



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

3945 Rio Road, Carmel, CA 93923

July 25, 2024
Thursday
9:00AM

Appearances/Public Comment

Agenda Changes

**Presentation of Carmel Links in Rio Park-
by Richard Warren.**



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., June 27, 2024
3945 Rio Road
Carmel, California 93950

Via Teleconference Webinar & In Person with Proof of Vaccination

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

**Signifies Virtual Attendance*

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

Absent: President Ken White, Daryl Lauer, Collections Superintendent, CAWD

A quorum was present.

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

In Person Public Attendees:

Carmel Unified School District Interns| Amelia Aldi, Ava Ghio, Sameul Hauser, John Beretti, Mason Hogan, and Jeremiah Robinson

Monterey Peninsula District Intern| Angel Vazquez

***Virtual Public Attendees:**

Steve Thomas |TBC Communications
MD(Guest)

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.

Note: There was a brief introduction of Carmel Unified School District interns to the Board by their District oversight manager(s).

Each intern was introduced by their District oversight manager to the Board and the interns stayed through the meeting and departed when the closed session began.

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

There were no agenda changes requested

3. **Recognition-** *of Pebble Beach Community District, General Manager, Mike Niccum years of service-Letter From Current District Directors.*
4. **Remembrance-** *of former Director Joyce Stevens, for her 24 years of service to Carmel Area Wastewater District.*
5. **Receive Staff Report** - *for Sewer Rates for Fiscal Year 2024-25-Report by District Engineer, Patrick Treanor*

OPEN PUBLIC HEARING

(Opened hearing at 9:22 am and Closed at 9:36 after the roll call)

Open Public Hearing on Thursday, 9:00 a.m., June 27, 2024, or Soon Thereafter as the Matters May Be Taken Up considering Ordinance 2024-01 establishing sewer service charges for Fiscal Year 2024-25.

Ordinance 2024-01; An Ordinance Establishing Sewer Service Charges for Fiscal Year 2024-2025 and thereafter, Providing for the Collection of Such Charges on the Tax Roll, and Providing Further that this Ordinance and the Charges Established Hereby and the Tax Collection Procedure Selected Herein Shall Remain in Effect Until Either the Said Charges are Revised or this Ordinance is Otherwise Amended or Repealed

Board Action

A Motion To Approve The Ordinance 2024-01 Was Made By Director Cole And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Ordinance 2024-01.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO CURRENT YEAR

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

Board Action

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

6. May 30,2024 Regular Board Meeting Minutes, June 3,2024 Salary & Benefits Minutes, June 4, 2024 Salary & Benefits Minutes, June 19, 2024 Bridge To Everywhere Minutes
7. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)
8. Receive and Accept Schedule of Cash Receipts & Disbursements- May 2024
9. Approve Register of Disbursements – Carmel Area Wastewater District-May 2024
10. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –May 2024
11. Receive and Accept Financial Statements and Supplementary Schedules –May 2024
12. Receive and Accept Collection System Superintendent’s Report –May, April & March 2024
13. Receive and Accept Safety and Regulatory Compliance Report –May 2024
14. Receive and Accept Treatment Facility Operations Report -May, April & March 2024
15. Receive and Accept Laboratory/Environmental Compliance Report –May 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 – May 2024
19. Receive and Accept Maintenance Projects Report – May 2024
20. Receive and Accept Source Control-Environmental Compliance Report- May 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

21. **Resolution No. 2024-33;** A Resolution Adopting the Budget for the Fiscal Year 2024-25-Report by General Manager, Barbara Buikema

Fiscal Year 2024-25 Budget – Under Separate Cover

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-33 Adopting Budget for the Fiscal Year 2024-25.

- 22. Resolution No. 2024-34;** A Resolution Approving the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Represented Employees- *Report by General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-34 Approving the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Represented Employees.

- 23. Resolution No. 2024-35;** A Resolution Approving the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees- *Report by General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-35 Approving the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees.

- 24. Resolution No. 2024-36;** A Resolution Certifying Compliance With State Law With Respect To The Levying Of General And Special Taxes, Assessments And Property Related Fees And Charges-*Report by General Manager, Barbara Buikema*

A Motion To Approve The Resolution Was Made By Director Cole And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-36 Certifying Compliance With State Law With Respect To The Levying Of General And Special Taxes, Assessments And Property Related Fees And Charges.

- 25. Resolution No. 2024-37;** A Resolution Approving A Contribution Of \$1,000,000 To The “Defend Or Managed Retreat Restricted Reserve” As Part Of The Budget Process For Fiscal Year 2024-25- *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, The Board Unanimously Passed Resolution 2024-37 Resolution Approving A Contribution Of \$1,000,000 To The “Defend Or Managed Retreat Restricted Reserve” As Part Of The Budget Process For Fiscal Year 2024-25.

- 26. Resolution No. 2024-38;** A Resolution Determining The Fiscal Year 2024-25 Tax Proceeds Appropriation Limitation For The Carmel Area Wastewater District-
Report by General Manager, Barbara Buikema

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-38 Determining The Fiscal Year 2024-25 Tax Proceeds Appropriation Limitation For The Carmel Area Wastewater District.

- 27. Resolution No. 2024-39;** A Resolution Authorizing Execution of An Amendment To The Carmel Area Wastewater District Employees' Pension Trust ("PLAN")-
Report by General Manager, Barbara Buikema

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-39 Authorizing Execution of An Amendment To The Carmel Area Wastewater District Employees' Pension Trust ("PLAN").

- 28. Resolution No. 2024-40;** A Resolution Authorizing The General Manager To Execute A Professional Services Agreement With Kennedy/Jenks Consultants In An Amount Not To Exceed \$180,890 For Supplementary Design Services For Carmel Meadows Sewer Improvements (Project #19-03)- *Report by District Engineer, Patrick Treanor*

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel. Following A Roll Call Vote, The Board Unanimously Passed Resolution 2024-40 Authorizing The General Manager To Execute A Professional Services Agreement With Kennedy/Jenks Consultants In An Amount Not To Exceed \$180,890 For Supplementary Design Services For Carmel Meadows Sewer Improvements (Project #19-03).

- 29. Resolution No. 2024-41; \$95K** - A Resolution Authorizing The General Manager To Execute A Professional Services Agreement With Kennedy Jenks Consultants In An Amount Not To Exceed \$94,525 For Wastewater Treatment Plant (WWTP) Perimeter Tree Plan And Implementation – Line Of Sight Analysis (Project #18-28)-*Report by Principal Engineer, Jeff Bandy*

During Jeff Bandy's explanation of this project there was an unknown temporary Zoom audio pause (start 10:36.34 to 10:37.40) and then the audio automatically restarted.

A Motion To Approve The Resolution Was Made By Director Urquhart And Seconded By Director Rachel, A Yes vote by Director Cole, And A No Vote By Pro Tem Siegfried. Following A Roll Call Vote, The Board Passed Resolution 2024-41 Authorizing The General Manager To Execute A Professional Services Agreement With Kennedy Jenks Consultants In An Amount Not To Exceed \$94,525 For Wastewater Treatment Plant (WWTP) Perimeter Tree Plan And Implementation – Line Of Sight Analysis (Project #18-28).

A short break was taken at 10:46 a.m. and the meeting resumed at 10:55 a.m.

COMMUNICATIONS

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

- CASA Conference 07/31-08/02/24 in Monterey

OTHER ITEMS BEFORE THE BOARD

- 31.** A Motion To Engage Legal Services For Cash Held At Monterey County - *Report by General Manager, Barbara Buikema*

Board Action

A Motion To Approve Engaging Legal Counsel Was Made By Pro Tem Siegfried, And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Unanimously Approved Engaging Legal Counsel Regarding the Cash Held At Monterey County.

- 32.** Motion To Form An Ad Hoc Committee For **Source Control** -*Report by General Manager, Barbara Buikema*

Board Action

A Motion To Form An Ad Hoc Source Control Committee Was Made By Urquhart And Seconded By Pro Tem Siegfried. Following A Roll Call Vote, The Board Unanimously Approved The Formation Of The Committee And That President White And Director Rachel Continue Their Participation On This Committee.

- 33.** PowerPoint Presentation For **Source Control**, -by District Engineer, Patrick Treanor

The PowerPoint Presentation Was Provided During The Meeting

- 34.** Motion To Form An Ad Hoc Committee For **Director Concerns** -Report by General Manager, Barbara Buikema

Board Action

A Motion To Form An Ad Hoc Committee For Director Concerns And To Include The Ability To Sift Through The Material Of The National Association Of Corporate Directors To See If There Is Anything Of Value To CAWD, A Motion To Approve This Committee Was Made By Director Rachel And Seconded By Director Urquhart. Following A Roll Call Vote, The Board Approved The Formation Of This Ad Hoc Committee.

After the approval and roll call of this committee, Pro Tem Siegfried stated that the committee needs to be populated. Director Urquhart stated he needs to be on it and Pro Tem Siegfried requested the other Directors make a decision on who else will participate by the next meeting and the naming convention will be decided by the Committee.

INFORMATION/DISCUSSION ITEMS

- 35.** Pebble Beach Community Service District (PBCSD) Meeting May 26, 2024,-Report by General Manager, Barbara Buikema

- 36.** Update On PBCSD Contract Amendment -Report by General Manager, Barbara Buikema

The General Manager updated the Board with the two amendments to the contract.

At 11:45 a.m. and the Board took a 5 minute break before moving into closed session

- 37. 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, June 28, 2024, at 9:30 a.m. – Director Urquhart is scheduled to attend.
Friday, July 26, 2024, at 9:30 a.m. – Director Cole is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, July 16, 2024, at 6:00 p.m. –Pro Tem Siegfried is scheduled to attend.
Tuesday, January (TBD), 2025, at 6:00 p.m. –Director Cole is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 12, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

Legal Counsel Reported Out In Open Session The Following:

The board went into closed session at 11:50 a.m. and discussed agenda item (A) regarding the performance evaluation for legal counsel and this was concluded; discussed item (B) regarding the performance evaluation of the general manager and the board agreed to continue this topic to the next board meeting, and discussed item (C) and there was no reportable action taken regarding potential litigation. The closed session ended at 12:45 p.m. The Board reconvened into open session at 12:45 p.m. and there were no in person attendees or virtual attendees remaining in the open session.

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

A. Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **Legal Counsel Performance Evaluation**

B. Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **General Manager Performance Evaluation**

C. Conference with Legal Counsel-Potential Litigation:

Significant exposure to litigations pursuant to paragraph (2) of subdivision (d) Government Code section 54956.9 - **One potential case**

39. ADJOURNMENT

There being no further business to come before the Board, the Pro Tem adjourned the meeting at 12:47 p.m. The next Regular Meeting will be held at 9:00 a.m., Thursday, July 25, 2024, or an alternate acceptable date, via teleconference webinar

As Reported To:

Domine Barringer, Board Clerk

APPROVED:

Bob Siegfried, Pro Tem of the Board



CARMEL AREA WASTEWATER DISTRICT

Pension & Investment Long Term Investments STANDING COMMITTEE MEETING MINUTES

July 16, 2024, Tuesday, 3:00 p.m.

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 3:05 p.m.

Present: Director Siegfried
Director Urquhart

**Signifies Virtual Attendance*

Other Attendees:

Barbara Buikema, General Manager
Kevin Young, Operations Supervisor
Rob Wellington, District Legal Counsel

Absent:

Appearances/Public Comments: None

Agenda Changes: None

AGENDA ITEMS:

1. Review results of the Request For Proposal (RFP) For Investment Management Services For The Employee Defined Benefit Pension Plan

Committee Action

After a review of three proposals the Committee agreed to come back with 3-5 questions for each submittal and arrange a Zoom/Teams interview.

The Pension Committee adjourned at 4:03 p.m..

2. **ADJOURNMENT:** *The next regular Board meeting will be held at 9:00 a.m., Thursday, July 25, 2024, in person or with a teleconference webinar link. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Bob Siegfried, Pro Tem of the Board



CARMEL AREA WASTEWATER DISTRICT

BRIDGE TO EVERYWHERE(BTE) STANDING COMMITTEE MEETING MINUTES

July 17, 2024, Wednesday 3:30 p.m.

CALL TO ORDER - ROLL CALL

The meeting was called to order at 3:35 p.m.

Present: Director Mike Rachel

Other Attendees:

Barbara Buikema, General Manager

Patrick Treanor, District Engineer

Mayor Dave Potter, City of Carmel-by-the-Sea

Katherine Wallace, Associate Planner, City of Carmel-by-the-Sea

Sam Farr, Retired Representative U.S. Congress

Weston Wilson, Carmel High School Intern

Absent: President Ken White

Greg D'Ambrosio, Friends of Mission Trail Nature Preserve

Laura Bowling, Friends of Mission Trail Nature Preserve

Doug Schmitz, Friends of Mission Trail Nature Preserve

Paul Bartow, Citizen Representative

Agenda Changes : None

General Discussion Items:

1. Initial Report on Rio Park – Protected Species Survey Results:

Confirmed presence of dusky footed woodrat on site

2. Pending Date- July 26, 2024 at 1:00 meeting with City Administrator and May regarding easement in Rio Park.

3. Requesting Status Update on the Logo Trademark –

Resubmitted in July 2024, waiting for a response

4. **Bridge to Everywhere presentation to City Council** – tentatively scheduled for August. Will be confirmed after meeting on July 26 with City staff.
5. **Rio Park Clean up** – nothing to report
6. **Requesting Status Update on the Logo Trademark** – nothing to report
7. **BTE Outreach**– Paul Bartow has initiated contact with neighbors that live on Lasuen Drive.

ADJOURNMENT: The meeting adjourned at 4:31 p.m. The next Bridge to Everywhere meeting is scheduled for the third Wednesday of the month. The next Bridget to Everywhere meeting will occur on August 21,2024 at 2:00 p.m. The next regular Board meeting will be held at 9:00 a.m. Thursday, July 25, 2024 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 or by calling the District office at 831-624-1248 or via email at downstream@kawd.org.

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Mike Rachel, Director



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

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

July 15, 2024

To the Board of Directors
Carmel Area Wastewater District

We have performed the procedures enumerated below, which were agreed to by Carmel Area Wastewater District (CAWD), solely to assist you in connection with a determination as to whether there were differences in the Company's recorded cash disbursements and recorded cash receipts for the month of June 2024. CAWD is responsible for its cash disbursements and cash receipts records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

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

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

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

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

Carmel Area Wastewater District
July 15, 2024
Page 2 of 2

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

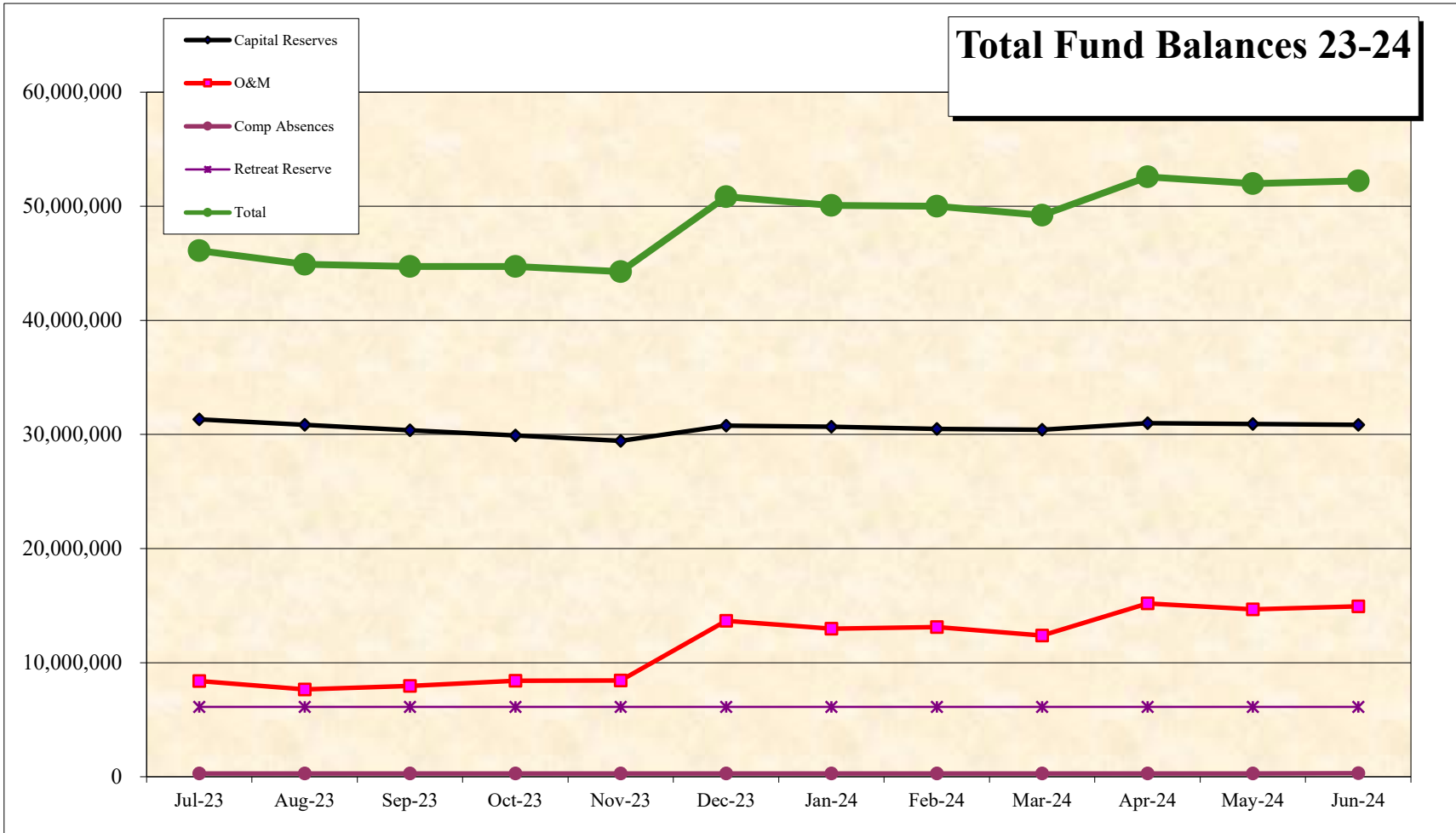


Robert Lee, CPA
Principal
CliftonLarsonAllen LLP

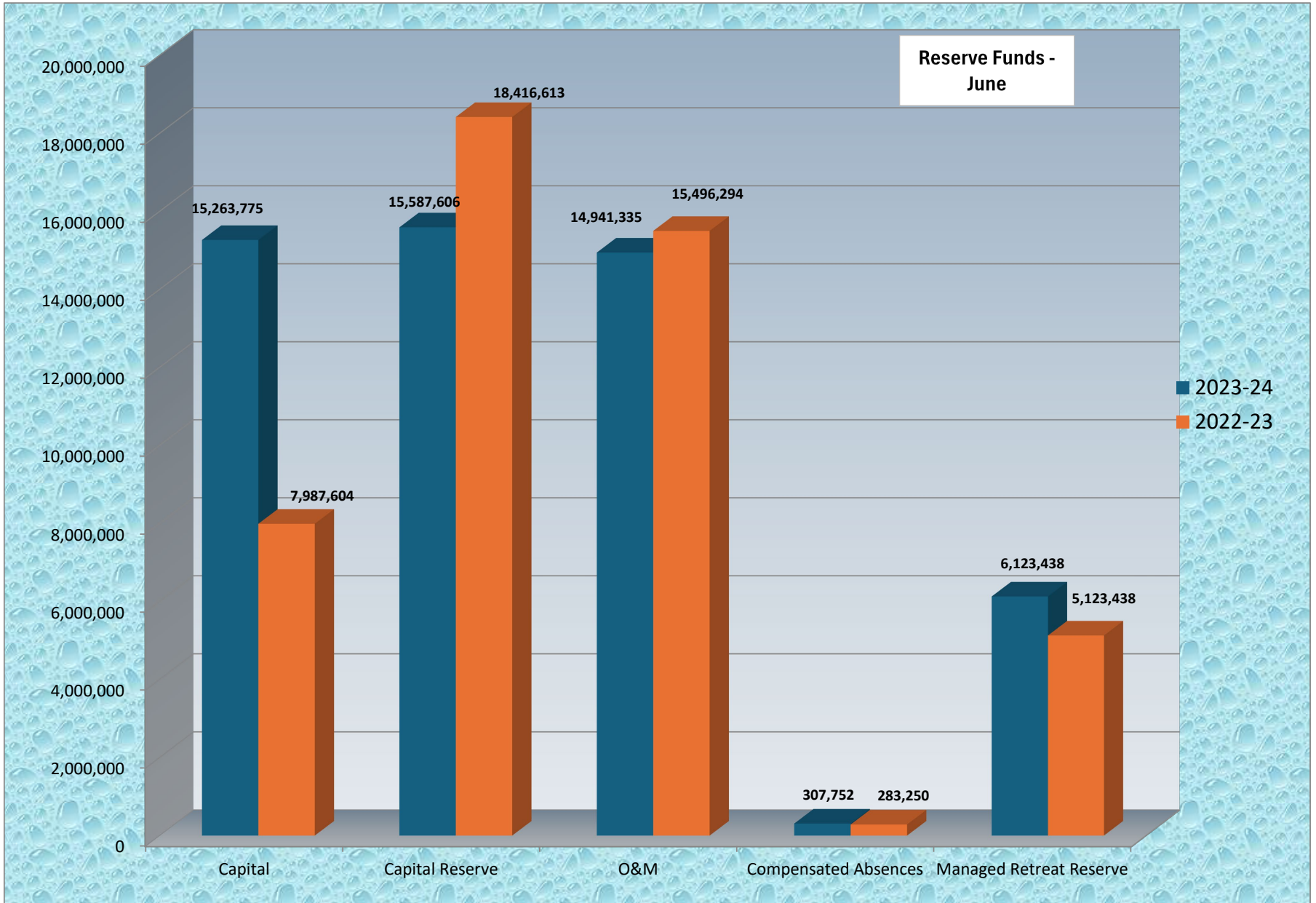
Cc: Mr. Ken White, President

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

	Capital Fund	Capital Improvement Reserve	General O & M Fund	Compensated Accruals Reserve	Defend or Managed Retreat Reserve	COUNTY Total Fund Balance	Chase Bank O & M Balance	Chase Bank PR Balance	L.A.I.F. Balance
BALANCE BEGINNING OF MONTH	\$15,323,397	\$15,587,606	\$14,671,037	\$283,250	\$6,123,438	\$51,988,727	\$999,479	\$9,118	\$1,265,492
Receipts:									
User Fees			177,968						
Property Taxes	57,211								
PBCSD Treatment Fees									
Reclamation O & M reimbursement							100,007		
Reclamation capital billing									
Permits							3,950		
PBCSD capital billing									
Other misc. revenue							4,482		
Interest income									
Connection Fees-Carmel Valley Manor							449,954		
CCLEAN receipts							13,738		
Brine disposal fees							4,000		
Void checks-lost									
CRFree Project grant funds							2,018		
SJSU grant receipts-Applied Marine Sciences									
Total Receipts	57,211	0	177,968	0	0	235,179	578,148	0	0
Fund Transfers:									
Transfers to Chase Bank O&M									
Transfers to Chase Bank PR							(400,000)	400,000	
Adjust compensated accruals at year end			(24,502)	24,502					
Intra-fund transfers for capital expenditures	(116,832)		116,832						
Rebalance Capital and O&M Reserves									
Total Transfers	(116,832)	0	92,330	24,502	0	0	(400,000)	400,000	0
Disbursements:									
Operations and capital							690,733		
Payroll & payroll taxes								399,107	
Employee Dental reimbursements							6,840		
CALPERS EFT							64,495		
CAWD SAM pension EFT							0		
Union dues EFT							1,049		
Home Depot EFT							779		
US Bank EFT							9,691		
Deferred comp contributions EFT							19,038		
PEHP contributions EFT							3,616		
Bank/ADP fees							5	1,302	
Highlands Bond Debt Service Payment							0		
Annual County admin billing fee							0		
Fake check blocked-returned in May									
Unfunded CALPERS liabilities									
Total Disbursements	0	0	0	0	0	0	796,246	400,409	0
BALANCE END OF MONTH	15,263,775	15,587,606	14,941,335	307,752	6,123,438	52,223,906	381,381	8,709	1,265,492



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



Carmel Area Wastewater District
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/05/24	5938	Alameda Electrical Distributors	Electrical parts for influent/headworks buildings	16,548.58
06/05/24	5939	Amazon Capital Services	Operating supplies	346.12
06/05/24	5940	American Fidelity Assurance	Employee insurance premiums	287.49
06/05/24	5941	American Legal Publishing Corporation	Codification edits	396.00
06/05/24	5942	Applied Industrial Technologies-CA LLC	Electric motor for influent/headworks	4,006.18
06/05/24	5943	Applied Marine Sciences, Inc.	December and April ocean monitoring and April SJSU grant expenses	70,903.02
06/05/24	5944	AT&T Mobility	SCADA text modem	71.04
06/05/24	5945	AT&T CALNET 3	Admin alarm	37.84
06/05/24	5946	AT&T	IP card and Plant fiber router	813.82
06/05/24	5947	AutomationDirect, Inc.	Operating supplies	23.47
06/05/24	5948	Beck's Shoes	Employee work boots	232.16
06/05/24	5949	Beth Ingram	Lab analyst recruitment	5,000.00
06/05/24	5950	Carmel Fire Protection	Source control grease trap inspections of restaurants	5,400.00
06/05/24	5951	Carla James	Dental	658.00
06/05/24	5952	Cintas Corporation	Laundry service	1,737.36
06/05/24	5953	Clark Pest Control	Plant service	338.00
06/05/24	5954	Comcast	Admin internet	264.35
06/05/24	5955	Comcast	Pump station internet	537.00
06/05/24	5956	Culligan Water Conditioning	C&I exchange for the lab	17.35
06/05/24	5957	Daniel Deeth	Dental	123.00
06/05/24	5958	Del Monte Gardeners-VOID	Easement clearings and tree removal-VOID	0.00
06/05/24	5959	Direct TV	Plant service	107.24
06/05/24	5960	DKF Solutions Group	SERP workbooks for collections	841.72
06/05/24	5961	Domine Barringer	Dental (\$1,210.00) and reimbursement for board meeting food	1,248.00
06/05/24	5962	Enterprise Automation	Artificial Intelligence Pilot Project #24-03 (CAPITAL)	5,572.00
06/05/24	5963	Equitable Financial Life Insurance	Life insurance, long-term and short-term disability premiums	2,114.44
06/05/24	5964	Exceedio	Five year license renewals for Meraki MR Access Points for system integrator	752.63
06/05/24	5965	Fastenal Company	Operating supplies	1,087.88
06/05/24	5966	Firato Service Co.	Plant and admin janitorial service	1,796.00
06/05/24	5967	Fisher Scientific	Lab supplies	2,112.15
06/05/24	5968	Frisch Engineering	CAWD SCADA engineering services for March and April	6,720.00
06/05/24	5969	General Air Compressors North	Two KEM VFD's and hydrovane gas lubricant	10,229.31
06/05/24	5970	Got.Net	Domain parking	4.20
06/05/24	5971	OVERFLOW STUB		0.00
06/05/24	5972	Grainger	Centrifugal pumps, effluent pump, small tools and operating supplies	7,792.14
06/05/24	5973	Gregory Ange	Dental	46.20

Carmel Area Wastewater District
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/05/24	5974	Green Infrastructure Design	Web GIS mapping	3,680.00
06/05/24	5975	Harrington Industrial Plastics	Operating supplies	807.52
06/05/24	5976	JRG Attorneys at Law	Plant Bridge Retrofit Project #22-04 (CAPITAL)	74.00
06/05/24	5977	Kennedy/Jenks Consultants	Vactor Receiving Station Project #22-06 and Water and Gas Main Replacement project #22-03 (CAPITAL)	15,381.25
06/05/24	5978	Kevin Young	Vision copay	40.00
06/05/24	5979	Lemos Service	Oil changes and service on collections vehicle	234.49
06/05/24	5980	Liebert Cassidy Whitmore	District legal services	2,539.00
06/05/24	5981	McMaster-Carr	Operating supplies	614.27
06/05/24	5982	Michael Rachel	Dental	345.00
06/05/24	5983	Monterey County	Scenic Rd Pipe Bursting Project #20-08 and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL)	7,811.49
06/05/24	5984	Nicolay Consulting Group	GASB 68 report, pension funding and statement preparation	3,497.25
06/05/24	5985	Peninsula Welding & Medical Supply	Compressed nitrogen and non-liquid cylinder rental	269.93
06/05/24	5986	Pacific Gas & Electric	Monthly service	4,368.55
06/05/24	5987	Pure Water	Plant and admin service	183.25
06/05/24	5988	Quill LLC	Plant and admin office supplies	705.65
06/05/24	5989	Robert Siegfried	Dental	410.00
06/05/24	5990	Rooter King Monterey County Inc.	Install gas line at the admin building, sewer line repair at Mission and 7th (CAPITAL \$13,389.00), sewer line repair at Dolores and 7th, sewer line repair at Monterey and 7th and sewer line repair at Carpenter and 1st	51,246.00
06/05/24	5991	Scarborough Lumber (Ace Hardware)	Operating supplies	479.85
06/05/24	5992	Shape Incorporated	Pump parts for dewatering/DAF	5,799.11
06/05/24	5993	The Sherwin-Williams Company	Paint and supplies	575.31
06/05/24	5994	Sierra Printers Incorporated	CAWD mesh caps	642.67
06/05/24	5995	SSB Construction	Vehicle building wall repairs (CAPITAL)	29,682.00
06/05/24	5996	Streamline	Web maintenance	497.00
06/05/24	5997	TBC Communications & Media	Scenic Rd Pipe Bursting Project #20-08 community outreach (CAPITAL \$4,500.00) and Fats, Oils and Grease community outreach	6,243.75
06/05/24	5998	Toro Petroleum	Gas and diesel	9,547.62
06/05/24	5999	Univar Solutions USA	Sodium bisulfate and hypochlorite	18,187.93
06/05/24	6000	Universal Staffing	Admin temp service	653.40
06/05/24	6001	Urban Futures, Inc.	Annual agent fee for bonds	1,050.00
06/05/24	6002	VelocityEHS, Inc.	Annual subscription for SDS digital management system	1,647.89

Carmel Area Wastewater District
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/05/24	6003	Vision Service Plan	Vision insurance premium	529.20
06/05/24	6004	Wellington Law Offices-VOID	District legal services-VOID	0.00
06/05/24	6005	WM Corporate Services	Plant rolloffs and admin garbage	215.26
06/05/24	6006	YSS Builders	New wall in Foley's trailer and repair HR trailer door	4,022.00
06/10/24	6007	City of Carmel	Scenic Rd Pipe Bursting Project #20-08 permits (CAPITAL)	1,960.00
06/18/24	6008	Alameda Electrical Distributors	Electrical repair parts	945.73
06/18/24	6009	Amazon Capital Services	Operating and office supplies	460.49
06/18/24	6010	American Fidelity Assurance	Employee insurance premiums	287.49
06/18/24	6011	Applied Industrial Technologies-CA LLC	VFD-AC technology	1,289.53
06/18/24	6012	Bayside Oil II, Inc.	Disposal of used oil and fuel	567.16
06/18/24	6013	Beth Ingram	January to May HR services	29,858.33
06/18/24	6014	Bret D. Boatman	Maintenance services Plant and collections	9,111.25
06/18/24	6015	California American Water	Monthly service	1,188.04
06/18/24	6016	Christian Schmidt	Dental	426.80
06/18/24	6017	Cintas Corporation	Laundry service	1,140.23
06/18/24	6018	CliftonLarsonAllen LLP	March and April bank reconciliation oversight	945.00
06/18/24	6019	Comcast	Pump station internet	537.00
06/18/24	6020	Daryl Lauer	Dental	391.00
06/18/24	6021	Del Monte Gardeners	Weeding and tree removal from easements	9,450.00
06/18/24	6022	Domine Barringer	Travel reimbursement for class	144.72
06/18/24	6023	Edward Waggoner	Reimbursement for intern binders	34.38
06/18/24	6024	Fisher Scientific	Lab supplies	580.56
06/18/24	6025	G3 Engineering, Inc.	Micro controller panel and thermal flow switches	5,575.43
06/18/24	6026	Grainger	Small tools and operating supplies	2,507.27
06/18/24	6027	ICON Cloud Solutions, LLC	Monthly telephone service	601.06
06/18/24	6028	Kennedy/Jenks Consultants	Elec/Mech Rehab and Holding Tank Project #18-01 (CAPITAL)	2,477.50
06/18/24	6029	Microgenics Corporation	Lab supplies	300.17
06/18/24	6030	MNS Engineers, Inc.	September Ranch Sewer Project #18-29, Scenic Rd Pipe Bursting Project #20-08 (CAPITAL \$14,057.99), Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$6,671.52) and Santa Rita & Guadalupe Pipeline Project #23-01 (CAPITAL \$11,036.25)	44,230.20
06/18/24	6031	Monterey Bay Analytical Services	Sample analysis	1,076.00
06/18/24	6032	Monterey County Health Dept.	Health department permit fees for tanks and hazardous material	2,316.00
06/18/24	6033	Motion Industries, Inc.	Operating supplies	192.44
06/18/24	6034	Patelco Credit Union	Health savings accounts contributions	3,800.21
06/18/24	6035	Pacific Gas & Electric	Monthly service	36,417.22

Carmel Area Wastewater District
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/18/24	6036	Public Agency Coalition Enterprise	June and July health insurance premiums	71,667.82
06/18/24	6037	Quill LLC	Plant and admin office supplies	401.84
06/18/24	6038	Rooter King Monterey County Inc.	Install a gas flex line to the generator at the admin building	291.00
06/18/24	6039	Shape Incorporated	Repair parts-flat seals	152.62
06/18/24	6040	Star Sanitation LLC	Collections portable toilet	121.50
06/18/24	6041	Synagro Technologies	Sludge hauling	11,847.84
06/18/24	6042	TBC Communications & Media	Scenic Rd Pipe Bursting Project #20-08 community outreach (CAPITAL \$4,218.75) and Fats, Oils and Grease community outreach	6,187.50
06/18/24	6043	Town & Country Gardening	Plant and admin gardening	1,400.00
06/18/24	6044	Univar Solutions USA	Sodium hypochlorite	10,353.36
06/18/24	6045	USA Blue Book	Plant log books	109.13
06/18/24	6046	VelocityEHS, Inc.	Annual subscription for SDS digital management system	329.58
06/18/24	6047	Visual Edge IT, Inc.	Plant copier billing	112.13
06/18/24	6048	West Yost Associates	Lift Station Assessment engineering	9,735.25
06/18/24	6049	Wilbur-Ellis Company LLC	CAL NIT SOL bulk chemical	3,411.04
06/18/24	6050	Winsupply of Monterey County	Operating supplies	3,238.14
06/18/24	6051	WM Corporate Services	Plant rollofs garbage	2,262.49
06/18/24	6052	YSS Builders	Wire TV's in training room and ops conference room at the Plant	7,113.00
06/26/24	6053	Acme Analytical Solutions, Inc.	Acetic acid, phenylarsine oxide, phosphate buffer and acetate buffer solution	1,125.56
06/26/24	6054	Amazon Capital Services	Operating and office supplies	336.06
06/26/24	6055	Applied Marine Sciences, Inc.	May CCLEAN ocean monitoring expenses	32,719.12
06/26/24	6056	AT&T Mobility	Cell service and SCADA text modem	882.07
06/26/24	6057	AT&T	Plant fiber router	746.62
06/26/24	6058	Borges & Mahoney Co.	Operating supplies	787.66
06/26/24	6059	Carmel Pine Cone	Legal notice regarding budget	104.00
06/26/24	6060	Christian Schmidt	Dental	960.00
06/26/24	6061	Cintas Corporation	Laundry service	569.45
06/26/24	6062	Coastal Fabrication Company	Install stair bridge with railing at dewatering	13,519.78
06/26/24	6063	Comcast	Admin internet	274.35
06/26/24	6064	Domine Barringer	Dental	1,940.40
06/26/24	6065	Environmental Resource Associates	Lab supplies	2,481.26
06/26/24	6066	Frank A. Olsen Company	Swing check valves	2,763.73
06/26/24	6067	Got.Net	Domain parking	4.20
06/26/24	6068	Grainger	Hydrogen sulfide detector tubes and saw blades	665.13
06/26/24	6069	ICONIX Waterworks	Sewer oval covers	6,717.07
06/26/24	6070	Idexx Laboratories	Lab supplies	26.44

Carmel Area Wastewater District
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/26/24	6071	McMaster-Carr	Operating supplies	400.01
06/26/24	6072	Microgenics Corporation	Lab supplies	141.48
06/26/24	6073	Northern Safety Co. Inc.	Two-tone surveyor vests	365.92
06/26/24	6074	Robert Siegfried	Dental	330.00
06/26/24	6075	Rooter King Monterey County Inc.	Water line repair at the Highlands	547.00
06/26/24	6076	Teledyne Instruments	Refrigeration assembly	2,693.13
06/26/24	6077	Univar Solutions USA	Sodium hypochlorite	10,263.39
06/26/24	6078	Weco Industries	Warthog nozzle and extension, debris baskets and high torque cutter kit	8,267.11
06/26/24	6079	YSI Inc.	PH-combo electrode with sensor	251.34
				697,573.06

CAWD/PBCSD Reclamation Project
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/05/24	1360	Automationdirect.com, Inc.	LED bulbs	169.17
06/05/24	1361	Brenntag Pacific, Inc.	Brennfloc RE 5000 and ammonium hydroxide	17,818.00
06/05/24	1362	Cal-Am Water Company	Hydrant meter K	3,114.74
06/05/24	1363	Carmel Area Wastewater District	March and April sodium bisulfate and hypochlorite	13,150.70
06/05/24	1364	Fisher Scientific	Lab supplies	1,843.88
06/05/24	1365	Frank A. Olsen Company	APCO Model 250A Swing Check Valve	6,727.32
06/05/24	1366	Grainger	Two centrifugal pumps and an auto drain valve	2,245.80
06/05/24	1367	Harrington Industrial Plastics, LLC	Operating supplies	1,006.08
06/05/24	1368	Myron L Company	Myron L 6 PIIFCE annual service	180.76
06/05/24	1369	Pebble Beach Company	O&M reimbursement	4,734.10
06/05/24	1370	Pacific Gas & Electric	Tertiary and MF/RO billing	40,440.14
06/05/24	1371	USA Blue Book	Drum pump flowmeter and electric motor	2,508.85
06/05/24	1372	VelocityEHS, Inc.	SDS digital management system annual renewal	1,318.31
06/05/24	1373	Wells Fargo Advisors	Transfer to capital reserves	68,750.00
06/05/24	1374	Wellington & Rathie	Legal services	114.00
06/17/24	1375	Brenntag Pacific, Inc.	Ammonium hydroxide and Brennfloc RE 5000	17,794.77
06/17/24	1376	Bret D. Boatman	Maintenance services	277.50
06/17/24	1377	Cal-Am Water Company	Hydrant meter K	3,160.68
06/17/24	1378	Carmel Area Wastewater District	O&M reimbursement	86,856.13
06/17/24	1379	Fisher Scientific	Lab supplies	580.54
06/17/24	1380	Gavilan/Salinas Crane & Rigging	Hoist and reset motor	2,100.00
06/17/24	1381	Harrington Industrial Plastics, LLC	Plant pump parts	5,135.95
06/17/24	1382	Industrial Electrical Company	Rebuilt 100hp motor (CAPITAL)	10,433.47
06/17/24	1383	Inorganic Ventures Inc.	Lab supplies	1,008.92
06/17/24	1384	Microgenics Corporation	Lab supplies	300.16
06/17/24	1385	Monterey Bay Analytical Service	Sample analysis	2,815.00
06/17/24	1386	Pebble Beach Community Services District	O&M reimbursement	27,563.25

CAWD/PBCSD Reclamation Project
Disbursements
Jun-24

Date	Check	Vendor	Description	Amount
06/17/24	1387	Pacific Gas & Electric	MF/RO billing	31,716.93
06/17/24	1388	Winsupply Monterey County	Operating supplies	815.74
06/26/24	1389	Amazon Capital Services	iPad cases and wall clock	85.62
06/26/24	1390	C S C of Salinas	Operating supplies	428.30
06/26/24	1391	Environmental Resource Associates	Lab supplies	2,481.25
06/26/24	1392	Harrington Industrial Plastics, LLC	Operating supplies	52.57
06/26/24	1393	Idexx Laboratories	Lab supplies	26.44
06/26/24	1394	Microgenics Corporation	Lab supplies	141.48
06/26/24	1395	T & T Valve and Instrument, Inc.	Operating supplies	5,622.95
06/26/24	1396	Valin Corporation	Watlow MF CIP heater	8,264.67
06/26/24	1397	YSI Inc.	PH-combo electrode with sensor	251.33
				372,035.50



**Financial Statements
and
Supplementary Schedules**

June 2024

July 25, 2024

Carmel Area Wastewater District

Balance Sheet

June 2024

ASSETS			
Current Assets			
Cash			
Cash	53,879,488.66		
TOTAL Cash	53,879,488.66		
Other Current Assets			
Other Current Assets	563,753.42		
TOTAL Other Current Assets	563,753.42		
TOTAL Current Assets		54,443,242.08	
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land	308,059.76		
Treatment Structures			
Treatment Structures	70,471,747.33		
TOTAL Treatment Structures	70,471,747.33		
Treatment Equipment			
Treatment Equipment	9,746,805.62		
TOTAL Treatment Equipment	9,746,805.62		
Collection Structures			
Collection Structures	1,267,447.92		
TOTAL Collection Structures	1,267,447.92		
Collection Equipment			
Collection Equipment	1,702,695.20		
TOTAL Collection Equipment	1,702,695.20		
Sewers		15,796,761.56	
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities	1,643,890.85		
Other Fixed Assets			
Other Fixed Assets	4,600,851.24		
TOTAL Other Fixed Assets	4,600,851.24		
Capital Improvement Projects			
Capital Improvement Projects	12,125,362.97		
TOTAL Capital Improvement Projects	12,125,362.97		
Accumulated depreciation		(62,296,072.07)	
TOTAL Fixed Assets		55,367,550.38	
Other Assets			
Other Assets		4,267,604.95	
TOTAL Other Assets		4,267,604.95	
TOTAL ASSETS		114,078,397.41	

Carmel Area Wastewater District

Balance Sheet

June 2024

LIABILITIES

Current Liabilities		
Current Liabilities	778,548.43	
TOTAL Current Liabilities	778,548.43	778,548.43
Long-Term Liabilities		
Long Term Liabilities	1,100,824.52	
TOTAL Long-Term Liabilities	1,100,824.52	1,100,824.52
TOTAL LIABILITIES		1,879,372.95
NET POSITION		
Net Assets	107,438,507.66	
Year-to-Date Earnings	4,760,516.80	
TOTAL NET POSITION	112,199,024.46	112,199,024.46
TOTAL LIABILITIES & NET POSITION		114,078,397.41

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	12,801,476.97	13,542,801.00	(741,324.03)	-5.5 %
TOTAL Income	12,801,476.97	13,542,801.00	(741,324.03)	-5.5 %
Adjustments				
Discounts	220.38	0.00	220.38	
TOTAL Adjustments	220.38	0.00	220.38	
*****	12,801,697.35	13,542,801.00	(741,103.65)	-5.5 %
***** OPERATING INCOME	12,801,697.35	13,542,801.00	(741,103.65)	-5.5 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	4,105,722.84	3,931,971.00	(173,751.84)	-4.4 %
TOTAL Salaries and Payroll Taxes	4,105,722.84	3,931,971.00	(173,751.84)	-4.4 %
Employee Benefits				
Employee Benefits	1,386,119.65	894,657.00	(491,462.65)	-54.9 %
TOTAL Employee Benefits	1,386,119.65	894,657.00	(491,462.65)	-54.9 %
Director's Expenses				
Director's Expenses	26,885.18	34,050.00	7,164.82	21.0 %
TOTAL Director's Expenses	26,885.18	34,050.00	7,164.82	21.0 %
Truck and Auto Expenses				
Truck and Auto Expenses	76,344.98	62,980.00	(13,364.98)	-21.2 %
TOTAL Truck and Auto Expenses	76,344.98	62,980.00	(13,364.98)	-21.2 %
General and Administrative				
General and Administrative	675,079.88	1,151,300.00	476,220.12	41.4 %
TOTAL General and Administrative	675,079.88	1,151,300.00	476,220.12	41.4 %
Office Expense				
Office Expense	110,414.19	95,700.00	(14,714.19)	-15.4 %
TOTAL Office Expense	110,414.19	95,700.00	(14,714.19)	-15.4 %
Operating Supplies				
Operating Supplies	585,914.24	619,890.00	33,975.76	5.5 %
TOTAL Operating Supplies	585,914.24	619,890.00	33,975.76	5.5 %
Contract Services				
Contract Services	806,111.74	934,865.00	128,753.26	13.8 %
TOTAL Contract Services	806,111.74	934,865.00	128,753.26	13.8 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	671,299.79	1,181,958.00	510,658.21	43.2 %
TOTAL Repairs and Maintenance	671,299.79	1,181,958.00	510,658.21	43.2 %
Utilities				
<i>Utilities</i>	410,377.85	416,478.00	6,100.15	1.5 %
TOTAL Utilities	410,377.85	416,478.00	6,100.15	1.5 %
Travel and Meetings				
<i>Travel and Meetings</i>	56,624.05	62,300.00	5,675.95	9.1 %
TOTAL Travel and Meetings	56,624.05	62,300.00	5,675.95	9.1 %
Permits and Fees				
<i>Permits and Fees</i>	72,277.61	90,200.00	17,922.39	19.9 %
TOTAL Permits and Fees	72,277.61	90,200.00	17,922.39	19.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	42,566.59	45,200.00	2,633.41	5.8 %
TOTAL Memberships and Subscriptions	42,566.59	45,200.00	2,633.41	5.8 %
Safety				
<i>Safety</i>	52,720.07	69,210.00	16,489.93	23.8 %
TOTAL Safety	52,720.07	69,210.00	16,489.93	23.8 %
Other Expenses				
<i>Other Expense</i>	63,674.25	48,400.00	(15,274.25)	-31.6 %
TOTAL Other Expenses	63,674.25	48,400.00	(15,274.25)	-31.6 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	2,669,000.00	2,669,000.00	0.00	
TOTAL Depreciation and Amortization	2,669,000.00	2,669,000.00	0.00	
TOTAL Operating Expenses	11,811,132.91	12,308,159.00	497,026.09	4.0 %
***** OPERATING INCOME (LOSS)	990,564.44	1,234,642.00	(244,077.56)	-19.8 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
<i>Other Income, Gain, Expense and Loss</i>	3,769,952.36	4,044,051.00	(274,098.64)	-6.8 %
TOTAL Other Income or Gain	3,769,952.36	4,044,051.00	(274,098.64)	-6.8 %
TOTAL Non-op Income, Expense, Gain or Loss	3,769,952.36	4,044,051.00	(274,098.64)	-6.8 %
***** NET INCOME (LOSS)	4,760,516.80	5,278,693.00	(518,176.20)	-9.8 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 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>	933,988.03	671,500.00	(262,488.03)	-39.1 %
TOTAL Salaries and Payroll Taxes	933,988.03	671,500.00	(262,488.03)	-39.1 %
Employee Benefits				
<i>Employee Benefits</i>	314,180.93	197,880.00	(116,300.93)	-58.8 %
TOTAL Employee Benefits	314,180.93	197,880.00	(116,300.93)	-58.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	68,616.15	58,540.00	(10,076.15)	-17.2 %
TOTAL Truck and Auto Expenses	68,616.15	58,540.00	(10,076.15)	-17.2 %
General and Administrative				
<i>General and Administrative</i>	186,894.32	263,800.00	76,905.68	29.2 %
TOTAL General and Administrative	186,894.32	263,800.00	76,905.68	29.2 %
Office Expense				
<i>Office Expense</i>	15,216.73	10,600.00	(4,616.73)	-43.6 %
TOTAL Office Expense	15,216.73	10,600.00	(4,616.73)	-43.6 %
Operating Supplies				
<i>Operating Supplies</i>	77,312.72	78,300.00	987.28	1.3 %
TOTAL Operating Supplies	77,312.72	78,300.00	987.28	1.3 %
Contract Services				
<i>Contract Services</i>	189,828.51	194,800.00	4,971.49	2.6 %
TOTAL Contract Services	189,828.51	194,800.00	4,971.49	2.6 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	361,074.71	918,000.00	556,925.29	60.7 %
TOTAL Repairs and Maintenance	361,074.71	918,000.00	556,925.29	60.7 %
Utilities				
<i>Utilities</i>	54,669.63	45,778.00	(8,891.63)	-19.4 %
TOTAL Utilities	54,669.63	45,778.00	(8,891.63)	-19.4 %
Travel and Meetings				
<i>Travel and Meetings</i>	20,782.94	17,600.00	(3,182.94)	-18.1 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	20,782.94	17,600.00	(3,182.94)	-18.1 %
Permits and Fees				
<i>Permits and Fees</i>	9,470.11	8,300.00	(1,170.11)	-14.1 %
TOTAL Permits and Fees	9,470.11	8,300.00	(1,170.11)	-14.1 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	4,264.30	6,300.00	2,035.70	32.3 %
TOTAL Memberships and Subscriptions	4,264.30	6,300.00	2,035.70	32.3 %
Safety				
<i>Safety</i>	17,253.43	17,020.00	(233.43)	-1.4 %
TOTAL Safety	17,253.43	17,020.00	(233.43)	-1.4 %
Other Expenses				
<i>Other Expense</i>	635.00	0.00	(635.00)	
TOTAL Other Expenses	635.00	0.00	(635.00)	
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	335,000.00	335,000.00	0.00	
TOTAL Depreciation and Amortization	335,000.00	335,000.00	0.00	
TOTAL Operating Expenses	2,589,187.51	2,823,418.00	234,230.49	8.3 %
***** OPERATING INCOME (LOSS)	(2,589,187.51)	(2,823,418.00)	234,230.49	8.3 %
***** NET INCOME (LOSS)	(2,589,187.51)	(2,823,418.00)	234,230.49	8.3 %
***** NET INCOME (LOSS)	(2,589,187.51)	(2,823,418.00)	234,230.49	8.3 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 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>	1,866,749.04	1,908,750.00	42,000.96	2.2 %
TOTAL Salaries and Payroll Taxes	1,866,749.04	1,908,750.00	42,000.96	2.2 %
Employee Benefits				
<i>Employee Benefits</i>	829,132.07	452,595.00	(376,537.07)	-83.2 %
TOTAL Employee Benefits	829,132.07	452,595.00	(376,537.07)	-83.2 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	7,558.69	3,740.00	(3,818.69)	-102.1 %
TOTAL Truck and Auto Expenses	7,558.69	3,740.00	(3,818.69)	-102.1 %
General and Administrative				
<i>General and Administrative</i>	313,700.09	478,000.00	164,299.91	34.4 %
TOTAL General and Administrative	313,700.09	478,000.00	164,299.91	34.4 %
Office Expense				
<i>Office Expense</i>	60,213.13	34,500.00	(25,713.13)	-74.5 %
TOTAL Office Expense	60,213.13	34,500.00	(25,713.13)	-74.5 %
Operating Supplies				
<i>Operating Supplies</i>	505,216.08	531,180.00	25,963.92	4.9 %
TOTAL Operating Supplies	505,216.08	531,180.00	25,963.92	4.9 %
Contract Services				
<i>Contract Services</i>	478,695.73	634,170.00	155,474.27	24.5 %
TOTAL Contract Services	478,695.73	634,170.00	155,474.27	24.5 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	267,454.94	245,400.00	(22,054.94)	-9.0 %
TOTAL Repairs and Maintenance	267,454.94	245,400.00	(22,054.94)	-9.0 %
Utilities				
<i>Utilities</i>	329,979.35	346,400.00	16,420.65	4.7 %
TOTAL Utilities	329,979.35	346,400.00	16,420.65	4.7 %
Travel and Meetings				
<i>Travel and Meetings</i>	26,848.22	34,000.00	7,151.78	21.0 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Travel and Meetings	26,848.22	34,000.00	7,151.78	21.0 %
Permits and Fees				
<i>Permits and Fees</i>	37,992.50	49,900.00	11,907.50	23.9 %
TOTAL Permits and Fees	37,992.50	49,900.00	11,907.50	23.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	7,349.89	11,200.00	3,850.11	34.4 %
TOTAL Memberships and Subscriptions	7,349.89	11,200.00	3,850.11	34.4 %
Safety				
<i>Safety</i>	33,229.97	49,200.00	15,970.03	32.5 %
TOTAL Safety	33,229.97	49,200.00	15,970.03	32.5 %
Other Expenses				
<i>Other Expense</i>	6,685.32	5,200.00	(1,485.32)	-28.6 %
TOTAL Other Expenses	6,685.32	5,200.00	(1,485.32)	-28.6 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	2,300,000.00	2,300,000.00	0.00	
TOTAL Depreciation and Amortization	2,300,000.00	2,300,000.00	0.00	
TOTAL Operating Expenses	7,070,805.02	7,084,235.00	13,429.98	0.2 %
***** OPERATING INCOME (LOSS)	(7,070,805.02)	(7,084,235.00)	13,429.98	0.2 %
***** NET INCOME (LOSS)	(7,070,805.02)	(7,084,235.00)	13,429.98	0.2 %
***** NET INCOME (LOSS)	(7,070,805.02)	(7,084,235.00)	13,429.98	0.2 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 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>	661,395.90	684,284.00	22,888.10	3.3 %
TOTAL Salaries and Payroll Taxes	661,395.90	684,284.00	22,888.10	3.3 %
Employee Benefits				
<i>Employee Benefits</i>	242,806.65	244,182.00	1,375.35	0.6 %
TOTAL Employee Benefits	242,806.65	244,182.00	1,375.35	0.6 %
Director's Expenses				
<i>Director's Expenses</i>	26,185.18	33,000.00	6,814.82	20.7 %
TOTAL Director's Expenses	26,185.18	33,000.00	6,814.82	20.7 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	170.14	700.00	529.86	75.7 %
TOTAL Truck and Auto Expenses	170.14	700.00	529.86	75.7 %
General and Administrative				
<i>General and Administrative</i>	174,485.47	388,300.00	213,814.53	55.1 %
TOTAL General and Administrative	174,485.47	388,300.00	213,814.53	55.1 %
Office Expense				
<i>Office Expense</i>	34,984.33	50,600.00	15,615.67	30.9 %
TOTAL Office Expense	34,984.33	50,600.00	15,615.67	30.9 %
Operating Supplies				
<i>Operating Supplies</i>	1,691.34	1,400.00	(291.34)	-20.8 %
TOTAL Operating Supplies	1,691.34	1,400.00	(291.34)	-20.8 %
Contract Services				
<i>Contract Services</i>	136,440.04	105,895.00	(30,545.04)	-28.8 %
TOTAL Contract Services	136,440.04	105,895.00	(30,545.04)	-28.8 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	37,623.50	10,000.00	(27,623.50)	-276.2 %
TOTAL Repairs and Maintenance	37,623.50	10,000.00	(27,623.50)	-276.2 %
Utilities				
<i>Utilities</i>	25,728.87	24,300.00	(1,428.87)	-5.9 %

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

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TOTAL Utilities	25,728.87	24,300.00	(1,428.87)	-5.9 %
Travel and Meetings				
Travel and Meetings	8,992.89	10,700.00	1,707.11	16.0 %
TOTAL Travel and Meetings	8,992.89	10,700.00	1,707.11	16.0 %
Permits and Fees				
Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
TOTAL Permits and Fees	24,815.00	32,000.00	7,185.00	22.5 %
Memberships and Subscriptions				
Memberships and Subscriptions	30,952.40	27,700.00	(3,252.40)	-11.7 %
TOTAL Memberships and Subscriptions	30,952.40	27,700.00	(3,252.40)	-11.7 %
Safety				
Safety	1,884.43	1,400.00	(484.43)	-34.6 %
TOTAL Safety	1,884.43	1,400.00	(484.43)	-34.6 %
Other Expenses				
Other Expense	56,353.93	43,200.00	(13,153.93)	-30.4 %
TOTAL Other Expenses	56,353.93	43,200.00	(13,153.93)	-30.4 %
Depreciation and Amortization				
Depreciation and Amortization	34,000.00	34,000.00	0.00	
TOTAL Depreciation and Amortization	34,000.00	34,000.00	0.00	
TOTAL Operating Expenses	1,498,510.07	1,691,661.00	193,150.93	11.4 %
***** OPERATING INCOME (LOSS)	(1,498,510.07)	(1,691,661.00)	193,150.93	11.4 %
***** NET INCOME (LOSS)	(1,498,510.07)	(1,691,661.00)	193,150.93	11.4 %
***** NET INCOME (LOSS)	(1,498,510.07)	(1,691,661.00)	193,150.93	11.4 %

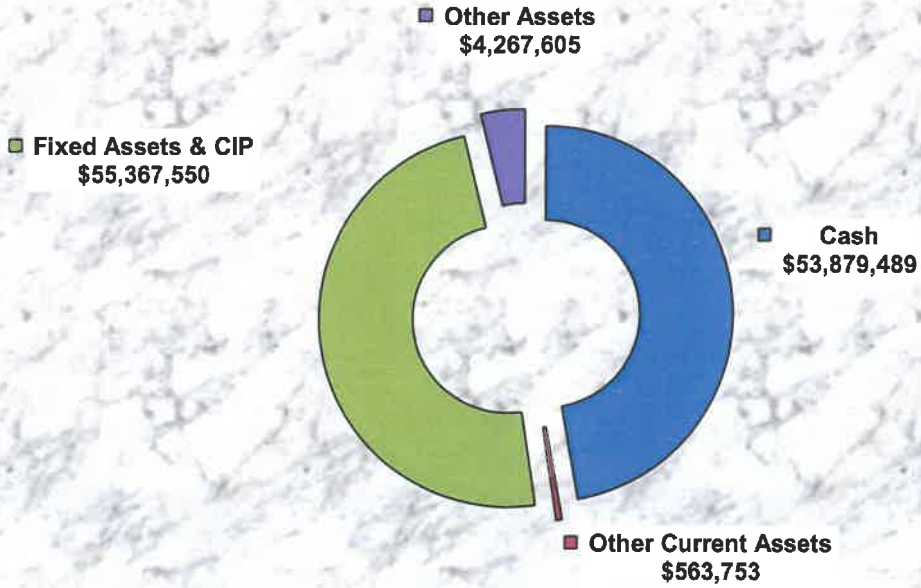
Carmel Area Wastewater District
Op. Exps. Actual to Budget-Reclamation
Year-to-Date Variance, June 2024 - current month, Consolidated by
account, Department 8

	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 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>	643,589.87	665,499.00	21,909.13	3.3 %
TOTAL Salaries and Payroll Taxes	643,589.87	665,499.00	21,909.13	3.3 %
Director's Expenses				
<i>Director's Expenses</i>	700.00	1,050.00	350.00	33.3 %
TOTAL Director's Expenses	700.00	1,050.00	350.00	33.3 %
General and Administrative				
<i>General and Administrative</i>	0.00	21,200.00	21,200.00	100.0 %
TOTAL General and Administrative	0.00	21,200.00	21,200.00	100.0 %
Operating Supplies				
<i>Operating Supplies</i>	1,694.10	9,010.00	7,315.90	81.2 %
TOTAL Operating Supplies	1,694.10	9,010.00	7,315.90	81.2 %
Contract Services				
<i>Contract Services</i>	1,147.46	0.00	(1,147.46)	
TOTAL Contract Services	1,147.46	0.00	(1,147.46)	
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	930.46	4,558.00	3,627.54	79.6 %
TOTAL Repairs and Maintenance	930.46	4,558.00	3,627.54	79.6 %
Safety				
<i>Safety</i>	352.24	1,590.00	1,237.76	77.8 %
TOTAL Safety	352.24	1,590.00	1,237.76	77.8 %
TOTAL Operating Expenses	648,414.13	702,907.00	54,492.87	7.8 %
***** OPERATING INCOME (LOSS)	(648,414.13)	(702,907.00)	54,492.87	7.8 %
***** NET INCOME (LOSS)	(648,414.13)	(702,907.00)	54,492.87	7.8 %

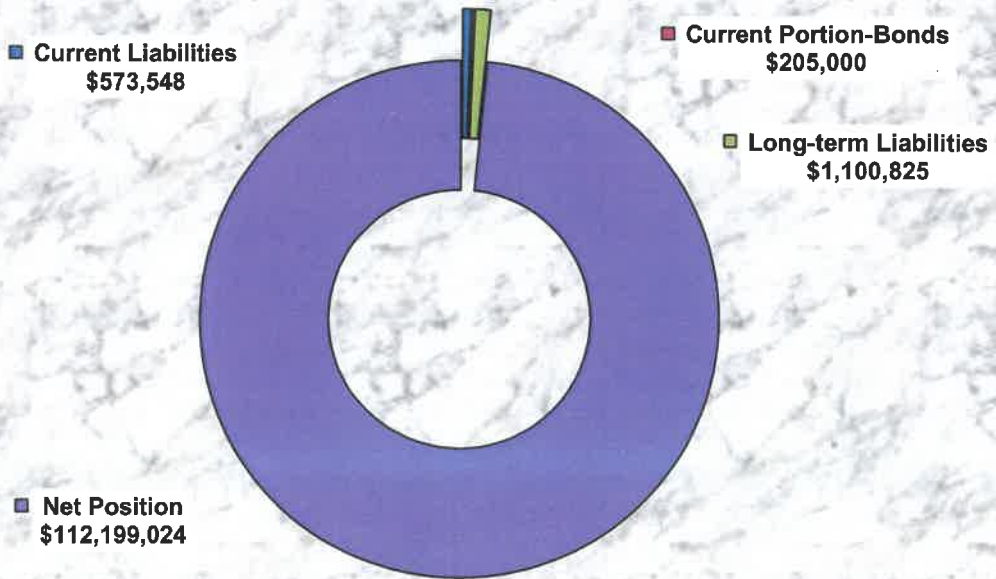
Carmel Area Wastewater District
I/S Actual to Budget-Brine Disposal
Year-to-Date Variance, June 2024 - current month, Consolidated by
account, Department 10

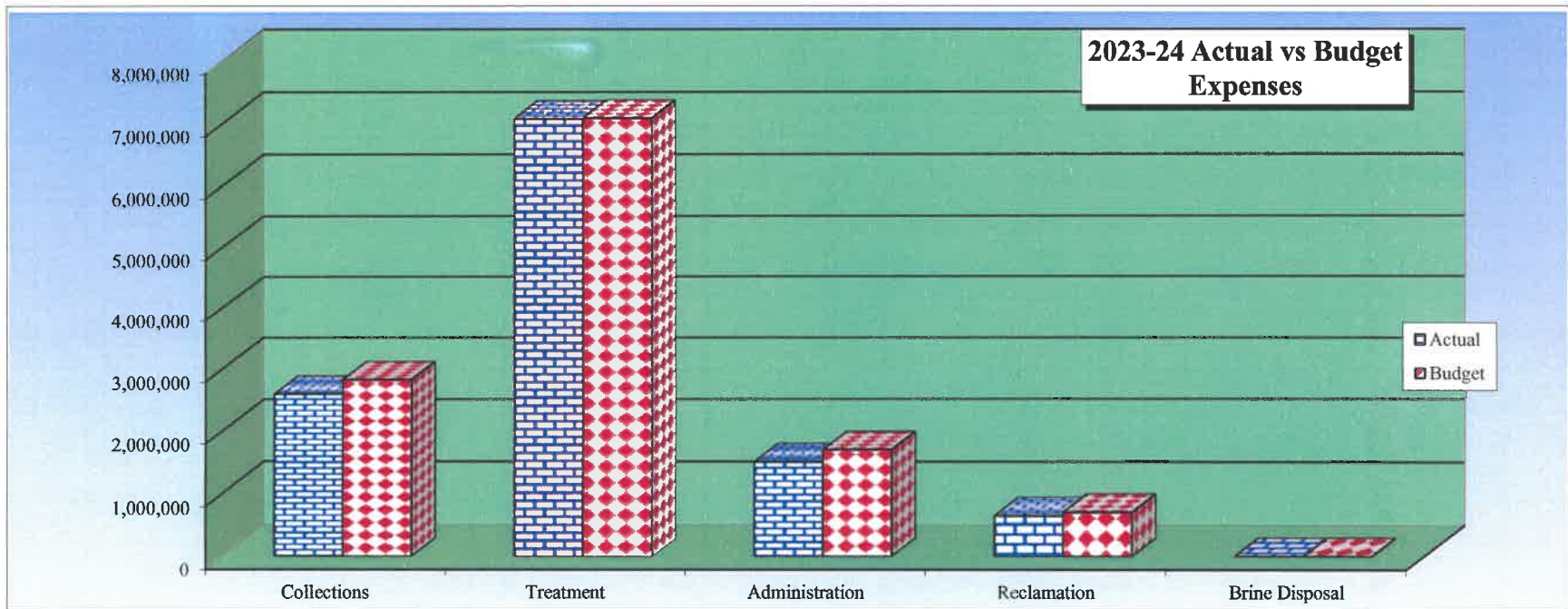
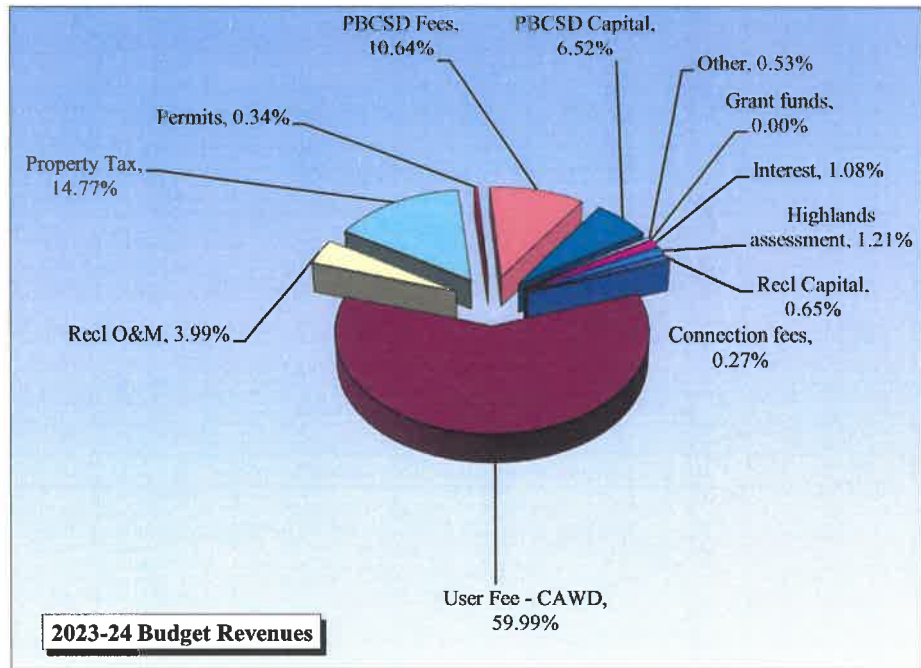
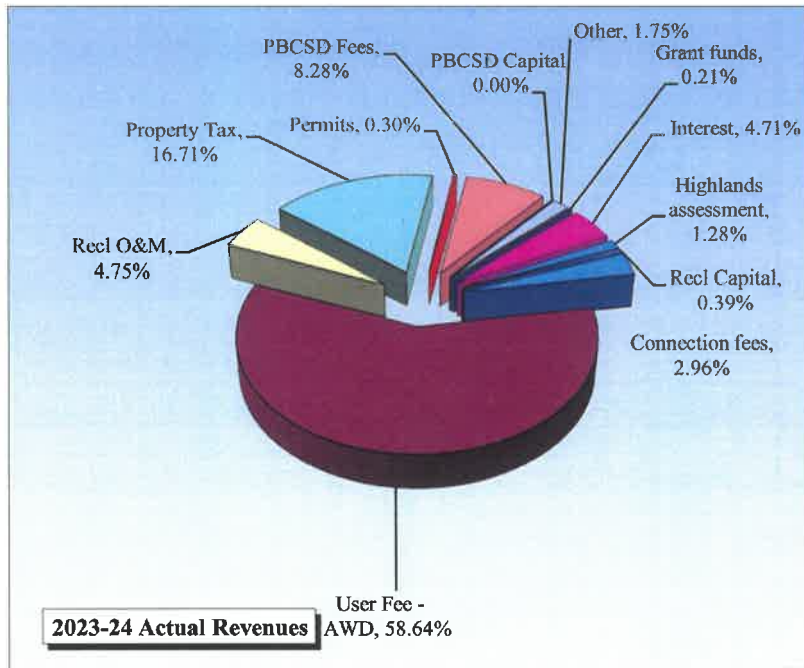
	<i>12 Months Ended June 30, 2024</i>	<i>12 Months Ended June 30, 2024 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
Income				
Revenue	102,233.96	83,510.00	18,723.96	22.4 %
TOTAL Income	<u>102,233.96</u>	<u>83,510.00</u>	<u>18,723.96</u>	22.4 %
*****	<u>102,233.96</u>	<u>83,510.00</u>	<u>18,723.96</u>	22.4 %
***** OPERATING INCOME	<u>102,233.96</u>	<u>83,510.00</u>	<u>18,723.96</u>	22.4 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	0.00	1,938.00	1,938.00	100.0 %
TOTAL Salaries and Payroll Taxes	<u>0.00</u>	<u>1,938.00</u>	<u>1,938.00</u>	100.0 %
Repairs and Maintenance				
Repairs and Maintenance	4,216.18	4,000.00	(216.18)	-5.4 %
TOTAL Repairs and Maintenance	<u>4,216.18</u>	<u>4,000.00</u>	<u>(216.18)</u>	-5.4 %
TOTAL Operating Expenses	<u>4,216.18</u>	<u>5,938.00</u>	<u>1,721.82</u>	29.0 %
***** OPERATING INCOME (LOSS)	<u>98,017.78</u>	<u>77,572.00</u>	<u>20,445.78</u>	26.4 %
***** NET INCOME (LOSS)	<u>98,017.78</u>	<u>77,572.00</u>	<u>20,445.78</u>	26.4 %
***** NET INCOME (LOSS)	<u>98,017.78</u>	<u>77,572.00</u>	<u>20,445.78</u>	26.4 %

Assets - June 30, 2024

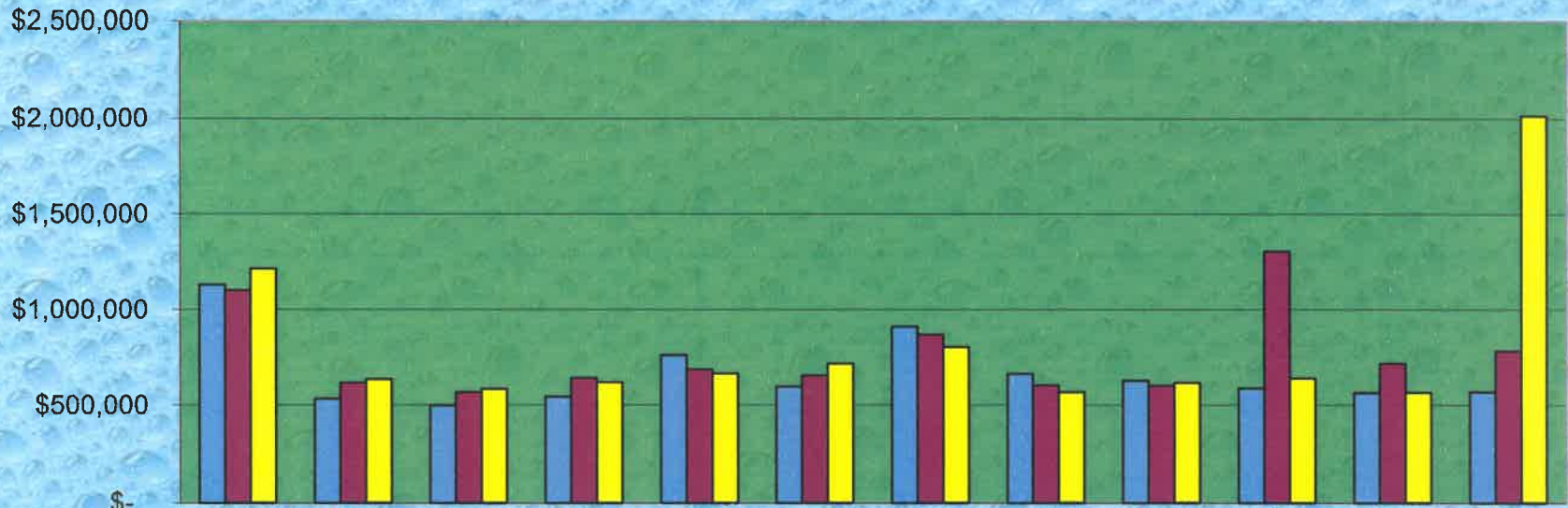


Liabilities - June 30, 2024





Operating Expenses



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ FY 22-23	\$1,129,33	\$582,107	\$498,951	\$543,933	\$761,735	\$595,405	\$910,312	\$663,465	\$626,573	\$586,797	\$563,351	\$567,668
■ FY 23-24	\$1,099,77	\$615,987	\$566,511	\$640,578	\$686,764	\$654,302	\$868,703	\$602,205	\$600,330	\$1,306,07	\$718,106	\$782,797
■ CY Budget	\$1,213,03	\$634,524	\$582,961	\$620,072	\$665,195	\$717,755	\$804,100	\$566,000	\$616,080	\$638,955	\$564,865	\$2,015,61

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

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
		0	0	0	0	NA
		0	0	0	0	NA
<u>Collections</u>						
Wells Cargo enclosed trailer-unbudgeted		0	11,073	11,073	0	NA
Monte Verde HT Hard Iron "N" Impeller pump-unbudgeted		0	15,270	15,270	0	NA
Carmel Valley Manor pump station alarm system-unbudgeted		0	2,581	2,581	0	NA
Flygt 3153 Impeller pump-Calle La Cruz-unbudgeted		0	28,028	28,028	0	NA
New 2023 Ford S-Duty truck-budget amendment		0	59,214	59,214	65,000	91.10%
Vaughn Trailer Mount Chopper Pump		0	84,623	84,623	82,843	102.15%
RIDGED Push Camera-unbudgeted		0	13,530	13,530	0	NA
MobilMMS Software		0	78,000	78,000	90,000	86.67%
Calle Storm Drain/Pipe-unbudgeted		0	14,950	14,950	0	NA
Hacienda 60 kw Cummins generator		0	8,280	8,280	78,500	10.55%
PowerEdge Rack Server-unbudgeted (50% Collections)		0	10,815	10,815	0	NA
Vehicle Truck Building Wall-unbudgeted		0	29,682	29,682	0	NA
Sewer Line Repair-Mission & 7th-unbudgeted		0	13,389	13,389	0	NA
<u>Treatment</u>						
1 HP Motor Gearbox-unbudgeted		0	11,203	11,203	0	NA
Oil Injected Screw Compressor-Air Cooled-unbudgeted		0	12,298	12,298	0	NA
SCE Aqua Dam-unbudgeted		0	12,888	12,888	0	NA
Dechlor Analyzer-unbudgeted		0	13,384	13,384	0	NA
Lab Autoclave (RECL 50%)		0	16,441	16,441	20,000	82.21%
Ion Chromatograph (RECL 90%)		0	62,705	62,705	57,000	110.01%
PowerEdge Rack Server-unbudgeted (50% Plant)		0	10,815	10,815	0	NA
Aqua Dam Rollup-unbudgeted		0	16,090	16,090	0	NA
Stair Bridge with Railing at Dewatering-unbudgeted		13,520	13,520	13,520	0	NA
RECL share	0	0	(64,656)	(64,656)	0	NA
PBCSD share (1/3 of cost)	0	(4,507)	(34,896)	(34,896)	0	NA
Total Capital Purchases 23-24		9,013	439,227	439,227	393,343	NA

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

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CIP PROJECTS</u>						
<u>Administration</u>						
<u>Collections</u>						
Construction of new Gravity Sewer Line-Carmel Meadows	615,044	1,461	100,191	715,235	2,000,000	5.01%
Carmel Valley Manor Sewer-unbudgeted	180	0	0	180	0	NA
Scenic Rd Pipe Burst-Ocn/Bay	334,692	2,422	199,234	533,925	4,560,760	4.37%
Bay/Scenic Pump Station Rehab	76,756	844	71,331	148,087	900,000	7.93%
Pescadero Creek Area Pipe Rehab	182,256	0	41,373	223,629	500,000	8.27%
Vactor Receiving Station	86,668	0	18,554	105,222	400,000	4.64%
Lorca Lane Sewer Repair-unbudgeted	81,482	0	191,461	272,943	0	NA
Santa Rita & Guadalupe Pipeline	46,003	0	107,095	153,098	3,669,330	2.92%
<u>Treatment</u>						
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	0	0	0	0	0	NA
<i>Total CIP Projects 23-24</i>	1,423,080	4,727	729,239	2,152,319	12,030,090	6.06%

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

	BEG BAL	JUN	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<i>LONG TERM CIP PROJECTS</i>						
<u>Treatment</u>						
Perimeter Fence	48,856	0	945	49,801	275,000	0.34%
Elec/Mech Rehab & Sludge Holding Tank Project (RECL 2.7%)	7,771,132	6,904	1,867,249	9,638,381	2,441,500	76.48%
Potable Water & Gas Main Replacement (COLL 5.5%)	43,444	0	135,500	178,944	300,000	45.17%
Plant Bridge Retrofit Project-unbudgeted	968	333	12,026	12,994	0	NA
Artificial Intelligence Pilot Project	0	56,046	92,924	92,924	75,000	123.90%
RECL share	(209,821)	(186)	(50,416)	(260,237)	(65,921)	76.48%
PBCSD share (1/3 of cost)	(2,551,526)	(21,032)	(678,624)	(3,230,150)	(1,008,526)	67.29%
<i>Total Long Term CIP Projects 23-24</i>	5,103,053	42,065	1,379,605	6,482,658	2,017,053	68.40%
Total Capital (net of RECL and PBCSD)	6,526,133	55,805	2,548,071	9,074,204	14,440,486	17.65%

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

	YTD \$ Variance	YTD % Variance	
<u>Collections</u>			
Salaries and Payroll Taxes	(\$262,488)	-39.10%	Salaries underbudgeted.
Employee Benefits	(\$116,301)	-58.80%	CALPERS unfunded liability payments
Truck and Auto Expenses	(\$10,076)	-17.20%	Outside repair service and repair parts underbudgeted.
Office Expense	(\$4,617)	-43.60%	Computers and equipment underbudgeted.
Utilities	(\$8,892)	-19.40%	Slightly underbudgeted.
Travel and Meetings	(\$3,183)	-18.10%	Employee training underbudgeted.
Permits and Fees	(\$1,170)	-14.10%	Mo. Bay Air Resources District underbudgeted.
<u>Treatment</u>			
Employee Benefits	(\$376,537)	-83.20%	CALPERS unfunded liability payments
Truck and Auto Expenses	(\$3,819)	-102.10%	Gas and repair service underbudgeted.
Office Expense	(\$25,713)	-74.50%	Computers and furnishings underbudgeted.
Repairs and Maintenance	(\$22,055)	-9.00%	Slightly underbudgeted.
Other Expense	(\$1,485)	-28.60%	Recruiting underbudgeted.
<u>Administration</u>			
Operating Supplies	(\$291)	-20.80%	General supplies slightly underbudgeted.
Contract Services	(\$30,545)	-28.80%	HR consulting underbudgeted. Source control unbudgeted.
Repairs and Maintenance	(\$27,624)	-276.20%	Building repairs underbudgeted.
Utilities	(\$1,429)	-5.90%	Water underbudgeted.
Memberships and Subscriptions	(\$3,252)	-11.70%	WateReuse membership unbudgeted. Employee certifications and memberships underbudgeted.
Safety	(\$484)	-34.60%	PPE and safety supplies slightly underbudgeted.
Other Expense	(\$13,154)	-30.40%	Recruiting unbudgeted.
<u>Brine Disposal</u>			
Repairs and Maintenance	(\$216)	-5.40%	Repairs and maintenance slightly underbudgeted.

District Obligations:

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

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

Resolution #	Description	Original Budget	Amendment	Spent To Date
2023-62	A Resolution authorizing the General Manager to execute a contract for the purchase of a new Collections truck not to exceed \$65,000. This was planned originally for 2024-25.	\$ -	\$ 65,000	\$ 59,214
2023-67	A Resolution authorizing the General Manager to execute a contract for the purchase of a new portable sewage by-pass pump not to exceed \$82,842.51.	\$ 72,500	\$ 10,343	\$ 84,623
2024-17	A Resolution approving the purchase of the Ion Chromatograph in the amount of \$66,196.30.	\$ 57,000	\$ 9,196	\$ 62,705
2024-20	A Resolution approving the payment of the CALPERS Classic Unfunded Liability in the amount of \$535,250 and the CALPERS Pepra Unfunded Liability in the amount of \$109,193	\$ -	\$ 644,443	\$ 644,443
2024-23	A Resolution authorizing the General Manager to enter into a contract with National Auto Fleet Group for the purchase of a Pipe-Hunter Sewer Cleaning Truck not to exceed an amount of \$302,013.	\$ -	\$ 302,013	\$ -
Total To Date		<u>\$ 129,500</u>	<u>\$ 1,030,995</u>	<u>\$ 850,985</u>

STAFF REPORT



TO: Board of Directors
 FROM: Daryl Lauer, Collection Superintendent
 DATE: July 25, 2024
 SUBJECT: Monthly Report – June 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in June 11
 Total Fees \$1,790.00

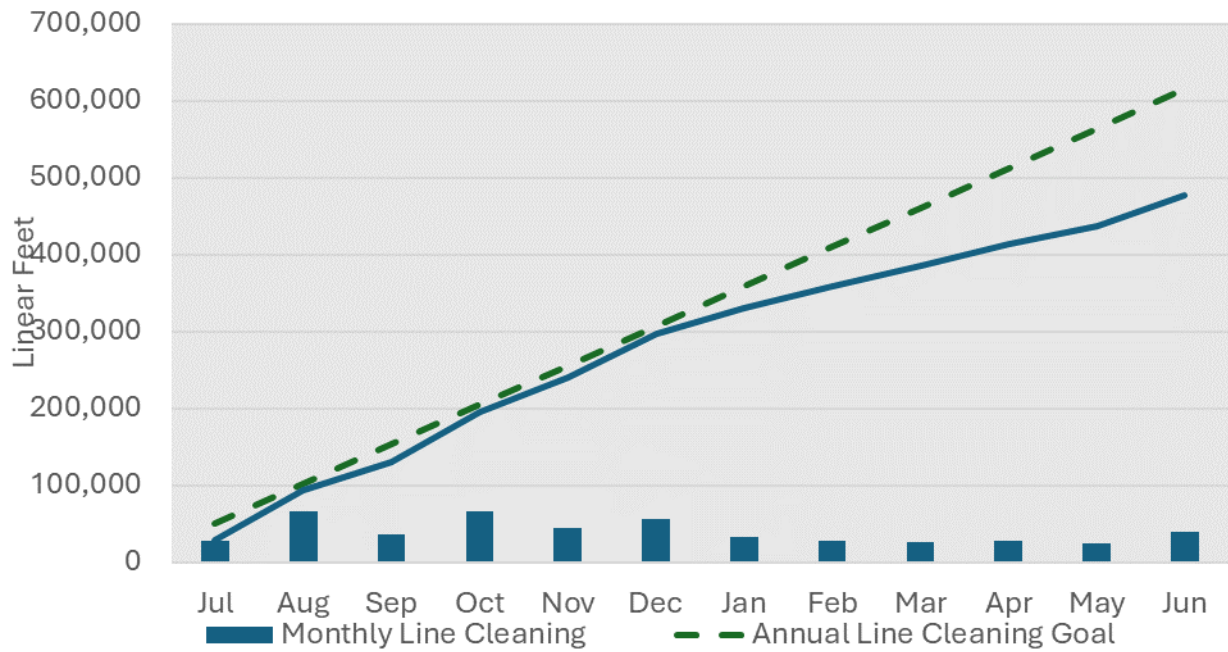
Maintenance

Attached is a map of the areas cleaned in the past three months. There were 39,123 feet of sewer lines cleaned in June.

Recent Line Cleaning Summary

Cleaning period	Footage Cleaned	Percentage Cleaned	Size of Pipe Cleaned
June	39,123 ft.	10.25%	6 - 12 inches
May	24,538 ft.	5.78%	6 - 27 inches
April	28,003 ft.	6.81%	6 – 10 inches

Annual Line Cleaning Graph



Line Cleaning Table

Total Target Amount (Linear Feet)	Cumulative Complete (Linear Feet)	Remaining (Linear Feet)
615,000	476,825	138,175

Staff Development

- Staff completed several in-person tailgate training courses.

General comments

- N/A

Service calls responded to by crew

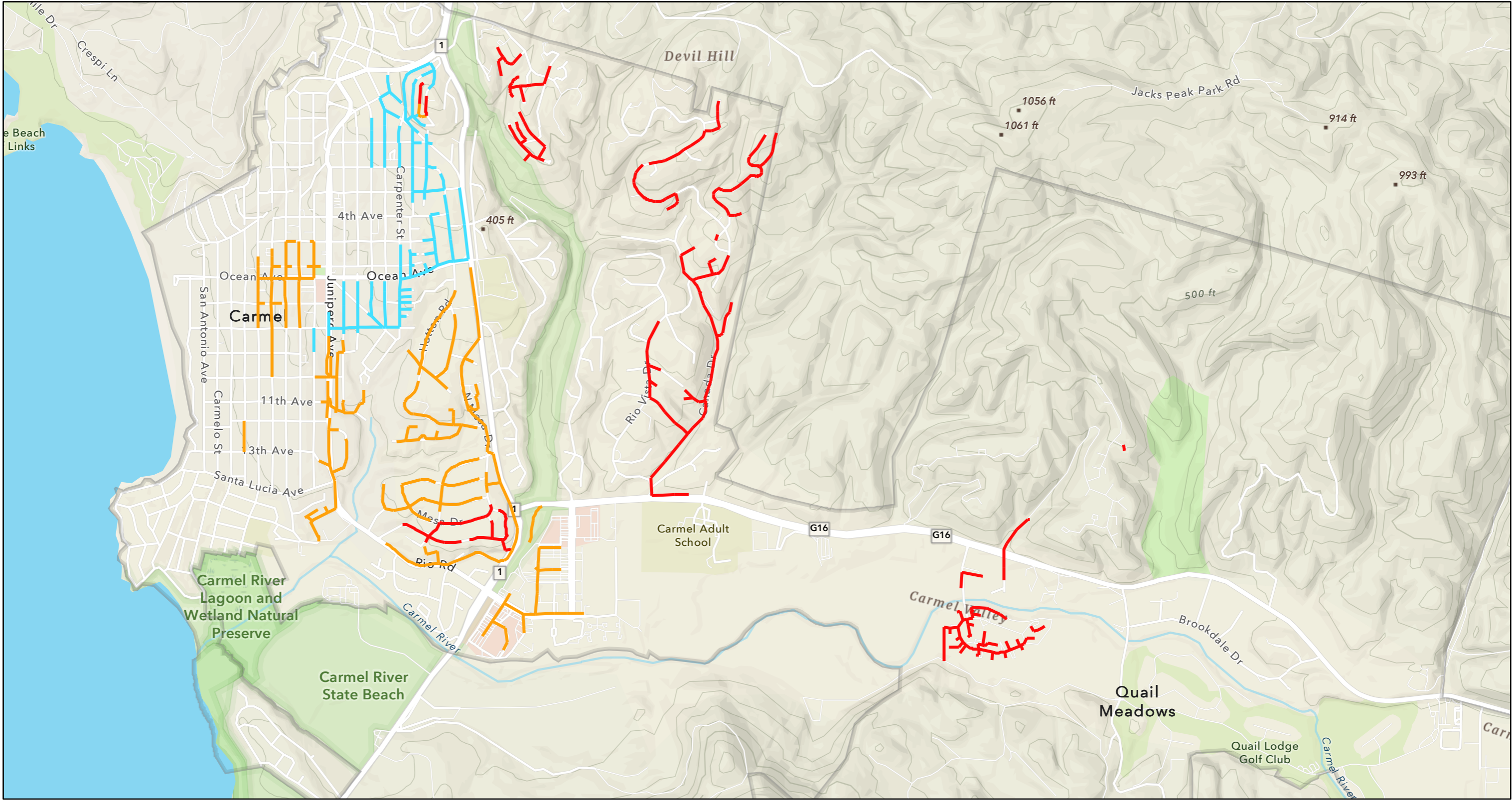
Date	Time	Callout	Resolution
6/18/2024	7:05 AM	Private Lateral Spill	Called by main office for a report of an overflowing lateral. Staff arrived on scene to find a lateral was blocked and overflowing. Staff ran the District main line and found no problems. Staff informed the property owner to call their plumber of choice. See callout map.
6/20/2024	11:46 AM	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.
6/24/2024	10:35 AM	Odor Complaint	Called by the main office for a report of an odor complaint. Staff arrived on scene and was not able to smell any odor. The homeowner said it smelled like chemicals. Staff noticed that there was construction behind the house and might have been the source of the odor. Staff ran District lines to ensure it was not from the sewer lines. See callout map.

USA Location Requests – 139

Plumbing permit inspections – 16

Private Sewer Lateral Compliance Certificates Issued – 16

Sewer Line Cleaning Progress Report

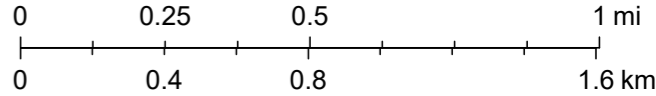


7/10/2024, 10:44:17 AM

Line Activity Within 3 Months

- Last Month June
- Previous Month May
- Prior Month April
- Service Area

1:26,136



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Call out map June 2024

Call-out 6/24/2024
10:35 AM

Call-out 6/18/2024
7:05 AM

Call-out 6/20/2024
11:46 AM

PACIFIC OCEAN

Waste Water Treatment Plant

CARMEL RIVER

CARMEL RIVER

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

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



Created by
RedZone Robotics
Revised 10/2013

STAFF REPORT



To: Board of Directors

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

Date: July 25, 2024

Subject: Monthly Safety Report (for June 2024)

RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **June 5: Tailgate Training- Safety with Interns.** S/C Admin Dias presented on safety considerations for the several interns that would be starting the next week. The key point was that even though they may have completed some basic safety training, their real life work experience is likely very limited and they have not worked in an industrial setting before. Staff cannot assume that they actually understand the specific hazards around the site. When having them perform tasks, care must be taken to guide them through each step as many times as needed.
- **June 19: Annual Wildfire Smoke Protection Training.** With the wildfire season off to an early start, S/C Admin Dias presented on the hazards from wildfire smoke, how to determine the level of air-borne particulates at the plant, and what protection protocols will be triggered at different particulate levels.
- **June 26: Fire Prevention Training.** S/C Admin Dias presented on the different types of fires, fire hazards around the site, and how to select and use fire extinguishers. It is always emphasized that the decision to fight a fire should only be made if it safe to do so and the fire is small and in its beginning stages.

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 June included:

- **Development of Safety Incentive Program.** A draft Safety Incentive Program was conceived and developed by S/C Admin Dias and presented to management. The overall theme is to increase communication. This is key to improving any safety culture. The novel approach will allow for rewards in over a dozen different categories including, reporting near-misses, reporting non-routine safety hazards, stopping unsafe acts, and publicly commending coworkers for safe acts. Several suggestions were incorporated and the final program is expected to be rolled out in July.

Tours and Outreach

No tours were requested in June. Some private tours were requested for July.

Injuries; First Aid Incidents; Workers Compensation Claims

There were no new Workers Comp claims in June. There was a first aid injury reported where a collections worker twisted his ankle in the field. The worker was assisting in cleaning a sewer lateral on a steep hillside along a remote, vegetated easement. When walking through the brush, he stepped on a small log and rolled his ankle. He went home for the remainder of the day to ice his ankle and returned to work the next day without further complications.

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)	1	1	0	0	0

*Excludes holidays, vacation days and sick days

FUNDING

N/A- Informational item only

Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2024 YEAR-TO-DATE	
Report for: June 2024	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	24.432	0.814	0.803	0.843	64.628	182.90	561.03
PBCSD Flow	13.372	0.446	0.403	0.477	35.372	104.63	320.94
Total Plant Flow	37.804	1.260	1.206	1.320	100.00	287.52	881.97
Tertiary Flow	33.894	1.130	1.013	1.227	89.657	104.67	321.06
Ocean Discharge	3.369	0.112	0.096	0.123	8.912	176.88	542.58
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	104.67MG (321.06acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.65 BG (29.61 K acre-ft.)
12 Month Rolling Total Reclamation Production	287.87 MG (883.48 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Jun'24 kWh	Price per kWh	Jun'24	May'24	Apr'24	Mar'24
Secondary	96,146.00	\$ 0.272	\$ 26,122.49	\$ 19,908.42	\$ 21,825.65	\$ 21,860.91
Blowers	55,504.32	\$ 0.296	\$ 16,433.71	\$ 12,813.32	\$ 10,503.05	\$ 11,253.53
CAWD Total	151,650.32		\$ 42,556.20	\$ 32,721.74	\$ 32,328.70	\$ 33,114.44
Tertiary	94,128.40	\$ 0.263	\$ 24,746.66	\$ 18,036.05	\$ 11,779.02	\$ 9,279.23
MF/RO	122,912.00	\$ 0.301	\$ 36,972.88	\$ 31,716.93	\$ 22,404.09	\$ 10,182.94
Reclaim Total	217,040.40		\$ 61,719.54	\$ 49,752.98	\$ 34,183.11	\$ 19,462.17
Adjusted Monthly Totals (1)	CAWD Total		\$ 24,351.00	Reclamation Total		\$ 79,924.74

kW-h Per Acre Foot

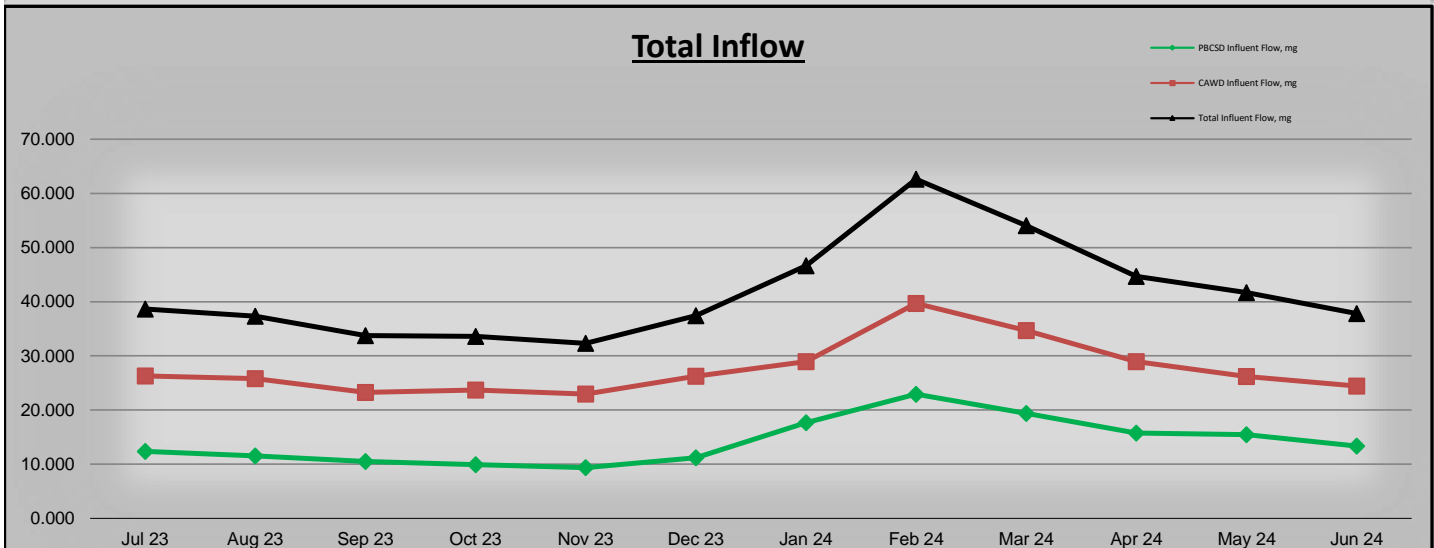
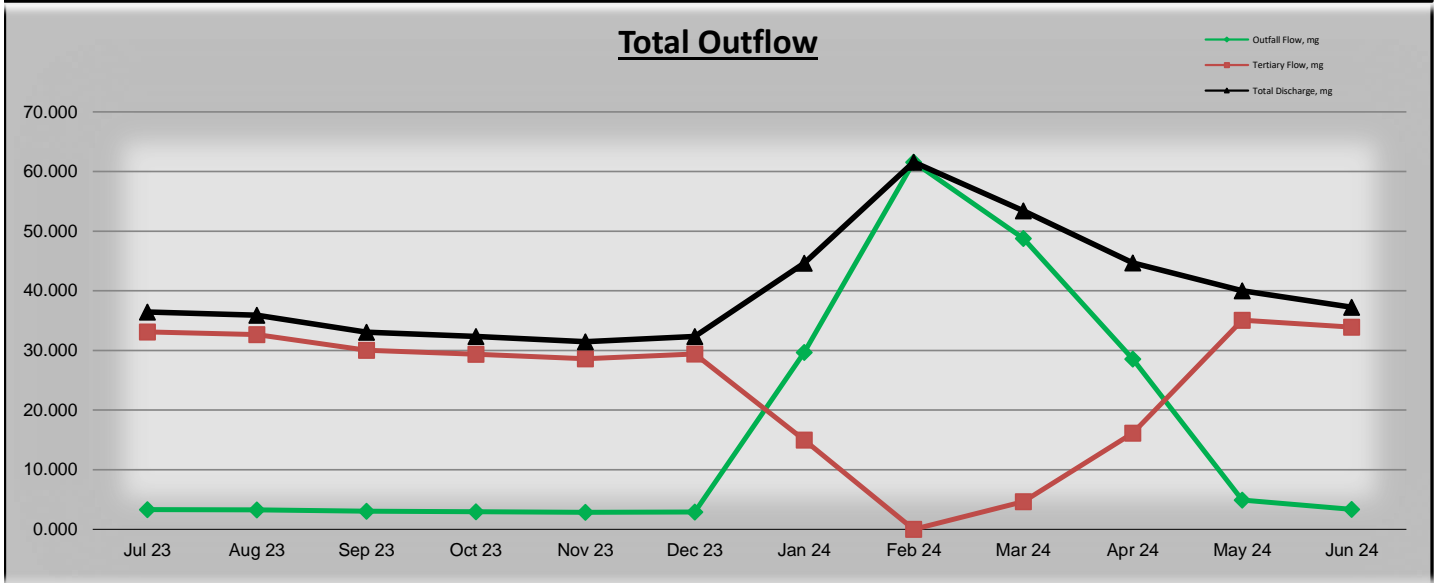
	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	940.34	1159.32	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	3138.42	N/A	N/A

MICROTURBINE SUMMARY

Month	May'24 kW-h (2)	May'24	Apr'24	Mar'24	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor has been installed and is pending vendor start-up



Wastewater Treatment Facility Operations Report

Report for: May 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	26.209	0.846	0.797	1.107	62.871	158.46	486.08
PBCSD Flow	15.478	0.499	0.397	0.651	37.129	91.25	279.92
Total Plant Flow	41.687	1.345	1.194	1.758	100.00	249.72	766.00
Tertiary Flow	35.072	1.131	0.890	1.246	84.132	70.77	217.09
Ocean Discharge	4.919	0.159	0.083	0.748	11.800	173.51	532.25
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	70.77MG (217.09acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.61 BG (29.51 K acre-ft.)
12 Month Rolling Total Reclamation Production	285.81 MG (877.14 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	May'24 kWh	Price per kWh	May'24	Apr'24	Mar'24	Feb'24
Secondary	94,677.00	\$ 0.210	\$ 19,908.42	\$ 21,825.65	\$ 21,860.91	\$ 25,461.01
Blowers	52,035.68	\$ 0.246	\$ 12,813.32	\$ 10,503.05	\$ 11,253.53	\$ 10,621.03
CAWD Total	146,712.68		\$ 32,721.74	\$ 32,328.70	\$ 33,114.44	\$ 36,082.04
Tertiary	80,853.16	\$ 0.223	\$ 18,036.05	\$ 11,779.02	\$ 9,279.23	\$ 2,028.62
MF/RO	113,210.00	\$ 0.280	\$ 31,716.93	\$ 22,404.09	\$ 10,182.94	\$ 5,310.75
Reclaim Total	194,063.16		\$ 49,752.98	\$ 34,183.11	\$ 19,462.17	\$ 7,339.37
Adjusted Monthly Totals (1)	CAWD Total		\$ 19,366.36	Reclamation Total		\$ 63,108.36

kW-h Per Acre Foot

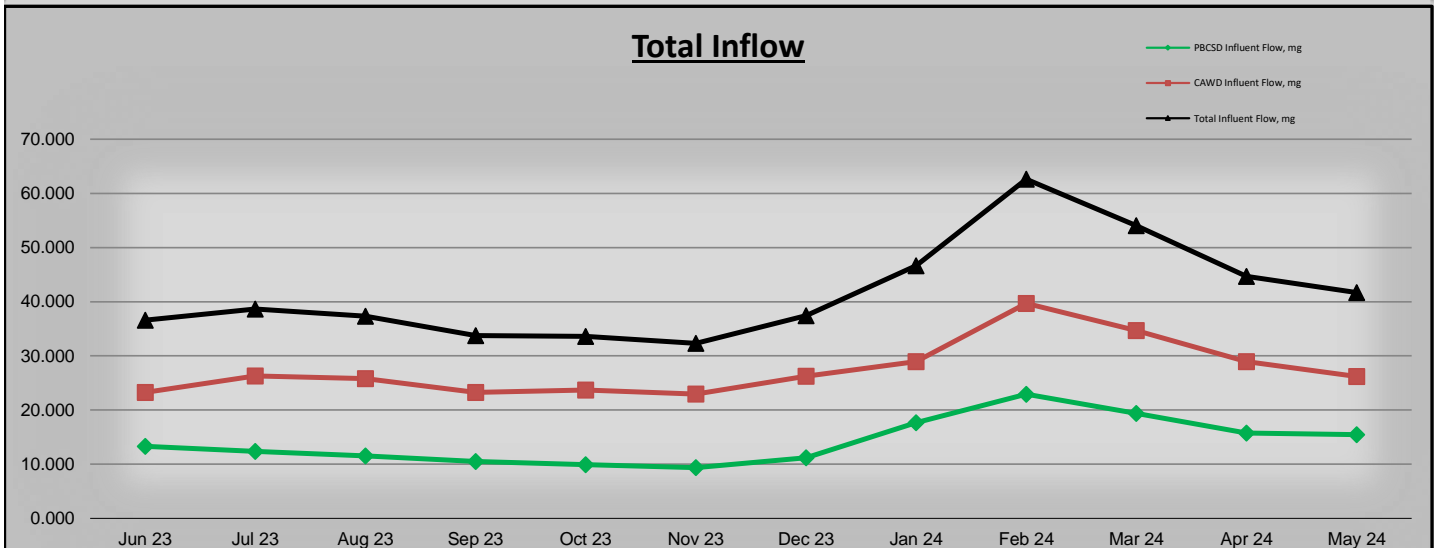
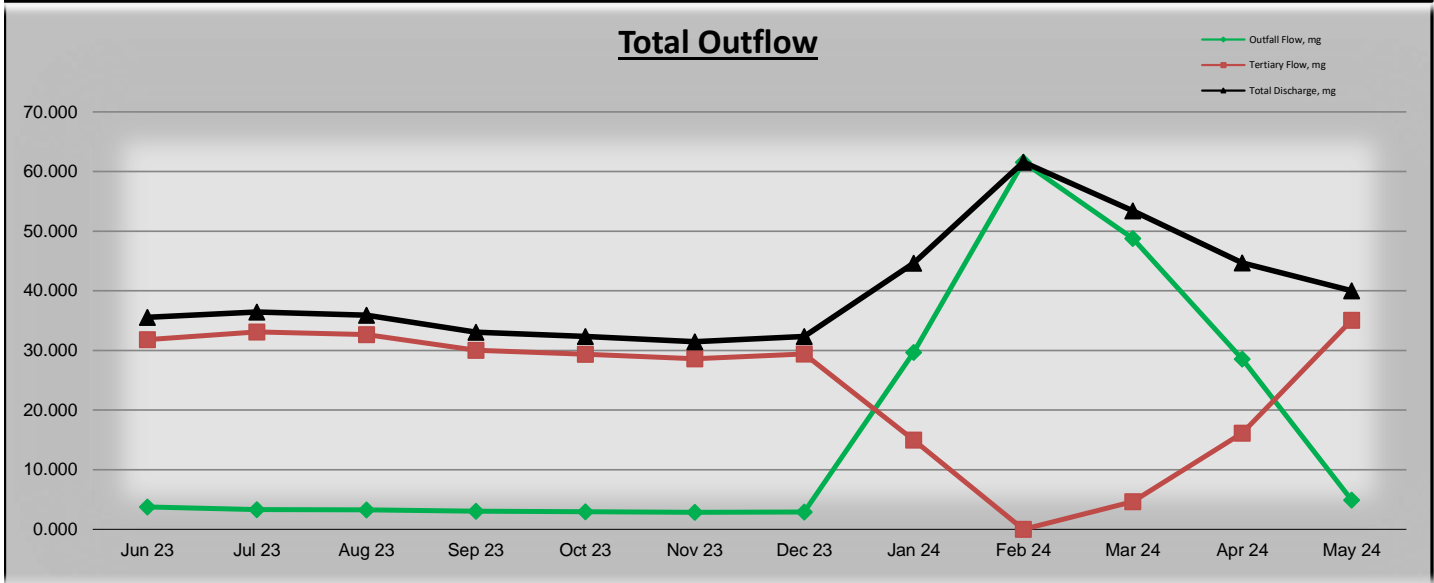
	2023				2024			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	773.12	1209.16	1205.69	1484.05	940.34	N/A	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	N/A	N/A	N/A

MICROTURBINE SUMMARY

Month	May'24 kW-h (2)	Apr'24	Mar'24	Feb'24	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor has been installed and is pending vendor start-up



Wastewater Treatment Facility Operations Report

Report for: April 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	28.940	0.917	0.805	1.212	64.738	132.25	405.69
PBCSD Flow	15.763	0.525	0.403	0.683	35.262	75.78	232.44
Total Plant Flow	44.703	1.442	1.208	1.895	100.00	208.03	638.13
Tertiary Flow (3)	16.112	0.767	0.320	1.222	36.042	35.70	109.51
Ocean Discharge	28.562	0.952	0.085	2.073	63.893	168.59	517.16
Potable Water	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2024)	35.70MG (109.51acre-ft.)
Total Lifetime Reclamation Production (94-24)	9.58 BG (29.40 K acre-ft.)
12 Month Rolling Total Reclamation Production	284.38 MG (872.76 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	Apr'24 kWh	Price per kWh	Apr'24	Mar'24	Feb'24	Jan'24
Secondary	97,694.00	\$ 0.223	\$ 21,825.65	\$ 21,860.91	\$ 25,461.01	\$ 24,265.87
Blowers	45,599.36	\$ 0.230	\$ 10,503.05	\$ 11,253.53	\$ 10,621.03	\$ 11,983.47
CAWD Total	143,293.36		\$ 32,328.70	\$ 33,114.44	\$ 36,082.04	\$ 36,249.34
Tertiary	33,213.60	\$ 0.355	\$ 11,779.02	\$ 9,279.23	\$ 2,028.62	\$ 15,483.53
MF/RO	74,733.00	\$ 0.300	\$ 22,404.09	\$ 10,182.94	\$ 5,310.75	\$ 13,659.81
Reclaim Total	107,946.60		\$ 34,183.11	\$ 19,462.17	\$ 7,339.37	\$ 29,143.34
Adjusted Monthly Totals (1)	CAWD Total		\$ 18,586.33	Reclamation Total		\$ 47,925.48

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	N/A	N/A	N/A
Reclamation	2889.60	2142.43	1910.80	1951.37	2608.25	N/A	N/A	N/A

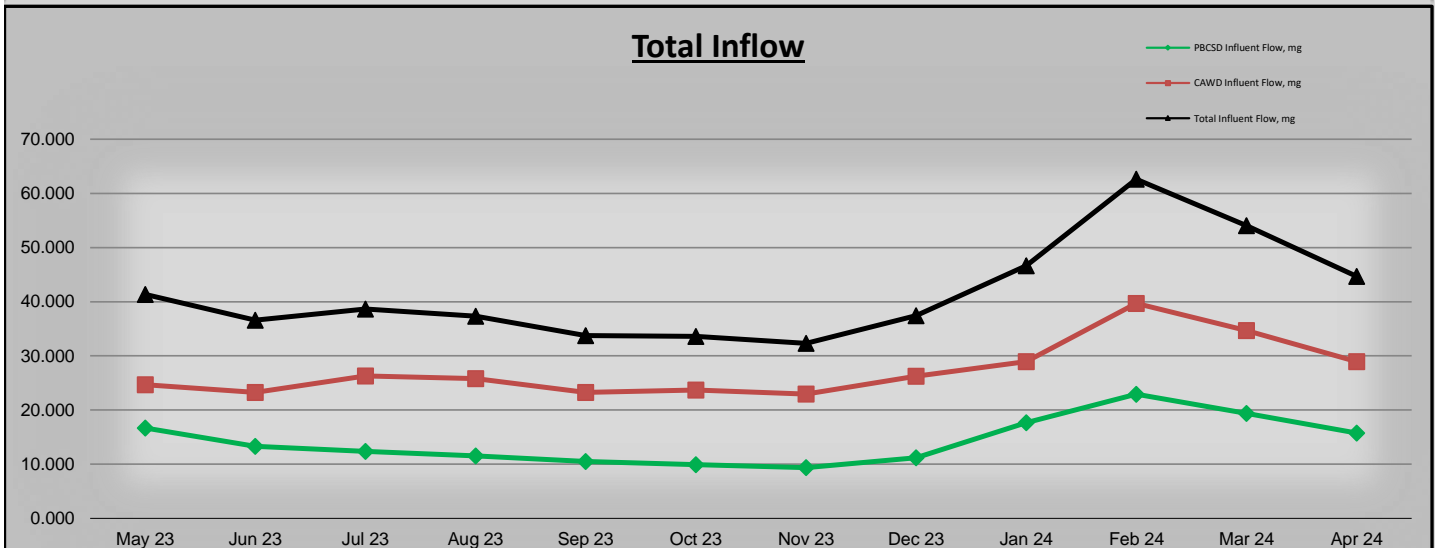
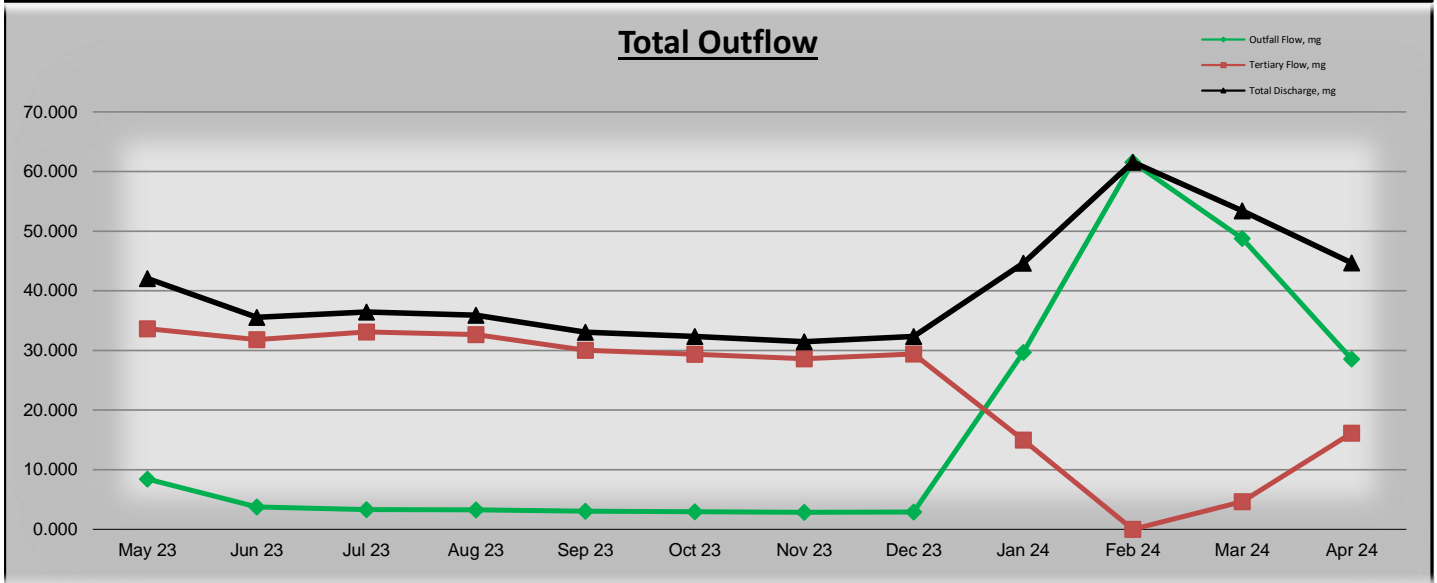
MICROTURBINE SUMMARY

Month	Apr'24 kW-h (2)	Mar'24	Feb'24	Jan'24	Accumulated Totals
Production, kW-h	0	0	0	0	1,417,157.00

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

(2) Microturbine system off-line. Compressor has been installed and is pending vendor start-up

(3) Reclamation facility went into full water production on April 17, 2024



STAFF REPORT



To: Board of Directors

From: Carla James - Laboratory/Environmental Compliance Supervisor

Date: July 25, 2024

Subject: Monthly Report – June 2024

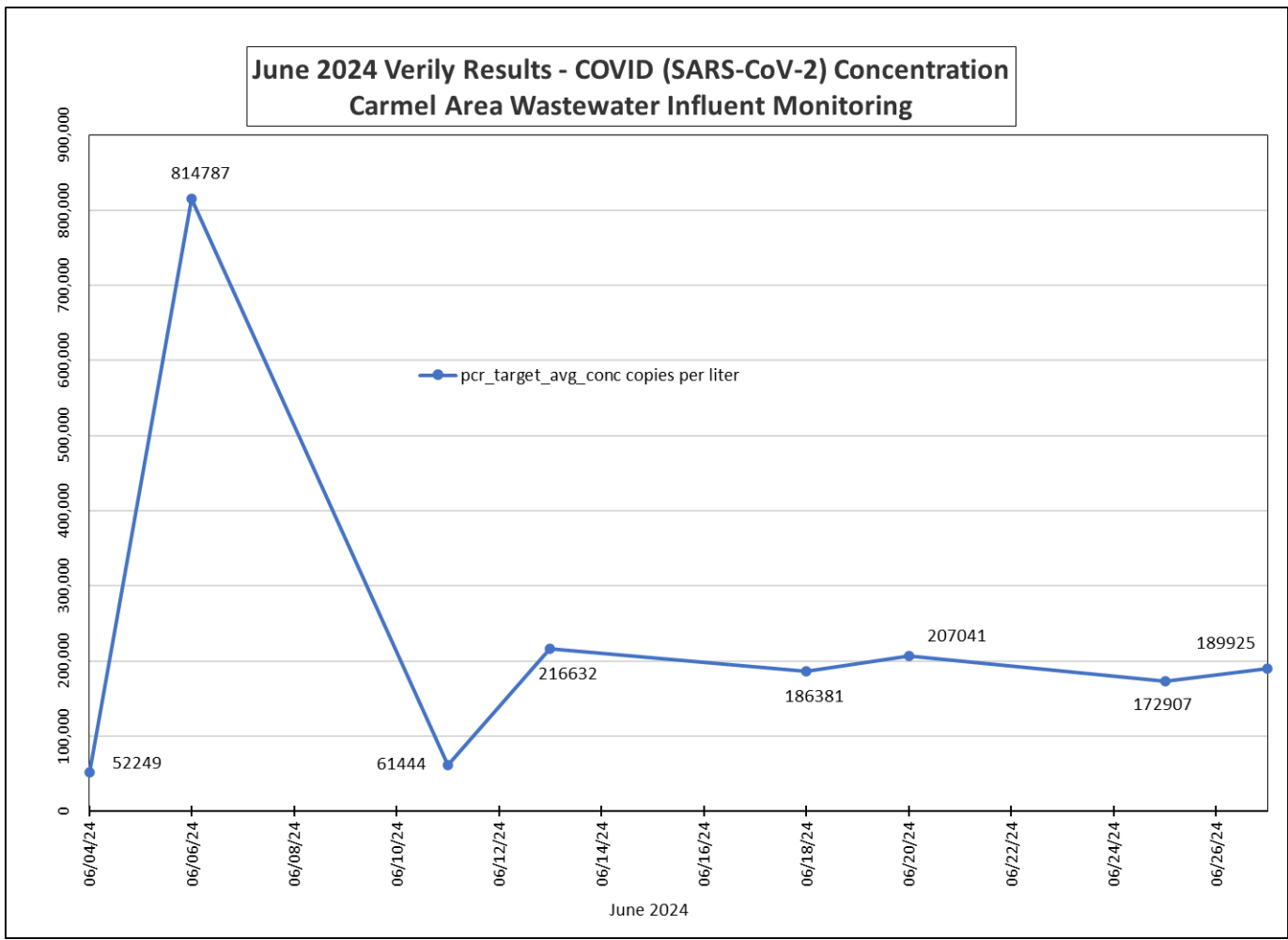
RECOMMENDATION

Receive Report - Informational only; No action required.

DISCUSSION

INFLUENT MONITORING (VIRUSES)

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



LABORATORY REPORT

- On June 10, 2024, two students from Carmel High School, Jeremiah Robinson and Mason, Hogan started their first day as summer interns in the Carmel Area Wastewater District (CAWD) Laboratory.
- On June 27, 2024, Carla James introduced Jeremiah Robinson and Mason Hogan to the Board of Directors and they remained for the duration of the meeting. Both interns were a pleasure to have in the lab and staff looks forward to next summer.

FUNDING

N/A-Informational item 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>													
18-01	1620.000	Elec/Mech Rehab and Sludge Holding Tank R	Treanor	4/30/18	9/29/23	\$4,820,750	\$9,137,431	Substantial Completion							
18-28	1626.000	Perimeter Tree Plan and Implementation	Bandy	7/1/19	6/30/26	\$75,000	\$130,020	Reviewing Height of Existing Native Trees							
19-21	1993.000	Carmel River FREE Mitigation	Treanor	6/1/20	12/30/26	\$0	\$0	SHPO Consultation for FEMA Funding							
19-19	1634.000	Aeration Basin Improvements	Waggoner	7/1/20	10/13/23	\$0	\$17,332	In Progress							
19-18	1593.000	Perimeter Fencing	Bandy	7/1/22	12/31/25	\$275,000	\$275,000	Design/CEQA							
22-03	1639.000	WWTP Gas and Water Main Replacement	Bandy	5/2/22	6/30/26	\$100,000	\$300,000	30% Design							
22-04	1642.000	CAWD Bridge Project	Treanor	3/1/21	2/29/28	\$0	\$550	Funding Strategy							
22-06	1640.000	Vactor Receiving Station	Bandy	7/1/22	12/31/24	\$104,950	\$354,950	Construction Phase							
		<u>Reclamation Capital Projects</u>													
22-05	14794	Reclamation 15-Year CIP Master Plan	Bandy/Treanor	8/2/22	6/30/25	\$300,000	\$300,000	In Progress							
		<u>Collections Capital Projects</u>													
19-03	1586.000	Carmel Meadows Sewer Replacement	Treanor	8/1/19	6/30/26	\$2,000,000	\$2,615,044	Design Update In Progress							
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Treanor	12/31/20	12/31/25	\$650,000	\$976,756	On Hold							
20-08	1635.000	Scenic Rd Pipe Bursting - Ocean to Bay	Treanor	2/5/21	12/31/25	\$4,560,760	\$4,792,546	In Design / CEQA							
21-05	1637.000	Pescadero Sewer Relocation	Treanor	7/1/21	12/31/26	\$100,000	\$681,931	In Design / CEQA							
23-01	1643.000	Santa Rita & Gudalupe Pipeline Rehab	Treanor	1/1/23	6/30/25	\$3,669,783	\$3,699,783	In Design							
24-04		Highlands Forcemain Retrofits	Bandy	4/1/24	4/1/26	\$0	\$0	Study Phase							
20-06		Collections 15-Year CIP	Treanor	7/1/20	7/1/40	\$0	\$66,372,100	Work In Progress							
		<u>Collections Non-Capital Projects</u>													
24-01	6130.005	2024 Sewer Pipe Repairs	Treanor	1/1/24	12/31/24	\$405,000	\$405,000	In Design							
24-02	6140.005	2024 Manhole Coating	Treanor	1/1/24	12/31/24	\$410,000	\$410,000	In Design							
		<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							
18-29	2500.000	September Ranch Subdivision	Treanor	9/1/22	8/30/25	\$0	\$0	In Construction							
23-03		Rancho Cañada Village Subdivision	Treanor	3/1/23	2/27/25	\$0	\$0	Sewer Agreement							
		<u>Other Non-Capital Projects</u>													
		Workforce Now	Lauer			\$0	\$0	Time Card System Pilot							

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	Real Property Investigation	Buikema			\$75,000	\$75,000	Ongoing									
		Cyber Security	Foley			\$17,000	\$17,000	Ongoing									
		Artificial Intelligence Pilot Project	Foley			\$75,000	\$75,000	In Progress									
22-01	5500.006	Source Control Six Sigma	Treanor			\$0	\$0	Restaurant Plumbing Inspections In Progress									
		Long Term SLR Planning	Buikema / Bandy / Treanor	5/3/21	2/29/40	\$260,000	\$1,400,000	2023 Study Complete	Long Term SLR Planning								
20-05		River Watch Agreement	Treanor	2/21/20	2/21/24	\$0	\$0	Work In Progress	River Watch Agreement								
		CMMS Upgrade	Lauer / Foley / Treanor	11/1/23	11/1/24	\$85,800	\$85,800	Systems Setup	CMMS Upgrade								
		Summer Internship Program 2024	Waggoner	1/1/24	12/31/24	\$0	\$0	Planning	Summer Internship Program 2024								



Treatment Plant Capital Project Summaries



Photo: New Sludge Tank Under Construction

Project Number:	18-01	
Project Name:	Wastewater Treatment Plant (WWTP) – Elec/Mech Rehab & Sludge Holding Tank Replacement Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Substantial Completion	
Project Description:	This project is a multi-area project at the WWTP aimed at mitigating risk of failure in the Influent Pump Station, Headworks, 3W/Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged electrical and mechanical equipment in existing buildings.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$9,137,431	\$9,638,381
Financial:	FY Budget:	FY Spent:
	\$4,820,750	\$1,867,249
Reclamation Share:	Estimated at 2.7% of project cost.	
Other Entities:	Pebble Beach Community Services District, CAWD/PBCSD Reclamation Project	
Permits Required:	Coastal Commission Notification	
Challenges:	Electrical Equipment Supply Chains	
Schedule:	<ul style="list-style-type: none"> Construction anticipated for FY2021/2022 into FY2022/2023 	
Consultants:	Design: Kennedy/Jenks Consultants Construction Management: Currie Engineers	
Contractor:	Clark Bros. Inc.	



Photo: Eucalyptus trees on South Side of Treatment Plant

Project Number:	18-28	
Project Name:	Perimeter Tree Plan and Implementation	
Project Location:	Wastewater Treatment Plant	
Project Manager:	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:	Cumulative Spent:
	\$130,020	\$5,020
Financial:	FY Budget:	FY Spent:
	\$75,000	\$0
Reclamation:	N/A	
Other Entities:	N/A	
Permits Required:	Currently unknown (In Study Phase)	
Challenges:	Time it will take for new trees to grow up that will fully screen treatment plant from view	
Schedule:	<ul style="list-style-type: none"> Study moved to 2024; anticipate completion 06-30-26 	
Consultants:	Scott Hall Landscape Design	
Contractor:	TBD	

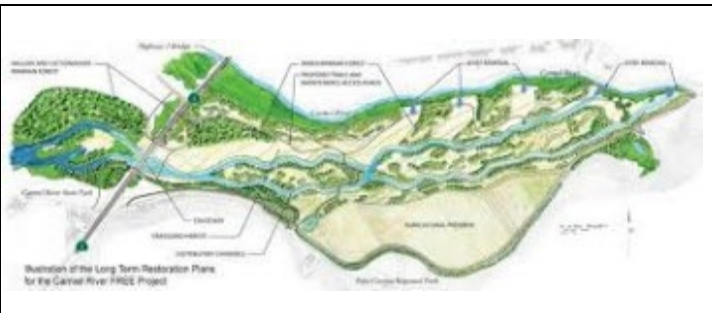


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

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



Photo: Existing air diffuser system

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



Photo: Existing Dilapidated Fence

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



Photo: Gas Meter on North Side of River

Project Number:	22-03
Project Name:	WWTP Gas and Water Main Replacement
Project Location:	Wastewater Treatment Plant
Project Manager:	Bandy
Status:	30% Design
Project Description:	The WWTP natural gas and water utility service exists on the opposite side of the Carmel River from the WWTP. CAWD owns the piping under the river for these utilities. The water line and gas line are PVC and identified as having a high risk of failure. The gas line is needed for plant operations to provide supplementary heating to the digesters for thermophilic digestion.
Department:	Treatment
Financial:	Cumulative Budget: \$300,000
	Cumulative Spent: \$178,944
	FY Budget: \$100,000
	FY Spent: \$135,500
Reclamation Share:	N/A
Other Entities:	Cost Share w/ Collections @ 5.5%
Permits Required:	TBD
Challenges:	Underground work in riparian area
Schedule:	<ul style="list-style-type: none"> Currently undergoing alternatives analysis study Design in FY2022-2023 Construction in FY2024-2025
Consultants:	Kennedy Jenks
Contractor:	N/A



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Trenor	
Status:	Funding Strategy	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget: \$550	Cumulative Spent: \$12,994
	FY Budget: \$0	FY Spent: \$12,026
**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: \$354,950	Cumulative Spent: \$105,222
	FY Budget: \$104,950	FY Spent: \$18,554
Reclamation Share:	N/A	
Other Entities:	N/A	
Permits Required:	Coastal Developmental Permit (CDP) Notification	
Challenges:	Design for ultimate user satisfaction.	
Schedule:	Construction starts in June 2024	
Consultants:	Kennedy Jenks	
Contractor:	TBD	

Reclamation Capital Project Summaries



Photo: Exterior of Tertiary Building

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

Collections Capital Project Summaries



Photo: View gravity pipe in Carmel easement

Project Number:	19-03	
Project Name:	Carmel Meadows Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Design Update in Progress	
Project Description:	The project will replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. This project is located on an easement parallel to Ribera Road and was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$2,615,044	\$715,235
Financial:	FY Budget:	FY Spent:
	\$2,000,000	\$100,191
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:	Treanor	
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:
	\$976,756	\$148,087
Financial:	FY Budget:	FY Spent:
	\$650,000	\$71,331
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 / CEQA	
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:
	\$4,792,546	\$533,925
	FY Budget:	FY Spent:
	\$4,560,760	\$199,234
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Coastal Commission	
Permits Required:	CEQA & Coastal Development permits from City and County	
Challenges:	Traffic control & poorly mapped underground utilities. Cultural Resources at southern end of project.	
Schedule:	CEQA complete 2/1/2024, Construction 2025	
Consultants:	MNS, Rincon, TBC Communications	
Contractor:	Pending	



Photo: Sewer Line at Pescadero Creek

Project Number:	21-05	
Project Name:	Pescadero Sewer Relocation	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	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:
	\$681,931	\$223,629
	FY Budget:	FY Spent:
	\$100,000	\$41,373
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:	In Design	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8" HDP	
Financial:	Cumulative Budget:	Cumulative Spent: \$153,098
	FY Budget: \$3,699,783	FY Spent: \$107,095
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 Pt Lobos sewer to the CAWD sewer at a location closer to Pt Lobos to allow existing Pt Lobos Force Main to be transferred to CAWD as a backup pipeline.	
Financial:	Cumulative Budget: \$0	Cumulative Spent: \$0
	FY Budget: \$0	FY Spent: \$0
Other Entities:	California State Parks	
Permits Required:	CalTrans Encroachment	
Challenges:	Construction along Hwy 1	
Schedule:	TBD	
Consultants:	MNS Engineers	
Contractor:	TBD	

Year	Project Name	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	
1	Capital Schedule Project (Total Costs)	\$1,000,000	\$1,000,000																				
2	Construction Costs	\$660,000	\$660,000																				
3	Administration Costs	\$100,000	\$100,000																				
4	Total Costs	\$760,000	\$760,000																				

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:	River Watch Agreement-see project #20-05	
Permits Required:	none	
Challenges:	Completing all projects near water bodies in time for the February 2024 deadline is unlikely due to lack of public approval.	
Schedule:	2020 - 2040	
Consultants:	West Yost	
Contractor:	N/A	

Collections Non-Capital Project Summaries



Photo: Pipe Repairs

Project Number:	24-01	
Project Name:	2024 Sewer Pipe Repairs	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Design Phase	
Project Description:	Miscellaneous repairs of existing pipes in the collection system	
Department:	Collections	
Financial:	Cumulative Budget: \$405,000	Cumulative Spent: N/A
	FY Budget: \$405,000	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: Pipe Repairs

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

Assessment Districts/Annexations

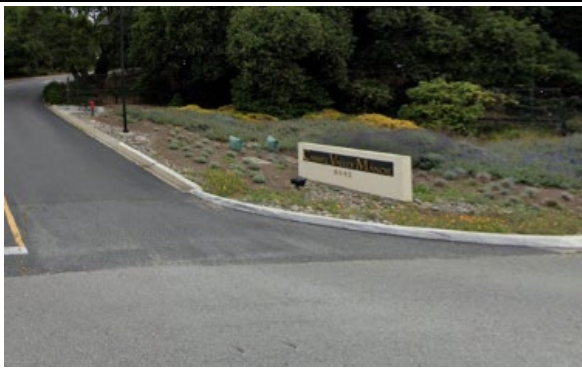


Photo: Entrance to Carmel Valley Manor

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 Council (LAFCO) annexation	
Consultants:	Construction Completion Anticipated in July 2024	
Contractor:	MNS and Rincon are working for Carmel Valley Manor	
	Monterey Peninsula Engineering	

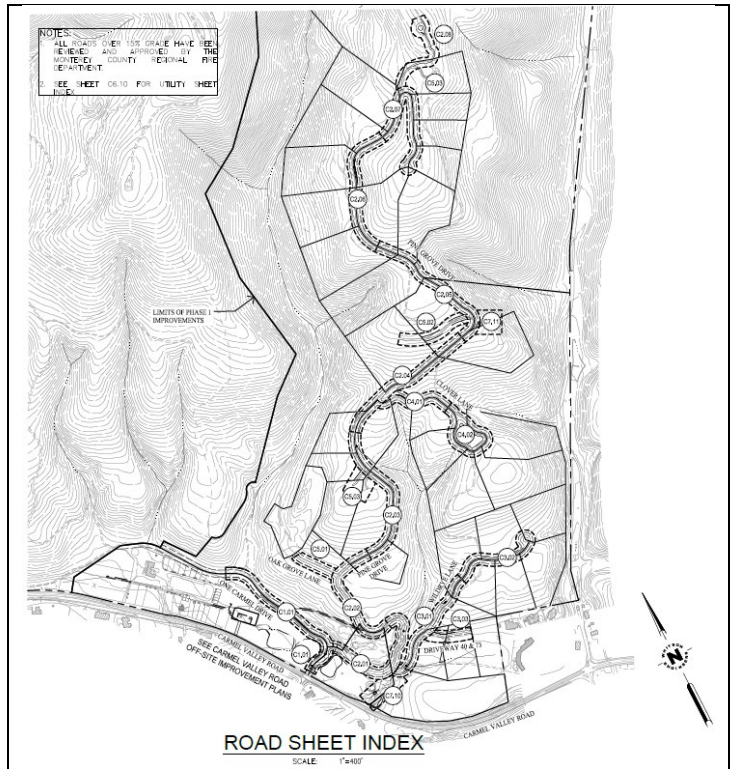


Photo: Map of September Ranch Subdivision

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	

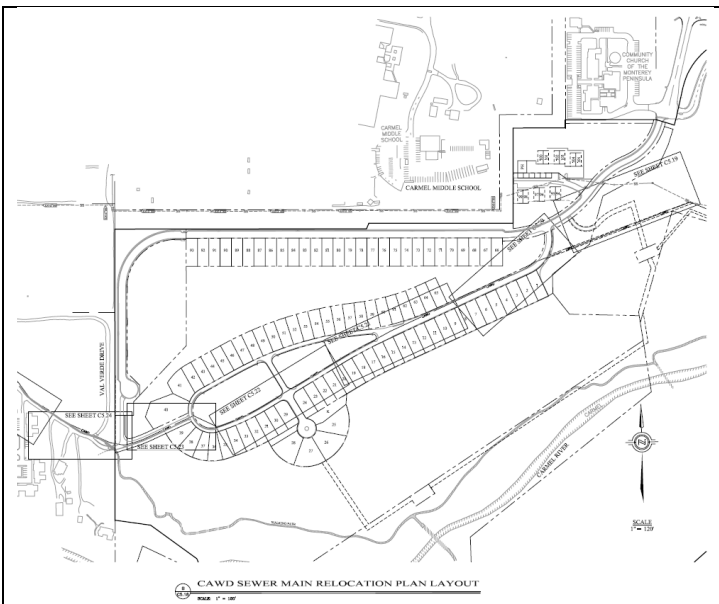


Photo: Location of Rancho Cañada Village Subdivision

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	
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: \$0	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: \$75,000	Cumulative Spent: \$0
	FY Budget: \$75,000	FY Spent: \$0
Permits Required:	None – at this time	
Challenges:	Limited land possibilities, regulatory hurdles, and zoning	
Schedule:	open ended	
Consultants:	Mahoney & Associates	



Photo: Cyber Security Clip Art

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

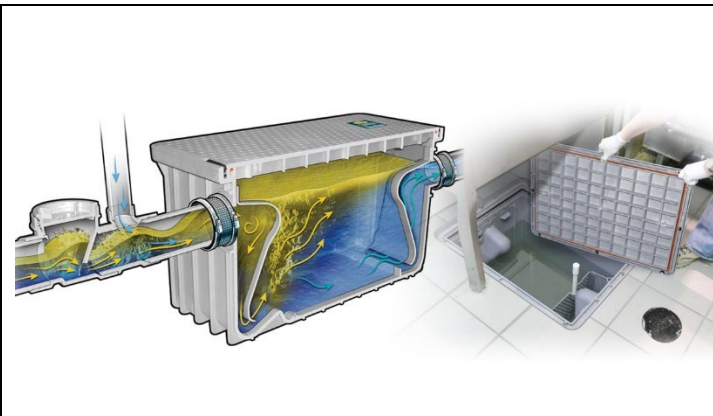


Photo: Grease Trap Graphic

Project Number:	N/A	
Project Name:	Source Control -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>\$75,000</td> <td>Cumulative Spent:</td> <td>\$92,924</td> </tr> <tr> <td>FY Budget:</td> <td>\$75,000</td> <td>FY Spent:</td> <td>\$92,924</td> </tr> </table>	Cumulative Budget:	\$75,000	Cumulative Spent:	\$92,924	FY Budget:	\$75,000	FY Spent:	\$92,924
Cumulative Budget:	\$75,000	Cumulative Spent:	\$92,924						
FY Budget:	\$75,000	FY Spent:	\$92,924						
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:	Buikema/ Treanor/Bandy								
Status:	2023 Study Complete								
Project Description:	As conditions of Coastal Permit #3-82-199-A8 - the District submitted its Long-Term Coastal Hazards Plan on 03-03-22.								
Department:	Administration								
Financial:	<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>\$260,000</td> <td>FY Spent:</td> <td>\$219,862</td> </tr> </table>	Cumulative Budget:	\$1,400,00	Cumulative Spent:	\$219,862	FY Budget:	\$260,000	FY Spent:	\$219,862
Cumulative Budget:	\$1,400,00	Cumulative Spent:	\$219,862						
FY Budget:	\$260,000	FY Spent:	\$219,862						
Permits Required:	In response to California Coastal Commission								
Challenges:	Establishing focus on long term objectives and committing to follow through items as outlined.								
Schedule:	Most recent study completed in 2023. Next study to start in 2024 or 2025.								
Consultants:	Greeley & Hansen								



Photo: River Watch logo

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

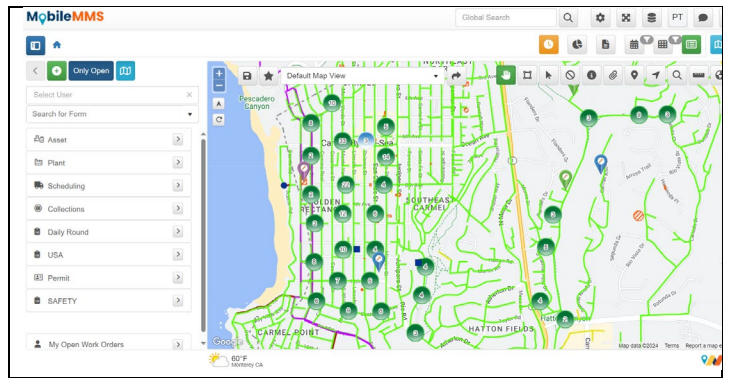


Photo: CMMS System

Project Number:	N/A	
Project Name:	CMMS Upgrade	
Project Location:	District Wide	
Project Manager:	Lauer /Foley/Treanor	
Status:	Systems Setup	
Project Description:	Computerized Maintenance Management System (CMMS) is a workflow tool and work data storage system used for scheduling work and accessing records. CAWD is upgrading this system to better manage information and work in the collection system and operate in the field more effectively.	
Department:	Administration	
Financial:	Cumulative Budget: \$85,800	Cumulative Spent: \$78,000
	FY Budget: \$85,800	FY Spent: \$78,000
Permits Required:	N/A	
Challenges:	Creating custom workflows that fit the specific needs of CAWD	
Schedule:	Development in Progress through FY23/24	
Consultants:	Websoft Developers-Mobile MMS Software	



Photo: Carmel Unified School District and Monterey Peninsula College Logos

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

STAFF REPORT

To: Board of Directors
From: Ed Waggoner, Operations Superintendent
Date: July 25, 2024
Subject: Monthly Operations Reports – June 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 June.
- June 11, Staff developed Standard Operating Procedures for the confined space entry into aeration basins 4A and 4B.
- June 11, Misco Water and WesTech representatives onsite to review the operation and maintenance of their mechanical drive units for the Dissolved Air Floatation Thickener and Grit Tank.
- June 24, Clark Bros Inc., and Trillium team members onsite to facilitate repairs on the new grit washing system to finalize the punch list items on the Wastewater Electrical/Mechanical Rehabilitation and Sludge Holding Tank Replacement Project.

Reclamation:

- Staff continued preventative maintenance work on pumps, motors, and any equipment that needs 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).
- June 20, Staff in consultation with Scinor for alternative cleaning of the MF modules to improve performance.
- June 28, Staff shipped out three Scinor MF modules to China for Research and Development by Scinor Water America to determine cause of failure of the modules in cell #3.

Training:

- Staff participated in scheduled tailgate safety meetings in the digester building conference room.

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.
- June 6, Meet and greet with Carmel Area Wastewater District (CAWD) management and Ivone Glenn and David Doyel from Carmel Unified School District. Mr. Doyle is the teacher/ mentor to all the interns for summer internship program. He has been meeting with each of the interns at the treatment facility to evaluate their progress during their time in the program.
- June 21, Management staff attended an in person meeting at the treatment plant to review the new Cal OSHA Workplace Violence Program that goes into effect July 1, 2024.
- June 25, Operations Superintendent attended a Zoom meeting with the Monterey Bay Water Works Association for upcoming training events.
- June 25, Operations Superintendent, Laboratory Supervisor, and District Engineer attended an in person meeting at the CAWD Laboratory to review Laboratory Operations and the upcoming Environmental Laboratory Accreditation Programs site visit for recertification of the Laboratory.
- June 28, Operations Superintendent and Operations Supervisor attended a Teams meeting with Trussell Technologies to review Micro Filtration/Reverse Osmosis operational and mechanical activities for the last three months of the irrigation season.

Discharge Permit Violations

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

Internship Program

- Internship Program start June 10 with the first set of six interns from Carmel Unified School District. A survey has been sent out to those students for feedback on their experience at CAWD. The results will be shared with the Board at the August Board meeting along with staff comments of the internship program.

FUNDING-N/A-Informational item only

STAFF REPORT



To: Board of Directors
From: Chris Foley, Maintenance Superintendent
Date: July 25, 2024
Subject: Monthly Maintenance Report – June 2024

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

Maintenance Projects in Progress/Completed

- (Update)The digester sludge line where Ferric Chloride is dosed for Hydrogen Sulfide developed a leak. A temporary repair was made and a new spool with improved chemical resistant coating has been ordered. Operations and maintenance staff completed this project.
- (Project 24-03) The artificial intelligence draft network design has been completed and staff is reviewing. Exceedio installed new network firewall to accommodate the network upgrades. The first two phases include network security upgrades and installation of a data hub to organize data so the artificial intelligence server can be connected. Network upgrades will be implemented in the next 2 months.
- (Update 2) The microturbine gas compressor has been repaired and installed back on the skid. The repair parts have been installed and staff are working on programming and startup of the system. When the unit was started back up the temperature sensor was faulty. A new sensor has been on order for 2 months and expected to arrive in July.
- The Treatment Plant Highway 1 sign had the posts repaired. One post had deteriorated and the sign was leaning.
- The influent pulsed air system had a faulty display. The Carmel High School maintenance intern replaced the display and helped troubleshoot the controller. Setpoints had to be re-entered and the controller had to be switched to run mode. System is back in operation.

Upcoming Maintenance Projects

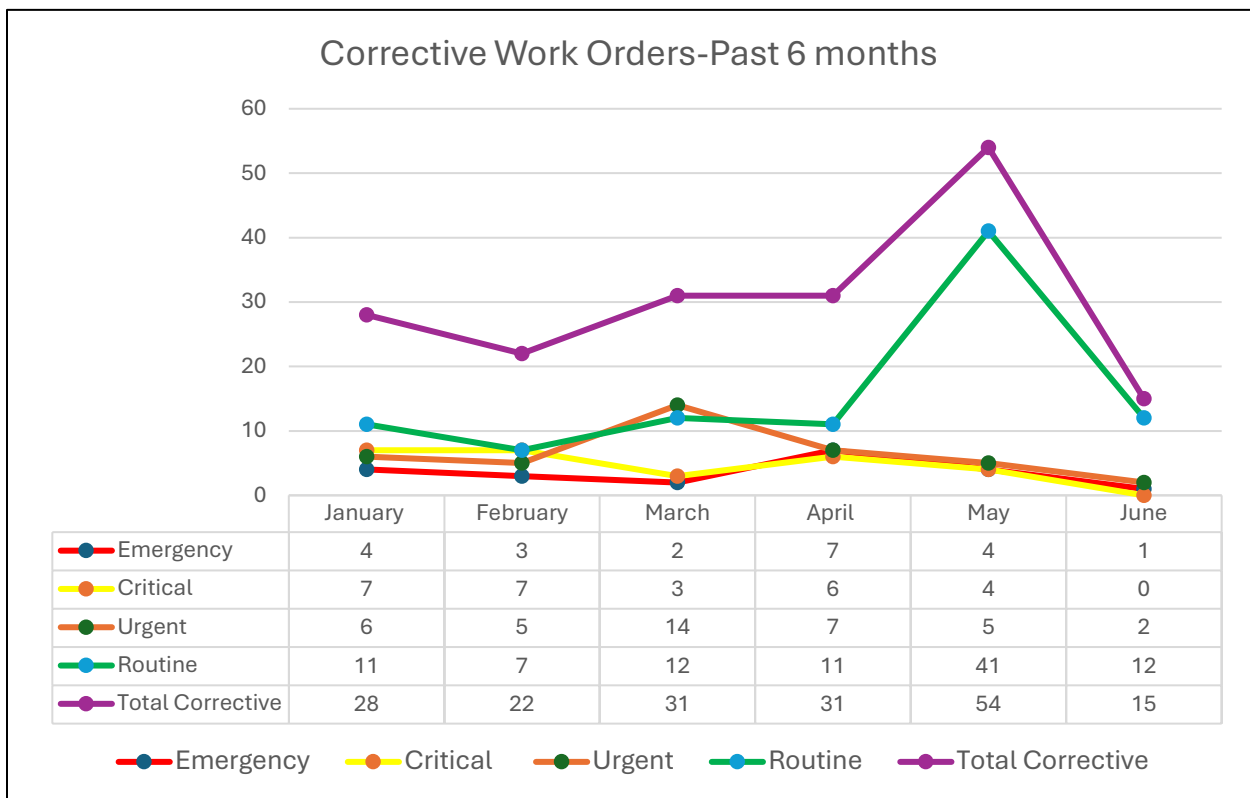
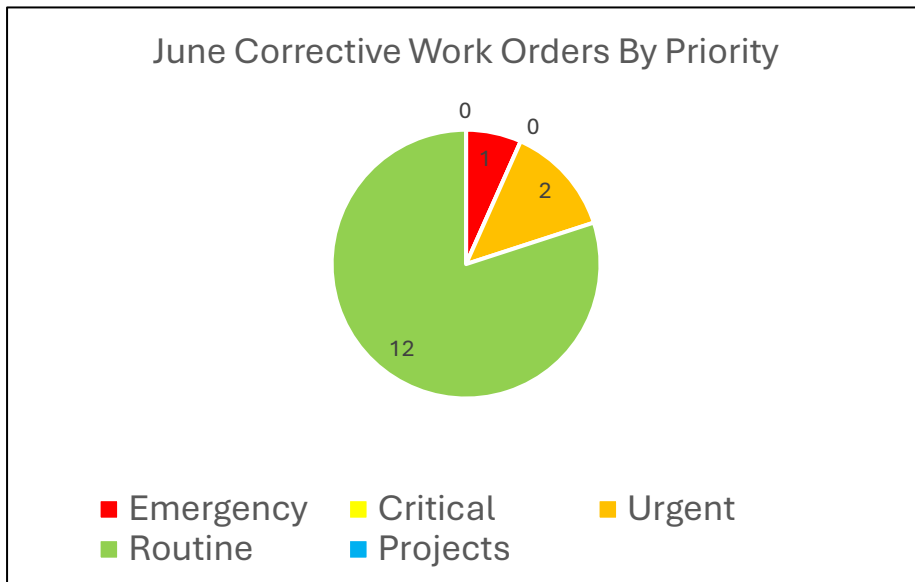
- Information Technology Intern is working with staff on adding Variable Frequency Drives (VFD) to industrial network. A new network card and ethernet switch for each process will be added so the VFDs can be connected. This will provide amps and power data, which will provide increased visibility for pump performance.
- (Update)The plastic discharge piping for the microfiltration pump P-300 is leaking. Staff are assembling a completely new header for both backwash supply pumps so that downtime can be minimized. The leaking flange is the style that has failed in other locations. This repair will upgrade all the flanges on both pumps to a more resilient style. Work scheduled for July 16th. This will require a reclamation shutdown.
- A dedicated air conditioning unit was ordered for the server room. The installation of new hardware and added security of locking server room doors required additional dedicated cooling separate from main building cooling.
- A new 3-way was ordered for the reverse osmosis reject line. The existing valve is leaking. This valve is original to the reverse osmosis project.
- OnPoint Generator completed the site survey for the replacement of the Hacienda pump station standby generator. The new generator will be a Kohler since Cummins cannot meet the California emissions requirements.

Work Order Metrics

Preventive Maintenance (June)

Total Work Orders Generated	80
Total Work Orders Closed/Done	75
Total Work Orders Still Open	5
Percentage of Work Orders Completed	94%

Corrective Maintenance



FUNDING-N/A- Informational item only

STAFF REPORT



To: Board of Directors
From: Patrick Treanor, District Engineer
Date: July 25, 2024
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 9 restaurants in the past month. There has been a total of 61 restaurants inspected since the start of 2024, out of a total of 100 restaurants in operation in our service area. CAWD is conducting these surveys as part of information gathering within restaurants subject to the District's grease control ordinances.

Staff are planning one additional source control outreach meeting at the District offices prior to bringing the new Ordinance to the board for approval. This meeting is currently being coordinated and hopefully will be scheduled in August.

FUNDING

N/A Information Only

Resolutions

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 25, 2024

SUBJECT: CalPERS Section 115 Contribution and Transfer

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution to approve a contribution of \$100,000 to the District's CalPERS Section 115 account for the fiscal year 2024-25.

DISCUSSION

The Board agreed to establish a Section 115 account to fund future CalPERS funding requirements in December 2021 with Resolution 2021-67. The initial deposit was \$500K split between Strategy 1 and Strategy 2. In 2022-23 and 2023-24 the Budget Committee recommended \$100K contribution for each year and in 2023-24 to move all funds to Strategy 2 with Resolution 2023-48.

Based on the amounts paid into the District Unfunded Accrued Liability (UAL) for the first 15 years of membership into CalPERS it is thought that \$100K funded annually will allow for the accumulation of \$2M to draw down and paydown the UAL.

FINANCIAL

There are sufficient funds in the General Reserve to cover this transfer to the Section 115 account.

Staff recommends that this contribution continue to be part of the annual budget process, first at the Budget Committee level and then followed with a presentation to the full Board.

Attachments:

CEPPT Strategy 1-

- The CEPPT Strategy 1 portfolio is 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 employer's 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.
- Compared with CEPPT Strategy 2, this portfolio has a higher allocation to equities than bonds. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CEPPT Strategy 2-

- The CEPPT Strategy 2 portfolio is 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 employer's 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.
- Compared with CEPPT Strategy 1, this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

2023-24 - CAWD CEPPT Section 115 History

RESOLUTION NO. 2023-48

A RESOLUTION RESCINDING RESOLUTION NO 2023-35 AND APPROVING CONTRIBUTION OF \$100K TO THE DISTRICT'S CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS) SECTION 115 ACCOUNT ALONG WITH THE TRANSFER OF ALL FUNDS INTO STRATEGY 2

-oOo-

WHEREAS, on June 29, 2023 the District approved Resolution No. 2023-35 with a transfer classification of all funds going into Strategy1 account has determined said Resolution should be rescinded; and

WHEREAS, the Board agrees with the Pension Committee that it is appropriate to transfer all Strategy 1 funds into the Strategy 2 fund account.

WHEREAS, the District recommends the contribution of \$100,000 be made to provide for the 2023-24 annual contribution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby elect to contribute \$100,000 to the District's California Employers' Pension Prefunding Trust (CEPPT) with CalPERS as part of its annual budget process for the Fiscal Year 2023-24 and further agrees to transfer all Strategy 1 funds into Strategy 2 fund account.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 27, 2023, by the following vote:

AYES: BOARD MEMBERS: PRESIDENT WHITE, DIRECTORS: D'AMBROSIO,
URQUHART, RACHEL AND SIEGFRIED
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

Staff was asked to supply alternate benchmarks or explain the benchmark being utilized by CalPERS with purpose being to ensure the benchmarks are appropriate.

Global Equity

MSCI All Country World Index (ACWI) Investing Market Index (IMI) captures large, mid and small cap representation across 23 Developed Markets and 24 Emerging Markets. With 8,847 constituents, the index is comprehensive, covering approximately 99% of the global equity investment opportunity set.

Used by Idaho PERSI the MSCI ACWI – “is the benchmark for global equity managers”

Fixed Income

Over 90% of investors rely on the Bloomberg Barclays Aggregate Bond Index also known as the BarCap. The BarCap is recognized as the benchmark for the U.S bond market. Over 90% of investors rely on this index as their benchmark. It encompasses a broad range of U.S. investment-grade bonds, including government, corporate, and mortgage-backed securities.

Used by Idaho PERSI.

Treasury Inflation-Protected Securities (TIPS)

Measures the performance of the US Treasury Inflation Protected Securities (TIPS) market. Inflation protected bond portfolios invest primarily in debt securities that adjust their principal value in line with the rate of inflation. The US Treasury is currently the largest issuer for these types of securities. Federal Reserve holdings of US TIPS are not index eligible and are excluded from the face amount outstanding of each bond in the index. The index includes only TIPS issued by the United States.

Used by State Street

Real Estate Investment Trusts (REITs)

The FTSE EPRA Nareit developed index is designed to track the performance of listed real estate companies and REITS worldwide. The index series provides investors with the diversification that real estate offers due to its low correlation with other asset classes along with sufficient liquidity to gain access to the asset class.

ESPRA – European Public Real Estate Association aims to promote, develop and represent the European public real estate sector.

Nareit – the National Association of Real Estate Investment Trust is the trade association for REITs and publicly traded real estate companies with an interest in the US property and investment markets

PERSI used the MSCI US REIT, Dow Jones Select REIT, NAREIT all Equity, or Wilshire REIT index as the benchmark for the passive RET fund. The National Council of Real Estate Investment Fiduciaries Property Index will be benchmark for real estate.

CEPPT Strategy 2



June 30, 2024

Objective

The CEPPT Strategy 2 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 2 portfolio is 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 employer's 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.

Compared with CEPPT Strategy 1, this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 2	Annual Expense Ratio
\$57,546,971	0.25%

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 2 portfolio consists of the following asset classes and corresponding benchmarks:

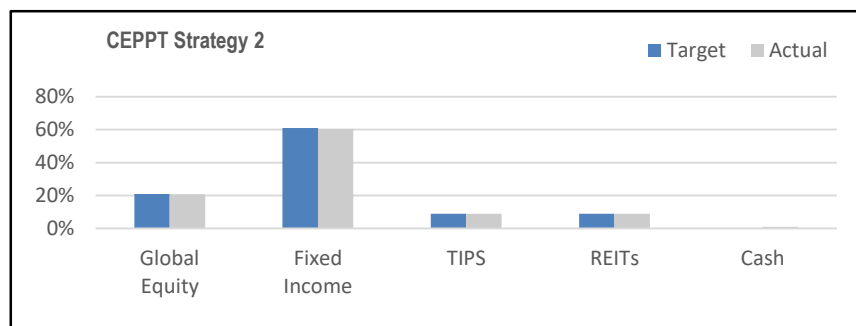
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	21%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	61%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	9%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	9%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	ICE BofA US 3-Month Treasury Bill Index

Portfolio Benchmark

The CEPPT Strategy 2 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



CEPPT Strategy 2 Performance as of June 30, 2024

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (January 1, 2020)
Gross Return ^{1,3}	1.09%	0.42%	6.14%	6.14%	-1.07%	-	-	1.60%
Net Return ^{2,3}	1.07%	0.36%	5.90%	5.90%	-1.30%	-	-	1.37%
Benchmark Return	1.07%	0.39%	6.05%	6.05%	-1.14%	-	-	1.50%
Standard Deviation ⁴	-	-	-	-	9.38%	-	-	8.43%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of SSGA operating expenses.

² Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

⁴ Standard deviation is based on gross returns and is reported for periods greater than 3 years.

CEPPT Strategy 2



June 30, 2024

General Information

Information Accessibility

The CEPPT Strategy 2 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at www.calpers.ca.gov.

Portfolio Manager Information

The CalPERS Board, through its Investment Committee, directs the CEPPT investment strategy based on policies approved by the Board of Administration. State Street Global Advisors (SSGA) manages all underlying investments for CEPPT, which include: Global Equity, Fixed Income, Real Estate Investment Trusts, and Treasury Inflation-Protected Securities.

Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

Expenses

CEPPT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater reduction of investment return. Currently, CEPPT expense ratios are 0.25%. This equates to \$2.50 per \$1,000 invested. The expenses consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to SSGA to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

What Employers Own

Each employer invested in CEPPT Strategy 2 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

Principal Risks of the Portfolio

The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

An investment in the portfolio is not a bank deposit, nor is it insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC), CalPERS, the State of California or any other government agency.

There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CEPPT Principal Investment Risks" located at www.calpers.ca.gov.

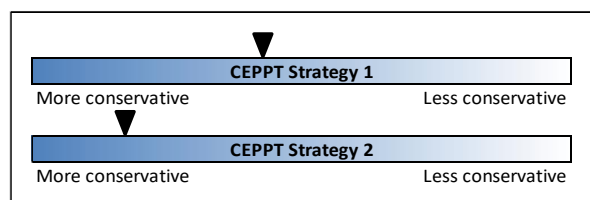
Fund Performance

Performance data shown on page 1 represents past performance and is no guarantee of future results. The investment return and principal value of an investment will fluctuate so that an employer's units, when redeemed, may be worth more or less than their original cost. Current performance may be higher or lower than historical performance data shown. For current performance information, please visit www.calpers.ca.gov and follow the links to California Employers' Pension Prefunding Trust.

CEPPT Strategy Risk Levels

CalPERS offers employers the choice of one of two investment strategies. Projected risk levels among risk strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%



CEPPT Strategy 1



June 30, 2024

Objective

The CEPPT Strategy 1 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 1 portfolio is 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 employer's 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.

Compared with CEPPT Strategy 2, this portfolio has a higher allocation to equities than bonds. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 1	Annual Expense Ratio
\$205,202,851	0.25%

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 1 portfolio consists of the following asset classes and corresponding benchmarks:

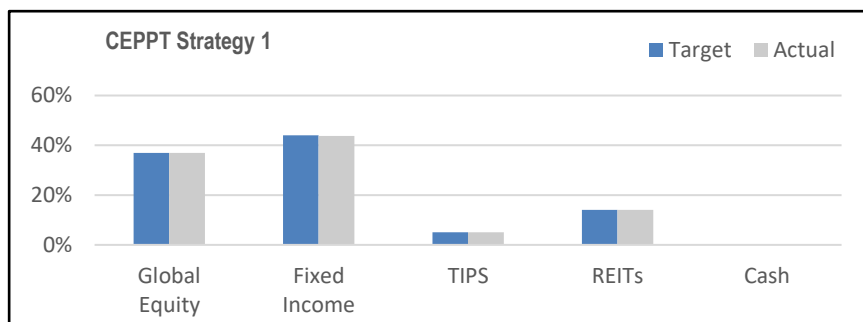
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Global Equity	37%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	44%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	5%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	14%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	ICE BofA US 3-Month Treasury Bill Index

Portfolio Benchmark

The CEPPT Strategy 1 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



CEPPT Strategy 1 Performance as of June 30, 2024

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (October 1, 2019)
Gross Return ^{1,3}	1.21%	0.65%	8.76%	8.76%	0.09%	-	-	4.36%
Net Return ^{2,3}	1.19%	0.59%	8.51%	8.51%	-0.14%	-	-	4.12%
Benchmark Return	1.19%	0.61%	8.64%	8.64%	-0.09%	-	-	4.25%
Standard Deviation ⁴	-	-	-	-	11.62%	-	-	11.15%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of SSGA operating expenses.

² Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

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CEPPT Strategy 1



June 30, 2024

General Information

Information Accessibility

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Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

Expenses

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What Employers Own

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Price

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Principal Risks of the Portfolio

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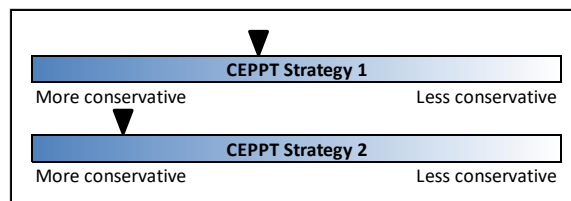
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CEPPT Strategy Risk Levels

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Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%





Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$692,606.62	\$279,201.52
Contribution	0.00	100,000.00
Disbursement	0.00	0.00
Transfer In	0.00	278,335.03
Transfer Out	0.00	0.00
Investment Earnings	7,416.39	43,118.07
Administrative Expenses	(259.99)	(676.55)
Investment Expense	(134.15)	(349.20)
Other	0.00	0.00
Ending Balance	\$699,628.87	\$699,628.87
FY End Contribution Accrual	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$699,628.87	\$699,628.87

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	65,657.181	27,647.383
Unit Purchases from Contributions	0.000	10,100.619
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	27,909.179
Unit Transfer Out	0.000	0.000
Ending Units	65,657.181	65,657.181
Period Beginning Unit Value	10.548837	10.098671
Period Ending Unit Value	10.655790	10.655790

Please note the Grand Total is your actual fund account balance at the end of the period, including accrued contribution and disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CEPPT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 03/31/2024

Carmel Area Wastewater District

Entity #: SKHE-7018407272-501P



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
------	-------------	--------	------------	-------	------------	-------

Client Contact:
CEPPT4U@CalPERS.ca.gov

California Employers' Pension Prefunding Trust (CEPPT) Section 115 History

CEPPT Strategy I (#401P)					
<u>Date</u>	<u>Contributions</u>	<u>Investment Earnings</u>	<u>Admin Exp</u>	<u>Investment Exp</u>	<u>Balance</u>
01/21/22	250,000.00				250,000.00
03/31/22		(4,520.34)	(70.34)	(36.33)	245,372.99
06/30/22		(24,721.81)	(87.01)	(44.95)	220,519.22
08/09/22	50,000.00				270,519.22
09/30/22		(18,483.31)	(96.10)	(49.60)	251,890.21
12/31/22		13,849.36	(100.14)	(51.72)	265,587.71
03/31/23		11,414.70	(102.47)	(52.88)	276,847.06
06/30/23		5,010.07	(105.01)	(54.27)	281,697.85
09/30/23	(278,335.03)	(3,268.06)	(62.51)	(32.25)	(0.00)

CEPPT Strategy 2 (#501P)					
<u>Date</u>	<u>Contributions</u>	<u>Investment Earnings</u>	<u>Admin Exp</u>	<u>Investment Exp</u>	<u>Balance</u>
01/21/22	250,000.00				250,000.00
03/31/22		(7,359.48)	(70.27)	(36.26)	242,533.99
06/30/22		(17,711.47)	(86.89)	(44.91)	224,690.72
08/09/22	50,000.00				274,690.72
09/30/22		(16,520.73)	(96.86)	(49.96)	258,023.17
12/31/22		9,841.16	(101.15)	(52.23)	267,710.95
03/31/23		10,053.80	(102.76)	(53.08)	277,608.91
6/30/2023		1,751.75	(104.93)	(54.21)	279,201.52
9/30/2023	100,000.00	(17,086.90)	(167.07)	(86.24)	361,861.31
transfer in	278,335.03				640,196.34
12/31/2023		52,788.58	(249.49)	(128.81)	692,606.62
3/31/2024		7,416.39	(259.99)	(134.15)	699,628.87

RESOLUTION NO. 2024-42

A RESOLUTION APPROVING A CONTRIBUTION OF \$100,000 TO THE DISTRICT'S
CALPERS SECTION 115 ACCOUNT AS PART OF THE
BUDGET PROCESS FOR FY 2024-25

-oOo-

WHEREAS, the Board of Directors authorized the creation of a CalPERS California Employers' Pension Prefunding Trust (CEPPT) account in December 2021 with Resolution 2021-67. The Board agreed there was a need to fund future contributions to the District's CalPERS Unfunded Accrued Liability (UAL); and

WHEREAS, the Board of Directors agreed that any continued annual contributions be determined as part of the annual budget process with a recommendation by the Budget Committee; and

WHEREAS, the Budget Committee, as part of their process, determined that the fiscal year 2024-25 contribution should be \$100,000 and made this recommendation to the full board; and

WHEREAS, the Budget Committee further recommended that all funds be transferred to the Strategy 1 account.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby elect to contribute \$100,000 to the CAWD CEPPT with CalPERS as part of the Budget process for Fiscal Year 2024-25 and agrees to transfer all funds to Strategy 2 fund account.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 25, 2024, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Ken White, President of the Board

ATTEST:

Domine Barringer, Board Clerk



STAFF REPORT

To: Board of Directors

From: Patrick Treanor, District Engineer

Date: July 25th, 2024

Subject: Project #20-08 & Project #23-01 - Amendment to Public Outreach Services Provided By TBC Communications & Media for the Scenic Road Sewer Main Replacement Project (#20-08) and the Santa Rita & Guadalupe Sewer Main Rehabilitation (#23-01)

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to execute a contract amendment with TBC Communications & Media to continue to provide public outreach support prior to construction commencement on two large sewer rehabilitation projects in Carmel. The original contract amount for initial public outreach for the Scenic Road project was \$34,500 and there has not been any budget allocated to the Santa Rita & Guadalupe Sewer Rehab Project. This amendment will increase the TBC Communications contract total for public communications support for these two upcoming sewer construction projects to \$69,000.

DISCUSSION

The Scenic Road Sewer Main Replacement Project and the Santa Rita & Guadalupe Sewer Rehabilitation project are in the final design and permitting phase. Construction is anticipated to begin on these projects in early 2025. In the lead up to construction CAWD, with the support of TBC Communications, will be conducting outreach to homeowners and businesses along the project alignment. The public outreach plan has multiple facets aimed at engaging and informing the public about the projects at various steps along the process.

FUNDING

The FY2024/25 CAWD Collections Department Capital Budget includes \$2,000,000 for the Scenic Road Project and \$2,500,000 for the Santa Rita & Guadalupe Project.

Attachment:

1. Proposal – TBC Communications and Media

Engage

Educate

Entertain



Carmel Area Wastewater District

Scenic and Guadalupe Roads

Construction Outreach Services

TBC COMMUNICATIONS & MEDIA

177 17TH STREET

PACIFIC GROVE, CA 93950

T: 831.920.1693

F: 831.920.1729

TBCCOMMUNICATIONS.COM

STEVE@TBCCOMMUNICATIONS.COM



RECIPIENT:

Patrick Treanor
Carmel Area Wastewater District
3945 Rio Road
Carmel, CA 93922

SENDER:

TBC Communications & Media
177 17th Street
Pacific Grove, CA 93950
Steve Thomas
T: (831)920-1693 | F: (831) 920-1729
steve@tbccommunications.com

FOR THE PURPOSE OF:

Construction Outreach and
Communications Services

June 24, 2024

Dear Mr. Treanor,

Carmel Area Wastewater District has an exceptional track record of thoughtful, environmentally sustainable and community focused projects. Infrastructure improvements like Scenic and Guadalupe Roads Sewer Replacement projects are an important building block in improving the quality of life for its residents and creating safer and more efficient sewer operations in these neighborhoods.

Relaying important pre-construction information to the public in an engaging, transparent and entertaining manner is of great importance in solidifying and enhancing the local knowledge of the project. This also allows elected officials and thought leaders to actively support the project with factual and persuasive communication.

TBC Communications & Media understands the importance of interfacing with District staff and the construction contractor while coordinating activities designed to communicate with the public. TBC brings a unique balance of expertise in communications management and project related outreach.

Through a collaborative process, the TBC team will work with your District's staff, your engineering and construction contractor, and project proponents as well as local and regional media to effectively communicate project based goals and updates while also increasing fan, follower and viewer engagement.

TBC is passionate about providing stand-out service to your District and our team appreciates your forward-looking and strategic approach to communications on all the fronts described in our discussions. While there are many objectives outlined, our team is equipped and experienced at creating the right synergies between the various efforts, and effectively leverage your existing tools and resources. We are committed to a partnership and a process that is rewarding, inclusive, and inspiring.

Thank you for the opportunity to submit this proposal. We look forward to partnering with you on this important journey

Sincerely,
TBC COMMUNICATIONS & MEDIA


.....
STEVE THOMAS
PRESIDENT



SCOPE OF WORK

TASK 1.0 PROJECT MANAGEMENT

1.1 PROGRESS REPORTS AND PROJECT UPDATE MEETINGS

Monthly progress reports and invoices will be provided to Carmel Area Wastewater District (CAWD) as requested.

This will provide status of active tasks, work complete and milestones ahead.

- » Monthly status report and provided by email and presented in person. when appropriate
 - Invoice for work with work breakdown, hours and accompanying details, reported by task. Project and task budget status to be included on invoice.

TBC and CAWD will work together to determine the appropriate timing for Update Meetings. Update meetings will continue every two weeks. Meetings with CAWD Sub-Committee scheduled on request.

- » Provide agenda for Update Meetings as requested, and support scheduling and coordination, as well as provide any needed premeeting material.
- » Meeting follow-up notes will be taken and recorded for each Update Meeting. These notes and reports can then be included in your committee or board agenda items and minutes if needed.

1.2 SCHEDULING AND MILESTONE UPDATES

Upon notice to proceed, we will work with to provide an updated schedule and milestone report based on priority tasks. TBC will maintain a project schedule according to active tasks and share in Update Meetings.

- » Maintain overall project and task level schedule with milestones.
- » Share milestones / schedule on an as needed basis.

TASK 2.0 PUBLIC ENGAGEMENT PLAN EXECUTION

2.1 ONGOING FACILITATION OF CONSTRUCTION OUTREACH COMMUNICATIONS PLAN

- » Execute outreach deliverables from approved public communications plan
- » Identification and recommendation of additional items as needed
- » Ongoing updates to initial outreach timeline as project planning progresses

2.2 KEY MESSAGE DEVELOPMENT

- » Regular ongoing meetings with staff to ensure approval of any new, revised or ongoing project development messages
- » Integrated key and brand messaging (talking points) for staff and directors

2.3 PUBLIC ENGAGEMENT AND COMMUNICATIONS PLAN DELIVERABLES

- Ongoing execution of approved comprehensive public engagement and communications plan including but not limited to:
 - Press Relations
 - Collateral and Content Development
 - Virtual and In-Person Community Events and Individual Homeowner Outreach
 - Community Engagement for Project Support
 - Facilitation of meetings with interested and/or necessary groups and organizations

TASK 3.0 SPECIFIC COMMUNICATIONS PLAN DELIVERABLES

3.1 PUBLIC RELATIONS

- » Project-Based Media/Information Development : Creation of Project One Sheets for Distribution to Media
- » Media Relations
 - Message-specific campaign to targeted media outlets
 - Management of press releases to trade publications, trade/business organizations, community groups/advocates and general news outlets that cover local and regional issues
- » Press Release Distribution including but not limited to:
 - Project Updates
 - Construction Updates
 - Project Completion Events
- » Vetting of and support for media inquiries
- » Tracking, review and clipping of media coverage in coordination with CAWD

3.2 ONGOING COLLATERAL AND ADVERTISING DEVELOPMENT

- » Creation of content of project collateral pieces for distribution including mailed and electronic versions
- » Creation of construction outreach material including signage

3.3 WEBSITE AND E-NEWSLETTER/EMAIL CONTENT DEVELOPMENT

- » Provide ongoing content for current project page to ensure transparent and public communication
- » Content includes presentations, meeting schedules, and project updates including construction progress and timeline
- » Create content for release of weekly construction update e-blasts

3.4 VIRTUAL , DIGITAL AND IN-PERSON STAKEHOLDER AND COMMUNITY ENGAGEMENT

- » Creation, promotion and management of virtual or in-person community meetings to engage the public and local stakeholders: 4 total
- » As needed Individual meetings with Homeowners
- » Monitoring of public engagement (Letters, Social Media Posts, Phone Calls, Etc.) and provide recommendations for responses as needed
- » Facilitate meetings with community groups
- » Creation of project specific homeowner outreach tailored to each specific progress step/phase

Fee Schedule

At TBC Communications, we are committed to providing the highest level of service while maintaining the most cost effective structure. Consequently, we have crafted a not to exceed contract extension that will allow completion of the individualized deliverables for both construction projects while providing the maximum levels of public outreach.

July 1, 2023 - December 31, 2024

Not to Exceed 34,500.00

Our Hourly Rates: - Please note - We do not double bill

Steve Thomas	225.00 per hour
Lisa Thomas	200.00 per hour
Jessica Biller	175.00 per hour
Video/Drone Production	120.00 per hour
Specialized Photography	120.00 per hour
Website Design	110.00 per hour
Graphic Design	100.00 per hour
Research and Admin Support	50.00 per hour

Separately billed expenses include but are not limited to:

- Printing**
- Mailing Services and Postage**
- Advertising Space/Time Costs**
- Specialized Equipment Rental**
- Custom Digital Development (Apps or Website Widgets)**
- Promotional Products**

Other Services

As a full service agency, we offer a suite of additional services including, but not limited to:

- Advertising Placement**
- Event Management**
- Promotional Products/Give A Ways**
- Talent Procurement**
- Point of Purchase Design and Creation**
- Media Training**

Thank you for the opportunity to submit this proposal!

RESOLUTION NO. 2024-43

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO AN EXISTING PROFESSIONAL SERVICES AGREEMENT WITH TBC COMMUNICATIONS & MEDIA IN AN AMOUNT NOT TO EXCEED \$34,500 FOR PUBLIC OUTREACH SUPPORT FOR THE SCENIC ROAD SEWER MAIN REHABILITATION PROJECT (PROJECT #20-08) AND THE SANTA RITA & GUADALUPE SEWER MAIN REHABILITATION PROJECT (PROJECT #23-01)

-oOo-

WHEREAS, public outreach is an essential component of conducting sewer improvements in public streets; and

WHEREAS, the original scope for public outreach with TBC Communications & Media needs to be expanded to include the Santa Rita & Guadalupe Project; and

WHEREAS, additional public outreach is necessary prior to the beginning of construction to engage and inform the public of construction work; and

WHEREAS, TBC Communications & Media has provided useful and necessary support to the staff of Carmel Area Wastewater District in conducting public outreach;

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 \$34,500, with TBC Communications & Media for continued public outreach support resulting in a total contract amount of \$69,000.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 25, 2024, by the following vote:

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

Ken White, President of the Board

ATTEST: _____
Domine Barringer, Board Clerk

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: July 25th, 2024

Subject: Project #20-08 - Adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the “Scenic Road Pipeline Replacement Project” Pursuant to the California Environmental Quality Act (CEQA)

RECOMMENDATION

It is recommended that the Board of Directors:

1. Review and consider the attached Initial Study/Mitigated Negative Declaration (IS/MND) and Mitigation Monitoring and Reporting Plan (MMRP) for the Scenic Road Pipeline Replacement Project;
2. Find that based on the IS/MND and the public review that there is no substantial evidence that the project will have a significant effect on the environment and that the mitigated negative declaration reflects the District’s independent judgment and analysis;
3. Adopt the Initial Study/Mitigated Negative Declaration (IS/MND) pursuant to the California Environmental Quality Act (CEQA) Guidelines;
4. Adopt the accompanying Mitigation Monitoring and Reporting Plan

DISCUSSION

The purpose of the Scenic Road Pipeline Replacement Project is to replace aging sewer collection system infrastructure in order to improve the reliability of the system. Special priority in the District’s Capital Improvement Plan is given to sewer infrastructure that is within 200-feet of water bodies or beaches, and the majority of this project is aimed at pipelines that fit that criteria.

The project will replace about 2 miles of existing gravity sewer lines via trenchless pipe bursting and open trenching. Trenchless pipe bursting is being used where feasible to reduce traffic impacts.

Open trench work is required at manholes, at sections where existing pipes are sagging, and to reconnect private laterals to new pipes. The locations of the pipeline work are shown in the Project Overview below.

The mitigations included in the Project are primarily focused on mitigating impacts to public beach access and to mitigate impacts to cultural resources that may be inadvertently discovered during any open trench work. Construction is planned to begin in 2025 after Carmel Area Wastewater District obtains the local coastal development permits from the City of Carmel-by-the-Sea and Monterey County.

Project Overview:



The Draft IS/MND was circulated in accordance with CEQA guidelines and was available for public comment over a 40-day period from April 19th to May 28th. No comments pertaining to the CEQA IS/MND were received.

CLOSING

The Final IS/MND is attached (under separate cover) for Board review to facilitate adopting a Mitigated Negative Declaration for the project in accordance with § 15074 of CEQA Guidelines. A Mitigation Monitoring and Reporting Plan (MMRP) is also attached. The MMRP summarizes the mitigation measures that must be adopted by the Board in accordance with § 15074 of CEQA Guidelines.

FUNDING

It costs about \$3,000 to file the Notice of Determination for the Mitigated Negative Declaration at the County Clerk office. The FY2024-25 budget includes \$2,000,000 for Project #20-08.

Attachment (Under Separate Cover):

- FINAL Initial Study / Mitigated Negative Declaration & Mitigation Monitoring and Reporting Plan – Scenic Road Pipeline Replacement Project

RESOLUTION NO. 2024-44

A RESOLUTION ADOPTING A MITIGATED NEGATIVE
DECLARATION AND MITIGATION MONITORING AND REPORTING
PLAN FOR THE “SCENIC ROAD PIPELINE REPLACEMENT PROJECT”
(PROJECT #20-08) PURSUANT TO THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT

-o0o-

WHEREAS, pursuant to Article 6 (Sections 15070-15075) of the California Environmental Quality Act guidelines, the Carmel Area Wastewater District (CAWD), as Lead Agency, has considered the Mitigated Negative Declaration, and

WHEREAS, the Notice of Intent and Draft Mitigated Negative Declaration was submitted to the State Clearinghouse and was posted on April 16th, 2024, and

WHEREAS, the Notice of Intent and Draft Mitigated Negative Declaration was posted on the District website on April 16th, 2024, and

WHEREAS, the District sent the Notice of Intent by mail to residences adjacent to the project area, and interested parties on April 17th, 2024, and

WHEREAS, the District published the Notice of Intent to Adopt a Mitigated Negative Declaration in the local newspaper on April 19th, 2024, and

WHEREAS, the District filed the Notice of Intent to Adopt a Mitigated Negative Declaration with the Monterey County Clerk on April 19th, 2024, and

WHEREAS, the public review period occurred over 40 days where all documents and project reports were available to the public for review and comment, and

WHEREAS, the Board has reviewed the Initial Study/Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Plan and,

WHEREAS, finds that there is no substantial evidence, based on the record as a whole that would support a fair argument that the project, as designed and mitigated, may have a significant environmental impact.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carmel Area Wastewater District that it does hereby adopt a Mitigated Negative Declaration and the accompanying Mitigation Monitoring and Reporting Plan for the “Scenic Road Pipeline Replacement Project.”

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 25th, 2024, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Board Clerk

STAFF REPORT



To: Board of Directors

From: Chris Foley, Maintenance Superintendent

Date: July 25, 2024

Subject: Design and Replacement of Microfiltration (MF) and Reverse Osmosis (RO) Industrial Network Communication Modules

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter a contract with Rexel (Local Authorized Rockwell Automation Distributor) in an amount not to exceed \$124,497 to design, program, commission and provide hardware to migrate the obsolete serial ControlNet devices to Ethernet devices.

DISCUSSION

This MF/RO portion of the reclamation project was commissioned in 2008. The Programmable Logic Controllers (PLC) were installed with a serial network to communicate between control modules to monitor and control pumps, valves and instruments. The hardware and software to control this network is no longer supported and parts are obsolete.

Internal staff and system integrators are not able to support this system if it fails. If any one of the components fail, then the reclamation system could be down for weeks while an emergency migration to ethernet is completed. The purpose of this project is to upgrade the network before it fails and extend the life of the control cabinet components until they can be replaced as part of the capital improvement plan.

This migration would mirror the same platform architecture used in the treatment plant and pumpstations. Staff can easily troubleshoot the upgraded equipment and the repairs will take hours instead of weeks.

The major benefit of this project is that the controllers, wiring and input/output modules can be retained with improved reliability by upgrading the network portion. This is a significant cost savings versus replacing the whole control cabinet. The option to wait until the whole cabinet is replaced has a high risk since the useful life of the PLC components is 15 years and the project to replace these cabinets is not even in the design phase.

This approach has already been applied with the PLC processors. The processors were migrated 4 years ago since they were obsolete.

The scope of the work includes:

- Design of a new ethernet network for Microfiltration, Reverse Osmosis and MF/RO Master PLCs.
- Reconfiguring the mapping of the inputs and outputs for the new network.
- Installation of new modules and cabling.
- Replacement of MF and RO local operator interfaces and migration of applications.
- Commissioning and testing of new hardware.

Rockwell Automation is the manufacturer of the control system and will be performing the work and providing the hardware through the only Authorized Local Distributor Rexel. The subject matter expert from Rockwell has completed a site survey and can guarantee a successful migration. This is a sole source contract since Rockwell is the only resource that has a ControlNet expert and Rexel is the only authorized distributor for Rockwell hardware.

FUNDING

Reclamation Capital Equipment Budget FY 24/25- \$130,000 Budgeted

PAD Area ControlLogix ControlNet Migrations

FIXED PRICE PROPOSAL



Carmel, CA

30413246.2
July 8, 2024

Presented to:
Chris Foley
Carmel Area Wastewater District
26900 Highway 1
Carmel, CA 93922
USA

Proposed by:
Rexel
1315 Dayton St, Suite A
Salinas, CA 93901
USA

Rockwell Automation Inc.
1201 S 2nd St
Milwaukee, WI 53204
USA

expanding human possibility®

**Revision History**

Date:	Description of change:	Edited by:	Revision:
September 06, 2023	None, Original Document	RLH	30413246.1
July 8, 2024	Updated pricing	RLH	30413246.2

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1 Rockwell Automation Statement of Work¹

This PAD Area ControlLogix ControlNet Migrations proposal is offered to Rexel for resale to Carmel Area Wastewater District (“Customer”).

1.1 PAD Area ControlLogix ControlNet Migrations Solution Statement of Work Summary

Carmel Area Wastewater District has identified an opportunity to upgrade the ControlLogix ControlNet network of the PAD area at their Carmel, CA facility due to product obsolescence and to improve the reliability and maintainability of the system.

The existing PAD Area consists of following systems:

PAD MCP System – The existing system consists of a main and redundant ControlLogix chassis. Each of the main and redundant ControlLogix chassis has one (1) 1756-L71 processor, one (1) 1756-EN2T EtherNet/IP communication module, one (1) 1756-CNB ControlNet communication module and a 1756-RM redundancy module. There are also two (2) ControlLogix I/O chassis each with a 1756-CNB ControlNet communication module and 1756 series I/O modules. There is one (1) ControlLogix chassis with a 1756-CNB ControlNet communication module only. The two (2) ControlLogix I/O chassis and the ControlNet communication only chassis are interfaced to the redundant ControlLogix system over ControlNet network.

PAD MF System – The existing system consists of a main and redundant ControlLogix chassis. Each of the main and redundant ControlLogix chassis has one (1) 1756-L71 processor, one (1) 1756-ENBT EtherNet communication module, one (1) 1756-CNB ControlNet communication module and a 1756-RM redundancy module. There are also five (5) ControlLogix I/O chassis each with a 1756-CNB ControlNet communication module and 1756 series I/O modules. There is one (1) ControlLogix chassis with a 1756-CNB ControlNet communication module only. The existing system also has a PanelView Plus 1500 operator interface terminal. The five (5) ControlLogix I/O chassis, one (1) ControlNet communication only chassis and the PanelView Plus 1500 operator terminal are interfaced to the redundant ControlLogix system over ControlNet network.

PAD RO System – The existing system consists of a main and redundant ControlLogix chassis. Each of the main and redundant ControlLogix chassis has one (1) 1756-L71 processor, one (1) 1756-EN2T EtherNet/IP communication module, one (1) 1756-CNBR ControlNet communication module and a 1756-RM redundancy module. There are also 1794 series Flex I/O racks each with a ControlNet communication module and 1794 series I/O modules. The existing system also has a PanelView Plus 1500 operator interface terminal. The Flex I/O racks and the PanelView Plus 1500 operator terminal are interfaced to the redundant ControlLogix system over ControlNet network.

Rockwell Automation will provide scope and pricing for migrating the existing thirteen (13) 1756-CNB and two (2) 1756-CNBR ControlNet communication modules summarized above to fifteen (15) 1756-EN2TR Device Level Ring (DLR) capable EtherNet/IP communication modules. Rockwell Automation will also replace the existing obsolete 1756-ENBT EtherNet module(s) with 1756-EN2T EtherNet/IP communication module(s). The existing Flex 1794-ACNR ControlNet communication modules will be replaced with 1794-AENTR DLR capable EtherNet/IP communication modules.

The three (3) ControlLogix applications will be updated to change the communications from ControlNet to EtherNet/IP. The existing ControlNet I/O will be remapped to the EtherNet/IP I/O.

¹ Allen-Bradley, FactoryTalk, LifecycleIQ Services, and Rockwell Automation are trademarks of Rockwell Automation, Inc. Any Rockwell Automation software or hardware not mentioned here is also a trademark, registered or otherwise, of Rockwell Automation, Inc. PTC and ThingWorx are trademarks or registered trademarks of PTC Inc. or its subsidiaries in the U.S. and in other countries. Trademarks not belonging to Rockwell Automation are the property of their respective companies.

The existing PanelView Plus 1500 operator interface terminals with ControlNet communication for the PAD MF and PAD RO systems will be converted to PanelView Plus 7 performance terminals with DLR capable EtherNet/IP communication. The customer supplied PanelView Plus applications will be updated using the customer specified version of FactoryTalk View ME application.

All the existing ControlNet communications will be converted to DLR EtherNet/IP communications network.

Rockwell Automation will provide installation supervision, system integration, programming, and onsite support to upgrade the existing control system as described in the next section of this document.

Note: *The Customer will be responsible for supply and installation of the EtherNet media between the control panels.*

1.1.1 Basis for Statement of Work

The following details the information used as a basis for this Statement of Work:

Reference	Date	Description
1	September 06, 2023	Information gathered by Randy Hampton of Rockwell Automation during recent site visits / communication.
2		PLC Programs - PAD_MCP_V32.ACD, PAD_MF_V32_V2.ACD and PAD_RO_V32.ACD

1.1.2 Solution Description

- **General**
 - Virtual Kickoff Meeting
 - Define project scope and execution plan.
 - Review schedule milestones
 - Discuss roles and responsibilities.
 - Review information requirements
 - Review the current Control systems in order to develop the communications upgrade plan with a focus on minimizing downtime and reducing risks.
 - Provide one (1) network design overview drawing.
- **PAD MCP: ControlLogix panel**
 - Replace the five (5) 1756-CNB ControlNet communication modules with five (5) 1756-EN2TR DLR capable EtherNet/IP communication modules.
 - The existing ControlNet network between the redundant chassis and the I/O chassis will be converted to a DLR EtherNet/IP network.
 - Update the ControlLogix application from ControlNet to EtherNet/IP communication and remap the ControlNet I/O to the EtherNet/IP I/O.
- **PAD MF Panel:**
 - Replace the eight (8) 1756-CNB ControlNet communication modules with eight (8) 1756-EN2TR DLR capable EtherNet/IP communication modules.
 - The existing ControlNet network between the redundant chassis and the I/O chassis will be converted to a DLR EtherNet/IP network.
 - Update the ControlLogix application from ControlNet to EtherNet/IP communication and remap the ControlNet I/O to the EtherNet/IP I/O.
 - This panel has a PanelView Plus 1500 operator interface terminal with ControlNet communication which will be upgraded to a new PanelView Plus 7 performance terminals with DLR capable EtherNet/IP communication.
- **PAD RO Panel:**

- Replace the two (2) 1756-CNBR ControlNet communication modules with two (2) 1756-EN2TR DLR capable EtherNet/IP communication modules.
 - The existing ControlNet network between the redundant chassis and the I/O chassis will be converted to a DLR EtherNet/IP network.
- Update the ControlLogix application from ControlNet to EtherNet/IP communication and remap the ControlNet I/O to the EtherNet/IP I/O.
- This panel has a PanelView Plus 1500 operator interface terminal with ControlNet communication which will be upgraded to a new PanelView Plus 7 performance terminals with DLR capable EtherNet/IP communication.
- This system also has 1794 series Flex I/O in the main PLC panel and two (2) 1794 Flex I/O in remote panel each having a 1794-ACNR ControlNet Communication module.
 - Rockwell Automation shall replace the existing 1794-AENTR ControlNet communication adaptor on each Flex I/O rack with a 1794-AENTR DLR capable EtherNet/IP communication module.
- **Startup for the three (3) control systems:**
 - Provide four (4) days of engineering and programming onsite support to startup and debug the three (3) systems. Monday – Friday during normal business hours.
 - Provide one (1) day of onsite production support following Startup.

1.1.2.1 Equipment

The following equipment is included in this Statement of Work.

Note: The below Bill of Materials is based on the I/O tree in the ControlLogix programs and some assumptions regarding quantity of 1756-ENBT in the existing system.

Qty	Description
PAD MCP CLX Panel	
5	EtherNet/IP communication module, dual port, 10/100M twisted pair, 128 TCP connections
5	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
PAD MF Panel	
8	EtherNet/IP communication module, dual port, 10/100M twisted pair, 128 TCP connections
2	EtherNet/IP communication module, 10/100M twisted pair, 128 TCP connections
10	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
1	PanelView Plus 7 Performance Terminal, Touch Screen, 15 XGA, TFT Color, Ethernet DLR, 24V DC, Windows 10 IoT Core, Performance Model
1	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
1	Essential Power Supply, 24-28V DC, 120 W, 120/240V AC Input Voltage
2	Bulletin 1489-M Thermal-magnetic Circuit Breakers, Standard configuration, AC, 1 Pole Configuration, Trip Curve C, UL/CSA Max. Voltage: 277V AC, 48V DC; IEC/EN Max. Voltage: 230V AC, 5A
PAD RO Panel	
2	EtherNet/IP communication module, dual port, 10/100M twisted pair, 128 TCP connections
2	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
1	PanelView Plus 7 Performance Terminal, Touch Screen, 15 XGA, TFT Color, Ethernet DLR, 24V DC, Windows 10 IoT Core, Performance Model

Qty	Description
1	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
2	1794 Flex, Flex Ex, Flex XT I/O System, FLEX I/O Dual Port EtherNet/IP Adapter Module
2	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
2	1794 Flex, Flex Ex, Flex XT I/O System, FLEX I/O Dual Port EtherNet/IP Adapter Module
2	1585 Ethernet Cables Cat5e, 100BASE-TX, 100 Mbit/s, 8 Conductors, RJ45, Straight Male, Standard, RJ45, Straight Male, Teal Robotic TPE, Weld Splatter, sun light and oil resistant; UL CMG, CMX; cUL CMG; Standard TIA 568-B, flex rated
1	Essential Power Supply, 24-28V DC, 120 W, 120/240V AC Input Voltage
2	Bulletin 1489-M Thermal-magnetic Circuit Breakers, Standard configuration, AC, 1 Pole Configuration, Trip Curve C, UL/CSA Max. Voltage: 277V AC, 48V DC ; IEC/EN Max. Voltage: 230V AC,5A

1.1.2.2 System Documentation

Rockwell Automation will provide the following:

- One (1) network overview drawing.

1.1.2.3 Delivery

Delivery is approximately 31 weeks from Rockwell Automation acceptance of Purchase Order. Delivery is based on availability at the time of purchase and is subject to change. Delivery is dependent on documentation submitted by the Customer. Please refer to 1.2.1 Documentation Requirements. Additional time and cost may apply if documentation is not submitted or available at the start of the project.

1.1.2.3.1 Document Acceptance

Customer will have (5) business days to review and provide a written response regarding project documentation that requires Customer approval. If a written response is not submitted to Rockwell Automation within (5) business days after the date the project documentation was emailed to Customer, the project documentation will be considered accepted by Customer. Customer-requested changes received after the specified (5) business day response period will impact the project by a day-for-day delay in schedule, and Customer may be subject to additional costs and changes to the project plan as a result of the delay.

1.1.3 Solution Services

1.1.3.1 Factory Acceptance Testing

No Factory Acceptance Test (FAT) is included.

1.1.3.2 Start-Up Services

Onsite start-up and commissioning support of the Rockwell Automation-supplied control system is estimated and is included in this Statement of Work.

Commissioning activities:

- Installation Support
- Network communication verification.
- Start-up of process support.
- System tuning and modifications.
- Additional operator and production support.
- Adjustment of our supplied control system as required, making the system fully operational.

1.1.3.3 Services Not Covered

The following items are **NOT** included in this Statement of Work.

- Connection or integration to third party equipment
- Operator, maintenance, or electrical training
- Structural, civil, piping, or mechanical designs and installation

1.2 Customer Responsibilities

1.2.1 Documentation Requirements

At release of order, Customer will provide items that are specified below.

- Proposed project schedule
- Site access
- Existing system drawings
- The latest, in production, source code for the existing Control Systems.

Note: If Customer documents are not delivered by the required date, the Documented Change Request (DCR) Process will be followed to address any resulting delays.

1.2.2 Single Point of Contact

Customer will designate a representative that is authorized to act on the Customer's behalf with respect to this project. This representative should have a working knowledge of the machinery and process and be available to Rockwell Automation personnel during working hours.

1.2.3 Maintenance, Electrical, and Operations Staff

Customer will provide appropriate personnel knowledgeable in the process, operation, and control system supplied to assist Rockwell Automation personnel.

1.2.4 Access to the System

Customer will make the applicable processes and/or systems available to Rockwell Automation personnel during the mutually agreed upon schedule for services and equipment implementation as described in this Statement of Work.

1.3 Assumptions, Clarifications, and Exceptions

The following assumptions, clarifications, and exceptions have been made by Rockwell Automation in the development of this Statement of Work:

Reference	Assumptions (A), Clarifications (C), and Exceptions (E)
A1	Safety. All aspects of mechanical, electrical, and process safety are responsibilities of Customer.
A2	Mechanical Designs and Services. All electrical, structural, civil, piping, or mechanical designs and services are to be managed by Customer and their selected contractor(s) unless otherwise specified in this Statement of Work.
C1	Quotation Scope. This quotation includes only the hardware, software, and services that are specified in the Statement of Work.
C2	
C3	Documentation. All project and system documentation will be in English and furnished in electronic format unless otherwise stated. Translation into other languages is not included in this Statement of Work.
C4	Network Wiring. Rockwell Automation is not responsible for the supply or modification of network media and wiring between enclosures, buildings, and process areas.
C5	System Performance and Design. Rockwell Automation is a manufacturer of industrial control equipment that is component parts on machines or manufacturing systems designed by others. As the provider of control equipment or engineering services related to that equipment, Rockwell Automation's description of responsibility is limited to the individual controls of the system only. The overall performance and overall design of the machine or manufacturing system, including safety features and failure modes, are the responsibility of others and are not included in Rockwell Automation's Statement of Work. The services provided by Rockwell Automation are not the services of an Engineer of Record or Professional Engineer.
C6	RoHS. Customer supplied/specified products will meet all applicable material restrictions as defined in RoHS. If it does not, Customer will notify Rockwell Automation prior to shipment of the Customer supplied/specified products to Rockwell Automation. Customer will indemnify Rockwell Automation against any claim arising out of Rockwell Automation's use of Customer supplied/specified products.
C7	Hazardous Materials. Rockwell Automation is not responsible for the removal of or protection from hazardous materials.
C8	Existing Devices. Customer represents that any existing operator, machine-mounted, or field devices that are in use or are to be reused are in good working order and will be repaired or replaced by Customer when required. Repair and/or replacement of damaged devices is not included in Rockwell Automation's Statement of Work.
C9	Existing Equipment. Rockwell Automation is not responsible for electrical/mechanical adjustments, or changes/replacements to existing equipment required for advancing the process into a production status. This includes system performance consulting and support of equipment supplied by others that affects the performance of Rockwell Automation supplied equipment.
C10	Safety Integrity Level - Control System. The control system supplied by Rockwell Automation is not specifically designed to meet any Safety Integrity Level (SIL) in accordance with international/US national standard IEC-61511 / ISA84.00.01. Accordingly, it is therefore the responsibility of Customer to ensure that other measures - separate and distinct from the Rockwell Automation Statement of Work - are in place to ensure that the overall system operation is not impaired in the event of a failure of the Rockwell Automation control system.
C11	Rigging and Handling. Rigging and handling to receive, store, move and set the Rockwell Automation supplied equipment is the responsibility of Customer. The equipment will be stored at Customer's facility in a mutually agreed upon area. A secure and dry area is required.
C12	Optional Services. Extended warranties, additional training, additional engineering support, and other services are available upon request and are not included in this Statement of Work.
C13	Spare Parts. Spare parts are not included in this Statement of Work.
C14	Documented Change Request (DCR) Process. Changes to this scope of work requested by Customer throughout the duration of the project will be identified and communicated through project management at Rockwell Automation. Estimates for the material costs, labor, and schedule impacts will be prepared when a change in scope is identified. Refer to the change provision of the Terms and Conditions of Sale referenced in this Statement of Work.

Reference	Assumptions (A), Clarifications (C), and Exceptions (E)
C15	Customer or Site-Specific Requirements. This Statement of Work does not include Customer specific requirements or on-site activities such as Customer or site-specific safety training, background checks, COVID-related testing or vaccinations, international work visas, and copies of expense receipts. Rockwell Automation must be made aware of any such requirements prior to contract award. Costs for associated time and expenses incurred while complying with such requirements will be at Customer expense.
C16	On-site Working Hours. Standard Rockwell Automation working hours are Monday through Friday, 8:00 AM to 6:00 PM (first 8 hours/day). Hours not included in the scope of this Statement of Work and worked outside the standard working hours will be billed as follows: <ul style="list-style-type: none"> • 1.5 Times Standard Rate - Saturdays and any hours exceeding eight (8) on a weekday or performed outside the standard working hours • 2.0 Times Standard Rate - Sundays and holidays
C17	Infectious Disease Planning. Rockwell Automation is committed to health, safety, and doing all we can to maintain a high level of service for our customers. We are committed to communicating with you about the impact that an infectious disease and any related governmental restrictions may have on the deployment of our personnel and delivery of the project and truly appreciate your cooperation and understanding. In submitting any purchase order, you acknowledge and agree that Rockwell Automation will be excused from performance, or delay in performance, of its obligations under this purchase order, regardless of whether a contract is currently in place governing the parties' relationship, to the extent that Rockwell Automation is unable to perform such obligations due to the effects of a known infectious disease affecting Rockwell Automation and/or third parties, including, without limitation, logistics and materials suppliers.
C18	Travel Time & Expenses. Travel time and expenses in excess of those which are included in this Statement of Work will be billed as follows: <ul style="list-style-type: none"> • Travel time to and from the jobsite is billed at the standard rate. Transportation, auto rental, lodging, meals, phone, and miscellaneous expenses are billed at cost plus a 10% administrative handling fee.
C19	Stand-by Time. Stand-by time is defined as time spent on-site waiting for completion of customer activities. This includes, but is not limited to, waiting for correction of construction, installation, and wiring or piping errors, and other delays beyond the control of, or not within, Rockwell Automation's specific responsibilities. Stand by time will be invoiced separately at applicable time and expense rates.
C20	Work Site Safety. Customer is responsible for assuring a safe and secure work environment, compliant with relevant local, state, provincial, and nationally-recognized standards and regulations, for work at the site.
C21	Ethics and Compliance. All of Rockwell Automation's employees and every person who performs work for, or on behalf of Rockwell Automation are treated with respect and dignity. Rockwell Automation has a no-tolerance policy for discrimination, and harassment, and zero tolerance for workplace violence and weapons. Please see the PartnerNetwork Code of Conduct and the Rockwell Automation Global Policy People for further details. https://www.rockwellautomation.com/en-us/company/about-us/sustainability/ethics-compliance.html
C22	Information Security Standards In the performance of all Work pursuant to this Agreement and Statement of Work, Customer and Rockwell Automation will comply with the following standards and practices: <ol style="list-style-type: none"> 1. Data Transmission Customer agrees that all transmission or exchange of sensitive data with Rockwell Automation shall take place using secure, industry acceptable, standards (e.g., password-protected, using a complex password; encrypted WinZip sent via e-mail, or, for large files, an encrypted file transfer service; physical media such as paper/DVD sent securely; or another equally secure means of transport). If Customer requires Rockwell Automation to use a Customer specified system, the security of the data in transit and at rest once sent from Rockwell Automation is Customer's sole responsibility. 2. Customer-Provided Hard Disk If Rockwell Automation personnel are required to use Customer-provided hard disks, Customer agrees to provide the hard disk with designated backup and recovery processes and in encrypted form, using commercially supported or industry standard open source encryption solutions. The Customer must use commercially reasonable efforts to prevent the Customer-provided hard disk

Reference	Assumptions (A), Clarifications (C), and Exceptions (E)
	<p>from introducing any malicious software into Rockwell Automation’s systems. These efforts shall include, but are not limited to, the use of anti-virus and/or anti-malware and the regular deployment of security patches to remediate any vulnerabilities.</p> <p>3. Remote Access Remote access by Rockwell Automation’s personnel into Customer’s control system(s) must be accomplished in accordance with either Customer or Rockwell Automation procedures, whichever is more stringent. If Customer requires Rockwell Automation personnel to use Customer-specified procedures, the security of the connection/session is Customer’s sole responsibility, and Customer is solely responsible for logging activities of all users accessing the Customer’s system.</p>
C23	Cybersecurity for Solutions. Sub-contractors and/or third-party vendors will follow any applicable industry best practices and/or guidelines for cybersecurity and data protection with regard to IEC 62443 2-4.
C24	Customer Success Publication. Sharing customer success stories helps position customers as leaders among companies pursuing excellence in their industrial operations. Customer agrees that Rockwell Automation can reference and disclose Customer's name and logo in internal and external marketing materials and will share only the solutions and services purchased, Customer industry, location, and general results through a customer success story. Rockwell Automation will make no claims that Customer endorses the product or solution, and the success story will be used for marketing purposes only.
E1	This field intentionally left blank.

Table 1: Assumptions, Clarifications, and Exceptions

1.4 Rockwell Automation Commitment for Sales Through Distribution

General. This Commitment (“Commitment”) covers purchase by Distributor’s customer (“Customer”) from Distributor of the hardware, and/or software (individually a “Product” and collectively “Products”), and/or services (“Services”) and/or Products and Services described and integrated pursuant to this Statement of Work (collectively as integrated pursuant to the Statement of Work, the “Work”) to be provided by Rockwell Automation, Inc. and/or its affiliates (“Rockwell Automation”). Its terms are integral to the Statement or Work. In other words, Customer purchases the Work subject to the terms contained in this Commitment (as well as other terms that may be included elsewhere in the Statement of Work). These terms apply directly to Customer and Rockwell Automation. Previously negotiated and signed terms and conditions with Customer that include provisions between Rockwell Automation and Customer that are intended to apply to the sale through distribution of Products, Services, and/or Work covered by this Commitment supersede these terms.

Warranty. (a) *Warranty for the Work:* Rockwell Automation warrants to Customer for the lesser period of 18 months from delivery or 12 months from startup, that the Work will perform as stated in the Statement of Work and the Products will be free of defects in material, fabrication, and workmanship provided that: (1) the operating conditions and use of the Work are in accordance with any standards set forth in the Statement of Work, Rockwell Automation's published specifications, and applicable recommendations of Rockwell Automation; and (2) the installation, adjustment, tuning, and start-up of the Work have been properly performed in accordance with Rockwell Automation's published specifications and any applicable recommendations of Rockwell Automation. Repaired or replacement Products provided pursuant to subparagraph (d) below are similarly warranted for the longer period of six months from date of shipment or the remainder of the original warranty term.

(b) *Products Warranty:* Rockwell Automation warrants to Customer for the period of 18 months from shipment, that the Products will be free of defects in material, fabrication, and workmanship provided that: (1) the operating conditions and use of the Product are in accordance with any standards set forth in the Statement of Work, Rockwell Automation's published specifications, and applicable recommendations of Rockwell Automation; and (2) the installation, adjustment, tuning, and start-up of the Product have been properly performed in accordance with Rockwell Automation's published specifications and any applicable recommendations of Rockwell Automation. Repaired or replacement Products provided pursuant to subparagraph (d) below are similarly warranted for the longer period of six months from date of shipment or the remainder of the original warranty term.

(c) *Services Warranty:* Rockwell Automation warrants to Customer for a period of 30 days from the date services are provided that service shall be performed in a workmanlike manner conforming to standard industry practice.

(d) *Remedies:* Remedies under this warranty will be limited to, at Rockwell Automation's discretion, replacement, repair, re-performance, modification, or issuance of a credit for the purchase price of the Products and/or Services involved, but only after Rockwell Automation's receipt of Customer's written notification of non-conforming Products, Services or Work and the return of such products pursuant to Rockwell Automation's instructions. Replacement Products, at Rockwell Automation's discretion, may be new, remanufactured, refurbished, or reconditioned. If the repair, re-performance, or replacement does not cure the defective performance, Customer may request emergency on-site service, which will be at Rockwell Automation's expense (consisting of time, travel, and expenses incurred by Rockwell Automation related to such services). If the defective performance is not due to warranted defects in the Products, Services or Work, the on-site service will be at Customer's expense. On-site warranty services performed at Rockwell Automation expense shall not include removal or reinstallation costs related to large-scale assemblies such as motors or transformers. The foregoing will be the exclusive remedies for any breach of warranty or breach of contract arising from warranted defects.

(e) *General:* Warranty satisfaction is available only if (a) Rockwell Automation is provided prompt written notice of the warranty claim, and (b) Rockwell Automation's examination discloses that any alleged defect has not been caused by misuse, neglect, improper installation, operation, maintenance, repair, alteration, or modification by other than Rockwell Automation, accident, or unusual deterioration or degradation of the Products or parts thereof due to physical environment or electrical or electromagnetic noise environment.

(f) THE ABOVE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESSED, IMPLIED OR STATUTORY, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY, INFRINGEMENT, OR FITNESS FOR A PARTICULAR USE.

Disclaimer and Limitation of Liability. NEITHER ROCKWELL AUTOMATION NOR CUSTOMER WILL BE LIABLE TO THE OTHER FOR BUSINESS INTERRUPTION OR LOSS OF PROFIT, REVENUE, MATERIALS, DATA, OR THE LIKE (WHETHER DIRECT OR INDIRECT) OR FOR ANY INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES. EACH PARTY'S MAXIMUM CUMULATIVE LIABILITY TO EACH OTHER FOR ALL OTHER CLAIMS

AND LIABILITIES WILL NOT EXCEED THE LESSER OF \$1,000,000 OR THE COST OF THE WORK. ROCKWELL AUTOMATION DISCLAIMS ALL LIABILITY FOR TO GRATUITOUS ASSISTANCE PROVIDED BY ROCKWELL AUTOMATION BUT NOT REQUIRED BY THE STATEMENT OF WORK. THESE DISCLAIMERS AND LIMITATIONS OF LIABILITY WILL APPLY REGARDLESS THE FORM OF ACTION, WHETHER CONTRACT, TORT, OR OTHERWISE, AND EXTEND TO THE BENEFIT OF ROCKWELL AUTOMATION'S VENDORS AND APPOINTED DISTRIBUTOR.

Software Licenses and Ownership. (a) *Standard Software.* Software comprised of firmware or standard software (including, but not limited to packaged software, Rockwell Automation's preexisting templates, models and library files, and commercially available software) (collectively "Standard Software") is subject to Customer's acceptance of additional terms and conditions set forth in separate Rockwell Automation or third-party click-wrap license agreements provided with such Standard Software. Such terms and conditions shall be the exclusive terms and conditions applicable to such Standard Software, excluding Customer's obligation to pay any license fee which shall be identified in the Statement of Work.

(b) *Documentation and Application Software.* Rockwell Automation hereby grants to Customer a non-exclusive, non-transferable license to modify and use solely in conjunction with the Work all documentation and any Application Software created by Rockwell Automation as specified in the Statement of Work. Application Software includes application project files for control programming, design, configuration, and visualization in source code and/or scripting code created by Rockwell Automation under the Agreement for operational use with Rockwell Automation's Standard Software or the Customer's system as specified in the Statement of Work. Customer is solely responsible for its modifications to documentation and Application Software. Except for any Customer or third-party confidential information, Rockwell Automation retains all right, title, and interest to documentation and Application Software developed by Rockwell Automation. Customer shall not sublicense or assign the documentation or the Application Software except to a customer who purchases the Work from Customer. Customer may make an additional archival copy of such documentation and Application Software for backup.

(c) In the absence of a separate Rockwell Automation license agreement for software provided by Rockwell Automation under a Statement of Work, Rockwell Automation hereby grants Customer a non-exclusive, non-transferable license to use such software solely in conjunction with the Work for the project identified in the Statement of Work without the right to sublicense, disclose, disassemble, decompile, reverse engineer, or otherwise modify the software (except for modifications of Application Software as set forth above). Ownership of the respective Rockwell Automation or third-party software shall remain with Rockwell Automation or the third party.

(d) *Ownership of Pre-existing Intellectual Property.* Each party shall own all right, title, and interest in all patents, trademarks, copyrights, confidential information, trade secrets, mask rights, and other intellectual property rights as it owned on the date of this Agreement.

(e) *No Other Licenses.* Except as expressly set forth in this Agreement, no license under any patents, trademarks, copyrights, confidential information, trade secrets, mask rights, or other intellectual property rights is granted or implied by either party.

Government Clauses and Contracts. No government contract clauses, specification, or regulations apply to the Work, Products, or otherwise to this Statement of Work except to the extent agreed in writing by Rockwell Automation.

Confidentiality. (a) During the term of this Commitment and for a period of three years thereafter, each party will maintain in strict confidence all technical and business data and information disclosed by one party to the other that is marked "Confidential" and will not use or reveal such information without the prior written authorization of the other.

(b) The obligations of confidentiality and non-use will not apply to information (i) that is published or becomes part of the public domain other than by means of a breach of this Commitment; (ii) that a party can prove by written documentation was known to it prior to disclosure by the other party; (iii) that a party subsequently rightfully receives from a third party without an obligation of confidentiality; (iv) that a party discloses to a third party on a non-confidential basis; or (v) that was independently developed by the receiving party.

(c) Each party will take reasonable precautions to instruct its employees and consultants of its obligation under this section. Additionally, each party shall protect the exchanged information of the other against unauthorized use or disclosure with the same degree of care as it accords its own proprietary information of a similar type, but not less than reasonable care.

(d) Disclosure of confidential information will not be precluded if it is: (i) in response to a valid order of a court or governmental body of the United States or any political subdivision thereof; provided, however, that the disclosing

party will first have made a reasonable effort to obtain a protective order requiring that the confidential information be used only for the purpose for which the order was issued; or (ii) otherwise required by law.

Delivery. Ex Works Rockwell Automation's plant or warehouse (per current Incoterms) or as otherwise specified in the Statement of Work (Delivery). In all cases, title transfers to Customer upon the earlier of Rockwell Automation's delivery to Customer or receipt by the first carrier for transport to Customer, except that title to all intellectual property rights associated with the Work remains with Rockwell Automation or its suppliers and licensors.

Acceptance. (a) Acceptance of the Work occurs either (i) on the date the Work conforms to acceptance criteria in the Statement of Work or is otherwise beneficially used by Customer, but in no event later than 60 days from start-up or 120 days following Delivery whichever occurs first; or (ii) if no acceptance criteria is specified in the Statement of Work then acceptance occurs upon Delivery.

(b) *Interim Approvals.* Any Rockwell Automation provided interim Work deliverable requiring Customer approval pursuant to the Statement of Work will be deemed accepted if formal Customer approval, written or as otherwise required, is not received by Rockwell Automation within two calendar weeks after the date submitted.

Changes. Any change resulting from any of the following circumstances is subject to equitable adjustments to price, scheduling, and other affected terms and conditions: (a) Customer requested changes, including those affecting the identity, scope, and delivery of the Products, Services or Work; (b) concealed or otherwise unknown physical conditions differing materially from those indicated or anticipated in the Statement of Work or that otherwise differ materially from those ordinarily found under similar circumstances; (c) delays caused by Customer, its employees, affiliates, other contractors to Customer, or any other party within Customer's reasonable control; and (d) any emergency endangering persons or property; in such emergency circumstances, Rockwell Automation may act at its discretion to prevent damage, injury, or loss.

All changes, except actions necessitated by emergencies as provided in (d) above, must be executed by a written change order signed or otherwise definitively authorized by both parties, and Rockwell Automation will not begin work on a change until it is authorized. All claims must be made within a reasonable time after the occurrence giving rise to the claim.

Temporary Suspension of Work by Customer. Except as set forth in the applicable Statement of Work, Customer may, by providing prior written notice, request that Rockwell Automation temporarily suspend performance and delivery of the Work, in whole or in part. The notice shall specify the portion of the Work to be suspended, the effective date of suspension, Customer's anticipated duration of suspension, and the reasons for the suspension. Rockwell Automation shall suspend performance as requested, except as necessary for the care or preservation of Work previously executed. On or before the date the suspension begins, Customer must pay Rockwell Automation the unpaid balance of the portion of the Work previously executed plus any additional costs incurred by Rockwell Automation as a result of the suspension. Rockwell Automation shall resume the suspended Work after a change order is executed covering adjustments to the contract price, schedule, and any other affected terms or conditions resulting from the suspension. Unless otherwise agreed, the maximum cumulative period for suspension is 60 days. Upon expiration of this or any shorter period agreed upon as provided above, Rockwell Automation may terminate this Agreement, and Customer shall pay all costs of cancellation (including third-party commitments, reasonable profit, and overhead) upon submission of Rockwell Automation's invoices.

Safety and Standards. Rockwell Automation is responsible for compliance of the Work with laws, regulations, and standards, including safety regulations and standards, of the country where the Work will be located that are applicable to the Work at the effective date of this Agreement. Customer must inform Rockwell Automation of any other laws, regulations, or standards that may apply to the Work. Rockwell Automation will be responsible for compliance with such other safety or other standards only if documented in the Statement of Work. Rockwell Automation is not responsible for laws, regulations, or standards that apply to Customer's (or end user's, if different from Customer) facility, equipment, process, information system, or data.

Site Rules, Licenses, Permits, Site Preparation. (a) Rockwell Automation agrees to comply with all applicable posted site rules of Customer (unless inconsistent with the obligations set forth in the Statement of Work) and any additional Customer's site rules that have been incorporated into the Statement of Work.

(b) Customer is responsible for: (1) all licenses, permits, clearances, and site access rights; (2) all sites being ready and equipped with all necessary Customer furnished equipment and facilities; (3) any required customer fixtures or facilities being safe, hazard free, structurally sound, and sufficient; (4) reasonable access to the worksite, (5) properly using, calibrating operating, monitoring and maintaining the Work consistent with all Rockwell Automation or third-party provided instructions, warnings, recommendations and documentation; (6) all other factors affecting the Work

that are outside of the direct control of Rockwell Automation; and indemnifying Rockwell Automation for any claims to the percentage extent directly caused by Customer's breach of the obligations listed in this section (b).

Customer Specification. (a) Unless otherwise specified in the Statement of Work, Rockwell Automation does not warrant or indemnify and will not otherwise be liable for (i) design, materials, or construction criteria furnished or specified by Customer and incorporated into the Work or Products, (ii) products supplied by, made by or sourced from Customer or other manufacturers or vendors specified by Customer; or (iii) commercially available computer software, hardware, and electrical components. (Such Customer-specified products shall include but not be limited to any identified in the Statement of Work.) Any warranty or indemnity applicable to such Customer supplied/specified products will be limited solely to the warranty or indemnity, if any, extended by the original manufacturer or vendor other than Rockwell Automation to the extent permissible thereunder.

(b) *RoHS*: Customer supplied/specified products will meet all applicable material restrictions as defined in RoHS. If it does not, Customer will notify Rockwell Automation prior to shipment of the Customer supplied/specified products to Rockwell Automation. Customer will indemnify Rockwell Automation against any claim arising out of Rockwell Automation's use of Customer supplied/specified products.

Customer Information. (a) Customer represents and warrants that it has the rights to the information provided or made available by Customer to Rockwell Automation, including but not limited to technical specifications, drawings, source code, application code, communication interfaces, protocols, and all other documentation (collectively "Customer Information"), for Rockwell Automation to perform its obligations under this Agreement and that such access to and use of Customer Information under this Agreement will not infringe or violate any agreement, confidentiality obligations, copyrights, or other intellectual property rights of the original vendor or any other third party. Customer agrees to indemnify Rockwell Automation from any claims arising out of Rockwell Automation's use of Customer Information pursuant to the Statement of Work.

(b) In Rockwell Automation's performance of services, sales activities, or in connection with Customer's use of Rockwell Automation Products, Rockwell Automation may obtain, receive, or collect data or information, including Customer's contract information, computer system profile, Rockwell Automation Product installation data, and Customer's usage specific data of Rockwell Automation Products (collectively, the "Data"). In such cases, Customer grants Rockwell Automation a non-exclusive, worldwide, royalty-free, perpetual, non-revocable license to use, compile, distribute, display, store, process, reproduce, or create derivative works of the Data solely to facilitate the performance of sales and services by Rockwell Automation and its affiliates (including, but not limited to, quality, safety, energy, and security analytics, product and service diagnostics and prognostics, and reporting), and to facilitate or improve Customer's use of the Products. In addition, Customer grants Rockwell Automation and its affiliates a license to use and aggregate the Data in support of Rockwell Automation's marketing and sales activities. Rockwell Automation and its affiliates may also use this information in the aggregate, in a form which does not personally identify Customer, to improve Products and Rockwell Automation may share anonymous aggregate data with our third party suppliers and service providers.

Independent Terms. Rockwell Automation is not a party to or bound by any contract between Customer and Distributor, including by Distributor's acceptance of a Customer purchase order. Distributor is an independent enterprise, not an agent or representative of Rockwell Automation, and is not authorized to bind Rockwell Automation.

Effective Date. This Commitment will become effective when Customer purchases the Work from Distributor. Customer agrees that by purchasing the Work it accepts the Statement of Work and Commitment. Absent such purchase, this Commitment will become null and void. No addition or modification to the Commitment and Statement of Work, including terms appearing in Customer's purchase order or requisition, will bind Rockwell Automation unless mutually agreed to in writing.

Accepted.

Customer: _____

Date: _____

2 Distributor Commercial Terms

2.1 Pricing Summary

Rexel's price is based on the Statement of Work set forth in Section 1 above. All prices are in US Dollars. Quotation is valid for 60 days from date of issue.

Description	Price
PAD Area ControlLogix ControlNet Migrations Solution per Quotation #30413246.2	\$124,496.16
TOTAL:	\$124,496.16

The total price provided is based on the purchase of the full scope of supply. Unless unit pricing is called out as an add or delete price, any itemized unit pricing is approximate and provided for informational purposes only and does not constitute an offer.

2.2 Invoicing Schedule

Description	Milestone	Payment Percent
PAD Area ControlLogix ControlNet Migrations Solution	Milestone #1: Upon Order Entry	50%
	Milestone #2: Final Customer Acceptance*	50%

* Final customer acceptance of the system is considered received if (1) the system operates as sold, (2) Customer notifies Rockwell Automation of final acceptance, (3) start-up is complete, or (4) 60-days from the start-up.

2.3 Purchase Order Instructions



Bob.Schmidt@RexelUSA.com
540 Martin Ave,
Santa Clara, CA 95050

2.4 Rexel USA Terms and Conditions of Sale

All sales are subject to Rexel's Terms & Conditions of Sale in effect at the time of the quotation. Rexel's Terms and Conditions of Sale are available at www.rexelusa.com/terms or available upon request from your local Rexel representative. This quotation supersedes all previous quotations relating to this transaction. Due to market conditions, all products or items set forth in this quotation are subject to price increases through time of shipment unless this quotation expressly states that pricing for any such products or items is firm and fixed. If services are included in this quotation, in addition to Rexel's Terms and Conditions of Sale, the services are also subject to the actual service provider's terms and conditions applicable to such services.

RESOLUTION NO. 2024-45

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH REXEL (LOCAL AUTHORIZED DISTRIBUTOR FOR ROCKWELL AUTOMATION, INC). IN FISCAL YEAR 2024-25 IN AN AMOUNT NOT TO EXCEED \$124,497

-oOo-

WHEREAS, the District requires the professional services of a consultant to migrate the industrial control network for the reclamation facility; and

WHEREAS, the District has vetted available solutions and timelines to minimize risk of reclamation industrial network failure; and

WHEREAS, the District has determined Rockwell Automation/Rexel has the experience and expertise to successfully complete this project; 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 July 25, 2024, that this proposal has merit and hereby authorizes the General Manager to enter into a contract for fiscal year 2024-25 in an amount not to exceed \$124,497.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 25, 2024, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Board Clerk

STAFF REPORT



To: Board of Directors

From: Domine Barringer,
Executive Assistant/Board Clerk

Date: July 25, 2024

Subject: Document Management Software/Record Retention

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution authorizing the General Manager to enter a contract with Complete Paperless Solutions (CPS) for an enterprise content management software (Laserfiche) that will provide record retention automation to District records in a more organized manner in a digitized environment.

The additional cost of ongoing maintenance and support of \$5,940 in the beginning will provide unlimited training and will be personalized to a specific person or department to meet their specific objectives within their functional areas. As staff becomes more familiar with the content management software this yearly fee may be removed.

DISCUSSION

The District will be able to more effectively manage compliance of the record retention/destruction of records based on the current policy. The records will be more easily accessed due to increased search capabilities as the meta data is built, provide more visibility and control over District records. It will minimize data loss, improve oversight and access/destruction of files, and how records are handled and by whom. This type of platform is built for scalability and digital workflows will be built out.

Staff has spoken with several districts/cities that are currently using or implementing Laserfiche. It is a commitment. It also represents a paradigm shift in how paper is managed in the District. We've talked before about a "paperless" office environment, and yet we continue to have file cabinets filled with documents that we're fearful of tossing out. This project will take away the cabinets and require employees to work with digital documents and a standardized document naming convention.

Management staff have agreed to work on this project to move the District forward. It is imperative in this type of environment, where we propose changing how we deal with documents, that all staff is on board. To that end we are proposing a phased in implementation – one department at a time. Accounting is first on the schedule because many of that department’s historical documents are already scanned and current documents are being scanned on a regular basis. We felt that Accounting would be the least stressed by the change and could set an example to other departments of how this can be completed and integrated into daily work flow. Note: Superintendent of Operations, Ed Waggoner, has worked in a Laserfiche environment.

FUNDING

Administration Capital Budget FY 2024/25- \$20,000 Budgeted. At the time of budget preparation, we were using our best “estimate” as to costs. The balance of \$7,740 for Year #1 of this project will need to come from district reserves.

Additionally, for Year #1 we did not add any additional funds for scanning. As indicated, Accounting has already scanned many of their records and at this time we are not sure if there is enough remaining to make it worthwhile to send out to a 3rd party firm for scanning or if we should intermittently use temporary personal for the project.

Proposed Project 4 Year Cost:

Departments	Accounting	Board & GM/Engineering	Treatment/Maintenance	Collections	
Vendor Name	Year 1	Year 2 (two departments)	Year 3	Year 4	Comments
*CPS-Complete Paperless Solutions- 5 users-Cloud Professional -Software Pricing (4,150 +5,750=9,900)	\$ 9,900	\$ 10,197	\$ 10,503	\$ 10,818	Full production 2 to 3 months per department. There is an annual 3% cost increase as stipulated in the proposal.
VIP ongoing maintenance & support	\$ 5,940	\$ 5,940	\$ 5,940	\$ 5,940	Depending on staff expertise, this cost could drop off in later years
One Time professional fees	\$ 9,900	\$ 9,900	\$ 9,900	\$ 9,900	
	\$ 2,000	\$ 4,000	\$ 2,000	\$ 2,000	
Total	\$ 27,740	\$ 30,037	\$ 28,343	\$ 28,658	1 year warranty after completion and each department when started will have the same warranty



BY: Complete Paperless Solutions (CPS)

5/29/2024

Laserfiche Document Management Proposal with Backfile Scanning



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INTRODUCTION LETTER

May 29, 2024

Domine,

We are pleased to submit the attached proposal for Laserfiche Document Management for your organization. We understand the Carmel Area Wastewater District is looking for a document management solution and considering Laserfiche to incorporate Records Retention.

Complete Paperless Solutions, LLC (CPS), is located in Anaheim, CA and is a **Platinum Certified Solution Provider** (SP) of the award-winning Laserfiche™ Enterprise Content Management solution as well as a respected systems integrator and consultancy. The CPS staff focuses its business on helping California Special Districts meet the challenge of providing a great public service to your citizens while working in a high-demand, electronic records-intensive environment. Our customer-centric business model promotes long-term relationships stemming from excellent service, fair pricing and good old-fashioned know-how. **CPS has the highest ratio of support engineers per customer in California compared to all other Laserfiche resellers.** CPS is also a proud sponsor of **MISAC, CCUG, CLEARS, CLETS and CCAC.**

Our Corporate Office is located in Anaheim, CA, with 2 satellite offices located in Vista, CA and Temecula, CA. These offices are led by our CFO, Claude Schott, and me, as the VP of Sales. CPS is confident that it is well-suited to aid the Carmel Area Wastewater District with our support and professional services team that has been representing Laserfiche™ since 1996. CPS's business model is based on the deployment, customization, and support of Laserfiche rather than the "deploy and depart" model of some resellers.

CPS is an **Employee-Owned Company**, so we all have the highest level of interest to make sure you are thrilled with your experience from the very beginning and each day after. Every single one of our staff members has **at least 15+ years of direct Laserfiche experience** dealing with organizations of your caliber. You will not have to experience the pain of working with staff who are just getting started with Laserfiche Support and may be learning while on the call with you trying to figure something out. Every single technician at CPS is a master at their craft and are filled with a vast amount of knowledge readily available to put to great use.

We are an Employee-Owned Company and master's at our trade. The Carmel Area Wastewater District will never have to experience non tenured staff who may be learning on the job. Anytime you call for support, you will be speaking with a professional who will be well informed of your configuration and of the current status of your project. **We are proud of our [Customer Choice Award](#) which is given out to only one Laserfiche Reseller in the world that has the highest retention of clients and with highest customer satisfaction ratings as well.** Lastly, we are also recognized as a [Laserfiche Premier Partner](#) by continuing rigorous testing on the product and by submitting proof of client service excellence.

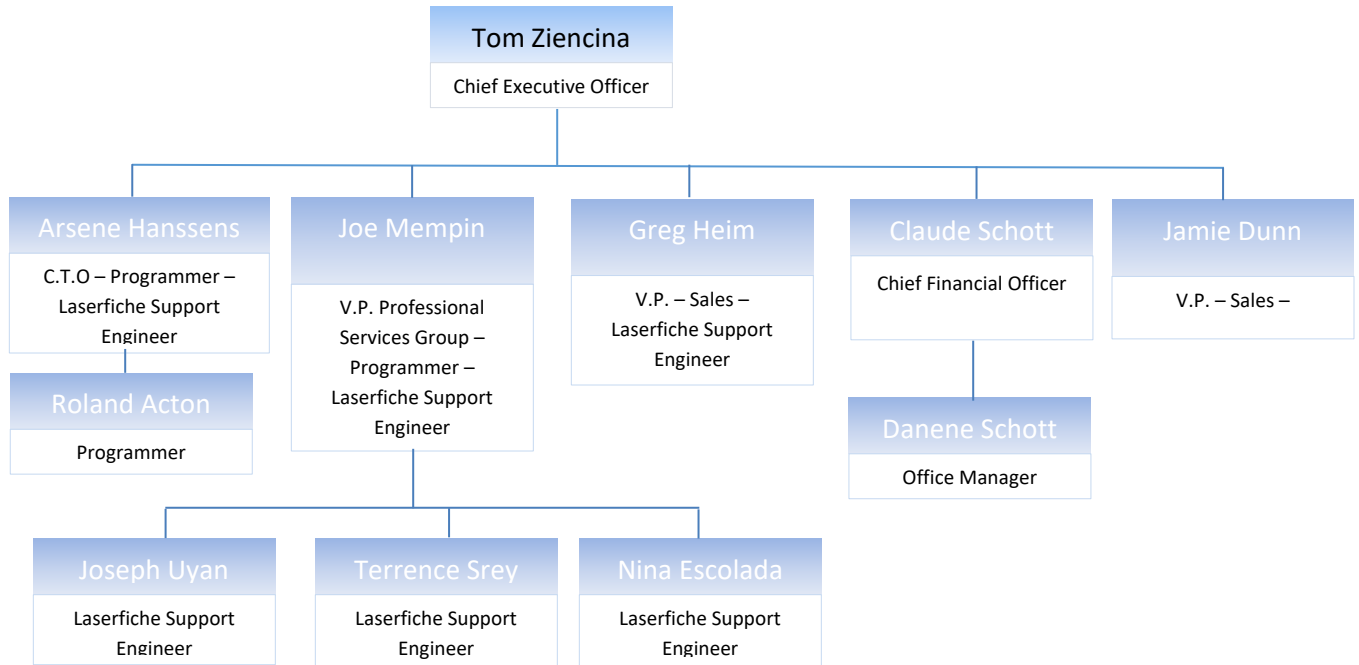
Many cities have been using the [OMNIA Partners Contract](#) to buy Laserfiche off of as it is a highly reputable cooperative agreement. Please utilize the link to review all documentation for this partnership.

We would be pleased to discuss any aspect of this proposal and to provide additional information related to our proposed solution or ability to deliver. We look forward to your positive review of this proposal and to answering any questions that may arise.

Sincerely,

Jamie Dunn
Vice President of Sales
Cell: 760-419-3446
Email: jdunn@cps247.com

ORGANIZATION CHART AND SCHEDULE



CPS’s Professional Services team lead by Joseph Mempin will assist Carmel Area Wastewater District.

Joe Mempin: Manager of Professional Services Group (PSG) – Certified Laserfiche Professional

Over fifteen (15) years of software programming and Laserfiche experience, including integrations and customizations of client software systems, legacy programs, and Laserfiche. Mr. Mempin has been managing the CPS team for the past ten (10) years. Previously he spent five (5) years developing application systems for Allgeier Computer (previous Laserfiche VAR).

CPS’s Development team lead by Arsene Hanssens will assist Carmel Area Wastewater District.

Arsene Hanssens: Chief Technical Officer – Certified Laserfiche Professional

Arsene and his team are responsible for integrations, customizations, and software development. Arsene joined the CPS team in 2006 but has been working with CPS since 2001. Arsene has Electronic Content Management System (ECMS) programming experience since 1980. Arsene worked with the development of one of the very first document page scanners “Copiscan” which was then purchased by Bell & Howell in 1985.

TRAINING

CPS has a reputation for meeting you where YOU are when it comes to training. Beginner, we got you, Expert, we can help you deepen your skillset. We'll record the training to document it so that you can refer back. And we don't just train the IT staff, we'll all staff are well-versed in Laserfiche. While we're happy to build workflows and forms for you, we can train you to do that also.

Training can be performed on-premises or remotely. Training will be done prior, during and after implementation. You will see in our chart below that taking advantage of our VIP Support option allows for unlimited training, which many of our clients greatly enjoy.

CPS also has an entire webpage dedicating to training resources which is available online 24/7 and can be found at <https://www.cps247.com/bpm>. We are constantly updating and refining our training materials on this page as new features and requests come in.

PROJECT APPROACH / WORK PLAN

Our projects are managed with a focus on over preparation. Our implementations always start with a project plan and a preview of the implementation. We provide a pre-Statement of Work step which will accomplish the following:

1. Provide documentation on how we intend to implement the system. This will give stakeholders and end users a starting point conceptually and visually.
2. Provide a training preview. Seeing the system in action makes for better decisions.
3. Provide statistical documentation on conversion. Part of the project plan is a breakdown of the folder structure and naming convention of existing shared drives. This will provide insight to see if any information can be used for metadata when documents are converted into Laserfiche.

The outcome of steps 1 through 3 are the building blocks for our true Statement of Work. All modified and contended items use the following rules:

- CPS Project Manager will document the issue as soon as a change which impacts project scope, schedule, staffing, or spending is identified.
- The CPS Project Manager will review the change and determine the associated impact to the project and will forward the issue, along with recommendation, to all interested parties for review and discussion.

- If required due to lack of consensus, the Project Sponsor shall review the issue(s) and render a final decision on the approval or denial of a change.
- Following an approval or denial, the CPS Project Manager will notify the original requestor of the action taken.

Finally, after some discussion regarding steps 1 through 3, we provide a Statement of Work. Our Statements of Work always come with a Warranty Period. During this warranty period we provide free modifications (which are considered in scope for the Statement of Work), break-fixes, and minor requests (out of scope). The warranty period also guarantees response times for issues encountered during the warranty period. Response times are usually 1 hour for business days and 4 hours for non-business days.

Please see below matrix for each step of the project, including required (and optional) participants to the deployment of the project. **With an anticipates start date of July 2024, the Carmel Area Wastewater District should be in full production within 2-3 months.**

Staff Required							
Rec Mgr	LF Admins	IT	End Users	CPS PSG	CPS Dev	CPS Sale	

X – Required
O - Optional

Project Initiation		Rec Mgr	LF Admins	IT	End Users	CPS PSG	CPS Dev	CPS Sale
1.0	Kick off Meeting	X	X	X	O	X		X
2.0	Introduction to Laserfiche – Laserfiche client training and demonstration to grasp Laserfiche functionality – Laserfiche Best practices – Retention Schedules	X	X	X	O	X		X
3.0	User experience review – Shared Drive user experience demo	X	O	X		X	X	
4.0	Data and Content Review	X	O	O		X	X	
5.0	Define Repository requirements: Taxonomy and Indexing	X	X	O		X		
6.0	Project Planning – Work Plan and Statement of Work	X	X	X		X		X
Set Up System		Rec Mgr	LF Admins	IT	End Users	CPS PSG	CPS Dev	CPS Sale
1.0	Laserfiche Cloud Set Up		O	O		X		
1.1	Users and Groups							
1.2	Security							
1.3	Metadata							
2.0	Laserfiche Records Management		O	O		X		

3.0	Workflows (QC and Taxonomy – Records Retention)	O	O	O	O	X		
Training								
1.0	System Administration – Level 1	O	X	X		X		
2.0	Administrator - Workflow	O	X	X		X		
3.0	End Users – Getting Started with Laserfiche – Multiple Classes	X	X	O	X	X		
4.0	End Users - Capture	X	X	O		X		
Project Closeout								
1.0	Closure Meeting	X	X	O		X		X
2.0	Project Acceptance	O	X	O	O	X		X

SAMPLE PROJECT TIMELINE

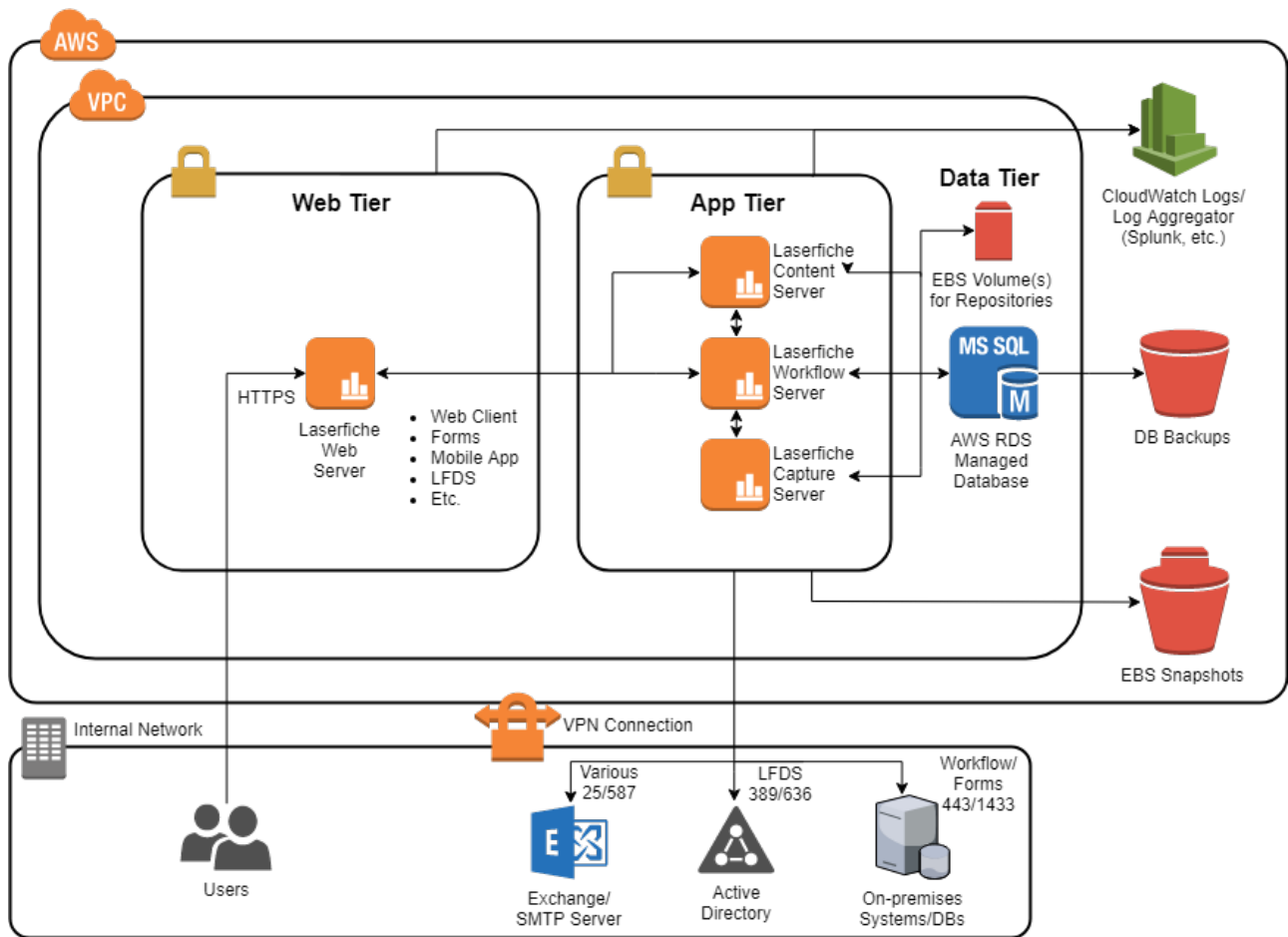
Task Name	Duration	Start	Finish	Predecessors
Laserfiche Implementation	39 days	Mon 1/9/23	Thu 3/2/23	
Kickoff Meeting	1 day	Mon 1/9/23	Mon 1/9/23	
Introduction to Laserfiche	1 day	Tue 1/10/23	Tue 1/10/23	2
Requirements Gathering	22 days	Tue 1/10/23	Wed 2/8/23	2
Laserfiche Requirements	22 days	Tue 1/10/23	Wed 2/8/23	
Security (Users and Groups)	5 days	Tue 1/10/23	Mon 1/16/23	
Security (Folders)	5 days	Tue 1/17/23	Mon 1/23/23	6
Metadata Usage	5 days	Tue 1/24/23	Mon 1/30/23	7
Taxonomy (Folder Structure)	2 days	Tue 1/31/23	Wed 2/1/23	8
Records Retention Policy	5 days	Thu 2/2/23	Wed 2/8/23	9
Laserfiche Setup	17 days	Mon 1/9/23	Tue 1/31/23	
Security Implementation (Users and Groups)	2 days	Mon 1/9/23	Tue 1/10/23	
Metadata Implementation	2 days	Wed 1/11/23	Thu 1/12/23	12
Security Implementation (Folders)	3 days	Wed 1/11/23	Fri 1/13/23	12
Retention Folders	2 days	Mon 1/9/23	Tue 1/10/23	
Workflows	13 days	Fri 1/13/23	Tue 1/31/23	13
QC and Taxonomy	8 days	Fri 1/13/23	Tue 1/24/23	
Records Retention	5 days	Wed 1/25/23	Tue 1/31/23	17
Laserfiche Operational		Tue 1/31/23	Tue 1/31/23	11
Laserfiche Training	16 days	Thu 2/9/23	Thu 3/2/23	4
Laserfiche End Users	5 days	Thu 2/9/23	Wed 2/15/23	11
Laserfiche Admin User	2 days	Thu 2/16/23	Fri 2/17/23	21
Laserfiche Power Users	5 days	Mon 2/20/23	Fri 2/24/23	22
Laserfiche Workflow Designers	4 days	Mon 2/27/23	Thu 3/2/23	21,22,23
Go Live		Thu 3/2/23	Thu 3/2/23	20

Cloud Database Specifications

With the Laserfiche cloud solution, you will not be restricted to any hardware requirements. Even with document scanners, from smart devices to multifunctional copy devices, we can get your images into Laserfiche.

Below is a diagram of the general layout of the Laserfiche AWS architecture.

Laserfiche AWS Architecture - General Layout



SOFTWARE PRICING

Cloud Professional

Description	Quantity	Public Price
Laserfiche Cloud Professional User per year subscription*	5	\$4,150.00
Laserfiche Records Management Edition	1	\$5,750.00
Subtotal		\$9,900.00

Included in subscription pricing are the following features:

- **Workflow – Needed for Records Retention**
- **OCR Automated Text Extraction**
- **Indexing**
- **Direct Share**
- **Autoscaling of Computing and Storage Resources**
- **Automated Feature and Security Updates**
- **Starter Audit Trail**
- **10 Quick Fields Complete with Agent**
- **Workflow Bots for Process Automation**
- **100Gb storage per user**
- **Import Agent with Email Archiving**
- **Laserfiche Scanning**
- **Office Plug-in**
- **Integration with DocuSign, SharePoint, MS Teams, and Dynamics 365 CRM**
- **Laserfiche Mobile**
- **Snapshot**
- **Connector**
- **API 50,000 calls/month**

ONE TIME PROFESSIONAL SERVICES

Description	Quantity	Public Price
Professional Service Package (20 hours) Laserfiche configuration, consulting, and training.	1	\$9,900.00
Records Retention Workflow (Per Department)	1	\$2,000.00
Subtotal		\$11,900.00

COST BREAKDOWN

Licensing Option	Software Cost	Professional Services	Up Front Year 1	Year 2 with Basic Support*
Laserfiche Cloud Professional	\$9,900.00	\$11,900.00	\$21,800.00	\$9,900.00

*Software pricing subject to 3% increase

Ongoing Maintenance and Support

CPS offers 3 different levels of ongoing support and maintenance which is explained below.

	Basic	Priority	VIP
Laserfiche Cloud Professional	Included (\$9,900.00)	+ \$2,970.00	+ \$5,940.00

Customers will receive unlimited telephone technical support and software updates automatically with a cloud system. Technical support includes unlimited email, telephone and remote access to address problems related to system configuration or performance. While guaranteed response times are dictated by the terms of the support agreement, most support calls are taken live and resolved within a single call.

All support calls are logged in a case management system and assigned priority and severity levels that will be escalated (if necessary) to the development team and what lengths are necessary to address them such as providing hotfixes or point releases of the software. All customers are granted access to the Laserfiche Support Site where an abundance of knowledgebase documents can be used to support your internal IT team and Laserfiche users.

Note: Ninety-five (95) percent of support issues taken by our team have "First Call" resolution and are usually resolved within one hour.

i. Support Contact Information

- Support services are provided directly by CPS.
- Our toll-free support number: 866-661-2425
- Non-emergency support calls can be directed to (support@cps247.com) or via our website (<http://www.cps247.com/Support/SubmitTicket.aspx>)

ii. Basic Support Level

- Monday to Friday during normal business hours from 8:00AM to 5:00PM PST
- Next business day guaranteed response time
- Unlimited Access to CPS Webinars
- Quarterly Newsletter

iii. Priority Support Level

- Monday to Friday during normal business hours from 7:00AM to 6:00PM PST.
- 2 hours guaranteed response time.
- Free remote upgrades
- Dedicated engineer

iv. CPS VIP Support Level

To create the least amount of burden on the IT staff, and to optimize the benefits of your Laserfiche software, we recommend our VIP support package. Our VIP program offers the following:

- Monday to Friday during normal business hours from 7:00AM to 6:00PM PST.
- 2 hours guaranteed response time.
- A dedicated support engineer will serve as the primary contact for Laserfiche.
- support through a direct telephone line.
- Unlimited remote training
- Unlimited remote support
- Preventive Maintenance: 2 on-site visits per year to ensure optimum system functionality.
- Preferred pricing on specific integration and development projects
- Free enrollment to the Laserfiche Conference (unlimited access)
- No travel cost.

REFERENCES

Zone 7 Water Agency

Donna Fabian – Assistant to GM

92-454-5007

dfabian@zone7water.com

Had different Laserfiche Support Provider and were getting oversold when upgrading to Laserfiche Cloud. Ending up getting a 5 User Cloud system with us and adding VIP Support. Focusing on Records Retention.

Cambria Community Services District

Haley Dodson - Administrative Analyst – HR & IT

805-927-6235

hdodson@cambriacsd.org

Had a different Laserfiche Support Provider and moved 3 User Cloud system, with 10 Participant Users, to CPS and includes a DocuSign integration as well as Public Portal and Forms Portal.

Yorba Linda Water District

Tony Arambarri – Records Management Administrator

714-701-3103

tarambarri@ylwd.com

Long time CPS client with a 19 User Laserfiche Avante system and Forms Portal. Focus on retention and enabling WORM storage shortly.

SCANNING/BACKFILE CONVERSION SERVICES

CPS understands the importance of selecting a quality firm to manage and execute the process of scanning historic records which may include maps, drawings, and all other media types available for storing information. With CPS being the experts in Laserfiche Document Management, many municipalities and government organizations have turned to us to handle their document scanning needs as they have tried to make it by with other vendors who could not perform to the expectations. We understand the attention expected by municipalities to produce quality images, on demand, 100% open communication and making sure every step of the project is going exactly as planned. Everything mentioned in the Scope of Work is within the capabilities of CPS along with the power of knowing you have the #1 Laserfiche Provider handling your job and there will not be any confusion on ingestion/upload into Laserfiche.

Scanning Conversion Services Process

Secure Document Conversion Facility – Enabled with only the highest security and technology available, you can be assured your data will be safe and secure from the moment your data leaves your location, until we safely return your data after the job has been completed.

Record Transfer Preparation – All boxes will have a Tamper Security Seal to ensure privacy immediately upon pickup. All boxes will be inventoried by folder and series within each box, provide a barcode label, and finalize the box count prior to departing.

Document Control and Manifest Creation – We use a specialized application to not only track all records, but we have a very stringent methodology policy we adhere to internally as well making sure all procedures are followed every step of the way. Tracking reports are generated to include all of the information pertaining to the job. The use of tamperproof seals provides an extra layer of security to keep your data safe.

Secure Record Transfer Service – All pickups and deliveries will be performed by at least 2 staff which have gone through a background check as well. In order to keep the chain of custody, delivery and pickup scenarios will not make any extra stops while transit with a client's data. If any issue arises with transport, a secondary team is on standby to assist right away.

Storage Center when Receiving – Our procedure is to have all boxes coming in to be counted and verified 2 times. Utilizing barcodes and our 2-person process ensures quality as soon as client data arrives. Any damage or discrepancies will be reported immediately and addressed immediately.

Chain of Custody Verification – Once the data is received, another check is done on all seals of the boxes. Once security seals are removed, we verify contents again. If at any time any security issues happen to arise, clients will be notified immediately.

Audit Tracking & Quality Control Reporting – Every employee is mandated to enter all quality control, monitoring, and progress into our tracking system. Reporting is constantly being done to ensure job is on track.

Document Preparation – Scanning sample boxes are an effective way to find out certain details of the specific job. These samples will determine the most accurate and efficient method to prepare the folder to be scanned. All staff will be trained in the job specifics and details and are assigned one single box at a time. Items prepared prior to scanning including removing paperclips/staples, unfolding, utilizing copier technology to maximize scan quality, combine small documents and attached images, and anything we are not 100% clear on, we will place on the side and address with the client to ensure accuracy. If required, we are able to reassemble all data just as we picked it up with the exclusion of staples and paper clips.

Quality Assurance Document Preparation Verification – Our data sheets are updated in real time and if any problem is found, the document is sent back for reprocessing. The tracking report is updated once again, and the corrected data moves on to the next stage.

Scanning High Resolution Digital Imaging – Only the best technology available is used to provide the best outcome of a quality image. Scanning staff will be monitoring each image to ensure image is scanned correctly and no pages are double fed. The utilization of Kofax VRS Software allows for additional cleaning to be done such as de-speckle, de-skew, image rotation, background suppression, edge enhancement, gray tone filtering, blank page removal, and much more if need be.

Quality Assurance Image Quality – One of the most important parts of this process is having a human being review documents for accuracy and not solely rely on software and technology. Image quality is checked at multiple levels to ensure all images are acceptable and do not need to be reprocessed.

Indexing Verification – Staff are trained to manually index one image at a time per box to ensure accuracy every step of the way. Protocols and additional software is in place to make sure indexing errors do not occur such as misspelling or double keying entries.

Quality Assurance Indexing – Taking this process to the next level, we will compare the indexed data with the re-keyed data. If any mismatches are found, they are sent back and reprocessed until it is matched. Data validation is performed utilizing character mix, date ranges, quantity ranges, including database lookups as well.

File Transfer and Upload – Once documents are ready for transfer/upload, data will be transferred to a file server with your encrypted data. From there instant access is available via VPN to search your data to view images and indexes, along with being able to start internal quality control as well. If encrypted hard drive is preferred, this exists as an alternative as well.

Return and Delivery of Completed Job – Once all files have been reviewed and cleared for approval, data will be repacked, and security labels placed once again. Delivery procedures are followed exactly how our pick-up procedure which is listed above with the focus on reliability and security.

Backfile Scanning Pricing

Task	Price per unit
Paper Files up to legal size – Black & White	\$0.10
Large Format Drawings - Plans - Black & White	\$1.30
Large Format Drawings - Plans -Color/Grayscale	\$1.54
Pick up/Delivery	\$100.00
Laserfiche Ingestion	\$450.00

Document Prep (if any): \$25/hour will be applied if boxes are handed to us and we need to remove mass amounts of staples, post it notes, paper clips, etc.

Data Entry/Indexing: \$25/hour if additional indexing is required above and beyond file name and 2 index fields.

Pick up/delivery: \$100 pickup fee with free delivery of documents when returned.

Laserfiche Ingestion: \$450 for each upload which we upload all scanned images into the Laserfiche repository.

RESOLUTION NO. 2024-46

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH COMPLETE PAPERLESS SOLUTIONS (CPS) IN FISCAL YEAR 2024-25 IN AN AMOUNT NOT TO EXCEED \$28,000

-oOo-

WHEREAS, the District requires the professional services of CPS to migrate District records into an enterprise content management system; and

WHEREAS, the District has vetted other vendors and users and regarding this content management system; and

WHEREAS, the District has determined CPS has the experience and expertise to successfully complete this project; 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 July 25, 2024, that this proposal has merit and hereby authorizes the General Manager to enter into a contract for fiscal year 2024-25 in an amount not to exceed \$28,000.00.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Carmel Area Wastewater District duly held on July 25, 2024, by the following vote:

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

Ken White, President of the Board

ATTEST:

Domine Barringer, Board Clerk

Report - General Manager

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: July 25, 2024

SUBJECT: General Manager's Update Report

DISCUSSION

- CalPERS reported on 07-15-24 a preliminary net return of 9.3% on its investments for the 12-month period ending June 30, 2024. Assets as of that date were valued at \$502.9 billion. The investment return outpaced the discount rate of 6.8%. It was a notable improvement from the two most recent fiscal years, where investment returns were influenced by a variety of economic and geopolitical challenges. The overall estimated funded status of the fund stands at 75%.
- Monterey One Water opted (at the last minute) to cancel their planned billing move to the County property tax roll. This means they will continue to send out bills to their customer base on a bimonthly basis. The cancellation was due to a group of constituents who felt that consolidation at the County would result in higher costs for their customers.
- Continuing to work with Annie Mitchell to arrange dates to facilitate a board retreat.
- Note: six items were removed from last month's list because of the formation of an ad hoc committee to address Director Concerns.

Follow up Items from the 04-25-24 board meeting:

- Director Rachel would like a retreat item to include an attorney presentation on the overall view of Memorandum Of Understanding and provide input on future negotiations.

Follow up items from prior to 03-28-24:

- Post mortem on Corona Road project is on hold as the board requested that this topic be addressed at the board retreat.
- Collaborative Sea Level Rise statement project requested by Director Siegfried.

Other Items Before The Board

STAFF REPORT



To: Board of Directors
From: Barbara Buikema, General Manager
Date: July 25, 2024
Subject: 2023-24 Annual Reimbursement Report

RECOMMENDATION

It is recommended that the Board of Directors pass a motion to accept the Reimbursement Report for fiscal year 2023-24.

DISCUSSION

In accordance with Government Code § 53065.5:

Each special district, as defined by subdivision (a) of Section 56036, shall, at least annually, disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or registration fees paid to any employee or member of the governing body of the District. The disclosure requirement is fulfilled by including the reimbursement information in a document published or printed at least annually by a date determined by that District and shall be made available for public inspection.

The District will post this report on its web site under the Financial tab.

FINANCIAL

No impact – this information is currently reported on the monthly Disbursement Report. This report represents a compilation of fiscal year reimbursements over \$100.

Carmel Area Wastewater District
Employee Disbursements
2023-24

Date	Check	Vendor	Description	Amount
07/10/23	4643	Andrew Millington	Collections workshop expense advance	180.00
08/15/23	4783	Andrew Millington	Replace lost paycheck	2,254.50
02/15/24	5517	Andrew Millington	Storm call out meal reimbursement	18.69
08/01/23	4731	Barbara Buikema	Special District Association dinner meeting	80.00
10/16/23	5034	Barbara Buikema	Reimbursement for longevity awards	131.34
12/21/23	5331	Barbara Buikema	Reimburse for office supplies	12.38
01/17/24	5398	Barbara Buikema	Reimbursement for engineer interview waters	9.49
02/01/24	5466	Barbara Buikema	Certified postage and Special Dist. Assn. dinner meeting	86.66
04/25/24	5809	Barbara Buikema	CSDA dinner meeting tickets and office supplies	88.57
08/01/23	4730	Barry Blevins	Tri-State Conference expense advance	345.60
09/18/23	4909	Charles DayEngel	Certificate renewal	150.00
07/18/23	4658	Christian Schmidt	Work boots	196.62
08/01/23	4734	Christian Schmidt	Work boots	81.28
03/22/24	5695	Christian Schmidt	CWEA annual membership	221.00
12/01/23	5261	Christopher Foley	Reimburse expenses to pick up new truck	87.67
01/17/24	5410	Domine Barringer	Vision copay and postage reimbursement	36.66
02/01/24	5476	Domine Barringer	Board meeting food	36.00
06/05/24	5961	Domine Barringer	Reimbursement for board meeting food	38.00
06/18/24	6022	Domine Barringer	Travel reimbursement for class	144.72
06/18/24	6023	Edward Waggoner	Reimbursement for intern binders	34.38
11/28/23	5220	Kevan Urquhart	CSDA Leadership Conference expenses	1,430.18
10/16/23	5055	Kevin Young	CWEA annual dues	221.00
01/03/24	5369	Kevin Young	Employee certificate renewal	150.00
02/15/24	5547	Kevin Young	Certificate renewal	98.00
02/15/24	5550	Mark Napier	Storm call out meal reimbursement	18.52
01/17/24	5423	Michael Hooks	Training class per diem	360.00
02/01/24	5490	Michael Hooks	Certificate renewal	150.00
11/28/23	5222	Michael Skinkle	Certificate renewal	207.00
07/18/23	4686	Patrick Treanor	License renewal	180.00
08/15/23	4820	Patrick Treanor	Work boots	179.99
05/02/24	5875	Patrick Treanor	CWEA conference expenses	33.38

**Carmel Area Wastewater District
Employee Disbursements
2023-24**

Date	Check	Vendor	Description	Amount
08/01/23	4763	Rachel Lather	Collections System Committee meeting hotel expense	792.31
04/02/24	5753	Raymond De Ocampo	CWEA conference per diem advance	360.00
08/24/23	4838	Rhommel Lopez	Confined space rescue training expenses	284.72
01/17/24	5432	Rhommel Lopez	Training class per diem	432.00
03/22/24	5715	Rhommel Lopez	WQI Wastewater Review class expenses	414.92
07/10/23	4644	Robert Bowman	Collections workshop expense advance	180.00
02/15/24	5561	Robert Bowman	Storm call out meal reimbursement	21.73
04/08/24	5760	Robert Bowman	AC 2024 Conference per diem advance	360.00
04/25/24	5836	Robert Bowman	CWEA conference expense	8.00
08/01/23	4767	Seth Steele-Freitas	Confined space training expenses and Tri-State Conference expense advance	787.18
08/24/23	4840	Seth Steele-Freitas	Mechanical Tech GR1 test	185.00
01/17/24	5433	Seth Steele-Freitas	Training class per diem	432.00
03/15/24	5674	Seth Steele-Freitas	Reimbursement for backflow certification class expenses	1,575.88
05/02/24	5883	Seth Steele-Freitas	Collections Sys. Maintenance. GR 2 test fee	207.00
				<u><u>\$13,302.37</u></u>

STAFF REPORT

To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 25, 2024

Subject: Selection of Topics for Carmel Area
Wastewater District's (CAWD) Fall 2024 Newsletter



DISCUSSION

Staff is requesting Board input for topics to the District's Fall 2024 newsletter. The Fall issue is a two-page issue.

Suggested topics for the upcoming issue include:

- Carmel Unified School District summer internship program
- Artificial Intelligence pilot program
- Smartcovers – what are they, where are they, why do we use them
- Microorganism of the Month
- Budget graphs
- Sidebar – if you see something, say something. Call CAWD first.
- Employee Spotlight – new employee Jeff Bandy
- Director Cole – 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 Fall 2024 issue is the first of the two issues planned and is included in the approved newsletter budget.

STAFF REPORT



To: Board of Directors

From: Patrick Treanor, District Engineer

Date: July 25th, 2024

Subject: Potential for Development of a Cell Phone Tower on the Wastewater Treatment Plant Site

RECOMMENDATION

It is recommended that the Board of Directors pass a motion either supporting or opposing continued work by Carmel Area Wastewater District (CAWD) staff related to the potential development of a cell phone tower site at the wastewater treatment plant site.

DISCUSSION

CAWD staff have been working with representatives from a cell tower site acquisition company (Assurance Development) regarding the potential to build a cell tower at the CAWD treatment plant site. Over the past few months staff have provided site access and site information to Assurance Development so they could develop a preliminary design for a potential cell tower. Staff also discussed the proposition with the Coastal Commission staff who were not opposed to the concept. The preliminary design received from Assurance Development is attached. It includes a 90-foot-tall mono-pine cell tower located near the entrance to the treatment facility at the southeast corner of the site. For reference, the existing eucalyptus trees at the treatment plant are about 50 to 60 feet tall.

Staff are seeking direction from the Board of Directors to determine whether to continue to spend staff time in pursuit of this project. The list of decision factors below provides some key insights that should be taken into consideration in deciding the potential benefits and potential disadvantages associated with this proposition.

1) Financial

This endeavor could be a positive revenue source for CAWD depending on negotiated terms. However, based on initial terms that have been presented by Assurance Development, the potential gross revenue could be less than \$50,000 per year.

Given an annual CAWD budget of over \$15,000,000, a potential \$50,000 gross revenue stream would not result in a significant change to our current budgeting and rates. The potential financial benefit should be weighed along with other factors that are more intangible.

2) Cell Service Improvements

Cell phone service would improve in the surrounding community. While service for AT&T is satisfactory in the area, other carriers such as T-Mobile, Verizon and Sprint can be spotty. Therefore, there could be a benefit to the general public in terms of improved cell service in the area.

3) Aesthetics

A cell tower would be visible offsite. Although it is feasible that aesthetic impacts may not be significant under CEQA or Coastal Commission review, CAWD's decision to allow this development on our property would associate us with the aesthetic impacts whether significant or not. Note that aesthetic impacts can be subjective and so some of our constituents may not be in favor.

4) Future Treatment Plant Modifications

Development of a cell tower on the CAWD site would cause CAWD to lose control over part of our treatment plant site, which could have unknown impacts to future development and treatment plant operations. For instance, the added constraint of a cell tower on site could limit future options for developing flood resiliency measures onsite.

5) Staff Time

Engaging in this project will take a consequential amount of administrative and engineering staff time to solicit additional proposals, negotiate the terms of an agreement, review design iterations, oversee implementation to ensure compliance with the lease agreement, and manage local residents inquires and outreach. Furthermore, administrative and operations staff time will be needed on an ongoing basis after implementation to administer the lease agreement and manage site access for cell tower maintenance. Staff believe anecdotally that our existing staffing levels are at the minimum necessary to perform our core functions as a wastewater district. Adding this additional enterprise will take staff time away from other core functions.

Attachment:

1. Preliminary Drawings of Cell Tower submitted by Assurance Development

NO.	ISSUED FOR REVIEW	JR	05/08/24
A	ISSUED FOR REVIEW	JR	05/08/24
NO.	SUBMITTAL / REVISION	BY	DATE

DRAWN: JR
 DESIGNED: JR
 CHECKED: BL

PROJECT NUMBER: US-CA-5534

PROJECT TITLE:
US-CA-5534
SF55076A
CARMEL WATER DISTRICT
 26900 HIGHWAY 1
 CARMEL, CA 93923

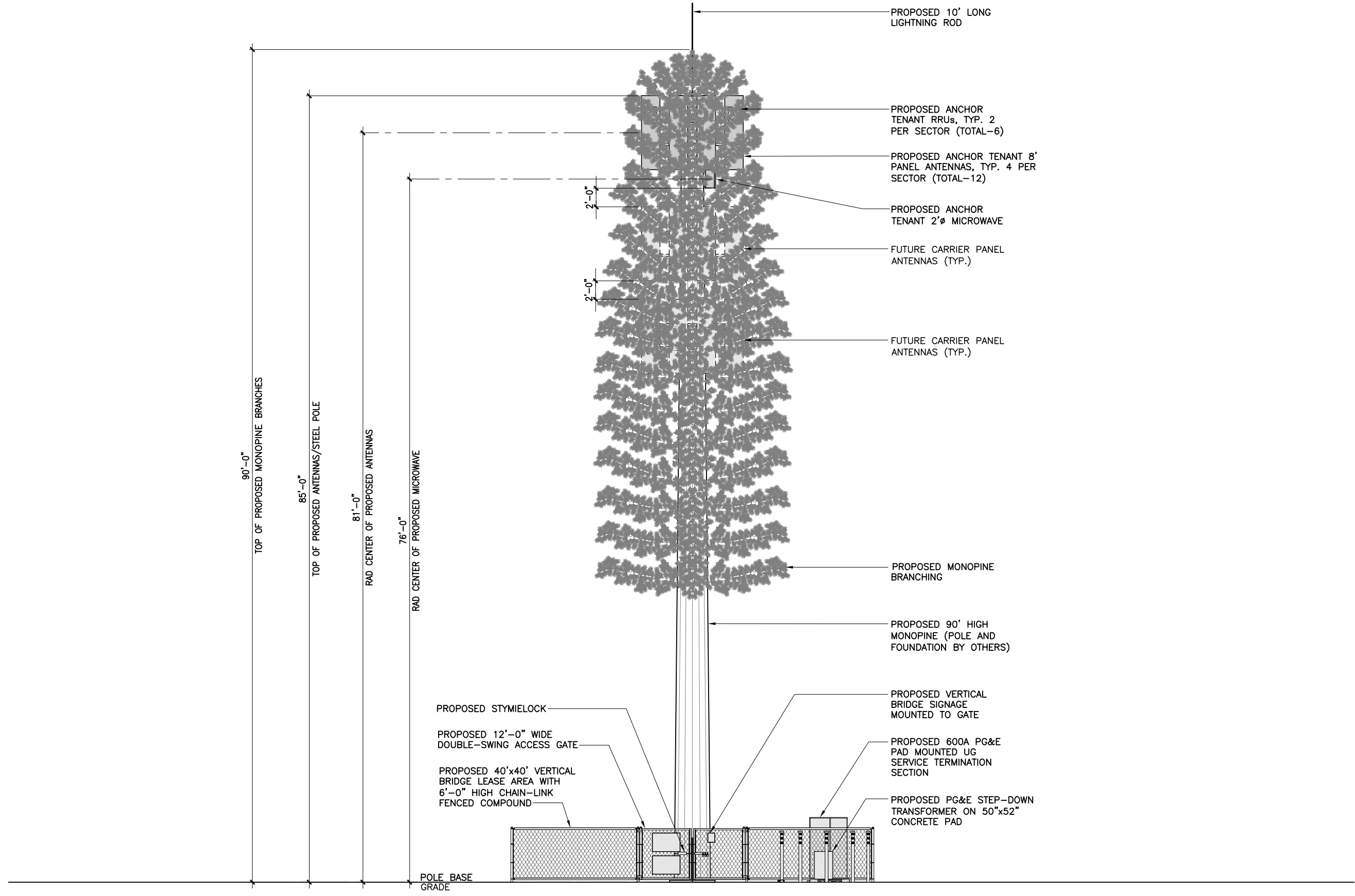
ENGINEER STAMP:

DRAWING TITLE:
ELEVATION

DRAWING SCALE:
 AS NOTED
ZD
 DATE:
 05/08/24

UNAUTHORIZED ALTERATION OR ADDITION TO THIS DOCUMENT IS A VIOLATION OF APPLICABLE STATE AND / OR LOCAL LAWS

DRAWING NUMBER:
A3



SITE ACQUISITION



1499 HUNTINGTON DR. | SUITE 305
 SOUTH PASADENA, CA | 91030
 626.765.5079

NO.	ISSUED FOR REVIEW	JR	05/08/24
A	ISSUED FOR REVIEW	JR	05/08/24
NO.	SUBMITTAL / REVISION	BY	DATE

DRAWN: JR
 DESIGNED: JR
 CHECKED: BL

PROJECT NUMBER: US-CA-5534

PROJECT TITLE:
US-CA-5534
SF55076A
CARMEL WATER
DISTRICT
 26900 HIGHWAY 1
 CARMEL, CA 93923

ENGINEER STAMP:

DRAWING TITLE:
SITE PLAN

DRAWING SCALE:
 AS NOTED

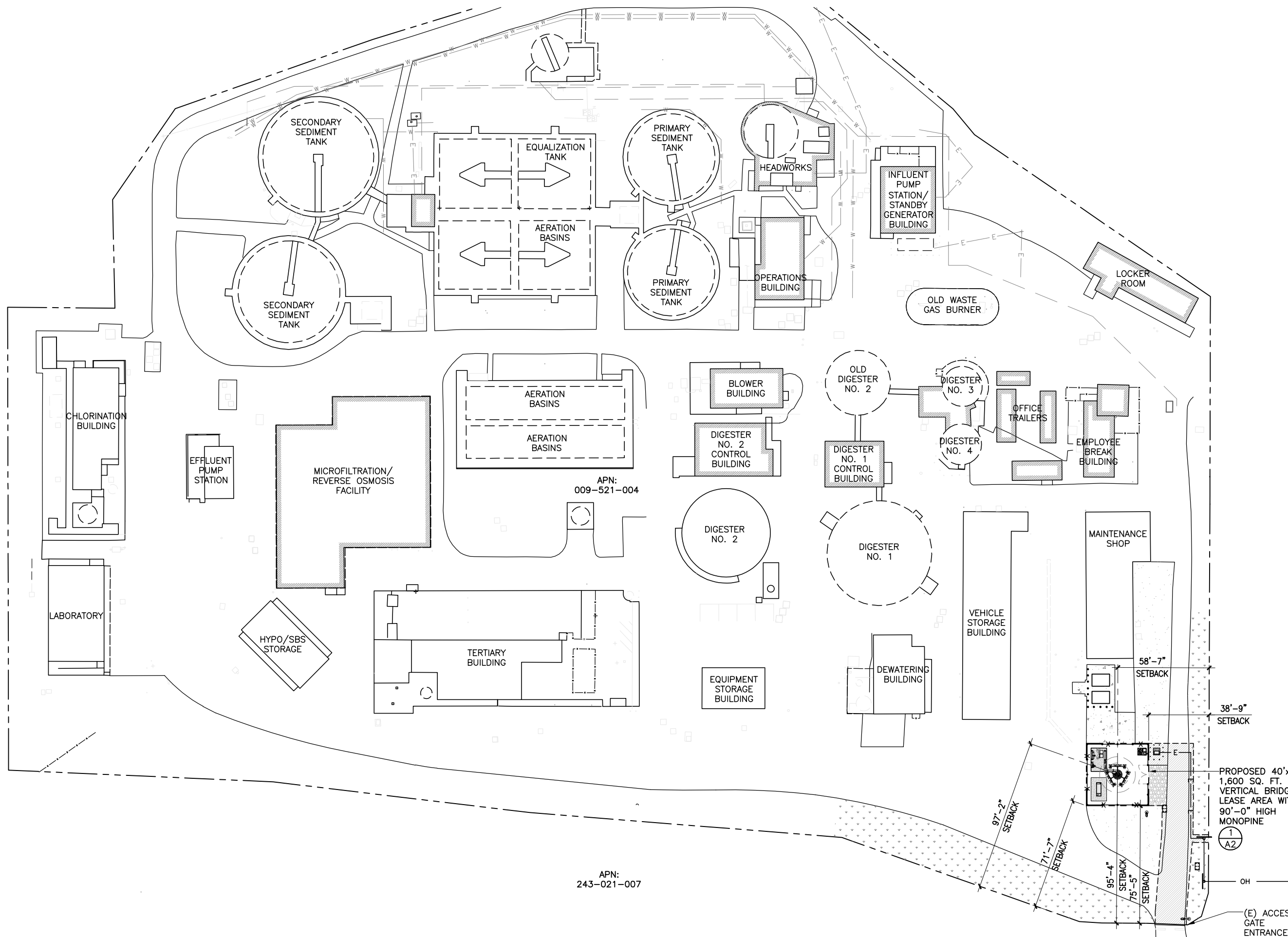
ZD

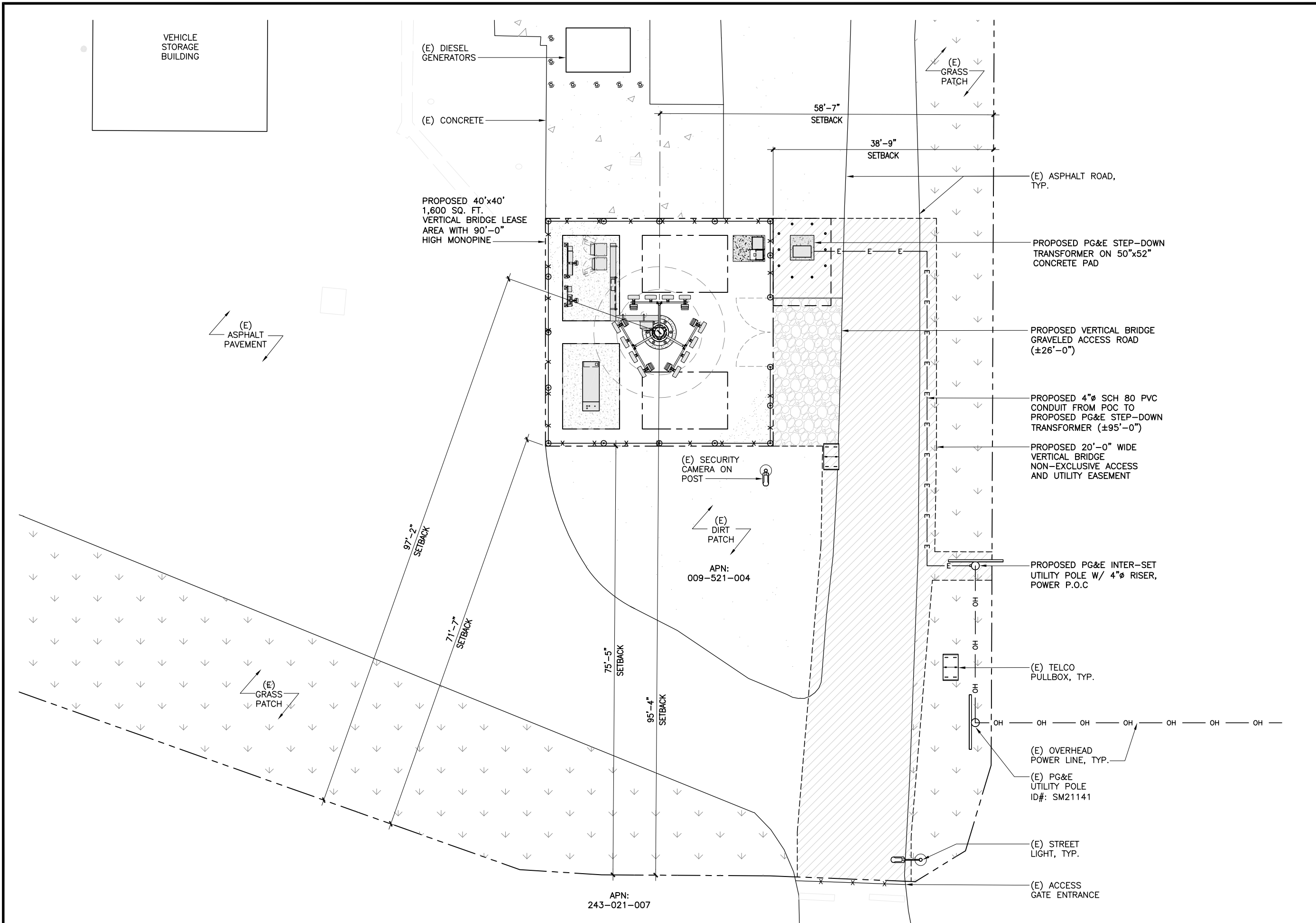
DATE:
 05/08/24

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 THIS DOCUMENT IS A VIOLATION OF
 APPLICABLE STATE AND / OR LOCAL LAWS

DRAWING NUMBER:

A1





CLIENT
verticalbridge
 750 PARK OF COMMERCE DR.
 SUITE 200 | BOCA RATON, FL | 33487
 561.948.6367

SITE ACQUISITION
AD
ASSURANCE DEVELOPMENT
 1499 HUNTINGTON DR. | SUITE 305
 SOUTH PASADENA, CA | 91030
 626.765.5079

A	ISSUED FOR REVIEW	JR	05/08/24
NO.	SUBMITTAL / REVISION	BY	DATE

DRAWN: JR
 DESIGNED: JR
 CHECKED: BL

PROJECT NUMBER: US-CA-5534

PROJECT TITLE:
US-CA-5534
SF55076A
CARMEL WATER DISTRICT
 26900 HIGHWAY 1
 CARMEL, CA 93923

ENGINEER STAMP:

DRAWING TITLE:
ENLARGED SITE PLAN

DRAWING SCALE:
 AS NOTED

ZD

DATE:
 05/08/24

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DRAWING NUMBER:
A2

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 25, 2024

Subject: Ad Hoc Committee Membership

RECOMMENDATION

It is recommended that the Board make a motion to complete the action taken in June 2024, which formed the Ad Hoc Committee and formally title the committee and name one additional member.

DISCUSSION

At the June 2024 regular board meeting a motion was made to form an Ad Hoc Committee to address Director Concerns and to include the ability to “sift through” the material of the National Association of Corporate Directors to determine if there is anything of value.

After approval of the committee formation, Director Urquhart was named a member. However, Director Siegfried requested that the second membership slot be held until July meeting for appointment and the approved committee would provide the title.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 25, 2024

Subject: Eminent Domain

RECOMMENDATION

It is recommended that the Board make a position statement on whether they are willing to utilize eminent domain as a tool in potentially moving the treatment facility as required by the California Coastal Commission and sea level rise.

DISCUSSION

At the May 2024 meeting Director Siegfried requested that eminent domain be placed on the June 20024 agenda. He commented that the Board was given a presentation on eminent domain sometime ago and that following the meeting a decision was request by the board whether, in abstract, they are willing to use this as a tool.

At this time, we are not asking for a specific decision on any one property. Rather the question is "Is the Board be willing to utilize eminent domain as a tool" to seek out solutions for our facility. The Board did not address or answer this question at the presentation.

Given the mandate from the state to build more housing and specifically alternate dwelling units (ADUs) the amount of land available for development is fast becoming increasingly hard to come by.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 25, 2024

Subject: Pension & Investments Committee meeting 07-15-24

The committee met to review the Request for Proposal (RFP) submittals for Investment Management Services. There was a general consensus that all three of the submittals were from well qualified firms.

Each member was queried for their ranking of the RFPs (i.e. 1 through 3). Total points awarded as follows:

Osborne Partners	9
Royal Bank of Canada	6
Retirement Plan Advisors	9

The original plan was to “interview” the top two contenders, but because there was a tie the suggestion was to present the three to the full board.

We are in the process of developing interview questions and will then contact the applicants.

We anticipate bringing this item back to the Board of Directors at the regular August 2024 meeting.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 25, 2024

Subject: Pebble Beach Community Services District (PBCSD)- Regular Board Meeting on June 28, 2024

DISCUSSION

Agenda items from June 28, 2024, meeting that are of specific interest to this District:

- Total cash balance at the end of May 2024 was \$34.8M; of that \$20.7M 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 May 2024 in the cash-based budget were \$25.6M or 85% of the FY2023-24 budget. Total expenditures were \$19.7M.
- The Board received the 2024-25 Budget. Fiscal year 2024-25 property tax revenue increased by 5% from \$19M to \$20M.

The sewer user fees are proposed to be increased by 9%. The increase amounts to \$2.86 per month, from \$31.72 to \$34.58 for residential units effective July 1, 2024. The commercial sewer user fees are based on multiples of equivalent residential units.

The estimated annual revenue that will be generated by the proposed fee increase is \$1,635,000. The budget includes \$6,654,000 for wastewater expenditures, excluding the carry-over amount from the prior year. The \$5,019,000 difference between budgeted expenditures and user fee revenue is proposed to be financed from property tax collections of \$93M, capital outlay reserve of \$1.7M and investment and other revenue \$221K.

- Approximately 97 million gallons (MG) or 298 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 84% of permitted capacity. The storage volume is 9% higher than the historic average of 89 MG or 273 AF.

- Average daily wastewater flow of 499,000 gallons per day (GPD) was measured in May at the PBCSD-Carmel gate. This represents 37% of the total monthly flow at the CAWD treatment facility. The measured PBCSD flows were 11% above the five-year average of 449,000 gpd for May. The CAWD flows were 11% above the five-year average of 1,214,000 GPD for May.
- Total irrigation water demand for the 2024 calendar year through May was 190 AF. Total demand for the calendar year is 32% below the 5-year average of 280 AF through May. The month of May reflected a net storage decrease of 4M gallons compared to a net loss of 2M gallons from May of the prior year.
- All seven diversion facilities are diverting an average of 100,000 GPD to the wastewater collection system.
- The Cathodic Protection Project is currently taking place at the plant – there was some delay due to drill rig equipment issues. Construction is estimated to take two weeks.
- The Board formally appointed Nicholas Becker as General Manager effective July 1, 2024.
- Average daily wastewater flows measured in million gallons per day (MG) show:

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
Aug -23	35.881	24.412	11.469	31.96%
Sept – 23	33.941	23.173	10.768	31.73%
Oct -23	31.961	22.411	9.55	29.88%
Nov – 23	34.002	22.641	11.361	33.41%
Dec -23	57.963	33.771	24.192	41.74%
Jan -24	81.216	45.825	35.391	43.58%
Feb-24	43.194	26.652	16.542	38.30%
Mar-24	102.585	72.259	30.326	29.56%
Apr - 24	43.486	27.079	16.407	37.73%
May - 24	41.687	26.209	15.478	37.13%
Jun-24	37.804	24.432	13.372	35.37%
Total	543.720	348.864	194.856	35.83%

FUNDING

Informational item only

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: July 25, 2024

Subject: Special District Association of Monterey County Meeting 07-16-24

This was the second meeting for new President Kathleen Lee representing the Monterey Peninsula Regional Park District. She welcomed everyone and initiated a round of introductions. There was an announcement that Rachelle Noroyan, Public Affairs Field Coordinator from California Special District's Association (CSDA) had passed away.

The guest speaker was Sonia De La Rosa, County Administrative Officer. She reviewed some of the issues facing Monterey County and indicated they were updating the goals in the General Plan, which was last updated in 2008. While there were several items listed, the most significant items related to sustainable infrastructure. The County has a list of infrastructure repairs and replacement that goes well beyond available funding at this time.

The County has 37 County Service Area (dependent Special Districts), which includes 3 sanitation districts (Boronda, Pajaro, and Chualar). They are only now addressing Prop 218 matters. Most rates have not been raised since Prop 218 was initiated in 1996. The rates are insufficient to cover necessary services. In addition to limited funding, there is also limited staff. The constraints they are facing is that specific staff do specific duties – this nearly ensures that there will always be a shortfall.

The sanitary districts have received a violation from the Regional Water Quality Control Board for insufficient Sewer System Management Plan (SSMP). And they are working to initiate a spill report certification process. Finally, the County has a considerable amount of deferred maintenance in the sewer system they are responsible for maintaining.

Ms. De La Rosa suggested that much of the funding will need to come from grants. The Pajaro levy failure resulted in trucking sewage from Pajaro to the Salinas Valley for months. This should all have been covered by FEMA grant – but they are still waiting for receipt of the funding. The City of Chualar is looking for grant funding to connect their sewer system to Salinas – they acknowledge that project will be a significant cost.

Finally, Ms. De La Rosa assured all special districts present that the County was looking to “partner” wherever possible and feasible. The attached grid from the County lists the dependent special districts, their services, and typical user charge. The take-away from Ms. De La Rosa is that Monterey County has significant infrastructure needs, does not have funding, and is looking for solutions wherever it can. One area, the East Garrison Community Services District was initially formed with the intent of converting to an independent district. That has not happened and seems unlikely that the constituents would agree given that independence means they would need to fund themselves.

The last segment of Ms. De La Rosa’s presentation was an overview of the 2024-25 County Budget. In a \$19B budget, \$51M is set aside for special districts (specifically the 27 County dependent districts).

New/Old Business:

Bayonet & Black Horse has informed the group that the meeting room will no longer be free, and the price is set at \$1,000 per meeting. They want to service the development that is going on around the golf course. This means the group is looking for a new room and will be making a decision about meals/no meals.

Vince Ferrante reported on the Coastal Network #5 region. CSDA reported it gave \$13M in financing to various agencies this past year. During the 2024 legislative session CSDA received and reviewed 2,654 measures.

Rick Verbanec reported there was no change in the bank account balances.

Kate McKenna reported on a completed Soledad Community Health District Sphere of Influence report.

		POSSIBLE SPECIAL SERVICES											
COUNTY SERVICE AREA # & NAME		# Services Empowered	# Assessment Funded Services	Surface Water Disposal	Storm Drain Maintenance	Street Lighting	Parks & Recreation	Street & Sidewalk Maintenance	Levee Maintenance & Repair	Sewage Collection & Disposal	Water Supply & Distribution	Sewage Study	TYPICAL SERVICE CHARGE SINGLE-FAMILY DWELLING
				38	37	19	6	6	5	2	0	0	
1	CARMEL POINT - RESOLUTION #59-37/65-525	12	1	E	E	A	E	E		E	E		7.08
9	OAK PARK/ADJACENT ANNEXATIONS RESOLUTION #61-55	11	3	A	A	A	E	E		E			12.70
15	SERRA VILLAGE/TORO PARK & ADJACENT ANNEXED AREAS RESOLUTION #63-95	11	5	A	A	A	A	A		E			34.64
17	RANCHO TIERRA GRANDE SUBS 1,2,&3 MERCURIO SUBDIVISION - RESOLUTION #63-20	12	3	A	A	E	A	E		E	E		0
19	CARMEL MEADOWS 6 & 7 - RESOLUTION #63-83	12	2	A	A	E	E	E		E	E		9.68
20	ROYAL ESTATES 1, 2, 3, & 4 - RESOLUTION #63-102	12	3	A	A	A	E	E		E	E		33.20
23	CARMEL RANCHO 1, 2, & 3 SUBDIVISIONS & ANNEXES RESOLUTION #63-147	12	5	A	A	A	A	A		E	E		36.92
24	PEDRAZZI SUBDIVISION 2, INDIAN SPRINGS, VISTA DEL RIO & PINE CANYON ESTATES - RESOLUTION #63-156	12	2	A	A	E	E	E		E	E		5.94
25	CARMEL VALLEY GOLF & COUNTRY CLUB RESOLUTION #63-157	12	5	A	A	A	A	A		E	E		0
26	NEW MOSS LANDING HEIGHTS - RESOLUTION #64-1	12	1	E	E	A	E	E		E	E		22.08
30	RANCHO MAR MONTE 1, 2, & 3 - RESOLUTION #64-18	12	2	A	A	E	E	E		E	E		34.96
31	AROMAS HILLS SUBDIVISION - RESOLUTION #64-19	12	2	A	A	E	E	E		E	E		17.20
32	GREEN VALLEY ACRES & MOON SUBDIVISION RESOLUTION #64-132	12	3	A	A	A	E	E		E	E		32.18
33	COAST RIDGE SUBDIVISION & CARMEL SUR RESOLUTION #64-219	12	2	A	A	E	E	E		E	E		34.96
34	RANCHO RIO VISTA/CARMEL KNOLLS 1, 2, 3, & 4 RESOLUTION #64-409	12	2	A	A	E	E	E		E	E		0
35	PARADISE PARK & RANCHO BORROMEO RESOLUTION #65-260	12	3	A	A	A	E	E		E	E		28.24

37	COLONIAL OAK ESTATES - RESOLUTION #65-312	12	2	A	A	E	E	E		E	E		17.48
38	PARADISE LAKE ESTATES - RESOLUTION #65-354	12	2	A	A	E	E	E		E	E		5.44
41	GABILAN ACRES - RESOLUTION #65-558	12	1	E	E	A	E	E		E	E		14.36
44	CORRAL & TIERRA OAKS 1, 2, & 3 - RESOLUTION #66-465	12	3	A	A	A	E	E		E	E		20.20
45	OAK HILLS SUBDIVISION - RESOLUTION #66-478	12	4	A	A	A	A	E		E	E		80.92
47	CARMEL VIEWS 1, 2, 3, & 4 & MAR VISTA	12	3	A	A	A	E	E		E	E		28.48
50	LOWER CARMEL RIVER ZONE 1 - RESOLUTION #67-364	13	3	A	A	E	E	E	A	E	E		222.22
50	LOWER CARMEL RIVER ZONE 2 - RESOLUTION #67-364	13	3	A	A	E	E	E	A	E	E		N/A
50	LOWER CARMEL RIVER ZONE 3 - RESOLUTION #67-364	13	3	A	A	E	E	E	A	E	E		N/A
50	LOWER CARMEL RIVER ZONE 4 - RESOLUTION #67-364	13	3	A	A	E	E	E	A	E	E		48.18
50	LOWER CARMEL RIVER ZONE 5 - RESOLUTION #67-364	13	3	A	A	E	E	E	A	E	E		48.18
51	HIGH MEADOW NO. 1 & 2 - RESOLUTION #67-388	12	3	A	A	A	E	E		E	E		15.70
52	CARMEL VALLEY VILLAGE - RESOLUTION #67-407	12	2	A	A	E	E	E		E	E		20.96
53	ARROYO SECO, LOS COCHES & GUIDOTTI ANNEX	1	1	A									0.16
54	MANZANITA SUBDIVISION & SARSI SUBDIVISION	12	2	A	A	E	E	E		E	E		8.24
55	ROBLES DEL RIO CARMELO SUBDIVISION	12	2	A	A	E	E	E		E	E		0
56	DEL MESA CARMEL - RESOLUTION #70-277	12	3	A	A	E	E	A		E	E		27.02
57	LOS TULARES SUBDIVISION - RESOLUTION #70-278	12	2	A	A	E	E	E		E	E		0
58	VISTA DORADO SUBDIVISION - RESOLUTION #70-279	12	3	A	A	A	E	E		E	E		78.88
62	RANCHO DEL MONTE NO. 14 - RESOLUTION #72-498	12	2	A	A	E	E	E		E	E		94.32
66	ZONE 2 - OAK TREE	12	5	A	A	A	A	A		E	E	O	408.96
67	CORRAL DE TIERRA OAKS - RESOLUTION #77-632	12	4	A	A	A	E	A		E	E	O	0
68	VIERRA CANYON & KNOLLS TRACT 811 RESOLUTION #78-198	12	2	A	A	E	E	E		E	E		32.24
72	LAS PALMAS - RESOLUTION #84-484	10	3	A	A	E	E			A	E		3.66
75	CHUALAR - RESOLUTION #93-392	5	4	A	A	A				A	E		8.34
	BORONDA - RESOLUTION # 93-13	12	1	E	E	A	E	E		E	E		14.36
100	CONSOLIDATED SEWER SERVICE - RESOLUTION #96-463	1	0							E			

E = Service empowered at formation but no assessment provides funding for the service.

A = Service empowered at formation and an assessment provides funding for this service.

Z = Process begun to dissolve the CSA. No services are currently funded, though the budget is not eliminated.

N/A = Only commercial properties are located within this zone, so there is no charge shown for a "single family dwelling".

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, July 26, 2024, at 9:30 a.m. – Director Cole is scheduled to attend.
August - 2024, – No Scheduled PBCD meeting.

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

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 12, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.



CLOSED SESSION

Adjournment