** Receive and Accept Safety and Regulatory Compliance Report – November 2024
- 14.** Receive and Accept Treatment Facility Operations Report – November, October & September 2024
- 15.** Receive and Accept Laboratory/Environmental Compliance Report – November 2024
- 16.** Receive and Accept Capital Projects Report/Implementation Plan
- 17.** Receive and Accept Project Summaries – Capital & Non-Capital
- 18.** Receive and Accept Plant Operations Report- November 2024
*Note: Director Siegfried requested that ***page 135 be pulled – manager question***)*
- 19.** Receive and Accept Maintenance Projects Report – November 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

- 20. Resolution No. 2024-72;** A Resolution Authorizing The Job Description, Title, And Salary Table For The Chief Plant Operator- *Report By Maintenance Supervisor, Chris Foley*

A Motion To Approve The Resolution Was Made By President White And Seconded By Director Cole. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-72 Authorizing The Job Description, Title, And Salary Table For The Chief Plant Operator .

- 21. Resolution No. 2024-73;** A Resolution Designating Classification Title In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees- *Report By Maintenance Supervisor, Chris Foley*

A Motion To Approve The Resolution Was Made By President White And Seconded By Director Cole. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-73 Designating Classification Title In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees .

- 22. Resolution No. 2024-74;** A Resolution Authorizing The Changes To The Job Description, Title, And Salary Table For The Laboratory Manager- *Report By General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Cole And Seconded By President White. Following A Roll Call Vote, With All Ayes, Except For A No Vote By Director Urquhart The Board Passed Resolution 2024-74 Authorizing The Changes To The Job Description, Title, And Salary Table For The Laboratory Manager.

Director Urquhart supports the proposal and raising the ranges. However, he does not support the suggested range of 34 the same level of the other managers. Director Urquhart is requesting some justification from going from a range of 28 to 34 and is asking additional support for the change in range classification.

- 23. Resolution No. 2024-75;** A Resolution Designating Classification Title In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees- *Report By General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Cole And Seconded By Director Siegfried. Following A Roll Call Vote, With All Ayes, Except For A No Vote By Director Urquhart, The Board Passed Resolution 2024-75 . Resolution Designating Classification Title In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees

- 24. Resolution No. 2024-76;** A Resolution Approving An Amendment To The Exit Interview Policy Requiring The Submission Of Said Document To The Board Of Directors Upon Its Completion- *Report By General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By President White. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-76 Approving An Amendment To The Exit Interview Policy Requiring The Submission Of Said Document To The Board Of Directors Upon Its Completion, With The Stipulation That The Employee Sign A Form If They Elect Not To Have An Exit Interview.

- 25. Resolution No. 2024-77;** A Resolution Authorizing The General Manager To Invite Bids For The Construction Of Project #23-01 - "Santa Rita And Guadalupe Sewer Main Rehabilitation Project"- *Report By District Engineer, Patrick Treanor*

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By President White. Following A Roll Call Vote, All Ayes, Except For Director Siegfried Who Stepped Out Of The Board Room For A Brief Break, The Board Passed Resolution 2024-77 Authorizing The General Manager To Invite Bids For The Construction Of Project #23-01 - "Santa Rita And Guadalupe Sewer Main Rehabilitation Project .

- 26. (Moved)Resolution No. 2024-78:** A Resolution Affirming That Special Conditions Of Approval May Be Applied To Discretionary New Connection Applications That Do Not Conform To The District Standard Plans And Specifications As Adopted; And Affirming That The District Engineer Has Discretion In Developing Appropriate Special Conditions On Behalf Of The District"- *Report By District Engineer, Patrick Treanor*

A Motion To Indefinitely Table The Resolution 2024-78 Was Made By Director Siegfried And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Tabled Resolution 2024-78 and bring back a narrowly framed proposal for the Keig property.

Item #31 Internship Presentation: After this motion was completed the Internship presentation was presented.

- 27. Resolution No. 2024-79:** A Resolution Selecting a President and President Pro Tem, and Appointing a Secretary and Secretary Pro Tem of the Carmel Area Wastewater District, for a Term of One Year, Commencing on December 30, 2024 – *Report by Domine Barringer, Board Clerk*

A Motion To Approve The Resolution Was Made By Director Urquhart To Continue Current Officer Positions And Seconded By Director Cole . Following A Roll Call Vote, The Board Was In Consensus To Continue The Current Officer Positions For 2025 With Ken White As President and Bob Siegfried as Pro Tem.

The Board did not vote on the Board Clerk or Board Clerk Pro Tem. This item will be brought back to the January 2025 board meeting for a vote.

- 28. Resolution No. 2024-80:** A Resolution Authorizing Legal Services A Resolution Authorizing The General Manager To Enter Into A Professional Services Agreement With Law Firm Beginning In January 2025 In An Amount Not To Exceed \$0,000.00- *Report By General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Cole. Following A Roll Call Vote, All Ayes, Except For A No Vote By Director Siegfried. The Board Passed Resolution 2024-80 Authorizing Legal Services A Resolution Authorizing The General Manager To Enter Into A Professional Services Agreement With The Fenton & Keller Law Firm Beginning In January 2025 In An Amount Not To Exceed \$325/Hour.

Director Cole agreed with Director Siegfried's comments but stated there was a short time frame in making a decision. The conflicts of interest were addressed in the interview process.

- 29. Resolution No. 2024-81:** A Resolution Authorizing The General Manager To Sign The Investment Policy Document And Investment Policy Guidelines Document For The Carmel Area Wastewater District Defined Benefit Plan- *Report By General Manager, Barbara Buikema*

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 2024-81 Authorizing The General Manager To Sign The District Investment Policy Guidelines Document Written By The Osborne Partners For The Carmel Area Wastewater District Defined Benefit Plan. The District Investment Policy Signing Is Contingent Upon A Final Review By A Specialized Attorney, And If The Outcomes Are Fine, It Goes Into Effect And The General Manager Is Authorized To Signs It, And The General Manager Will Bring District Policy Document To The Pension Committee For A Final Review Before Bringing It Before The Full Board For A Vote. Where The District Policy Outcome Has Concerns, Comments, Corrections, The Document Will Come Back To The Board For A Final Decision,

The Board Was In Consensus.

COMMUNICATIONS

- 30. General Manager Report-** *Report by General Manager, Barbara Buikema*

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- a. Retreat Progress

Per the General Manager, Barbara Buikema, staff is still working on this item will most likely occur in January/February

- b. CLA non submission of accountants letter

The Board gave direction to the General Manager to contact CLA to determine the final outcome.

Other Items mentioned:

- Directors requested that the spill enforcement letter be added to the website with a potential fine of \$226K. Director Cole asked if there was going to be a meeting regarding this particular violation. Barbara Buikema, General Manager, stated that the District must submit a response by the end of January and the Water Board will get back to the District if there is going to be a hearing.*
- Directors requested that the Director chairs be repaired.*

OTHER ITEMS BEFORE THE BOARD

- 31. (Moved)** Accessory Dwelling Unit Policy and addressing Mr. Leighton’s public comment-
Report by General Manager, Barbara Buikema

A Motion To Continue With The Current Accessory Dwelling Unit Policy Was Made By President White And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Was In Consensus To Continue The Existing Policy And To Incorporate This Into The Rate Model In March.

Director Urquhart stated that the District could agendize a policy with a proportional charge based on size. Director Urquhart agrees with equity and fairness in the fee structure.

Mr. Leighton left the meeting after making public comment and returned to his office and joined the meeting via Zoom. Mr. Leighton confirmed that he could hear the meeting online and did not wish to make any additional comments.

Barbara Buikema, General Manager, stated the following regarding Mr. Leightons comments regarding ADU’s:

- Mr. Leighton requested that the ADU fee be waived
- There are inconsistencies in the application of the user fee

The District has requested a listing of ADU information from the City of Carmel and The County of Monterey and corrections will be made to the District user fees.

The General Manager is asking for direction from the Board on how they would like to proceed with respect to the District’s current ADU policy. The District is able to catch some of the incoming ADU’s when permits are being issued but it is not foolproof.

- 32.** 2025 Board Committee Assignments, PBCSD Meetings, SDA Meetings, and conference schedule – *Report by Board Clerk, Domine Barringer*

The Board Was In Consensus To Move The 2025 Committee Assignments To The January 2025 Board Meeting.

33. Budget Committee Discussion - Report by General Manager, Barbara Buikema

The Board Was In Consensus To Move The Budget Discussion To The January 2025 Board Meeting.

34. 2024 Actuary's Report by Nicolay Consulting -Pension Contribution Planned Year 2024-2025- Report by General Manager, Barbara Buikema

A Motion To Approve The Actuary's Report Was Made By President White And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Was In Consensus To Refer The Unfunded Accrued Liability (UAL) Back To The Budget Committee To Bring Back To The Full Board.

Barbara Buikema, General Manager stated that the plan is slightly underfunded this year in the amount of \$20,639 for the next five years and would like to move that through the budget committee .

35. Monterey County Treasurer Report – As of June 30, 2024-Report by General Manager, Barbara Buikema

A Motion To Approve The June 30,2024 Monterey County Treasury Report Was Made By Director Urquhart And Seconded By Director Cole. Following A Roll Call Vote, The Board Unanimously Accepted The Report.

36. County Investment Return vs Inflation-Report by General Manager, Barbara Buikema

Requesting Board Discussion & Direction:

Director Urquhart states in his opinion it is appropriate to invest long term funds. Director Urquhart appreciated the analysis.

Director Siegfried stated that the returns that we get back from the County does not include their fees.

INFORMATION/DISCUSSION ITEMS

37. 12-13-24 Pebble Beach Community Service District Meeting

Nick Becker, General Manager of PBCSD that their Board had approved the very minor formula calculation correction to the Carmel Area Wastewater District and PBCSD Agreement. Mr. Becker also mentioned that they are in process in obtaining signatures .

Director Siegfried asked if there are any avenues of cooperation between the general managers of all these various districts? Barbara Buikema, General Manager, stated that the conversations with the County of Monterey Treasurer, stated they are very specific and focused on the Sanitary Act of 1973 with respect to our District. The other districts do not fall under this same act.

Consent Calendar/Agenda Items Pulled By Director Siegfried For Further Discussion:

Consent Item 12 (page 99), discussed the GFI codes on pump stations and Director Siegfried asked if there was a national electrical code required? Chris Foley, Superintendent of Maintenance stated that he is a state licensed electrician, that there are exceptions for industrial plants and that due to the training of staff it can be changed out with a regular plug. The Board had no further questions.

Consent Item 18 (page 135-137), discussed why there are three managers assigned to a project and requested that there be one manager assigned as the responsible party.

The Board was in consensus.

38. 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, December 13, 2024, at 9:30 a.m. – Director Siegfried is scheduled to attend.
Friday, January 24, 2025, at 9:30 a.m. – President White is scheduled to attend.

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, January 21, 2025, at 5:30 p.m. – Director Cole is scheduled to attend.
Tuesday, April (TBD), 2025, at 6:00 p.m. – President White is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, February 11, 2025, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

- Director Cole’s Report on CASA Conference Information-Nothing reported out

There being no further business to come before the Board, the meeting adjourned at meeting at 12:30 p.m.

39. ADJOURNMENT

The next Regular Board Meeting will be held at 9:00 a.m., Thursday, January 30, 2025, or at an alternate acceptable date. NOTE: The meeting will have a teleconference option hosted through Zoom. You may access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

As Reported To:

Domine Barringer, Board Clerk

APPROVED:

Ken White, President of the Board



CARMEL AREA WASTEWATER DISTRICT

BRIDGE TO EVERYWHERE(BTE) STANDING COMMITTEE MEETING MINUTES

January 15, 2025, Wednesday 2:00 p.m.

CALL TO ORDER - ROLL CALL

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

**Signifies virtual attendance*

Present: President Ken White,

Other Attendees:

Barbara Buikema, General Manager
Patrick Treanor, District Engineer
Greg D'Ambrosio, Friends of Mission Trail Nature Preserve
Doug Schmitz, Friends of Mission Trail Nature Preserve
Laura Bowling, Friends of Mission Trail Nature Preserve
Sam Farr, Retired Representative U.S. Congress

Absent:

Katherine Wallace, Associate Planner, City of Carmel-by-the-Sea
Megan Dobyms, River School Parent Teacher Organization
Paul Bartow, Citizen Representative

Other In Person Attendees:

Bob Siegfried, Board Member - Carmel Valley Association Representative
Anne Kelly-Mission Fields Neighborhood

CALL TO ORDER - ROLL CALL

(During the opening of the meeting there were both audio and visual issues from 9:00 a.m. to 9:04 a.m., which were resolved and the meeting continued.)

White_____

Director White requested that the group wanted to organize the objectives and would like to discuss the Park District. Director White made a motion to accomplish those objectives and asked for a second. Laura Bowling seconded the motion. All members stated Ayes.

1. Appearances/Public Comments: Anyone wishing to address the Committee on a

matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person per topic. No action shall be taken on any item not appearing on the agenda.

Anne Kelly lives on Lausen, across from the Mission, and is concerned about the danger in the area regarding this project. She is concerned about parking in the area and it will create a safety issue.

Doug Schmitz asked if District Supervisor, Kate Daniels, should be contacted to get the County to initiate something for all interested parties. Mr. Farr suggested that a traffic Engineer should be involved to figure this out.

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

None

General Discussion Items:

- 3. Report On Meeting With Chip Rerig & Representatives:**

General Manager, Barbara Buikema, report out the response from the BTE walking tour and presentation to Carmel-by-the-Sea City Council that occurred on December 3, 2024

- 4. Scheduling Continuation of Rio Park Property Negotiations & Partnerships**

General Manager, Barbara Buikema to report out

- *Tentative Date for the next negotiation meeting in the first week of January.*

Schedule of organizations to meet with:

- **Carmel Valley Association Designated Appointee:** *(Barbara Buikema, Patrick Treanor, Greg D'Ambrosio, Laura Bowling)*

- ❖ *Confirmed presentation date will be January 16th at 3 p.m. at the Mid Valley Fire Station, Carmel, CA*

The equipment at the Mid Valley Fire Station was tested and the meeting is moving forward. The purpose of the meeting is to inform the Association about the project and is seeking support for the project.

- **Carmel Mission**- Designated Appointee: *(Patrick Treanor, Doug Schmitz, Laura Bowling, Paul Bartow)*
 - ❖ Discussion about Mission and future deliverables
- **Carmel Rotary**- Designated Appointee: *(Greg D'Ambrosio)*
 - ❖ Presentation date confirmed for January 22, 2024 at 11:45 a.m. at the Carmel Foundation located at the Corner of 8th and Lincoln.

Greg D'Ambrosio stated the meeting is moving forward to discuss the BTE project. Laura Bowling will go in advance to check the equipment.

Bob Siegfried (CVA representative) asked if the County Service area was ever agendized. Mr. Siegfried requested that it be agendized and that County Service Area receive a presentation.

Greg D'Ambrosio wanted to ask which organizations should be reached out too regarding the BTE project.

Barbara Buikema, General Manager, stated that CSA 50 could be scheduled for the Mission Fields area. CSA 1 would be another group that be contacted.

Gary Tate suggested that Carmel Valley Kiwanis Club should be reached out to regarding this project. They meet at Laureles Lodge. Mr. D'Ambrosio requested a contact name.

5. Site Clean Up Progress Report:

- Discussion regarding site cleanup progress

Greg D'Ambrosio stated the materials and the wood chips are pretty much gone other than what is left for the Rio Park, and they use them all in Mission Trails.

Laura Bowling asked for a status update on the Rio Park Lease. A meeting will occur next week with the City. Mr. Farr asked if after the meeting a timeline will be established. Greg D'Ambrosio stated that he could not promise anything. Mr. Farr will contact the Mayor.

Doug Schmitz made a motion that the committee authorize a letter to be sent by the President of the Sanitary District to the Mayor and City Council, asking that the lease agreement be placed on the February Council agenda. Second by Sam Far. All in favor Say, Aye. All committee members responded with Aye.

Bob Siegfried asked to compile support to present to City Council. Laura Bowling stated that over two dozen groups are in support of the project. The Committee was in

agreement over obtaining this support to bring to the Council meeting in February.

6. BTE Outreach:

- Paul Bartow to provide an update:
 - Complete general informational flyer (attached)

Laura Bowling and Paul Bartow designed a one page double sided information flyer letter and it was presented during the meeting.

Anne Kelly suggested that you might try and consolidate a single document with signatures of support to present.

7. Projected Preliminary and Future Expenditures :

- *Discuss upcoming potential expenditures*
 - **Log debris & Wood Spoils**
 - **Marketing**
 - **Pine Cone Publications**
 - **Radio Announcements**
 - **Public Outreach And General Informational Flyer**
 - **Topes Tree Service**
 - **Logo Copyright**
 - **Title/Easements**
 - **Dusky-footed Woodrat Nesting Site**

Patrick Treanor requested some effort be spent contacting the Conservancy about the grant application. Sam Farr requested the grant application number so he can place a call to the agency.

Doug Schmitz requested that Patrick Treanor contact the City attorney for an opinion on the easement.

8. Communication Received - Mission Fields

Greg D'Ambrosio will reach out to Mission Fields regarding the communication received.

**9. Earth & Arbor Day, April 26, 2025 from 10 a.m. to 2 p.m. at Devendorf Park
6th Mission Street Carmel-by-the-Sea, CA 93923**

President White requested that two people work on the agenda and to be more specific and bring more formalization to the agenda.

Sam Farr requested that Gary Tate be a liaison with Patrick Treanor on the connectivity of the trail alignments.

Doug Schmitz stated to agendaize for formal action the officers, and that Gary Tate will be working with Patrick Treanor, and a go to team to work between the BTE meetings. The "Go to Team" can go out and make the connections and work on the project in between the monthly BTE meetings.

President White asked if the group wants to accelerate connections with the Regional Parks Department.

Monta Potter, Ward 5 of Monterey Peninsula Regional Park District – Gary Tate is to follow up meeting with her.

President White requested that Sam Farr request that when he contacts the City that he request the Mayor appoint a representative in addition to getting the Rio Park lease on the City agenda.

President White also requested that Gary Tate join our group and he agreed.

The Committee adjourned the meeting at 3:07 p.m.

- 10. ADJOURNMENT:** *The next Bridge To Everywhere meeting is typically scheduled for the third Wednesday of the month. The next Bridge To Everywhere meeting will occur on February 19, 2025 at 2:00 p.m. The next regular Board meeting will be held at 9:00 a.m., Thursday, January 30, 2025, in person and via teleconference webinar. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, 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

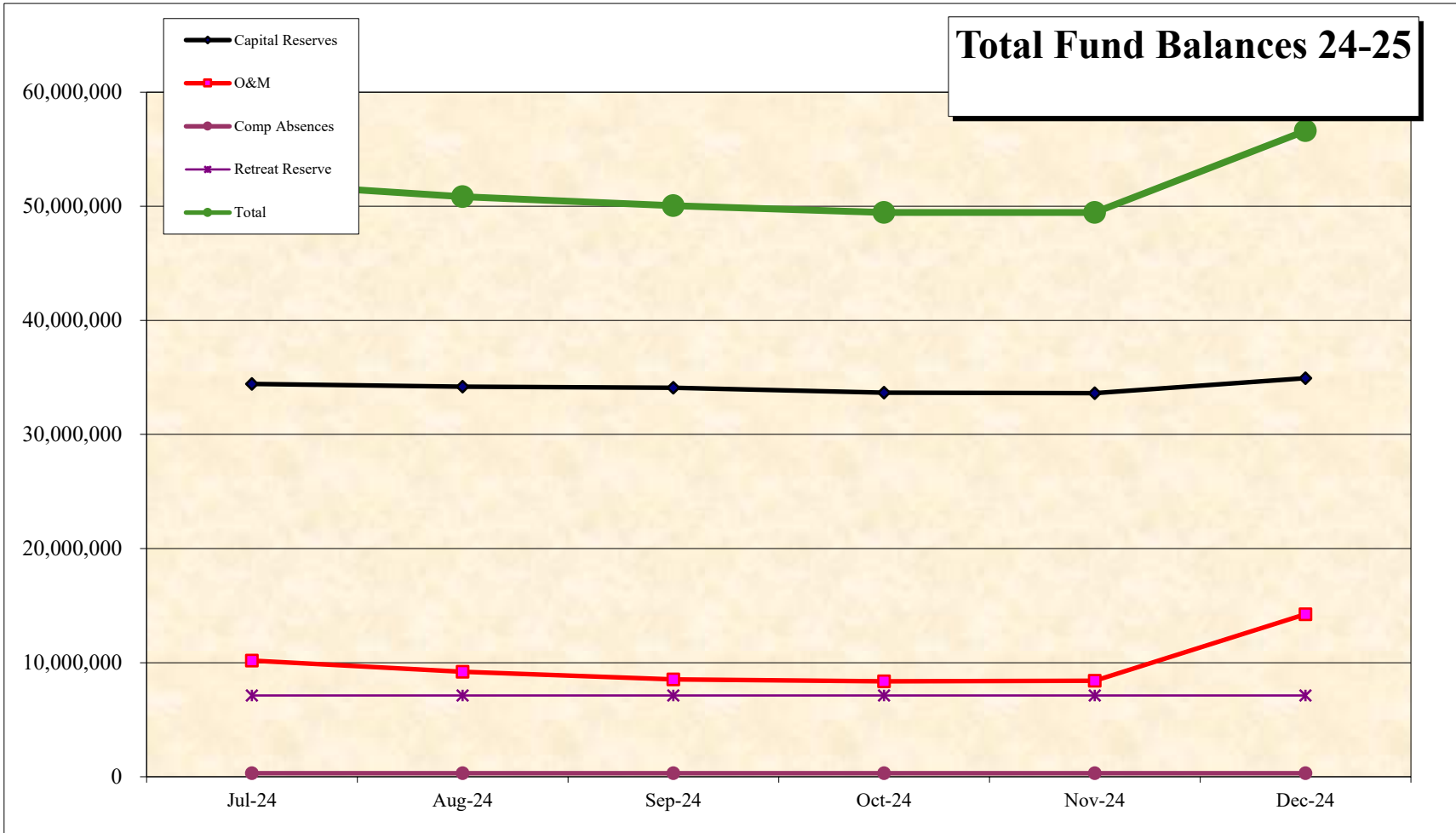
December, November, September & October 2024

Independent Accountants'

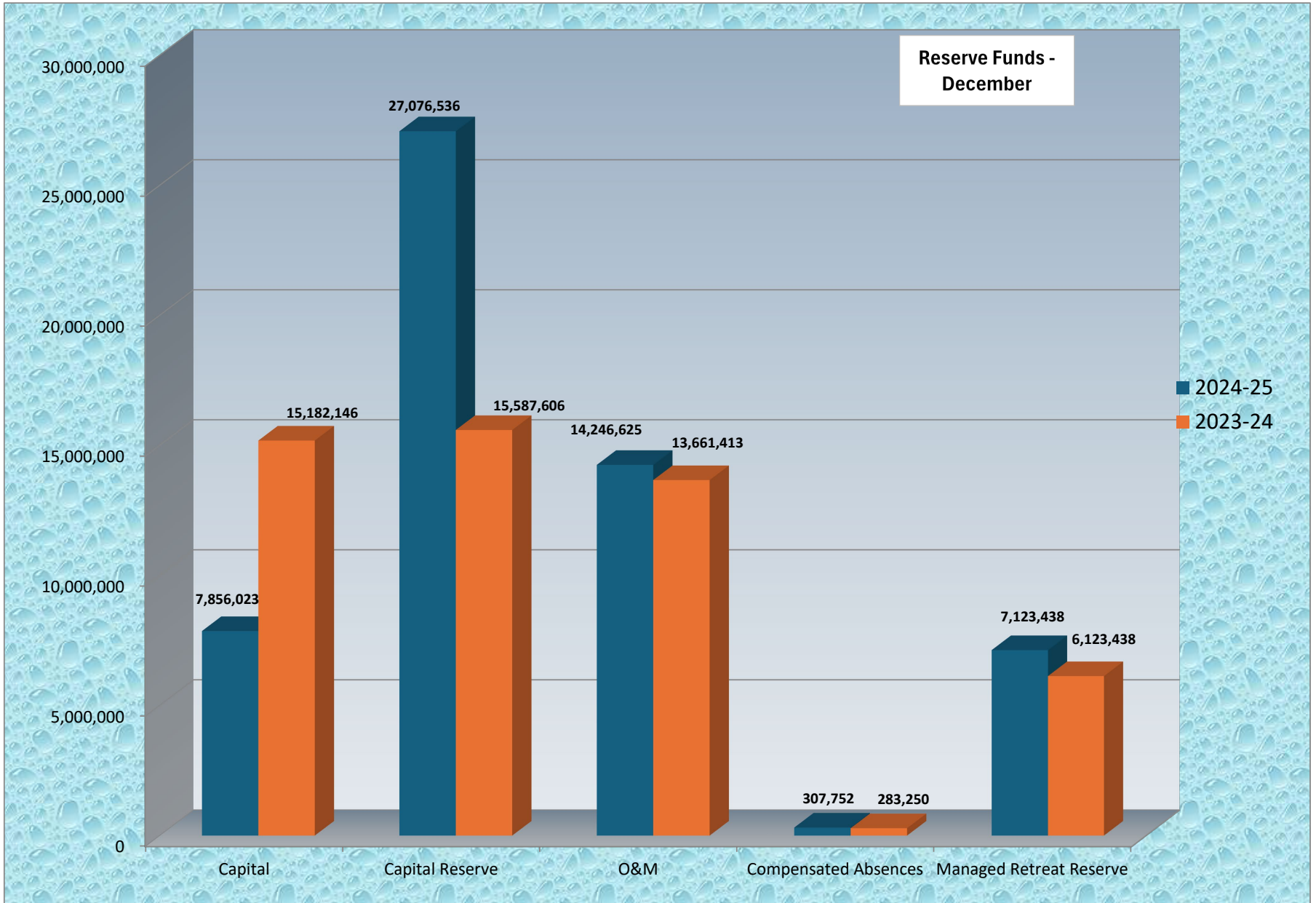
Report Are Not Available

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - DECEMBER 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	\$6,543,956	\$27,076,536	\$8,405,555	\$307,752	\$7,123,438	\$49,457,236	\$1,185,055	\$1,840	\$1,294,947
Receipts:									
User Fees			5,654,973				832		
Property Taxes	1,498,164								
PBCSD Treatment Fees							643,429		
Reclamation O & M reimbursement							73,554		
Reclamation capital billing									
Permits							2,420		
PBCSD capital billing									
Other misc. revenue							3,117		
Interest income									
Chase returned stolen check									
Carmel Valley Manor repayment fees							27,420		
Brine disposal fees							10,377		
Returned direct deposit								(500)	
Connection fees							11,122		
SJSU grant receipts-Applied Marine Sciences									
Total Receipts	1,498,164	0	5,654,973	0	0	7,153,137	772,271	(500)	0
Fund Transfers:									
Transfers to Chase Bank O&M									
Transfers to Chase Bank PR							(440,000)	440,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures	(186,097)		186,097						
Rebalance Capital and O&M Reserves									
Total Transfers	(186,097)	0	186,097	0	0	0	(440,000)	440,000	0
Disbursements:									
Operations and capital							992,489		
Payroll & payroll taxes								430,937	
Employee Dental reimbursements							4,337		
CALPERS EFT							65,769		
CAWD SAM pension EFT							0		
Union dues EFT							1,119		
Home Depot EFT							1,087		
US Bank EFT							16,653		
Deferred comp contributions EFT							21,843		
PEHP contributions EFT							4,724		
Bank/ADP fees							5	1,023	
Highlands Bond Debt Service Payment							0		
Annual County admin billing fee							0		
GASB 68 report fee							0		
Unfunded CALPERS liabilities							0		
Total Disbursements	0	0	0	0	0	0	1,108,026	431,959	0
BALANCE END OF MONTH	7,856,023	27,076,536	14,246,625	307,752	7,123,438	56,610,373	409,300	9,380	1,294,947



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



Carmel Area Wastewater District
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/06/24	6667	1099Express.com, Inc.	Annual Form 1099 software license	199.00
12/06/24	6668	Accelerated Technology Laboratories	LIMS lab software upgrade	7,970.00
12/06/24	6669	Airtec Service	New exhaust hood and fan in lab (CAPITAL)	17,528.00
12/06/24	6670	Alameda Electrical Distributors	Electrical repair parts	1,061.72
12/06/24	6671	VOID-OVERFLOW STUB		0.00
12/06/24	6672	Amazon Capital Services	Operating and office supplies	2,690.43
12/06/24	6673	American Legal Publishing Corporation	Codification edits	198.00
12/06/24	6674	Applied Marine Sciences, Inc.	September CCLEAN expenses and October SJSU grant expenses	27,075.60
12/06/24	6675	AT&T Mobility	SCADA text modem	71.20
12/06/24	6676	AT&T CALNET 3	Admin alarm	39.39
12/06/24	6677	AT&T	IP card and Plant fiber router	791.16
12/06/24	6678	AutomationDirect, Inc.	Eaton indicator lights and selector switches	1,857.61
12/06/24	6679	Bryan Mailey Electric, Inc.	Collection and Plant electrical services	9,312.88
12/06/24	6680	California American Water	Monthly service	41.15
12/06/24	6681	California Chamber of Commerce	Annual membership dues	679.00
12/06/24	6682	Carla James	Dental	1,620.00
12/06/24	6683	Cintas Corporation	Laundry service	1,862.61
12/06/24	6684	Clark Pest Control	Plant service	338.00
12/06/24	6685	Comcast	Admin internet	264.67
12/06/24	6686	Community Printers, Inc.	Newsletter printing	1,653.58
12/06/24	6687	Culligan Water Conditioning	C&I exchange for the lab	17.35
12/06/24	6688	Del Monte Gardeners	Easement clearing labor and tree removals	16,380.00
12/06/24	6689	Direct TV	Plant service	107.24
12/06/24	6690	DKF Solutions Group, LLC	Workplace Violence Plan Assessment training	8,784.00
12/06/24	6691	El Camino Machine & Welding	Operating supplies	185.84
12/06/24	6692	Enterprise Automation	Artificial Intelligence Pilot Project #24-03 (CAPITAL)	5,453.50
12/06/24	6693	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,566.94
12/06/24	6694	Fastenal Company	Operating supplies	84.27
12/06/24	6695	FGL Environmental	Sample analysis	781.00
12/06/24	6696	Firato Service Co.	Plant and admin gardening	1,796.00
12/06/24	6697	Fisher Scientific	Lab supplies	1,978.25
12/06/24	6698	Frisch Engineering	SCADA engineering	3,080.00
12/06/24	6699	Got.Net	Domain parking	4.20
12/06/24	6700	Grainger	Operating supplies	1,390.53
12/06/24	6701	Gregory Ange	Dental	159.00
12/06/24	6702	Green Infrastructure Design	Web GIS mapping and training	2,720.00

Carmel Area Wastewater District
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/06/24	6703	Hach Company	Four SC4500 controllers	14,622.06
12/06/24	6704	Harrington Industrial Plastics	Ball valves	327.72
12/06/24	6705	ICONIX Waterworks	Operating supplies	960.97
12/06/24	6706	JD's Underground	Repair water leak at CDC	9,551.57
12/06/24	6707	Justifacts Credential Verification	New employee report	178.84
12/06/24	6708	Kennedy/Jenks Consultants	Perimeter Fencing project #19-18 and Water and Gas Main Replacement project #22-03 (CAPITAL)	7,831.25
12/06/24	6709	Lemos Service Inc.	Propane	153.41
12/06/24	6710	Liebert Cassidy Whitmore	District legal services	2,992.00
12/06/24	6711	Michael Rachel	Dental	216.00
12/06/24	6712	Monterey Bay Analytical Services	Sample analysis	9,380.50
12/06/24	6713	NAPA Auto Parts	Repair parts	897.46
12/06/24	6714	Nicolay Consulting Group	CAWD pension plan funding and statements and GASB 68 report	10,500.00
12/06/24	6715	Ninyo & Moore	Vactor Station project #22-06 (CAPITAL)	1,235.50
12/06/24	6716	Patelco Credit Union	Health savings accounts contributions	5,722.66
12/06/24	6717	Peninsula Welding & Medical Supply	Non-liquid cylinders	77.40
12/06/24	6718	Pacific Gas & Electric	Monthly service	6,116.86
12/06/24	6719	PK Safety Supply	Oxygen sensors	1,003.15
12/06/24	6720	Public Agency Coalition Enterprise	Health insurance premium	40,026.45
12/06/24	6721	Pure Water	Plant and admin service	114.75
12/06/24	6722	Quill LLC	Office supplies	190.20
12/06/24	6723	Rental Depot	Manlift rental to lift pumps	1,034.99
12/06/24	6724	REXEL	Operating supplies	824.47
12/06/24	6725	RJMS Corporation	Toyota pneumatic equipment service	452.84
12/06/24	6726	Robert Siegfried	Dental	295.00
12/06/24	6727	Rooter King Monterey County Inc.	4th between Lobos and Randall sewer replacement (CAPITAL)	10,948.00
12/06/24	6728	Scarborough Lumber (Ace Hardware)	Operating supplies	404.83
12/06/24	6729	SmartCover Systems	Collection system capacity monitoring antenna's and software	7,996.96
12/06/24	6730	Streamline	Web maintenance	497.00
12/06/24	6731	Synergy Builders	Ribera Road Retaining Wall replacement - (not owned by CAWD)	41,500.00
12/06/24	6732	TBC Communications & Media	Scenic Rd Pipe Bursting Project #20-08 community outreach (CAPITAL) and Pescadero Creek Area Pipe Rehab Project #21-05 community outreach (CAPITAL)	9,843.75
12/06/24	6733	Univar Solutions USA	Sodium bisulfate and hypochlorite	17,610.81
12/06/24	6734	Universal Staffing	Admin temp service	480.98
12/06/24	6735	V&A Consulting Engineers	Collection System Gravity Main Cleaning engineering	24,000.00
12/06/24	6736	Vision Service Plan	Vision insurance premium	573.30

Carmel Area Wastewater District
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/06/24	6737	Wellington & Rathie	June - October District legal services	10,000.00
12/06/24	6738	WM Corporate Services	Admin garbage	76.66
12/06/24	6739	Xylem Water Solutions U.S.A.	9" membrane subplates	1,441.48
12/06/24	6740	YSS Builders	Collection office restroom (CAPITAL \$14,717.00) and replace breakroom faucet, modify cabinet water heater access and install new cabinet and door lock	21,456.00
12/12/24	6741	Alexsandra Kalnozola	Final paycheck	3,055.30
12/16/24	6742	Carla James	Final paycheck	4,671.57
12/19/24	6743	Acme Analytical Solutions	Iodine solution, phenylarsine oxide, phosphate buffer, acetate buffer and acetic acid	357.41
12/19/24	6744	Alameda Electrical Distributors	SIEM 14CUB32BA starter	581.11
12/19/24	6745	Amazon Capital Services	Operating and office supplies	431.41
12/19/24	6746	Applied Marine Sciences, Inc.	SJSU grant expenses	1,805.50
12/19/24	6747	AT&T Mobility	Cell service and new iPad	2,195.99
12/19/24	6748	AT&T	Plant fiber router	752.36
12/19/24	6749	Barbara Buikema	Reimbursement for envelopes	25.37
12/19/24	6750	Beck's Shoes	Ange work boots	245.00
12/19/24	6751	Beth B. Neidel	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6752	Bret D. Boatman	Plant and collections maintenance service	10,082.50
12/19/24	6753	California American Water	Monthly service	1,118.80
12/19/24	6754	Charles D. & Karen M. Osborne (trustees)	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6755	Christian Schmidt	Dental	730.40
12/19/24	6756	Cintas Corporation	Laundry service	1,205.23
12/19/24	6757	Coastal Fabrication Company	Re-clock flange at pump station	584.58
12/19/24	6758	Comcast	Pump station internet	537.00
12/19/24	6759	Constantine & Lucienne Ash (trustees)	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6760	Daniel Deeth	Dental	118.00
12/19/24	6761	Dennis Pogrebneak	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6762	Duke's Root Control	Root foaming of 28,448 feet of 6" pipe and 3,344 feet of 8" pipe	64,219.84
12/19/24	6763	Edward Waggoner	Dental	474.00
12/19/24	6764	Exceedio	New laptop and one additional license	2,008.38
12/19/24	6765	Frisch Engineering	SCADA engineering	765.00
12/19/24	6766	General Logistics Systems US, Inc.	Shipping charge of samples to FGL laboratory	295.00
12/19/24	6767	Grainger	Operating supplies	361.96
12/19/24	6768	Highlands Inn	Refund of Highlands bond charges for 2024-25	126,642.80
12/19/24	6769	ICON Cloud Solutions, LLC	Monthly telephone service	561.91
12/19/24	6770	Jeffrey Bandy	Dental	210.00
12/19/24	6771	Jerry L. Krufft Jr.	Refund of Highlands bond charges for 2024-25	2,158.67

Carmel Area Wastewater District
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/19/24	6772	Jim & Marcie Abatte	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6773	Josh Downing	Storm call out food	15.68
12/19/24	6774	Katherine Anderson Trust	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6775	Kennedy/Jenks Consultants	Perimeter Fencing project #19-18, Vactor Station project #22-06 and Carmel Meadows Gravity Sewer Project #19-03 (CAPITAL)	38,188.13
12/19/24	6776	Liebert Cassidy Whitmore	District legal services	528.00
12/19/24	6777	Mandell Municipal Consulting	District legal services-revenue advice	406.00
12/19/24	6778	Mark Napier	Storm call out food	29.20
12/19/24	6779	MNS Engineers, Inc.	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$2,832.83), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$14,632.46) and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL \$13,486.25)	44,808.54
12/19/24	6780	Monterey Bay Analytical Services	Permit and non-permit samples and Plant RO	21,915.00
12/19/24	6781	Monterey Peninsula Engineering	Vactor Station project #22-06 (CAPITAL)	49,400.00
12/19/24	6782	Moreland, Charles E. & Cynthia TRS	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6783	NAPA Auto Parts	Battery	218.48
12/19/24	6784	Patrick Treanor	Dental	515.00
12/19/24	6785	Paul C. & Audrey A. Johnson (trustees)	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6786	Pacific Gas & Electric	Monthly service	32,140.89
12/19/24	6787	Public Agency Coalition Enterprise	Life insurance, long-term and short-term disability premiums	46,795.03
12/19/24	6788	Quill LLC	Office supplies	170.39
12/19/24	6789	REXEL	Operating supplies	473.59
12/19/24	6790	RoadSafe Traffic Systems	Collections road signs and cones	5,174.22
12/19/24	6791	Robert Bowman	Storm call out food	11.07
12/19/24	6792	Roseann Mayhew	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6793	Seth Steele-Freitas	Storm call out food	23.35
12/19/24	6794	Shape Incorporated	SS spring assembly	1,204.86
12/19/24	6795	State Water Resources Control Board	Annual WQC Fill & Excavation permit for CRFREE project, Annual WQC low impact discharges permit for Collections, Annual threat/complexity 3C waste discharge permit for Collections and Annual NPDES WW Based on Flow permit for the Plant	30,932.00
12/19/24	6796	Star Sanitation LLC	Portable toilet for Collections	97.20
12/19/24	6797	Stephen A. & Kathleen Unger (trustees)	Refund of Highlands bond charges for 2024-25	2,158.67
12/19/24	6798	Sunbelt Rentals	Manlift rental to lift pumps	1,755.65
12/19/24	6799	Sutter Buttes Communications	New radios for the Plant	3,264.75
12/19/24	6800	Syn-Tech Systems	Annual Fuelmaster software license fee	550.00

Carmel Area Wastewater District
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/19/24	6801	Synagro Technologies	Sludge hauling	11,388.22
12/19/24	6802	Tickle Pink Inn	Refund of Highlands bond charges for 2024-25	47,491.05
12/19/24	6803	Town & Country Gardening	Plant and admin gardening	700.00
12/19/24	6804	Univar Solutions USA	Sodium hypochlorite	10,342.80
12/19/24	6805	Universal Staffing	Admin temp service	453.75
12/19/24	6806	Visual Edge IT, Inc.	Plant copier billing	90.81
12/19/24	6807	Weco Industries	Collection operating supplies	927.75
12/19/24	6808	West Yost Associates	Lift Station Assessment engineering	4,420.00
12/19/24	6809	WesTech Engineering, LLC	Install drive parts on the S25 shaft	6,095.86
12/19/24	6810	Wilbur-Ellis Company LLC	CA CAL NIT SOL BULK for the highlands pump station	3,813.21
12/19/24	6811	WM Corporate Services	Plant rollofts	2,426.21
				996,826.42

CAWD/PBCSD Reclamation Project
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/05/24	1533	Accelerated Technology Laboratories	LIMS lab software upgrade	7,970.00
12/05/24	1534	Acme Analytical Solutions	Electrode storage solution	86.54
12/05/24	1535	Brenntag Pacific, Inc.	Ammonium hydroxide	5,629.84
12/05/24	1536	Bryan Mailey Electric, Inc.	Electrical services	3,135.00
12/05/24	1537	Cal-Am Water Company	Hydrant meter K	3,114.74
12/05/24	1538	Ferguson Enterprises	Air relief valves	1,183.71
12/05/24	1539	Fisher Scientific	Lab supplies	1,978.25
12/05/24	1540	Frisch Engineering	SCADA engineering	1,530.00
12/05/24	1541	Grainger	Water air pressure switches	310.04
12/05/24	1542	Pacific Gas & Electric	Tertiary billing	18,598.92
12/05/24	1543	Kennedy/Jenks Consultants	Asset Analysis and Master Plan Project #22-05 (CAPITAL)	24,583.00
12/05/24	1544	Professional Water Technologies	Genesol UF and 704 25kg bags	2,033.19
12/05/24	1545	Monterey Bay Analytical Services	Permit and non-permit samples and RO panel samples	15,993.50
12/05/24	1546	Wells Fargo Advisors	Transfer to capital reserves	44,000.00
12/05/24	1547	Muniquip, LLC	Grundfos diaphragm valve rebuild kits	2,790.84
12/05/24	1548	T&T Valve and Instrument	Wafer pneumatic assemblies for Bray valves and BVF 175psi valves	5,338.86
12/05/24	1549	Northstar Chemical	Citric and sulfuric acid	6,014.34
12/05/24	1550	VOID-PRINTER ERROR		0.00
12/05/24	1551	Pebble Beach Company	O&M reimbursement	4,899.81
12/05/24	1552	Trussell Technologies	MFRO Ops Support and Plant Membrane Filtration and RO Support	16,161.25
12/19/24	1553	Acme Analytical Solutions	Iodine solution, acetic acid, phosphate buffer and phenylarsine oxide	933.49
12/19/24	1554	Brenntag Pacific, Inc.	Ammonium hydroxide and Brennfloc RE 5000	24,188.58
12/19/24	1555	Bret D. Boatman	Maintenance services	1,572.50
12/19/24	1556	Carmel Area Wastewater District	O&M reimbursement	73,554.16
12/19/24	1557	Coastal Fabrication Co.	Shop fabricated part for the sand filter project	4,272.29
12/19/24	1558	Filmtec Corporation	Upper rack guide supports	3,636.57
12/19/24	1559	Grainger	Operating supplies	80.28
12/19/24	1560	Hach Company	StablCal calibration set with RFID	811.36

CAWD/PBCSD Reclamation Project
Disbursements
Dec-24

Date	Check	Vendor	Description	Amount
12/19/24	1561	VOID-PRINTER ERROR		0.00
12/19/24	1562	Monterey Bay Analytical Services	Permit and non-permit samples and RO panel samples	27,068.50
12/19/24	1563	VOID-PRINTER ERROR		0.00
12/19/24	1564	Pebble Beach Community Services District	O&M and capital reimbursement	56,963.65
12/19/24	1565	VOID-PRINTER ERROR		0.00
12/19/24	1566	Pacific Gas & Electric	MF/RO billing	31,526.28
12/19/24	1567	VOID-PRINTER ERROR		0.00
12/19/24	1568	State Water Resources Control Board	Annual permit for non potable WRR dist/use	4,300.00
12/19/24	1569	VOID-PRINTER ERROR		0.00
12/19/24	1570	Sutter Buttes Communications, Inc.	New Motorola portable radio	816.19
				395,075.68



**Financial Statements
and
Supplementary Schedules**

December 2024

January 30, 2025

Carmel Area Wastewater District

Balance Sheet

December 2024

ASSETS		
Current Assets		
Cash		
Cash	58,332,635.32	
TOTAL Cash	58,332,635.32	58,332,635.32
Other Current Assets		
Other Current Assets	522,675.40	
TOTAL Other Current Assets	522,675.40	522,675.40
TOTAL Current Assets		58,855,310.72
Fixed Assets		
Land		
Land	308,059.76	
TOTAL Land	308,059.76	308,059.76
Treatment Structures		
Treatment Structures	70,577,110.33	
TOTAL Treatment Structures	70,577,110.33	70,577,110.33
Treatment Equipment		
Treatment Equipment	9,859,224.19	
TOTAL Treatment Equipment	9,859,224.19	9,859,224.19
Collection Structures		
Collection Structures	1,309,190.64	
TOTAL Collection Structures	1,309,190.64	1,309,190.64
Collection Equipment		
Collection Equipment	1,799,392.70	
TOTAL Collection Equipment	1,799,392.70	1,799,392.70
Sewers		16,142,273.15
Disposal Facilities		
Disposal Facilities	1,643,890.85	
TOTAL Disposal Facilities	1,643,890.85	1,643,890.85
Other Fixed Assets		
Other Fixed Assets	4,988,831.94	
TOTAL Other Fixed Assets	4,988,831.94	4,988,831.94
Capital Improvement Projects		
Capital Improvement Projects	12,525,603.99	
TOTAL Capital Improvement Projects	12,525,603.99	12,525,603.99
Accumulated depreciation		(62,588,287.59)
TOTAL Fixed Assets		56,565,289.96
Other Assets		
Other Assets		4,575,031.72
TOTAL Other Assets		4,575,031.72
TOTAL ASSETS		119,995,632.40

Carmel Area Wastewater District

Balance Sheet

December 2024

LIABILITIES		
Current Liabilities		
Current Liabilities	864,923.43	
TOTAL Current Liabilities	864,923.43	864,923.43
Long-Term Liabilities		
Long Term Liabilities	1,377,543.44	
TOTAL Long-Term Liabilities	1,377,543.44	1,377,543.44
TOTAL LIABILITIES		2,242,466.87
NET POSITION		
Net Assets	113,604,348.14	
Year-to-Date Earnings	4,148,817.39	
TOTAL NET POSITION		117,753,165.53
TOTAL LIABILITIES & NET POSITION		119,995,632.40

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	6,809,995.56	6,728,400.00	81,595.56	1.2 %
TOTAL Income	6,809,995.56	6,728,400.00	81,595.56	1.2 %
Adjustments				
Discounts	33.94	0.00	33.94	
TOTAL Adjustments	33.94	0.00	33.94	
*****	6,810,029.50	6,728,400.00	81,629.50	1.2 %
***** OPERATING INCOME	6,810,029.50	6,728,400.00	81,629.50	1.2 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	2,234,448.64	2,423,120.00	188,671.36	7.8 %
TOTAL Salaries and Payroll Taxes	2,234,448.64	2,423,120.00	188,671.36	7.8 %
Employee Benefits				
Employee Benefits	476,222.10	338,292.00	(137,930.10)	-40.8 %
TOTAL Employee Benefits	476,222.10	338,292.00	(137,930.10)	-40.8 %
Director's Expenses				
Director's Expenses	21,919.22	14,900.00	(7,019.22)	-47.1 %
TOTAL Director's Expenses	21,919.22	14,900.00	(7,019.22)	-47.1 %
Truck and Auto Expenses				
Truck and Auto Expenses	52,387.29	49,989.00	(2,398.29)	-4.8 %
TOTAL Truck and Auto Expenses	52,387.29	49,989.00	(2,398.29)	-4.8 %
General and Administrative				
General and Administrative	264,578.03	266,880.00	2,301.97	0.9 %
TOTAL General and Administrative	264,578.03	266,880.00	2,301.97	0.9 %
Office Expense				
Office Expense	98,343.83	72,595.00	(25,748.83)	-35.5 %
TOTAL Office Expense	98,343.83	72,595.00	(25,748.83)	-35.5 %
Operating Supplies				
Operating Supplies	291,853.95	298,300.00	6,446.05	2.2 %
TOTAL Operating Supplies	291,853.95	298,300.00	6,446.05	2.2 %
Contract Services				
Contract Services	655,177.78	648,135.00	(7,042.78)	-1.1 %
TOTAL Contract Services	655,177.78	648,135.00	(7,042.78)	-1.1 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
Repairs and Maintenance	371,145.93	316,130.00	(55,015.93)	-17.4 %
TOTAL Repairs and Maintenance	371,145.93	316,130.00	(55,015.93)	-17.4 %
Utilities				
Utilities	192,159.16	200,870.00	8,710.84	4.3 %
TOTAL Utilities	192,159.16	200,870.00	8,710.84	4.3 %
Travel and Meetings				
Travel and Meetings	9,807.11	9,960.00	152.89	1.5 %
TOTAL Travel and Meetings	9,807.11	9,960.00	152.89	1.5 %
Permits and Fees				
Permits and Fees	64,209.84	73,500.00	9,290.16	12.6 %
TOTAL Permits and Fees	64,209.84	73,500.00	9,290.16	12.6 %
Memberships and Subscriptions				
Memberships and Subscriptions	27,735.69	13,000.00	(14,735.69)	-113.4 %
TOTAL Memberships and Subscriptions	27,735.69	13,000.00	(14,735.69)	-113.4 %
Safety				
Safety	32,433.98	32,200.00	(233.98)	-0.7 %
TOTAL Safety	32,433.98	32,200.00	(233.98)	-0.7 %
Other Expenses				
Other Expense	25,844.01	13,800.00	(12,044.01)	-87.3 %
TOTAL Other Expenses	25,844.01	13,800.00	(12,044.01)	-87.3 %
TOTAL Operating Expenses	4,818,266.56	4,771,671.00	(46,595.56)	-1.0 %
***** OPERATING INCOME (LOSS)	1,991,762.94	1,956,729.00	35,033.94	1.8 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	2,157,054.45	2,124,200.00	32,854.45	1.5 %
TOTAL Other Income or Gain	2,157,054.45	2,124,200.00	32,854.45	1.5 %
TOTAL Non-op Income, Expense, Gain or Loss	2,157,054.45	2,124,200.00	32,854.45	1.5 %
***** NET INCOME (LOSS)	4,148,817.39	4,080,929.00	67,888.39	1.7 %
***** NET INCOME (LOSS)	4,148,817.39	4,080,929.00	67,888.39	1.7 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 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>	505,723.34	481,350.00	(24,373.34)	-5.1 %
TOTAL Salaries and Payroll Taxes	505,723.34	481,350.00	(24,373.34)	-5.1 %
Employee Benefits				
<i>Employee Benefits</i>	112,950.32	122,417.00	9,466.68	7.7 %
TOTAL Employee Benefits	112,950.32	122,417.00	9,466.68	7.7 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	48,827.30	46,728.00	(2,099.30)	-4.5 %
TOTAL Truck and Auto Expenses	48,827.30	46,728.00	(2,099.30)	-4.5 %
General and Administrative				
<i>General and Administrative</i>	83,453.50	84,000.00	546.50	0.7 %
TOTAL General and Administrative	83,453.50	84,000.00	546.50	0.7 %
Office Expense				
<i>Office Expense</i>	28,251.27	16,700.00	(11,551.27)	-69.2 %
TOTAL Office Expense	28,251.27	16,700.00	(11,551.27)	-69.2 %
Operating Supplies				
<i>Operating Supplies</i>	37,501.90	41,200.00	3,698.10	9.0 %
TOTAL Operating Supplies	37,501.90	41,200.00	3,698.10	9.0 %
Contract Services				
<i>Contract Services</i>	222,015.63	204,500.00	(17,515.63)	-8.6 %
TOTAL Contract Services	222,015.63	204,500.00	(17,515.63)	-8.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	152,620.10	104,800.00	(47,820.10)	-45.6 %
TOTAL Repairs and Maintenance	152,620.10	104,800.00	(47,820.10)	-45.6 %
Utilities				
<i>Utilities</i>	27,877.41	22,850.00	(5,027.41)	-22.0 %
TOTAL Utilities	27,877.41	22,850.00	(5,027.41)	-22.0 %
Travel and Meetings				
<i>Travel and Meetings</i>	1,098.84	1,150.00	51.16	4.4 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	1,098.84	1,150.00	51.16	4.4 %
Permits and Fees				
<i>Permits and Fees</i>	10,277.88	9,600.00	(677.88)	-7.1 %
TOTAL Permits and Fees	10,277.88	9,600.00	(677.88)	-7.1 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	2,064.29	2,100.00	35.71	1.7 %
TOTAL Memberships and Subscriptions	2,064.29	2,100.00	35.71	1.7 %
Safety				
<i>Safety</i>	13,121.26	14,200.00	1,078.74	7.6 %
TOTAL Safety	13,121.26	14,200.00	1,078.74	7.6 %
Other Expenses				
<i>Other Expense</i>	5,489.75	200.00	(5,289.75)	-2644.9 %
TOTAL Other Expenses	5,489.75	200.00	(5,289.75)	-2644.9 %
TOTAL Operating Expenses	1,251,272.79	1,151,795.00	(99,477.79)	-8.6 %
***** OPERATING INCOME (LOSS)	(1,251,272.79)	(1,151,795.00)	(99,477.79)	-8.6 %
***** NET INCOME (LOSS)	(1,251,272.79)	(1,151,795.00)	(99,477.79)	-8.6 %
***** NET INCOME (LOSS)	(1,251,272.79)	(1,151,795.00)	(99,477.79)	-8.6 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 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>	1,047,254.60	1,313,900.00	266,645.40	20.3 %
TOTAL Salaries and Payroll Taxes	1,047,254.60	1,313,900.00	266,645.40	20.3 %
Employee Benefits				
<i>Employee Benefits</i>	290,608.00	132,075.00	(158,533.00)	-120.0 %
TOTAL Employee Benefits	290,608.00	132,075.00	(158,533.00)	-120.0 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	3,036.80	2,861.00	(175.80)	-6.1 %
TOTAL Truck and Auto Expenses	3,036.80	2,861.00	(175.80)	-6.1 %
General and Administrative				
<i>General and Administrative</i>	141,755.25	142,000.00	244.75	0.2 %
TOTAL General and Administrative	141,755.25	142,000.00	244.75	0.2 %
Office Expense				
<i>Office Expense</i>	35,249.67	31,195.00	(4,054.67)	-13.0 %
TOTAL Office Expense	35,249.67	31,195.00	(4,054.67)	-13.0 %
Operating Supplies				
<i>Operating Supplies</i>	251,969.53	255,900.00	3,930.47	1.5 %
TOTAL Operating Supplies	251,969.53	255,900.00	3,930.47	1.5 %
Contract Services				
<i>Contract Services</i>	372,923.94	382,690.00	9,766.06	2.6 %
TOTAL Contract Services	372,923.94	382,690.00	9,766.06	2.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	214,955.61	207,030.00	(7,925.61)	-3.8 %
TOTAL Repairs and Maintenance	214,955.61	207,030.00	(7,925.61)	-3.8 %
Utilities				
<i>Utilities</i>	153,333.43	164,100.00	10,766.57	6.6 %
TOTAL Utilities	153,333.43	164,100.00	10,766.57	6.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	4,742.83	4,810.00	67.17	1.4 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	4,742.83	4,810.00	67.17	1.4 %
Permits and Fees				
<i>Permits and Fees</i>	31,450.40	31,900.00	449.60	1.4 %
TOTAL Permits and Fees	31,450.40	31,900.00	449.60	1.4 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	6,964.53	6,800.00	(164.53)	-2.4 %
TOTAL Memberships and Subscriptions	6,964.53	6,800.00	(164.53)	-2.4 %
Safety				
<i>Safety</i>	17,654.56	17,800.00	145.44	0.8 %
TOTAL Safety	17,654.56	17,800.00	145.44	0.8 %
Other Expenses				
<i>Other Expense</i>	7,219.81	0.00	(7,219.81)	
TOTAL Other Expenses	7,219.81	0.00	(7,219.81)	
TOTAL Operating Expenses	2,579,118.96	2,693,061.00	113,942.04	4.2 %
***** OPERATING INCOME (LOSS)	(2,579,118.96)	(2,693,061.00)	113,942.04	4.2 %
***** NET INCOME (LOSS)	(2,579,118.96)	(2,693,061.00)	113,942.04	4.2 %
***** NET INCOME (LOSS)	(2,579,118.96)	(2,693,061.00)	113,942.04	4.2 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 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>	288,864.87	312,100.00	23,235.13	7.4 %
TOTAL Salaries and Payroll Taxes	288,864.87	312,100.00	23,235.13	7.4 %
Employee Benefits				
<i>Employee Benefits</i>	72,663.78	83,800.00	11,136.22	13.3 %
TOTAL Employee Benefits	72,663.78	83,800.00	11,136.22	13.3 %
Director's Expenses				
<i>Director's Expenses</i>	21,919.22	14,900.00	(7,019.22)	-47.1 %
TOTAL Director's Expenses	21,919.22	14,900.00	(7,019.22)	-47.1 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	523.19	400.00	(123.19)	-30.8 %
TOTAL Truck and Auto Expenses	523.19	400.00	(123.19)	-30.8 %
General and Administrative				
<i>General and Administrative</i>	39,369.28	40,880.00	1,510.72	3.7 %
TOTAL General and Administrative	39,369.28	40,880.00	1,510.72	3.7 %
Office Expense				
<i>Office Expense</i>	34,618.64	24,700.00	(9,918.64)	-40.2 %
TOTAL Office Expense	34,618.64	24,700.00	(9,918.64)	-40.2 %
Operating Supplies				
<i>Operating Supplies</i>	66.92	600.00	533.08	88.8 %
TOTAL Operating Supplies	66.92	600.00	533.08	88.8 %
Contract Services				
<i>Contract Services</i>	59,667.60	60,365.00	697.40	1.2 %
TOTAL Contract Services	59,667.60	60,365.00	697.40	1.2 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	2,168.56	1,900.00	(268.56)	-14.1 %
TOTAL Repairs and Maintenance	2,168.56	1,900.00	(268.56)	-14.1 %
Utilities				
<i>Utilities</i>	10,948.32	13,920.00	2,971.68	21.3 %

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

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	10,948.32	13,920.00	2,971.68	21.3 %
Travel and Meetings				
<i>Travel and Meetings</i>	3,913.19	4,000.00	86.81	2.2 %
TOTAL Travel and Meetings	3,913.19	4,000.00	86.81	2.2 %
Permits and Fees				
<i>Permits and Fees</i>	22,481.56	32,000.00	9,518.44	29.7 %
TOTAL Permits and Fees	22,481.56	32,000.00	9,518.44	29.7 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	18,444.37	4,100.00	(14,344.37)	-349.9 %
TOTAL Memberships and Subscriptions	18,444.37	4,100.00	(14,344.37)	-349.9 %
Safety				
<i>Safety</i>	1,658.16	200.00	(1,458.16)	-729.1 %
TOTAL Safety	1,658.16	200.00	(1,458.16)	-729.1 %
Other Expenses				
<i>Other Expense</i>	13,134.45	13,600.00	465.55	3.4 %
TOTAL Other Expenses	13,134.45	13,600.00	465.55	3.4 %
TOTAL Operating Expenses	590,442.11	607,465.00	17,022.89	2.8 %
***** OPERATING INCOME (LOSS)	(590,442.11)	(607,465.00)	17,022.89	2.8 %
***** NET INCOME (LOSS)	(590,442.11)	(607,465.00)	17,022.89	2.8 %
***** NET INCOME (LOSS)	(590,442.11)	(607,465.00)	17,022.89	2.8 %

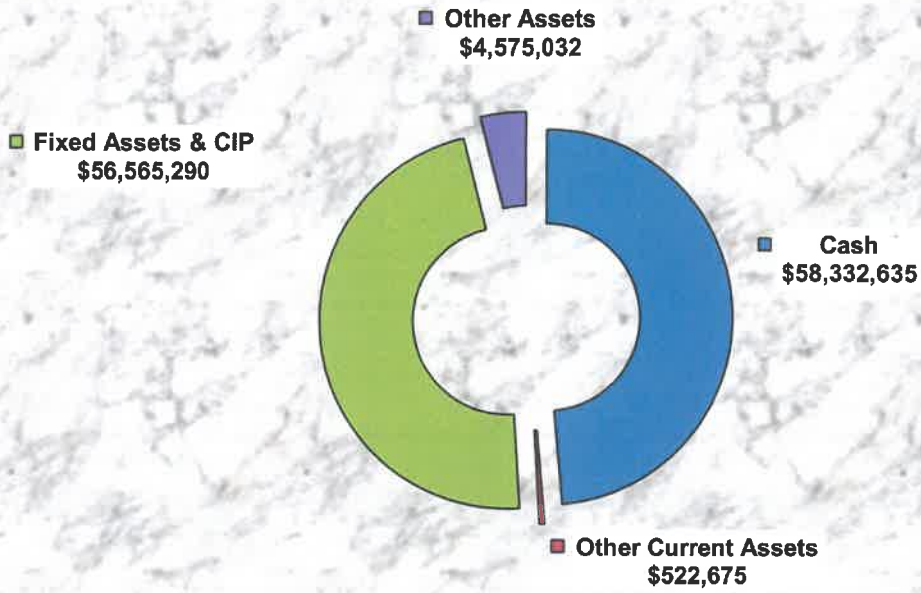
Carmel Area Wastewater District
Op. Exps Actual to Budget-Reclamation
*Year-to-Date Variance, December 2024 - current month, Consolidated by
account, Department 8*

	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 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>	392,605.83	315,770.00	(76,835.83)	-24.3 %
TOTAL Salaries and Payroll Taxes	392,605.83	315,770.00	(76,835.83)	-24.3 %
Office Expense				
<i>Office Expense</i>	224.25	0.00	(224.25)	
TOTAL Office Expense	224.25	0.00	(224.25)	
Operating Supplies				
<i>Operating Supplies</i>	2,315.60	600.00	(1,715.60)	-285.9 %
TOTAL Operating Supplies	2,315.60	600.00	(1,715.60)	-285.9 %
Contract Services				
<i>Contract Services</i>	570.61	580.00	9.39	1.6 %
TOTAL Contract Services	570.61	580.00	9.39	1.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	1,401.66	2,400.00	998.34	41.6 %
TOTAL Repairs and Maintenance	1,401.66	2,400.00	998.34	41.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	52.25	0.00	(52.25)	
TOTAL Travel and Meetings	52.25	0.00	(52.25)	
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	262.50	0.00	(262.50)	
TOTAL Memberships and Subscriptions	262.50	0.00	(262.50)	
TOTAL Operating Expenses	397,432.70	319,350.00	(78,082.70)	-24.5 %
***** OPERATING INCOME (LOSS)	(397,432.70)	(319,350.00)	(78,082.70)	-24.5 %
***** NET INCOME (LOSS)	(397,432.70)	(319,350.00)	(78,082.70)	-24.5 %

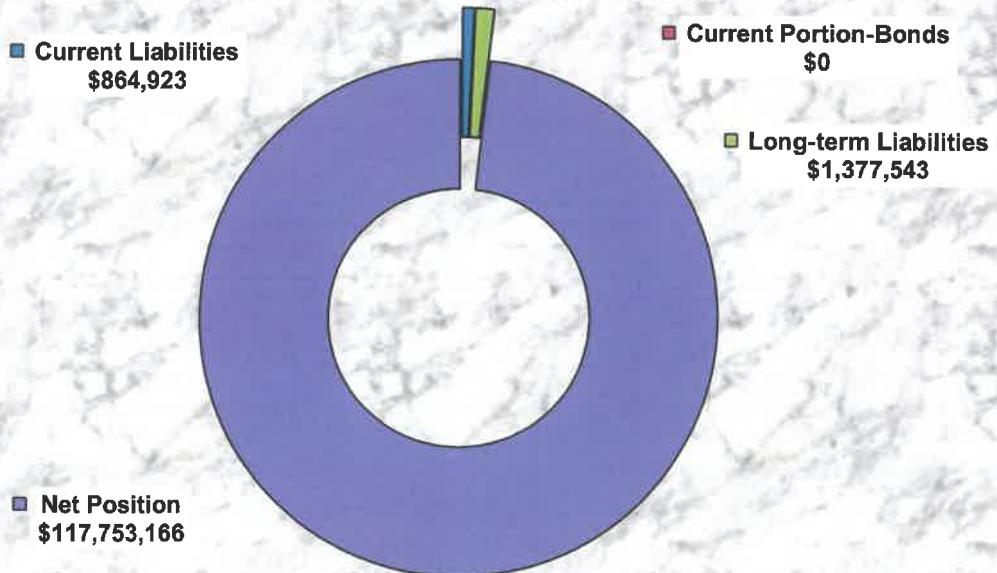
Carmel Area Wastewater District
I/S Actual to Budget-Brine Disposal
Year-to-Date Variance, December 2024 - current month, Consolidated by
account, Department 10

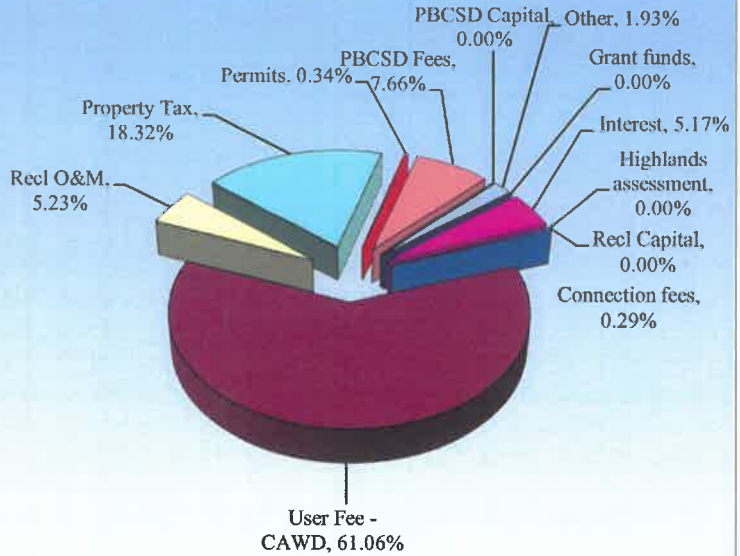
	<i>6 Months Ended December 31, 2024</i>	<i>6 Months Ended December 31, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	90,557.25	32,400.00	58,157.25	179.5 %
TOTAL Income	90,557.25	32,400.00	58,157.25	179.5 %
*****	90,557.25	32,400.00	58,157.25	179.5 %
***** OPERATING INCOME	90,557.25	32,400.00	58,157.25	179.5 %
***** OPERATING INCOME (LOSS)	90,557.25	32,400.00	58,157.25	179.5 %
***** NET INCOME (LOSS)	90,557.25	32,400.00	58,157.25	179.5 %
***** NET INCOME (LOSS)	90,557.25	32,400.00	58,157.25	179.5 %

Assets - December 31, 2024

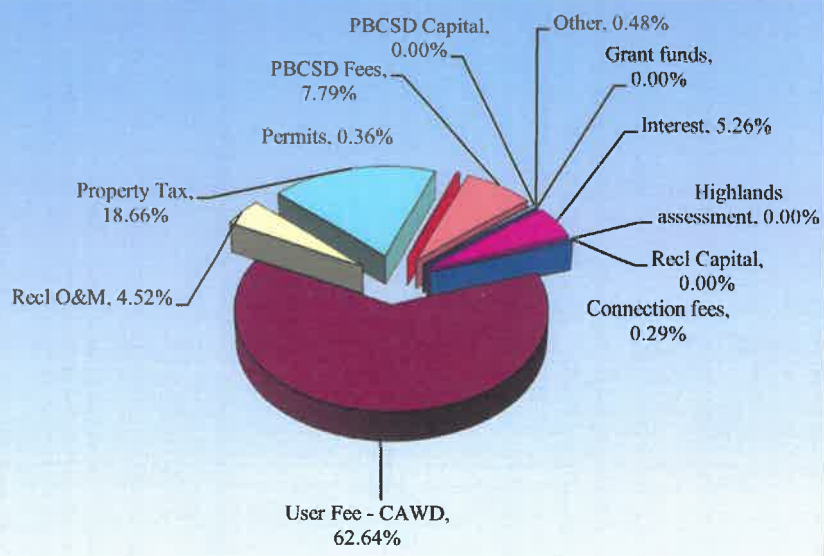


Liabilities - December 31, 2024

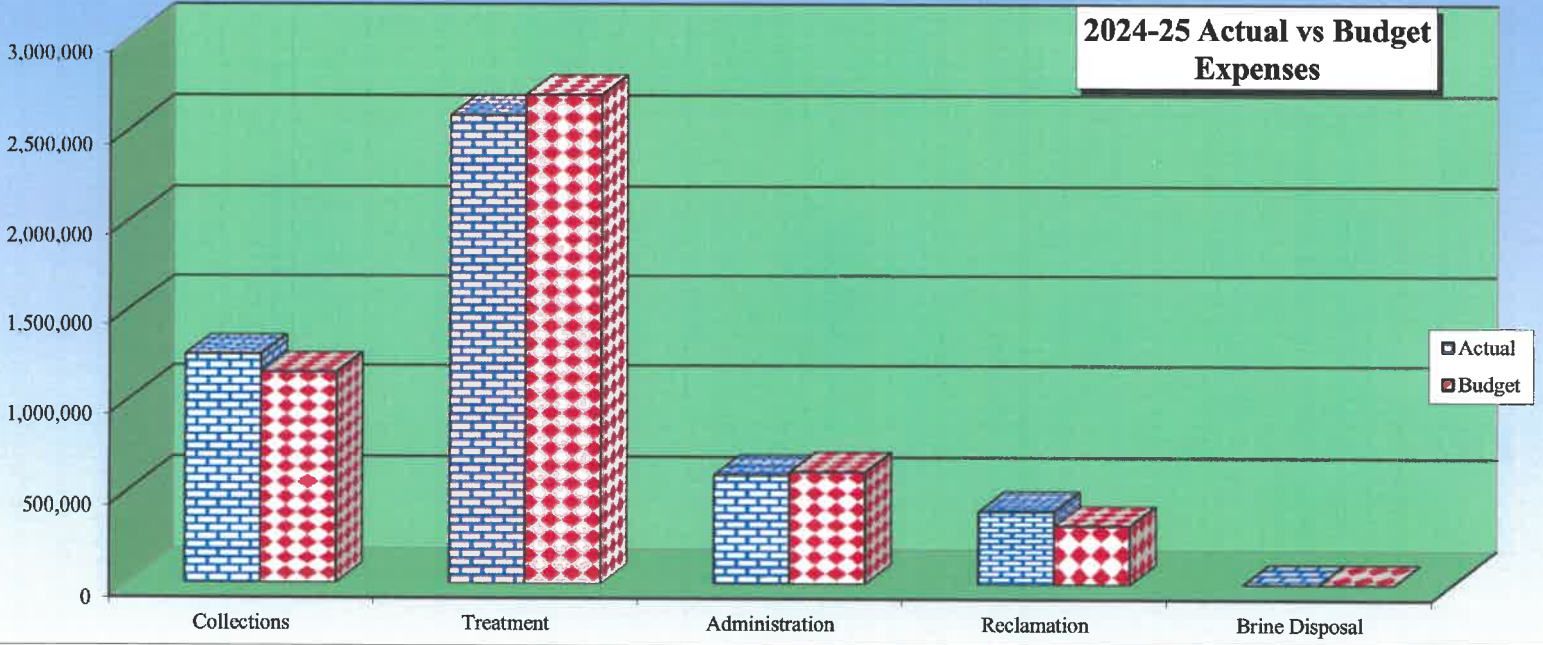




2024-25 Actual Revenues

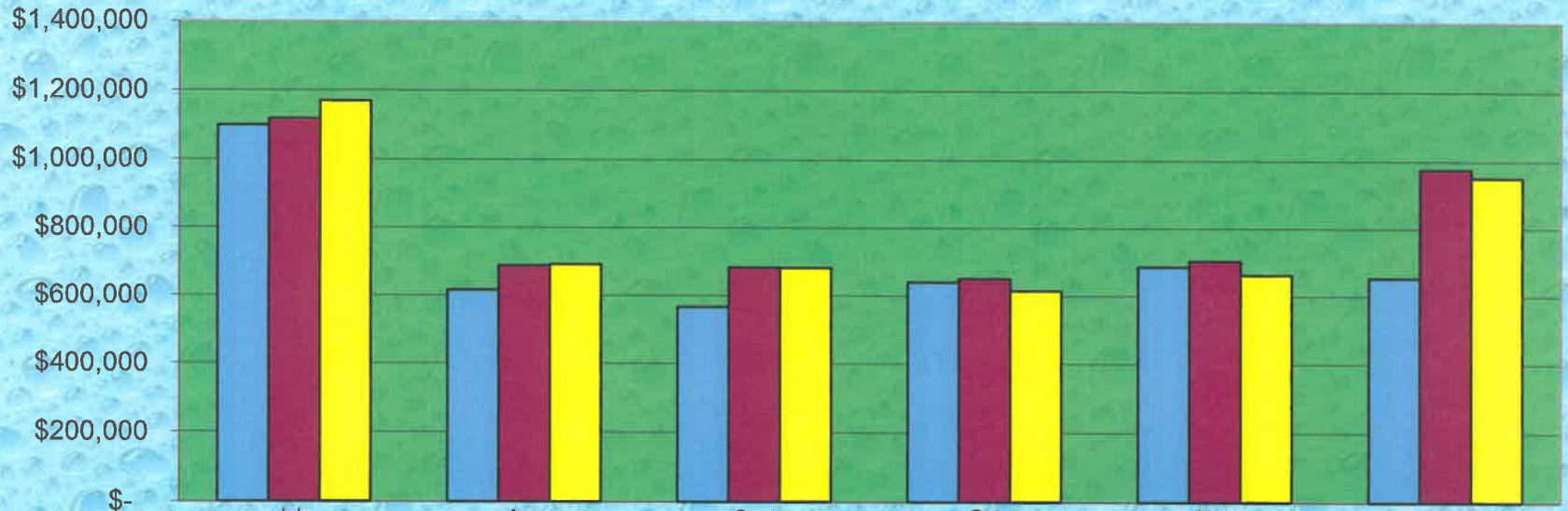


2024-25 Budget Revenues



2024-25 Actual vs Budget Expenses

Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec
FY 23-24	\$1,099,772	\$615,987	\$566,511	\$640,578	\$686,764	\$654,302
FY 24-25	\$1,118,593	\$687,694	\$682,565	\$650,722	\$703,775	\$974,918
CY Budget	\$1,170,241	\$691,670	\$682,230	\$614,760	\$663,090	\$949,680

Carmel Area Wastewater District
Capital Expenditures
2024-25

	BEG BAL	DEC	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT	
<u>CAPITAL PURCHASES</u>							
<u>Admin</u>							
HVAC unit-server room-unbudgeted		0	12,638	12,638	0	NA	
2022 Toyota Tacoma		0	39,269	39,269	42,000	93.50%	
<u>Collections</u>							
Sewer-Carpenter & 6th-unbudgeted		0	10,788	10,788	0	NA	
Sewer-Carpenter & 4th-unbudgeted		0	11,732	11,732	0	NA	
Sewer-San Luis and Carpenter-unbudgeted		0	13,539	13,539	0	NA	
Iron N Impeller Pump-unbudgeted		0	26,450	26,450	0	NA	
CAT Diesel Portable Generator		0	70,247	70,247	95,000	73.94%	
Collections Office Rehab-unbudgeted		0	29,607	29,607	0	NA	
Sewer-Ocen & Randall Way-unbudgeted		0	11,143	11,143	0	NA	
Sewer-San Luis & San Mateo-unbudgeted		0	14,418	14,418	0	NA	
2025 Chevy Silverado		0	64,887	64,887	95,000	68.30%	
Collections Office Restroom-unbudgeted		0	14,717	14,717	0	NA	
Sewer-4th St. between Lobos & Randall-unbudgeted		0	10,948	10,948	0	NA	
2024 Freightliner Pipehunter Truck		302,013	302,013	302,013	400,000	75.50%	
<u>Treatment</u>							
Netsch Nemo Progressive Cavity Pump-unbudgeted		0	10,276	10,276	0	NA	
Rehab Cyclo Reducer-unbudgeted		0	10,178	10,178	0	NA	
Gordon Bare Pump-unbudgeted		0	21,340	21,340	0	NA	
PowerEdg R550 Server		0	14,331	14,331	25,000	57.32%	
Modular Office Building #3-unbudgeted		0	24,065	24,065	0	NA	
Modular Office Building #4-unbudgeted		0	23,538	23,538	0	NA	
Roof Coating CDC Building-unbudgeted		0	27,647	27,647	0	NA	
Lab Exhaust Hood and Fan-unbudgeted		0	17,528	17,528	0	NA	
Ops Building Roof Repair-unbudgeted		12,585	12,585	12,585	0	NA	
Turblex Blower Rehab-unbudgeted		19,502	19,502	19,502	0	NA	
Two Electric Utility Carts		45,481	45,481	45,481	48,000	94.75%	
RECL share	0	0	0	0	0	NA	
PBCSD share (1/3 of cost)	0	(25,856)	(75,491)	(75,491)	0	NA	
Total Capital Purchases 24-25			353,725	783,377	783,377	705,000	NA

Carmel Area Wastewater District
Capital Expenditures
2024-25

	BEG BAL	DEC	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	719,844	22,199	49,542	769,385	300,000	16.51%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	576,651	2,833	55,932	632,583	2,000,000	2.80%
Bay/Scenic Pump Station Rehab	148,087	0	0	148,087	150,000	NA
Pescadero Creek Area Pipe Rehab	239,020	14,632	24,287	263,308	500,000	4.86%
Vactor Receiving Station	105,221	69,486	83,157	188,378	575,000	14.46%
Santa Rita & Guadalupe Pipeline	165,819	13,486	25,405	191,224	2,500,000	1.02%
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
Total CIP Projects 24-25	1,954,822	122,637	238,322	2,193,144	6,025,000	3.96%
<u>LONG TERM CIP PROJECTS</u>						
<u>Treatment</u>						
Perimeter Fence	49,801	10,443	17,043	66,843	25,000	68.17%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	9,638,381	0	288,257	9,926,638	0	#DIV/0!
Potable Water & Gas Main Replacement (COLL 5.5%)	178,944	0	2,589	181,533	300,000	0.86%
Plant Bridge Retrofit Project-unbudgeted	12,994	0	1,830	14,824	0	NA
Artificial Intelligence Pilot Project	92,924	3,589	49,697	142,621	150,000	33.13%
RECL share	(260,236)	0	(7,783)	(268,019)	0	#DIV/0!
PBCSD share (1/3 of cost)	(3,237,603)	(4,677)	(117,068)	(3,354,671)	(158,333)	73.94%
Total Long Term CIP Projects 24-25	6,475,205	9,354	234,564	6,709,769	316,667	74.07%
Total Capital (net of RECL and PBCSD)	8,430,027	485,716	1,256,263	9,686,290	7,046,667	17.83%

Carmel Area Wastewater District
Variance Analysis
2024-25

	YTD \$ Variance	YTD % Variance	
<u>Collections</u>			
Salaries and Payroll Taxes	(\$24,373)	-5.10%	Salaries and overtime slightly underbudgeted.
Office Expense	(\$11,551)	-69.20%	Five workstations unbudgeted.
Contract Services	(\$17,516)	-8.60%	System capacity monitoring underbudgeted.
Repairs and Maintenance	(\$47,820)	-45.60%	Ribera Rd. retaining wall unbudgeted. (Not CAWD asset)
Utilities	(\$5,027)	-22.00%	Highlands electricity underbudgeted.
Permits and Fees	(\$678)	-7.10%	SWRCB and Mo. Bay Air Resources Dist. slightly underbudgeted.
Other Expense	(\$5,290)	-2644.90%	Recruiting unbudgeted.
<u>Treatment</u>			
Employee Benefits	(\$158,533)	-120.00%	Allocation to Reclamation overbudgeted.
Truck and Auto Expenses	(\$176)	-6.10%	Insurance underbudgeted.
Office Expense	(\$4,055)	-13.00%	Equipment repairs and temp service unbudgeted.
Other Expense	(\$870)	No budget	Recruiting new employee.
<u>Administration</u>			
Director's Expenses	(\$7,019)	-47.10%	CASA conference unbudgeted and training underbudgeted.
Truck and Auto Expenses	(\$123)	-30.80%	Insurance underbudgeted.
Office Expense	(\$9,919)	-40.20%	Computers and equipment underbudgeted and postage and shipping unbudgeted.
Repairs and Maintenance	(\$269)	-14.10%	General repairs unbudgeted.
Memberships and Subscriptions	(\$14,344)	-349.90%	Laserfiche Cloud Subscription budgeted in capital.
Safety	(\$1,458)	-729.10%	Training unbudgeted.

District Obligations:

1) 2004 Highlands Project Bond Proceeds \$3,057,165 - Balance Due \$-0-

**Carmel Area Wastewater District
2024-25 Resolutions Amending the Budget**

Resolution # Date	Description	Original Budget	Amendment	Spent To Date
2024-60 10/31/24	A Resolution authorizing the General Manager to execute an amendment to an existing contract with Denise Duffy & Associates not to exceed \$30,000 for Hatton Canyon revegetation.	\$ 14,000	\$ 30,000	\$ -
2024-61 10/31/24	A Resolution authorizing the General Manager to execute an amendment to an existing contract with MNS Engineers, Inc. not to exceed \$263,992 for the addition of the Carmel Woods sewer rehabilitation work to the Pescadero Road Sewer Project	\$ 500,000	\$ 263,992	\$ 14,632
Total To Date		<u>\$ 514,000</u>	<u>\$ 293,992</u>	<u>\$ 14,632</u>

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: January 30, 2025
 SUBJECT: Monthly Report – December 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in December
 Total Fees \$1,140.00

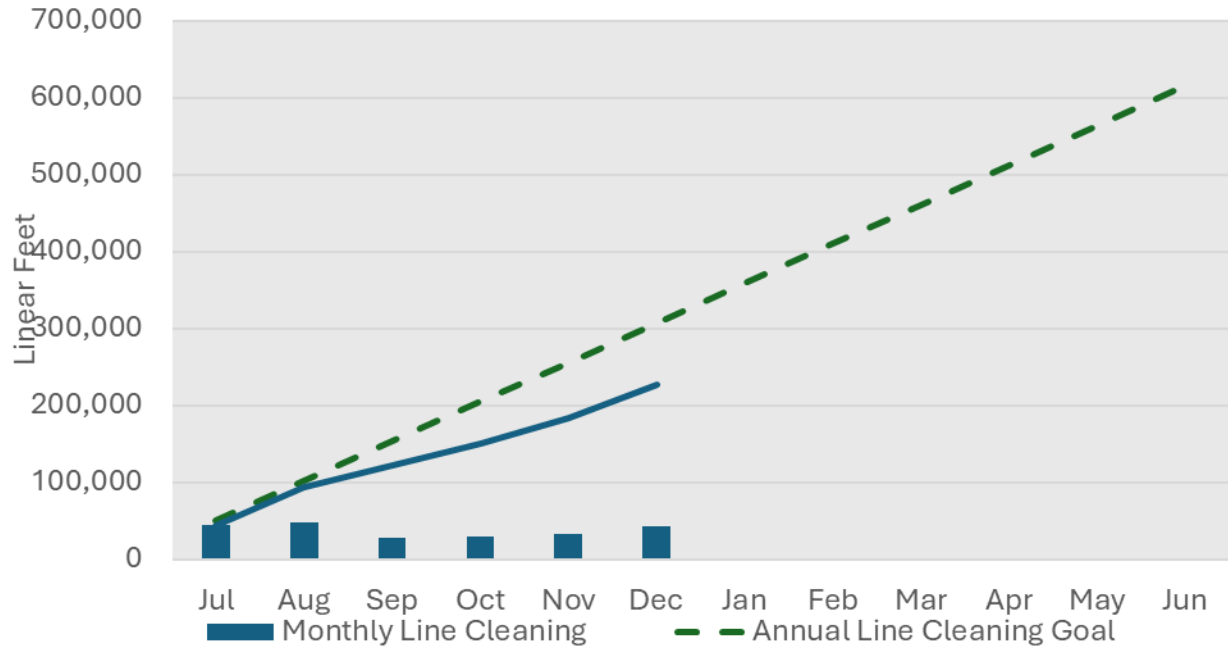
Maintenance

Attached is a map of the areas cleaned in the past three months. There were 43,407 feet of sewer lines cleaned in December.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
December	43,407 ft.	9.57%	6 - 27 inches
November	32,553 ft.	7.40%	6 - 27 inches
October	29,321 ft.	6.47%	6 – 10 inches

Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	227,267	387,733

Staff Development

- Staff attended weekly tailgate safety tailgate training sessions.

Service calls responded to by crew

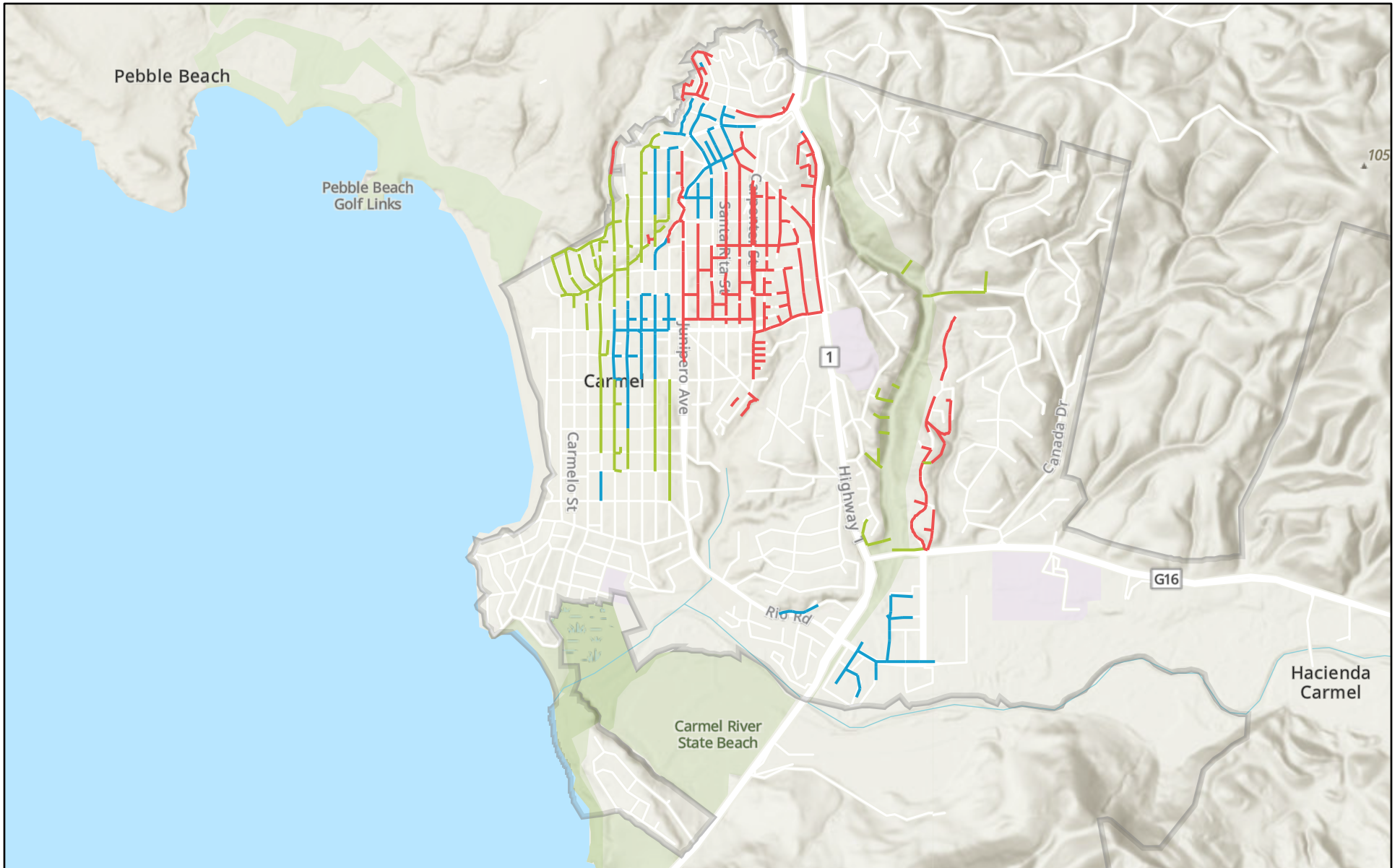
Date	Time	Callout	Resolution
12/9/2024	4:48 PM	Private Lateral Spill	Called by main office for a report of an overflowing lateral. Staff arrived on scene to find a lateral was blocked and overflowing. Staff ran the District main line and found no problems. Staff informed the property owner to call their plumber of choice. See callout map.
12/14/2024	6:05 AM	Power Failure (6 locations)	Called by automated dialer for a power failure at all pump stations. High winds with gusts above 50 mph blew down many trees in the Monterey Bay area. Power was out for two days at the District pump stations. All the pump stations had generators and staff monitored the stations around the clock until the power was restored. See callout map.

USA Location Requests – 200

Plumbing permit inspections – 9

Private Sewer Lateral Compliance Certificates Issued – 8

Sewer Line Cleaning Progress Report

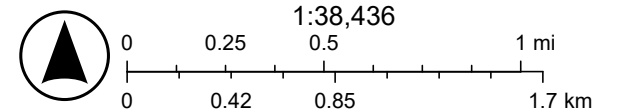


1/3/2025, 2:19:40 PM

Line Cleaning

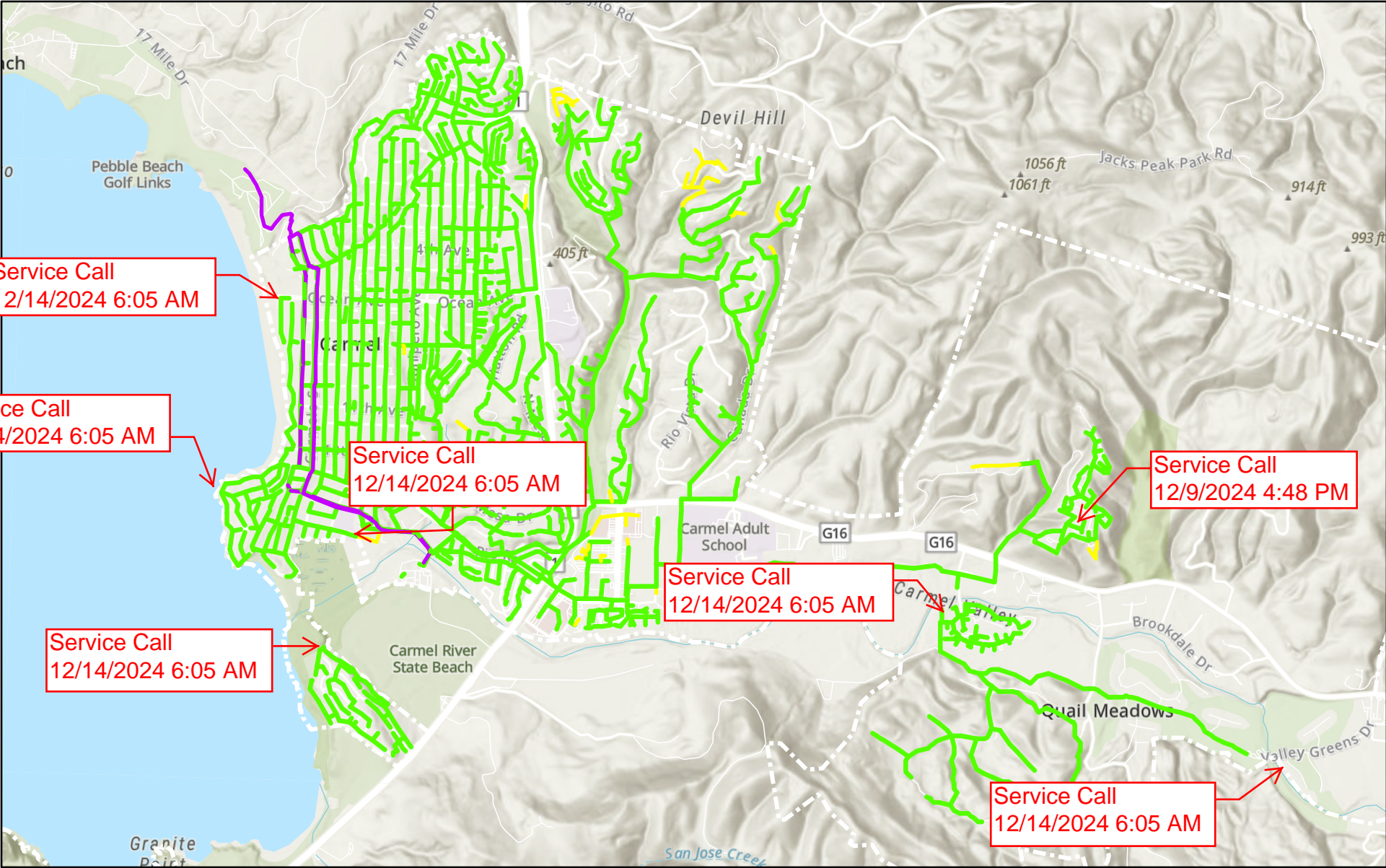


 Service Area



California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA,

December Service Call Map



Service Call
12/14/2024 6:05 AM

Service Call
12/14/2024 6:05 AM

Service Call
12/14/2024 6:05 AM

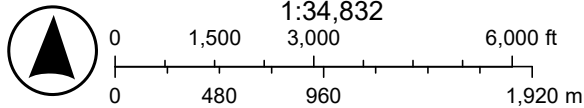
Service Call
12/9/2024 4:48 PM

Service Call
12/14/2024 6:05 AM

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12/14/2024 6:05 AM

Service Call
12/14/2024 6:05 AM

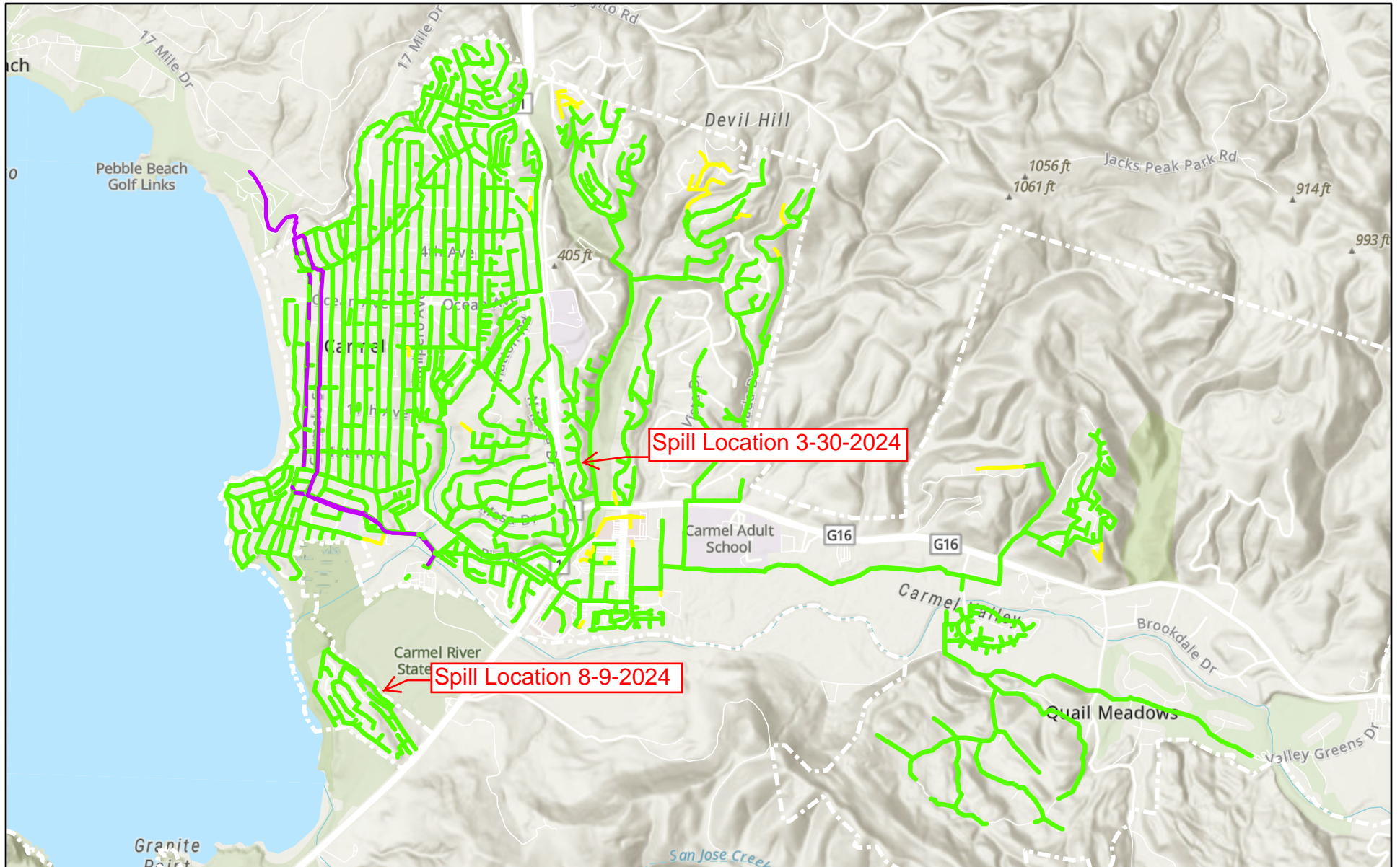
- PBCSD
- PRIVATE
- CAWD



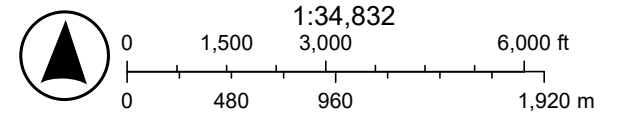
California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US

CAWD
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Annual Spill Map 2024



- PBCSD
- PRIVATE
- CAWD



California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US

CAWD
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STAFF REPORT



To: Board of Directors

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

Date: January 30, 2025

Subject: Monthly Safety Report (for December 2024)

RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **December (Dec) 4: Tailgate Training- Employee Fatigue.** Kevin Young, Operations Supervisor, discussed how multiple shifts in a row and late-night responses (“call-outs”) can create fatigue and impact awareness and safety. He advised that if any employee finds themselves unable to concentrate after successive work shifts or a call-outs that they inform their supervisor who will arrange for rest before the employee returns to work.
- **Dec 11: Tailgate Training- Earthquake Response Refresher.** Following the large earthquake off the coast of Oregon and the resulting tsunami warning along the west coast, A/C Admin Dias reviewed the range of responses based on the type and location of earthquakes. The faults capable of generating large tsunamis are located far enough away that the site could be evacuated before its arrival. The most recent computer modeling shows the plant to be just above the highest historic tsunami elevation, however if a very large tsunami was generated the site would be evacuated. For a major earthquake along the nearest locked sections of the San Andreas fault (San Juan Bautista to San Francisco) there is a prioritized list of things to assess at the plant, starting with explosion hazards caused by damage to the digester or digester gas transmission lines. These structures contain 50%-70% methane gas. Next would be inspection of the bulk chemical tanks, especially the ammonia tank and transmission lines.

- **Dec 18: Tailgate Training- Safety During Wind Events.** Following the large wind event and the tornado in Scotts Valley, Daryl Lauer, Collections Superintendent gave a tailgate on how to protect ourselves from heavy winds and tornados. Two videos were shown advising how to select the safest rooms within buildings and to avoid windows.

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 December included:

- **Wind-sock installation at ammonia tank.** Historically the plant site had two windsocks; one above the old chlorine storage room and one on the influent building. The windsocks could have been critical in the event of a chlorine gas leak. The plant switched from chlorine gas to sodium hypochlorite in 2018. During December, it was noted that the windsocks were in disrepair and needed replacement. It was also noted that there was no windsock located above the aqueous ammonia tank. Aqueous ammonia is the last remaining chemical used at the plant that could create airborne hazards to neighboring buildings and the public. It could also create Immediately Dangerous to Life and Health conditions to employees on the site. This could occur during a major accident during delivery (via tanker truck) by over-pressurizing (or collapsing) the tank during delivery. It could also occur if there was to be a failure at the outdoor poly tank from an earthquake or a large perimeter vegetation fire. Replacement of aqueous ammonia with ammonium sulfate (a non-hazardous chemical) is considered the highest priority safety improvement that could be made to protect employees, the school and neighboring dwellings. Ammonium sulfate was successfully used on a temporary basis in 2022. Plans to engineer a permanent replacement system are in the early stages. In the interim, a third (new) windsock was installed above the ammonia tank. During delivery via tanker truck, fumes are displaced into the atmosphere as the tank is filled. The windsock will assist in advising employees to stay upwind and avoid downwind locations. It would also help determine evacuation routes, shelter in place locations and offsite impacts in the event of a major incident.

Tours and Outreach

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

Injuries; First Aid Incidents; Workers Compensation Claims

There were no new Workers Comp claims or first aid injuries in December. The final 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	33*	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	0	1	0	0	0

*Excludes holidays, vacation days and sick days

FUNDING-N/A- Informational item only

Wastewater Treatment Facility Operations Report

Report for: December 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	26.684	0.864	0.702	1.302	69.760	336.27	1031.51
PBCSD Flow	11.567	0.370	0.274	0.638	30.240	173.82	533.20
Total Plant Flow	38.251	1.234	0.976	1.940	100.00	510.10	1564.71
Tertiary Flow	31.866	1.028	0.708	1.220	83.308	297.46	912.44
Ocean Discharge	4.893	0.158	0.075	0.455	12.792	199.71	612.60
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	297.45MG (912.44acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.84 BG (30.20 K acre-ft.)
12 Month Rolling Total Reclamation Production	297.46 MG (912.89 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Dec'24 kWh	Price per kWh	Dec'24	Nov'24	Oct'24	Sep'24
Secondary	84,744.00	\$ 0.235	\$ 19,940.39	\$ 17,820.02	\$ 17,868.70	\$ 21,994.59
Blowers	52,265.36	\$ 0.241	\$ 12,599.08	\$ 11,994.66	\$ 11,706.78	\$ 14,053.47
CAWD Total	137,009.36		\$ 32,539.47	\$ 29,814.68	\$ 29,575.48	\$ 36,048.06
Tertiary	82,816.60	\$ 0.231	\$ 19,124.01	\$ 18,598.92	\$ 18,328.58	\$ 25,670.78
MF/RO	123,120.00	\$ 0.283	\$ 34,832.88	\$ 31,526.28	\$ 33,897.62	\$ 31,490.91
Reclaim Total	205,936.60		\$ 53,956.89	\$ 50,125.20	\$ 52,226.20	\$ 57,161.69
Adjusted Monthly Totals (1)	CAWD Total		\$ 18,508.70	Reclamation Total		\$ 67,987.66

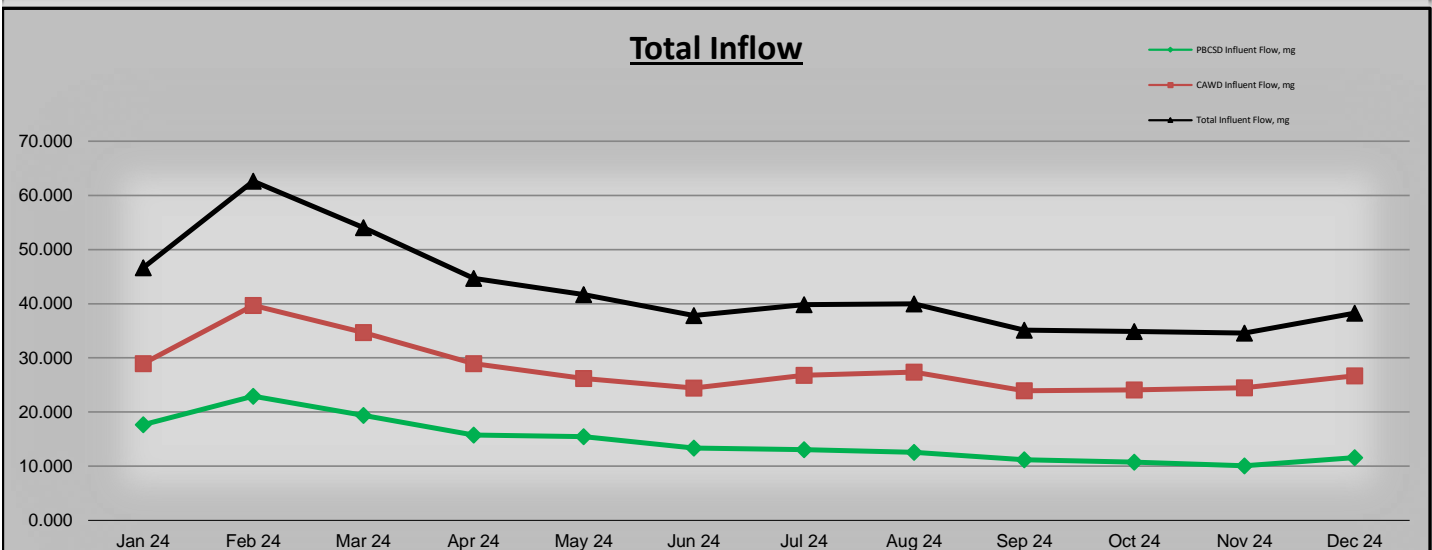
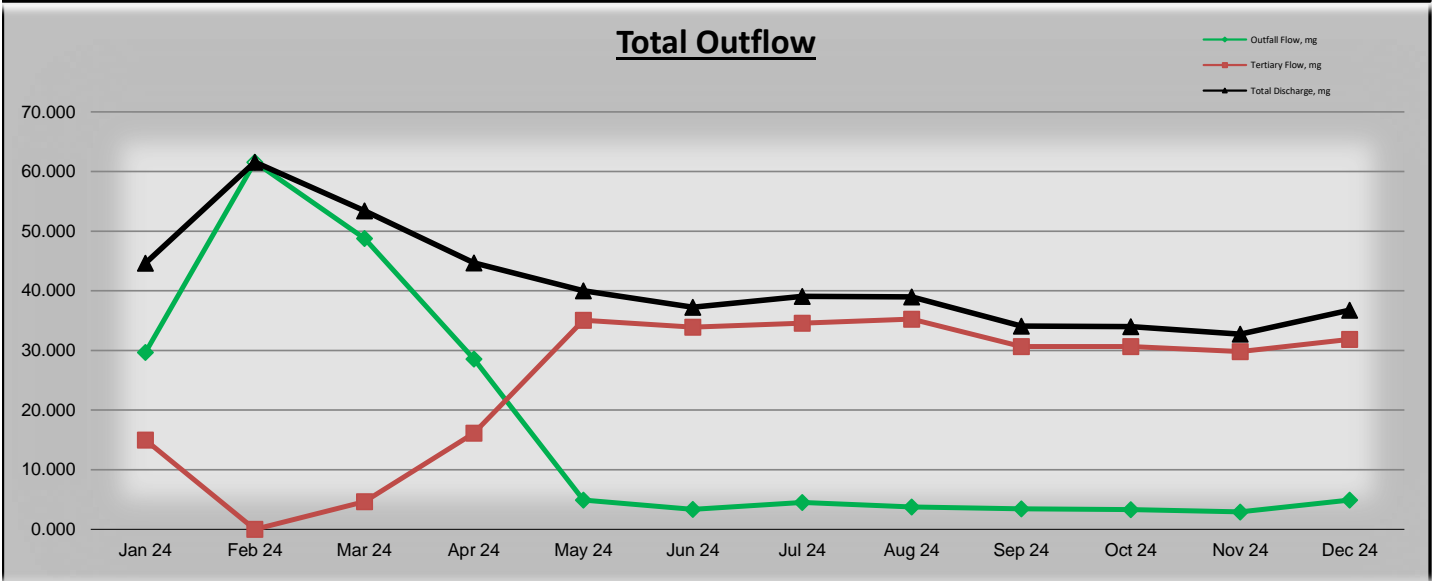
kW-h Per Acre Foot

	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	940.34	1159.32	1156.77	1178.47
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	1921.34	2018.55

MICROTURBINE SUMMARY

Month	Dec'24 kW-h	Nov'24	Oct'24	Sep'24	Accumulated Totals
Production, kW-h	21,577	23,146	20,544	22,389	1,529,569.00

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



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
Report for: November 2024	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.499	0.817	0.704	0.958	70.849	309.59	949.65
PBCSD Flow	10.080	0.336	0.268	0.552	29.151	162.26	497.72
Total Plant Flow	34.579	1.153	0.972	1.510	100.00	471.84	1447.37
Tertiary Flow	29.798	0.993	0.838	1.219	86.174	265.59	814.69
Ocean Discharge	2.928	0.098	0.074	0.152	8.468	194.81	597.59
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	265.59MG (814.69acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.81 BG (30.11 K acre-ft.)
12 Month Rolling Total Reclamation Production	295.01 MG (905.39 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Nov'24 kWh	Price per kWh	Nov'24	Oct'24	Sep'24	Aug'24
Secondary	73,938.00	\$ 0.241	\$ 17,820.02	\$ 17,868.70	\$ 21,994.59	\$ 23,660.40
Blowers	52,169.60	\$ 0.230	\$ 11,994.66	\$ 11,706.78	\$ 14,053.47	\$ 15,364.91
CAWD Total	126,107.60		\$ 29,814.68	\$ 29,575.48	\$ 36,048.06	\$ 39,025.31
Tertiary	73,297.12	\$ 0.254	\$ 18,598.92	\$ 18,328.58	\$ 25,670.78	\$ 27,565.08
MF/RO	107,508.00	\$ 0.293	\$ 31,526.28	\$ 33,897.62	\$ 31,490.91	\$ 34,093.82
Reclaim Total	180,805.12		\$ 50,125.20	\$ 52,226.20	\$ 57,161.69	\$ 61,658.90
Adjusted Monthly Totals (1)	CAWD Total		\$ 17,015.20	Reclamation Total		\$ 62,924.68

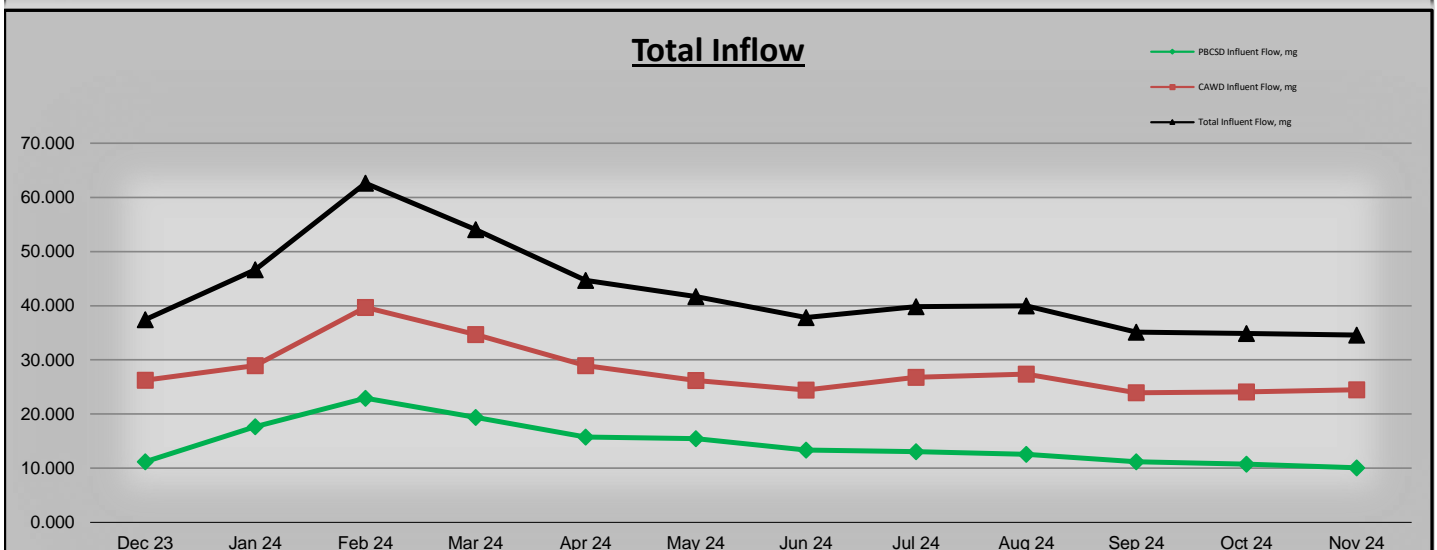
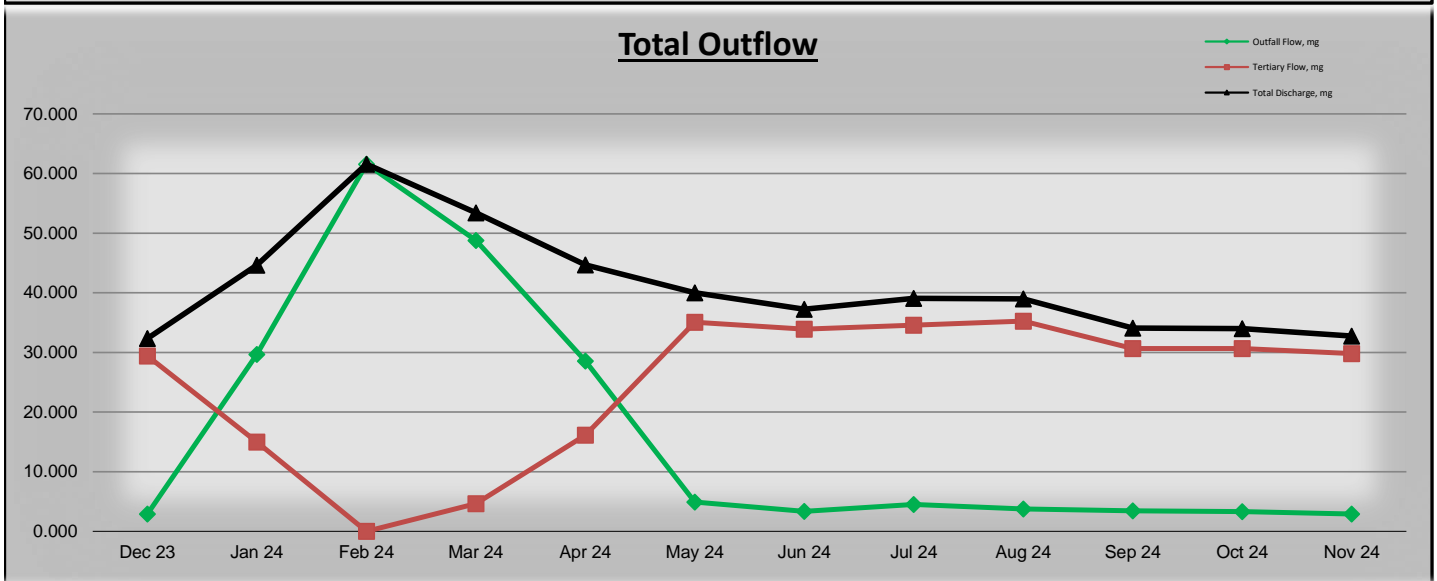
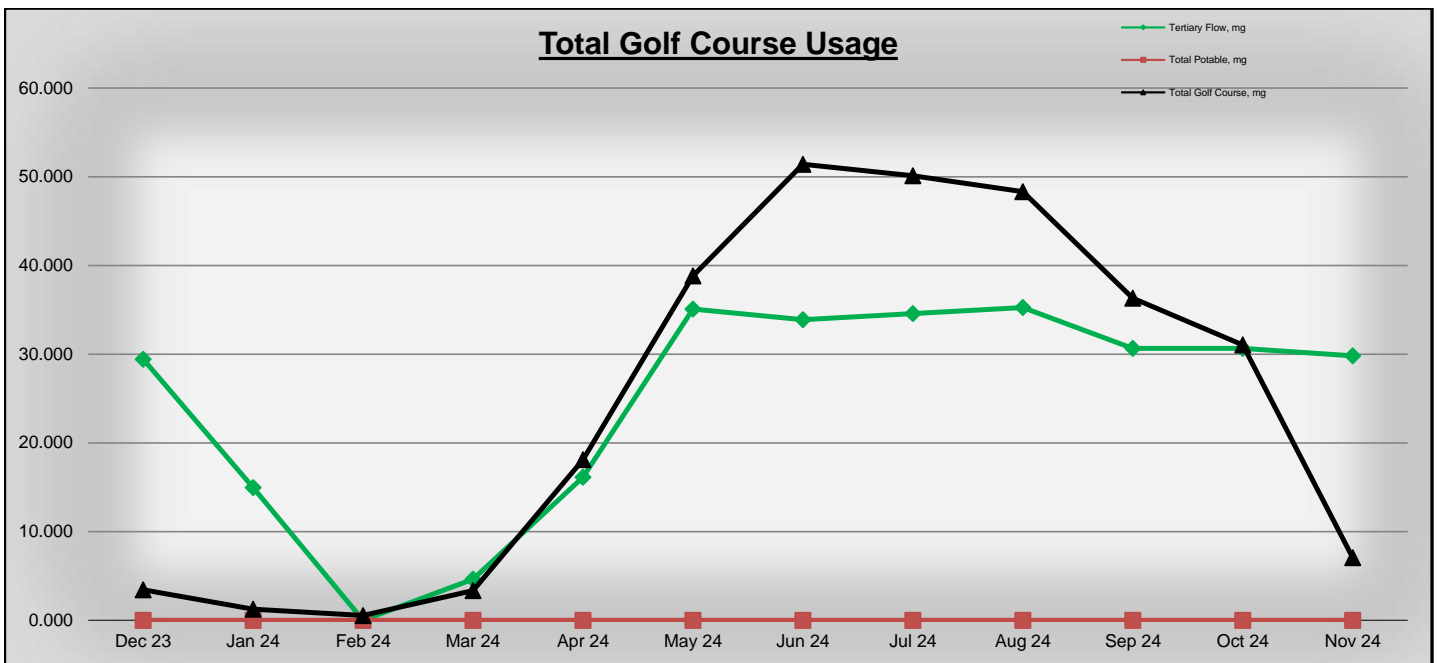
kW-h Per Acre Foot

	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	940.34	1159.32	1156.77	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	1921.34	N/A

MICROTURBINE SUMMARY

Month	Nov'24 kW-h	Oct'24	Sep'24	Aug'24	Accumulated Totals
Production,kW-h	23,146	20,544	22,389	19,735	1,507,992.00

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



Wastewater Treatment Facility Operations Report

Report for: October 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	24.098	0.777	0.709	0.825	69.130	285.09	874.50
PBCSD Flow	10.761	0.347	0.296	0.397	30.870	152.18	466.80
Total Plant Flow	34.859	1.124	1.005	1.222	100.00	437.27	1341.30
Tertiary Flow	30.660	0.989	0.879	1.121	87.954	235.79	723.29
Ocean Discharge	3.316	0.107	0.080	0.124	9.513	191.89	588.60
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	235.79MG (723.28acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.78 BG (30.01 K acre-ft.)
12 Month Rolling Total Reclamation Production	293.82 MG (901.74 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Oct'24 kWh	Price per kWh	Oct'24	Sep'24	Aug'24	Jul'24
Secondary	74,527.00	\$ 0.240	\$ 17,868.70	\$ 21,994.59	\$ 23,660.40	\$ 25,119.87
Blowers	51,644.08	\$ 0.227	\$ 11,706.78	\$ 14,053.47	\$ 15,364.91	\$ 15,002.30
CAWD Total	126,171.08		\$ 29,575.48	\$ 36,048.06	\$ 39,025.31	\$ 40,122.17
Tertiary	71,242.16	\$ 0.257	\$ 18,328.58	\$ 25,670.78	\$ 27,565.08	\$ 26,036.80
MF/RO	113,675.00	\$ 0.298	\$ 33,897.62	\$ 31,490.91	\$ 34,093.82	\$ 32,859.47
Reclaim Total	184,917.16		\$ 52,226.20	\$ 57,161.69	\$ 61,658.90	\$ 58,896.27
Adjusted Monthly Totals (1)	CAWD Total		\$ 16,822.32	Reclamation Total		\$ 64,979.36

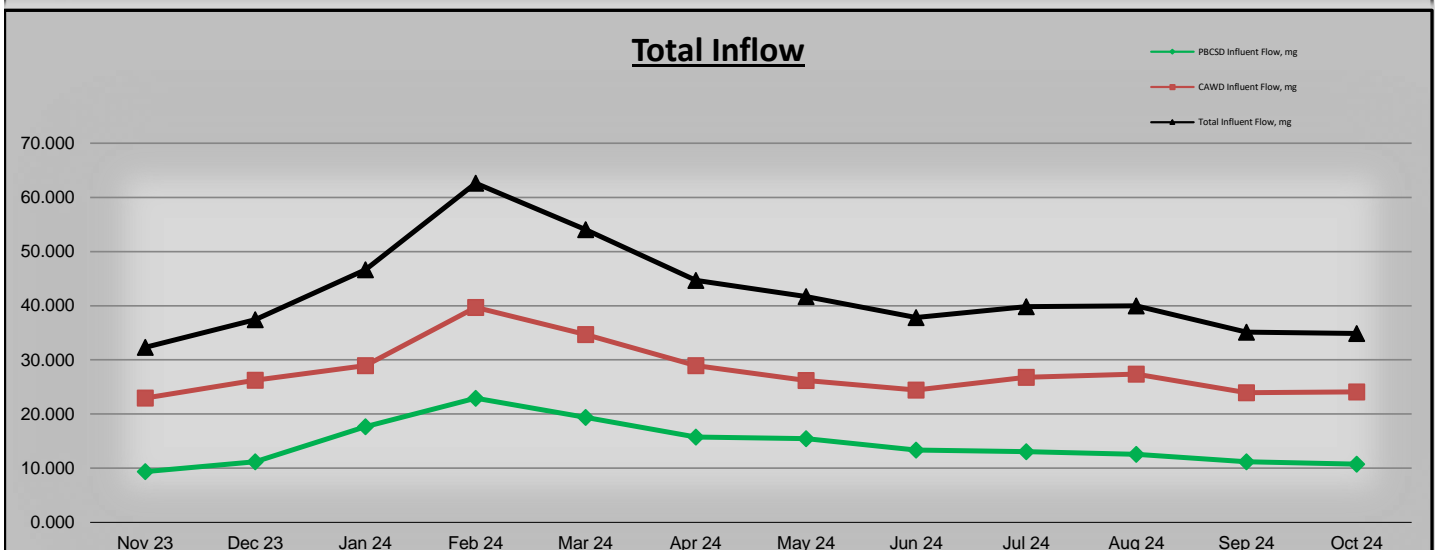
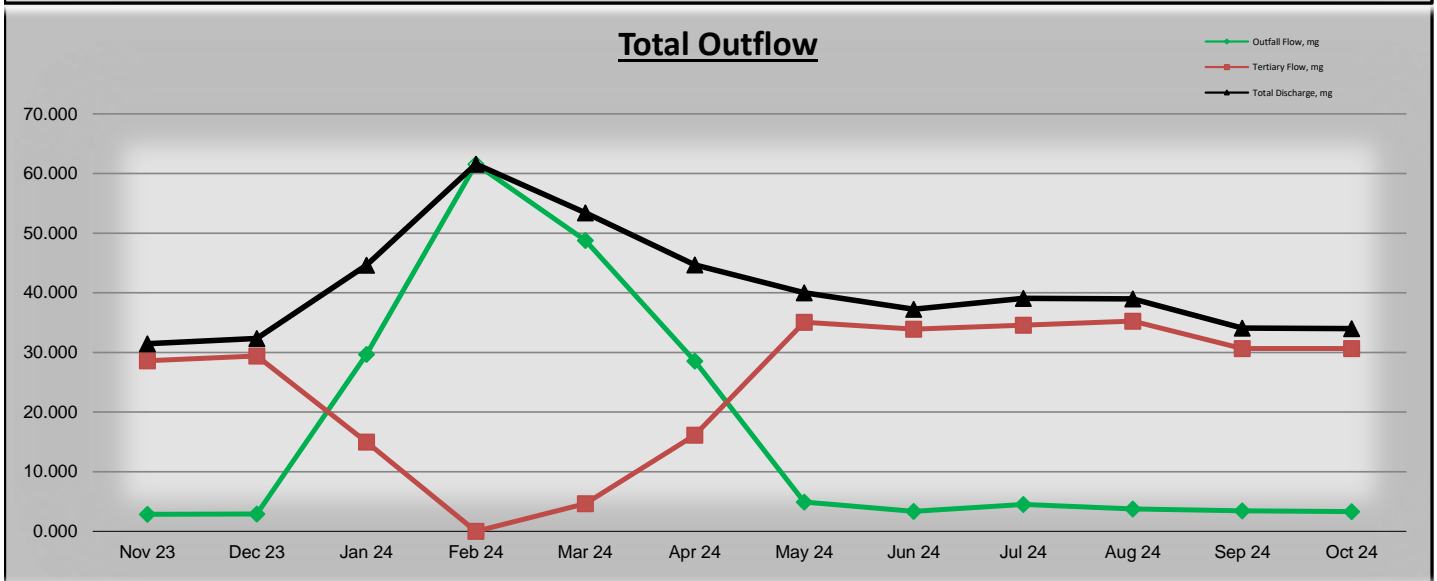
kW-h Per Acre Foot

	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	940.34	1159.32	1156.77	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	1921.34	N/A

MICROTURBINE SUMMARY

Month	Oct'24 kW-h	Sep'24	Aug'24	Jul'24	Accumulated Totals
Production, kW-h	20,544	22,389	19,735	5,021	1,484,846.00

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



STAFF REPORT



To: Board of Directors
From: Patrick Treanor, District Engineer
Date: January 30th, 2025
Subject: Monthly Lab Report

RECOMMENDATION

Receive Report - Informational only; no action required.

DISCUSSION

1. Two new lab analysts started in the lab and are doing a great job so far. They are looking forward to obtaining Lab Analyst certification through CWEA this coming year and learning everything they can about wastewater treatment and associated lab work.
2. CAWD engaged the services of an outside lab expert to help train new staff and work on improving the quality of the lab procedures in preparation for future accreditation.
3. Recruiting for a new Lab Manager is in progress.
4. Wastewater Public Health Surveillance Update: The following tables show a summary of wastewater plant influent public health surveillance testing.

<u>Viruses</u>	<u>Detected?</u>	<u>Current Trend</u>
SARS-CoV-2 (COVID)	Yes	Flat
Respiratory Syncytial Virus (RSV)	Yes	Elevated Flu Season Levels
Influenza A and B	Yes	Elevated Flu Season Levels
Monkey Pox Virus (MPKV)	No	N/A

Note: Samples taken twice per week at CAWD Wastewater Treatment Plant. Tests completed by Verily Life Sciences LLC.

<u>High Risk Substances</u>	<u>Detected?</u>	<u>Trend</u>	<u>Above/Below US Average</u>
Fentanyl	Yes	Variable Up/Down	Below
Methamphetamine	Yes	Variable Up/Down	Below
Cocaine	Yes	Variable Up/Down	Below
Xylazine (Tranq)	No	N/A	Below

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

FUNDING

N/A Information Only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	23	2024		2025		2026	
									H2	H1	H2	H1	H2	H1	H2
		Projects Implementation Plan Schedule													
		<u>Treatment Plant Capital Projects</u>													
18-28	1626.000	Perimeter Tree Plan and Implementation	Bandy	7/1/19	6/30/26	\$0	\$5,020	Reviewing Height of Existing Native Trees	Perimeter Tree Plan and Implementation						
19-18	1593.000	Perimeter Fencing	Bandy	7/1/22	12/31/25	\$25,000	\$74,801	Design/CEQA	Perimeter Fencing						
22-03	1639.000	WWTP Gas and Water Main Replacement	Bandy	5/2/22	6/30/26	\$300,000	\$478,944	30% Design	Gas and Water Main Replacement						
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/26	\$0	\$0	Pending County Funding Agreement	FREE Mitigation						
22-04	1642.000	CAWD Bridge Project	Treanor	3/1/21	2/29/28	\$0	\$12,994	Funding Strategy	CAWD Bridge Project						
22-06	1640.000	Vactor Receiving Station	Bandy	7/1/22	12/31/24	\$575,000	\$680,222	Construction Phase	Receiving Station						
		<u>Reclamation Capital Projects</u>													
22-05	14794	Reclamation 15-Year CIP Master Plan	Bandy	8/2/22	6/30/25	\$349,250	\$537,696	In Progress	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	\$300,000	\$1,015,235	Design Update In Progress	Carmel Meadows Sewer Replacement						
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Bandy	12/31/20	12/31/25	\$150,000	\$298,087	On Hold	Station Rehabilitation						
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Treanor	2/5/21	12/31/25	\$2,000,000	\$2,533,925	In Design / Permitting	Bursting - Ocean to Bay						
21-05	1637.000	Carmel Woods and Pescadero Sewer Improvements	Treanor	7/1/21	12/31/26	\$500,000	\$723,629	In Design / CEQA	Wood and Pescadero Sewer Improvements						
23-01	1643.000	Santa Rita & Gudalupe Pipeline Rehab	Treanor	1/1/23	12/31/25	\$2,500,000	\$2,653,098	Final Design/Bidding	Rita & Gudalupe Pipeline Rehab						
24-04		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	\$66,372,100	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	\$410,000	\$410,000	In Progress	2024 Sewer Pipe Repairs						
24-02	6140.005	2024 Manhole Coating	Treanor	1/1/24	12/31/24	\$460,000	\$460,000	On Hold	2024 Manhole Coating						
		<u>Assessment Districts/Annexations</u>													
19-08	1632.000	Carmel Valley Manor Pipeline and Pump Station	Treanor	7/3/18	3/31/24	\$0	\$0	Startup Phase	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	Cañada Village Subdivision						
		<u>Other Non-Capital Projects</u>													
		Workforce Now	Lauer			\$0	\$0	Time Card System Pilot							
		Real Property Investigation	Buikema			\$0	\$0	Ongoing							
		Cyber Security	Foley			\$0	\$0	Ongoing							

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2023		2024		2025		2026	
									H2	H1	H2	H1	H2	H1	H2	
24-03	1644.000	Artificial Intelligence Pilot Project	Foley			\$150,000	\$242,924	In Progress								
		Source Control Six Sigma	Treanor			\$0	\$0	Restaurant Plumbing Inspections In Progress								
22-01	5500.006	Long Term SLR Planning	Bandy	5/3/21	2/29/40	\$250,000	\$1,400,000	2023 Study Complete	Long Term SLR Planning							
20-05		River Watch Agreement	Treanor	2/21/20	2/21/24	\$0	\$0	Agreement Expired								
		Lab ELAP Accreditation	Treanor	9/2/24	3/27/26	\$0	\$0	In Progress	Lab ELAP Accreditation							



Treatment Plant Capital Project Summaries



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:	Bandy	
Status:	Reviewing Height of Existing Native Trees	
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: \$130,020	Cumulative Spent: \$5,020
	FY Budget: \$0	FY Spent: \$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:	To Be Determined (TBD)	



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: \$74,801	Cumulative Spent: \$66,843
	FY Budget: \$25,000	FY Spent: \$17,043
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:	Cumulative Spent:
	\$478,944	\$181,533
Financial:	FY Budget:	FY Spent:
	\$300,000	\$2,589
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	

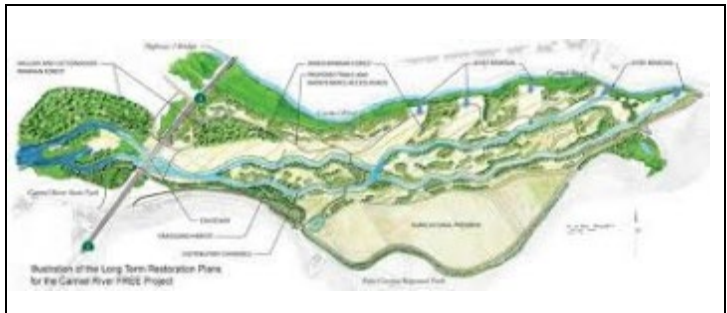


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	Pending County Funding Agreement	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Coastal Conservancy Grant Budget:	Cumulative Spent:
	\$750,000	\$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: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	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:	Cumulative Spent:
	\$12,994	\$14,824
Financial:	FY Budget:	FY Spent:
	\$0	\$1,830
**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:	Construction Phase	
Project Description:	Construct a new Vactor Receiving Station for the Collections Department and the disposal of waste collected in the vactor truck.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$680,222	\$188,378
Financial:	FY Budget:	FY Spent:
	\$575,000	\$83,157
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:	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: \$537,696	Cumulative Spent: \$91,609
	FY Budget: \$349,250	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:
	\$1,015,235	\$769,385
Financial:	FY Budget:	FY Spent:
	\$300,000	\$49,542
Permits Required:	Coastal Permit and Environmental Review	
Challenges:	Redirecting the sewer to the pump station without requiring ejector pumps.	
Schedule:	Design and Environmental Review completed 6/28/22. Construction on hold for permitting.	
Consultants:	TBD	
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:	Bandy	
Status:	On Hold	
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:
	\$298,087	\$148,087
Financial:	FY Budget:	FY Spent:
	\$150,000	\$0
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	Exemptions from CEQA and Coastal dependent on panel location requirements.	
Challenges:	Traffic Control, Panel Location away from bluff	
Schedule:	Construct 2023/2024 Fiscal Year	
Consultants:	TBD	
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 / Permitting	
Project Description:	Replace approximately 10,561 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:
	\$2,533,925	\$632,583
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$55,932
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:	Carmel Woods and Pescadero Sewer Improvements	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Design / CEQA	
Project Description:	Install new pipe in road to divert majority of flow from pipe on slope.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$723,629	\$263,308
Financial:	FY Budget:	FY Spent:
	\$500,000	\$24,287
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:	Treanor	
Status:	Final Design / Bidding	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$2,653,098	\$191,224
	FY Budget:	FY Spent:
	\$2,500,00	\$25,405
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	

Highlands Force Main Retrofits #24-04



Project Number:	24-04	
Project Name:	Highlands Force Main Retrofits	
Project Location:	Collection System	
Project Manager:	Bandy	
Status:	Study Phase	
Project Description:	Proposed pipeline repairs to existing flushing connections, and air release valves. Includes provisions for potentially connecting the Point Lobos sewer to the District sewer at a location closer to Point Lobos to allow existing Point Lobos Force Main to be transferred to CAWD as a backup pipeline.	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
	FY Budget:	FY Spent:
	\$0	\$0
Other Entities:	California State Parks	
Permits Required:	CalTrans Encroachment	
Challenges:	Construction along Hwy 1	
Schedule:	TBD	
Consultants:	MNS Engineers	
Contractor:	TBD	

Project ID	Project Name	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
1	Capital Schedule Project - Total Costs	\$1,851,888	\$1,800,000									
2	Administration	\$1,000,000										
3	Construction	\$851,888	\$1,800,000									
4	Construction - Sewer Line	\$851,888	\$1,800,000									
5	Construction - Sewer Line	\$851,888	\$1,800,000									
6	Construction - Sewer Line	\$851,888	\$1,800,000									
7	Construction - Sewer Line	\$851,888	\$1,800,000									
8	Construction - Sewer Line	\$851,888	\$1,800,000									
9	Construction - Sewer Line	\$851,888	\$1,800,000									
10	Construction - Sewer Line	\$851,888	\$1,800,000									
11	Construction - Sewer Line	\$851,888	\$1,800,000									
12	Construction - Sewer Line	\$851,888	\$1,800,000									
13	Construction - Sewer Line	\$851,888	\$1,800,000									
14	Construction - Sewer Line	\$851,888	\$1,800,000									
15	Construction - Sewer Line	\$851,888	\$1,800,000									
16	Construction - Sewer Line	\$851,888	\$1,800,000									
17	Construction - Sewer Line	\$851,888	\$1,800,000									
18	Construction - Sewer Line	\$851,888	\$1,800,000									
19	Construction - Sewer Line	\$851,888	\$1,800,000									
20	Construction - Sewer Line	\$851,888	\$1,800,000									
21	Construction - Sewer Line	\$851,888	\$1,800,000									
22	Construction - Sewer Line	\$851,888	\$1,800,000									
23	Construction - Sewer Line	\$851,888	\$1,800,000									
24	Construction - Sewer Line	\$851,888	\$1,800,000									
25	Construction - Sewer Line	\$851,888	\$1,800,000									
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34	Construction - Sewer Line	\$851,888	\$1,800,000									
35	Construction - Sewer Line	\$851,888	\$1,800,000									
36	Construction - Sewer Line	\$851,888	\$1,800,000									
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38	Construction - Sewer Line	\$851,888	\$1,800,000									
39	Construction - Sewer Line	\$851,888	\$1,800,000									
40	Construction - Sewer Line	\$851,888	\$1,800,000									
41	Construction - Sewer Line	\$851,888	\$1,800,000									
42	Construction - Sewer Line	\$851,888	\$1,800,000									
43	Construction - Sewer Line	\$851,888	\$1,800,000									
44	Construction - Sewer Line	\$851,888	\$1,800,000									
45	Construction - Sewer Line	\$851,888	\$1,800,000									
46	Construction - Sewer Line	\$851,888	\$1,800,000									
47	Construction - Sewer Line	\$851,888	\$1,800,000									
48	Construction - Sewer Line	\$851,888	\$1,800,000									
49	Construction - Sewer Line	\$851,888	\$1,800,000									
50	Construction - Sewer Line	\$851,888	\$1,800,000									

Photo: LT Capital Schedule

Project Number:	20-06	
Project Name:	Collections 15 -Year CIP	
Project Location:	Collection System	
Project Manager:	Treasor	
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: \$66M	Administration Costs: \$10M (20% engineering, legal, admin.)
Financial:	Cumulative 15YR Budget: EST \$66M	Cumulative Spent: N/A
	FY Budget: N/A	FY Spent: N/A
Reclamation Share:	0%	
Other Entities:		
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:	Treanor	
Status:	In Progress	
Project Description:	Miscellaneous repairs of existing pipes in the collection system	
Department:	Collections	
Financial:	Cumulative Budget: \$410,000	Cumulative Spent: N/A
	FY Budget: \$410,000	FY Spent: 0
Other Entities:	N/A	
Permits Required:	City and County Encroachment Permits	
Challenges:	Varied site conditions from location to location, as well as various types of deficiencies to repair throughout the collections system.	
Schedule:	2024 thru 2025	
Contractor:	TBD	



Photo: Inside of Sewer Manhole

Project Number:	24-02	
Project Name:	2024 Manhole Coating	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	On Hold	
Project Description:	Coating manholes to extend life span	
Department:	Collections	
Financial:	Cumulative Budget: \$460,000	Cumulative Spent: N/A
	FY Budget: \$460,000	FY Spent: 0
Other Entities:	N/A	
Permits Required:		
Challenges:		
Schedule:		
Contractor:	TBD	

Assessment Districts/Annexations

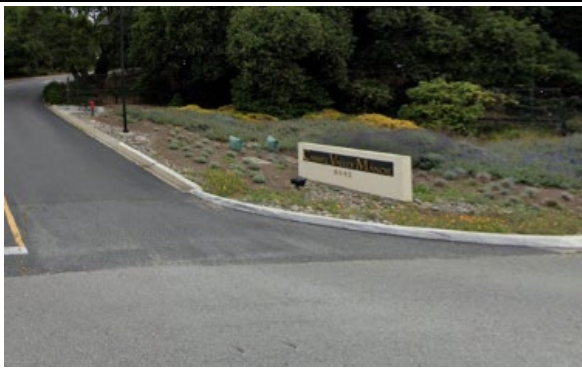


Photo: Entrance to Carmel Valley Manor

Project Number:	19-08	
Project Name:	Carmel Valley Manor Pipeline and Pump Station	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Startup Phase	
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
Other Entities:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	Various Private Land Owners	
Challenges:	County Encroachment Permit, Easements through Private Property, Environmental Review	
Schedule:	Funding, Repayment Agreement, easement agreements, Local Agency Formation Commission (LAFCO) annexation	
Consultants:	Construction Completion Anticipated in July 2024	
Contractor:	MNS and Rincon are working for Carmel Valley Manor	
	Monterey Peninsula Engineering	

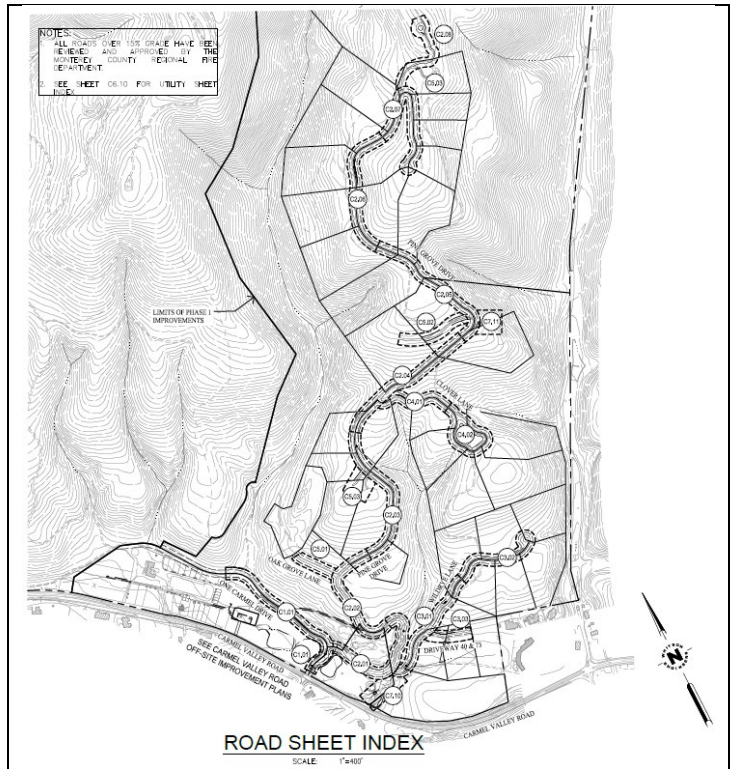


Photo: Map of September Ranch Subdivision

Project Number:	18-29	
Project Name:	September Ranch Subdivision	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	In Construction	
Project Description:	New housing subdivision is being built. Sewer infrastructure is being constructed by developer under jurisdiction of CAWD. Approximately 35 undeveloped lots.	
Department:	Collections	
Financial: this is an unbudgeted item-under repayment agreement	Cumulative Budget:	Cumulative Spent:
	\$0	\$
Other Entities:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	N/A	
Challenges:	Developer Obtained Permits	
Schedule:	Construction by developer.	
Consultants:	Construction in 2024	
Contractor:	MNS Engineers, Inc.	
	Don Chapin	

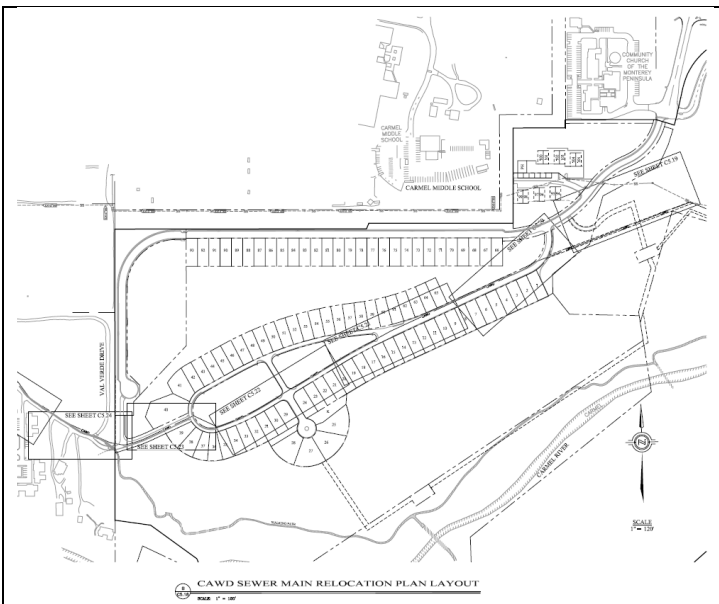


Photo: Location of Rancho Cañada Village Subdivision

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:
	FY Budget:	FY Spent:
Other Entities:	N/A	
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 ongoing	
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:
	\$0	\$0
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Challenges:	Ongoing training & the need for continual upgrades as skills of hackers grow.	
Schedule:	Continually updating	
Consultant:	Exceedio	

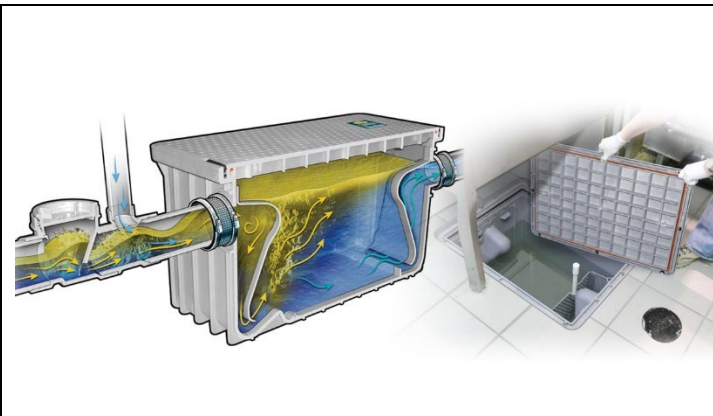


Photo: Grease Trap Graphic

Project Number:	N/A	
Project Name:	Source Control -Environmental Compliance -Six Sigma	
Project Location:	Collection System	
Project Manager:	Treanor	
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:	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:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>\$242,924</td> <td>Cumulative Spent:</td> <td>\$142,621</td> </tr> <tr> <td>FY Budget:</td> <td>\$150,000</td> <td>FY Spent:</td> <td>\$49,697</td> </tr> </table>	Cumulative Budget:	\$242,924	Cumulative Spent:	\$142,621	FY Budget:	\$150,000	FY Spent:	\$49,697
Cumulative Budget:	\$242,924	Cumulative Spent:	\$142,621						
FY Budget:	\$150,000	FY Spent:	\$49,697						
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 Fiscal Year (FY) 24-25.								
Consultants:	Enterprise Automation								



Photo: California coastline

Project Number:	22-01								
Project Name:	Long-Term Sea Level Rise Planning								
Project Location:	Treatment Plant								
Project Manager:	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:	<table border="1"> <tr> <td>Cumulative Budget:</td> <td>\$1,400,00</td> <td>Cumulative Spent:</td> <td>\$219,862</td> </tr> <tr> <td>FY Budget:</td> <td>\$250,000</td> <td>FY Spent:</td> <td>\$219,862</td> </tr> </table>	Cumulative Budget:	\$1,400,00	Cumulative Spent:	\$219,862	FY Budget:	\$250,000	FY Spent:	\$219,862
Cumulative Budget:	\$1,400,00	Cumulative Spent:	\$219,862						
FY Budget:	\$250,000	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:	Agreement Expired	
Project Description:	Work to satisfy the milestones in the agreement with River Watch.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	N/A	N/A
Financial:	FY Budget:	FY Spent:
	N/A	N/A
Reclamation Share:	0%	
Other Entities:	River Watch	
Permits Required:	none	
Challenges:	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: CAWD Lab

Project Number:	N/A	
Project Name:	Lab ELAP Accreditation	
Project Location:	Laboratory	
Project Manager:	Treanor	
Status:	In Progress	
Project Description:	State Water Quality Control Board Environmental Lab Accreditation Program (ELAP) ensures laboratories generate environmental and public health data of known, consistent, and documented quality to meet stakeholder needs.	
Department:	Laboratory	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$0	\$0
Financial:	FY Budget:	FY Spent:
	\$0	\$0
Permits Required:	N/A	
Challenges:	Current accreditation expires in December 2024. To properly apply for accreditation will require more than 1-year of preparation to account for conducting ongoing lab duties.	
Schedule:	Goal to apply for renewed accreditation in early 2026	
Consultants:	N/A	

STAFF REPORT



To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: January 30, 2025
Subject: Monthly Operations Reports – December 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 December.
- December 9, Operations worked with First Alam to upgrade the alarm call out panel that contacts the on-call operator.
- December 19, Operation staff assisted engineering in performing the annual Ocean Outfall inspection requirement.
- Collections continued the root foaming process on the collection system.

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needed maintenance for the Microfiltration (MF) and Reverse Osmosis Systems (ROS).
- MF cells #1, #2, and #3 were cleaned successfully with Trans Membrane Pressures (TMPs) pressures ranging between 1.8 to 5.5 pounds per square inch (psi).
- Staff performed Clean-in-Place protocol on RO Trains B during the month.
- RO Trains B and C are operationally set for 90 percent recovery of feed water.

Training:

- Staff participated in scheduled tailgate safety meetings in the digester building conference room.
- December 10, Operations Superintendent and Operations Supervisor attended in person annual Ethics Training.

Meetings Attended

- Weekly, Friday meetings with Sean Dingman on the new Mobile Maintenance Management Software. These meetings are designed to fine tune work orders, asset hierarchy, and general program navigation.
- Weekly, Tuesday meetings with the Klir program representative on organizing all of Carmel Area Wastewater District (CAWD) operational permits.
- Weekly, Wednesday progress meetings with the Principal Engineer and Monterey Peninsula Engineering on the Vactor Receiving Station construction.
- December 3, Operations Superintendent and other CAWD managers attended an in person and Zoom meeting for the 15 year Master Planning of the Wastewater Reclamation Project.
- December 4, Operations Superintendent and Maintenance Superintendent attended a Zoom meeting with representatives from Monterey Peninsula College to plan out the 2025 summer internship program that CAWD is sponsoring.
- December 12, Operations Superintended and Operations Supervisor attended a Teams meeting with Trussell Technologies to review Micro Filtration/Reverse Osmosis operational and mechanical activities for the last three months of operations.

Discharge Permit Violations

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

FUNDING-N/A-Informational item only

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: January 30, 2025
Subject: Monthly Maintenance Report – December 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

3 Water System Cla-Val Pressure Control Valve

The pressure control valve was replaced with a new unit. This valve was used for pressure control on the 3 water system that supplies washdown and process water to the plant. The system required an updated due to wear from constantly controlling pressure, which necessitated the valve replacement. The valve now functions as a pressure relief for the system.

Annual Boiler Maintenance

The annual boiler maintenance was completed with no issues. The system had wear components such as the flame detector replaced and the air/fuel ratio was calibrated to reduce emissions and ensure optimal efficiency.

Dissolved Air Flotation Thickener Bearing Service (DAFT)

Westech was onsite to assist District staff on maintenance of the main bearing for the DAFT. The bearing unit was replaced and the rest of the unit was inspected. Staff reviewed preventative maintenance (PM) schedules with factory technicians and made some adjustments to the weekly PM tasks such as draining the condensate line more often.

8th and Scenic Pump Station Meter Panel Replacement

The mild steel meter panel was replaced with a stainless-steel meter panel. The station is right next to the ocean and the salt air is harsh on electrical equipment.

Upcoming Maintenance Projects

Reclamation Train (A) Flowmeter Replacement

The reclamation facility was shut down on January 13th for scheduled maintenance. The flow meters will be replaced due to age. Train B and C flow meters were replaced in the last two years so this is the last set. The flow meters control the reverse osmosis train flow setpoints.

Collections Generator Audit

Staff are working on standardizing the electrical phase rotation of all the generators and pump stations. Previously portable generators were dedicated to a specific station but with the addition of portable generator connections at every station it is a best practice to standardize all the phase rotations. This will allow any District portable generator to provide power to any of the stations, even the stations with fixed generators, in the event of a generator failure.

Reclamation Pump Station Valves

Staff tested the valves after pulling the reclamation pump 932. Both the check valve and isolation valve did not fully close. Staff are working on replacement options for the valves.

Sodium Hypochlorite Reverse Osmosis Reject Flowmeter Replacement

The flowmeter is not working correctly and will be replaced. The unit is obsolete, so parts were not available. A new unit was ordered.

Microfiltration Feed Line Pipe Replacement

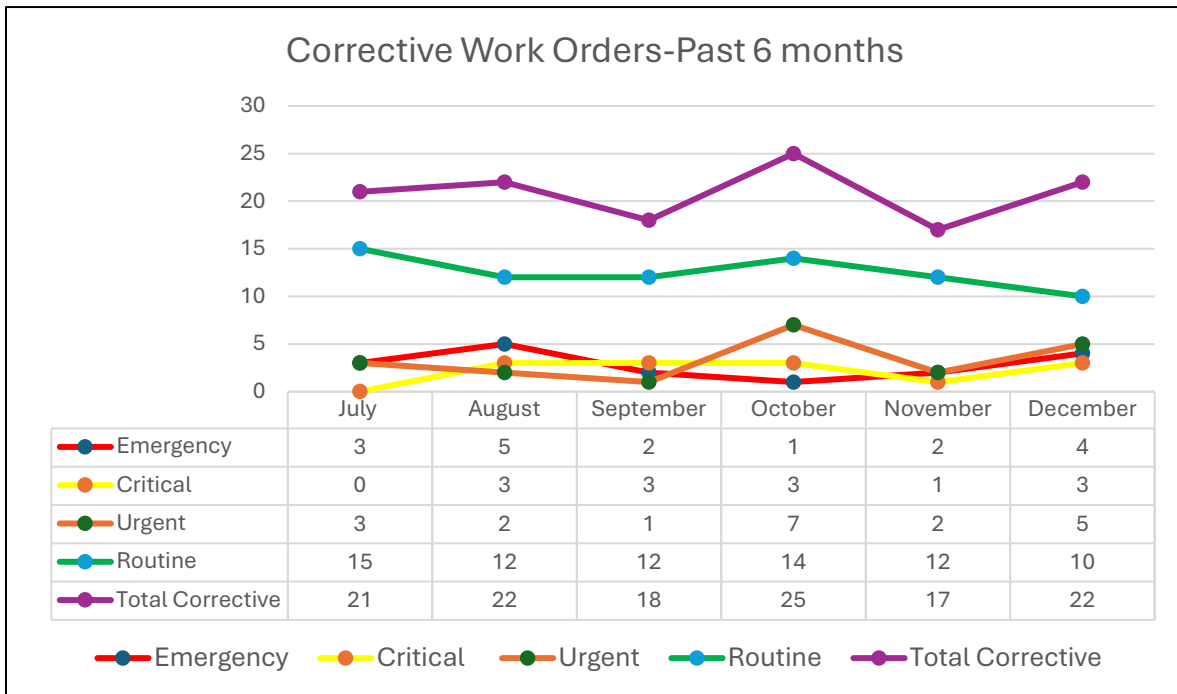
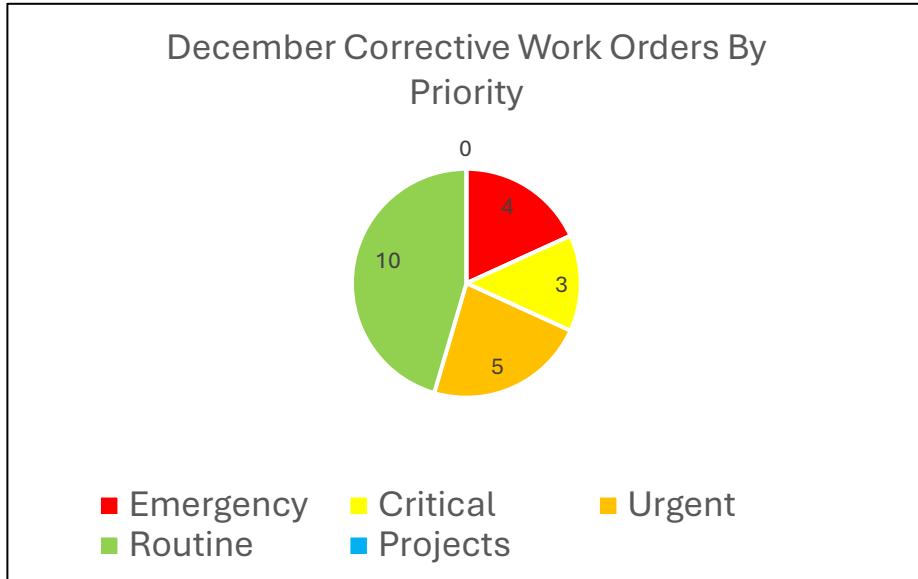
The feed line had a polyvinyl chloride (PVC) pipe failure. The pipe was repaired but to prevent future failures custom ductile iron spools were ordered to replace the PVC piping. Staff will replace the pipe when the system is shutdown for scheduled maintenance.

Work Order Metrics

Preventive Maintenance (December)

Total Work Orders Generated	55
Total Work Orders Closed/Done	50
Total Work Orders Still Open	5
Percentage of Work Orders Completed	91%

Corrective Maintenance



FUNDING-N/A- Informational item only

STAFF REPORT



To: Board of Directors
 From: Patrick Treanor, District Engineer
 Date: January 30th, 2025
 Subject: Source Control Update

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report is an update on Source Control activities associated with Fats, Oils, and Grease (FOG) discharge control activities.

Carmel Area Wastewater District (CAWD) conducted drainage fixture surveys at 6 restaurants/commercial kitchens in the past month. There has been a total of 73 restaurants inspected since the start of 2024 (about 100 restaurants total are in operation in the service area). These surveys are being conducted as part of an information gathering process within restaurants subject to CAWD’s grease control ordinances.

Below are the findings of the last round of inspections:

Restaurant	Fixtures Not Connected to Grease Trap	Grease Trap Undersized	Unlawful Disposal
Dametra	No	No	No
Carmel Foundation	Yes	Yes	Yes
Covey Grill	No	No	Yes
All Saints Episcopal Church	Yes	No	Yes
Tickle Pink Inn	Not a Commercial Kitchen		
Cypress Inn - Terry's Lounge	No	No	No

Note: "Yes" denotes a violation of CAWD Ordinances

FUNDING

N/A Information Only

Resolutions

Staff Report



TO: Board of Directors

FROM: Domine Barringer, Clerk to the Board

DATE: January 30, 2025

SUBJECT: Appointment of Board Clerk, and Board Clerk Pro Tem to the Board

DISCUSSION

The current terms of office for Board Clerk to the Board, and Board Clerk Pro Tem expire December 19, 2024.

In December when the Board appointed a President and Pro Tem for 2025 we managed to skip over the Board Clerk Position. To correct that minor error, it is necessary for the Board to appoint a Board Clerk and a Board Clerk Pro Tem, both for a one-year term commencing December 19, 2024.

RESOLUTION NO. 2025-02

A RESOLUTION APPOINTING A BOARD CLERK AND BOARD CLERK PRO TEM OF THE CARMEL AREA WASTEWATER DISTRICT, FOR A TERM OF ONE YEAR, COMMENCING ON DECEMBER 19, 2024

-oOo-

WHEREAS, as authorized by law, the Board of Directors of the Carmel Area Wastewater District has heretofore acted from time-to-time to appoint a Board Clerk and a Board Clerk Pro Tem;

NOW, THEREFORE, BE IT RESOLVED, following an election held by the Board of Directors this date, that:

_____ is hereby appointed Board Clerk of the Board for the period of one year (or until their successor is appointed);

_____ is appointed Board Clerk Pro Tem for the period of one year (or until their successor is appointed);

That each of the above terms of office or appointments shall commence on December 19, 2024 For Board Clerk _____ and Pro Tem _____; and

That the selection of the above-named Board Clerk & Pro Tem be announced and voted in by the Board, together with statistical facts regarding the Board, shall be reported to the California Secretary of State and to the County Clerk of Monterey County as required by Government Code §53051.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 30, 2025, 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

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: January 30, 2025

Subject: Recondition Reclamation Pump 932

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to purchase the repair parts and labor from R.F. Macdonald Co. in the amount of \$47,846 to recondition Reclamation Pump 932.

DISCUSSION

The Gould reclamation pumps provide water from the reclamation plant to the storage facilities in Pebble Beach. There are 3 pumps, and in normal operations 2 pumps are in use with one pump for redundancy. The pumps are original from the 2008 project.

Both pumps 931 and 933 were rebuilt in 2016. Pump 932 was selected as the first pump to be reconditioned since it has not had a rebuild. The process is to remove the pump and then have it cleaned and disassembled to assess what components require replacement. This work has been completed and an estimate for the complete repair is attached to this report. The pump requires the replacement of multiple components so that it will meet its original design specifications and prevent any component failures.

It is critical that this pump is reconditioned so that water can reliably be sent during the irrigation season.

R.F. Macdonald is the authorized distributor for Original Equipment Manufacturer Gould parts for our region. Quotes from other 3rd party vendors would not meet the required specifications to rebuild this pump.

Replacement of the pump is not a viable option due to extended lead times, which would create a high level of risk of not sending water during the irrigation season.

The pump is also in good enough condition to be rebuilt and the parts have a decent lead time of 6 weeks.

The estimated amount in the budget was \$25,000 in pump parts but the overall pump parts budget is \$70,150 so there are adequate funds without a budget adjustment.

The estimate did not include tax for the parts but it has been added to the request.

FUNDING

Reclamation Budget- Account 66190 Plant Pumps

Carmel Area WWTP
 Job Site: 3945 Rio Road
 Carmel, Ca. 93922
 Attention: Chris Foley
 (831) 257-0439
 Email: foley@cawd.org
 Subject: QUO-159840-C0M8P5

1/14/2025

RFM is pleased to offer the following proposal: Receive, O & I and Pump repair Goulds Pump less motor Model# 13 RHA 5 Stage, Sr# 620517-2

SCOPE

- Received pump at RFM Headquarters, disassembled, sent out for sandblast, Diagnose.
- O & I Pump, evaluate components needing repair and replace,
- RFM to Hire Transport for Pump, less Motor from RFM to Customer Job Site.
- Arrive at the job site and check in with the customer
- Perform LOTO and JSA with customer
- Install Pump using Customer supplied Crane.
- Work with Clients team and electrician to install motor on rebuilt Pump assembly
- Put the Pump into service and test.
- Check out with the customer and go over the work performed

Labor for Sand blasting, O&I and Reports (Work Performed Already)	\$ 8,990.00
Labor for Pump Repair, balance Transportation and Install.....	\$ 18,311.00
Parts needed for Repair.....	\$ 19,067.00

Notes and Clarifications:

- Customer to Rent Crane for this procedure and meet our crew onsite at pre-arranged time.
- Taxes not included, if applicable they will be added to the invoice.
- The quoted price is for work to be performed Monday through Friday 7:00 am-4:00 pm,
- Any permits or documentation by others.
- This proposal does not include any extra labor and materials that may be required to correct any condition pre-existing or found at the time of the work. No extra work will be performed without prior authorization.
- Parking for 2 vehicles will need to be available within a reasonable distance.

Thank you for the opportunity to quote on your requirements. We trust that we will be able to review this proposal with you at your convenience. In the meantime, if you have any questions or require additional information, please let me know.

Respectfully,

Brad McKay
Brad McKay
 Aftermarket Sales Engineer
 R.F.MacDonald Co.
 Cell (510) 774-6228
 Brad.mckay@rfmacdonald.com

SALE AND PAYMENT TERMS AND CONDITIONS

The following sets forth the sale and payment terms and condition policies of R.F. MacDonald Co. It constitutes the general agreement between R.F. MacDonald Co. (“R.F. MacDonald Co.”, the “Company” or “we”) and you, its customer, under which products, service, and parts are sold, credit is extended and payments are expected.

This policy supersedes all previous sales and credit, payment terms and conditions, and finance policies issued by R.F. MacDonald Co. and shall remain in effect until further notice. The company reserves the right to change this policy and agreement at any time.

EXTENSION OF CREDIT

Credit is one of the most important services R.F. MacDonald Co. offers to you as a customer. An open line of credit is established for you based upon your needs, financial strength, and history of meeting your credit obligations.

To ensure you the best possible prices and service, we must enforce a credit and collections policy based upon sound business principals and good judgment.

INVOICING AND PAYMENT TERMS

Payment Terms are 25% down payment, balance Net 30 (upon approval of credit) on all invoices unless other arrangements are made in advance of shipment. When opening a new account with an order, the Company may require payment with the initial order so as not to delay shipments while credit references and financial information are being reviewed. We reserve the right to suspend or terminate any further performance under this agreement or otherwise in the event payment is not made when due. **Quotes are valid for 30 days. Equipment will not be started up unless 90% of the purchase price of the equipment has been paid.**

Shipment Terms Unless otherwise specified in writing signed by an authorized representative of the Company, all shipments are Ex Works the manufacturer’s factory or R.F. MacDonald Co. warehouse as applicable. Title to the merchandise shall pass to the buyer upon delivery to the carrier and thereafter all risk of loss or damage shall be the buyers.

Service Charges We reserve the right to take action to collect any invoice which is not paid when due. We also assess a late payment SERVICE CHARGE on the day following the due date and monthly thereafter against all amounts remaining unpaid on each such date. Subject to any limitations that may be imposed by applicable law, the amount of this charge is 1½% of the amount remaining unpaid on each such date.

This policy will be applied to customers who permit their accounts to become delinquent. It is your responsibility to notify R.F. MacDonald Co. of any extenuating circumstances that may affect your payment and work out a solution. Please know that our interest lies not in collecting a service charge, but in receiving timely payments of your invoice.

Warranty on Equipment and Material Provided by Manufacturer:

You will rely solely on the warranty provided by the manufacturer. Your sole and exclusive remedy for breach of warranty shall be as provided in the manufacturer’s standard warranty.

R.F. MacDonald Co. makes no warranty express or implied of any kind. We do not claim fitness or merchantability or any other warranty, express or implied, nor is anyone else, whether employed by R.F. MacDonald Co. or not, authorized to do so on our behalf. We specifically disclaim the warranty of merchantability and the warranty of fitness.

You will be invoiced automatically for all materials and parts even though it may be an in-warranty transaction. Credit will be issued promptly on our receipt of proof of return, and, as long as the return is within the prescribed time limit and has been properly authorized. Please note that withholding payment of any invoice in anticipation of an in-warranty credit is not allowed with our terms of sale.

For any items or components proposed as a substitute to specified items, it is understood that the seller makes no guarantee that the products submitted will be accepted by the approving authority.

In no event shall R.F. MacDonald Co. be liable to you or any person, corporation or other types of legal entity for any special, direct, indirect, incidental, liquidated or consequential damage of any kind, including but not limited to, loss of products, loss of time, loss of use, loss of production, loss of savings or revenues, cost of replacement goods, labor costs or other charges in connection with product use or malfunction, the repair or replacement of defective parts whether such claims are alleged in strict liability, negligence, tort, contract or otherwise and even if R.F. MacDonald Co. is informed in advance of the possibility of such damages.



January 14, 2025

Limited Warranty on R.F. MacDonald Labor (If Applicable):

If you are retaining the services of R.F. MacDonald Co.'s service department, R.F. MacDonald Co. warrants that labor performed will be free from defects for one year from the completion of work. This limited warranty excludes remedy for damage or defect caused by accident, misuse, abuse, modifications not executed by R.F. MacDonald Co., improper or insufficient maintenance, or improper operation. Installation, operation, and maintenance shall be in accordance with the product manuals provided by the equipment manufacturer. R.F. MacDonald Co. shall be notified within ten (10) business days of first knowledge of defect by the owner or its agent. R.F. MacDonald Co. shall be given the first opportunity to make any repairs, replacements, or corrections to the defect within a reasonable period of time. R.F. MacDonald Co. makes no implied warranty of any kind. In no event shall R.F. MacDonald Co. be liable under this limited warranty or otherwise to you or any person, corporation or another type of legal entity for any special, indirect, incidental, liquidated or consequential damage of any kind.

CLAIMS

You are responsible for inspecting merchandise on receipt and for filing claims with the carriers for damage or loss. All claims for shortages and damages must be made in writing to the carriers within ten (10) days of receipt. We suggest you call the carrier immediately upon noticing any possible freight-related damage and arrange for an inspection before proceeding with unpacking. Photographs taken while the delivery truck is still on sight are recommended if possible.

Under no circumstances may you withhold payment or charge the Company for freight or warranty related claims.

No claim for expenses incurred for corrective work done on the merchandise provided by the Company will be considered or accepted unless specifically agreed to in writing, in advance of the work being done, by an authorized manager of the Company.

INFORMATION AND ASSISTANCE

If at any time you have a question on an invoice from the Company, a call or note to our accounting department will bring prompt action toward getting the problem resolved.

If it becomes necessary, at R.F. MacDonald Co.'s discretion, to take legal action to collect your account, R.F. MacDonald Co. shall be entitled to recover, in addition to any other recovery, its court costs, reasonable attorney's fees, and all other collection expenses.

If you have any questions regarding this policy, please contact our office.

We appreciate your business and look forward to providing you with reliable equipment, parts, and service.

Please acknowledge below your receipt and agreement to the provisions of this policy statement.

Return the original to:

**R.F. MacDonald Co.
25920 Eden Landing Road
Hayward
Phone 510-774-6228
Fax 510-784-1004**

Please send po to: harp.purchaseorders@rfmacdonald.com

APPLICABLE LAW: This agreement shall be governed by the substantive laws of the State of California

Acknowledged and Agreed To:

Company Name: _____
Signature: _____
Name/Title: _____
Date: _____

RESOLUTION NO. 2025-03

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT AMOUNT OF \$47,846 WITH R.F. MACDONALD CO. TO RECONDITION RECLAMATION PUMP 932

-oOo-

WHEREAS, the District requires the recondition of reclamation pump 932 to maintain operations of the reclamation pump station; and

WHEREAS, the District determined there is no substitute and must sole source in order to recondition the pump; and

WHEREAS, the District has determined the reclamation pump is a critical asset that requires a recondition to maintain the required level of service for the reclamation facility; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on January 30, 2025, that this proposal has merit and hereby authorizes the General Manager to recondition the reclamation pump 932 for fiscal year 2024-25 in an amount not to exceed \$47,846.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 30, 2025, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barriner, Board Clerk

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: January 30, 2025
Subject: Surplus Property & Disposition Report - 2024

RECOMMENDATION

It is recommended that the Board adopt a resolution accepting the 2024 Surplus Property and Disposition Report

DISCUSSION

As part of the surplus policy staff is required to provide the board with a summary. The goal is to provide a transparent and fair method to dispose of surplus items while maximizing the value received from the sale of the surplus inventory. The 2024 Surplus Property Surplus and Disposition Report contains a summary of the items sold during 2024. These assets have been deemed no longer useable/utilized at the District. The Maintenance team completed a thorough inventory review and advertised items for resale at GovDeals.

- GovDeals (3rd party website) processes transactions: GovDeals is an online marketplace for governmental agencies to sale surplus assets to the public on a secure and transparent platform. GovDeals posts the items on their website and the fees are all paid by the buyer of the item. By using a 3rd party site it eliminates even the perception of unfair sales.
- The District received \$47,677 in the disposition of assets in 2024 which were posted to the general fund(see detailed list below).
- The system works well and allows staff an efficient method for disposing of assets while maximizing the value of surplus assets.

<i>Items Sold on GovDeals</i>	<i>Price</i>
Taylor Dunn Cart	\$335
2004 Chevrolet Silverado	\$5,400
2016 Kenworth Jetter Truck	\$30,000
Dionex lab equipment	\$825
Big Tex Trailer	\$1,325
Air Compressor with trailer & Jack Hammer	\$3,701
Lot of PLC parts	\$131
2015 Ford F250	\$5,010
Pump	\$130
Swing Check valves-3	\$500
Lot of tools	\$320
<i>Total</i>	<i>\$47,677</i>

FUNDING

Revenue Deposited in District General Fund

RESOLUTION NO. 2025-04

A RESOLUTION ACCEPTING THE 2024 SURPLUS PROPERTY &
DISPOSITION REPORT

-oOo-

WHEREAS, the District requires transparency of surplus property through an annual disposition report; and

WHEREAS, the District has designated surplus property as no longer useable/utilized by the District and sold in order to maximize value of surplus property; and

WHEREAS, the District has determined the surplus sales are fair and available to the public; and

WHEREAS, the District has posted an annual disposition of surplus property sold in 2024; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on January 30, 2025, that surplus property was properly sold.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 30, 2025, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White. President of the Board

ATTEST:

Domine Barriner, Board Clerk

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: January 30th, 2025

Subject: Project #23-01 - Contract for Construction Phase Engineering and Public Outreach Services for the Santa Rita and Guadalupe Sewer Replacement Project - MNS/TBC - \$231,715

RECOMMENDATION

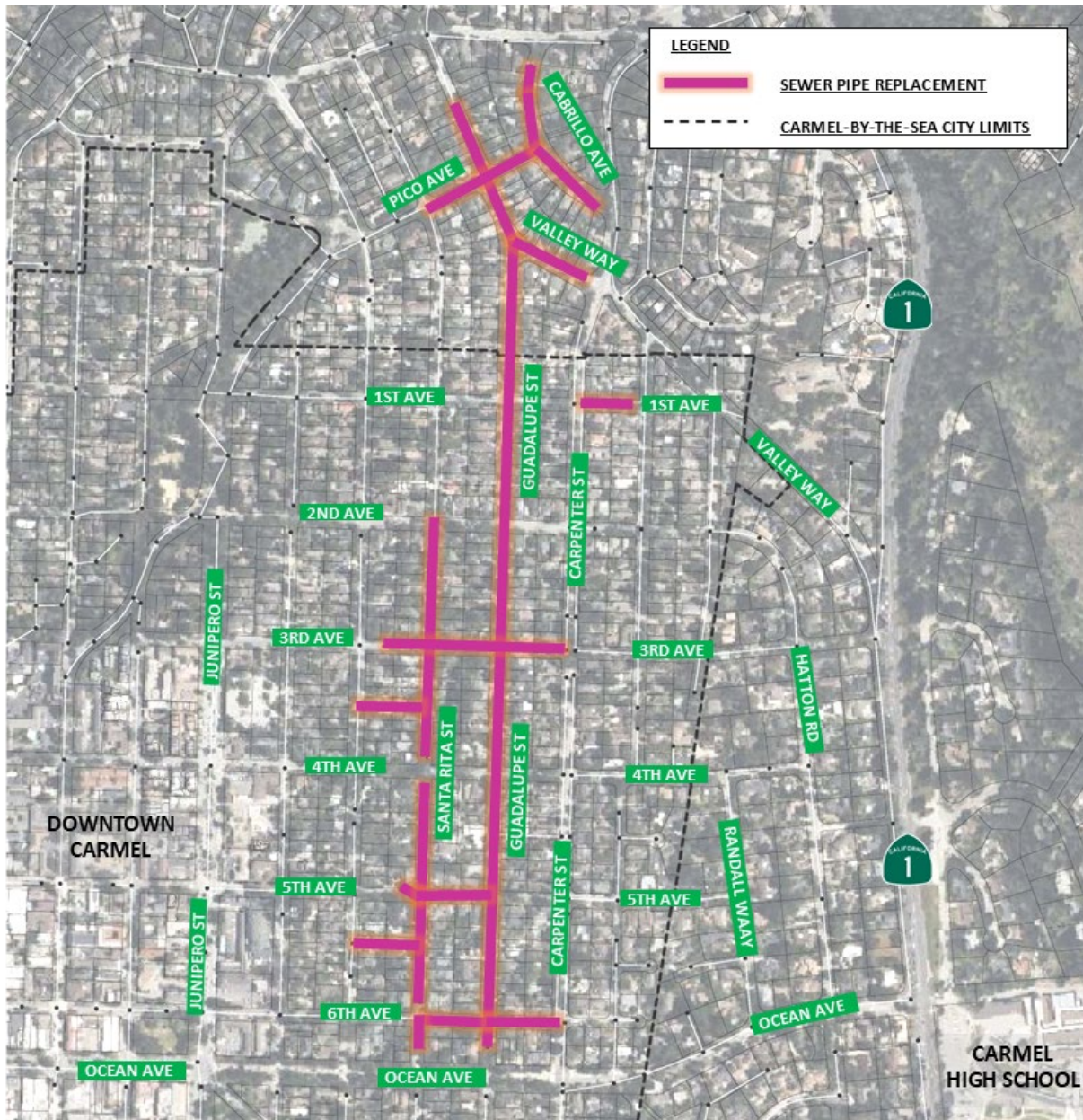
It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a Contract Amendment with MNS Engineers, Inc. for construction phase engineering and public outreach services for a not to exceed price of \$231,715 for the Santa Rita and Guadalupe Sewer Main Replacement Project.

DISCUSSION

The Santa Rita and Guadalupe Sewer Main Replacement project consists of the replacement of approximately 1.6 miles of gravity sewage pipelines serving residential parcels. The proposed project is part of CAWD's infrastructure upgrade program to replace aging infrastructure and provide better reliability for CAWD's customers in and around the project area.

MNS will provide office engineering support during the bidding phase and the construction phase including: submittal review, weekly construction meeting attendance, record drawing completion, change order assistance, etc. The contract with MNS will also include subcontract services from TBC Communications and Media to provide public outreach during construction including: project signage, direct communications to residents notifying when work will occur (door hangers, emails, mailers), news media outreach, public hotline management, community meetings, etc.

The scope of work from MNS does not include construction management (CM) and onsite inspections. Staff are soliciting other firms to engage for CM and inspections.



Santa Rita and Guadalupe Sewer Main Replacement Project Map

FUNDING

The Collections Capital Improvement Projects Budget currently includes \$2.5M in FY24/25 and \$1.5M in FY25/26.

Attachment:

1. Proposal – MNS Engineers, Inc.

January 14, 2024

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

SUBJECT: Amendment No. 2 for Professional Engineering Services – Santa Rita St. and Guadalupe St. Sewer Main Replacement – Construction Phase Services

Dear Mr. Treanor:

Thank you for the opportunity to submit this Amendment No. 2 for construction phase services for the Santa Rita St. and Guadalupe St. Sewer Main Replacement Project (Project) for the Carmel Area Wastewater District (District or CAWD). MNS Engineers, Inc. (MNS) offers our qualified team to provide construction phase services for this Project.

Project Understanding

The District retained the services of MNS to prepare contract documents for the replacement of approximately 8,715 linear feet (lf) of existing gravity sewers along Santa Rita St., Guadalupe Street, and the surrounding areas. MNS is in the process of completing 100% design documents for the Project.

It is our understanding that District would like MNS to provide engineering support during the construction phase of the Project. Construction is expected to start in the first quarter of 2025. The District has indicated that additional sewer main replacement work may be added to the contract by change order during construction.

Scope of Work

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

Task 1 – Project Management

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

Task 6 – Bid Phase Services

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

MNS DETAILS

LEGAL NAME

MNS Engineers, Inc.

FIRM OWNERSHIP TYPE

C-Corporation

YEAR FIRM ESTABLISHED

1962

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS

DIR No. 1000003564

CORPORATE OFFICE

201 N. Calle Cesar Chavez,
Suite 300

Santa Barbara, CA 93103

805.692.6921 Office/Fax

mnsengineers.com

LOCAL OFFICE

811 El Capitan Way, Suite 130

San Luis Obispo, CA 93401

(805) 787-0326

PROJECT CONTACT / AUTHORIZED SIGNATURE

Nick Panofsky, PE

Vice President

(805) 722-2734

Npanofsky@MNSengineers.com

Task 7 – Construction Phase Services

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

Subtask 7.1: Project Communication and Coordination

MNS has teamed with TBC Communications & Media (TBC), led by Steve Thomas, to provide public outreach support for the Project. The full scope of TBC's services is detailed in the attached proposal. The MNS Project Manager will oversee project communication and coordination between TBC, the District, residents, contractor, and construction manager throughout the construction phase. TBC will provide weekly updates to the District, specifically identifying anticipated public impacts for the upcoming week.

Subtask 7.2: Construction Meetings

MNS' Project Manager will attend the pre-construction meeting virtually. We have also budgeted 20 hours for the Project Manager, and 60 hours for an Associate Engineer to attend weekly meetings during construction.

Subtask 7.3: Submittal Review

MNS will review the Contractor's shop drawings and submittals for conformance with the Project drawings and specifications. For budgeting, we have assumed 16 submittals, with 8 requiring re-submittal. We will prepare a Shop Drawing Review Letter (SDRL) for each submittal and maintain a Submittal Log. We have assumed all submittals and SDRLs will be transmitted electronically.

Subtask 7.4: Responses to Contractor RFIs

MNS will prepare responses to requests for information/clarification (RFI/RFCs) forwarded by the Agency from the Contractor, or develop recommendations based on changed field conditions. We have assumed responses will be prepared for a total of 25 RFIs/RFCs.

Subtask 7.5: Construction Site Visits

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

Subtask 7.6: Change Order Management

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

Subtask 7.7: Record Drawing Preparation

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

Subtask 7.8: Optional Additional Services

At the request of the District, a budget of \$20,000 has been established to provide additional professional services in support of the Project on an as-needed basis. Budget associated with this task will not be utilized without written authorization from the District. Work will be completed on a mutually agreeable schedule.

Deliverables:

- SDRLs (24)
- Responses to RFIs (25)
- Project Punch List
- Record Drawings

Assumptions

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

- The District will serve as the construction manager throughout the duration of Project construction. The District will retain the services of a third party construction inspector to act as the District representative during construction. The District’s construction inspection firm will be responsible for leading weekly meetings, and be responsible for set-up and ongoing management and maintenance of a construction management information system (CMIS).

Compensation

MNS proposes to perform the services described herein for a not-to-exceed fee estimate of **\$231,715**. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the 2025 MNS Standard Fee Schedule also provided as an attachment.

Task	Fee
Task 1 – Project Management	\$20,800
Task 6 – Bid Phase Services	\$8,320
Task 7 – Construction Phase Services	\$202,595
Total	\$231,715

Closing

Thank you for the opportunity to submit this proposal. We are excited and look forward to working with the District. Please feel free to contact me with any questions you may have about our submittal at 805.722.2734 or npanofsky@mnsengineers.com. Thank you for your consideration.

Sincerely,
MNS Engineers, Inc.



Nick Panofsky, PE
 Vice President – Water Resources

Attachments: MNS Fee Schedule
 Fee Estimate Spreadsheet
 TBC Proposal



2025 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$360
Senior Project/Program Manager.....	340
Project/Program Manager.....	290
Assistant Project/Program Manager.....	270
Senior Project Coordinator.....	205
Project Coordinator.....	175

ENGINEERING

Principal Engineer.....	\$320
Lead Engineer.....	285
Supervising Engineer.....	270
Senior Project Engineer.....	250
Project Engineer.....	220
Associate Engineer.....	200
Assistant Engineer.....	185

SURVEYING

Principal Surveyor.....	\$295
Lead Surveyor.....	285
Supervising Surveyor.....	242
Senior Project Surveyor.....	220
Project Surveyor.....	195
Associate Project Surveyor.....	185
Assistant Project Surveyor.....	170
Party Chief (PW).....	200
Chainperson (PW).....	170
One-Person Survey Crew (PW).....	235

TECHNICAL SUPPORT

CADD Manager.....	\$220
Supervising Technician.....	190
Senior Technician.....	180
Engineering Technician.....	135

DIRECT EXPENSES

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

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classifications will be charged at 1 x hourly rate.

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$350
Senior Construction Manager.....	305
Senior Resident Engineer.....	280
Resident Engineer.....	265
Structure Representative.....	265
Construction Manager.....	245
Assistant Resident Engineer.....	225
Sr. Construction Inspector (PW).....	195
Construction Inspector (PW).....	185
Office Administrator.....	140

PLANNING

Planning Director.....	\$250
City Planner/Planning Manager.....	230
Principal Planner.....	215
Senior Planner.....	200
Associate Planner.....	170
Assistant Planner.....	140
Planning Technician.....	120

ADMINISTRATIVE SUPPORT

Senior Management Analyst.....	\$205
Management Analyst.....	175
IT Technician.....	160
Graphics/Visualization Specialist.....	170
Administrative Assistant.....	110

GOVERNMENT SERVICES

City Engineer.....	\$280
Deputy City Engineer.....	250
Assistant City Engineer.....	235
Plan Check Engineer.....	195
Permit Engineer.....	185
City Inspector.....	175
Senior City Inspector (PW).....	195
City Inspector (PW).....	185
Principal Stormwater Specialist.....	200
Senior Stormwater Specialist.....	190
Stormwater Specialist.....	180
Stormwater Technician.....	160
Building Official.....	265
Senior Building Inspector.....	210
Building Inspector.....	185
Senior Grant Writer.....	200
Grant Writer.....	190
Associate Grant Writer.....	170
Assistant Grant Writer.....	150

Carmel Area Wastewater District
 Santa Rita St and Guadalupe St Sewer Main Replacement
 Amendment No. 2



		PM ENGINEERING			Total Resource Hours	Total Hours* Rates	SUBCONSULTANTS						
		Principal Engineer	Associate Engineer	Assistant Engineer			Subconsultant Participation	TBC Communications	Total Subconsultant Costs				
	2025 Rate	\$320	\$200	\$185									
1 – Project Management	Task 1												
1.1 Project Management	Task 1.1	40	40		80	\$20,800	Task 1.1	\$0	\$0	Task 1.1	\$20,800	\$0	\$20,800
	Task 1 Subtotal	40	40	0	80	\$20,800		\$0	\$0		Task 1 Subtotal	\$20,800	
6 – Bid Phase Services	Task 6						Task 6				Task 6		
6.1 Bid Phase Services	Task 6.1	16	16		32	\$8,320	Task 6.1	\$0	\$0	Task 6.1	\$8,320	\$0	\$8,320
	Task 6 Subtotal	16	16	0	32	\$8,320		\$0	\$0		Task 5 Subtotal	\$8,320	
7 – Construction Phase Services	Task 7						Task 7				Task 7		
7.1 Project Communication and Coordination	Task 7.1	8	16		24	\$5,760	Task 7.1	\$74,500	\$74,500	Task 7.1	\$5,760	\$85,675	\$91,435
7.2 Construction Meetings	Task 7.2	20	60		80	\$18,400	Task 7.2	\$0	\$0	Task 7.2	\$18,400	\$0	\$18,400
7.3 Submittal Review (24)	Task 7.3	16	56		72	\$16,320	Task 7.3	\$0	\$0	Task 7.3	\$16,320	\$0	\$16,320
7.4 Responses to Contractor RFIs (25)	Task 7.4	16	60		76	\$17,120	Task 7.4	\$0	\$0	Task 7.4	\$17,120	\$0	\$17,120
7.5 Construction Site Visits	Task 7.5	6	12		18	\$4,320	Task 7.5	\$0	\$0	Task 7.5	\$4,320	\$0	\$4,320
7.6 Change Order Management Support	Task 7.6	16	40	24	80	\$17,560	Task 7.6	\$0	\$0	Task 7.6	\$17,560	\$0	\$17,560
7.7 Record Drawing Preparation	Task 7.7	16	32	32	80	\$17,440	Task 7.7	\$0	\$0	Task 7.7	\$17,440	\$0	\$17,440
7.8 Optional Additional Services	Task 7.8				0	\$0	Task 7.8	\$0	\$0	Task 7.8	\$20,000	\$0	\$20,000
	Task 7 Subtotal	98	276	56	430	96,920		\$74,500	\$74,500		Task 7 Subtotal	\$202,595	
Sub-Total	Hours	154	332	56	542	\$126,040	Sub-Total	\$74,500	\$74,500	Grand Total	\$146,040	\$85,675	\$231,715
	Cost	\$49,280	\$66,400	\$10,360									

11/12/24

**MNS Engineering
201 N. Calle Ceasar Chavez
Suite 300
Santa Barbara, CA 93103
Attn: Nicholas Panofsky
Re: CAWD Santa Rita and Guadalupe Construction Outreach Proposal**

Dear Nicholas,

Since 2022, TBC Communications & Media has worked in concert with MNS Engineering on several Carmel Area Wastewater District (CAWD) projects. Given this extended and positive relationship we are pleased to submit this proposal for Construction Outreach and Communications for the Santa Rita and Guadalupe Sewer Replacement Project in Carmel, CA.

Carmel is a city rich in tradition and idiosyncrasies. A small town with a world-wide appeal, the residents and visitors to the city have come to expect an elevated and quiet experience. Given the complex, and at times tenuous relationship with public utility projects, the importance of timely, accurate and comprehensive public communication is critical for the Santa Rita and Guadalupe project to be deemed a success. Coupled with CAWD's other public facing projects, ensuring the residents, public serving entities and other services are informed in advance and in an ongoing manner is no small task.

TBC Communications & Media has a proven track record of delivering the type of mission-critical construction outreach and communications consulting needed for a project of this type. From our work on the controversial Pure Water Monterey Project to the ongoing Contra Costa Canal Replacement Project, TBC has delivered when it matters most.

Contained in this packet is a comprehensive task/deliverable oriented timeline and associated hourly costs presented in a phased approach. We feel this proposal addresses the frequency and details requested by the residents, delivered via traditional and digital platforms.

We thank you for your trust in TBC Communications

Sincerely,

**Steve Thomas
President and Partner**

MNS Engineering
Proposed Santa Rita and Guadalupe Sewer Replacement Project Construction
Outreach Deliverables R1
Carmel Area Wastewater District

The following proposal is based on an anticipated construction window of approximately March 2025 – November 2025 which includes four (4) weeks of contingency. Preplanning work will commence upon approval of contract.

Phase 1: Project Outreach Pre-Planning – 2-3 Weeks

Phase 1 will consist of pre-planning for pre, concurrent and post construction outreach. TBC Communications will work with MNS Engineering and the yet to be named General Contractor to develop the following:

- Construction Outreach Timeline
- Project Communications Plan
- Construction Communications Deliverables Checklist

Phase 2: Project Outreach Pre-Construction Deliverables: 2-3 Weeks

Phase 2 will consist of the development, design, printing and publishing of identified construction outreach materials including but not limited to:

- Homeowner Flyers – Information mailed to homeowners at 6 week and 3 week marks
- Homeowner Doorhangers – Information direct dropped at residence 1 week prior
- Webpage Index including:
 - a) 3 Week Look Ahead Schedule
 - b) Progress Map
 - c) Project Email Comment Collection
- Email Template
- Project Signage
- Street Detour Signage (As Needed)
- Community and Press Update Template
- Schedule Community Meeting to Update Homeowners on Timeline
- Contractor Communication Cards
- Update Project Talking Points

Phase 3: Pre-Project Communication: February 1-15

- Hold Community Update Meeting
- Contact Press
- Contact Public Serving Entities Including but not limited to:
 - a) City of Carmel
 - b) Carmel Police & Fire
 - c) Green Waste
 - d) Local non-emergency medical transportation agencies
 - e) Meals on Wheels
- Begin 3 Week look ahead meetings with MNS, GC and CAWD
 - a) Discuss Specific Resident/Homeowner Needs
 - b) Discuss Traffic Plan and Place Signage

Phase 4: Concurrent Construction Outreach: Begins March 2025 – October 2025

Concurrent Construction Outreach involves communicating to residents and local officials during the construction process. This should include regular schedule and task updates as well as any change alerts as necessary.

- Launch Construction task and timeline section of webpage.
 - a) Update on weekly basis
 - b) Upcoming disruptive work
- Communicate disruptive work 1 week prior if possible.
 - a) Utilize doorhanger/flyer and email if necessary
 - b) Alert local authorities as needed
- Check in with contractor re: special parcel needs 1-2 days prior to work commencement.
- Pictures and Video should be taken of work throughout process.
- Provide Outreach Report 1 week prior to monthly CAWD BOD Meeting
- Weekly Email to Residents
- Ongoing Hotline Monitoring and Response

Phase 5: Final Construction Outreach: October – November 2025

Following completion of sewer replacement, streets will be repaved by a sub-contractor of the GC. TBC will continue to coordinate with the team to ensure the public is informed of the final project stages and anticipated full road closures.

- Final mailer to residents regarding street paving
- Final email to residents regarding street paving
- Update to webpage regarding hard road closures
- Outreach to Public Serving Entities regarding road closures
- Creation of paving related door hanger
- Creation of project video
- Creation of Thank You signage and mailed material.
- Any additional as needed outreach materials

Proposed Project Cost:

Project deliverables will be billed on a Time and Materials basis. This will include the following TBC Communications & Media Staff and their associated hourly rates:

Steve Thomas	Project Management and Client Interface	250.00
Lisa Thomas	Strategic Communications	225.00
Jessica Biller	Community and Press Management	175.00
	Graphic Design	150.00
	Videography & Editing	150.00
	Website Design	125.00
	Research	65.00

Phase 1: 7,500.00

Category	Hours	Total
Project Management and Client Interface	22	5500.00
Strategic Communications	1	225.00
Comm and Press Management	2	175.00
Graphic Design	4	600.00
Website Design	4	500.00
Research	7	450

Phase 2: 17,750.00

Category	Hours	Total
Project Management and Client Interface	30	7500.00
Strategic Communications	6	1350.00
Comm and Press Management	5	875.00
Graphic Design	34	5100.00
Website Design	13	1625.00
Research	20	1300.00

Phase 3: 5,000.00

Category	Hours	Total
Project Management and Client Interface	8	2000.00
Strategic Communications	4	900.00
Comm and Press Management	10	1750.00
Graphic Design		

Website Design		
Research	5	350.00

Phase 4: 30,000.00

Category	Hours	Total
Project Management and Client Interface	60	15,000
Strategic Communications	10	2250.00
Comm and Press Management	20	3500.00
Graphic Design	10	1500.00
Website Design	40	5000.00
Research	42	2730.00

Phase 5: 14,250.00

Category	Hours	Total
Project Management and Client Interface	24	6000.00
Strategic Communications	4	900.00
Comm and Press Management	6	1050.00
Graphic Design	15	2250.00
Videography and Editing	10	1500.00
Website Design	10	1250.00
Research	20	1300.00

Not to Exceed: 74,500.00

RESOLUTION NO. 2025-05

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 \$231,715 FOR CONSTRUCTION PHASE ENGINEERING AND PUBLIC OUTREACH SERVICES FOR THE SANTA RITA AND GUADALUPE SEWER REPLACEMENT PROJECT (PROJECT #23-01)

-oOo-

WHEREAS, the construction phase of the Santa Rita and Guadalupe Sewer Main Replacement Project will require engineering and public outreach services; and

WHEREAS, MNS Engineers, Inc. and TBC Communications & Media have provided satisfactory engineering and public outreach work to assist District staff; and

WHEREAS, public bidding for construction of the Santa Rita and Guadalupe Sewer Main Replacement Project is planned to be initiated in February 2025;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby authorize the General Manager to enter into a professional services agreement amendment, with a not to exceed amount of \$231,715, with MNS Engineers Inc. for construction phase engineering and public outreach services.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 30, 2025, 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

Staff Report



TO: Board of Directors

FROM: Ken White, Board President

DATE: February 13, 2024

SUBJECT: Executive Coaching – Limelight Strategies

RECOMMENDATION

It is recommended that the Board of Directors authorize the General Manager to enter into a contract with Limelight Strategies for coaching services in an amount not to exceed \$42,000.

DISCUSSION

As part of their June 2024 annual evaluation, the Board requested that the General Manager work with an executive coach/mentor to be chosen by the Board. The Board committee (Director's Siegfried and Cole) reviewed proposals and narrowed the list down to three. The Board held a half day retreat in September 2024 to clarify goals and expectations and to allow the District to evaluate/assess the consultant, Annie Mitchell. Limelight Strategies was chosen because first, it was one of the three on the narrowed list and two, all participants felt confident when Limelight Strategies stated the Board needed to more clearly state expectations at initial interview – a clear sign that the consultant was good at zeroing in on problem definition.

The proposal is a four-five month engagement. Total cost is \$50,000 less \$8,000 already spent on initial meeting with the Board to align on goals and set expectations.

FINANCIAL

This project was not budgeted because it was proposed after the 2024-25 budget had been prepared and approved; however, there are sufficient funds in Administration

Budget to cover this expenditure.

Total contract proposal is \$50,000. The District has already expended \$8,000 for a policy retreat with the Board, leaving \$42,000 under the proposal.



Limelight Strategies

Proposal for Carmel Area Wastewater District

About Me:

My company is Limelight Strategies. I am currently a PCC (Professional Certified Coach) through the ICF which is the gold standard of coaching. To achieve this level you must have completed 125 hours of coach specific education, 500 hours of client coaching experience and pass the PCC exam. I currently do both group and individual coaching with a variety of clients and businesses ranging from small start ups to Fortune 100s. In addition, I also assist with strategic planning, organizational change and lead offsite events for the purpose of strengthening team culture. Prior to my coaching career, I was a Director at Apple leading large teams in the Education group.

Methodology:

The methodology I use in my coaching is active inquiry, a foundational coaching conversation. It's a dialogue consisting of powerful questions and active listening/reflecting that includes the client's goal (s), explorations as appropriate, how the client will get there, next steps and accountability. Some coaches use more of a guidance methodology very close to consulting. While effective, it does not teach the client to solve problems on their own when the coach is not present. The ideal coach/client relationship will build trust and rapport, achieve equal footing, and move the conversation forward to achieve the client goals.

I use many frameworks in my coaching, and two of the most frequently used are Time Management/Delegation and Succession Planning. I mention these as they were identified as goals for the General Manager.

Coaching Process:

Based on my knowledge of CAWD and the general manager, my suggestion would be as follows:

General Manager

- Four- five month engagement.
- All coaching sessions will be held via zoom.
- Coaching will focus on a combination of both behavioral skills and goals set forth by board.
- Meet with Board to align on goals and set realistic expectations.
- Create a brief survey (based on goals) to have benchmarks to measure the progress.
 - Board, GM, and key stakeholders would participate.
 - This survey would be repeated mid engagement and end of engagement.
- Spend time understanding the company, the interworking, the people, etc. (this would require a 1- 1 1/2 day onsite). *All travel expenses are the responsibility of CAWD.*
- Conduct a Verbal 360 on the GM (3 basic questions) to determine strengths that we can build upon and an area of leadership where we need to make more of an impact.
 - 30 minute interviews with approximately 10-15 people including representatives from board, direct reports, skip-levels, and other stakeholders that the board and GM deem important. *(Approx 6-8 hours)*
- Synthesize data and identify themes and align with the goals set forth by board.
- Coaching: This includes:
 - Completion and analysis of a Leadership Dashboard. This document will serve as the foundation of the coaching engagement. It is meant to be a living document for

professional growth that can be revisited periodically as priorities and goals change.

- Complete an assessment. I am certified in Everything DiSC, Working Genius, Myers-Briggs. (Given what I know about CAWD, I would recommend Everything DiSC* for GM and the entire team).
- Coaching session every other week for 4 months (8-9 sessions)
 - Set, clarify and track specific goals to assure progress and maximize growth.
 - Discuss current challenges and use those as examples to improve leadership capabilities.
 - Cover a coaching curriculum based on results from 360 and the boards directions. We can also cover other topics depending on the challenges faced.
 - Leave with specific ideas and accountability to improve performance and achieve goals.
 - Employ other “homework”, like the Leadership Dashboard, that can aide in helping achieve desired results. Suggested readings and homework.
 - Availability in between session for check-ins.

Team

- Sit in on staff meeting to observe and better understand the dynamic of the team and the GMs ability to run a meeting.
- Distribute Everything DiSC* assessments to all staff.
- Facilitate a 1/2 day session with entire team to focus on communication styles (understanding their style as well as others).

Coaching Process:

Board

- Continue fine tuning the strategic and organizational plan that we started in September 2024.

- Work with the Board on managing the GM and streamlining communications.
- Consult on assimilating the new Board Member to create a cohesive group.
- Guidance on Succession Planning.

Cost:

Your investment for the engagement is \$50,000. It will be broken down as follows:

- \$5000 when contract is signed (10% deposit)
- \$11,250 at the end of the each month (4 months)
- *Everything DiSC assessments are billed separately at \$75 each

RESOLUTION NO. 2025-06

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT AMOUNT OF \$42,000 WITH LIMELIGHT STRATEGIES FOR EXECUTIVE COACHING SERVICES

-oOo-

WHEREAS, the District requires the services of a professional executive coach; and

WHEREAS, the District determined after submission of a Request for Proposal, interviews, and an initial session with the Board of Directors that Limelight Strategies can provide the type of coaching the District desires; and

WHEREAS, the District has determined the contract with Limelight Strategies adequately describes the process to be followed by the consultant and District staff.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District, which is convinced by the staff report on January 30, 2025, that this proposal has merit and hereby authorizes the General Manager to enter into a contract with Limelight Strategies in an amount not to exceed \$42,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on January 30, 2025, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barriner, Board Clerk

General Manager Comments

Other Items Before The Board

STAFF REPORT



To: Board of Directors

From: Domine Barringer, Board Clerk

Date: January 30, 2025

Subject: 2025 -Board Member Committee
Assignments, Pebble Beach Community Service District Board
(PBCSD) Meetings, Quarterly Special District Association Meetings
(SDA), and the Conference Schedule

RECOMMENDATION

Requesting the Board of Directors to designate committee assignments to the board members and pass a motion accepting the entirety of all committee assignments, regular monthly attendance at the PBCSD meetings, and the quarterly Special District Association meetings as listed in the attached tables in 2025.

The 2025 Conferences are attached for general information and possible participation. Please contact the Board Clerk for assistance with registration for conferences that you would like to attend.

DISCUSSION

Attached are the following schedules for the 2025 calendar year for the Board's consideration:

- a. Committee Assignments
- b. Quarterly Special District Association Meetings
- c. PBCSD Board Meetings assignments
- d. Conference Schedule



Carmel Area Wastewater District

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

TO: Board of Directors
 FROM: Domine Barringer, Board Clerk
 DATE: January 30, 2025
 SUBJECT: Committee Assignments for 2025

Please confirm or make any adjustments during the January 2025 board meeting for any changes you would like to have or approve the existing assignments to move into the 2025 year.

2025 COMMITTEE ASSIGNMENTS:

Standing Committees-Brown Act

Committee	2024 Members	2025 Members
Budget & Audit	Cole Siegfried	
Long Term Investment & Pension	Urquhart Siegfried Buikema (General Manager) Kevin Young (Employee) Rob Wellington – Legal Counsel	
Reclamation Management	White New Director	
Salary & Benefits	White Rachel	
Bridge To Everywhere Committee	White Rachel	

Ad Hoc-Temporary Committees

Committee	2024 Members	2025 Members
Real Estate Committee	White Rachel	
CRFREE	Cole Urquhart	
Sea Level Rise	Siegfried Urquhart	
Executive Coach	Cole Siegfried	
Legal Counsel	White Cole	

Outside the Standing and Ad Hoc Committee Meetings

Special District Association	Rotated by all members	See attached schedule
------------------------------	------------------------	-----------------------



Carmel Area Wastewater District

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

TO: Board of Directors

FROM: Domine Barringer, Board Clerk

DATE: December 19, 2024

SUBJECT: Quarterly Special Districts Association for 2025

The California Special Districts Association (CSDA) is a 501c(6), not-for-profit association that was formed in 1969 to promote good governance and improve core local services through professional development, advocacy, and other services for all types of independent special districts. You can visit their website at [California Special District Association \(CSDA\)](#).

The CSDA holds a quarterly dinner meeting to inform the attendees about current or new information impacting Special Districts. This membership provides collaboration with other special districts and administrative resources that can be used in day-to-day operations.

Below is the suggested rotation of the board members. The actual dates will be provided when they become available. It is the responsibility of the assigned Member to get a substitute if the Member cannot attend.

SUGGESTED QUARTERLY SPECIAL DISTRICTS ASSOCIATION ATTENDANCE

Date	2024 Members	2025 Members
January 21, 2025	Suzanne Cole	Suzanne Cole
April TBD, 2025	Ken White	Ken White
July TBD, 2025	Mike Rachel	New Director
October TBD, 2025	Bob Siegfried	Bob Siegfried
January TBD, 2026	Kevan Urquhart	Kevan Urquhart



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
Alex J. Lorca
Legal Counsel

Board of Directors
Suzanne Cole
Robert Siegfried
Kevan Urquhart
Ken White

ATTENDANCE AT PBCSD BOARD MEETINGS FOR 2025

It is important for at least one Carmel Area Wastewater District (CAWD) Board Member to attend the Pebble Beach Community Services District's (PBCSD) regular Board Meetings, held the final Friday of every month at 9:30 a.m., and if possible, any special meetings during the assignment period, with the standard stipend compensation.

Members may provide an oral report at the next CAWD Board Meeting which follows their attendance at the PBCSD meeting.

Assignments are for a period of one month. It is the responsibility of the assigned Member to get a substitute if the Member cannot attend.

Month	Member Attendee
January 31st	Ken White
February 28th	Suzanne Cole
March 28th	To Be Determined
April 25th	Bob Siegfried
May 30th	Kevan Urquhart
June 27th	Ken White
July 25th	Suzanne Cole
August	No PBCSD Meeting
September 27th	To Be Determined
October 26th	Bob Siegfried
November	No PBCSD Meeting
December 19th	Kevan Urquhart

STAFF REPORT



To: Board of Directors

From: Domine Barringer, Board Clerk

Date: January 30, 2025

Subject: 2025 Conference Schedule

RECOMMENDATION

This is informational only – no action required.

DISCUSSION

The 2025 Conferences are attached for general information and possible participation.

- ACWA-Association of California Water Agencies
- CSDA-California Special Districts Association
- CASA-California Association of Sanitation Agencies
- CWEA-California Water Environment Association

	2025 Conferences			
Organization	Description	Link to Conference Website Landing Page	Location	Date(s)
CASA	Winter Conference	https://casaevents.memberclicks.net/winter-conference	Palm Spring, CA	January 29 -31
CWEA	P3S Conference	https://www.cwea.org/conferences/p3s-conference/	San Jose, CA	February 3-5
CASA	Wash DC Policy Forum	https://casaweb.org/events/2025-washington-dc-policy-forum/	Washington DC	Feb 24-25
CWEA	*Annual Conference	https://www.cwea.org/conferences/cwea-annual-conference/	Palm Springs, CA	April 22-25

2025 Conferences				
Organization	Description	Link to Conference Website Landing Page	Location	Date(s)
ACWA	Spring Conference	https://www.acwa.com/events/2025-spring-conference-expo/	Monterey, CA	May 13-15
CSDA	Legislative Days	https://legislatedays.csda.net/home	Sacramento, CA	May 20-21
CASA	70 th Annual Conference	https://casaweb.org/events/2025-casa-70th-annual-conference/	San Diego, CA	July 30 -Aug 1
CSDA	Annual Conference	https://www.csda.net/annualconference/home?_ga=2.200269998.1082661782.1733273553-1057611506.1733273553	Monterey, CA	August 25-28
WateReuse	California Annual Conference	https://watereuse.org/news-events/conferences/	San Diego, CA	September 7-9
WateReuse	Symposium	https://watereuse.org/news-events/conferences/symposium-2025/	Tampa, Fl	March 16-19
ACWA	Fall Conference	https://www.acwa.com/events/2025-fall-conference-expo/	San Diego, CA	December 2-4

Note: This report in an electronic format you can hover the mouse over the hyperlink, and press the “Control” key on the keyboard the cursor will change from an error to a “hand”-click and the link will populate the website landing page.

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: January 30, 2025

SUBJECT: Budget Committee Questions

RECOMMENDATION

Discuss the questions listed below as terms of reference for the upcoming Budget Committee deliberations.

DISCUSSION

The Budget Committee met on November 8, 2024 to discuss questions that they felt important enough to send to the full board for review prior to the budget process commencement. They believe the budget process should consist of activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital assets. Essentially, to establish priorities and to determine how the District will finance in terms of reference for the budget process in 2025-26 and the future.

- 1. Should the Sea Level Rise Reserve continue to be augmented, and, if so, why and at what rate? ¹**
- 2. It is an open question whether CalPERS Section 115 investments consistently are able to outperform the market. Such investments**

¹*Note that presently there are uncertainties about the District's ability to withdraw a portion of its reserves from the County investment pool for investment in longer term notes and about the extent to which the funds invested with the County fail to keep up with inflation.*

represent an additional commission on ratepayers' funds compared to leaving funds with the ratepayers and requesting contributions when CalPERS issues requests for supplementary contributions. There are advantages and disadvantages to maintaining Section 115 investments. Should Carmel Area Wastewater District continue investing in Section 115 funds?

3. Over how many years should funds be raised for planned, significant capital investments? ¹
4. Should money be budgeted to compensate for depreciation? ¹
5. Does the Board wish to maintain its Pay-as-You-Go policy for capital projects and for Sea Level Rise?
6. Should we initiate a practice of linking performance measures to specific program goals? Should these be reported in the budget document?

Reserve Fund Summary

<u>Name</u>	<u>Goals</u>	<u>Funding</u>
Long Term Capital Reserve	Funding of 15 yr Capital Plan items	Primary deposit account from all revenues
Sea Level Reserve	\$1M annually over 15 years	\$1M annual contribution
Compensated Accrual Reserve	Calculated annually from accrual schedule	Sweep from Capital Reserve
Capital Reserve Fund	Fund current year capital projects	Sweep from Long Term Capital Reserve
O & M Reserve Fund	Twelve months of O&M expenses	Sweep from Long Term Capital Reserve
Section 115 - CEPPT	CalPERS additional funding	Discretionary

FUNDING-None

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: January 30, 2025

Subject: Selection of Topics for Carmel Area
Wastewater District's (CAWD) Spring 2025 Newsletter



DISCUSSION

Staff is requesting Board input for topics to the District's Spring 2025 newsletter. This issue includes the Prop 218 Notice if the Board determines the District should make a change in user fees.

Suggested topics for the upcoming issue include:

- Artificial Intelligence pilot program
- Smartcovers – what are they, where are they, why do we use them
- Sanitary Sewer Management Plan document – describe what it is & how we utilize
- Microorganism of the Month
- Budget graphs
- Sidebar – if you see something, say something. Call CAWD first.
- Employee Spotlight – two new lab employees
- Protect Your Home Pipes – Enzymes use
- Fats, Oil and Grease (FOG) Plan
- Chlorine Gases (Focus would be on environmental improvements)
- Energy improvements

FISCAL IMPACT

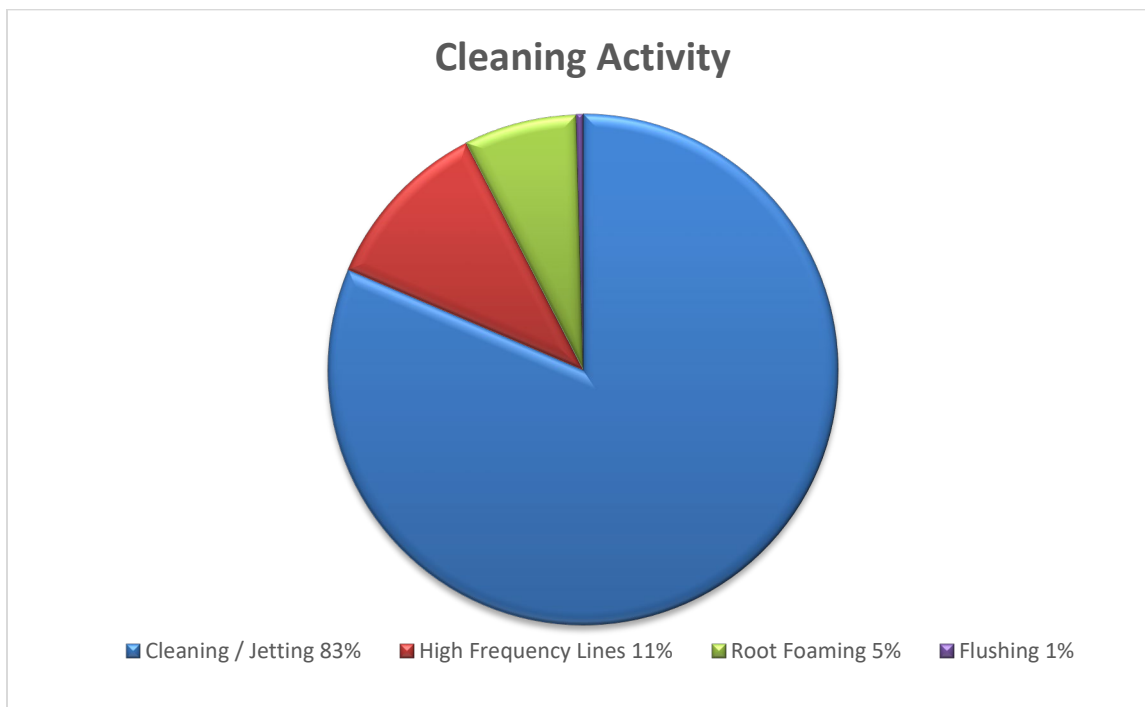
The 2024-25 Budget provides \$39,312 for two newsletters and a Prop 218 Notice – this includes consultant services for design and writing, printing, postage, and delivery. The Spring 2025 issue is the second of the two issues planned and is included in the approved newsletter budget. Year-to-date expenditures are \$12,579.45.

Carmel Area Wastewater District Collections Annual Report For 2024

This report provides an overall summary of system wide cleaning and Closed Caption Television Viewing (CCTV) activities, construction, and Sewer Spill information for the year 2024.

Cleaning Activity: The collection crew maintains 408,581 feet of gravity sewer lines and 21,600 feet of force mains in the District. During 2024, staff cleaned the entire system in a little over 8 months. The cleaning methods used were hydro cleaning, flushing and root foaming.

Activity	Feet Cleaned
Cleaning - Jetting	364,159 ft.
High Frequency Lines	49,328 ft.
Root Foaming	31,792 ft.
Flushing	1,923 ft.
Total	447,202 ft.



Maintenance Activity: Collection crews responded to 41 service calls, with private lateral backups attributing to the majority of calls. The remaining complaint calls were due to odor, pump station related problems, and rattling manholes.

There were 2,089 Underground Service Alerts calls requesting sewer locations to be marked. Collection crews completed 8,934 feet of sewer line CCTV inspections.

The District’s root foaming program treated 31,792 feet of problematic lines with roots. This program is an additional tool in our Collections maintenance toolbox. The treatment is on a three-year rotation of chosen line segments.

Construction Activity

Spot Repair Project:

- In 2024, CAWD worked with multiple contractors to complete 11 spot repairs within the District’s system. Each repair was bid on by contractors and was within the GM signing authority. All spot repairs were completed by 12/31/2024.

Other Notable Activity:

In 2019, a new ordinance was passed that required the Private Sewer Lateral (PSL) to be inspected and repaired as needed at the sale of the property, a remodel over \$50,000.00 USD, excessive spills, or a violation of the ordinance. (Ordinance 2019-01)

Year	PSL Compliance Certificate issued
2019	105
2020	335
2021	300
2022	261
2023	197
2024	147
Total PSL’s Issued	1345

This year there were 160 lateral permit inspections performed and 147 PSL certificate of compliance certificates issued in 2024. Since the adoption of Ordinance 2019-01 the District has inspected and issued 1,345 Private Sewer Lateral Certificate of Compliance, which represents 19% of the inspected Districts connections.

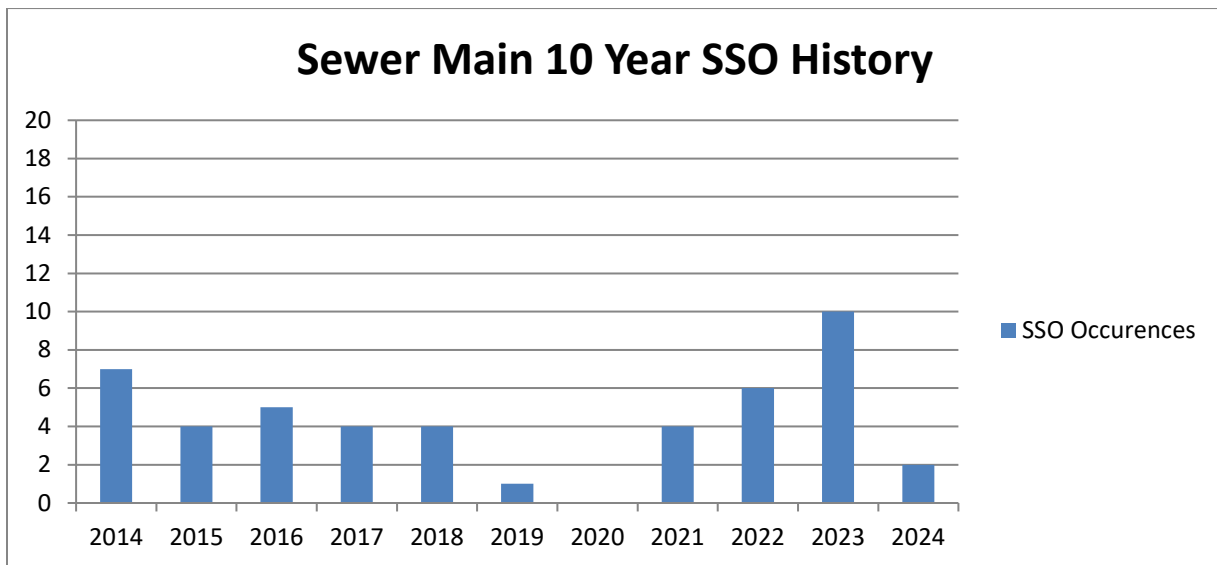
The Collections Department attended all the required safety training and attended both the California Water Environmental Association (CWEA) annual conference and the California Sanitation Risk Management Authority (CSRMA) Sewer Summit online. In the Spring and Fall of 2024, the Collections staff cleaned the storm drain interceptors and catchment ponds for the city of Carmel-by-the-Sea.

Sanitary Sewer Overflow (SSO) Summary:

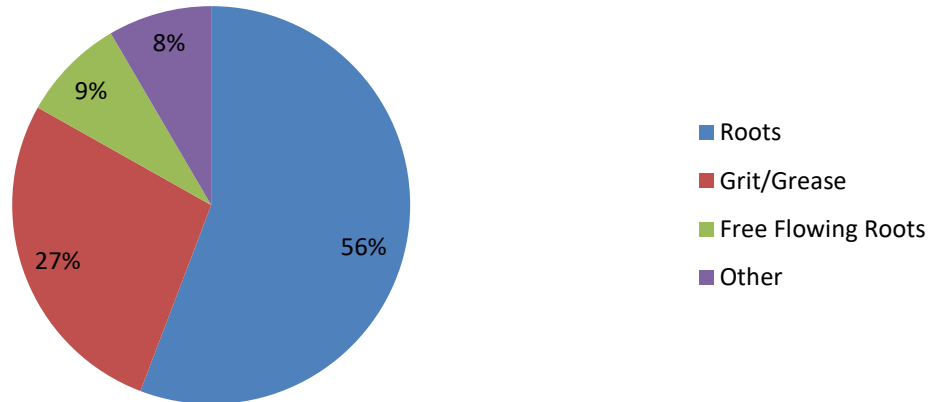
DATE	SSO #	SPILL LOCATION	GALLONS SPILLED	GALLONS RECOVERED	CAUSE OF SPILL
3/30/2024	1	25995 S. Carmel Hills Dr.	2250	637	Roots
8/9/2024	2	2845 Ribera Road, Easement behind address	26001	0	Grit/Debris

SSO #1: Spill appeared from the clean out of 25995 S. Carmel Hills. The spill was caused by partial root blockage growing in at an abandoned lateral connection. Repairs have been made to remove the abandoned connection.

SSO #2: Occurred at manhole S622, in an easement located behind 2845 Ribera Road in Carmel Meadows. This manhole has a history of overflows caused by grit/debris that collects in the main line due to a large sag. This line segment is scheduled to be replaced during the Carmel Meadows Replacement Project (Project ID #19-03).

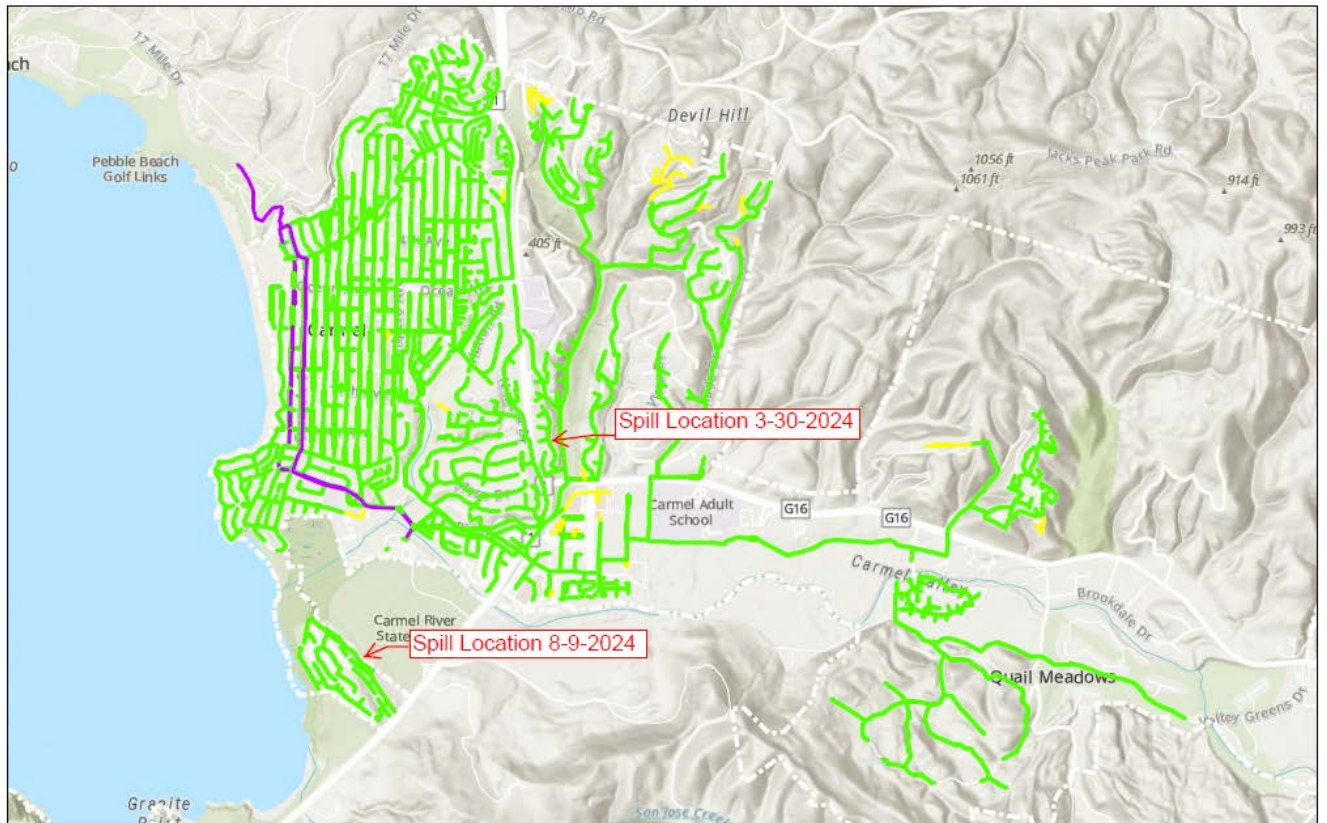


Cause of Spills Since 2014-2024

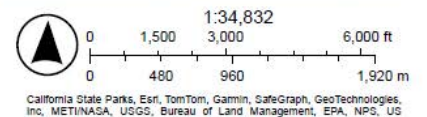


A map of the two spill locations is below.

Annual Spill Map 2024



- PBCSD
- PRIVATE
- CAWD



CAWD
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STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: January 30, 2025
Subject: Financial Audit for Fiscal Year Ending 06-30-24

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, 2024, 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 06-30-24 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 2024-25 in the amount of \$32,923.

Carmel Area Wastewater District

Carmel, California

Annual Financial Report

For the Years Ended June 30, 2024 and 2023

**Carmel Area Wastewater District
Annual Financial Report
For the Years Ended June 30, 2024 and 2023**

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INDEPENDENT AUDITORS' REPORT



Board of Directors
Carmel Area Wastewater District
Carmel, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the business-type activities and the aggregate remaining fund information of Carmel Area Wastewater District (the "District"), which comprise the statements of net position as of June 30, 2024 and 2023, and the related statements of revenues, expenses, and changes in net position, and cash flows for the years then ended, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the aggregate remaining fund information of the District as of June 30, 2024 and 2023, and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedule of Proportionate Share of the Net Pension Liability and Related Ratios – Single Employer Plan, the Schedule of Contributions – Single Employer Plan, the Schedule of Proportionate Share of the Net Pension Liability and Related Ratios – Cost-Sharing Multiple-Employer Plan, and the Schedule of Contributions – Cost-Sharing Multiple-Employer Plan as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Budgetary Comparison Information but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 21, 2025 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

The PwC Group, LLP

San Diego, California
January 21, 2025

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Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited)
June 30, 2024

The following discussion and analysis are supplementary information required by the Governmental Accounting Standards Board (GASB) and is intended to provide an easily readable explanation of the information provided in the attached basic financial statements for the fiscal year ended June 30, 2024. We encourage readers to read the information presented here in conjunction with our financial statements, which follow this narrative.

Financial Highlights

Key financial highlights for 2023-24 are as follows:

- The District's net position increased by 5.7% or \$6.2M to \$113.6M. Total Operating revenues decreased 0.07% or \$10K over the prior year and are 0.01% over budget. Sewer user fees, the District's primary source of operating revenue, decreased 4.6% or \$488K over the prior year. Pebble Beach Community Services District (PBCSD) treatment fees decreased by 0.1% or \$1.9K from the prior year.
- Total non-operating revenues decreased 13.3% or \$1.3M over the prior year; and was 15.6% or \$759K under budget. Property tax revenue increased 6.1% or \$162.1K over the prior year. Interest income increased 32.7% or \$290K over the prior year because interest rates rebounded. Reimbursement of capital costs from PBCSD decreased 62.2% or \$446K and from Reclamation it decreased 710% or \$730K as the Sludge Handling/Electrical Rehab Project was completed.
- Total operating expenses (excluding depreciation) were 5% or \$472K under budget and 8.1% less than the prior year reflecting continued focus on rehabilitation, employee protection in the workplace, as well as the effects of inflation and tariffs.
- Non-operating expenses decreased 32.4% or \$9.1K from the prior year due to decreases in capital purchases from both PBCSD and Reclamation.
- Total current assets increased 9.5% or \$4.9M over the prior year. This was primarily due to an increase in cash and investments of \$5.2M.
- Total current liabilities decreased 27.2% over the prior year primarily due to a decrease in accounts payable-trade. Trade payables are primarily due to timing issues.

Overview of the Financial Statements

This annual report consists of three parts – management's discussion and analysis (*this section*), the basic financial statements, and other supplementary information. The Financial Statements include Notes which explain in detail some of the information included in the basic financial statements. They are followed by a section of *Supplementary Information* that further explains and supports information in financial statements.

Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024

Required Financial Statements

This discussion and analysis are intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements consist of three components:

- The *Statements of Net Position* present information on all the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference reported as net position.
- The *Statements of Revenue, Expenses, and Changes in Net Position* present information showing how the District's net position changed during the two most recent fiscal years.
- The *Statements of Cash Flows* present information showing how the District's cash position changed during the two most recent fiscal years. It shows the sources and uses of cash.

The District's financial statements utilize the full accrual basis of accounting whereby revenue is recognized when it is earned, and expenses are recognized as they are incurred. The District's accounting methods follow accounting principles accepted in the United States and as applied to governmental enterprise funds.

The District has fiduciary responsibility over one private purpose trust fund, The Carmel Area Wastewater District Pension Plan and Trust, for which we have also included financial statement information.

The Notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. In addition to the financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's net pension liability for its employees.

Financial Analysis of the District

The Statements of Net Position and the Statements of Revenue, Expenses and Changes in Net Position provide an indication of the District's financial condition. The District's net position reflects the difference between assets and liabilities. An increase in net position over time typically indicates an improvement in financial condition.

Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024

A summary of net position is presented below:

	June 30, 2024	June 30, 2023	June 30, 2022
Assets			
Current assets	\$ 56,863,694	\$ 51,940,828	\$ 46,079,198
Noncurrent assets:			
Capital assets, net of depreciation	55,108,684	54,659,889	52,311,915
Net pension asset	974,206	781,869	2,106,925
Restricted investments	702,169	560,900	445,210
Total assets	<u>113,648,753</u>	<u>107,943,486</u>	<u>100,943,248</u>
Deferred Outflows of Resources			
Related to pensions	2,157,601	2,085,585	2,437,697
Total deferred outflows of resources	<u>2,157,601</u>	<u>2,085,585</u>	<u>2,437,697</u>
Liabilities			
Current liabilities	1,060,029	1,457,050	977,872
Long-term debt	-	205,000	400,000
Other noncurrent liabilities	230,814	212,438	205,621
Total liabilities	<u>1,290,843</u>	<u>1,874,488</u>	<u>1,583,493</u>
Deferred Inflows of Resources			
Related to pensions	320,373	409,939	536,504
Total deferred inflows of resources	<u>320,373</u>	<u>409,939</u>	<u>536,504</u>
Net Position			
Net investment in capital assets	54,903,684	54,259,889	51,726,915
Restricted for pension contributions	702,169	560,900	445,210
Unrestricted	57,998,495	52,617,737	49,121,823
Total net position	<u>\$ 113,604,348</u>	<u>\$ 107,438,526</u>	<u>\$ 101,293,948</u>

The District's cash balances are segregated by purpose, as approved by the Board, as follows:

<u>Designation of Cash Balances</u>	<u>Amount</u>
Capital Reserves	\$ 15,587,606
Current Year O&M (2023-24)	15,748,464
Current Year Capital (2023-24)	15,263,775
LAIF Investment Fund	1,265,492
Sea Level Rise	6,123,438
Compensated Accruals Fund	<u>307,752</u>
Total	<u>\$ 54,296,527</u>

Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024

After formally accepting the asset management plan prepared for the Treatment plant in April 2013, the District moved forward with implementation of the first phase and subsequently completed the second phase in 2023. The original plan estimated the District will need to spend \$30M over the next fifteen years on plant rehabilitation – this is exclusive of engineering costs and construction management. The second phase represents the final large construction effort at the plant for the next twenty-five years. There will be smaller projects, but we are not anticipating anything as large as the initial two phases. The District has subsequently carried the long term plan out each year to maintain the fifteen-year time horizon. The long-range total required for the treatment plant has dropped to \$3.9M over the next fifteen years. The collection system budgeted \$11.6M over the same period.

The District maintains a long-term capital plan for both the treatment facility and the collection system. West Yost Associates was engaged to complete an Asset Management Study for the collection system like the work that was completed for the Treatment Plant in 2013. West Yost also completed a hydraulic model of the collection system to assist in planning for growth and maintenance of the existing system. The State General Waste Discharge Requirements for Sanitary Sewer Systems (Order No. 2006-0003) requires that we establish a proactive approach to ensure that a system-wide operation, maintenance, and management plan is in place to reduce the number and frequency of sanitary sewer overflows. We are working to build long-term resiliency in our system.

A summary of Changes in Net Position is presented below:

	June 30, 2024	June 30, 2023	June 30, 2022
Operating revenues	\$ 13,419,156	\$ 13,429,059	\$ 11,629,212
Nonoperating revenues	4,920,192	5,680,026	4,309,009
Total revenues	<u>18,339,348</u>	<u>19,109,085</u>	<u>15,938,221</u>
Operating expenses	12,154,470	12,936,283	7,763,846
Nonoperating expenses	19,056	28,224	36,538
Total expenses	<u>12,173,526</u>	<u>12,964,507</u>	<u>7,800,384</u>
Changes in net position	<u>6,165,822</u>	<u>6,144,578</u>	<u>8,137,837</u>
Net position, beginning of year	<u>107,438,526</u>	<u>101,293,948</u>	<u>93,156,111</u>
Net position, end of year	<u>\$ 113,604,348</u>	<u>\$ 107,438,526</u>	<u>\$ 101,293,948</u>

The District's strategy for rate-setting has consistently been to cover all operating expenses with operating revenue and to utilize non-operating revenue (i.e., property taxes and interest revenues) to cover capital and other non-operating expenses. The District does not factor depreciation into its rate structure. Starting in 2012-13 we entered funding for Capital Replacement into our rate model, gradually building to \$2.275 per year in 2021-22. In 2022-23 the District decided to reduce rates by 10% for each customer category from the published Prop 218 notice. For budget year 2023-24 we left the rates level with the prior year. This funding combined with our property tax revenue means that the District has over \$2.3M coming for capital replacement and rehabilitation annually.

We have a long-term capital plan for the treatment plant of \$16M over the next 15 years and for the collection system of \$62M over the next 15 years. And there is one more piece to our long-term plan: sea level rise. We have established a dedicated reserve to fund sea level rise mitigation that may range from simple water proofing efforts to moving facilities. We believe we have another 40 years at our current location. We believe our future depends very much on the planning we are doing now.

The District's net position increased by \$6.2M or 5.7% and there was an increase in Income before Capital Contributions of 0.39% or \$24K. Operating revenues decreased 0.07% or \$9K and nonoperating revenues decreased 13.3% or \$759K. Operating Expenses decreased 8.1% or \$782K and Nonoperating expenses decreased 32.4% or \$9K. The primary cause of operating expense decrease was due to a decrease in sewer user fees of 4.85% or \$588K.

**Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024**

The District's operations continue to be strong enough to support our plan to "pay-as-you-go" for our long term capital plans. The District has committed to spending an additional \$3.5M per year to upgrade the collection system. We may have to increase that to meet external pressures to upgrade the system more quickly. However, in the short term, we see paying cash as offering greater freedom. Our present problem is that we cannot complete the work on nearly the schedule we would like. Permitting, environmental work, and public relations have all slowed down progress. Additionally, our two engineers have indicated that they would like an associate engineer to assist with some of the lower level tasks. We recognize that we may not be able to continue to pay cash indefinitely; but our Board of Directors has taken the position for now of not taking on debt.

Capital Assets Activity

This fiscal year we budgeted \$10M - \$9.5M in capital projects and just under half a million in capital equipment. Most of the rehabilitation work at the treatment plant has been completed under the last two major projects. Phase II was completed last year, leaving us free to move on to the Collection system and pipe replacement. Of the \$9.5 million budgeted in capital projects, \$3.5 was grant funded under the Carmel River Free Project. That project has been held up pending approval from the Federal Emergency Management Agency (FEMA). We are finding that it takes considerably more time to reach the point of being construction-ready because of all the prep work that comes up front.

We have multiple collection line projects in the works. We have found that in addition to having lines in the ground between 60-80 years old, we also have a population that is not familiar with sewer line replacement projects and does not want their neighborhood disturbed. As a result, at year end we have multiple collection projects in the works as seen in the amounts spent to date:

Carmel Meadows/Ribera	\$719,843
Scenic Road	576,651
Pescadero Road	239,020
Santa Rita and Guadalupe	165,819

While we are engaged in engineering, permitting, and environmental work we are also trying with a Public Relations firm to help us meet the public and inform them of the projects we are proposing.

After several false starts, in the Carmel Meadows area we are closing in on \$1M in engineering for the Carmel Meadows/Ribera line and still do not have it ready to go forward into construction. We feel confident that the Santa Rita and Guadalupe project along with Scenic Road will be shovels in the ground in 2025-26.

While we did not spend 100% of the Equipment budget, we did make a good dent in it. We are still finding that the advance time for equipment remains anywhere from 6 weeks to 6 months due to supply line holdups. There were also items purchased that were not budgeted – the Flygt pumps and the skid steer hydraulic roll-up designed to help with moving a flood wall along the north side of plant.

2023-24 Significant asset additions include:

- Flygt 3153 pump w/ Hard Iron "N" Impeller Pump
at Calle la Cruz \$ 28,027
- Lab Autoclave \$ 16,441
- Skid Steer Hydraulic Roll-Up Attachment \$ 16,090
- Flygt NP 3127-070 Hard Iron "N" Impeller Pump
at 16th & Monte Verde \$ 15,270

Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024

Debt Service Activity

In 2004, the District entered into an agreement with the Highlands Inn, the Tickle Pink Inn, and the Highlands Sanitary Association to manage and obtain the necessary financing for them to construct a pipeline and connect to the District's treatment and collection facilities. The District received \$3,000,000 in the form of a 20-year bond issue as part of a pooled financing arrangement with the California Statewide Communities Development Authority Water & Wastewater Revenue Bonds, Series 2004A. In 2023 the District made a principal payment on the bond of \$195,000 and \$21,000 in interest, in 2022 the District made a principal payment on the bond of \$185,000 and \$30,712 in interest. Prior year 2021 principal payment was \$175,000 with \$39,900 in interest. The Highlands Project bond is the District's only outstanding bond obligation; the District had no debt service obligations prior to 2004.

All debt service interest and principal payments are being repaid by the parties that benefit directly from the obligation. The Highlands Project Bond obligation is fully reimbursed by the Highlands Inn, the Tickle Pink Inn, and the Highlands Sanitary Association. The final principal payment is due October 1, 2024.

Budget Highlights/Variances

An annual budget is adopted by the CAWD Board of Directors each spring for the subsequent fiscal year. Budget information is reported to the Board, and adjustments to the budget may only be made by resolution of the Board.

Over the past year we have struggled with inflationary pressure on costs as well as continued supply line interruptions that are still lingering long after COVID's disappearance. We found ourselves dealing with inflation and long wait times for equipment and supplies. Nonetheless, we continued operations without any overflows or serious permit violations.

- Sewer service fees were 6.6% or \$719K under budget – the rate model provided for zero increase in user fees for this fiscal year.
- PBCSD treatment fees were 1.9% or \$34K over budget because of the increase in Treatment Plant expenses for continued rehabilitation of the plant and economic impact of inflation. Flow from PBCSD decreased to 33.8% of total plant inflows compared to 37.8% of total inflows to the plant last year. Although inflows can be variable from one year to the next, our experience shows that PBCSD flow to the plant averages one third of the total.
- Total Operating revenues were 0.9% under budget in total – the largest variance being in Point Lobos user fees, permit fees, and CAWD user fees.
- Treatment Plant expenses were spot on with the budget, or 1.1% under or \$52,726.
- The Collections department was 5.4% under budget or \$136K.
- General & Administrative Expenses were 12.1% under budget or \$200K.
- Property tax revenue was 7.6% over budget or \$197K. The budget employed a conservative factor of 2.0% to estimate revenue, although revenues typically range from 2.5% to 3.0% as much depends upon the number of property sales during the year and updated assessment valuations.

Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024

- Connection fees were 552% over budget. This was due entirely to the line to Carmel Valley Manor and the associated connections along the line. We do not get connection fees of this magnitude on a regular basis because this area is essentially built out. Carmel Valley Manor had a failing leach field and installed the trunk line from their location to Quail Valley Lodge Clubhouse. Any business or residence along the route then had the option to connect to the line.
- Interest income was 521% over budget not only because of the size of the District reserves, but the yield from the County increased each quarter from 3.1% in the first quarter and ending the year at 4.13%.
- PBCSD capital reimbursements were 37.4% under budget or \$429K because capital projects did not materialize during the year.

Other Significant Matters

- The employee union had a “re-opener” provision in the Memorandum of Understanding that reopened the contract for salaries, medical, longevity award, and certification awards. The largest cost increase was due to medical where the union was successful in negotiating a change from the Health Savings Account to the Preferred Provider plan as the “base” plan. It did not result in any significant changes to employee enrollment, but did result in higher amounts going to the employee health savings accounts.
- The Carmel River Free Project (CRFree) is still slowly progressing – we are waiting for FEMA approval of funding to proceed. Once the FEMA grant documents are received our attorney can proceed with a contract between CAWD and Monterey County. We are optimistically anticipating the start of construction in 2026.
- The District is navigating the retirement of several key employees in the next few years and transitioning to new staff. We started the process of implementing a succession plan a few years ago that was devised in collaboration with the management team. We have implemented roughly 35% of the proposed changes and are now working on combining Maintenance and Operations under one roof with a “Facilities Manager” as the top position. This will require we either hire or advance a qualified operator to this position as the Regional Water Quality Control Board requires a plant of our size to have at minimum a Grade IV Operator as Chief Plant Operator (CPO). We have engaged a consultant who is skilled in building a “collaborative” workplace culture who can assist us to implement the new organization chart and build employee acceptance.

Economic Factors and Next Year's Budget and Rates

After two years of keeping user fees artificially low to assist the public during COVID, for the fiscal year 2022-23 we returned to rates lower than predicted by our model. In 2023-24 we analyzed flow data as supplied through Smart meters and revised the rate model to more accurately reflect flow. The rate model was summarized and rebuilt to eliminate the “detail” sheets; however, the result is the same as the older model. We have essentially streamlined the process. We are now analyzing flow data and plan to update the rate model accordingly. Until we can increase the number of capital projects we complete we have slowed down revenue accumulation.

Sea Level Rise continues to be a concern for the District. Our first five year report is due in May 2025. For the first period we collaborated with a consultant to provide a conceptual plan for moving the facility. The availability of suitable land is also in short supply. While our Sea Level Rise Study indicates we should have about 40 years at our present location, we are very much aware that is a finite amount of time.

Carmel Area Wastewater District
Management's Discussion and Analysis (Unaudited) (Continued)
June 30, 2024

We continue to be keenly aware of the necessary funding to keep our current facility operational at its current location, to upgrade our collection system over the next twenty years, and to move the treatment plant. While it has been suggested to us that we do not need to set funds aside, we have committed to a conservative approach. Our goal is to fund the current facilities and collection system upgrades on a pay-as-you-go basis so as not to incur any debt prior to the anticipated move out of the Carmel Lagoon. We recognize that grant funding is critical to moving the plant, but we also know that grant funding is not always 100%. We think preparation now will enable us to transition much more smoothly in the future.

Our funding model means that we need to place our excess funds in an account that earns more than the County of Monterey. The County has not been open to either carving out a special portfolio for us or to allowing us to remove our funds from the County. We continue to work on a solution. We have engaged legal counsel to assist us with these issues and assume we will need to appeal to the State Attorney General for a decision.

Considering the variety of challenges the District faces, we feel the District is in good financial shape. The challenges we face are significant, but the District has a long history of planning for the future to make sure the community is well served. Over 63% of the District's user fee revenue is derived from residential fees which provides for a solid base, subject to minimal economic volatility. Another 14% of District operating revenues are received from Pebble Beach Community Services District (PBCSD) for the treatment of its sewage. Property tax revenues comprise 56% of our nonoperating income and have proven to be stable and increases 1-2% annually. Going forward we are closely watching inflation and its impact on vendor price increases.

Requests for Information

This financial report is designed to provide an overview of the District's finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to James Grover, Principal Accountant, P.O. Box 221428, Carmel, CA 93922 or grover@cawd.org.

BASIC FINANCIAL STATEMENTS

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PRIMARY GOVERNMENT

Carmel Area Wastewater District
Statements of Net Position
June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
ASSETS		
Current assets:		
Cash and investments	\$ 54,296,527	\$ 49,075,073
Accounts receivable - trade	206,390	204,846
Accounts receivable - affiliates	1,504,396	1,875,060
Prepaid expenses	856,381	785,849
Total current assets	56,863,694	51,940,828
Noncurrent assets:		
Capital assets:		
Capital assets - not being depreciated	12,235,926	9,595,541
Capital assets - being depreciated, net	42,872,758	45,064,348
Capital assets, net	55,108,684	54,659,889
Net pension asset	974,206	781,869
Restricted investment in Section 115 Trust	702,169	560,900
Total noncurrent assets	56,785,059	56,002,658
Total assets	113,648,753	107,943,486
DEFERRED OUTFLOWS OF RESOURCES		
Pension-related deferred outflows of resources	2,157,601	2,085,585
Total deferred outflows of resources	2,157,601	2,085,585

(Continued)

Carmel Area Wastewater District
Statements of Net Position (Continued)
June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
LIABILITIES		
Current liabilities:		
Accounts payable - trade	587,278	842,175
Accrued bond interest	2,691	5,250
Unearned revenue	188,122	343,812
Current portion of long-term debt	205,000	195,000
Current portion of compensated absences	76,938	70,813
Total current liabilities	<u>1,060,029</u>	<u>1,457,050</u>
Noncurrent liabilities:		
Long-term debt, net of current portion:		
Revenue bonds	-	205,000
Total long-term debt, net of current portion	<u>-</u>	<u>205,000</u>
Compensated absences, net of current portion	230,814	212,438
Net pension liability	590,790	306,118
Total noncurrent liabilities	<u>821,604</u>	<u>723,556</u>
Total liabilities	<u>1,881,633</u>	<u>2,180,606</u>
DEFERRED INFLOWS OF RESOURCES		
Pension-related deferred inflows of resources	320,373	409,939
Total deferred inflows of resources	<u>320,373</u>	<u>409,939</u>
NET POSITION		
Net investment in capital assets	54,903,684	54,259,889
Restricted for:		
Pension contributions	702,169	560,900
Total restricted	<u>702,169</u>	<u>560,900</u>
Unrestricted	57,998,495	52,617,737
Total net position	<u>\$ 113,604,348</u>	<u>\$ 107,438,526</u>

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Carmel Area Wastewater District
Statements of Revenues, Expenses and Changes in Net Position
For the Years Ended June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
OPERATING REVENUES		
Sewer service fees	\$ 10,054,533	\$ 10,542,884
Treatment fees, PBCSD	1,908,429	1,910,374
Reclamation Project operating reimbursements	808,615	766,529
Brine disposal fees	103,434	66,598
Permits and connection fees	544,145	142,674
Total operating revenues	13,419,156	13,429,059
OPERATING EXPENSES		
Collection	2,352,349	2,227,638
Treatment and disposal	4,731,509	5,608,679
Administration	1,456,767	1,511,729
Reclamation Project expenses	648,413	661,230
Brine disposal costs	4,216	147
Depreciation	2,961,216	2,926,860
Total operating expenses	12,154,470	12,936,283
Operating income	1,264,686	492,776
NONOPERATING REVENUES (EXPENSES)		
Property tax revenue	2,797,355	2,635,210
Investment earnings	1,180,469	889,516
PBSCD capital cost reimbursements	718,597	1,165,585
Reclamation Project capital cost reimbursements	102,815	833,405
Intergovernmental	35,179	89,033
Other nonoperating revenue	85,777	67,277
Interest and fiscal expenses	(16,915)	(26,840)
Other nonoperating expenses	(2,141)	(1,384)
Total nonoperating revenues (expenses)	4,901,136	5,651,802
Income before capital contributions	6,165,822	6,144,578
Changes in net position	6,165,822	6,144,578
Net position, beginning of year	107,438,526	101,293,948
Net position, end of year	\$ 113,604,348	\$ 107,438,526

Carmel Area Wastewater District
Statements of Cash Flows
For the Years Ended June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from customers	\$ 13,632,586	\$ 13,274,473
Payments for operating supplies	(4,312,258)	(3,739,402)
Payments for employee wages, benefits, and related costs	(5,251,391)	(4,272,347)
Net cash provided by operating activities	4,068,937	5,262,724
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Property tax revenue	2,797,355	2,635,210
Net cash provided by noncapital financing activities	2,797,355	2,635,210
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Acquisition and construction of capital assets	(3,371,907)	(5,290,366)
Disposition of capital assets	(38,104)	15,532
Proceeds from capital grant	35,179	89,033
Reimbursements for capital projects	821,412	1,998,990
Principal paid on long-term debt	(195,000)	(185,000)
Interest paid on long-term debt	(19,474)	(29,268)
Other nonoperating revenue	85,777	67,277
Other nonoperating expenses	(2,141)	(1,384)
Net cash (used in) capital and related financing activities	(2,684,258)	(3,335,186)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest received on investments	1,180,469	889,516
Net cash provided by investing activities	1,180,469	889,516
Net increase in cash and cash equivalents	5,362,503	5,452,264
Cash and cash equivalents, beginning of year	49,635,973	44,183,709
Cash and cash equivalents, end of year	\$ 54,998,476	\$ 49,635,973
FINANCIAL STATEMENT PRESENTATION		
Cash and cash equivalents		
Current assets:		
Cash and cash equivalents	\$ 54,296,527	\$ 49,075,073
Noncurrent assets:		
Restricted cash	702,169	560,900
Total cash and cash equivalents	\$ 54,998,696	\$ 49,635,973

(Continued)

Carmel Area Wastewater District
Statements of Cash Flows (Continued)
For the Years Ended June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Operating income	\$ 1,264,686	\$ 492,776
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	2,961,216	2,926,860
Changes in operating assets and liabilities:		
(Increase)/decrease in assets:		
Accounts receivable - trade	(1,544)	(68,544)
Accounts receivable - affiliates	370,664	(337,618)
Prepaid expenses	(70,532)	(118,894)
Net pension liability (asset)	92,335	1,631,174
Deferred outflows of resources from pensions	(72,016)	352,112
Increase (decrease) in liabilities:		
Accounts payable - trade	(254,897)	250,883
Unearned revenue	(155,690)	251,451
Compensated absences	24,501	9,089
Deferred inflows of resources from pensions	(89,566)	(126,565)
Net cash provided by operating activities	\$ 4,069,157	\$ 5,262,724

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FIDUCIARY FUND FINANCIAL STATEMENTS

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Carmel Area Wastewater District
Statements of Fiduciary Net Position
June 30, 2024 and 2023

ASSETS	Pension Trust Fund	
	2024	2023
Cash and cash equivalents	\$ 139,880	\$ 97,256
Investments, at fair value:		
Bond funds	2,073,142	2,070,869
Mutual funds	3,929,300	3,493,975
Total investments	6,002,442	5,564,844
Total assets	6,142,322	5,662,100
NET POSITION		
Net position restricted for plan benefits	\$ 6,142,322	\$ 5,662,100

Carmel Area Wastewater District
Statements of Changes in Fiduciary Net Position
For the Years Ended June 30, 2024 and June 30, 2023

	Pension Trust Fund	
	2024	2023
ADDITIONS:		
Contributions:		
Employee	\$ 4,303	\$ 3,231
Total contributions	<u>4,303</u>	<u>3,231</u>
Investment income:		
Dividends and interest	118,656	276,209
Realized gains (losses) on investments	176,018	(201,827)
Unrealized gains on investments	406,348	189,631
Miscellaneous	-	16,850
Total investment income	<u>701,022</u>	<u>280,863</u>
Investment expense	<u>(7,953)</u>	<u>(18,934)</u>
Net investment income	<u>693,069</u>	<u>261,929</u>
Total additions to fiduciary net position	<u>697,372</u>	<u>265,160</u>
DEDUCTIONS:		
Distributions to participants	184,047	173,066
Trustee fees	<u>33,103</u>	<u>35,583</u>
Total deductions from fiduciary net position	<u>217,150</u>	<u>208,649</u>
NET INCREASE IN FIDUCIARY NET POSITION	480,222	56,511
NET POSITION RESTRICTED FOR PLAN BENEFITS:		
Beginning of year	5,662,100	5,605,589
End of year	<u><u>\$ 6,142,322</u></u>	<u><u>\$ 5,662,100</u></u>

NOTES TO THE BASIC FINANCIAL STATEMENTS

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Carmel Area Wastewater District
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For the Years Ended June 30, 2024 and 2023

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Carmel Area Wastewater District
Notes to the Basic Financial Statements
For the Years Ended June 30, 2024 and 2023

Note 1 – Defining the Reporting Entity

Reporting Entity

Primary Government

The Carmel Area Wastewater District (the “District”), organized July 8, 1908, is governed under the provisions of the Sanitary District Act of 1923, Health and Safety Code, Section 6400 et seq., as amended. The function of the District is to provide, operate and maintain sewage collection, treatment, and disposal facilities for the properties included within its boundaries and for certain contracted adjacent properties, and supply reclaimed water to the Monterey Peninsula Water Management District.

The District’s reporting entity includes all significant operation and revenue sources as determined under the criteria established by the Governmental Accounting Standards Board. Oversight responsibility is determined on the basis of selection of the governing board, designation of management, ability to significantly influence operations, accountability for fiscal matters, and the scope of public service. The District is exempt from federal income and state franchise taxes.

In March 1969, the District entered into an agreement with the Pebble Beach Community Services District (“PBCSD”) for treatment and disposal of sewage service delivered by PBCSD. It was anticipated that the contract would account for approximately one third of the capacity of the District’s treatment plant. PBCSD began delivering sewage to the District in fiscal year 1970-71 and reimburses the District for one third of its operating treatment and disposal expenses plus a portion of general and administrative expenses at an agreed upon annual fee for this service. The agreement has been modified several times over the years, and currently operates under the 1994 amended agreement.

Under the same agreement, PBCSD additionally reimburses the District for one-third the cost of capital assets purchased or constructed for sewage treatment and disposal. Carmel Area Wastewater District maintains sole ownership of the wastewater treatment plant and related capital assets. PBCSD has only a contractual “right-to-use” one-third of the sewage treatment plant’s capacity under the terms of the most recent modified 1994 agreement and has no rights to ownership of the District’s capital assets. Accordingly, capital assets are recorded by the District at 100 percent of their historic cost or contributed value, and any expense reimbursements received from PBCSD or other affiliates are recorded as revenue to the District.

Intact sewage systems constructed by real estate developers are completed at no cost to the District. These systems, when formally accepted by District engineers and the Board of Directors, are recorded as capital contributions to and capital assets of the District.

Fiduciary Activities

The District presents its fiduciary activity information for assessing its accountability and financial reporting in their role as fiduciaries. The definition of a “fiduciary” is:

- The organization acts on behalf of another person or persons to manage assets;
- Fiduciary responsibility refers to the obligation that one party has in relationship with another one to act entirely on the other party’s behalf and best interest. It is considered to be the standard of the highest care.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 1 – Defining the Reporting Entity (Continued)

Reporting Entity (Continued)

Fiduciary Activities (Continued)

Included within the reporting entity as fiduciary activities is the following:

Single-Employer Employee Retirement Plan: The District’s Single-Employer Plan was established on July 1, 1969 by the District and has been amended several times since that date. The Plan provides retirement benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Members are eligible to receive benefits if they were hired prior to October 29, 2005 and retired after reaching age 62 and completing five years of Plan participation. The amount of annual retirement income is determined by the benefit formula and is payable monthly for life with 120 payments guaranteed.

The benefit formula is 2.5% of the participant’s highest calendar year pay times years of benefit service. The Plan was amended effective October 29, 2005 to provide that the Normal retirement age, be age 62 with 5 years participation. Previously it was age 65. Also benefit service was frozen as of October 29, 2005 plus an additional 3.333 years for participants employed on that date. Vesting service was amended to add three years for participants employed on the amendment date. Employees hired after October 29, 2005 cannot participate in this plan but are eligible to participate in the District’s retirement plan with the California Public Employees Retirement System (“CalPERS”), a cost-sharing multiple-employer defined benefit pension plan.

Note 2 – Summary of Significant Accounting Policies

Basis of Presentation

Primary Government

The District’s financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (“GAAP”) as applied to governmental entities. The Governmental Accounting Standards Board (“GASB”) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The financial transactions of the District are recorded in a Proprietary Fund type.

Proprietary Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the expenses, including depreciation, of providing goods or services to the general public are recovered through user charges.

Enterprise Funds are used to account for operations (1) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The District is such an enterprise fund.

The basic financial statements are prepared using the accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included in the statement of net position. The statement of revenue, expenses, and change in net position presents increases (revenue) and decreases (expenses) in total net position. Capital contributions of property and equipment are reported as a separate line item in the statement of revenue, expenses, and change in net position.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Summary of Significant Accounting Policies (Continued)

Measurement Focus, Basis of Accounting, and Financial Statements Presentation

“Measurement focus” is a term used to describe which transactions are recorded within the various financial statements. “Basis of accounting” refers to when transactions are recorded regardless of the measurement focus applied. The accompanying financial statements are reported using the “economic resources measurement focus,” and the “accrual basis of accounting.” Accordingly, all assets, deferred outflows of resources, liabilities (whether current or noncurrent) and deferred inflows of resources are included on the Statement of Net Position. The Statement of Revenues, Expenses and Changes in Net Position presents increases (revenues) and decreases (expenses) in total net position. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

In accordance with GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, the Statement of Net Position reports separate sections for deferred outflows of resources, and deferred inflows of resources, when applicable.

Deferred Outflows of Resources represent outflows of resources (consumption of net assets) that apply to future periods and that, therefore, will not be recognized as an expense until that time.

Deferred Inflows of Resources represent inflows of resources (acquisition of net assets) that apply to future periods and that, therefore, are not recognized as revenue until that time.

The District distinguishes operating revenues and expenses from nonoperating revenues and expenses. Operating revenues and expenses generally result from delivering water and other operating services. The District’s principal operating revenues are charges to customers. Operating expenses include the cost of sales and services, general and administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. Capital contributions are reported as a separate line item in the Statement of Revenues, Expenses and Changes in Net Position.

Fiduciary Activities

The Fiduciary Fund Financial Statements (i.e., the statement of fiduciary net position and the statement and changes in fiduciary net position) report information on the activities of the Pension Trust Fund. The statement of changes in fiduciary net position demonstrates the degree to which the additions to net position restricted for plan benefits were sufficient to cover deductions for distributions to plan participants and administrative expenses.

This fiduciary pension trust fund is a defined benefit plan which provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to Plan members and beneficiaries. The Plan's financial statements are prepared using the accrual basis of accounting. Employer contributions are recognized in the period in which the contributions are due and when the employer has made a formal commitment to provide the contributions. Investment income is recognized as earned. Benefits are recognized when due and payable in accordance with the terms of the Plan.

Cash and Investments

The District maintains an account with the Monterey County Investment Pool, which essentially operates as a demand deposit account. Available cash balances are managed and controlled by the Monterey County Treasurer in pooled investment funds in order to provide safety, liquidity, and high investment returns for all funds. Earnings from these funds are credited to the District’s account on a quarterly basis.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Summary of Significant Accounting Policies (Continued)

Cash and Investments (Continued)

Assessments in excess of estimated current bond requirements of the District are deposited in the Monterey County account which earns interest based on the fund's pro-rata share of the cash in the investment fund. The District also maintains financial institution bank accounts for operations and payroll that are FDIC insured up to \$250,000 per individual financial institution.

The District participates in an investment pool managed by the State of California titled Local Agency Investment Fund ("LAIF"), which has invested a portion of the pool funds in structured notes and asset-backed securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these structured notes and asset-backed securities are subject to market risk and to change in interest rates. The reported value of the pool is the same as the fair value of the pool shares.

Certain disclosure requirements, if applicable for deposit and investment risk, are specified for the following areas:

- Interest Rate Risk
- Credit Risk
 - Overall
 - Custodial Credit Risk
 - Concentration of Credit Risk
- Foreign Currency Risk

GASB Statement No. 72, *Fair Value Measurement and Application*, defined fair value, established a framework for measuring fair value and established disclosures about fair value measurement. Investments, unless otherwise specified, recorded at fair value in the Statements of Net Position, are categorized based upon the level of judgement associated with the inputs used to measure their fair value. Levels of inputs are as follows:

Level 1 – Inputs are unadjusted, quoted prices for identical assets and liabilities in active markets at the measurement date.

Level 2 – Inputs, other than quoted prices included in Level 1, that are observable for the asset or liability through corroboration with market data at the measurement date.

Level 3 – Unobservable inputs that reflect management's best estimate of what market participants would use in pricing the asset or liability at the measurement date.

Cash and Cash Equivalents

The District considers all highly liquid assets purchased with an original term to maturity of ninety days or less to be cash equivalents. Cash and cash equivalents are reported as "cash and investments" on the financial statement.

Restricted Assets

Certain cash and investments of the District are classified as restricted because they have been placed in the California Employers' Pension Prefunding Trust Fund ("Fund"). The Fund is an IRS Section 115 trust fund dedicated to prefunding employer contributions to defined benefit pension systems for eligible California agencies. Assets held in the Fund are restricted for use as pension contributions. When an expense is incurred for purposes for which there are both restricted and unrestricted cash assets available, restricted cash is used first, then unrestricted cash as it is needed.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Summary of Significant Accounting Policies (Continued)

Investment Policy

The District has not adopted an investment policy but generally follows the Monterey County Treasurer’s investment policy guidelines which allow investments in any security authorized by Section 53635 of the Government Code of the State of California, and any other Government Code that permits investments in various securities, or participation in investment trading techniques or strategies.

Accounts Receivable

Account receivables considered uncollectible are accounted for using the allowance method. The allowance for doubtful accounts was \$0 and \$0 at June 30, 2024 and 2023, respectively. All annual user fee customer invoices are added to the County assessed property tax invoices, mailed to property owners annually, collected by the County Assessor where the proceeds are deposited into the District’s investment account with the County Treasurer.

Capital Assets

Capital assets are accounted for at historical cost or estimated cost. In accordance with the District’s capital assets policy, minor expenditures under \$10,000 for renewals and betterments are charged to expense as incurred. Major expenditures for renewals and betterments are capitalized. In cases where assets are donated to the District, construction costs or estimated market values are recorded on the date received. Costs of assets sold, retired or otherwise disposed of have been eliminated from the accounts, and gains or losses on disposition are included in the applicable year’s financial statement. The cost of normal maintenance and repairs, that do not add to the value of the asset or materially extend lives, are also expensed in the current period.

The cost of property and equipment is depreciated from the date of acquisition, using the straight-line method of depreciation over their estimated useful lives, as follows:

	Useful Lives
Treatment plant - structures	30 - 40 years
Treatment plant - equipment	12 - 15 years
Collections - office	40 years
Collections - pump stations	40 years
Disposal facilities	20 - 50 years
Sewer and appurtenances	25 - 75 years
Other assets	25 - 75 years

Vacation, Sick Leave, and Other Compensated Absences

The District has recorded an accrual for compensated absences in accordance with the District’s policy of paying for unused vacation and sick leave of employees. The District’s method of calculating the liability is in accordance with GASB Statement No. 16. Compensated vacation absences are recorded as expenditures when they are paid. Unpaid vacation at year-end is recorded as an expense and a liability when earned by employees. Accrued vacation is paid out when an employee leaves the District. Unused sick hours are reported to CalPERS to be considered for extra service credit. Unpaid amounts will be paid from available resources provided for in future year budgets and are classified as current or noncurrent, based upon expected payment dates.

Long-Term Debt

Long-term debt is reported as a liability on the statement of net position either as current if payments are to be made within 12 months of the fiscal year-end, otherwise as noncurrent.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Summary of Significant Accounting Policies (Continued)

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions and pension expense, information about the fiduciary net position of the District's pension plans and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. The valuation dates, measurement dates, and measurement periods vary by pension plan. See Note 11 for details.

Net Position

The business-type activities financial statements utilize a net position presentation. Net position represents the difference between assets plus deferred outflow of resources, as compared to liabilities plus deferred inflow of resources, and is displayed in the following three components:

- *Net Investment in Capital Assets* - this component groups all capital assets, reduced by accumulated depreciation, and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of the assets.
- *Restricted Net Position* - this component represents net position that is subject to constraints either externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or (2) imposed by law through constitutional provisions or enabling legislation.
- *Unrestricted Net Position* - this component represents net position of the District, not restricted for any construction project or other purpose.

When both restricted and unrestricted net position is available, restricted resources are used first, then unrestricted resources as they are needed.

Operating and Nonoperating Revenue

Operating revenue and expenses consist of revenue that results from the ongoing principal operations of the District. Operating revenue consists primarily of charges for services. Nonoperating revenue results from non-exchange transactions, ancillary activities or subsidies, and investment earnings.

Property Taxes

Property taxes in the State of California are administered for all local agencies at the County level and consist of secured, unsecured and utility tax rolls. The following is a summary of major policies and practices relating to property taxes:

- *Property Valuations* - are established by the Assessor of Monterey County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the California State Board of Equalization. Under the provisions of Article XIII A of the State Constitution (Proposition 13), properties are assessed at 100% of full value. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increase to full value is allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations and is subject to annual reappraisal.
- *Tax Levies* - are limited to 1% of full assessed value which results in a tax rate of \$1.00 per \$100 assessed valuation under the provisions of Proposition 13. Tax rates for voter-approved indebtedness are excluded from this limitation.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Summary of Significant Accounting Policies (Continued)

Property Taxes (Continued)

- Tax Levy Dates - are attached annually on January 1, preceding the fiscal year for which the taxes are levied. The fiscal year begins July 1 and ends June 30 of the following year. Taxes are levied on both real and unsecured personal property. Liens against real estate, as well as the tax on personal property, are not relieved by subsequent renewal or change in ownership.
- Tax Collections - are the responsibility of the Monterey County's tax collector. Taxes and assessments on secured and utility rolls, which constitute a lien against the property, may be paid in two installments: The first is due on November 1 of the fiscal year and is delinquent if not paid by December 10; and the second is due on March 1 of the fiscal year and is delinquent if not paid by April 10. Unsecured personal property taxes do not constitute a lien against property unless the taxes become delinquent. Payment must be made in one installment, which is delinquent if not paid by August 31 of the fiscal year. Significant penalties are imposed by the County for late payments.
- Tax Levy Apportionments - due to the nature of the County-wide maximum levy, it is not possible to identify general-purpose tax rates for specific entities such as the District. Under State legislation adopted subsequent to the passage of Proposition 13, apportionments to local agencies are made by each County auditor-controller based primarily on the ratio that each agency represented of the total County-wide levy for the three fiscal years prior to fiscal year 1979.
- Property Tax Administration Fees - the State of California fiscal year 1990-91 Budget Act authorized Counties to collect an administrative fee for its collection and distribution of property taxes.
- Monterey County bills and collects property taxes and user fees for the District in addition to its own property taxes.

Use of Estimates

Preparing the District's financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities, at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Note 3 – CAWD/PBCSD Reclamation Project

The CAWD/PBCSD Reclamation Project (the "Project") is a "cooperative effort" involving the Carmel Area Wastewater District ("CAWD"), the Pebble Beach Community Service District ("PBCSD"), the Monterey Peninsula Water Management District ("MPWMD"), the Pebble Beach Company ("PBCo"), and the Independent Reclaimed Water Users Group ("IRWUG"). This cooperative effort did not create a new or separate legal entity. The Project is accounted for as a Proprietary (Enterprise) Fund in the books of the Monterey Peninsula Water Management District, the issuer of the 1992 *Variable Rate Demand Certificates of Participation*, which originally financed the Project. The activities of the Project are overseen by a six-member management committee containing two representatives from the CAWD board, two from the PBCSD board, one from the PBCo board, and one from the IRWUG.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 3 – CAWD/PBCSD Reclamation Project (Continued)

The Project provides treated or reclaimed wastewater to irrigate golf courses and open space areas within the community of Pebble Beach, which frees up potable water previously used for irrigation. The Project operates on the site of CAWD’s existing wastewater treatment plant. The Project includes: a tertiary treatment plant, laboratory facilities, a wastewater distribution system, a storage tank used to distribute the treated wastewater to the receptor sites in Pebble Beach, and irrigation system improvements. Recent improvements include a Microfiltration/Reverse Osmosis facility at the CAWD plant, and a reservoir increase capacity project to hold additional reclaimed water at the PBCSD reservoir.

The tertiary treatment plant produces water which meets Title 22 standards specified by the California Department of Health Services, which is a quality acceptable for irrigation.

Phase 1

The Project was initially financed in December 1992 by the aforementioned Certificates of Participation (“COP”) in the amount of \$33,900,000 which were executed and delivered at the direction of the MPWMD. Per the COP issuance agreement, the MPWMD agreed to provide the funds necessary to construct and operate the Project with contractual provisions to own the reclaimed water for the express purpose of resale of this water primarily to golf courses located within the Pebble Beach Community to reduce their reliance upon potable water. The PBCo guaranteed payment of construction costs of the Project, plus any operating deficiencies.

Any debt obligations incurred by the MPWMD to finance the Project constitutes limited obligations of MPWMD. These limited obligations are payable solely from the net operating revenue generated by the sale of reclaimed water produced by the Project and, if such reclaimed water revenue is insufficient, from payments on a Bond Letter of Credit, provided by Bank of America (the credit bank), through a reimbursement agreement between PBCo and the credit bank.

Phase 1 Construction of the Project began in January 1993, and was completed in October 1994. The Project assets are owned principally by CAWD and PBCSD, and consist primarily of the following:

Assets owned by CAWD include the following:

- new tertiary treatment plant
- secondary process improvements
- new laboratory facilities
- reclaimed water pump station
- related computer equipment
- small portion of the reclaimed water pipeline

Assets owned by PBCSD include the following:

- approximately seven miles of reclaimed water distribution system pipelines
- 2.5-million-gallon storage tank
- portable water pump station
- reclaimed water booster pump station

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 3 – CAWD/PBCSD Reclamation Project (Continued)

Phase 2

In 2004, the Carmel Area Wastewater District, the Monterey Peninsula Water Management District, the Pebble Beach Community Services District, and the Pebble Beach Company approved agreements that enabled a significant expansion of the Project’s operations known as Phase 2. The goal of the expansion was to enable the Pebble Beach golf courses to be fully dependent on recycled water, thus saving a significant amount of potable water. The expansion was partially funded from the sales of Pebble Beach Company’s legal water entitlement agreements to Del Monte Forest residential property owners, currently available at \$250,000 per acre foot. Approximately \$29 million has been raised through these sales and investment earnings, with the proceeds deposited in a restricted construction escrow account.

The agreements commit the Pebble Beach Company and the Independent Reclaimed Water Users (the unincorporated association of the owners of Cypress Point Golf Club, Poppy Hills Golf Course, and the Monterey Peninsula Country Club) to use and pay for recycled water for irrigation and make provisions for the beneficial use of any surplus recycled water.

The Project began construction on the Forest Lake Reservoir in 2004 with completion in 2006. Total cost of the reservoir component of the expanded project was approximately \$13 million. Upon completion of the reservoir, PBCSD began the application process with the California Division of Safety of Dams to increase the permitted capacity from 320-acre-feet to 370-acre-feet. Design began in 2006 for the micro- filtration/reverse osmosis (“MF/RO”) treatment component, along with implementation of a pilot project at Carmel Area Wastewater District’s treatment facility. Construction commenced in October 2006 on the MF/RO plant. At June 30, 2009 the entire construction project was complete. Total cost of the MF/RO portion was approximately \$21.5 million. The combined improvements are expected to solve water quality issues experienced by the golf courses and should eliminate their use of potable water except in case of emergency. Year-round production is now possible with the Forest Lake Reservoir providing *peak demand* requirements.

Note 4 – Cash and Investments

A. Primary Government

Cash and investments at fiscal year-end are classified in the accompanying financial statements as follows:

	2024	2023
Statement of Net Position:		
Current assets:		
Cash and investments	\$ 54,296,527	\$ 49,075,073
Noncurrent assets:		
Restricted investment in Section 115 trust	702,169	560,900
Total cash and investments	\$ 54,998,696	\$ 49,635,973
Cash and investments consist of the following:		
Deposits with financial institutions	\$ 390,932	\$ 548,864
Local Agency Investment Fund	1,265,492	1,219,010
Monterey County investment pool	52,640,103	47,307,199
Investment in Section 115 trust	702,169	560,900
Total cash and investments	\$ 54,998,696	\$ 49,635,973

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

A. Primary Government (Continued)

Demand Deposits

As of June 30, 2024, the carrying amount of demand deposits was \$390,932 and the bank balance was \$664,581 compared to \$548,864 and \$611,511 at June 30, 2023, of which the total amount was collateralized or insured with securities held by the pledging financial institutions in the District's name.

Investments Authorized by the District's Investment Policy

The District does not have a specific investment policy but generally follows the guidelines of Monterey County's Investment Policy. All funds invested are managed to meet the guidelines stated in both California Code Section 53600, et. seq. and the County's investment policy. The following County Investment Pool guidelines and directives are generally followed by District management:

The legal, final maturity of any single security within the investment portfolio will not exceed five years at purchase.

- The *weighted average life* of the portfolio will not exceed two years.
- The maximum maturity of investments in a money market pool shall not exceed 397 days, and the weighted maturity average maturity of the pool shall not exceed 90 days. A money market pool shall not exceed 10% of the portfolio's book value on the date investments are made; maximum investment in all money market pools shall not exceed 20% of the portfolio's book value on the date that investments are made.

Local Agency Investment Funds

The District is a participant in LAIF, which is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. As of June 30, 2024, the District had \$1,265,492 invested in LAIF, compared to \$1,219,010 at June 30, 2023. LAIF determines fair value on its investment portfolio based on market quotations for those securities where market quotations are readily available and based on amortized cost or best estimate for those securities where market value is not readily available. LAIF is reported at amortized cost, which approximates fair value.

Participation in an External County Investment Pool

The District is a voluntary participant in the Monterey County Investment Pool. Funds in the Pool essentially operate as demand deposit accounts. Available cash balances are controlled and invested by the County Treasurer in pooled investment funds in order to provide safety, liquidity and investment returns for all funds. Interest earnings from these funds are credited to the District's account on a quarterly basis. As of June 30, 2024 and 2023, the Pool had approximately \$3.3 billion and \$3.0 billion, respectively in investments.

The Monterey County Treasurer's Investment policy is in compliance with Section 53635 of the Government Code of the State of California, which permits investments in certain securities and participation in certain investment trading techniques or strategies. Annual reports of the investment pool may be obtained from the Monterey County Treasurer, Post Office Box 390, Salinas, California 93902.

As of June 30, 2024 and 2023, the District had \$52,640,103 and \$47,307,199, respectively, invested in the Monterey County Investment Pool.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

A. Primary Government (Continued)

Investment in Section 115 Trust

The District established a Section 115 trust account with the CalPERS California Employers’ Pension Prefunding Trust (“CEPPT”) Fund. CEPPT holds assets that are legally restricted for use in administering the District’s pension plan. Trust account holders can select one of two strategy options for investments. The District decided to use investment asset allocation Strategy 2 to provide capital appreciation and income consistent with its strategic asset allocation. Both portfolios are invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the portfolio over the long term, while bonds are intended to help provide income and stability of principal.

Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds. The CEPPT Strategy 2 portfolio consists of the following asset classes and corresponding benchmarks:

Asset Class	Strategy 2 Target Allocation	Target Range	Benchmark
Global equity	21%	+/- 5%	MSCI All Country World Index IMI (net)
Fixed income	61%	+/- 5%	Bloomberg Barclays U.S. Aggregate Bond Index
Treasury Inflation-Protected Securities (TIPS)	9%	+/- 5%	Bloomberg Barclays U.S. TIPS Index, Series L
Real Estate Investment Trusts (REITs)	9%	+/- 5%	FTSE EPRA/NAREIT Developed Index (net)
Cash	0%	+/- 5%	91 day Treasury bill
Total	100%		

At June 30, 2024 and 2023, the District had \$702,169 and \$560,900, respectively, invested in the Fund.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. Information about the sensitivity of the fair values of the District’s investments to market interest rate fluctuations is provided by the following table that shows the maturity date and yield of each investment:

The outstanding maturities on the District’s investments were the following at June 30, 2024:

Investment Type	Total	Remaining Maturity (in Months) 12 Months or Less
Local Agency Investment Fund	\$ 1,265,492	\$ 1,265,492
Monterey County investment pool	52,640,103	52,640,103
Investment in Section 115 trust	702,169	702,169
Total	\$ 54,607,764	\$ 54,607,764

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

A. Primary Government (Continued)

Interest Rate Risk (Continued)

The outstanding maturities on the District’s investments were the following at June 30, 2023:

Investment Type	Total	Remaining Maturity (in Months) 12 Months or Less
Local Agency Investment Fund	\$ 1,219,010	\$ 1,219,010
Monterey County investment pool	47,307,199	47,307,199
Investment in Section 115 trust	560,900	560,900
Total	\$ 49,087,109	\$ 49,087,109

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County Pool, LAIF, and investment in Section 115 trust do not have a rating provided by a nationally recognized statistical rating organization.

Concentration of Credit Risk

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. At year end, 95% of the District’s cash and investments was invested with the Monterey County Investment Pool.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code does not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposit made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2024 and 2023, the District had \$284,757 and \$361,511, respectively, in bank financial institutions that was not covered by the FDIC, but was covered by collateralized securities of the bank financial institutions where the deposits were maintained.

The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the County’s investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government’s indirect investment in securities through the use of mutual funds or government investment pools.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

B. Fiduciary Fund Financial Statements

Cash and investments at fiscal year-end are classified in the accompanying financial statements as follows:

	2024	2023
Statement of Fiduciary Net Position:		
Current assets:		
Cash and cash equivalents	\$ 139,880	\$ 97,256
Investments	6,002,442	5,564,844
Total cash and investments	\$ 6,142,322	\$ 5,662,100
 Cash and investments consist of the following:		
Deposits with financial institutions	\$ 84,103	\$ 79,800
Money market mutual funds	55,777	17,456
Bonds and annuities	2,073,142	2,070,869
Mutual funds	3,929,300	3,493,975
Total cash and investments	\$ 6,142,322	\$ 5,662,100

Demand Deposits

As of June 30, 2024, the carrying amount of demand deposits was \$84,103 and the bank balance was \$84,103 compared to \$79,800 and \$79,800 at June 30, 2023, of which the total amount was collateralized or insured with securities held by the pledging financial institutions in the Plan's name.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

B. Fiduciary Fund Financial Statements (Continued)

Investments

The fair value of the Plan's investments at June 30, 2024 and 2023 were as follows:

	Fair Value June 30, 2024	Quoted Prices in Active Markets for Identical Assets (Level 1)	Fair Value June 30, 2023	Quoted Prices in Active Markets for Identical Assets (Level 1)
Investments by Fair Value Level:				
<u>Bond Funds:</u>				
BNY Mellon Global Fixed Income Fund	\$ 342,111	\$ 342,111	\$ 327,955	\$ 327,955
Dodge & Cox Income Class I Fund	347,423	347,423	765,148	765,148
IShares Treasury Floating RA Fund	-	-	220,858	220,858
JP Morgan Chase CDRE Bond Class I Fund	363,516	363,516	424,693	424,693
PGIM Absolut Return Bond Class Z	721,003	721,003	-	-
PIMCO Income Class 13	299,089	299,089	-	-
Vanguard Scottsdale FDS Fund	-	-	332,215	332,215
Total Bonds and Annuities	2,073,142	2,073,142	2,070,869	2,070,869
<u>Mutual Funds:</u>				
Artisan International Value Fund Advisor	246,425	246,425	-	-
BNY Mellon Dynamic Value I Fund	773,259	773,259	667,231	667,231
Bridgeway Small Cap Value Fund	-	-	164,806	164,806
Credit Suisse Strategic Income	228,436	228,436	-	-
Cullen Emerging Market High Dividend Class I	119,566	119,566	-	-
Federated Hermes International Sm Md Cap Fund	183,358	183,358	167,534	167,534
Federated Hermes International Md LG Cap Fund	952,254	952,254	545,216	545,216
Fidelity Large Cap Growth Index Fund	449,174	449,174	-	-
Fidelity Large Cap Value Index Fund	441,233	441,233	-	-
Franklin US Mid Cap Multifactor Index	237,235	237,235	-	-
IShares Core S&P 500 Exchange Traded Fund	-	-	807,126	807,126
IShares TR RUS Mid Cap ETF	-	-	348,482	348,482
IShares Trust Currency Hedged MSCI EAFE	179,233	179,233	-	-
Janus Henderson European Focus Fund	-	-	169,875	169,875
Matthews Emerging Markets Sm Companies Institutional Fund	-	-	115,236	115,236
Oberweiss Small-Cap Opportunities Fund	60,355	60,355	169,408	169,408
Schwab Strategic TR International Equity ETF	-	-	339,061	339,061
Undiscovered Managers Behavior Value	58,772	58,772	-	-
Total Mutual Funds	3,929,300	3,929,300	3,493,975	3,493,975
Total Investments by Fair Value Level	\$ 6,002,442	\$ 6,002,442	\$ 5,564,844	\$ 5,564,844

Fair Value Measurement – Investment Valuation

Investments are reported at fair value. Quoted market value (Level 1) in an active market is used to value investments. The calculation of realized gains and losses is independent of the calculation of the change in the fair value of investments, and realized gains and losses of the current period include unrealized amounts from prior periods.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

B. Fiduciary Fund Financial Statements (Continued)

Fair Value Measurement – Investment Valuation (Continued)

During the Plan years, investments, including realized gains and losses on investments and unrealized appreciation (depreciation) on investments held, appreciated (depreciated) in value as follows:

	2024	2023
Unrealized appreciation (depreciation) on investments held	\$ 406,348	\$ 189,631
Realized gain (loss) on investments	176,018	(201,827)
Net realized and unrealized investment gains (losses)	\$ 582,366	\$ (12,196)

Concentrations of Investments

The Plan has invested in certain organizations in excess of 5% of the Fiduciary Net Position. The concentrated investments are as follows:

	Fair Value June 30, 2024	%	Fair Value June 30, 2023	%
Investments by Fair Value Level:				
<u>Bonds and Annuities:</u>				
BNY Mellon Global Fixed Income Fund	\$ 342,111	5.7%	\$ 327,955	5.9%
Dodge & Cox Income Class I Fund	347,423	5.8%	765,148	13.7%
JP Morgan Chase CDRE Bond Class I Fund	363,516	6.1%	424,693	7.6%
PGIM Absolut Return Bond Class Z	721,003	12.0%	-	0.0%
PIMCO Income Class 13	299,089	5.0%	-	0.0%
<u>Mutual Funds:</u>				
BNY Mellon Dynamic Value I Fund	773,259	12.9%	667,231	12.0%
Federated Hermes International Mid LG Cap Fund	952,254	15.9%	545,216	9.8%
Fidelity Large Cap Growth Index Fund	449,174	7.5%	-	0.0%
Fidelity Large Cap Value Index Fund	441,233	7.4%	-	0.0%
IShares Core S&P 500 Exchange Traded Fund	-	0.0%	807,126	14.5%
IShares TR RUS Mid Cap ETF	-	0.0%	348,482	6.3%
Schwab Strategic TR International Equity ETF	-	0.0%	339,061	6.1%

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Plan's investments do not have a rating provided by a nationally recognized statistical rating organization.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 4 – Cash and Investments (Continued)

B. Fiduciary Fund Financial Statements (Continued)

Custodial Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Plan will not be able to recover the value of its investments. All securities are held by a third-party custodian, Commonwealth. Commonwealth is a registered member of the Federal Reserve Bank. The securities held by Commonwealth are in their street name, and an account number assigned to the Plan identifies ownership.

Note 5 – Receivables

Receivables at June 30, 2024 and June 30, 2023 consisted of the following:

	June 30, 2024	June 30, 2023
User fees - customers	\$ 85,437	\$ 163,346
Trade receivables	120,953	41,500
Total accounts receivable	<u>\$ 206,390</u>	<u>\$ 204,846</u>
Reclamation Project	\$ 142,190	\$ 179,101
Pebble Beach CSD	1,362,206	1,695,959
Total receivables from affiliates	<u>\$ 1,504,396</u>	<u>\$ 1,875,060</u>

Note 6 – Capital Assets

Capital assets activity for the year ended June 30, 2024 consisted of the following:

	Balance July 1, 2023	Additions	Deletions	Transfers/ Adjustments	Balance June 30, 2024
Capital assets, not being depreciated:					
Land and land rights	\$ 308,060	\$ -	\$ -	\$ -	\$ 308,060
Construction in progress	9,287,481	2,640,385	-	-	11,927,866
Total capital assets, not being depreciated	<u>9,595,541</u>	<u>2,640,385</u>	<u>-</u>	<u>-</u>	<u>12,235,926</u>
Capital assets, being depreciated:					
Treatment structures	70,412,106	59,643	-	-	70,471,749
Treatment equipment	9,607,420	177,870	-	-	9,785,290
Collection pump station	1,238,844	26,023	-	-	1,264,867
Collection pump equipment	1,542,149	160,546	-	-	1,702,695
Sewers and appurtenances	15,783,373	286,332	-	-	16,069,705
Disposal facilities	1,643,891	-	-	-	1,643,891
Other assets	4,501,743	21,108	-	-	4,522,851
Total capital assets, being depreciated	<u>104,729,526</u>	<u>731,522</u>	<u>-</u>	<u>-</u>	<u>105,461,048</u>
Less accumulated depreciation	<u>(59,665,178)</u>	<u>(2,961,216)</u>	<u>38,104</u>	<u>-</u>	<u>(62,588,290)</u>
Total capital assets being depreciated, net	<u>45,064,348</u>	<u>(2,229,694)</u>	<u>38,104</u>	<u>-</u>	<u>42,872,758</u>
Total capital assets, net	<u>\$ 54,659,889</u>	<u>\$ 410,691</u>	<u>\$ 38,104</u>	<u>\$ -</u>	<u>\$ 55,108,684</u>

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Capital Assets (Continued)

In the statement of revenue, expenses, and change in net position, total depreciation expense for the year ended June 30, 2024 was charged to the following departments:

Collection	\$ 465,611
Treatment and disposal	2,470,116
Administration	25,489
Total	\$ 2,961,216

Capital assets activity for the year ended June 30, 2023 consisted of the following:

	Balance July 1, 2022	Additions	Deletions	Transfers/ Adjustments	Balance June 30, 2023
Capital assets, not being depreciated:					
Land and land rights	\$ 308,060	\$ -	\$ -	\$ -	\$ 308,060
Construction in progress	5,164,888	4,139,925	-	(17,332)	9,287,481
Total capital assets, not being depreciated	5,472,948	4,139,925	-	(17,332)	9,595,541
Capital assets, being depreciated:					
Treatment structures	70,377,202	34,904	-	-	70,412,106
Treatment equipment	8,849,834	740,254	-	17,332	9,607,420
Collection pump station	1,238,844	-	-	-	1,238,844
Collection pump equipment	1,509,600	32,549	-	-	1,542,149
Sewers and appurtenances	15,496,819	286,554	-	-	15,783,373
Disposal facilities	1,643,891	-	-	-	1,643,891
Other assets	4,504,051	56,180	(58,488)	-	4,501,743
Total capital assets, being depreciated	103,620,241	1,150,441	(58,488)	17,332	104,729,526
Less accumulated depreciation	(56,781,274)	(2,926,860)	42,956	-	(59,665,178)
Total capital assets being depreciated, net	46,838,967	(1,776,419)	(15,532)	17,332	45,064,348
Total capital assets, net	\$ 52,311,915	\$ 2,363,506	\$ (15,532)	\$ -	\$ 54,659,889

In the statement of revenue, expenses, and change in net position, total depreciation expense for the year ended June 30, 2023 was charged to the following departments:

Collection	\$ 447,931
Treatment and disposal	2,454,740
Administration	24,189
Total	\$ 2,926,860

Note 7 – Deferred Compensation Plan

The District maintains a deferred compensation plan for its eligible employees wherein amounts earned by the employees are paid at a future date. All full-time, regular, salaried employees are permitted to participate in the plan beginning on the first day of the month following their hire date. An employee may elect to make contributions up to the limits established by the Internal Revenue Service for this type of plan, and becomes 100% vested from the first date of participation. Nationwide Retirement Solutions, Inc., and the Variable Annuity Life Insurance Company, both administer the plan, which is in conformity with Section 457 of the Internal Revenue Code.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 8 – Long-Term Debt

Long-term debt activity for the year ended June 30, 2024 was as follows:

	Balance July 1, 2023	Additions	Deletions	Balance June 30, 2024	Due Within One Year	Due in More Than One Year
Publicly-offered:						
Revenue Bonds:						
2004 Wastewater Revenue Bonds	\$ 400,000	\$ -	\$ (195,000)	\$ 205,000	\$ 205,000	\$ -
Revenue bonds, net	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ (195,000)</u>	<u>\$ 205,000</u>	<u>\$ 205,000</u>	<u>\$ -</u>

Long-term debt activity for the year ended June 30, 2023 was as follows:

	Balance July 1, 2022	Additions	Deletions	Balance June 30, 2023	Due Within One Year	Due in More Than One Year
Publicly-offered:						
Revenue Bonds:						
2004 Wastewater Revenue Bonds	\$ 585,000	\$ -	\$ (185,000)	\$ 400,000	\$ 195,000	\$ 205,000
Revenue bonds, net	<u>\$ 585,000</u>	<u>\$ -</u>	<u>\$ (185,000)</u>	<u>\$ 400,000</u>	<u>\$ 195,000</u>	<u>\$ 205,000</u>

Revenue Bonds

In 2004, the District issued \$3,000,000 in *California Statewide Communities Development Authority Water and Wastewater Revenue Series 2004-A Bonds* through a pooled financing program for the design, planning, and construction of sewer facilities for certain properties located within the Carmel Highlands area. The District has signed agreements with (1) the Highlands Inn, (2) the Highlands Sanitary Association (which is comprised of eleven individual owners as members) and (3) the Tickle Pink Inn, to be reimbursed through sewer user fees for all the annual costs associated with the bonds including, but not necessarily limited to, installment payments of principal and interest on the bonds, debt service or administrative fees, and costs or obligations for which the District is obligated to make under the terms of the bond agreement. The sewer user fees and reimbursable costs generated from the customers in the Carmel Highlands area are assessed and included on the Monterey County secured property tax rolls, and submitted by the District annually, as is the same payment program with all District wastewater customers. Principal on the bonds is payable annually beginning October 1, 2004. Interest is payable semi-annually on October 1 and April 1, beginning October 1, 2004.

The interest rates on the bonds range from 1.5% to 5.25%; the bonds mature on October 1, 2024. The bond agreement contains a covenant requiring the District to yield “system net revenues” during each fiscal year equal to at least 120% of the annual debt service in the fiscal year. The covenant has been met.

Future annual principal and interest requirements are as follows:

Year Ending June 30,	Principal	Interest	Total
2025	\$ 205,000	\$ 5,381	\$ 210,381
Total	<u>\$ 205,000</u>	<u>\$ 5,381</u>	<u>\$ 210,381</u>

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 9 – Compensated Absences

The accrued compensated absences amounts will be paid from available resources and are classified as current or noncurrent, based upon expected payment dates. The compensated absences activity for the years ended June 30, 2024 and June 30, 2023 is as follows:

	Beginning Balance	Additions	Deletions	Ending Balance	Due within One Year	Due in More Than One Year
June 30, 2024	\$ 283,251	\$ 304,675	\$ (280,174)	\$ 307,752	\$ 76,938	\$ 230,814
June 30, 2023	274,162	241,267	(232,178)	283,251	70,813	212,438

Note 10 – Postemployment Benefits Other than Pensions

Plan Description

In September 2002, the District established a postemployment health plan (PEHP) to meet its employees' postemployment health care needs and expenses. Under the PEHP plan, Nationwide Retirement Solutions Company (NRS) provides administrative services in exchange for a fee as agreed upon by the District and NRS. The plan does not establish a long-term liability of the District. All employees are permitted to participate in the plan beginning on the first day of the month following their hire date. The District contributes 1.25% of an employee's salary to the plan on a monthly basis, on behalf of each eligible employee who is a plan participant. Amounts contributed are segregated to either one or both of the following sub-accounts for: (1) reimbursements of qualifying medical care expenses not paid by insurance or (2) reimbursement of health care insurance premiums. Contributions may not vary among eligible employees to fund the qualifying medical care expense sub-account and will be made as an equal dollar amount for each employee. Contributions to fund health care insurance premium sub-accounts may be made as an equal dollar amount or as a percentage of salary, but such percent or dollar amount must apply to all eligible employees. For the years ended June 30, 2024 and 2023 the District contributed \$41,742 and \$39,731, respectively, to the plan.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans

Summary

Net pension liability, pension-related deferred outflows, pension-related deferred inflows of resources, and pension expense are included in the accompanying financial statements as follows:

	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Deferred outflows of resources:		
Pension contribution made after measurement date:		
CalPERS miscellaneous	\$ 945,965	\$ 257,361
Total pension contribution made after measurement date	<u>945,965</u>	<u>257,361</u>
Changes in assumptions		
Single employer plan	1,150	2,397
CalPERS miscellaneous	35,669	31,368
Total change in assumption	<u>36,819</u>	<u>33,765</u>
Projected earnings on pension plan investments in excess of actual earnings:		
Single employer plan	117,809	473,158
CalPERS miscellaneous	95,654	56,073
Total projected earnings on pension plan investments in excess of actual earnings	<u>213,463</u>	<u>529,231</u>
Adjustment due to difference in proportions		
CalPERS miscellaneous	645,456	874,347
Total adjustment due to difference in proportions	<u>645,456</u>	<u>874,347</u>
Difference between expected and actual experience		
Single employer plan	156,796	71,639
CalPERS miscellaneous	30,181	6,148
Total difference between expected and actual experience	<u>186,977</u>	<u>77,787</u>
Employer contributions in excess of proportionate share of contribution		
CalPERS miscellaneous	128,921	313,094
Total employer contributions in excess of proportionate share of contribution	<u>128,921</u>	<u>313,094</u>
Total deferred outflows of resources		
Single employer plan	275,755	547,194
CalPERS miscellaneous	1,881,846	1,538,391
Total deferred outflows of resources	<u>\$ 2,157,601</u>	<u>\$ 2,085,585</u>

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Summary (Continued)

	June 30, 2024	June 30, 2023
Net pension liability (asset):		
Single employer plan	\$ (974,206)	\$ (781,869)
CalPERS miscellaneous	590,790	306,118
Total net pension liability (asset)	\$ (383,416)	\$ (475,751)
Deferred inflows of resources:		
Changes in assumptions		
Single employer plan	2,716	10,140
Total changes in assumptions	2,716	10,140
Adjustment due to difference in proportions		
CalPERS miscellaneous	67,652	164,297
Total adjustment due to difference in proportions	67,652	164,297
Employer contributions in excess of proportionate share of contribution		
CalPERS miscellaneous	226,424	192,014
Total employer contributions in excess of proportionate share of contribution	226,424	192,014
Difference between expected and actual experience		
Single employer plan	18,899	39,371
CalPERS miscellaneous	4,682	4,117
Total difference between expected and actual experience	23,581	43,488
Total deferred inflows of resources		
Single employer plan	21,615	49,511
CalPERS miscellaneous	298,758	360,428
Total deferred inflows of resources	\$ 320,373	\$ 409,939
Pension expense (credit):		
Single employer plan	\$ (51,206)	\$ (50,375)
CalPERS miscellaneous	825,512	2,063,688
Total net pension expense (credit)	\$ 774,306	\$ 2,013,313

Single Employer Defined Benefit Pension Plan

A. General Information About the Plan

Plan Description

The Plan was established on July 1, 1969 by the District and has been amended several times since that date. The benefit formula is 2.5% of the participant's highest calendar year pay times years of benefit service. The Plan was amended effective October 29, 2005 to provide that the Normal retirement age, be age 62 with 5 years participation. Previously it was age 65. Also benefit service was frozen as of October 29, 2005 plus an additional 3.333 years for participants employed on that date. Vesting service was amended to add three years for participants employed on the amendment date. Employees hired after October 29, 2005 cannot participate in this plan but are eligible to participate in the District's retirement plan with the California Public Employees Retirement System (CalPERS), a cost-sharing multiple-employer defined benefit pension plan.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Single Employer Defined Benefit Pension Plan (Continued)

A. General Information About the Plan (Continued)

Benefits Provided

The Plan provides retirement benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Members are eligible to receive benefits if they were hired prior to October 29, 2005 and retired after reaching age 62 and completing five years of Plan participation. The amount of annual retirement income is determined by the benefit formula and is payable monthly for life with 120 payments guaranteed.

The Plan documents contain a more detailed description of the Plan provisions and should be referred to for a more complete understanding of the terms of the Plan. The District is the Plan Administrator. Additional information concerning this Single Employer Defined Benefit Pension Plan can be obtained from the District’s Principal Accountant.

Plan Membership

Pension plan membership consisted of the following as of the actuarial valuation dates of June 30, 2024 (reporting date June 30, 2024) and June 30, 2023 (reporting date June 30, 2023):

	2024	2023
Active employees	6	6
Inactive employees currently receiving benefits	5	4
Inactive employees entitled to, but not yet receiving benefits	2	3
Total	13	13

Contributions

The District’s funding policy is to provide for employer contributions on a monthly basis. Employer contributions to the plan for the years ended June 30, 2024 and 2023 were both \$0 since the plan is overfunded. Contributions are actuarially determined under the aggregate actuarial cost method and are designed to accumulate sufficient assets to pay benefits when due. Although service credit to the plan has stopped, employees will only be able to draw their pension account upon separation from District employment.

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

Net Pension Liability

The net pension liability for the Plan is measured as the total pension liability, less the pension Plan’s fiduciary net position. The net pension liability of the Plan is measured as of June 30, 2024, using an actuarial valuation as of June 30, 2024. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

	Single Employer Plan - Closed to New Members	
	June 30, 2024	June 30, 2023
Valuation Date	June 30, 2024	June 30, 2023
Measurement Date	June 30, 2024	June 30, 2023
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	6.00%	6.00%
Inflation	2.51%	2.62%
Salary Increases	3.50%	3.50%
Mortality Rate Table	SOA RP-2006	SOA RP-2006
Retirement age, with 5 years participation	62	62

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Single Employer Defined Benefit Pension Plan (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Change in Assumptions – In the current year, the actuarial report did not have any changes in assumptions.

Discount Rate – The discount rate used to measure the total pension liability was 6.00 percent.

A formal cash flow projection was not performed as described under Paragraph 27 of GASB Statement 68. However, Paragraph 29 allows for alternative methods to confirm the sufficiency of the Net Position if the evaluations “can be made with sufficient reliability without a separate projection of cash flows into and out of the pension plan...” In our professional judgment, adherence to the actuarial funding policy described above will result in the pension plan’s projected Fiduciary Net Position being greater than or equal to the benefit payments projected for each future period. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

The best estimate for the long-term expected rate of return of 6.00 percent was determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. The table below reflects long-term expected real rate of return presented as arithmetic and geometric means by asset class.

Asset Class	Target Allocation	Long-term Expected Real Rate of Return ¹
Equity	60.00%	6.01%
Fixed income	38.00%	2.61%
Cash	2.00%	0.38%
Total	<u>100.00%</u>	

¹JPMorgan 2024 arithmetic Long Term Capital Market assumptions and expected inflation of 2.51%

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the District’s net pension liability at June 30, 2024 and 2023, calculated using the discount rate, as well as what the District’s net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	Miscellaneous	
	2024	2023
1% Decrease	5.00%	5.00%
Net Pension Liability (Asset)	\$ (463,199)	\$ (294,840)
Current Discount Rate	6.00%	6.00%
Net Pension Liability (Asset)	\$ (974,206)	\$ (781,869)
1% Increase	7.00%	7.00%
Net Pension Liability (Asset)	\$ (1,407,513)	\$ (1,193,609)

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Single Employer Defined Benefit Pension Plan (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

At June 30, 2024 (measurement date 2024), the change in the Net Pension Liability for the Plan is as follows:

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at June 30, 2023 (Measurement Date)	\$ 4,880,231	\$ 5,662,100	\$ (781,869)
Changes during the year:			
Service cost	287,337	-	287,337
Interest on the total pension liability	-	-	-
Differences between expected and actual experience	185,815	-	185,815
Changes in assumptions	-	-	-
Changes in benefit terms	-	-	-
Contributions - employer	-	-	-
Contributions - employee	-	-	-
Net investment income	-	667,919	(667,919)
Administrative expenses	-	-	-
Benefit payments	(185,267)	(185,267)	-
Other miscellaneous income/(expense)	-	(2,430)	2,430
Net changes	287,885	480,222	(192,337)
Balance at June 30, 2024 (Measurement Date)	<u>\$ 5,168,116</u>	<u>\$ 6,142,322</u>	<u>\$ (974,206)</u>

At June 30, 2023 (measurement date 2023), the change in the net pension liability (asset) for the Plan is as follows:

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at June 30, 2022 (Measurement Date)	\$ 4,725,604	\$ 5,608,182	\$ (882,578)
Changes during the year:			
Service cost	-	-	-
Interest on the total pension liability	278,420	-	278,420
Differences between expected and actual experience	49,273	-	49,273
Changes in assumptions	-	-	-
Changes in benefit terms	-	-	-
Contributions - employer	-	-	-
Contributions - employee	-	-	-
Net investment income	-	229,068	(229,068)
Administrative expenses	-	(2,084)	2,084
Benefit payments	(173,066)	(173,066)	-
Other miscellaneous income/(expense)	-	-	-
Net changes	154,627	53,918	100,709
Balance at June 30, 2023 (Measurement Date)	<u>\$ 4,880,231</u>	<u>\$ 5,662,100</u>	<u>\$ (781,869)</u>

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Single Employer Defined Benefit Pension Plan (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

For the year ended June 30, 2024 and 2023, the District recognized pension expense/(credit) of \$(51,206) and \$(50,375), respectively. At June 30, 2024 and 2023, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	2024		2023	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between actual and expected experience	\$ 156,796	\$ (18,899)	\$ 71,639	\$ (39,371)
Change in assumptions	1,150	(2,716)	2,397	(10,140)
Net differences between projected and actual earnings on plan investments	117,809	-	473,158	-
Total	<u>\$ 275,755</u>	<u>\$ (21,615)</u>	<u>\$ 547,194</u>	<u>\$ (49,511)</u>

As of the measurement date, June 30, 2024, other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Amount
2025	\$ 74,228
2026	284,112
2027	(37,451)
2028	(66,749)
2029	-
Thereafter	-
Total	<u>\$ 254,140</u>

As of the measurement date, June 30, 2023, other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Amount
2024	\$ 103,375
2025	81,987
2026	291,872
2027	20,449
2028	-
Thereafter	-
Total	<u>\$ 497,683</u>

Payable to the Pension Plan – At June 30, 2024 and 2023, the District did not have a payable for an outstanding amount of contributions payable to the pension plan.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan

A. General Information about the Plan

Plan Description

Starting October 29, 2005, the District provides pension benefits to eligible employees through a cost-sharing multiple-employer defined benefit pension plan administered by the California Public Employees Retirement System (CalPERS). CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by State statute and District ordinance. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50-55 with statutorily reduced benefits. Death benefits are the pre-retirement Optional Settlement 2W Death Benefit, and the post-retirement death benefit lump sum. The cost-of-living adjustments for each plan are applied as specified by the Public Employees Retirement Law.

The Plan’s provisions and benefits in effect at June 30, 2024, are summarized as follows:

	CalPERS Miscellaneous Plan	
	Tier I	PEPRA
Hire Date	Prior to January 1, 2013	On or after January 1, 2013
Benefit Formula	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	60	62
Monthly benefits, as a % of eligible compensation	2.0%	2.0%
Required employee contribution rate	7.000%	7.000%
Required employer contribution rate	10.100%	7.680%

Employees Covered

At June 30, 2024 (valuation date June 30, 2022) and June 30, 2023 (valuation date June 30, 2021), the following employees were covered by the benefit terms:

	2024	2023
Active members	26	15
Transferred members	7	6
Separated members	10	7
Retired members and beneficiaries	14	12
Total	57	40

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Continued)

A. General Information about the Plan (Continued)

Contributions

The District makes partial contributions required of District employees on their behalf and for their account depending upon date of hire. Employee members are required to make contributions of their annual covered salary in an amount depending upon date of hire. The contribution requirements of plan are established and may be amended by CalPERS. Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plans are determined annually on an actuarial basis as of June 30 each year, by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the years ended June 30, 2024 and 2023 (measurement date 2023 and 2022), the plan’s proportionate share of aggregate contributions recognized as part of pension expense were:

	2024	2023
Contributions - employer	\$ 945,965	\$ 257,361
Contributions - employee	249,962	219,411

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2024 and 2023 (measurement dates 2023 and 2022), the District reported \$590,790 and \$306,118 of net pension liability for its proportionate share of the aggregate net pension liability.

The District’s plan’s net pension liability is measured as the proportionate share of the net pension liability. The net pension liability of the plan is measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The following is the approach established by the plan actuary to allocate the net pension liability and pension expense to the individual employers within the risk pool:

- (1) In determining a cost-sharing plan's proportionate share, total amounts of liabilities and assets are first calculated for the risk pool as a whole on the valuation date (June 30, 2022). The risk pool's fiduciary net position ("FNP") subtracted from its total pension liability ("TPL") determines the net pension liability ("NPL") at the valuation date.
- (2) Using standard actuarial roll forward methods, the risk pool TPL is then computed at the measurement date (June 30, 2023). Risk pool FNP at the measurement date is then subtracted from this number to compute the NPL for the risk pool at the measurement date. For purposes of FNP in this step and any later reference thereto, the risk pool's FNP at the measurement date denotes the aggregate risk pool's FNP at June 30, 2023 less the sum of all additional side fund (or unfunded liability) contributions made by all employers during the measurement period (FY2023).

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

- (3) The individual plan's TPL, FNP, and NPL are also calculated at the valuation date.
- (4) Two ratios are created by dividing the plan's individual TPL and FNP as of the valuation date from step (3) by the amounts in step (1), the risk pool's total TPL and FNP, respectively.
- (5) The plan's TPL as of the measurement date is equal to the risk pool TPL generated in step (2) multiplied by the TPL ratio generated in step (4). The plan's FNP as of the measurement date is equal to the FNP generated in step (2) multiplied by the FNP ratio generated in step (4) plus any additional side fund (or unfunded liability) contributions made by the employer on behalf of the plan during the measurement period.
- (6) The plan's NPL at the measurement date is the difference between the TPL and FNP calculated in step (5).

The District's proportionate share of the net pension liability as of June 30, 2023, 2022, and 2021 (measurement date) were as follows:

Proportion June 30, 2021	-0.02264%
Proportion June 30, 2022	0.00265%
Change - increase (decrease)	0.02529%
Proportion June 30, 2023	0.00474%
Change - increase (decrease)	0.00209%

Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

For the years ended June 30, 2024 and 2023, the District recognized pension expense of \$825,512 and \$2,063,688, respectively. At June 30, 2024 and 2023, the District reported deferred outflows of resources and deferred inflows of resources related to this pension plan from the following sources:

	2024		2023	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 945,965	\$ -	\$ 257,361	\$ -
Differences between actual and expected experience	30,181	(4,682)	6,148	(4,117)
Change in assumptions	35,669	-	31,368	-
Change in employer's proportion	645,456	(67,652)	874,347	(164,297)
Differences between employer's contributions and the proportionate share of contributions	128,921	(226,424)	313,094	(192,014)
Net differences between projected and actual earnings on plan investments	95,654	-	56,073	-
Total	\$ 1,881,846	\$ (298,758)	\$ 1,538,391	\$ (360,428)

The \$945,965 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2025.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

As of the measurement date June 30, 2023, other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Amount
2025	\$ 357,376
2026	205,418
2027	71,585
2028	2,744
2029	-
Thereafter	-
Total	<u>\$ 637,123</u>

In the previous year, other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Amount
2024	\$ 371,918
2025	329,524
2026	184,862
2027	34,298
2028	-
Thereafter	-
Total	<u>\$ 920,602</u>

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Continued)

C. Actuarial Assumptions

The total pension liabilities in the June 30, 2022 (reporting date June 30, 2024) and 2021 (reporting date June 30, 2023) actuarial valuation were determined using the following actuarial assumptions:

	CalPERS Miscellaneous Plan	
	June 30, 2024	June 30, 2023
Valuation Date	June 30, 2022	June 30, 2021
Measurement Date	June 30, 2023	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	6.90%	6.90%
Inflation	2.30%	2.30%
Salary Increases (1)		
Mortality Rate Table (2)		
Post Retirement Benefit Increase (3)		

(1) Varies by entry age and service.

(2) The mortality table used was developed based on CalPERS specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study. Pre-retirement and post-retirement mortality rates include 15 years of projected mortality improvements using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report that can be found on the CalPERS website.

(3) The lesser of contract COLA or 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

Change in Assumptions – GASB 68, paragraph 30 states that the long-term expected rate of return should be determined net of pension plan investment expense, but without reduction for pension plan administrative expense. In both the current and prior year, the actuarial report did not have a change of assumptions. Further details of the Experience Study can be found on the CalPERS website.

D. Discount Rate

Discount Rate – The discount rate used to measure the total pension liability was 6.90 percent. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 6.90 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 6.90 percent is applied to all plans in the Public Employees Retirement Fund. The cash flows used in the testing were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. The stress test results are presented in a detailed report called “GASB Crossover Testing Report” that can be obtained at CalPERS’ website under the GASB 68 section.

Long-Term Expected Rate of Return – The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Continued)

D. Discount Rate (Continued)

In determining the long-term expected rate of return, both short-term and long-term market return expectations as well as the expected pension fund cash flows were considered. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11–60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation.

Asset Class ^(a)	Strategic Allocation	Real Return Years 1 - 10 ^(b)
Global Equity	30.00%	4.45%
Global Equity	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Security	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Liquidity	-5.00%	-0.59%
Total	100.00%	

(a) In the CalPERS' ACFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities

(b) An expected inflation of 2.30% used for this period

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 11 – Pension Plans (Continued)

Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Continued)

E. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District’s proportionate share of the net pension liability as of June 30, 2024 and 2023, calculated using the discount rate, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	Miscellaneous	
	2024	2023
1% Decrease	5.90%	6.15%
Net Pension Liability (Asset)	\$ 2,017,649	\$ 1,629,232
Current Discount Rate	6.90%	7.15%
Net Pension Liability (Asset)	\$ 590,790	\$ 306,118
1% Increase	7.90%	8.15%
Net Pension Liability (Asset)	\$ (583,638)	\$ (782,476)

Pension Plan Fiduciary Net Position – Detailed information about the District's pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

Payable to the Pension Plan – At June 30, 2024 and 2023, the District did not have a payable for an outstanding amount of contributions payable to the pension plan.

Note 12 – Risk Management

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The District maintains a third-party insurance policy. This policy covers solely the District’s property and equipment located on State Route 1 in Carmel, California, and not property and equipment owned by other government agencies that may be physically located on CAWD property.

The District is a member of the California Sanitation Risk Management Authority (CSRMA), an established public entity risk pool that operates as a common risk management and insurance program for 60 government members. The District pays an annual premium to the risk pool for its workers’ compensation, excess workers compensation, property, and general coverage. Risk of loss is retained for general liability claims. The agreement with the risk pool provides that it will be self-sustaining through member premiums and additional policies purchased from commercial insurance companies for general liability claims, and for excess workers’ compensation claims. The District’s share of CSRMA year-end assets, liabilities, and retained earnings has not been calculated by the CSRMA. Financial statements may be obtained from CSRMA, 100 Pine Street, 11th Floor, San Francisco, California 94111.

Carmel Area Wastewater District
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 12 – Risk Management (Continued)

Health Life and Vision Insurance - the District participates in a group health insurance plan, which provides benefits for all qualified employees.

Dental Insurance - the District has elected to self-insure for dental insurance under a reimbursement plan. The amount of the contingent liability, if any, at fiscal year-end is not material, however, the District is not aware of any significant claims currently pending.

Note 13 – Commitments

At June 30, 2024 and 2023, the District had the following amounts remaining on contracts:

	2024	2023
Contract commitments outstanding	\$ 1,711,202	\$ 4,613,063

Note 14 – Net Investment in Capital Assets

At June 30, 2024 and 2023, net investment in capital assets consisted of the following:

	2024	2023
Capital assets, net	\$ 55,108,684	\$ 54,659,889
Less: current portion of long-term debt	(205,000)	(195,000)
Less: long-term debt, net of current portion	-	(205,000)
Net investment in capital assets	\$ 54,903,684	\$ 54,259,889

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REQUIRED SUPPLEMENTARY INFORMATION
(Unaudited)

Carmel Area Wastewater District
Required Supplementary Information (Unaudited)
For the Year Ended June 30, 2024

Schedule of Changes in the Net Pension Liability and Related Ratios – Single Employer Plan

Last Ten Fiscal Years

Fiscal year ended	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>
Measurement date	June 30, 2024	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020
Total pension liability					
Service cost	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on total pension liability	287,337	278,420	276,726	269,016	259,881
Differences between expected and actual experience	185,815	-	(80,315)	49,189	84,663
Changes in assumptions	-	49,273	4,891	(16,640)	(17,336)
Changes in benefit terms	-	-	-	-	-
Benefit payments, including refunds of employee contributions	(185,267)	(173,066)	(173,066)	(173,066)	(176,786)
Net change in total pension liability	287,885	154,627	28,236	128,499	150,422
Total pension liability - beginning	4,880,231	4,725,604	4,697,368	4,568,869	4,418,447
Total pension liability - ending (a)	\$ 5,168,116	\$ 4,880,231	\$ 4,725,604	\$ 4,697,368	\$ 4,568,869
Plan fiduciary net position					
Contributions - employer	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions - employee	-	-	-	-	-
Investment income (net of administrative expenses)	667,919	229,068	(922,370)	1,348,545	278,846
Benefit payments	(185,267)	(173,066)	(173,066)	(173,066)	(176,786)
Administrative expenses	(2,430)	(2,084)	(1,964)	(2,049)	(2,009)
Net change in plan fiduciary net position	480,222	53,918	(1,097,400)	1,173,430	100,051
Plan fiduciary net position - beginning	5,662,100	5,608,182	6,705,582	5,532,152	5,432,101
Plan fiduciary net position - ending (b)	\$ 6,142,322	\$ 5,662,100	\$ 5,608,182	\$ 6,705,582	\$ 5,532,152
Net pension liability (asset) - ending (a)-(b)	\$ (974,206)	\$ (781,869)	\$ (882,578)	\$ (2,008,214)	\$ (963,283)
Plan fiduciary net position as a percentage of the total pension liability (asset)	118.85%	116.02%	118.68%	142.75%	121.08%
Covered payroll	\$ 907,499	\$ 843,629	\$ 804,534	\$ 784,366	\$ 747,631
Net pension liability (asset) as a percentage of covered-payroll	-107.35%	-92.68%	-109.70%	-256.03%	-128.84%

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Changes in the Net Pension Liability and Related Ratios – Single Employer Plan (Continued)

Last Ten Fiscal Years (Continued)

Fiscal year ended	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Measurement date	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Total pension liability					
Service cost	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on total pension liability	253,702	267,900	271,856	267,034	234,721
Differences between expected and actual experience	6,974	(80,294)	16,907	29,560	103,803
Changes in assumptions	(5,452)	(62,738)	-	-	(907,311)
Changes in benefit terms	-	-	-	-	-
Benefit payments, including refunds of employee contributions	(128,424)	(596,447)	(112,946)	(319,499)	(73,846)
Net change in total pension liability	126,800	(471,579)	175,817	(22,905)	(642,633)
Total pension liability - beginning	4,291,647	4,763,226	4,587,409	4,610,314	5,252,947
Total pension liability - ending (a)	\$ 4,418,447	\$ 4,291,647	\$ 4,763,226	\$ 4,587,409	\$ 4,610,314
Plan fiduciary net position					
Contributions - employer	\$ 34,600	\$ 78,936	\$ 88,680	\$ 130,672	\$ 216,420
Contributions - employee	-	-	-	-	-
Investment income (net of administrative expenses)	264,302	364,427	374,628	(92,216)	227,644
Benefit payments	(128,424)	(596,447)	(112,946)	(319,499)	(73,846)
Administrative expenses	(1,842)	(1,844)	(1,763)	(6,847)	-
Net change in plan fiduciary net position	168,636	(154,928)	348,599	(287,890)	370,218
Plan fiduciary net position - beginning	5,263,465	5,418,393	5,069,794	5,357,684	4,987,466
Plan fiduciary net position - ending (b)	\$ 5,432,101	\$ 5,263,465	\$ 5,418,393	\$ 5,069,794	\$ 5,357,684
Net pension liability (asset) - ending (a)-(b)	\$ (1,013,654)	\$ (971,818)	\$ (655,167)	\$ (482,385)	\$ (747,370)
Plan fiduciary net position as a percentage of the total pension liability (asset)	122.94%	122.64%	113.75%	110.52%	116.21%
Covered payroll	\$ 711,527	\$ 680,149	\$ 683,592	\$ 759,350	\$ 785,681
Net pension liability (asset) as a percentage of covered-payroll	-142.46%	-142.88%	-95.84%	-63.53%	-95.12%

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Contributions – Single Employer Plan

	Last Ten Fiscal Years				
	2024	2023	2022	2021	2020
Contractually required contribution (actuarially determined)	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions in relation to the actuarially determined contributions	-	-	-	-	-
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 907,499	\$ 843,629	\$ 804,534	\$ 784,366	\$ 747,631
Contributions as a percentage of covered payroll	0.00%	0.00%	0.00%	0.00%	0.00%
Notes to Schedule:					
Valuation date	6/30/2024	6/30/2023	6/30/2022	6/30/2021	6/30/2020

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Contributions – Single Employer Plan (Continued)

	Last Ten Fiscal Years (Continued)				
	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution (actuarially determined)	\$ -	\$ 103,838	\$ 78,940	\$ 88,667	\$ 130,567
Contributions in relation to the actuarially determined contributions	<u>(34,600)</u>	<u>(78,936)</u>	<u>(88,680)</u>	<u>(130,672)</u>	<u>(216,420)</u>
Contribution deficiency (excess)	<u>\$ (34,600)</u>	<u>\$ 24,902</u>	<u>\$ (9,740)</u>	<u>\$ (42,005)</u>	<u>\$ (85,853)</u>
Covered payroll	\$ 711,527	\$ 680,149	\$ 683,592	\$ 759,350	\$ 779,176
Contributions as a percentage of covered payroll	4.86%	11.61%	12.97%	17.21%	27.78%
Notes to Schedule:					
Valuation date	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Proportionate Share of the Net Pension Liability and Related Ratios – Cost-Sharing Multiple-Employer Plan

Fiscal year ended Measurement date	Last Ten Fiscal Years				
	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>June 30, 2020</u>
	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019
District's proportion of the net pension liability	0.00474%	0.00265%	-0.00226%	0.00680%	0.00540%
District's proportionate share of the net pension liability (asset)	\$ 590,790	\$ 306,118	\$ (1,224,348)	\$ 736,988	\$ 548,928
District's covered payroll	\$ 3,086,591	\$ 3,002,520	\$ 2,949,036	\$ 2,758,226	\$ 2,531,591
District's proportionate share of the net pension liability as a percentage of its covered payroll	19.14%	10.20%	-41.52%	26.72%	21.68%
Plan fiduciary net position as a percentage of the total pension liability	94.40%	76.68%	88.29%	75.10%	75.27%

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Proportionate Share of the Net Pension Liability and Related Ratios – Cost-Sharing Multiple-Employer Plan (Continued)

Last Ten Fiscal Years (Continued)

Fiscal year ended	<u>June 30, 2019</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Measurement date	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
District's proportion of the net pension liability	0.00410%	0.00450%	0.00330%	0.00050%	0.01010%
District's proportionate share of the net pension liability (asset)	\$ 395,657	\$ 448,040	\$ 285,127	\$ (33,002)	\$ 629,116
District's covered payroll	\$ 2,252,020	\$ 2,177,857	\$ 2,030,331	\$ 2,053,405	\$ 1,868,031
District's proportionate share of the net pension liability as a percentage of its covered payroll	17.57%	20.57%	14.04%	-1.61%	33.68%
Plan fiduciary net position as a percentage of the total pension liability	75.26%	73.31%	74.06%	78.40%	79.82%

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Contributions – Cost-Sharing Multiple-Employer Plan

	Last Ten Fiscal Years				
	2024	2023	2022	2021	2020
Contractually required contribution (actuarially determined)	\$ 301,522	\$ 257,361	\$ 246,025	\$ 276,858	\$ 227,991
Contributions in relation to the actuarially determined contributions	(945,965)	(257,361)	(246,025)	(1,058,532)	(227,991)
Contribution deficiency (excess)	<u>\$ (644,443)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (781,674)</u>	<u>\$ -</u>
Covered payroll	\$ 3,359,314	\$ 3,068,253	\$ 3,002,520	\$ 2,949,036	\$ 2,758,226
Contributions as a percentage of covered payroll	28.16%	8.39%	8.19%	35.89%	8.27%
Notes to Schedule:					
Valuation date	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018
Methods and Assumptions Used to Determine Contribution Rates:					
Actuarial cost method	Entry age	Entry age	Entry age	Entry age	Entry age
Amortization method	(1)	(1)	(1)	(1)	(1)
Asset valuation method	Fair value	Fair value	Fair value	Fair value	Fair value
Inflation	2.625%	2.625%	2.625%	2.625%	2.625%
Salary increases	(2)	(2)	(2)	(2)	(2)
Investment rate of return	6.90% (3)	6.90% (3)	7.25% (3)	7.25% (3)	7.25% (3)
Retirement age	(4)	(4)	(4)	(4)	(4)
Mortality	(5)	(5)	(5)	(5)	(5)

(1) Level percentage of payroll, closed

(2) Depending on age, service, and type of employment

(3) Net of pension plan investment expense, including inflation

(4) The probabilities of retirement are based on the CalPERS 2021 Experience Study

(5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

Carmel Area Wastewater District
Required Supplementary Information (Unaudited) (Continued)
For the Year Ended June 30, 2024

Schedule of Contributions – Cost-Sharing Multiple-Employer Plan (Continued)

Last Ten Fiscal Years (Continued)

	2019	2018	2017	2016	2015
Contractually required contribution (actuarially determined)	\$ 199,800	\$ 165,214	\$ 152,534	\$ 134,094	\$ 157,952
Contributions in relation to the actuarially determined contributions	(199,800)	(165,214)	(152,534)	(134,094)	(718,672)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (560,720)</u>
Covered payroll	\$ 2,531,591	\$ 2,252,020	\$ 2,177,857	\$ 2,030,331	\$ 2,053,405
Contributions as a percentage of covered payroll	7.89%	7.34%	7.00%	6.60%	35.00%
Notes to Schedule:					
Valuation date	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013
Methods and Assumptions Used to Determine Contribution Rates:					
Actuarial cost method	Entry age	Entry age	Entry age	Entry age	Entry age
Amortization method	(1)	(1)	(1)	(1)	(1)
Asset valuation method	Fair value	Fair value	Fair value	Fair value	15 year smoothed market
Inflation	2.75%	2.75%	2.75%	2.75%	2.75%
Salary increases	(2)	(2)	(2)	(2)	(2)
Investment rate of return	7.375% (3)	7.50% (3)	7.50% (3)	7.50% (3)	7.50% (3)
Retirement age	(4)	(4)	(4)	(4)	(4)
Mortality	(5)	(5)	(5)	(5)	(5)

(1) Level percentage of payroll, closed

(2) Depending on age, service, and type of employment

(3) Net of pension plan investment expense, including inflation

(4) The probabilities of retirement are based on the CalPERS 2021 Experience Study

(5) Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

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OTHER INFORMATION
(Unaudited)

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Carmel Area Wastewater District
Other Information
For the Year Ended June 30, 2024

Budgetary Comparison Information

	Final Budget (unaudited)	Actual	Variance Favorable (Unfavorable)
OPERATING REVENUES			
Sewer service fees	\$ 10,774,490	\$ 10,054,533	\$ (719,957)
Treatment fees, PBCSD	1,873,694	1,908,429	34,735
Reclamation Project operating reimbursements	702,907	808,615	105,708
Brine disposal fees	108,200	103,434	(4,766)
Permits and connection fees	83,510	544,145	460,635
Total operating revenues	13,542,801	13,419,156	(123,645)
OPERATING EXPENSES			
Collection	2,488,418	2,352,349	136,069
Treatment and disposal	4,784,235	4,731,509	52,726
Administration	1,657,661	1,456,767	200,894
Reclamation Project expenses	702,907	648,413	54,494
Brine disposal costs	5,938	4,216	1,722
Total operating expenses	9,639,159	9,193,254	445,905
Operating income (loss)	3,903,642	4,225,902	322,260
NONOPERATING REVENUES (EXPENSES)			
Property tax revenue	2,600,000	2,797,355	197,355
Investment earnings	190,000	1,180,469	990,469
PBSCD capital cost reimbursements	1,148,011	718,597	(429,414)
Reclamation Project capital cost reimbursements	114,521	102,815	(11,706)
Principal payment	-	(195,000)	(195,000)
Intergovernmental	-	35,179	35,179
Other nonoperating revenue	10,000	85,777	75,777
Interest and fiscal expenses	(15,881)	(16,915)	(1,034)
Other nonoperating expenses	(2,600)	(2,141)	459
Total nonoperating revenues (expenses)	4,044,051	4,706,136	662,085
Changes in net position - budgetary basis	\$ 7,947,693	8,932,038	\$ 984,345
Reconciliation to Full Accrual Basis			
Adjust for depreciation		(2,961,216)	
Adjustment for principal payment		195,000	
Changes in net position - full accrual basis		6,165,822	
Net position, beginning of year		107,438,526	
Net position, end of year		\$ 113,604,348	

Carmel Area Wastewater District
Notes to Budgetary Comparison Information
For the Year Ended June 30, 2024

Notes to Budgetary Comparison Information

Budgets and Budgetary Accounting

A budget of projected cash receipts and disbursements is prepared to meet the requirements of the Monterey County Auditor and for internal use by the Board of Directors. The budget is used to provide financial guidance to the District and to determine the amount of funds required from user fees and other sources. The primary difference between the budgetary basis method, and the accounting principles generally accepted in the United States of America (GAAP) method, is depreciation expense and the principal portion of debt service payments.



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditors' Report

Board of Directors
Carmel Area Wastewater District
Carmel, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Carmel Area Wastewater District, California (the "District"), which comprise the statement of net position as of June 30, 2024, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes, which collectively comprise the basic financial statements and have issued our report thereon dated January 21, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "The PwC Group, LLP". The signature is written in a cursive, flowing style.

San Diego, California
January 21, 2025

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: January 30th, 2025

Subject: Special Sewer Connection Agreement
Discussion – Highlands Gas Station (70 Hwy 1)

RECOMMENDATION

It is recommended that the Board of Directors discuss potential terms and conditions for a “Special Sewer Connection Agreement” for the Highlands Gas Station (70 Hwy 1).

DISCUSSION

The District Engineer has been engaged in the review of a new sewer connection application for the Carmel Highlands Gas Station located at 70 Hwy 1 (at the intersection of Hwy 1 and Corona Rd). The sewer connection plans submitted by the applicant (Keig) are not allowed in accordance with District Standard Plans and Specifications (Ordinance 2019-02). Therefore, the District Engineer has been developing special conditions to be included in the project to potentially allow this non-standard connection to be approved under a “Special Sewer Connection Agreement”.

There are two circumstances related to this connection that would make it a discretionary special connection:

1. The connection would not “break to gravity” as is required per Ordinance 2019-02 Section 4.03-B.6.
2. The connection would require the District to take on liability associated with the private lateral piping in the Cal-Trans right of way. This situation conflicts with the meaning of a “private lateral” as defined in with Ordinance 2019-02 Section 2.01.

Special conditions executed under a special agreement are warranted if this application is to be approved. This non-standard connection should not set future precedent and should not result in a net negative to existing ratepayers.

The following are special conditions that could be included in a “Special Sewer

Connection Agreement”:

Special Conditions Recommended by Staff:

1. Discharge to the District shall be septic tank effluent.
2. Agreement to include a release of liability provision.
3. Standard user fees would be assessed to account for unique risks and management associated with non-standard direct forcemain connection in Hwy 1 CalTrans right of way.
4. Submittals for all materials and equipment shall be provided to District and shall be approved by the District Engineer or designee prior to installation.
5. District to retain right to shutoff the sewer connection to conduct maintenance or repairs.
6. Include recital that this connection is being approved as a special one-time case and that it does not constitute a policy of the District.
7. “Special Sewer Connection Agreement” shall be recorded as an encumbrance on the property.
8. Plans approved by District Engineer to be attached to agreement.

Other Potential Special Conditions:

1. No future connections allowed.
2. Conditions in case of breach of terms of agreement.
3. Owner shall be included in future sewer assessment Districts.
4. Owner shall maintain existing leach field as a backup system.
5. Maintenance records shall be maintained and submitted to the District on an annual basis.

Prior to executing a “Special Sewer Connection Agreement” the entire agreement will be brought to the Board of Directors for review and approval.

FUNDING

Costs incurred by the District in facilitating a new private connection into the District are recoverable by fees imposed on the new development, along with standard connection fees.

Attachments

- Preliminary CalTrans Encroachment Permit Application
- Sewer Connection Plans (not approved) dated 7/24/24

Complete ALL fields, write "N/A" if not applicable. Type or print clearly.
 This application is not complete until all requirements have been approved.

Permission is requested to encroach on the State Highway right-of-way as follows:

1. COUNTY MONTEREY		2. ROUTE 1	3. POST MILE 69.613	FOR CALTRANS USE TRACKING NO.
4. ADDRESS OR STREET NAME 70 COAST HIGHWAY 1		5. CITY CARMEL HIGHLANDS		
6. CROSS STREET (Distance and direction from project site) 270 FEET SOUTHERLY OF CORONA ROAD				SIMPLEX STAMP
7. WORK TO BE PERFORMED BY <input type="checkbox"/> APPLICANT <input checked="" type="checkbox"/> CONTRACTOR		8. IS THIS APPLICATION FOR A RIDER? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES. If "YES", provide the Parent Permit Number		DATE OF SIMPLEX STAMP
9. ESTIMATE START DATE SEPTEMBER 2024		10. ESTIMATED COMPLETION DATE OCTOBER 2024		
11. ESTIMATED NUMBER OF WORKING DAYS WITHIN STATE HIGHWAY RIGHT-OF-WAY FOUR (4)				
12. ESTIMATED CONSTRUCTION COSTS WITHIN STATE HIGHWAY RIGHT-OF-WAY \$1,500				
13. HAS THE PROJECT BEEN REVIEWED BY ANOTHER CALTRANS BRANCH? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES. If "YES", which branch?				
14. FUNDING SOURCE(S) <input type="checkbox"/> FEDERAL <input type="checkbox"/> STATE <input type="checkbox"/> LOCAL <input checked="" type="checkbox"/> PRIVATE <input type="checkbox"/> SB 1 (ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017)				
15. CALTRANS PROJECT CODE (ID) N/A			16. APPLICANT'S REFERENCE / UTILITY WORK ORDER NUMBER	

17. DESCRIBE WORK TO BE DONE WITHIN STATE HIGHWAY RIGHT-OF-WAY (in 20 lines or less)
 Attach 6 complete sets of plans (folded to 8.5" x 11") and any applicable specifications, calculations, maps, traffic control plans, etc.
 SEE ATTACHED PLANS PREPARED BY MONTEREY BAY ENGINEERS, INC. THIS APPLICATION IF FOR A CONNECTION TO AN EXISTING SANITARY SEWER FORCE MAIN LATERAL.

THE FORCE MAIN LATERAL WAS CONSTRUCTED IN 2011 UNDER PERMIT 0511 NUS 0036

THIS WORK WILL PROVIDE A BRANCH TO THE EXISTING FORCE MAIN LATERAL THAT IS OWNED AND MAINTAINED BY THE CARMEL AREA WASTEWATER DISTRICT. THIS BRANCH CONNECTION WILL SERVE THE PROPERTY AT 70 COAST HIGHWAY 1.

ALL WORK WILL OCCUR AT THE EXTREME EASTERLY SIDE OF THE HIGHWAY RIGHT-OF-WAY. NO HIGHWAY ACCESS WILL BE NECESSARY. NO PARKING WILL BE REQUIRED ALONG ANY PART OF HIGHWAY 1. NO WORK IS NECESSARY WITHIN ANY PART OF THE TRAFFIC LANES OR SHOULDERS.

THE CONNECTION WITHIN THE STATE HIGHWAY RIGHT OF WAY IS NECESSARY BECAUSE THE CARMEL HIGHLANDS FIRE DISTRICT WILL NOT GRANT AN EASEMENT FOR A PIPELINE CONNECTION. THIS IS IN SPITE OF THE FACT THAT THE DESIGN FOR THE KEIG PROPERTY AND THE FIRE STATION CONNECTIONS WAS DONE SIMULTANEOUSLY WITH AN ORAL AGREEMENT TO SHARE THE SINGLE PIPELINE.

18 (a). PORTION OF STATE HIGHWAY RIGHT-OF-WAY WHERE WORK IS BEING PROPOSED (check all that apply)

Traffic lane Shoulder Sidewalk Median At or near an intersection Mobile work

Outside of the shoulder, 16 feet from edge of pavement Other _____

18 (b). PROPOSED TRAFFIC CONTROL PLANS AND METHOD

No traffic control needed State Standard Plans (T-Sheets) # _____

Project specific Traffic Control Plans included To be submitted by contractor

TRACKING NO.

19. EXCAVATION	MAX. DEPTH (in) 48	MIN. DEPTH (in) 24	AVG. WIDTH (in) 12	LENGTH (ft) 32	SURFACE TYPE (e.g. Asphalt, concrete, soil, etc.) NATIVE SOIL
20. PIPES	PRODUCT BEING TRANSPORTED UNTREATED SEWAGE	CARRIER PIPE DIAMETER 2 (in.)	MATERIAL HDPE	CASING PIPE DIAMETER 4 (in.)	MATERIAL HDPE
PROPOSED INSTALLATION METHOD (e.g. HDD, Bore & Jack, Open Cut, etc.) OPEN CUT BY HAND TOOLS					VOLTAGE / PSIG

DOES THE PROPOSED PROJECT INVOLVE THE REPLACEMENT AND/OR ABANDONMENT OF AN EXISTING FACILITY?

NO YES. If "YES", provide a description

21. IS A CITY, COUNTY OR OTHER PUBLIC AGENCY INVOLVED IN THE APPROVAL OF THIS PROJECT?

YES (if "YES", check the type of project AND attach the environmental documentation and conditions of approval)

COMMERCIAL DEVELOPMENT BUILDING GRADING OTHER UTILITY CONNECTION

CATEGORICALLY EXEMPT NEGATIVE DECLARATION ENVIRONMENTAL IMPACT REPORT OTHER

NO (if "NO", check the category below which best describes the project AND answer questions A-K)

DRIVEWAY OR ROAD APPROACH, RECONSTRUCTION, MAINTENANCE OR RESURFACING FENCE EROSION CONTROL

PUBLIC UTILITY MODIFICATION, EXTENSIONS, HOOKUPS MAILBOX LANDSCAPING

FLAGS, SIGNS, BANNERS, DECORATIONS, PARADES AND CELEBRATIONS OTHER

The following questions must be answered when a City, County or other public agency IS NOT involved in the approval of this project.

Your answers to these questions will assist Caltrans staff in identifying any physical, biological, social or economic resources that may be affected by your proposed project within State Highway right-of-way and to determine which type of environmental studies may be required to approve your application for an encroachment permit. It is the applicant's responsibility for the production of all required environmental documentation and supporting studies and in some cases this may be costly and time consuming. If possible, attach photographs of the location of the proposed project. Answer these questions to the best of your ability. Provide a description of any "YES" answers (type, name, number, etc.).

A. Will any existing vegetation and/or landscaping within State Highway right-of-way be disturbed?

EXCAVATION AND BACKFILL IN NATIVE WEEDS

B. Are there waterways (e.g. river, creek, pond, natural pool or dry streambed) adjacent to or within the limits of the proposed project?

NO

C. Is the proposed project located within five miles of the coast line?

YES

D. Will the proposed project generate construction noise levels greater than 86 decibels (dBA) (e.g. Jack-hammering, pile driving)?

NO

E. Will the proposed project incorporate land from a public park, recreation area or wildlife refuge open to the public?

NO

F. Are there any recreational trails or paths within the limits of the proposed project?

NO

G. Will the proposed project impact any structures, buildings, rail lines or bridges within State Highway right-of-way?

NO

H. Will the proposed project impact access to any businesses or residences?

NO

I. Will the proposed project impact any existing public utilities or public services?

NO

J. Will the proposed project impact any existing pedestrian facilities, such as sidewalks, crosswalks or overcrossings?

NO

K. Will new lighting be constructed within or adjacent to State Highway right-of-way?

NO

BEST MANAGEMENT PRACTICE NOTES

- OWNERS:
DANIEL J. KEIG
70 HIGHWAY 1
CARMEL HIGHLANDS, CA 93923
PHONE: (831) 624-3223
- CIVIL ENGINEER: STEVEN C. WILSON
MONTEREY BAY ENGINEERS, INC.
607 CHARLES AVENUE, SUITE B
SEASIDE, CA 93955
PHONE: (831) 899-7899
- CONSTRUCTION SUPERINTENDENT:

- 24 HOUR PHONE NUMBER:
PHONE: (____)____-____ SITE PHONE: (____)____-____
CONTRACTOR:

- THIS PLAN IS INTENDED TO BE USED FOR INTERIM EROSION AND SEDIMENT CONTROL ONLY. THE GRADING AND DRAINAGE PLANS SHALL BE USED FOR FINAL ELEVATIONS OR PERMANENT IMPROVEMENTS.
- THE EROSION CONTROL AND STORM WATER POLLUTION CONTROL MEASURES SHALL BE MAINTAINED BY THE GENERAL CONTRACTOR THROUGHOUT THE WINTER MONTHS. WHENEVER RAIN IS FORECAST, AT THE END OF THE LAST DAY OF A WORK WEEK OR BEFORE ANY EXTENDED SUSPENSION OF WORK, THE GENERAL CONTRACTOR SHALL ENSURE THAT THE MEASURES SHOWN ON THESE PLANS SHALL BE IN PLACE AND SATISFACTORILY INSTALLED TO PROVIDE THE INTENDED PROTECTION. AFTER EACH RAIN, THE GENERAL CONTRACTOR SHALL INSPECT THE EROSION CONTROL AND STORM WATER POLLUTION CONTROL MEASURES TO DETERMINE THAT THEY OPERATED SATISFACTORILY. REPAIRS SHALL BE MADE AS REQUIRED. IF IT IS DETERMINED THAT A PARTICULAR MEASURE IS NOT PROVIDING THE INTENDED PROTECTION, THE GENERAL CONTRACTOR SHALL NOTIFY THE OWNER AND DESIGN ENGINEER TO DETERMINE ALTERNATIVE MEASURES. ALTERNATIVE DESIGNS WILL BE SUBMITTED TO THE COUNTY OF MONTEREY FOR REVIEW PRIOR TO IMPLEMENTATION.
- THE GENERAL CONTRACTOR SHALL KEEP ADEQUATE SUPPLIES ON SITE TO PROVIDE EMERGENCY REPAIRS AS REQUIRED. THESE SUPPLIES MAY BE ADDITIONAL SILT FENCING, FILTER FABRIC, STRAW BALES, JUTE NETTING, BAGS AND TARPS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR MONITORING EROSION AND SEDIMENT CONTROL PRIOR, DURING, AND AFTER STORM EVENTS.
- REASONABLE CARE SHALL BE TAKEN WHEN HAULING ANY EARTH, SAND, GRAVEL, STONE, DEBRIS, PAPER OR ANY OTHER SUBSTANCE OVER ANY PUBLIC STREET, ALLEY, OR OTHER PUBLIC PLACE. SHOULD ANY BLOW, SPILL, OR TRACK OVER AND UPON SAID PUBLIC OR ADJACENT PRIVATE PROPERTY, IMMEDIATE REMEDIES SHALL OCCUR.
- SANITARY FACILITIES SHALL BE MAINTAINED ON THE SITE.
- DURING THE RAINY SEASON, ALL PAVED AREAS SHALL BE KEPT CLEAR OF EARTH MATERIAL AND DEBRIS. THE SITE SHALL BE MAINTAINED SO AS TO MINIMIZE SEDIMENT LADEN RUNOFF TO ANY STORM DRAINAGE SYSTEMS, INCLUDING EXISTING DRAINAGE SWALES AND WATER COURSES.
- CONSTRUCTION OPERATIONS SHALL BE CARRIED OUT IN SUCH A MANNER THAT EROSION AND WATER POLLUTION WILL BE MINIMIZED. STATE AND LOCAL LAWS CONCERNING POLLUTION ABATEMENT SHALL BE COMPLIED WITH.
- CONTRACTORS SHALL PROVIDE DUST CONTROL AS REQUIRED BY THE APPROPRIATE FEDERAL, STATE, AND LOCAL AGENCY REQUIREMENTS.
- HYDROSEEDING SHALL BE APPLIED AS PER CALTRANS SPECIFICATIONS, OR AS OTHERWISE NOTED ON THESE PLANS.
- WITH THE APPROVAL OF THE CIVIL ENGINEER, THE EROSION AND SEDIMENT CONTROLS MAYBE REMOVED AFTER AREAS ABOVE THEM HAVE BEEN STABILIZED.

WASTE MANAGEMENT PLAN

- REF: CALIFORNIA STORMWATER BMP HANDBOOK, CONSTRUCTION, SECT. 4
- THE CONTRACTOR SHALL MAINTAIN AND MONITOR THE HANDLING AND DISPOSAL OF ALL WASTE GENERATED ON SITE.
 - STORE HAZARDOUS MATERIALS AND WASTE IN COVERED CONTAINERS AND PROTECT FROM VANDALISM.
 - ENSURE THAT A STOCKPILE OF SPILL CLEANUP MATERIALS ARE AVAILABLE AND READILY ACCESSIBLE.
 - DO NOT ALLOW WATER USED FOR CLEANING AND DECONTAMINATION TO ENTER STORM DRAINS OR WATERCOURSES.
 - COLLECT AND DISPOSE OF CONTAMINATED WATER IN ACCORDANCE WITH WM-10, LIQUID WASTE MANAGEMENT.
 - DRIP PANS OR ABSORBENT MATERIALS SHALL BE PLACED UNDER PAVING EQUIPMENT WHEN NOT IN USE.
 - FOR REFUELING ON SITE, USE DESIGNATED AREAS LOCATED AWAY FROM WATER COURSES.
 - WHEN FUELING, USE SECONDARY CONTAINMENT TO CATCH SPILL/LEAKS.
 - DUMPSTERS SHALL BE MAINTAINED ON SITE FOR THE COLLECTION AND DISPOSAL OF CONSTRUCTION WASTE.
 - HAZARDOUS WASTE SHALL BE SEGREGATED FROM NONHAZARDOUS CONSTRUCTION WASTE.
 - KEEP HAZARDOUS WASTE CONTAINERS IN SECONDARY STORAGE.
 - ALL HAZARDOUS WASTE SHALL BE STORED, TRANSPORTED, AND DISPOSED AS REQUIRED IN TITLE 22 CCR, DIVISION 4.5 AND 49 CFR 261-263.
 - ALL SPILLS SHALL BE CLEANED UP IMMEDIATELY.
 - A CONCRETE WASHOUT FACILITY SHALL BE CONSTRUCTED ON SITE. SEE DETAIL "E" LOCATED ON SHEET C-13.
 - DISPOSE OF HARDENED CONCRETE WASTE ON A REGULAR BASIS IN ACCORDANCE WITH WM-5, SOLID WASTE MANAGEMENT.
 - SANITARY FACILITIES SHALL BE PROVIDED AND MAINTAINED ON SITE.
 - A WATER TRUCK SHALL BE MAINTAINED ON SITE AS NEEDED FOR DUST CONTROL DURING CONSTRUCTION.

UTILITY LEGEND

- (E) --- EXISTING
- CO --- CLEAN OUT
- D/W --- DRIVEWAY
- D --- DROP INLET
- HB --- HOSE BIB
- INW --- INVERT ELEVATION
- LF --- LINEAR FEET
- MRW --- MASONRY RETAINING WALL
- (P) --- PROPOSED
- PL --- PROPERTY LINE
- RM --- RIM ELEVATION
- SD --- STORM DRAIN
- SF --- SQUARE FEET
- SSCO --- SANITARY SEWER CLEANOUT
- (E) CHAIN LINK FENCE
- PROPOSED BUILDING
- CONCRETE
- ROCK RETAINING WALL
- PATTERNED CONCRETE
- PAVERS

SANITARY SEWER IMPROVEMENT PLANS

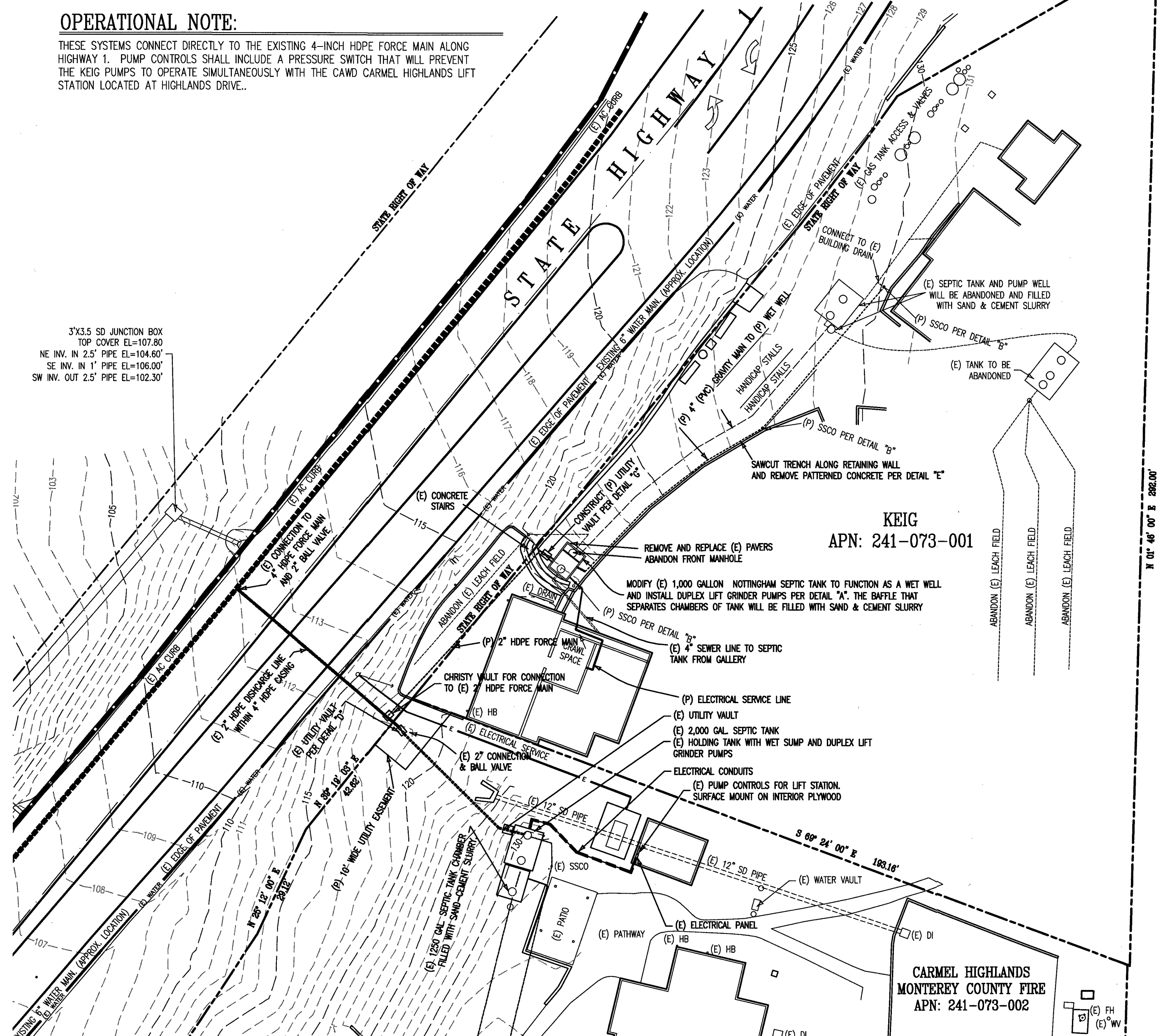
70 CALIFORNIA STATE HIGHWAY 1

CARMEL HIGHLANDS, CA 93923

PREPARED FOR
DANIEL J. KEIG
JULY, 2015

OPERATIONAL NOTE:

THESE SYSTEMS CONNECT DIRECTLY TO THE EXISTING 4-INCH HDPE FORCE MAIN ALONG HIGHWAY 1. PUMP CONTROLS SHALL INCLUDE A PRESSURE SWITCH THAT WILL PREVENT THE KEIG PUMPS TO OPERATE SIMULTANEOUSLY WITH THE CAMD CARMEL HIGHLANDS LIFT STATION LOCATED AT HIGHLANDS DRIVE.



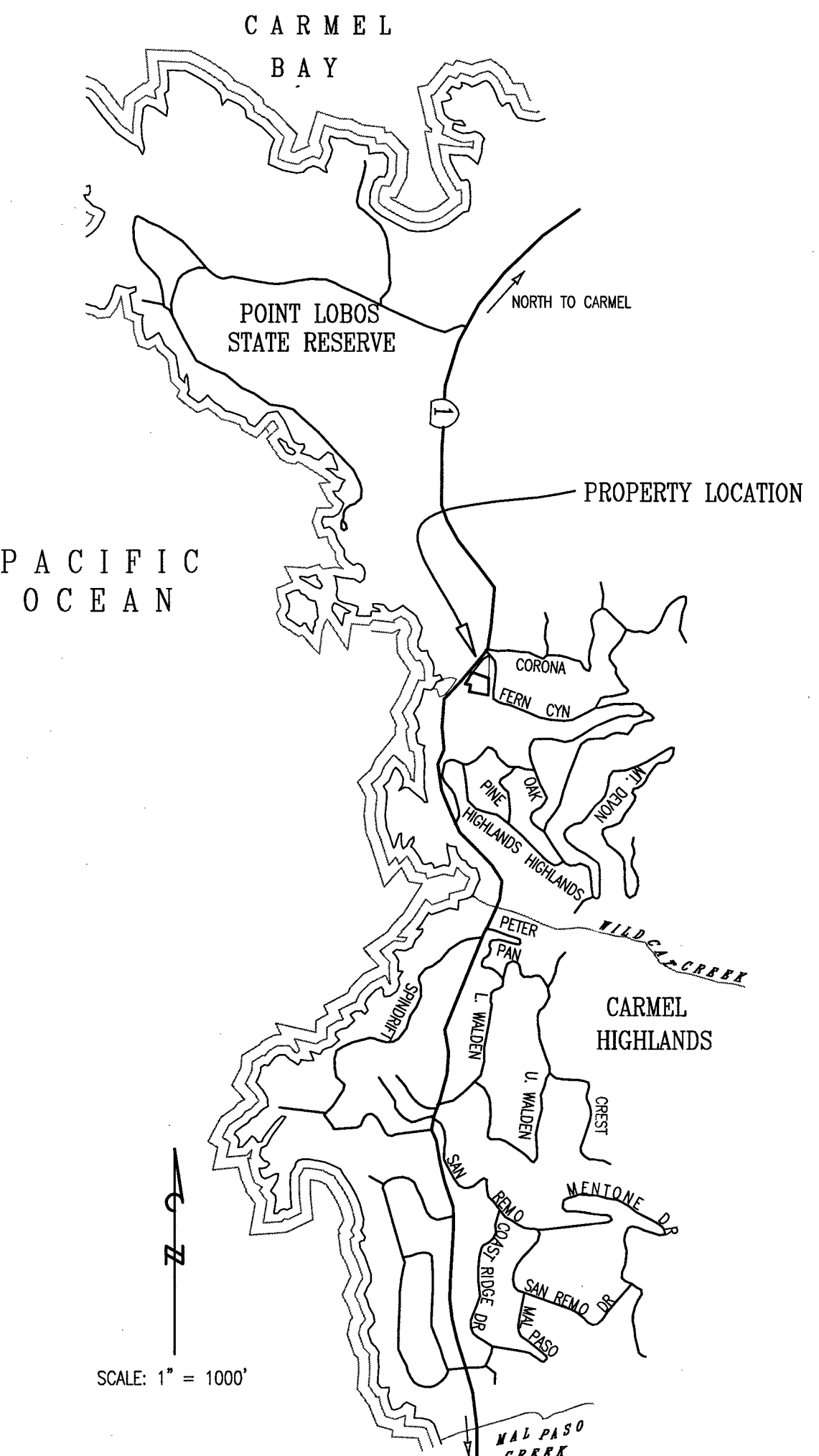
SITE PLAN

SURVEY NOTES

- ALL BEARINGS SHOWN UPON THIS MAP ARE BASED UPON THAT MAP FILED IN VOLUME 3 SURVEYS.
- PAGE 154 OR FROM RECORD DEED DESCRIPTION.
- ELEVATIONS SHOWN ARE BASED ON CARMEL AREA WASTEWATER DISTRICT SEWER PROJECT PLAN.
- BENCHMARK: IS A MANHOLE #2 ON PAGE C-01 OF THE CAMD SEWER PROJECT PLANS. BENCHMARK INVERT ELEVATION = 130.35'
- CONTOUR INTERVAL = ONE FOOT.
- TOPOGRAPHIC INFORMATION TAKEN FROM A SURVEY PREPARED BY MONTEREY BAY ENGINEERS, INC.

PROJECT DATA

OWNER:	DANIEL J. KEIG 70 HIGHWAY 1 CARMEL HIGHLANDS, CA 93923 (831)624-3223
MONTEREY COUNTY PLANNING FILE NO.:	PLN-090342
CALTRANS PERMIT REFERENCE NO.:	0511 6US 0038
APN:	241-073-001
LOT SIZE:	26,144.5 S.F. (0.600 ACRES)
ZONING DESIGNATION:	VSC (CZ) - VISITOR SERVING COMMERCIAL (COASTAL ZONE)
LOT COVERAGE (EXISTING & PROPOSED):	2,143 S.F. (8.2%)
GRADINGS:	NONE
TREE REMOVAL:	NONE

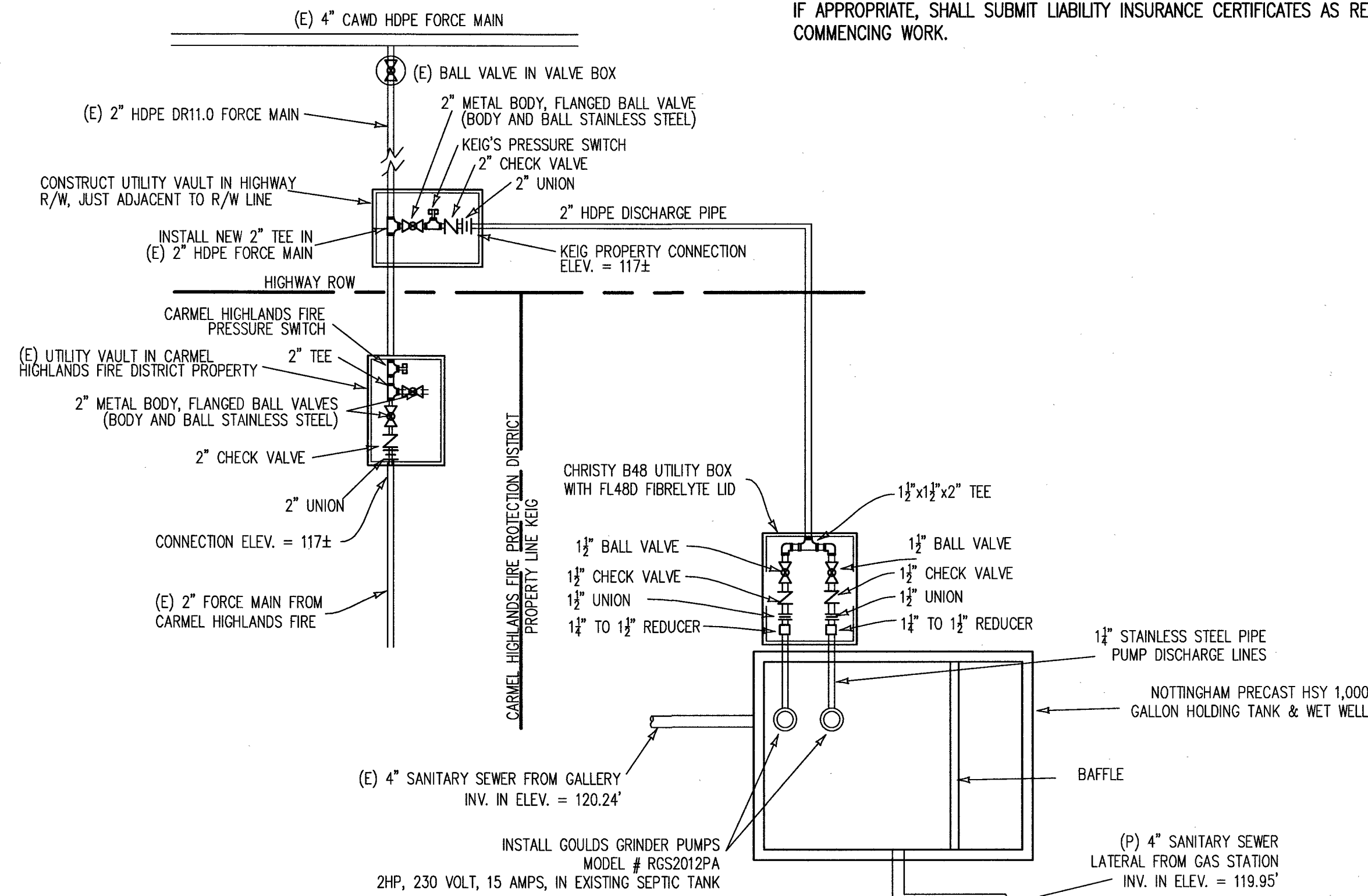


VICINITY MAP

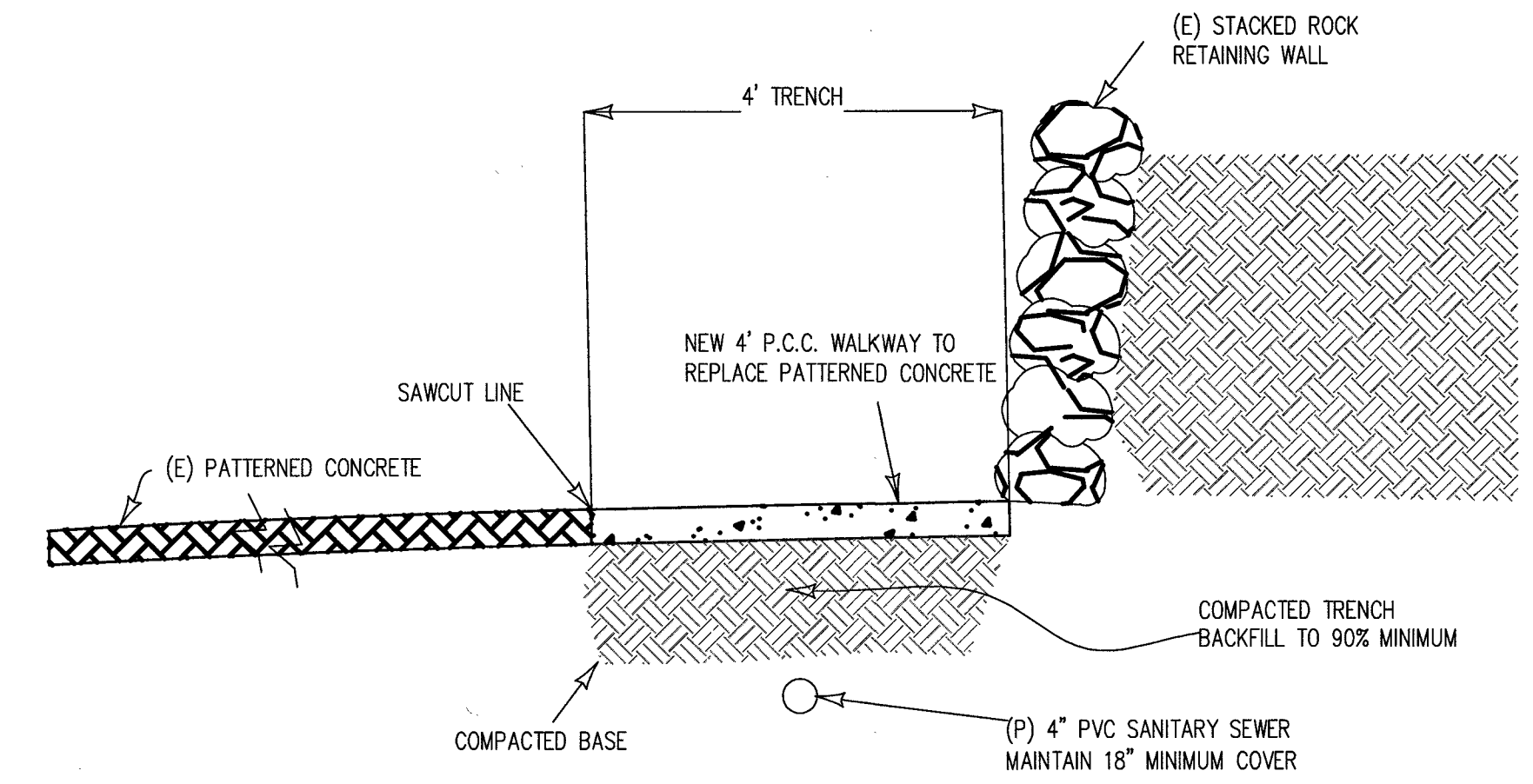


REVISIONS		SEWER CONNECTION PLAN	
DATE	BY	A PORTION OF	
JUL 22 2015	SCW	RANCHO SAN JOSE Y SUR CHIQUITO	
JUL 26 2024	SCW	CARMEL HIGHLANDS PROPERTY	
		VOLUME 1, SURVEYS, PAGE 93	
		CARMEL HIGHLANDS AREA MONTEREY COUNTY	
		PREPARED FOR	
		DANIEL J. KEIG	
		BY	
		MONTEREY BAY ENGINEERS, INC.	
		607 CHARLES AVE SUITE B (831) 899-7899 SEASIDE, CALIFORNIA 93955	
JOB No. 09-031	SCALE 1" = 20'	DATE JULY, 2015	DRAWN BY SCW SHEET 1 OF 2

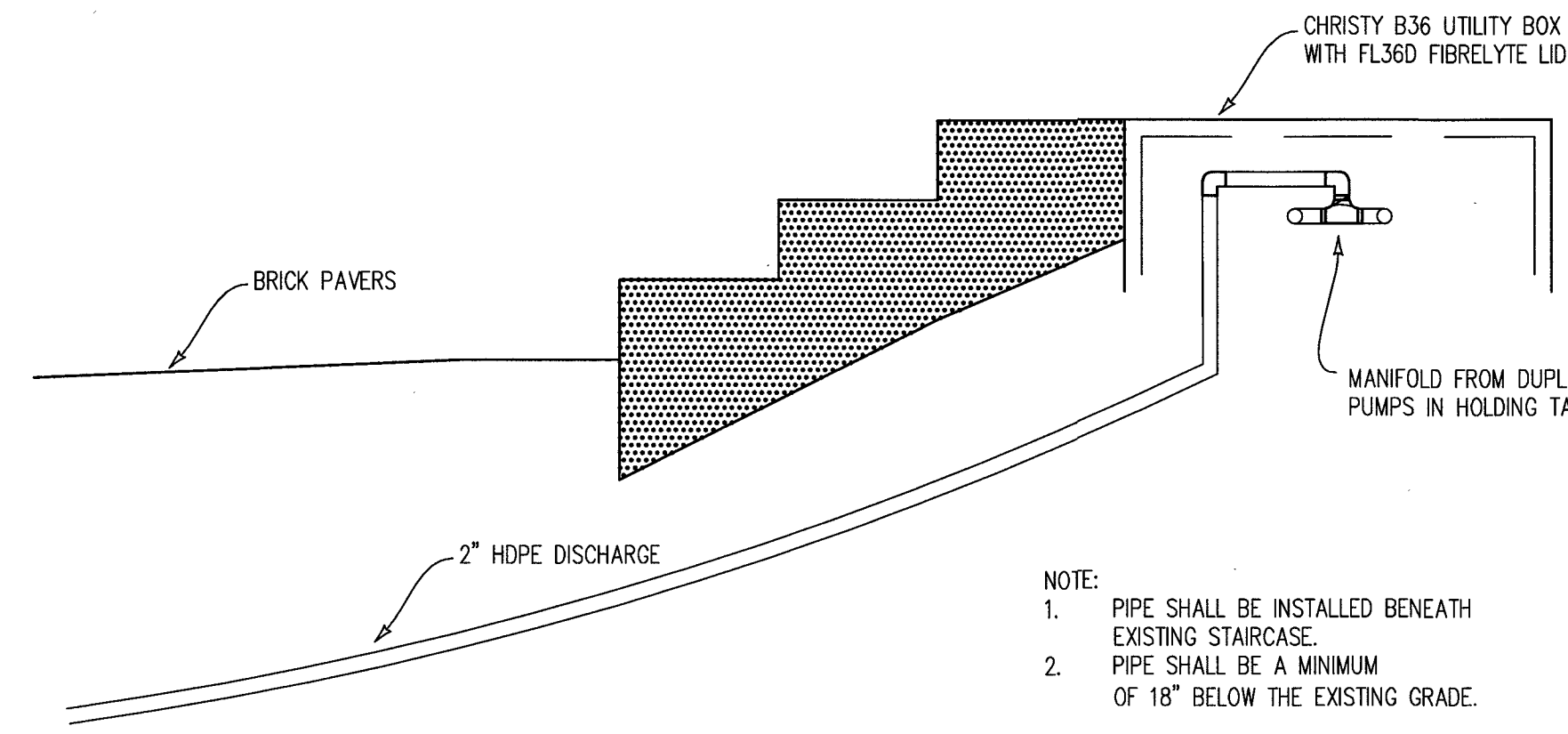
NOTE:
 ANY WORK DONE TO THE DISTRICT FACILITIES, I.E. TIE-IN OF THE NEW LATERAL TO THE DISTRICT'S FORCE MAIN, SHALL BE DONE BY A LICENSED CONTRACTOR CERTIFIED BY THE PIPE MATERIAL MANUFACTURER. A WRITTEN CERTIFICATION SHALL BE PRESENTED TO THE DISTRICT PRIOR TO THE COMMENCEMENT OF WORK. AFTER THE WORK IS COMPLETED, APPLICANT SHALL ALSO PROVIDE A CERTIFICATION FROM THE MANUFACTURER THAT ALL WORK WAS COMPLETED IN ACCORDANCE WITH THEIR RECOMMENDATIONS. THE CONTRACTOR, AND SUB-CONTRACTOR IF APPROPRIATE, SHALL SUBMIT LIABILITY INSURANCE CERTIFICATES AS REQUIRED BY THE DISTRICT PRIOR TO COMMENCING WORK.



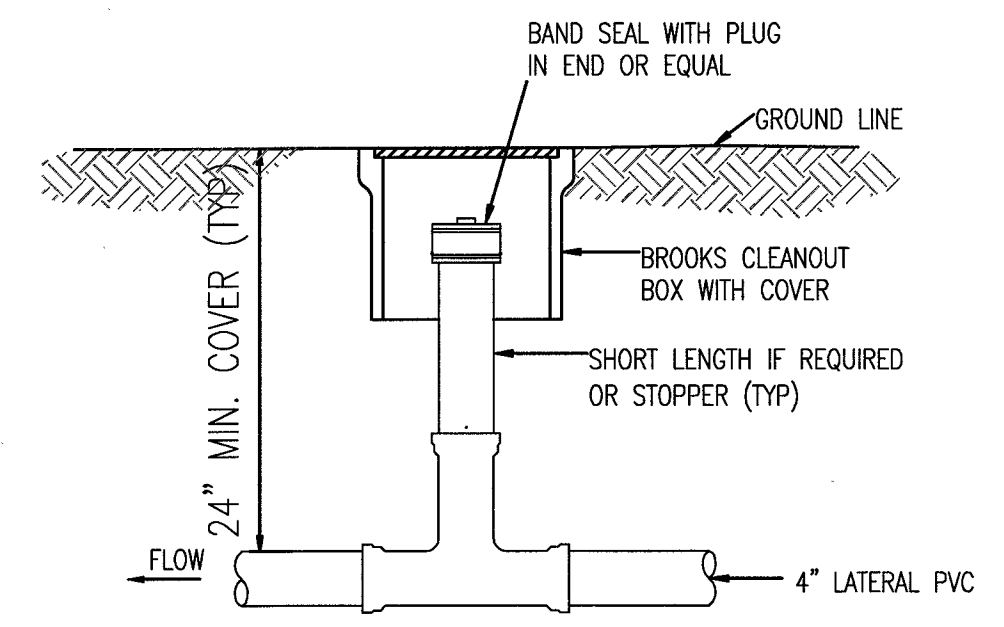
B HOLDING TANK, SUMP, PUMP AND PIPING SCHEMATIC
 NOT TO SCALE



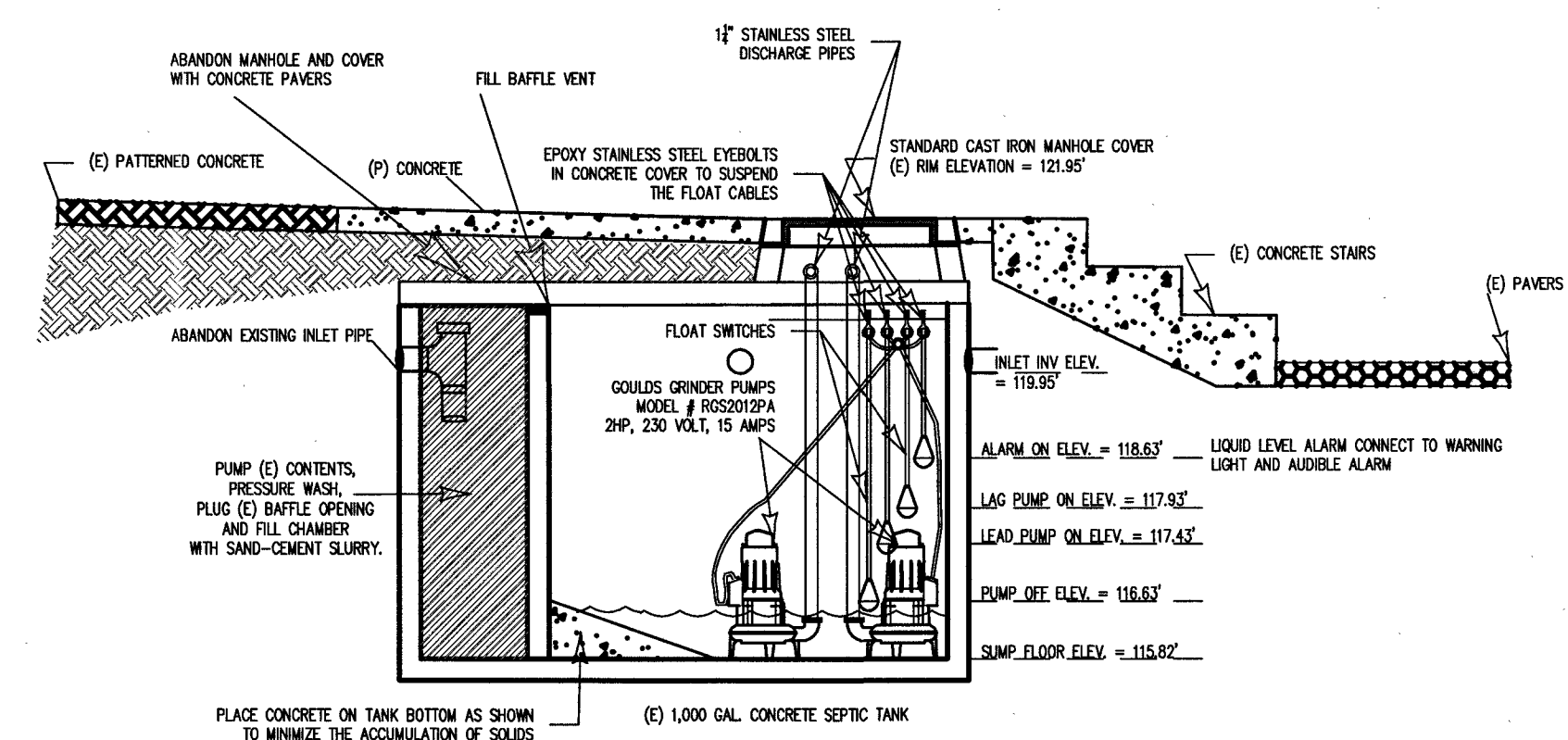
E TRENCH DETAIL
 NOT TO SCALE



D DISCHARGE PIPE ROUTING AT STAIRS
 NOT TO SCALE

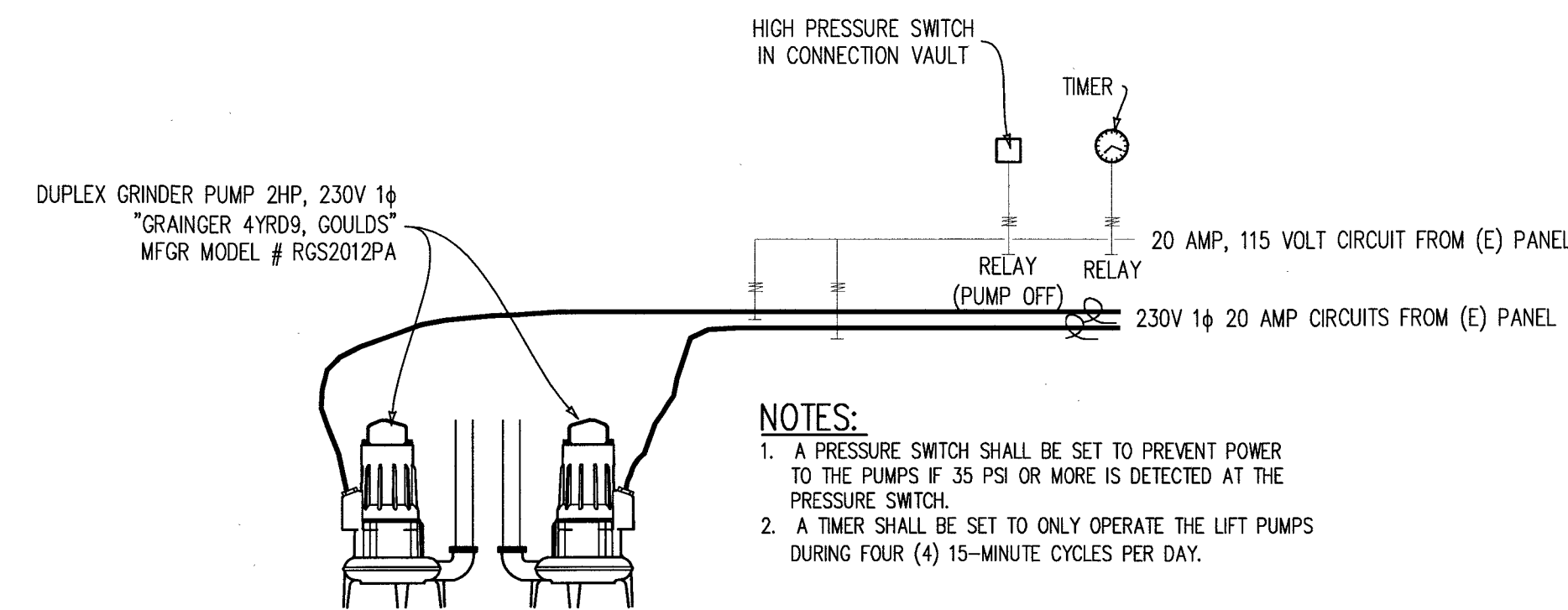


F TWO-WAY CLEANOUT DETAIL
 NOT TO SCALE



A SECTIONAL VIEW OF EXISTING SUMP AND SEPTIC TANK
 NOT TO SCALE

- NOTES:**
1. MINIMUM DISCHARGE FOR EACH PUMP TO BE 30 G.P.M. @ 33 FEET TOTAL HEAD.
 2. PUMPS SHALL OPERATE ON SINGLE-PHASE 230 VOLT A.C. POWER, 15 AMPS.
 3. CONFIGURATION AND DIMENSIONS SHOWN SHALL NOT BE CHANGED WITHOUT THE PRIOR WRITTEN APPROVAL OF THE ENGINEER.
 4. ALL BRACKETS AND BOLTS TO BE STAINLESS STEEL.
 5. CONTRACTOR SHALL SUBMIT MATERIAL SPECIFICATIONS AND MANUFACTURER'S DATA SHEETS ALONG WITH THE BID.
 6. MONTEREY BAY ENGINEERS SHALL INSPECT AND APPROVE ALL PHASES OF INSTALLATION PRIOR TO SYSTEM OPERATION.
 7. PUMP CONTROLS SHALL PROVIDE FOR ALTERNATING THE LEAD PUMP EACH TIME THE LIFT STATION OPERATES.
 8. A VISIBLE AND AUDIBLE ALARM SHALL BE INSTALLED TO INDICATE THE FAILURE OF ONE PUMP, OR IF THE LIFT STATION WATER LEVEL RISES ABOVE THE ALARM FLOAT.
 9. DISCHARGE PUMPS SHALL NOT BE IN OPERATION WHEN THE EXISTING 4" HDPE FORCE MAIN IS IN USE, BY CARMEL AREA WASTEWATER DISTRICT.
 10. GROUT OPENINGS AROUND ALL SUMP PENETRATIONS WITH NON-SHRINK MORTAR.



C PUMP CONTROL SCHEMATIC
 NOT TO SCALE

- NOTES:**
1. A PRESSURE SWITCH SHALL BE SET TO PREVENT POWER TO THE PUMPS IF 35 PSI OR MORE IS DETECTED AT THE PRESSURE SWITCH.
 2. A TIMER SHALL BE SET TO ONLY OPERATE THE LIFT PUMPS DURING FOUR (4) 15-MINUTE CYCLES PER DAY.



REVISIONS		SEWER CONNECTION DETAILS	
DATE	BY	A PORTION OF	
JUL 22 2015	SCW	RANCHO SAN JOSE Y SUR CHIQUITO	
JUL 26 2024	SCW	CARMEL HIGHLANDS PROPERTY	
		VOLUME 1, SURVEYS, PAGE 93	
		CARMEL HIGHLANDS AREA	MONTEREY COUNTY
		PREPARED FOR	
		DANIEL J. KEIG	
		BY	
		MONTEREY BAY ENGINEERS, INC.	
		607 CHARLES AVE SUITE B	(831) 899-7899 SEASIDE, CALIFORNIA 93955
SCALE	DATE	DRAWN BY	SHEET
AS SHOWN	JULY, 2015	SCW	2 OF 2
JOB No. 09-031			

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: January 30, 2025

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting on January 24, 2025



DISCUSSION

Agenda items from January 24, 2024, meeting information that are of specific interest to this District:

- Total cash balance at the end of December 2024 was \$38.0M; of that \$17.0M was designated for Capital Acquisition and Outlay Reserves. Property taxes comprise roughly 80% of PBCSD revenues with user fees making up 22% of the total actual cost of wastewater operations.
- Total revenues through December 2024 in the cash-based budget were \$15.1M or 50% of the FY2024-25 budget. Total expenditures were \$7.2M or 24% of the budget.
- Approximately 114 million gallons (MG) or 350 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 99% of permitted capacity. The storage volume is 11% higher than the historic average of 103 MG or 316 AF.
- Average daily wastewater flow of 373,000 gallons per day (GPD) was measured in December at the PBCSD-Carmel gate. This represents 30% of the total monthly flow at the CAWD treatment facility. The measured PBCSD flows were 32% below the five year average of 549K GDP for the month of December. The CAWD flows were 20% below the five-year average of 1,510,000 GPD for December.
- Total irrigation water demand for the 2024 calendar year through December was 882 AF. Total demand for the calendar year is 10% below the 5-year annual average usage of 971 AF and is 10% below the 29 year average annual usage of 978 AF.

- All seven alternative source water sites are offline and will remain offline throughout the winter wet season. Total production for the 2024 calendar year through December was approximately 13.6 MG.
- The Board adopted a resolution to reject all bids received on December 11, 2024, for the Facilities Improvement Project and authorized the General Manager to direct staff to re-bid the project with a reduced scope of work. The bid pricing received for construction is more than the project’s available budget and there is a likely potential for bid protest; therefore, staff recommended rejecting all bids received, reducing the scope of the project, and rebidding the project at a later date.
- The Board adopted a resolution authorizing the General Manager to purchase material for a new crane truck for a total amount not to exceed \$170K.
- The Board reviewed and considered assignments to committees for 2025.
- A motion was made to increase the General Manager’s salary by 2.5% retroactive to July 1, 2024.
- The Board delegated an ad hoc committee to meet and confer regarding the process and submission of Request for Proposals for legal counsel. The submission deadline for proposals is January 22, 2025. They are now deciding on interview process and/or a final decision will be made and presented to the full Board for approval.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July – 24	39.815	26.784	13.031	32.729%
August – 24	39.961	27.385	12.576	31.471%
September - 24	35.109	23.926	11.183	31.852 %
October - 24	34.859	24.098	10.761	30.870%
November - 24	34.579	24.499	10.080	29.151%
December - 24	38.251	26.684	11.567	30.240%
Total	222.574	153.376	69.198	31.090%

FUNDING

Informational item only

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: January 30, 2025

Subject: Board Questions

DISCUSSION – STAFF REQUEST

This is a request to modify our current “Board Questions” process. Currently we take written questions from directors through the Wednesday afternoon and up to Thursday morning prior to the Board meeting at 9 a.m. We respond and send the answers out to all, post on the web site, email all directors, and place a hard copy at each director’s seat for the day of the Board meeting.

We are asking the Board members to limit their question submissions to 8:00 a.m. the Wednesday prior to the Board meeting. That will give staff the time to answer all questions and distribute. Modifying this process will eliminate the need to have excess paperwork at each directors desk at the start of the meeting.

If you are unable to send by 8:00 a.m. on Wednesday prior to the Board meeting please bring your questions to the Board meeting and we will either answer them at the meeting; or if any research is required, we will get back to each director with the information.

STAFF REPORT



To: Board of Directors
From: Domine Barringer, Board Clerk
Date: January 30, 2025
Subject: Form 700 Filing -Due Date April 1,2025

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

New Fair Political Practices Commission (FPPC) has rolled out new requirements for filing the Form 700 through the FPPC's online portal. Assembly Bill (AB) [AB 1170](#) is now in effect for agencies where the FPPC is the filing official. The FPPC will no longer accept paper filings or hard copies of Form 700s. Statements of Economic Interest- Form 700 can be filed electronically at [FPPC's Portal](#).

The due date is April 1, 2025. There are videos on how to file [FORM 700 electronically](#). There is a filer video tutorial and FORM 700 Electronically. To file electronically you will need a login ID and a password.

Contact the Fair Political Practices Commission Toll Free Help Line at 1-866-ASK-FPPC (1-866-275-3772) to speak with a Political Reform Consultant and ask for assistance.

FUNDING: N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Domine Barringer, Board Clerk
Date: January 30, 2025
Subject: Board Vacancy Procedure & Other Information

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

The District has posted the Board vacancy at three locations (e.g., Outside kiosk, District website, and Post Office). There were two posting in The Pine Cone, one which posted on January 10, 2025 and the other post will occur on January 31st, 2025.

The deadline for applications is February 14, 2025 by 3 :00 p.m. The information regarding the [Board vacancy notice](#) is located on the District website.

A special board meeting will occur on February 26, 2025 to interview the prospective candidates. If the Board selects a candidate, they will be take the Oath of Office at that meeting. The first official meeting the new Board member will attend will be the February 27, 2025 regular District board meeting.

Reference: Government Code Section 1780

FUNDING: N/A- Informational item only

Staff Report



TO: Board of Directors
FROM: Domine Barringer, Board Clerk
DATE: January 30, 2025
SUBJECT: Term Limit Policy

RECOMMENDATION

For informational and discussion purposes only.

DISCUSSION

At the regular December board meeting the President and Pro Tem were appointed for a new one year term (Rec 2024-79). At that meeting Director Cole requested that term limits should be looked at by the Board. Staff has researched the matter and find that term limits were set in Resolution 1993-12 passed March 18, 1993.

The historical list of office holders shows that the District generally followed this rule until 2009 when Charlotte Townsend started her third year term (total of six terms) and Ken White in 2015 (total of twelve terms).

Under item 1993-12 #3.

District Administrative Code

In order to promote harmony, equal leadership opportunities and the enhancement of benefits to the Board and the District that may be derived from the individual contributions of those who serve as Board President, it shall be the normal policy of the Board of Directors to limit the number of consecutive terms a Board member may serve to two (2) annual terms.

FINANCIAL- None



**CARMEL AREA WASTEWATER DISTRICT
BOARD OF DIRECTORS – TERMS OF OFFICE**

<u>Year</u>	<u>Name President Serving</u>	<u>Name Pro Tem Serving</u>
1993-94	Joyce Stevens	Arthur Haseltine
1994-95	Arthur Haseltine	John Floyd
1995-96	Arthur Haseltine	Paul Beemer
1996-97	Paul Beemer	Brian Congleton
1997-98	Paul Beemer	Brian Congleton
1998-99	Brian Congleton	Charlotte Townsend
1999-00	Brian Congleton	Charlotte Townsend
2000-01	Charlotte Townsend	Joyce Stevens
2001-02	Charlotte Townsend	Joyce Stevens
2002-03	Joyce Stevens	Robert Kohn
2003-04	Joyce Stevens	Robert Kohn
2004-05	Robert Kohn	Ken White
2005-06	Ken White	William Englander

<u>Year</u>	<u>Name President Serving</u>	<u>Name Pro Tem Serving</u>
2006-07	Ken White	William Englander
2007-08	Charlotte Townsend	Robert Siegfried
2008-09	Charlotte Townsend	Robert Siegfried
2009-10	Charlotte Townsend	Greg D'Ambrosio
2010-11	Charlotte Townsend	Greg D'Ambrosio
2011-12	Charlotte Townsend	Greg D'Ambrosio
2012-13	Charlotte Townsend	Robert Siegfried
2013-14	Ken White	Robert Siegfried
2014-15	Ken White	Robert Siegfried
2015-16	Ken White	Robert Siegfried
2016-17	Ken White	Robert Siegfried
2017-18	Ken White	Robert Siegfried
2018-19	Ken White	Robert Siegfried
2019-20	Ken White	Robert Siegfried
2020-21	Ken White	Robert Siegfried
2021-22	Ken White	Robert Siegfried
2022-23	Ken White	Robert Siegfried

<u>Year</u>	<u>Name President Serving</u>	<u>Name Pro Tem Serving</u>
2023-24	Ken White	Robert Siegfried
2024-25	Ken White	Robert Siegfried
2025-26	To Be Determined (TBD)	TBD

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: January 30, 2025

Subject: Special Districts Association of Monterey County – January 21, 2025

DISCUSSION

The meeting was called to order by President Kathleen Lee. She introduced the speaker, Dr. Allen Radner, President/CEO of Salinas Valley Health (SVH). Dr. Radner surveyed the state of health insurance in the county and discussed some specifics about SVH. The “competition” is Natividad, CHOMP, CSUS, May Memorial, Soledad Community and Monterey County Health Clinic Service. Although Natividad is run by the County, Dr Radner indicates that Salinas Valley Memorial Hospital is the safety net in Monterey County. They take care of everybody. Natividad does not have the clinics and specialty areas that SVH maintains.

SVH has over 200 providers in their clinics, they have 26 clinic sites, and 34 specialties. They received roughly \$5.6M/year in property tax revenue. Total net revenues are \$750M. They see 700,000 patients per year. It is very difficult to recruit physicians – Montage is in the same place. For example, they need 43 primary care physicians but were only able to get 4. Most hospitals do not provide great care, less than 10% have a 5 star ranking. CHOMP has more money than SVH but fewer stars.

Challenges in medicine include affordability, access, prevention, and equity. MediCal impacts roughly 40% of Monterey County, of that 60% is in Salinas. Medicare is 70 ¢ on the dollar. Essentially, they are not reimbursed for 80% of costs. Kaiser coming into Monterey County will not help because they do not take Medical; meaning they will cherry pick the insurance payers and send all else to SVH.

Monterey County is an outlier compared to the rest of the state on costs. According to the Office of Healthcare Affordability (OHCA) Monterey County is above its peers on cost. SVMH is 6% above Bay area average. However, OHCA looks only at hospital costs, it does not include clinics or specialty practices. Dr. Radner admitted that hospitals have done little to drive down costs and it is only going to get more challenging.

When asked what he thought the solution; he said, “single payer”. With the acknowledgement there is no political will or incentive to move to a single payer model.

Special District Association Report

Rachel Noroyan – Field Representative for Coastal Region, stated that The National Special District Coalition is now an association. California is one of the originating states. There is a web site that we can take advantage of - [National Special District Association.org/](http://NationalSpecialDistrictAssociation.org/).

- Special District Leadership Academy will be held November 16-19 in Seaside.
- Legislative Days in Sacramento on May 20-21
- Special District Association annual conference in Monterey August 25-28

Legislative Report – Vince Ferrante

- Webinars are available on LEARN from CSDA Professional Development site
- Non-Supervisor Sexual Harassment on Feb 11th
- California Class investment yield 4.49%

LAFCO – Kate McKenna

- Currently focused on strides made by each of the seven cities on the Monterey Peninsula
- They will be initiating studies on Community Service Districts

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: January 30th, 2025

Subject: Wastewater Treatment Plant (WWTP) Bi- Annual Electricity Use Update

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

The following abbreviations are used in this report:

- ***kW** – Kilowatt – an instantaneous measure of electrical power*
- ***kwh**–kilowatt-hour a measure of electrical power used in one hour*
- ***kwh/month** – electrical power used for all hours in a month*

This report is a 6-month recurring update on ongoing electricity usage reduction efforts at the WWTP. This report covers electricity usage from July 2024 through December 2024.

For the current reporting period the WWTP has maintained about 15% lower energy usage compared to before completion of Phase 1 and Phase 2 improvement projects.

The reduction in power usage results in annual electrical utility savings of about \$75,000 per year.

Table 1 below contains a summary of the monthly power usage over the past 6 months compared to the “Pre-Phase 1 Baseline”.

Table 1 – 6 Month Electricity Use Comparison to Pre-Phase 1 Baseline

	Secondary (kwh)	Blower (kwh)	Total (kwh)	Total Comparison to Baseline (kwh)
July	95,611	52,084	147,695	-30,731
August	101,498	55,389	156,887	-21,539
September	101,231	48,988	150,219	-28,207
October	95,071	51,644	146,715	-31,711
November	97,084	52,170	149,254	-29,172
December	106,322	52,265	158,587	-19,839
<i>Average:</i>	99,470	52,090	151,559	-26,867

FUNDING

N/A Information Only

39. 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, February 28, 2025, at 9:30 a.m. –TBD is scheduled to attend.
Friday, March 28, 2025, at 9:30 a.m. –TBD is scheduled to attend.

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, April 15, 2025, at 6:00 p.m. –TBD is scheduled to attend.
Tuesday, July(TBD), 2025, at 6:00 p.m. –TBD is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, February 11, 2025, at 9:30 a.m. President White and TBD are scheduled to attend.

- *Director Cole’s Report on CASA Conference Information*

Adjournment