



## **CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING**

*In-person or by Teleconference Webinar*

*3945 Rio Road, CA 93923*

*Phone: (831)624-1248*

*Thursday, 9:00 a.m., June 26, 2025*

*Board Members will be attending this meeting In-Person (or otherwise virtually via applicable teleconferencing provisions set forth in the Brown Act).*

*The public may attend this meeting under either option of a hybrid format: In-person, as noted above, or virtually. The District will try and resolve any technical issues as quickly as possible.*

*To access the meeting via Zoom please visit our website homepage at [www.cawd.org](http://www.cawd.org) or call 1 (669) 900-9128 and use*

*Webinar ID: 865 6163 9420 Password: 248553.*

*If you would like to comment on any item on the Agenda or an item not on the Agenda, please submit those in writing to our office at 3945 Rio Road, Carmel CA 93923 or via email at [downstream@cawd.org](mailto:downstream@cawd.org), at least 24 hours before the meeting. You may also submit comments via the "Chat" function available during the teleconference webinar online. All participants have access during the meeting to be recognized and utilize the platform to speak. Please use the virtual "raised hand" to be acknowledged. Please note: all regular meetings of the Carmel Area Wastewater District are recorded via Zoom.*

*If you need assistance in accessing this information, please call the CAWD office at 831-624-1248, Monday through Friday, 8:00 am to 5:00 pm.*

### **ADA Compliance Statement**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Carmel Area Wastewater District administrative office at (831)624-1248, Monday through Friday, 8:00 am to 5:00 pm. Notification prior to the meeting will enable CAWD to make reasonable arrangement to ensure accessibility to this meeting.*

# NOTICE & AGENDA

## CALL TO ORDER - ROLL CALL

Cole \_\_\_\_\_ Lonergan \_\_\_\_\_ Siegfried \_\_\_\_\_ Urquhart \_\_\_\_\_ White \_\_\_\_\_

## 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.
- 2. *Agenda Changes:*** Any requests to move an item forward on the agenda will be considered at this time.
- 3. *Recognition of Christian Schmidt, For Passing The Advanced Water Treatment Operator Test - Report by Chris Foley, Facilities Manager***
- 4. *Receive Staff Report & Board Compensation Policy***-For Compensation & Benefits For Board Members-Report by General Manager, Barbara Buikema 05

### OPEN PUBLIC HEARING #1

Open Public Hearing on Thursday, June 26, 2025, or Soon Thereafter as the Matters May Be Taken Up considering Ordinance 2025-01 regarding compensation.

**Introduce and hold a first reading of Ordinance 2025-01; An Ordinance Setting Compensation And Benefits For Board Members Attending Meetings, Conferences, Etc.**

*Chair will close the public hearing after public comment is heard*

- 5. *Receive Staff Report*** - for Sewer Rates for Fiscal Year 2025-26 - 12  
*Report by General Manager, Barbara Buikema*

### OPEN PUBLIC HEARING #2

Open Public Hearing on Thursday, June 26, 2025, or Soon Thereafter as the Matters May Be Taken Up considering Ordinance 2025-02 establishing sewer service charges for Fiscal Year 2025-26.

**Ordinance . 2025-02; An Ordinance Establishing Sewer Service Charges for Fiscal Year 2025-2026 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** – Report by General Manager, Barbara Buikema

*Chair will close the public hearing after public comment is heard*

**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.*

<b>6.</b>	May 29, 2025 Regular Board Meeting Minutes	25
	June 5, 2025 Salary and Benefits Meeting Minutes	
	June 18, 2025 Bridge To Everywhere Minutes	
<b>7.</b>	Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) April 2025, And May Correspondence will occur in the July Board Meeting	
<b>8.</b>	Receive and Accept Schedule of Cash Receipts & Disbursements May 2025	41
<b>9.</b>	Approve Register of Disbursements – Carmel Area Wastewater District May 2025	46
<b>10.</b>	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project May 2025	50
<b>11.</b>	Receive and Accept Financial Statements and Supplementary Schedules May 2025	51
<b>12.</b>	Receive and Accept Collection System Superintendent’s Report For May, April & March 2025	74
<b>13.</b>	Receive and Accept Safety and Regulatory Compliance Report May 2025	80
<b>14.</b>	Receive and Accept Treatment Facility Operations Report For May, April & March 2025	83
<b>15.</b>	Receive and Accept Laboratory/Environmental Compliance Report May 2025	89
<b>16.</b>	Receive and Accept Capital Projects Report/Implementation Plan	99
<b>17.</b>	Receive and Accept Project Summaries – Capital & Non-Capital	100
<b>18.</b>	Receive and Accept Facilities Manager Maintenance & Operations Report – May 2025	120
<b>19.</b>	Receive and Accept Source Control-Environmental Compliance Report May 2025	123

## ACTION ITEMS BEFORE THE BOARD

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

## RESOLUTIONS

- 20. Resolution No. 2025-28: Approval and Adoption of the 2025 Updated Sewer System Management Plan (SSMP)-Report by Jeff Bandy, Principal Engineer** 125
- 21. Resolution No. 2025-29 - A Resolution Adopting Budget for the Fiscal Year 2025-26 – Report by Barbara Buikema, General Manager** 201
- Fiscal Year 2025-26 Budget – Under Separate Cover \**
- 22. Resolution No 2025-30-Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes Assessments and Property Related Fees and Charges – Report by Barbara Buikema, General Manager** 206
- 23. Resolution No. 2025-31-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 2025-26- Report by Barbara Buikema, General Manager** 210
- 24. Resolution No. 2025-32 - A Resolution Determining the Fiscal Year 2025-26 Tax Proceeds Appropriation Limitation for the Carmel Area Wastewater District – Report by Barbara Buikema, General Manager** 213
- 25. Resolution No. 2025-33 - A Resolution Specifying The District Sewer Connection Fees, As Adopted By Ordinance No.85-2, Commencing July 1, 2025– Report by Barbara Buikema, General Manager** 218

## COMMUNICATIONS

- 26. General Manager Report- Report by General Manager, Barbara Buikema** \*
- a. *CAWD Connections – Newsletter*
  - b. *Update on County response to CAWD questions re moving funds out of County depository*
  - c. *Executive Coaching Update*

*\*\*" - indicates no board attachment or oral report.*

*"e" - indicates a separate insert is enclosed.*

## OTHER ITEMS BEFORE THE BOARD

27. Restaurant Fume Hood Observations Discussion Report by District Engineer, Patrick Treanor 226

### Action Required From The Board To Provide Direction

28. Discussion Of Future Board Member Retreat- Report by General Manager, Barbara Buikema \*

### Action Required From The Board To Provide Direction

29. Question Regarding California Employers' Pension Prefunding Trust (CEPPT) – 115 Transfer - Report by General Manager, Barbara Buikema 229

### Action Required From The Board To Provide Direction

30. California Association of Sanitation Agencies (CASA) Vote For Board Of Directors, (insert) And Approving A New Dues Resolution For Fiscal Year 2025-26-Report by General Manager, Barbara Buikema

Note: This email notification was received on 6-23-25 and was added after the publication of the board packet

## INFORMATION/DISCUSSION ITEMS

31. Pebble Beach Community Service District Meeting May , 2025,- 235  
Report by General Manager, Barbara Buikema

### 32. 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 27, 2025, at 9:30 a.m. – President White is scheduled to attend.  
Friday, July 25, 2025, at 9:30 a.m. – Director Cole is scheduled to attend.

**Special Districts Association (SDA) of Monterey County** – The next SDA meeting is scheduled for:  
Tuesday, July 17, 2025, at 6:00 p.m. – President White is scheduled to attend.  
Tuesday, October TBD, 2025, at 6:00 p.m. – Director Siegfried is scheduled to attend.

**Reclamation Management Committee (RMC) Meeting** – The next RMC meeting is scheduled for:  
Tuesday, November 18, 2025, at 9:30 a.m. President White and Director Lonergan are scheduled to attend.

- Director Cole's Report on CASA Conference Information \*

"\*" - indicates no board attachment or oral report.

"e" - indicates a separate insert is enclosed.

### 33. ADJOURNMENT

*The Next Regular Board Meeting will be held at 9:00 a.m., Thursday, July 31, 2025, or at an alternate acceptable date. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, [www.cawd.org](http://www.cawd.org). If you need assistance, please call the District office at 831-624-1248 or send an email to [downstream@cawd.org](mailto:downstream@cawd.org). After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.*