



CARMEL AREA WASTEWATER DISTRICT

Regular Board Meeting

Thursday, October 29, 2026

9:00 a.m.

3945 Rio Road

Carmel, California 93923

Public Comment

Agenda Changes

*Introducing -Intern
Jessica Reclusado*

Congratulations

Erik Van Duren

For

*Passing the California Water Environment
Association (CWEA) Lab Analyst II Test*

Recognition & Congratulations

Ray De Ocampo

Upon His Retirement

Unfinished Business

Regarding

The Pulled August 27,2026 Meeting Minutes

From The Consent Calendar

&

Board's Consideration Of The Amended

August 27, 2026 Meeting Minutes

Original August 27, 2026 Meeting Minutes

CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., August 27, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

Call to Order / Roll Call

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

** Signifies virtual attendance.*

Present: President Siegfried; President Pro Tem Urquhart; and Directors *Cole, Weiland, and White.

A quorum of the Board was present in person.

Director Cole participated remotely pursuant to the Brown Act teleconferencing provisions authorized by SB 707. The Board determined that Director Cole qualified for remote participation under a statutory "just cause" circumstance. Director Cole participated by audio and video communication throughout the meeting, and all votes were conducted by roll call.

Absent: None

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD/District)

Domine Barringer, Board Clerk, CAWD

Patrick Treanor, District Engineer, CAWD

Jeff Bandy, Ph.D., Principal Engineer, CAWD

Alex Henson, Associate Engineer, CAWD

Mohammed Serageldin, Ph.D., Laboratory Manager, CAWD

Chris Foley, Facilities Manager, CAWD

*Kevin Young, Water System Analyst, CAWD

Matt Green, Chief Plant Operator, CAWD

Daryl Lauer, Collections Superintendent, CAWD

Angel Vazquez, Information Technologist, CAWD Intern

President Verbanec, Pebble Beach Community Services District (PBCSD)

Nick Becker, General Manager, PBCSD

Alex Lorca-Fenton & Keller, Attorneys at Law, CAWD Legal Counsel

In-Person Public Attendees:

Steve Thomas, TBC Communications

Judah Matthews, Pebble Beach Company| Senior Vice President & Chief Financial Officer

***Virtual Public Attendees:**

*Michael Miller (Guest)

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

During public comment, the District received a letter on August 20, 2026, regarding the Santa Rita & Guadalupe Project. The letter, which is included in the Board packet, expresses appreciation to the District and project team for a job well done.

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

The introduction of Jessica Reclusado, Information Technology Intern, was deferred and will be moved to the September Board Meeting agenda.

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

Withdrawn to a later date.

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

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

Public Comment on Consent Calendar

There was no public comment on the Consent Calendar.

Motion: Director White moved to approve the Consent Calendar. The motion was seconded by Director Urquhart.

Vote: President Siegfried called for the vote. The motion carried unanimously, with all Directors present voting **Aye**.

Action: The Board approved the Consent Calendar.

4. June 25, 2026 Regular Board Minutes; July 1, 2026 Salary & Benefits Committee; July 15, 2026 Special Meeting – Community Meeting Pescadero/Carmel Woods; July 22, 2026 Special Meeting – Community Meeting Pescadero/Carmel Woods
5. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) June 2026 (not available at time of Board meeting) and May 2026 (included in the packet)
6. Receive and Accept Schedule of Cash Receipts & Disbursements June 2026
7. Approve Register of Disbursements – Carmel Area Wastewater District June 2026

8. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project June 2026
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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

18. **Resolution No. 2026-64 — A Resolution Authorizing the General Manager to Execute a Professional Services Agreement with GEI Consultants, Inc. in an Amount Not to Exceed \$231,762 for Part 1 of the Wastewater Treatment Plant Adaptation-in-Place Alternatives Identification Study — Report by Alex Henson, Associate Engineer**

Motion: President Siegfried moved to postpone consideration of Resolution No. 2026-64, refer the matter to the Sea Level Rise Committee for review, and bring the Committee's findings back to the full Board. The motion was seconded by Director Urquhart.

Vote: President Siegfried then requested that a roll call vote be taken. The motion carried, with President Siegfried, Directors Cole and Urquhart voting Aye, and Directors Weiland and White voting No.

Action: Resolution 2026-64 is postponed. The Sea Level Rise Committee will report back to the full board.

Second Motion: Director Urquhart moved to agendaize and review the Long-Term Sea Level Rise Road Map at the next board meeting. The motion was seconded by President Siegfried.

Vote: President Siegfried then requested that a roll call vote be taken. The motion carried, with President Siegfried, Directors Cole and Urquhart voting Aye, and Directors Weiland and White voting No.

Action: The Board agreed to agendaize review of the Long-Term Sea Level Rise Road Map at the next Board meeting.

- 19. Resolution No. 2026-65 — A Resolution Authorizing the General Manager to Invite Bids for the Construction of the Carmel Woods and Pescadero Road (Rd.) Sewer Main Rehabilitation Project (#21-05) — Report by Jeff Bandy, Principal Engineer**

Motion: Director Urquhart moved to approve Resolution No. 2026-65. The motion was seconded by Director White.

Vote: President Siegfried requested that a roll call vote be taken. The Board roll call was completed with Aye votes from each Board member, and the motion carried unanimously.

Action: The Board authorized the General Manager to invite bids for the construction of the Carmel Woods and Pescadero Road (Rd.) Sewer Main Rehabilitation Project (#21-05).

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Action: The Board authorized the General Manager to execute a professional services agreement with TBC Communications in an amount not to exceed \$185,000 for public relations for the Carmel Woods and Pescadero Road (Rd.) Sewer Main Rehabilitation Project (#21-05).

- 21. Resolution No. 2026-67 — A Resolution Authorizing an Annual Adjustment of the District's Reserve Capital Fund Balances by Transferring \$5,843,054 to the Capital Fund from the Capital Improvement Reserve and the General O&M Fund and \$2,067,020 from the General O&M Fund to the Capital Fund, Respectively, in Accordance with the District's Reserve Policy — Report by James Grover, Principal Accountant**

Motion: Director Urquhart moved to approve Resolution No. 2026-67. The motion was seconded by Director White.

Vote: President Siegfried requested that a roll call vote be taken. The Board roll call was completed with Aye votes from each Board member, and the motion carried unanimously.

Action: The Board authorized the annual adjustment of the District's Reserve Capital Fund balances.

COMMUNICATIONS

22. General Manager Report — Report by Barbara Buikema, General Manager

Presented by Barbara Buikema, General Manager

- a. ***Rauch Communication Strategic Planning - General Manager Barbara Buikema stated that February 2027 may be a possible date, but the date was not certain.***

President Siegfried moved that the General Manager poll the Board for available dates, identify dates on which all Directors are available, and hire the facilitator. There was no objection by the other Board members.

The General Manager stated that she will contact the facilitators Baker Tilly, Raftelis, Kiosk, Community Foundation, Limelight Strategies (Annie Mitchell), and Rauch Communications, and then arrange a committee meeting.

Note: Limelight Strategies was not specifically named and only the facilitators name was mentioned during the board meeting. The company name was added for the minutes to provide context.

- b. ***Comments on Board Meeting Time Change:***

Director Cole stated she is agreeable to leaving the standard date and time for the Board meetings.

- c. ***Reminder About Employee Annual Picnic:***

The General Manager, Barbara Buikema, reminded the board of the picnic date of 9-25-26.

- d. ***Assembly Bill 1234 Ethics Training Due December 2026 (oral)***

- ***Potential Training Dates:***
 - ~~*Tuesday, November 3rd at 10 a.m.*~~
 - ~~*Tuesday, November 10th at 10:00 a.m.*~~
 - *Friday, November 13th at 11:00 a.m.*

Action: *The Board agreed by consensus to Friday, November 13th at 11:00 a.m. to attend the ethics training.*

OTHER ITEMS BEFORE THE BOARD

23. Carmel Area Wastewater District Board Meetings for the Months of November and December 2026 — Report by Barbara Buikema, General Manager

Requesting Board To Approve The Dates For The November & December Board Meetings

Action: The Board reached a consensus, with no dissenting votes, to modify the Board meeting dates for November 19, 2026, and December 17, 2026, due to the holiday schedule.

President Siegfried requested that future Board meetings for the months of November and December be institutionalized going forward. There was no action taken by the Board.

- 24. Discussion Regarding the Need for a Policy Governing Subconsultant Contracts — Report by Patrick Treanor, District Engineer**

Requesting Direction From The Board

Action: The Board reached a consensus that it is not advisable to outsource work to subconsultants that customarily work for the District; otherwise, staff has discretion to decide whether to hire subconsultants.

- 25. Reclamation Management Meeting Protocol & Discussion — Report by Barbara Buikema, General Manager**

Requesting Direction From The Board

Public Comment: Mr. Matthews addressed the Board. The Board received the comments; no direction was provided and no action was taken by the Board.

INFORMATION/DISCUSSION ITEMS

- 26. Pebble Beach Community Services District July 31, 2026 Meeting — Report by Barbara Buikema, General Manager**

Informational Only

- 27. State Controller's Office — California Uniform Construction Cost Accounting Commission (CUPCCA) — Report by Jeff Bandy, Principal Engineer**

Informational Only

General Manager Barbara Buikema stated this letter is documentation regarding the District's membership in the California Uniform Public Construction Cost Accounting Act (CUPCCAA) program. Mr. Bandy explained that the correspondence was informational in nature and noted that participation in the program provides the District with additional flexibility for delivering smaller construction projects. Staff expressed appreciation to the Board for its support of the District's participation in the program.

28. Designated Reclamation Task Force Representative (Jeff Bandy) — Report by Jeff Bandy, Principal Engineer

- 8/4/2026 GSC sub-committee meeting
- 7/1/2026 GSC sub-committee meeting

Requesting Board Direction

After the discussion the board agreed that no vote would be taken regarding item 28 on the agenda just the discussion points listed above summarize the discussion and what authority Mr. Bandy has within the GSC committee.

The District's representative to the Governance Subcommittee (GSC), Jeff Bandy, has been authorized to discuss and engage legal counsel, and make decisions as deemed appropriate, and agreed upon by the subcommittee. That the GSC current status quo remain in place until the five-way agreement is reviewed by the boards.

During the discussion, Director Cole requested that Section 8 of the 1991 Management Agreement and Section 6 of the 2004 Agreement be made consistent and aligned.

29. Sewer Replacement Construction Update Regarding Scenic Road Sewer Replacement & Santa Rita & Guadalupe Sewer Replacement — Report by Patrick Treanor, District Engineer

Mr. Treanor provided an update on the projects.

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

- a. *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, August 2026, at 9:30 a.m. –No Meeting – Pebble Beach Community Services District
Friday, September 25, 2026, at 9:30 a.m. –Director Weiland scheduled to attend
Friday, October 30, 2026, at 9:30 a.m. – President Siegfried scheduled to attend

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October 20, 2026, at 6:00 p.m. –President Siegfried scheduled to attend the meeting
Tuesday, January (TBD), 2027, at 6:00 p.m. –Director Urquhart scheduled to attend the meeting

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

Directors Request:

Director Urquhart asked that bid/no-bid contracts or pseudo-bid process, RFP process for consulting contracts, and a Request for Proposal (RFP) policy be agendized, including an explanation as to why or why not the job was sent out to bid. It is a balance between public transparency and confidence of the public that we are spending the money right, and not overloading staff with bureaucracy. Perhaps there is a simplified RFP process somewhere that we could model on that would not take a lot of staff time, and would come closer to a bid process, even though we are not required by law to do it all. President Siegfried, asked if this topic could be this could be a topic for the workshop.

Director Cole requested that the item 25 on the agenda regarding the General Managers report on the Reclamation Management meeting protocol and discussion, requesting direction from the board, and requested that the board adopt this position, and that the two delegates to the RMC does not bind the CAWD board. This item was not adopted.

31. CLOSED SESSION: *As permitted by Government Code Section 54950 et seq., the Board of Directors will adjourn to a Closed Session:*

A. Conference with Legal Counsel – Existing Litigation

Government Code section 54956.9(d)(1)

**Carmel Area Wastewater District vs. Pebble Beach Community Services District
Monterey County Superior Court Case No. 26CV001951**

**B. CONFERENCE WITH LEGAL COUNSEL— EXISTING LITIGATION Government
Code section 54956.9(d)(1) Name of case: (Hunter Leighton v. Carmel Area
Wastewater District. Monterey County Superior Court case no. 26CV001187.)**

*The Board convened in Closed Session at 11:30 a.m. and adjourned Closed Session at 12:08 p.m. The Board reconvened in Open Session at 12:09 p.m. Legal Counsel reported that, with respect to Items 31.A and 31.B, updates were provided to the Board provided and direction was given to Counsel, but
No reportable action was taken.*

32. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:09 p.m.

The next regular Board meeting will be held at 9:00 a.m. on Thursday, September 24, 2026, or on an alternative acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, October 29, 2026. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

*As Reported To: _____
Domine Barringer, Board Clerk*

*APPROVED: _____
Robert Siegfried, President of the Board*

Amended August 27, 2026 Meeting Minutes (Redline)

**CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES**

Thursday, 9:00 a.m., August 27, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

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A quorum of the Board was present in person.

Director Cole participated remotely pursuant to the Brown Act teleconferencing provisions authorized by SB 707. The Board determined that Director Cole qualified for remote participation under a statutory "just cause" circumstance. Director Cole participated by audio and video communication throughout the meeting, and all votes were conducted by roll call.

Absent: None

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD/District)

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

The introduction of Jessica Reclusado, Information Technology Intern, was deferred and will be moved to the September Board Meeting agenda.

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

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Public Comment on Consent Calendar

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Motion: Director White moved to approve the Consent Calendar. The motion was seconded by Director Urquhart.

Vote: President Siegfried called for the vote. The motion carried unanimously, with all Directors present voting **Aye**.

Action: The Board approved the Consent Calendar.

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Tuesday, To Be Determined, 2026, at 9:30 a.m. Director Cole and Director Weiland are scheduled to attend.

Directors Request:

Director Urquhart asked that bid/no-bid contracts or pseudo-bid process, RFP process for consulting contracts, and a Request for Proposal (RFP) policy be agendized, including an explanation as to why or why not the job was sent out to bid. It is a balance between public transparency and confidence of the public that we are spending the money right, and not overloading staff with bureaucracy. Perhaps there is a simplified RFP process somewhere that we could model on that would not take a lot of staff time, and would come closer to a bid process, even though we are not required by law to do it all. President Siegfried, asked if this topic could be this could be a topic for the workshop.

Original 8-27-26 Meeting Minutes:

Director Cole requested that the item 25 on the agenda regarding the General Managers report on the Reclamation Management meeting protocol and discussion, requesting direction from the board, and requested that the board adopt this position, and that the two delegates to the RMC does not bind the CAWD board. This item was not adopted.

Amended 8-27-26 Meeting Minutes:

*Director Cole requested that item 25 on the 8-27-26 agenda regarding the General Managers report on the Reclamation Management meeting protocol and discussion, requesting direction from the board, requested that the board **adopt the staff report**, and that the **vote** of two **CAWD** delegates to the RMC does not bind the CAWD board.*

Board's Decision As of 10-23-26

- 31. CLOSED SESSION:** *As permitted by Government Code Section 54950 et seq., the Board of Directors will adjourn to a Closed Session:*

A. Conference with Legal Counsel – Existing Litigation

Government Code section 54956.9(d)(1)

Carmel Area Wastewater District vs. Pebble Beach Community Services District

Monterey County Superior Court Case No. 26CV001951

B. CONFERENCE WITH LEGAL COUNSEL— EXISTING LITIGATION Government

Code section 54956.9(d)(1) Name of case: (Hunter Leighton v. Carmel Area

Wastewater District. Monterey County Superior Court case no. 26CV001187.)

The Board convened in Closed Session at 11:30 a.m. and adjourned Closed Session at 12:08 p.m. The Board reconvened in Open Session at 12:09 p.m. Legal Counsel reported that, with respect to Items 31.A and 31.B, updates were provided to the Board provided and direction was given to Counsel, but No reportable action was taken.

32. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:09 p.m.

The next regular Board meeting will be held at 9:00 a.m. on Thursday, September 24, 2026, or on an alternative acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, October 29, 2026. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

*As Reported To: _____
Domine Barringer, Board Clerk*

*APPROVED: _____
Robert Siegfried, President of the Board*

*Clarification Of The
Reclamation Management Committee
Authority and Board Communication Protocol*

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: October 29, 2026

SUBJECT: Carmel Area Wastewater District (CAWD/District) Board Policy Position
On The Role & Authority of Committee Members

RECOMMENDATION

It is recommended that the Board of Directors adopt a resolution formally documenting the District's position on the role and authority of Board Members serving on advisory committees.

DISCUSSION

At the regular meeting in August 2026 meeting, the Board discussed the Reclamation Management Committee (RMC) and the authority of authority granted to CAWD representative serving on that committee.

The District longstanding position has been that their representatives to the RMC do not have the authority to bind the full Board to any decision. CAWD representatives may participate in committee discussions and vote; however, matters requiring District approval are brought before the full CAWD Board for discussion and final action. The Board's decision is then reported back to the RMC.

This approach differs and is not the same philosophy adopted by Pebble Beach Community Service District (PBCSD), which allows their RMC committee members to make binding decisions for the PBCSD board.

Staff is recommending that this policy be formalized in writing and adopted by the Board. The proposed policy would apply not only to the RMC, but also to all committees on which CAWD Board members serve. This is consistent with the District's longstanding practice, recommendations or actions arising from committee participation would have historically been brought to the full CAWD Board.

The Board did not reach a consensus at the August meeting and no action was taken, because other items in the discussion took precedence, and that additional clarification regarding the proposed policy was needed. This was not because the board does not support this position, but because there is a need for clarification going forward.

Accordingly, staff is returning this matter to the Board with a policy statement defining the role of CAWD committee members and clarifying that the final decision-making authority remains with the full CAWD Board.

FINANCIAL

None at this time

ATTACHED

- August 27, 2026 staff report
- Resolution 2026-68

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: August 27, 2026

Subject: Clarification of Reclamation Management
Committee Authority and Board Communication Protocol

RECOMMENDATION

Staff is asking the Board to provide clarity on their position regarding operation of the Reclamation Management Committee authority.

The Board is requested to confirm the following:

1. CAWD's designated RMC representatives are authorized to participate and vote at RMC meetings within the authority provided under the existing Reclamation governance structure.
2. RMC action does not replace approval by the full CAWD Board when Board approval is required.
3. Changes, amendments, and new agreements requiring RMC consideration shall also be presented to the governing boards of the participating entities for approval.
4. When representing CAWD, its RMC representatives should communicate formal positions previously adopted by the Board consistently and clearly distinguishing an individual(s) opinion from official District positions.
5. Governance Sub-Committee (GSC) recommendations and proposed governance changes remain advisory until they have completed the applicable RMC and governing-board review and approval process.
6. These principles shall serve as interim guidance pending development, review, and approval of the proposed Five-Way Agreement.

DISCUSSION

The District has established the Reclamation Management Committee (RMC) as a standing committee. Its representatives are agreed upon annually by the board and serve as the District's representative to Reclamation. There are five members of the RMC:

- Carmel Area Wastewater District (voting rights-2)
- Pebble Beach Community Services District (voting rights-2)
- Pebble Beach Company (voting rights-1)
- Independent Reclaimed Water Users Group (voting rights-1)
- Monterey Peninsula Water Management District (currently no voting rights).

Any actions taken by the CAWD representatives at the RMC meetings are reported back to the full CAWD board and voted on if appropriate by the full board. The CAWD board does not assign final voting rights to its appointed committee designates.

Pebble Beach Company has expressed some concern that the CAWD directors do not speak consistently as regards to board decisions. Any board member is free to voice their opinion; however, the full board decision is final.

CAWD's designated RMC representatives, Directors Cole and Weiland, are authorized to participate in RMC deliberations and to exercise CAWD's two voting rights at RMC meetings.

The authority to vote at the RMC, however, should be distinguished from the authority to give final and binding approval on behalf of the District. An RMC vote does not replace action by the full CAWD Board when governing agreements or applicable District requirements reserve final approval by the CAWD Board.

In particular, all decisions requiring RMC consideration shall also be presented to the governing boards of the participating entities for approval when the decision involves changes, amendments, or new agreements.

Accordingly, CAWD's RMC representatives may discuss matters, express the District's established position, negotiate within existing Board direction, and cast votes at the RMC. Where an RMC action involves a change to an existing agreement, an amendment, a new agreement, or another matter requiring governing-board approval, the RMC action is subject to subsequent consideration and approval by the full CAWD Board before it becomes binding upon the District.

This structure preserves the RMC's ability to conduct business while maintaining the CAWD Board's ultimate authority over matters requiring formal District approval.

This distinction is particularly important as the GSC Subcommittee continues its review of Reclamation governance. The respective roles should remain clear:

- **RMC:** deliberates, coordinates, makes decisions within its existing authority, and votes on matters presented to it.
- **CAWD RMC Representatives:** participate and exercise CAWD's RMC voting rights consistent with Board direction and the governing agreements.
- **CAWD Board:** retains approval authority over changes, amendments, new agreements, and other matters requiring action by the District's governing body.
- **GSC Subcommittee:** may examine governance issues and make recommendations, but its work should not inadvertently alter the established authority of either the RMC or the full Board without formal Board action by both governing boards.

The purpose of this clarification is to ensure that an RMC vote and a final CAWD Board decision are not treated as interchangeable where governing-board approval is required. As well as address the Pebble Beach Company concerns that the CAWD directors do not speak consistently as regards to board decisions.

Governance Sub-Committee Review - Supports This clarification.

At its July 1, 2026 meeting, the GSC reviewed the existing Reclamation governance documents and determined that the agreements, when considered collectively, create ambiguity as to which provisions govern. The GSC further recognized that past governance agreements are not consistent with the manner in which the Reclamation Project is currently being managed.

Of particular relevance to this discussion, the GSC identified insufficient clarity regarding roles and responsibilities, delegation of authority, and the ability of the RMC to make binding decisions.

Where the full CAWD Board has previously taken formal action or provided direction on a matter, CAWD's representatives should communicate that Board position consistently when representing the District. A representative who holds a differing individual opinion may express that opinion, provided it is made clear that the opinion is personal and does not supersede or modify the position adopted by the Board.

Similarly, a vote by CAWD's representatives at an RMC meeting should not be communicated as final approval by CAWD when the matter requires subsequent action by the full Board.

This distinction is particularly important during the GSC process. The GSC is presently developing recommendations for a future governance structure. Discussions, concepts, term sheets, or recommendations developed through the GSC should therefore be identified as work in progress unless and until they are presented through the appropriate RMC and governing-board processes and formally approved.

Consistent terminology and communication among the Board, its RMC representatives, staff, and the GSC will help prevent a committee recommendation, representative vote, individual opinion, or developing governance concept from being mistaken for final District policy.

Pending completion and approval of the proposed Five-Way Agreement, the following principles would provide a common framework for CAWD communication and representation:

RMC Representatives. Members Cole and Weiland may participate fully in RMC discussions and exercise CAWD's two RMC votes.

Existing Board Direction. When the CAWD Board has established a position, its RMC representatives should accurately communicate and act consistently with that position when representing the District.

Individual Views. Directors remain free to express individual opinions but should distinguish those opinions from an official CAWD Board position.

RMC Action Versus Board Approval. An RMC vote does not constitute final CAWD approval when the subject requires action by the full governing Board (s) [CAWD & PBCSD].

Changes, Amendments, and New Agreements. Decisions involving changes to existing agreements, amendments, or new agreements shall be presented to the governing boards of the participating entities for approval.

GSC Recommendations. GSC discussions and recommendations should be characterized as advisory and developmental until they proceed through the applicable RMC and governing-board approval process.

No Implied Expansion of Authority. These interim principles are intended to clarify representation and communication under the existing governance structure and should not be interpreted as amending an existing Reclamation agreement or expanding the delegated authority of the RMC.

Resolution 2026-68

*Specifying Roles Of Committee Members
In The Participation Of
Various Committee Meetings*

RESOLUTION NO. 2026-68

A RESOLUTION OF CARMEL AREA WASTEWATER DISTRICT (CAWD) SPECIFYING ROLES AND AUTHORITY OF COMMITTEE MEMBERS IN THE PARTICIPATION OF VARIOUS COMMITTEE MEETINGS

~oOo~

The Board of Directors of the Carmel Area Wastewater District (CAWD/District) does ordain as follows:

SECTION 1. PURPOSE OF RESOLUTION

The purpose of this Resolution is to more clearly define the role committee membership plays at CAWD and its relationship to the decision making process of the full Board. CAWD has historically utilized the various board committees to perform specific functions, address issues, or provide recommendations. Committees are established to streamline the board's work, allowing for more detailed examination and effective management of operations, governance, financials, and strategic planning.

The Board has two types of committees:

- a. Standing Committee: is a permanent committee established by the board to address ongoing and long-term issues facing the organization. Unlike short term or special committees, standing committees meet regularly and perpetually. Standing committees allow a board of directors to delegate specific responsibilities, enabling more thorough oversight and better management of critical areas. It promotes high standards of governance, accountability, and strategic direction, and must follow the Brown Act
- b. Ad Hoc Committee: is a temporary or single issue committee established by the board to solve a specific issue.

At CAWD committees play a key role in providing oversight and monitoring, informing strategic planning, and producing a summary of the committee activities to the full board to keep them informed of the committee's work. The members of a committee do not hold specific positions; but all play an integral role on the committee. Key responsibilities include:

- a. Vote on key decisions – participates in decisions-making processes, including voting on committee recommendations and actions
- b. Provide extra support – assist with planning and executing committee projects, events, and initiatives
- c. Lead special assignments – manage special assignments

SECTION 2. LIMITATIONS ON COMMITTEES

The CAWD Board of Directors has historically stipulated and wishes to formalize in a policy document that all committee memberships, while invaluable to the governing process, do not bind the CAWD board to any action. All decisions that require an action by CAWD may be voted on at the committee level, or a recommendation may be made at the committee level; however, the issue must be returned to the full CAWD board for a final decision by the Board. Only the Board itself can bind the actions of the District.

The CAWD Board of Directors (Board) finds and declares that this Resolution, is intended to clarify the role of committee membership and formally makes it as a written policy. This policy is intended to apply to all committee memberships at CAWD, both Standing and Ad Hoc with the understanding that it will increase board engagement and collaboration and ultimately improve decision making.

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District by the following vote on October 29, 2026:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Robert Siegfried, President of the Board

ATTEST:

Domine Barringer, Clerk of the Board

*Designated Reclamation Task Force
Governance Subcommittee
(GSC)*

STAFF REPORT



To: Board of Directors

From: Jeff Bandy, Principal Engineer

Date: October 29th, 2026

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

RECOMMENDATION

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

DISCUSSION

Requests for proposals were sent to three law firms in early October: Best, Best & Krieger; Bartkiewicz, Kronick & Shanahan; and Aleshire & Wynder. Once all proposals have been received, the GSC will review the submissions and select a firm.

The next GSC meeting is scheduled for October 27th when the GSC plans to discuss the received proposals and select the firm. The GSC will next meet jointly with the Technical Advisory Committee (TAC) on November 10th. The GSC will discuss the proposals and the selected firm, and the matter will also be presented at a subsequent RMC meeting on November 17th.

Consent Calendar

CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., September 24, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

Call to Order / Roll Call

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

** Signifies virtual attendance.*

Present: President Siegfried; and Directors Cole, *Weiland, and White.

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

****Director Weiland participated remotely pursuant to the Brown Act teleconferencing provisions authorized by SB 707. The Board determined that Director Weiland qualified for remote participation under a statutory "just cause" circumstance. Director Weiland participated by audio and video communication throughout the meeting, and all votes were conducted by roll call.***

Absent: President Pro Tem Urquhart

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD/District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Ph.D., Principal Engineer, CAWD
Alex Henson, Associate Engineer, CAWD
Chris Foley, Facilities Manager, CAWD
*Kevin Young, Water System Analyst, CAWD
Matt Green, Chief Plant Operator, CAWD
Daryl Lauer, Collections Superintendent, CAWD
Eric Romero, Collections Worker I
Richard Gebhart, Pebble Beach Community Services District (PBCSD)
Nick Becker, General Manager, PBCSD
Alex Lorca, Fenton & Keller, Attorneys at Law, CAWD Legal Counsel

In-Person Public Attendees:

Rebecca Verity, M.S., Climate Adaptation Program Manager (West Region) | GEI Consultants

***Virtual Public Attendees:**

*Michael Miller (Guest)

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

There were no appearances or public comments.

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. **Introduction of New Employee: Eric Romero, Collections Worker I – (verbal report)**
Introduction by Daryl Lauer, Collections Superintendent

The Board welcomed Mr. Romero to the District.

4. **Review of 2022 CAWD WWTP Long-Term Coastal Hazards Planning Roadmap –**
Report by Patrick Treanor, District Engineer

Requesting Board Approval of Report

Motion: President Siegfried proposed tabling acceptance of the 2022 CAWD WWTP Long-Term Coastal Hazards Planning Roadmap Report until November to allow another Sea Level Rise Committee meeting to be scheduled. The motion was seconded by Director Cole.

Vote: President Siegfried called for the vote. The motion carried unanimously, with all Directors present voting **Aye**.

Action: The Board agreed to defer consideration of the 2022 CAWD WWTP Long-Term Coastal Hazards Planning Roadmap Report until November, pending the scheduling and completion of a Sea Level Rise Committee meeting.

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

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

Public Comment on Consent Calendar

There were no public comments on the Consent Calendar.

The regular meeting minutes dated August 27, 2026 (Item #5 on the agenda), were not approved and were pulled from the Consent Agenda at the request of Director Cole. Upon a motion duly made by Director White and seconded by Director Cole, the Board voted to postpone consideration and approval of the minutes until the next meeting to allow for review and preparation of proposed language modifications.

The Board took the following action on the remaining Consent Calendar Items, Nos. 6–18:

Motion: Director White moved to approve the Consent Calendar items 6-18. The motion was seconded by Director Cole.

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

Action: The Board approved Consent Calendar Items Nos. 6–18; Item No. 5 remained unapproved.

- 5.** August 27, 2026 Regular Board Minutes
- 6.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA), August 2026 (not available at time of Board meeting prep) & July 2026 (not available at time of Board meeting prep)
- 7.** Receive and Accept Schedule of Cash Receipts & Disbursements – August 2026
- 8.** Approve Register of Disbursements – Carmel Area Wastewater District - August 2026
- 9.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project - August 2026
- 10.** Receive and Accept Financial Statements and Supplementary Schedules - August 2026
- 11.** Receive and Accept Collection System Superintendent's Report for August, July, and June 2026
- 12.** Receive and Accept Safety and Regulatory Compliance Report – August 2026
- 13.** Receive and Accept Treatment Facility Operations Report for August, July, and June 2026
- 14.** Receive and Accept Laboratory/Environmental Compliance Report – August 2026
- 15.** Receive and Accept Capital Projects Report/Implementation Plan
- 16.** Receive and Accept Project Summaries – Capital & Non-Capital
- 17.** Receive and Accept Facilities Manager Maintenance & Operations Report – August 2026
- 18.** Receive and Accept Source Control/Environmental Compliance Report – August 2026

ACTION ITEMS BEFORE THE BOARD

Action Items consist of business which requires a vote by the Board. These items are acted upon in the following sequence:

(1) Staff Report (2) Board Questions to Staff (3) Public Comments, and (4) Board Discussion and Action.

RESOLUTIONS

19. Resolution No. 2026-64 – GEI Contract Climate Adaptation-In-Place Analysis Requesting Board Adoption of Resolution – Report by Alex Henson, Associate Engineer

Motion: Director Cole moved to approve Resolution No. 2026-64. The motion was seconded by Director White.

Vote: President Siegfried requested that a roll call vote be taken. The motion carried unanimously, with all Directors present voting Aye.

Action: The Board adopted the resolution for the GEI Contract Climate Adaptation-In-Place Analysis.

COMMUNICATIONS

20. General Manager Report – Report by Barbara Buikema, General Manager (verbal report); presented by Barbara Buikema, General Manager

a. Strategic Planning:

Following the discussion, the Board directed Directors White and Weiland to select a facilitator and present their recommendations to the full Board at a future meeting.

b. Monterey County Special District Association Letter Sent

c. In-Person Ethics Training, Friday, November 13th, at 11:00 a.m. (Special Meeting)

The General Manager reminded the Board about the November 13th Ethics Training to be conducted in person by Fenton & Keller, Attorneys at Law.

The General Manager reported that the District is prepared to issue a Request for Proposals (RFP) for a rate model following the settlement agreement with Mr. Leighton. President Siegfried and Director Weiland, as members of the RFP Committee, requested to review the RFP prior to its release.

OTHER ITEMS BEFORE THE BOARD

- 21. Monterey County Treasurer's Report for the Quarter Ending June 30, 2026 – Report by Barbara Buikema, General Manager**

Requesting Board Acceptance of Report

Vote: President Siegfried requested acceptance from the Board by consensus. Director Weiland replied, "Aye," and there were no other objections.

Action: The Board accepted the Monterey County Treasurer's Report for the Quarter ending June 30, 2026.

- 22. Carmel Area Wastewater District Portfolio Report, Osborne Partners Capital Management, LLC (7/1/2026 to 8/17/2026), the Fixed Income Snapshot (4/16/2026 to 4/17/2026), and the August 24, 2026, Pension & Long-Term Meeting Minutes – Report by Barbara Buikema, General Manager**

Requesting Board Acceptance of Report

Vote: President Siegfried requested acceptance from the Board by consensus. Director Weiland replied, "Aye," and there were no objections from the Board members attending in person.

Action: The Board accepted the Carmel Area Wastewater District Portfolio Report, Osborne Partners Capital Management, LLC (7/1/2026 to 8/17/2026), the Fixed Income Snapshot (4/16/2026 to 4/17/2026), and the August 24, 2026, Pension & Long-Term Meeting Minutes.

- 23. Check-Signing Protocol – Report by Barbara Buikema, General Manager**

Requesting Board Discussion

Motion: Director White requested to revert back to the prior policy. The motion was seconded by Director Cole.

Vote: President Siegfried requested that a roll call vote be taken. The motion carried unanimously, with all Directors present voting Aye.

Action: The Board voted to revert to the prior policy.

INFORMATION/DISCUSSION ITEMS

24. Discussion Design Update for Office Building - Wastewater Treatment Plant (WWTP) Site Improvements (Project #25-02) – Report by Jeff Bandy, Principal Engineer

- a. **Pebble Beach Community Services District: No Meeting in August 2026 – n/a**
Report by Barbara Buikema, General Manager

The Board provided direction to staff.

25. Designated Reclamation Task Force, Representative (Jeff Bandy) - Report by Jeff Bandy, Principal Engineer

Report from the Governance Subcommittee regarding the summary of preliminary findings and an update on the selection and engagement of a consultant to assist in the review of Project Agreements.

- *8/4/2026 GSC Subcommittee meeting*
- *8/18/2026 GSC Subcommittee meeting*
- *8/8/2026 Governance Subcommittee Report*

Requesting Board Receipt of Report

Vote: President Siegfried requested the Board's acceptance of the report by consensus. Director Weiland replied, "Aye," and there were no objections from the Board members attending in person.

Action: The Board received the report.

26. Sewer Replacement Construction Update Regarding Scenic Road Sewer Replacement and Santa Rita and Guadalupe Sewer Replacement – Report by Patrick Treanor, District Engineer

Mr. Treanor provided an update on the Scenic Road Sewer Replacement and Santa Rita and Guadalupe Sewer Replacement projects.

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

Oral reports or announcements from the 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, September 25, 2026, at 9:30 a.m. – Director Weiland is scheduled to attend.
Friday, October 30, 2026, at 9:30 a.m. – President Siegfried is scheduled to attend.

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for
Tuesday, October 20, 2026, at 6:00 p.m. President Siegfried is scheduled to attend.
Tuesday, January (TBD), 2027, at 6:00 p.m. – Director Cole is scheduled to attend the meeting.

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

28. CLOSED SESSION: *As permitted by Government Code Section 54950 et seq., the Board of Directors will adjourn to a Closed Session:*

- A. Conference with Legal Counsel – Existing Litigation**
Government Code Section 54956.9(d)(1)
Carmel Area Wastewater District vs. Pebble Beach Community Services District
Monterey County Superior Court Case No. 26CV001951
- B. CONFERENCE WITH LEGAL COUNSEL— EXISTING LITIGATION** **Government Code Section 54956.9(d)(1)** **Name of case: (Hunter Leighton v. Carmel Area Wastewater District. Monterey County Superior Court Case No. 26CV001187.)**

The Board took a five-minute break at 11:31 a.m., convened in Closed Session at 11:36 a.m., and adjourned from Closed Session at 11:46 a.m. The Board reconvened in Open Session at 11:47 a.m. Legal Counsel reported that, with respect to Item 28.A, an update was provided to the Board and direction was given to Counsel, but no reportable action was taken.

29. ADJOURNMENT

The next regular Board meeting will be held at 9:00 a.m. on Thursday, October 29, 2026, or on an alternative acceptable date. The following regular Board meeting will be held on Thursday, November 19, 2026. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at (831) 624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

There being no further business to come before the Board, the meeting was adjourned at 11:47 a.m.

*As Reported To: _____
Domine Barringer, Board Clerk*

*APPROVED: _____
Robert Siegfried, President of the Board*



CARMEL AREA WASTEWATER DISTRICT

Pension & Investment Long Term Investments STANDING COMMITTEE MEETING MINUTES

1:00 p.m. Tuesday, August 6, 2026

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:

The meeting was called to order at 1:26 p.m.

Present: Director Siegfried
Director Urquhart

**Signifies Virtual Attendance*

Other Attendees:

- Barbara Buikema, General Manager
- Kevin Young, Wastewater System Analyst
- Chuck Else, Osborne Partners Capital*

• **Absent:** none

1. **Appearances/Public Comments:** *Anyone wishing to address the Committee on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person per topic. No action shall be taken on any item not appearing on the agenda.*
2. **Agenda Changes:** **Any requests to move an item on the agenda will be considered at this time.**
3. **INFORMATION/DISCUSSION ITEMS:**
 - *Discussion of subcontracting award in consulting contracts*

Specifically as it relates to capital projects and subcontracting of service to a primary engineering firm that adds on a handling surcharge. Because of strains on the District's project management staffing we have engaged the engineering consultant to manage the public relations contract on various projects. They have charged from 5% to 15% surcharge for this service.

It was pointed out that it is frequently more efficient to combine contract management of a subcontractor with the primary engineering firm. In this example we discussed Public Outreach Services. A suggestion was made to place Public Outreach Services on a retainer.

No final resolution was reached. The committee's recommendation was to place this item on the full board agenda for discussion or have it included in Board retreat topics.

4. **ADJOURNMENT:** *The next regular Board meeting will be held at 9:00 a.m., Thursday, August 27, 2026, in person or with a teleconference webinar link. The following regular board meeting will occur on Thursday, September 24, 2026. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

The Committee adjourned the meeting at 1:52 p.m.

AS REPORTED TO:

Barbara Buikema, General Manager

APPROVED:

Robert Siegfried, President of the Board



INDEPENDENT ACCOUNTANTS' REPORT

Board of Directors
Carmel Area Wastewater District
Carmel, California

We have performed the procedures enumerated below on the bank records of Carmel Area Wastewater District (CAWD) for the month of July 2026. CAWD's management is responsible for the bank records of CAWD.

The Board of Directors of CAWD have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of applying agreed-upon procedures to your bank reconciliations, in order to provide users with factual findings about the bank records used by the entity. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

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

- 1) For Cash account #3, we agreed the opening and ending balance on the reconciliation report to the County of Monterey Trial Balance Summary.
 - a) No exceptions were found as a result of this procedure.
- 2) For Cash account #6, operating, we agreed the opening and ending balance on the reconciliation report to the Chase Bank Statement.
 - a) No exceptions were found as a result of this procedure.
- 3) For Cash account #7, payroll, we agreed the opening and ending balance on the reconciliation report to the Chase Bank Statement.
 - a) No exceptions were found as a result of this procedure.
- 4) For Cash account #6, we compared 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).
 - a) No exceptions were found as a result of this procedure.
- 5) For Cash account #6, we compared the payees, the amounts, and the check number on the checks and matched it to the payee names, amounts, and check numbers appearing in the cash disbursements journal.
 - a) No exceptions were found as a result of this procedure.
- 6) For the three cash accounts noted above, we matched interbank account transfers.
 - a) No exceptions were found as a result of this procedure.

We were engaged by the Board of Directors of CAWD to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the AICPA. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the bank records of CAWD. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of CAWD and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Board of Directors of CAWD and is not intended to be, and should not be, used by anyone other than this specified party.

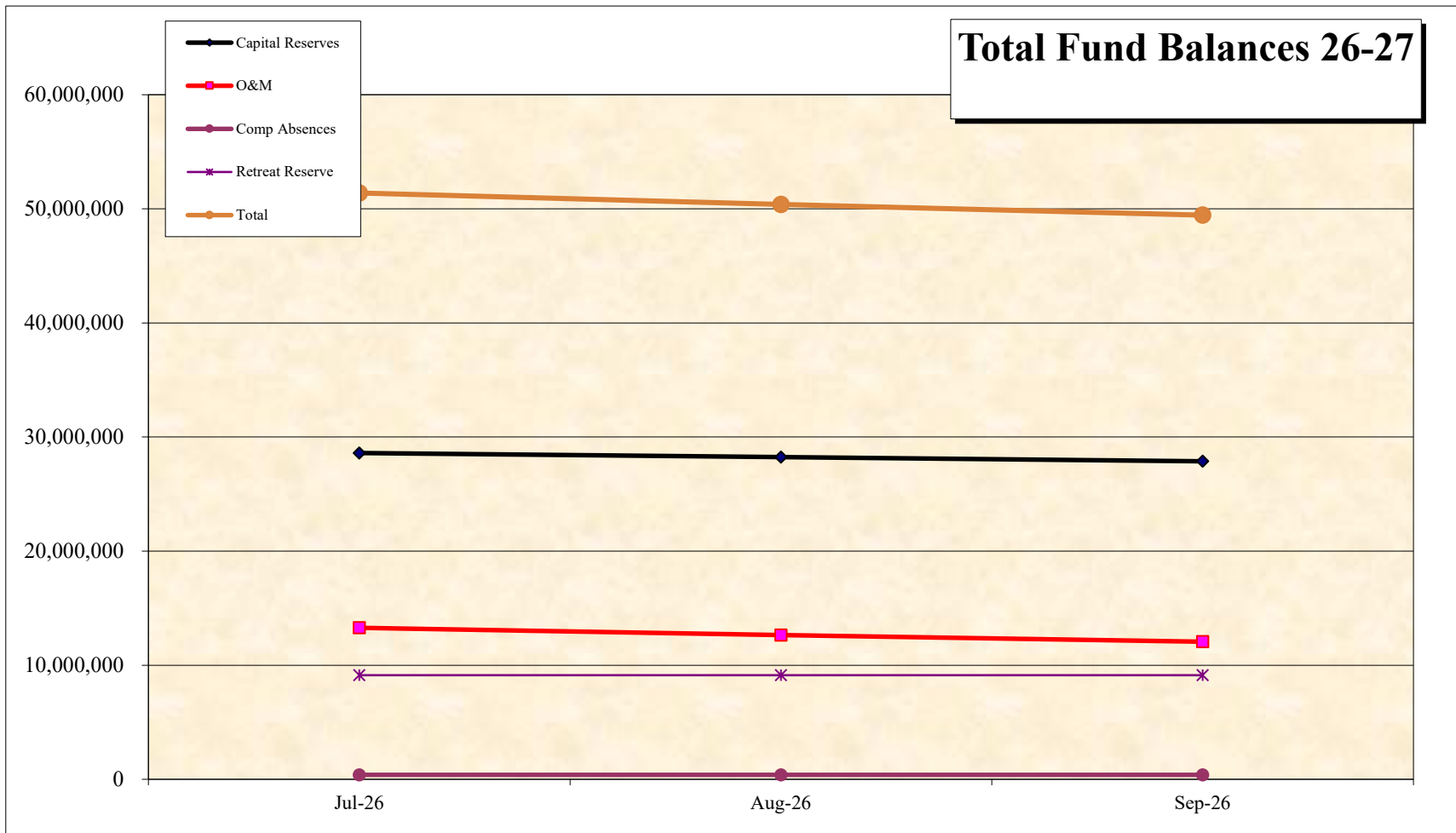
A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

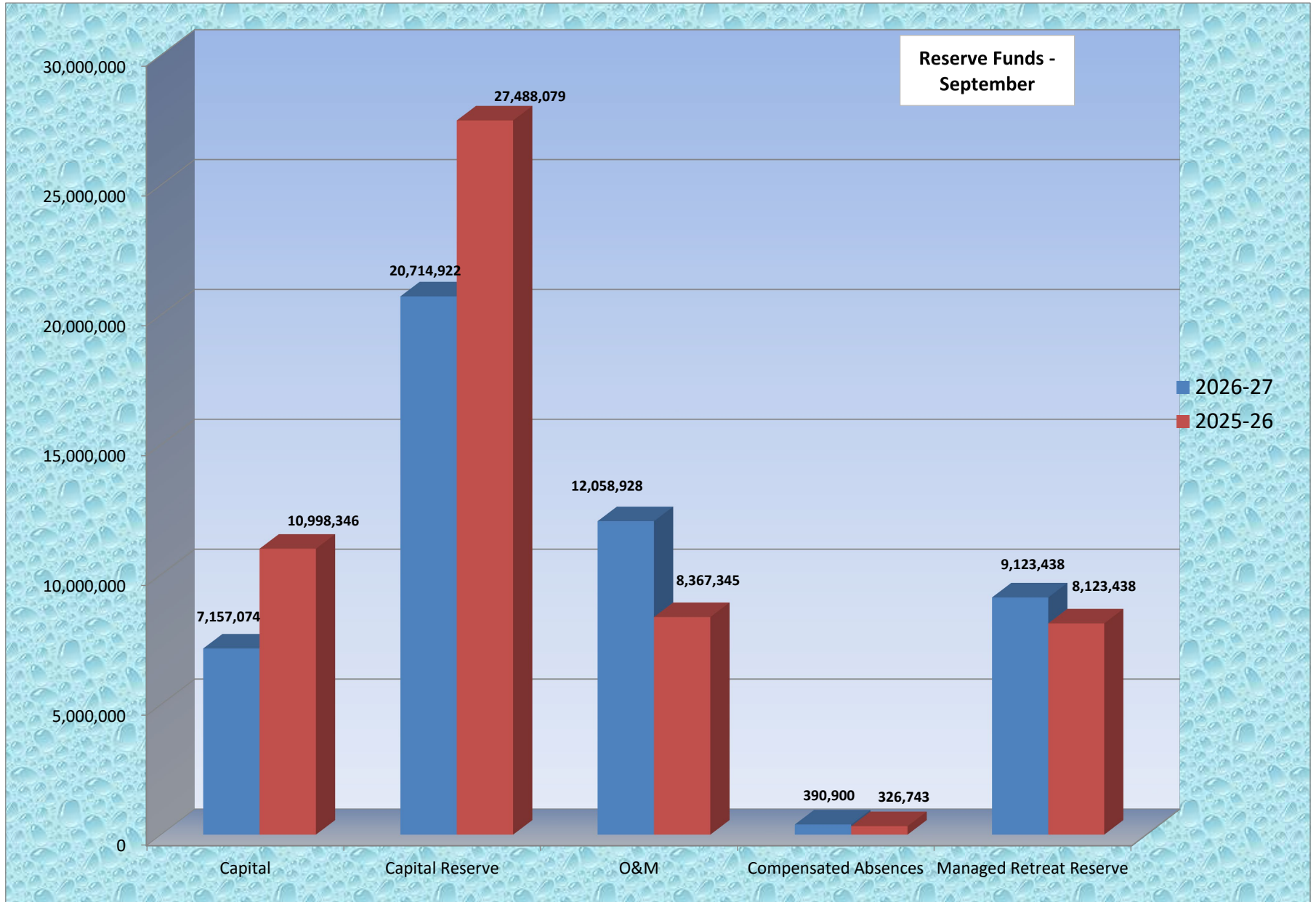
Salinas, California
October 6, 2026

Carmel Area Wastewater District
Schedule of Cash Receipts and Disbursements - SEPTEMBER 2026

	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	\$7,536,507	\$20,703,548	\$12,633,431	\$390,900	\$9,123,438	\$50,387,824	\$1,060,582	\$13,381	\$1,394,782
Receipts:									
User Fees			46,064						
Property Taxes		11,375							
PBCSD Treatment Fees							230,000		
Reclamation O & M reimbursement							93,527		
Reclamation capital billing									
Permits							4,710		
PBCSD capital billing									
Other misc. revenue							1,933		
Interest income									
CCLEAN receipts							89,581		
Enersponse LLC PG&E rebate									
CSRMA Wellness/Safety									
Carmel Reserve LLC (Sept. Ranch)									
Brine disposal fees							2,542		
Chargepoint payments							332		
Connection fees							12,157		
Void checks							8,288		
Total Receipts	0	11,375	46,064	0	0	57,439	443,071	0	0
Fund Transfers:									
Transfers to Chase Bank O&M	(379,434)		(620,566)				1,000,000		
Transfers to Chase Bank PR							(345,000)	345,000	
Transfer to Defend or Managed Retreat Fund									
Intra-fund transfers for capital expenditures									
Rebalance Capital and O&M Reserves									
Total Transfers	(379,434)	0	(620,566)	0	0	(1,000,000)	655,000	345,000	0
Disbursements:									
Operations and capital							934,844		
Payroll & payroll taxes								342,554	
Employee Dental reimbursements							4,973		
CALPERS EFT							54,546		
CAWD SAM pension EFT							0		
Union dues EFT							824		
Home Depot EFT							571		
US Bank EFT							15,716		
Deferred comp contributions EFT							12,280		
PEHP contributions EFT							4,723		
Bank/ADP fees							5	1,173	
Procurify Pro Users									
Annual County admin billing fee									
GASB 68 report fee/Soc Sec 218 fee							440		
Unfunded CALPERS liabilities									
Total Disbursements	0	0	0	0	0	0	1,028,921	343,727	0
BALANCE END OF MONTH	7,157,074	20,714,922	12,058,928	390,900	9,123,438	49,445,263	1,129,731	14,654	1,394,782



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



Carmel Area Wastewater District
Disbursements
Sep-26

Date	Check	Vendor	Description	Amount
09/01/26	9345	Albion Environmental, Inc.	Perimeter Fence Project 19-18 (CAPITAL)	2,543.57
09/01/26	9346	Allied Fluid Products Corp	Gaskets	243.19
09/01/26	9347	OVERFLOW STUB		0.00
09/01/26	9348	Amazon Capital Services	Office and operating supplies	2,828.79
09/01/26	9349	AT&T Mobility	SCADA text modem	71.07
09/01/26	9350	AT&T	Plant fiber router	757.98
09/01/26	9351	AutomationDirect, Inc.	Eaton heater element	159.86
09/01/26	9352	Badge Meter, Inc.	Residual sulfite monitor	13,211.41
09/01/26	9353	Barbara Buikema	Admin kitchen supplies	64.74
09/01/26	9354	Beth Ingram	HR services for the 2025-26 fiscal year	71,659.92
09/01/26	9355	Brett George Company	Perimeter Fence Project 19-18 (CAPITAL)	2,035.00
09/01/26	9356	Bryan Mailey Electric, Inc.	Plant and Collections electrical services	6,435.00
09/01/26	9357	Capstone Green Energy, LLC	30% deposit for the 65kw Microturbine (CAPITAL)	46,040.18
09/01/26	9358	Carmel Pine Cone	Board nominee public notice	234.00
09/01/26	9359	Certifical, Inc.	Enterprise subscription annual fee	150.00
09/01/26	9360	Charles DayEngel	Tri-State conference expenses reimbursement	347.52
09/01/26	9361	Cintas Corporation	Laundry service	1,218.35
09/01/26	9362	Clark Pest Control	Plant service	674.00
09/01/26	9363	Coastal Fabrication Company, Inc.	Fabrication of three trailer racks and one cone rack	6,150.62
09/01/26	9364	Colantuono, Highsmith & Whatley, PC	District legal services	3,436.50
09/01/26	9365	Controlling Ins. Cost in Calif. Schools	Employee assistance program	54.54
09/01/26	9366	Crane and Hoist Services, Ltd.	Annual crane and hoist inspection and repair hoist	4,972.18
09/01/26	9367	Culligan Water Conditioning	C&I exchange service for the lab	18.00
09/01/26	9368	Daryl Lauer	Dental	410.00
09/01/26	9369	DC Frost Associates	Drip Trap manual Operation	2,765.51
09/01/26	9370	Drive Line Service Sacramento	Two effluent pump shafts	9,566.47
09/01/26	9371	Eric Romero	Work boots reimbursement	207.52
09/01/26	9372	Exceedio/Xobee	New PC's, docking stations and laptop	17,334.31
09/01/26	9373	Fastenal Company	Operating supplies	600.25
09/01/26	9374	Fenton & Keller	District legal services	24,334.66
09/01/26	9375	Firato Service Co.	Plant and admin landscaping	1,796.00
09/01/26	9376	Fisher Scientific	Lab supplies	685.66
09/01/26	9377	Grainger	Operating supplies	4,352.82
09/01/26	9378	Green Infrastructure Design	Collections ESRI organization, ITPipes; Operations Geometric Network and Aerials	7,700.00

Carmel Area Wastewater District
Disbursements
Sep-26

Date	Check	Vendor	Description	Amount
09/01/26	9379	ICON Cloud Solutions, LLC	Monthly telephone service	575.11
09/01/26	9380	ICONIX Waterworks (US) Inc.	Sewer supplies	3,867.43
09/01/26	9381	IDEXX Distribution, Inc.	Lab supplies	842.11
09/01/26	9382	Kennedy/Jenks Consultants	WWTP Site Improvements-Storage Building Predesign and Perimeter Fence Project 19-18 (CAPITAL)	141,373.49
09/01/26	9383	Kevin Young	Dental (\$301.00) and vision copays	346.00
09/01/26	9384	McMaster-Carr	Operating supplies	353.24
09/01/26	9385	Metrohm USA, Inc.	Ion Chromatograph (CAPITAL \$31,713.52) and lab supplies	34,929.63
09/01/26	9386	Monterey Bay Analytical Services	Sample analysis	65.00
09/01/26	9387	Monterey One Water	Annual Clogbuster charge	159.06
09/01/26	9388	Monterey Bay Air Resources District	Annual permits	8,975.00
09/01/26	9389	Motion Industries, Inc.	1HP electric motor	1,125.74
09/01/26	9390	Municipal Maintenance Equipment	Collections supplies	3,148.43
09/01/26	9391	NAPA Auto Parts	Motor oil	345.12
09/01/26	9392	Nguyen Security	Board meeting security service	240.00
09/01/26	9393	Nicolay Consulting Group	Pension plan COLA calculations	3,499.65
09/01/26	9394	Northern Safety Co., Inc.	Traffic cones and gloves	2,926.41
09/01/26	9395	Patelco Credit Union	Health Savings Account contributions	4,937.75
09/01/26	9396	Peninsula Welding & Medical Supply	Compressed nitrogen and non-liquid cylinders	498.93
09/01/26	9397	Pacific Gas & Electric	Monthly service	5,287.13
09/01/26	9398	P.M. Landscaping Services, LLC	Plant and admin landscaping	2,171.00
09/01/26	9399	Rael & Letson	GASB 68 report for CALPERS pension	1,800.00
09/01/26	9400	Raymond De Ocampo	Dental	1,712.80
09/01/26	9401	Rincon Consultants, Inc.	Easement Maintenance Surveys and Program-Level CEQA Analysis	23,672.43
09/01/26	9402	Robert Siegfried	Dental	92.50
09/01/26	9403	Rooter King Monterey County Inc.	Reimburse plumbing permit fee	130.00
09/01/26	9404	Scarborough Lumber & Building (ACE)	Operating supplies	97.41
09/01/26	9405	Silke Communications	Two Mototrbo VHF 5W radios	1,941.71
09/01/26	9406	United Rentals (North America), Inc.	Articulating boom lift rental	4,657.60
09/01/26	9407	Univar Solutions USA	Sodium hypochlorite	16,353.61
09/01/26	9408	Vision Service Plan	Vision insurance premium	732.55
09/15/26	9409	Base Built	3D scans and registration of Point Cloud	8,000.00
09/17/26	9410	Amazon Capital Services	Office and operating supplies	1,671.33
09/17/26	9411	American Legal Publishing Corporation	August edits	286.00

Carmel Area Wastewater District
Disbursements
Sep-26

Date	Check	Vendor	Description	Amount
09/17/26	9412	Applied Marine Sciences, Inc.	June ocean monitoring expenses for CCLEAN	65,231.58
09/17/26	9413	AT&T CALNET 3	Admin alarm	36.35
09/17/26	9414	Barbara Buikema	Board packet meeting with KW	51.60
09/17/26	9415	California American Water	Monthly service	1,801.62
09/17/26	9416	Capstone Green Energy, LLC	60% deposit for the 65kw Microturbine (CAPITAL)	92,080.35
09/17/26	9417	Cintas Corporation	Laundry service	1,194.80
09/17/26	9418	Clark Pest Control	Admin service	522.00
09/17/26	9419	ClickTime.com, Inc.	Added users	150.00
09/17/26	9420	Controlling Ins. Cost in Calif. Schools	Employee assistance program	54.54
09/17/26	9421	Daryl Lauer	Dental	200.00
09/17/26	9422	DKF Solutions Group, LLC	SERP training and drills for Collections	3,740.00
09/17/26	9423	Domine Barringer	To-Go boxes for district BBQ leftovers	19.65
09/17/26	9424	EMD Millipore Corporation	Polypropylene Panel for the Water Purification System (CAPITAL)	423.80
09/17/26	9425	Enterprise Automation	Support & CRs 25-26 project	3,277.50
09/17/26	9426	Environmental Express, Inc.	StepSaver-Individual Station and Vacuum Pump-lab supplies	6,873.43
09/17/26	9427	Exceedio/Xobee	Managed Services and SCADA	11,559.81
09/17/26	9428	Fastenal Company	Operating supplies	2,130.21
09/17/26	9429	Fenton & Keller	District legal services	325.00
09/17/26	9430	First Alarm	Admin alarm	112.88
09/17/26	9431	Firato Service Co.	Plant and admin janitorial	1,796.00
09/17/26	9432	FOSS North America, Inc.	Digester 2508 Auto Lift (CAPITAL)	23,475.34
09/17/26	9433	Grainger	Operating supplies	2,327.97
09/17/26	9434	Hach Company	Tungsten lamp	586.11
09/17/26	9435	Harrington Industrial Plastics, LLC	Grundfos Horizontal Pit Pump (CAPITAL)	24,714.61
09/17/26	9436	ICON Cloud Solutions, LLC	Monthly telephone service	575.11
09/17/26	9437	ICONIX Waterworks (US) Inc.	Blind flanges	2,100.31
09/17/26	9438	Josh Downing	Work boots and dental (\$1,222.00)	1,467.00
09/17/26	9439	Labworks LLC	LIMS Enterprise Suite annual software fee	25,097.40
09/17/26	9440	Lincoln Financial Group	Life insurance, long-term and short-term disability premiums	2,462.88
09/17/26	9441	Mark Dias	Dental	735.40
09/17/26	9442	McMaster-Carr	Operating supplies	427.68
09/17/26	9443	Metrohm USA, Inc.	Lab supplies	209.47
09/17/26	9444	Monterey Bay Analytical Services	Sample analysis	307.00
09/17/26	9445	Motion Industries, Inc.	Electric motor	2,250.65

Carmel Area Wastewater District
Disbursements
Sep-26

Date	Check	Vendor	Description	Amount
09/17/26	9446	Municipal Maintenance Equipment	Vaccon service, clutch adjustment, grease reseal, axles and new hubs	3,533.62
09/17/26	9447	Northern Safety Co., Inc.	Surveyor vests	1,029.38
09/17/26	9448	OnPoint Generators, Inc.	Parts for new ATS at Monte Verde & 16th pump station	3,916.71
09/17/26	9449	Pacific Gas & Electric	Monthly service	51,356.32
09/17/26	9450	Pure Water	Plant and office service	133.19
09/17/26	9451	REXEL	Engineering services for Eaton switchgears	27,001.14
09/17/26	9452	Seth Steele-Freitas	Dental	299.20
09/17/26	9453	Sierra Printers Incorporated	Operations tee shirts	1,028.69
09/17/26	9454	Synagro Technologies, Inc.	Sludge hauling	15,090.34
09/17/26	9455	TBC Communications & Media	Pescadero Creek Area Pipe Rehab Project #21-05 (CAPITAL \$15,033.75) and Crisis Communications Plan	19,143.75
09/17/26	9456	USA Blue Book	Wire Proofer Skid for Collections and lab supplies	326.94
09/17/26	9457	U.S. Postal Service	Annual PO Box rental fee	388.00
09/17/26	9458	Visual Edge IT, Inc.	Plant copier billing	74.79
09/17/26	9459	Websoft Developers	MobileMMS Subscription annual fee	21,677.91
09/17/26	9460	WM Corporate Services, Inc.	Plant rollofts, recycle and admin garbage	3,978.17
09/24/26	9461	Fire 4 Hire Catering	Annual BBQ catering	2,646.28
				939,816.27

CAWD/PBCSD Reclamation Project
Disbursements
Sep-26

Date	Check	Vendor	Description	Amount
09/01/26	2188	Alameda Electrical Distributors, Inc.	Electrical supplies	642.91
09/01/26	2189	Allied Fluid Products	Gaskets	243.19
09/01/26	2190	Automationdirect.com, Inc.	RHINO PSR series switching power supplies	204.45
09/01/26	2191	Brenntag Pacific, Inc.	Ammonium hydroxide and Brennfloc RE 5000	25,700.09
09/01/26	2192	Bryan Mailey Electric, Inc.	Electrical services	330.00
09/01/26	2193	Central Valley Business Forms	AP check stock	342.27
09/01/26	2194	Exceedio/Xobee	Two new PC's	4,144.73
09/01/26	2195	Fastenal Company	Operating supplies	66.36
09/01/26	2196	Fisher Scientific	Lab supplies	557.74
09/01/26	2197	Harrington Industrial Plastics, LLC	Operating supplies	1,290.41
09/01/26	2198	IDEXX Distributors, Inc.	Lab supplies	842.11
09/01/26	2199	Kennedy/Jenks Consultants	Asset Analysis and Master Plan Project #22-05 (CAPITAL)	4,926.25
09/01/26	2200	Metrohm USA, Inc.	Ion Chromatograph and lab supplies (CAPITAL \$31,713.51)	32,253.87
09/01/26	2201	Monterey Bay Analytical Services	Sample analysis	1,684.00
09/01/26	2202	Northstar Chemical	Sulfuric and citric acid	6,573.94
09/01/26	2203	Pebble Beach Company	O&M reimbursement	5,277.42
09/01/26	2204	Pacific Gas & Electric	Tertiary billing	31,374.91
09/01/26	2205	Trussell Technologies, Inc.	MFRO Ops Support engineering	1,342.50
09/01/26	2206	United Rentals Northwest Inc.	Articulating boom lift	1,552.53
09/01/26	2207	Wells Fargo Advisors	Transfer to capital reserves	72,172.50
09/16/26	2208	Carmel Area Wastewater District	O&M reimbursement	93,527.11
09/16/26	2209	Environmental Express, Inc.	StepSaver Individual Station and Vacuum Pump-lab supplies	4,654.62
09/16/26	2210	Exceedio/Xobee	Managed services for SCADA	758.09
09/16/26	2211	Fastenal Company	Operating supplies	88.91
09/16/26	2212	Harrington Industrial Plastics, LLC	Operating supplies	449.93
09/16/26	2213	Iconix Waterworks (US) Inc.	Blind flanges	594.58
09/16/26	2214	Labworks LLC	LIMS Enterprise Suite-annual software subscription	25,097.40

CAWD/PBCSD Reclamation Project
Disbursements
Sep-26

Date	Check	Vendor	Description	Amount
09/16/26	2215	Metrohm USA, Inc.	Lab supplies	209.47
09/16/26	2216	Monterey Bay Analytical Services	Sample analysis	68.00
09/16/26	2217	Pebble Beach Community Services District	Aug O&M and Jun Supplemental Water Treatment Cost	142,179.79
09/16/26	2218	Pacific Gas & Electric	MF/RO billing	35,883.65
09/16/26	2219	USA Blue Book	Lab supplies	119.91
09/16/26	2220	Valin Corporation	Watlow heater	8,438.14
09/16/26	2221	Websoft Developers	MobileMMS annual subscription	7,225.97
				510,817.75



**Financial Statements
and
Supplementary Schedules**

September 2026

October 29, 2026

Carmel Area Wastewater District

Balance Sheet

September 2026

ASSETS			
Current Assets			
Cash			
Cash	51,984,430.07		
TOTAL Cash		51,984,430.07	
Other Current Assets			
Other Current Assets	1,950,491.01		
TOTAL Other Current Assets		1,950,491.01	
TOTAL Current Assets			53,934,921.08
Fixed Assets			
Land			
Land	308,059.76		
TOTAL Land		308,059.76	
Treatment Structures			
Treatment Structures	81,724,454.36		
TOTAL Treatment Structures		81,724,454.36	
Treatment Equipment			
Treatment Equipment	11,152,531.21		
TOTAL Treatment Equipment		11,152,531.21	
Collection Structures			
Collection Structures	2,805,367.94		
TOTAL Collection Structures		2,805,367.94	
Collection Equipment			
Collection Equipment	2,013,723.73		
TOTAL Collection Equipment		2,013,723.73	
Sewers		24,981,094.03	
Disposal Facilities			
Disposal Facilities	1,643,890.85		
TOTAL Disposal Facilities		1,643,890.85	
Other Fixed Assets			
Other Fixed Assets	5,303,341.97		
TOTAL Other Fixed Assets		5,303,341.97	
Capital Improvement Projects			
Capital Improvement Projects	17,186,012.57		
TOTAL Capital Improvement Projects		17,186,012.57	
Accumulated depreciation		(68,720,525.16)	
TOTAL Fixed Assets			78,397,951.26
Other Assets			
Other Assets		5,387,954.51	
TOTAL Other Assets			5,387,954.51
TOTAL ASSETS			137,720,826.85

Carmel Area Wastewater District

Balance Sheet

September 2026

LIABILITIES

Current Liabilities

Current Liabilities

2,650,047.69

TOTAL Current Liabilities

2,650,047.69

Long-Term Liabilities

Long Term Liabilities

1,232,638.61

TOTAL Long-Term Liabilities

1,232,638.61

TOTAL LIABILITIES

3,882,686.30

NET POSITION

Net Assets

136,127,521.73

Year-to-Date Earnings

(2,289,381.18)

TOTAL NET POSITION

133,838,140.55

TOTAL LIABILITIES & NET POSITION

137,720,826.85

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Performance, September 2026 - current month,
Consolidated by account

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Income				
Revenue	704,723.64	13,000,000.00	12,295,276.36	5.4 %
TOTAL Income	704,723.64	13,000,000.00	12,295,276.36	5.4 %
Adjustments				
Discounts	26.49	0.00	(26.49)	
TOTAL Adjustments	26.49	0.00	(26.49)	
*****	704,750.13	13,000,000.00	12,295,249.87	5.4 %
***** OPERATING INCOME	704,750.13	13,000,000.00	12,295,249.87	5.4 %
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	1,238,807.97	5,619,600.00	4,380,792.03	22.0 %
TOTAL Salaries and Payroll Taxes	1,238,807.97	5,619,600.00	4,380,792.03	22.0 %
Employee Benefits				
Employee Benefits	326,900.45	1,310,600.00	983,699.55	24.9 %
TOTAL Employee Benefits	326,900.45	1,310,600.00	983,699.55	24.9 %
Director's Expenses				
Director's Expenses	5,916.44	59,900.00	53,983.56	9.9 %
TOTAL Director's Expenses	5,916.44	59,900.00	53,983.56	9.9 %
Truck and Auto Expenses				
Truck and Auto Expenses	27,131.44	143,900.00	116,768.56	18.9 %
TOTAL Truck and Auto Expenses	27,131.44	143,900.00	116,768.56	18.9 %
General and Administrative				
General and Administrative	306,528.46	994,600.00	688,071.54	30.8 %
TOTAL General and Administrative	306,528.46	994,600.00	688,071.54	30.8 %
Office Expense				
Office Expense	47,587.38	122,700.00	75,112.62	38.8 %
TOTAL Office Expense	47,587.38	122,700.00	75,112.62	38.8 %
Operating Supplies				
Operating Supplies	177,295.84	759,800.00	582,504.16	23.3 %
TOTAL Operating Supplies	177,295.84	759,800.00	582,504.16	23.3 %
Contract Services				
Contract Services	409,542.66	1,715,300.00	1,305,757.34	23.9 %
TOTAL Contract Services	409,542.66	1,715,300.00	1,305,757.34	23.9 %

Carmel Area Wastewater District
Income Statement-Actual to Budget
Year-to-Date Performance, September 2026 - current month,
Consolidated by account

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Repairs and Maintenance				
Repairs and Maintenance	265,601.43	964,800.00	699,198.57	27.5 %
TOTAL Repairs and Maintenance	265,601.43	964,800.00	699,198.57	27.5 %
Utilities				
Utilities	125,053.56	476,400.00	351,346.44	26.2 %
TOTAL Utilities	125,053.56	476,400.00	351,346.44	26.2 %
Travel and Meetings				
Travel and Meetings	10,722.66	93,300.00	82,577.34	11.5 %
TOTAL Travel and Meetings	10,722.66	93,300.00	82,577.34	11.5 %
Permits and Fees				
Permits and Fees	10,931.65	89,500.00	78,568.35	12.2 %
TOTAL Permits and Fees	10,931.65	89,500.00	78,568.35	12.2 %
Memberships and Subscriptions				
Memberships and Subscriptions	22,812.20	52,900.00	30,087.80	43.1 %
TOTAL Memberships and Subscriptions	22,812.20	52,900.00	30,087.80	43.1 %
Safety				
Safety	60,663.88	110,600.00	49,936.12	54.8 %
TOTAL Safety	60,663.88	110,600.00	49,936.12	54.8 %
Other Expenses				
Other Expense	7,039.65	65,900.00	58,860.35	10.7 %
TOTAL Other Expenses	7,039.65	65,900.00	58,860.35	10.7 %
Depreciation and Amortization				
Depreciation and Amortization	0.00	2,969,700.00	2,969,700.00	
TOTAL Depreciation and Amortization	0.00	2,969,700.00	2,969,700.00	
TOTAL Operating Expenses	3,042,535.67	15,549,500.00	12,506,964.33	19.6 %
***** OPERATING INCOME (LOSS)	(2,337,785.54)	(2,549,500.00)	(211,714.46)	91.7 %
Non-op Income, Expense, Gain or Loss				
Other Income or Gain				
Other Income, Gain, Expense and Loss	48,404.36	5,217,900.00	5,169,495.64	0.9 %
TOTAL Other Income or Gain	48,404.36	5,217,900.00	5,169,495.64	0.9 %
TOTAL Non-op Income, Expense, Gain or Loss	48,404.36	5,217,900.00	5,169,495.64	0.9 %
***** NET INCOME (LOSS)	(2,289,381.18)	2,668,400.00	4,957,781.18	-85.8 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Collections
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 5

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</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>	313,168.56	1,276,700.00	963,531.44	24.5 %
TOTAL Salaries and Payroll Taxes	313,168.56	1,276,700.00	963,531.44	24.5 %
Employee Benefits				
<i>Employee Benefits</i>	93,420.93	384,600.00	291,179.07	24.3 %
TOTAL Employee Benefits	93,420.93	384,600.00	291,179.07	24.3 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	22,984.19	98,600.00	75,615.81	23.3 %
TOTAL Truck and Auto Expenses	22,984.19	98,600.00	75,615.81	23.3 %
General and Administrative				
<i>General and Administrative</i>	97,318.20	242,700.00	145,381.80	40.1 %
TOTAL General and Administrative	97,318.20	242,700.00	145,381.80	40.1 %
Office Expense				
<i>Office Expense</i>	9,757.28	9,200.00	(557.28)	106.1 %
TOTAL Office Expense	9,757.28	9,200.00	(557.28)	106.1 %
Operating Supplies				
<i>Operating Supplies</i>	17,122.13	108,900.00	91,777.87	15.7 %
TOTAL Operating Supplies	17,122.13	108,900.00	91,777.87	15.7 %
Contract Services				
<i>Contract Services</i>	183,257.16	427,000.00	243,742.84	42.9 %
TOTAL Contract Services	183,257.16	427,000.00	243,742.84	42.9 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	103,906.90	450,100.00	346,193.10	23.1 %
TOTAL Repairs and Maintenance	103,906.90	450,100.00	346,193.10	23.1 %
Utilities				
<i>Utilities</i>	16,637.80	74,700.00	58,062.20	22.3 %
TOTAL Utilities	16,637.80	74,700.00	58,062.20	22.3 %
Travel and Meetings				
<i>Travel and Meetings</i>	4,269.94	30,300.00	26,030.06	14.1 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Collections
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 5

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL Travel and Meetings	4,269.94	30,300.00	26,030.06	14.1 %
Permits and Fees				
<i>Permits and Fees</i>	6,662.65	13,000.00	6,337.35	51.3 %
TOTAL Permits and Fees	6,662.65	13,000.00	6,337.35	51.3 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	1,569.00	6,000.00	4,431.00	26.1 %
TOTAL Memberships and Subscriptions	1,569.00	6,000.00	4,431.00	26.1 %
Safety				
<i>Safety</i>	25,675.44	45,600.00	19,924.56	56.3 %
TOTAL Safety	25,675.44	45,600.00	19,924.56	56.3 %
Other Expenses				
<i>Other Expense</i>	6,206.95	5,500.00	(706.95)	112.9 %
TOTAL Other Expenses	6,206.95	5,500.00	(706.95)	112.9 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	0.00	465,600.00	465,600.00	
TOTAL Depreciation and Amortization	0.00	465,600.00	465,600.00	
TOTAL Operating Expenses	901,957.13	3,638,500.00	2,736,542.87	24.8 %
***** OPERATING INCOME (LOSS)	(901,957.13)	(3,638,500.00)	(2,736,542.87)	24.8 %
***** NET INCOME (LOSS)	(901,957.13)	(3,638,500.00)	(2,736,542.87)	24.8 %
***** NET INCOME (LOSS)	(901,957.13)	(3,638,500.00)	(2,736,542.87)	24.8 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Treatment
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 6

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</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>	462,081.53	2,320,100.00	1,858,018.47	19.9 %
TOTAL Salaries and Payroll Taxes	462,081.53	2,320,100.00	1,858,018.47	19.9 %
Employee Benefits				
<i>Employee Benefits</i>	158,414.93	590,500.00	432,085.07	26.8 %
TOTAL Employee Benefits	158,414.93	590,500.00	432,085.07	26.8 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	26.99	9,400.00	9,373.01	0.3 %
TOTAL Truck and Auto Expenses	26.99	9,400.00	9,373.01	0.3 %
General and Administrative				
<i>General and Administrative</i>	149,859.51	325,900.00	176,040.49	46.0 %
TOTAL General and Administrative	149,859.51	325,900.00	176,040.49	46.0 %
Office Expense				
<i>Office Expense</i>	16,494.01	27,600.00	11,105.99	59.8 %
TOTAL Office Expense	16,494.01	27,600.00	11,105.99	59.8 %
Operating Supplies				
<i>Operating Supplies</i>	142,071.30	582,700.00	440,628.70	24.4 %
TOTAL Operating Supplies	142,071.30	582,700.00	440,628.70	24.4 %
Contract Services				
<i>Contract Services</i>	146,471.45	823,700.00	677,228.55	17.8 %
TOTAL Contract Services	146,471.45	823,700.00	677,228.55	17.8 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	158,470.94	408,700.00	250,229.06	38.8 %
TOTAL Repairs and Maintenance	158,470.94	408,700.00	250,229.06	38.8 %
Utilities				
<i>Utilities</i>	101,435.54	367,600.00	266,164.46	27.6 %
TOTAL Utilities	101,435.54	367,600.00	266,164.46	27.6 %
Travel and Meetings				
<i>Travel and Meetings</i>	3,554.41	31,500.00	27,945.59	11.3 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Treatment
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 6

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL Travel and Meetings	3,554.41	31,500.00	27,945.59	11.3 %
Permits and Fees				
<i>Permits and Fees</i>	4,269.00	35,800.00	31,531.00	11.9 %
TOTAL Permits and Fees	4,269.00	35,800.00	31,531.00	11.9 %
Memberships and Subscriptions				
<i>Memberships and Subscriptions</i>	3,237.20	8,500.00	5,262.80	38.1 %
TOTAL Memberships and Subscriptions	3,237.20	8,500.00	5,262.80	38.1 %
Safety				
<i>Safety</i>	32,813.67	58,800.00	25,986.33	55.8 %
TOTAL Safety	32,813.67	58,800.00	25,986.33	55.8 %
Other Expenses				
<i>Other Expense</i>	189.20	5,400.00	5,210.80	3.5 %
TOTAL Other Expenses	189.20	5,400.00	5,210.80	3.5 %
Depreciation and Amortization				
<i>Depreciation and Amortization</i>	0.00	1,970,100.00	1,970,100.00	
TOTAL Depreciation and Amortization	0.00	1,970,100.00	1,970,100.00	
TOTAL Operating Expenses	1,379,389.68	7,566,300.00	6,186,910.32	18.2 %
***** OPERATING INCOME (LOSS)	(1,379,389.68)	(7,566,300.00)	(6,186,910.32)	18.2 %
***** NET INCOME (LOSS)	(1,379,389.68)	(7,566,300.00)	(6,186,910.32)	18.2 %
***** NET INCOME (LOSS)	(1,379,389.68)	(7,566,300.00)	(6,186,910.32)	18.2 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Administration
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 7

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</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>	163,573.34	742,800.00	579,226.66	22.0 %
TOTAL Salaries and Payroll Taxes	163,573.34	742,800.00	579,226.66	22.0 %
Employee Benefits				
<i>Employee Benefits</i>	26,959.21	173,800.00	146,840.79	15.5 %
TOTAL Employee Benefits	26,959.21	173,800.00	146,840.79	15.5 %
Director's Expenses				
<i>Director's Expenses</i>	5,516.44	58,800.00	53,283.56	9.4 %
TOTAL Director's Expenses	5,516.44	58,800.00	53,283.56	9.4 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	4,120.26	34,000.00	29,879.74	12.1 %
TOTAL Truck and Auto Expenses	4,120.26	34,000.00	29,879.74	12.1 %
General and Administrative				
<i>General and Administrative</i>	54,287.07	426,000.00	371,712.93	12.7 %
TOTAL General and Administrative	54,287.07	426,000.00	371,712.93	12.7 %
Office Expense				
<i>Office Expense</i>	18,757.47	82,800.00	64,042.53	22.7 %
TOTAL Office Expense	18,757.47	82,800.00	64,042.53	22.7 %
Operating Supplies				
<i>Operating Supplies</i>	0.00	2,000.00	2,000.00	
TOTAL Operating Supplies	0.00	2,000.00	2,000.00	
Contract Services				
<i>Contract Services</i>	38,060.69	230,400.00	192,339.31	16.5 %
TOTAL Contract Services	38,060.69	230,400.00	192,339.31	16.5 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	0.00	70,000.00	70,000.00	
TOTAL Repairs and Maintenance	0.00	70,000.00	70,000.00	
Utilities				
<i>Utilities</i>	6,627.47	26,000.00	19,372.53	25.5 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Administration
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 7

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL Utilities	6,627.47	26,000.00	19,372.53	25.5 %
Travel and Meetings				
Travel and Meetings	1,285.04	13,500.00	12,214.96	9.5 %
TOTAL Travel and Meetings	1,285.04	13,500.00	12,214.96	9.5 %
Permits and Fees				
Permits and Fees	0.00	21,700.00	21,700.00	
TOTAL Permits and Fees	0.00	21,700.00	21,700.00	
Memberships and Subscriptions				
Memberships and Subscriptions	17,300.00	35,900.00	18,600.00	48.2 %
TOTAL Memberships and Subscriptions	17,300.00	35,900.00	18,600.00	48.2 %
Safety				
Safety	0.00	1,900.00	1,900.00	
TOTAL Safety	0.00	1,900.00	1,900.00	
Other Expenses				
Other Expense	643.50	52,500.00	51,856.50	1.2 %
TOTAL Other Expenses	643.50	52,500.00	51,856.50	1.2 %
Depreciation and Amortization				
Depreciation and Amortization	0.00	34,000.00	34,000.00	
TOTAL Depreciation and Amortization	0.00	34,000.00	34,000.00	
TOTAL Operating Expenses	337,130.49	2,006,100.00	1,668,969.51	16.8 %
***** OPERATING INCOME (LOSS)	(337,130.49)	(2,006,100.00)	(1,668,969.51)	16.8 %
***** NET INCOME (LOSS)	(337,130.49)	(2,006,100.00)	(1,668,969.51)	16.8 %
***** NET INCOME (LOSS)	(337,130.49)	(2,006,100.00)	(1,668,969.51)	16.8 %

Carmel Area Wastewater District
Op. Exps Actual to Budget-Laboratory
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 11

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</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>	121,951.46	605,200.00	483,248.54	20.2 %
TOTAL Salaries and Payroll Taxes	121,951.46	605,200.00	483,248.54	20.2 %
Employee Benefits				
<i>Employee Benefits</i>	48,105.38	161,700.00	113,594.62	29.7 %
TOTAL Employee Benefits	48,105.38	161,700.00	113,594.62	29.7 %
Truck and Auto Expenses				
<i>Truck and Auto Expenses</i>	0.00	1,900.00	1,900.00	
TOTAL Truck and Auto Expenses	0.00	1,900.00	1,900.00	
General and Administrative				
<i>General and Administrative</i>	5,063.68	0.00	(5,063.68)	
TOTAL General and Administrative	5,063.68	0.00	(5,063.68)	
Office Expense				
<i>Office Expense</i>	2,578.62	3,100.00	521.38	83.2 %
TOTAL Office Expense	2,578.62	3,100.00	521.38	83.2 %
Operating Supplies				
<i>Operating Supplies</i>	16,449.28	65,000.00	48,550.72	25.3 %
TOTAL Operating Supplies	16,449.28	65,000.00	48,550.72	25.3 %
Contract Services				
<i>Contract Services</i>	41,468.40	233,000.00	191,531.60	17.8 %
TOTAL Contract Services	41,468.40	233,000.00	191,531.60	17.8 %
Repairs and Maintenance				
<i>Repairs and Maintenance</i>	1,695.11	31,000.00	29,304.89	5.5 %
TOTAL Repairs and Maintenance	1,695.11	31,000.00	29,304.89	5.5 %
Utilities				
<i>Utilities</i>	352.75	8,100.00	7,747.25	4.4 %
TOTAL Utilities	352.75	8,100.00	7,747.25	4.4 %
Travel and Meetings				
<i>Travel and Meetings</i>	95.33	18,000.00	17,904.67	0.5 %

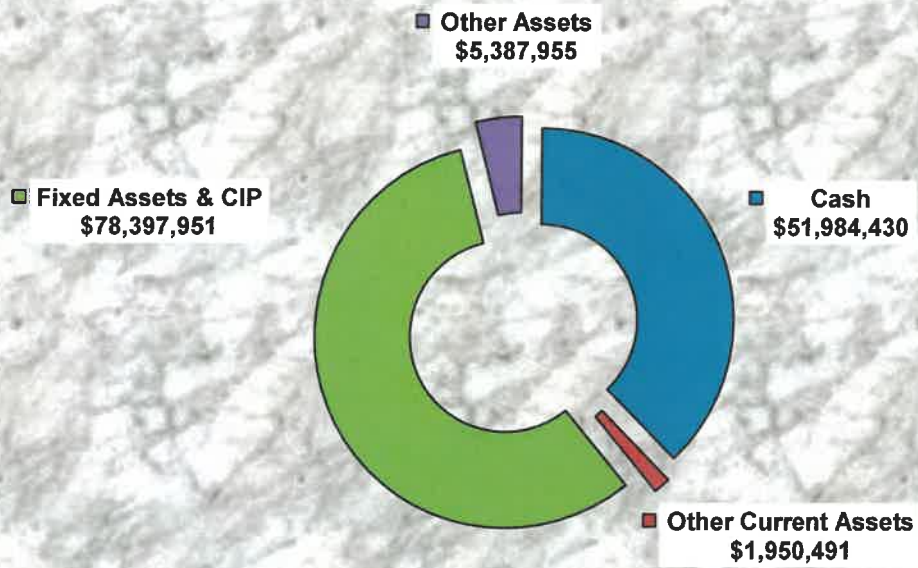
Carmel Area Wastewater District
Op. Exps Actual to Budget-Laboratory
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 11

	<i>3 Months Ended September 30, 2026</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
TOTAL Travel and Meetings	95.33	18,000.00	17,904.67	0.5 %
Permits and Fees				
Permits and Fees	0.00	19,000.00	19,000.00	
TOTAL Permits and Fees	0.00	19,000.00	19,000.00	
Memberships and Subscriptions				
Memberships and Subscriptions	706.00	2,500.00	1,794.00	28.2 %
TOTAL Memberships and Subscriptions	706.00	2,500.00	1,794.00	28.2 %
Safety				
Safety	2,174.77	3,800.00	1,625.23	57.2 %
TOTAL Safety	2,174.77	3,800.00	1,625.23	57.2 %
Other Expenses				
Other Expense	0.00	2,500.00	2,500.00	
TOTAL Other Expenses	0.00	2,500.00	2,500.00	
Depreciation and Amortization				
Depreciation and Amortization	0.00	500,000.00	500,000.00	
TOTAL Depreciation and Amortization	0.00	500,000.00	500,000.00	
TOTAL Operating Expenses	240,640.78	1,654,800.00	1,414,159.22	14.5 %
***** OPERATING INCOME (LOSS)	(240,640.78)	(1,654,800.00)	(1,414,159.22)	14.5 %
***** NET INCOME (LOSS)	(240,640.78)	(1,654,800.00)	(1,414,159.22)	14.5 %
***** NET INCOME (LOSS)	(240,640.78)	(1,654,800.00)	(1,414,159.22)	14.5 %

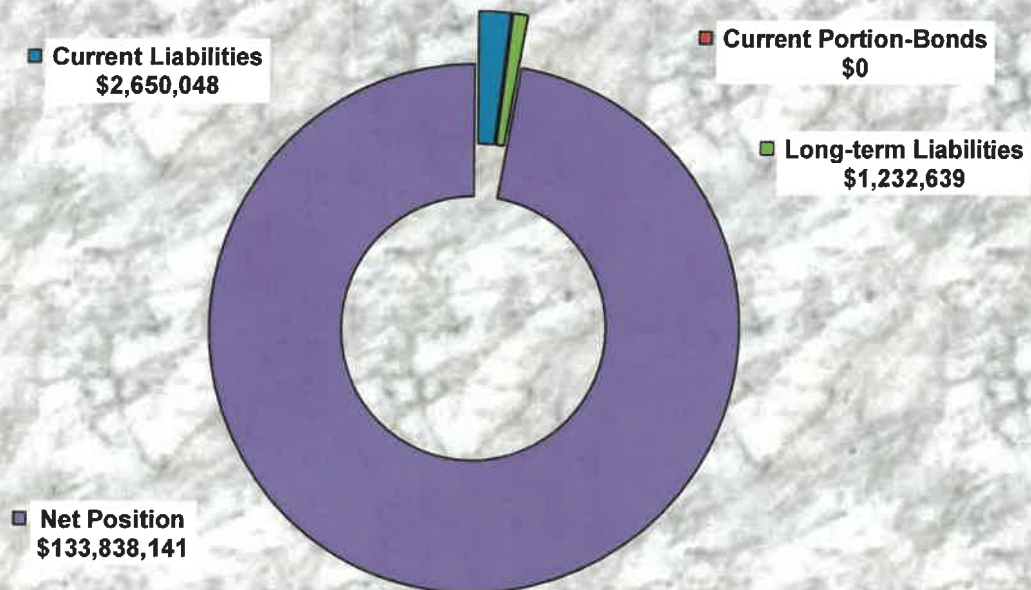
Carmel Area Wastewater District
Op. Exps Actual to Budget-Reclamation
Year-to-Date Performance, September 2026 - current month,
Consolidated by account, Department 8

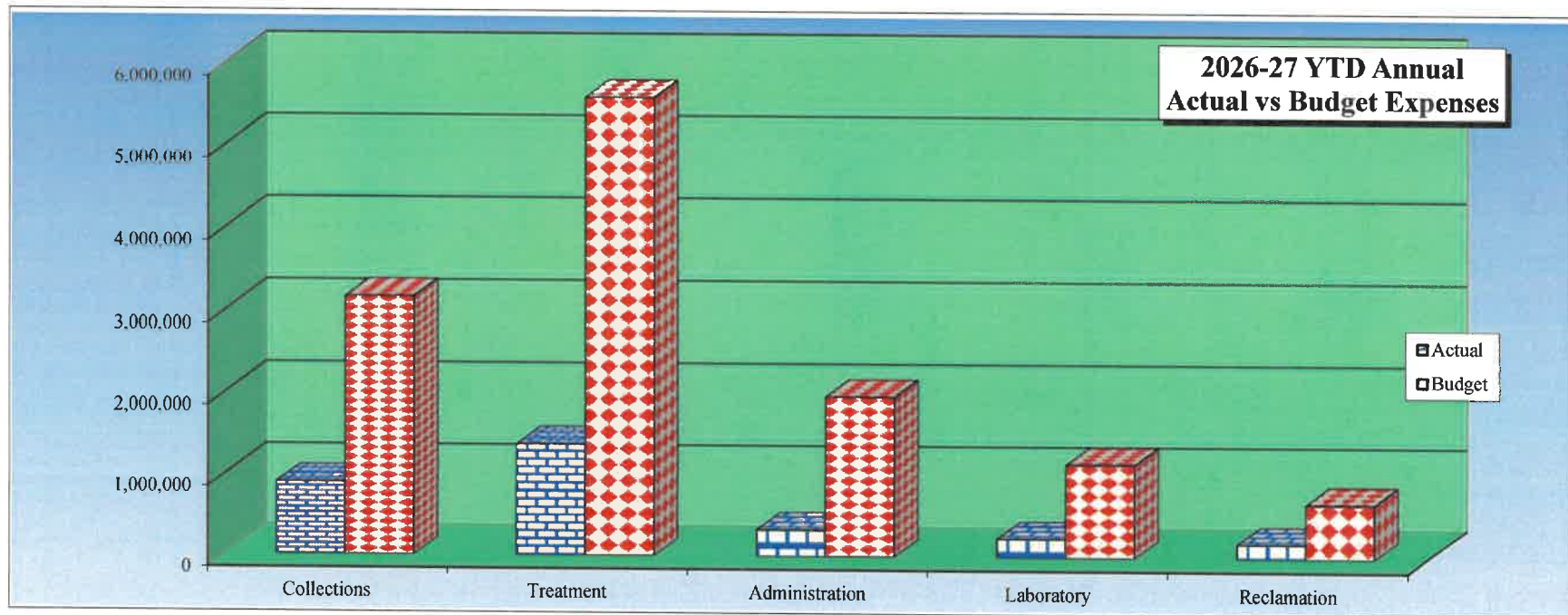
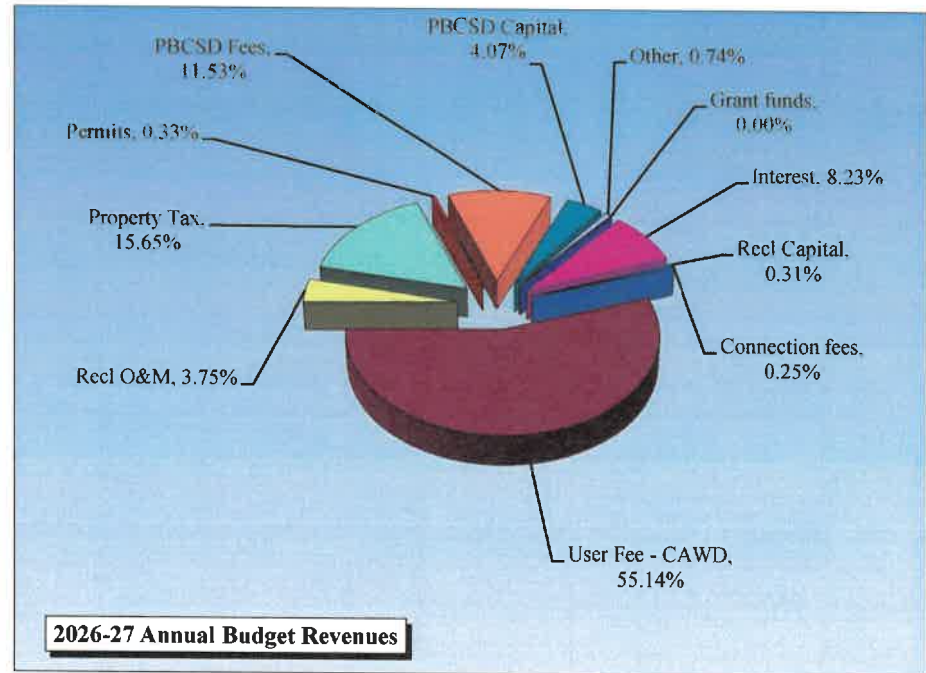
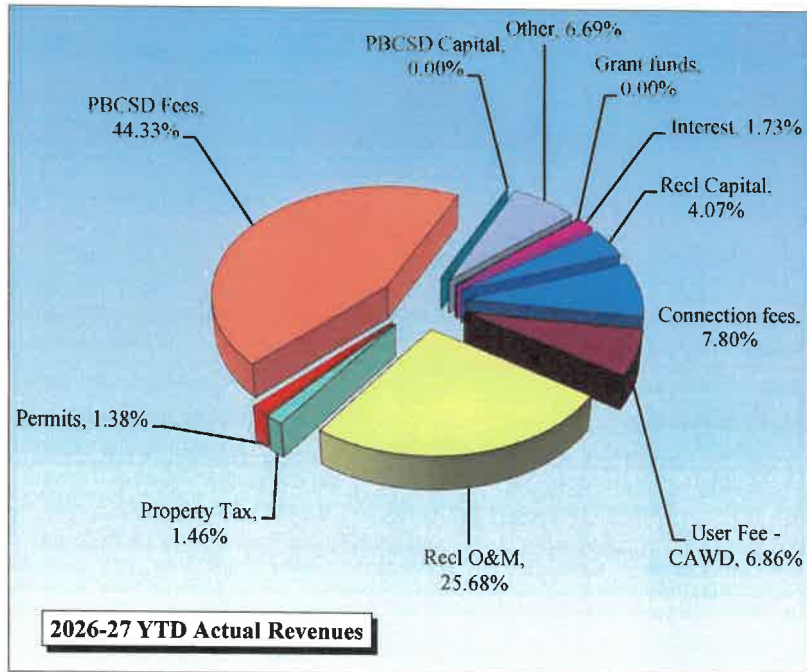
	3 Months Ended September 30, 2026	Annual Budget	Unused	% Used
*****	0.00	0.00	0.00	
***** OPERATING INCOME	0.00	0.00	0.00	
Operating Expenses				
Salaries and Payroll Taxes				
Salaries and Payroll Taxes	178,033.08	674,800.00	496,766.92	26.4 %
TOTAL Salaries and Payroll Taxes	178,033.08	674,800.00	496,766.92	26.4 %
Director's Expenses				
Director's Expenses	400.00	1,100.00	700.00	36.4 %
TOTAL Director's Expenses	400.00	1,100.00	700.00	36.4 %
Operating Supplies				
Operating Supplies	1,653.13	1,200.00	(453.13)	137.8 %
TOTAL Operating Supplies	1,653.13	1,200.00	(453.13)	137.8 %
Contract Services				
Contract Services	284.96	1,200.00	915.04	23.7 %
TOTAL Contract Services	284.96	1,200.00	915.04	23.7 %
Repairs and Maintenance				
Repairs and Maintenance	1,528.48	5,000.00	3,471.52	30.6 %
TOTAL Repairs and Maintenance	1,528.48	5,000.00	3,471.52	30.6 %
Travel and Meetings				
Travel and Meetings	1,517.94	0.00	(1,517.94)	
TOTAL Travel and Meetings	1,517.94	0.00	(1,517.94)	
Safety				
Safety	0.00	500.00	500.00	
TOTAL Safety	0.00	500.00	500.00	
TOTAL Operating Expenses	183,417.59	683,800.00	500,382.41	26.8 %
***** OPERATING INCOME (LOSS)	(183,417.59)	(683,800.00)	(500,382.41)	26.8 %
***** NET INCOME (LOSS)	(183,417.59)	(683,800.00)	(500,382.41)	26.8 %

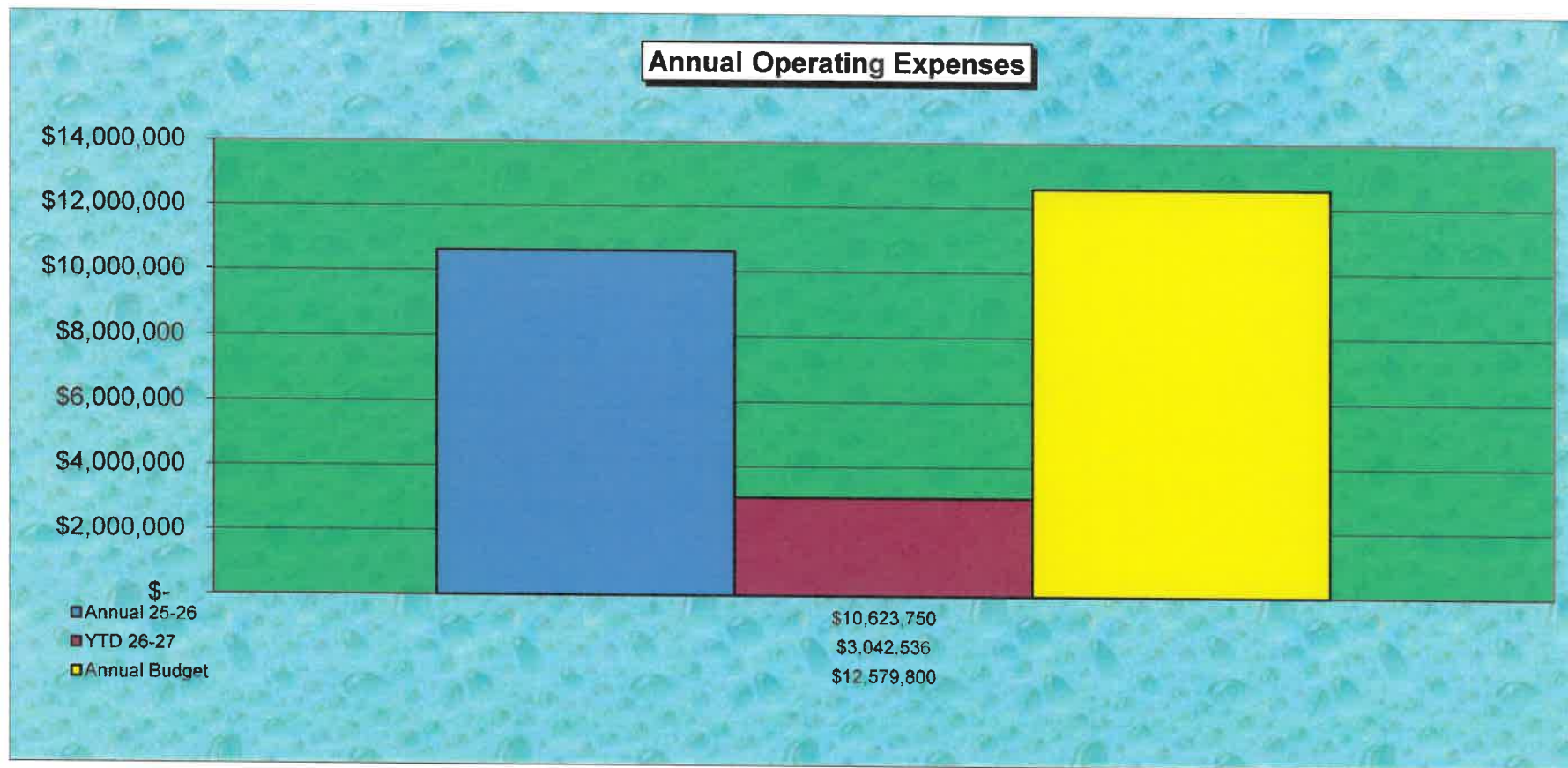
Assets - September 30, 2026



Liabilities - September 30, 2026







Carmel Area Wastewater District
Capital Expenditures
2026-27

	BEG BAL	SEP	CURRENT YTD	CUMULATIVE TOTAL	ANNUAL BUDGET	BUDGET SPENT
<u>CAPITAL PURCHASES</u>						
<u>Admin</u>						
Copy Machine		0	10,234	10,234	10,281	99.54%
<u>Collections</u>						
Generator 8th & Scenic PS		0	6,672	6,672	95,000	7.02%
Sewer Line-Canada Ln.		0	11,500	11,500	11,500	100.00%
Sewer Line-Monte Verde & 16th		14,531	14,531	14,531	14,531	100.00%
Sewer Line-Pescadero		18,000	18,000	18,000	18,000	100.00%
2026 Ford Transit CCTV		448,918	448,918	448,918	500,000	89.78%
<u>Treatment</u>						
Microturbine		92,504	138,544	138,544	110,000	125.95%
Auto Digestion System-unbudgeted		0	23,475	23,475	0	NA
Horizontal Pit Pump-unbudgeted		24,715	24,715	24,715	0	NA
<u>Laboratory</u>						
Water Purification System (50% RECL)		0	19,064	19,064	20,000	95.32%
Ion Chromatograph (50% RECL)		0	63,427	63,427	72,000	88.09%
HVAC System-unbudgeted		46,232	46,232	46,232	0	NA
RECL share		0	(41,246)	(41,246)	(46,000)	89.67%
PBCSD share (1/3 of cost)		(54,484)	(91,404)	(91,404)	(52,000)	175.78%
<i>Total Capital Purchases 26-27</i>		590,416	692,663	692,663	753,312	NA

Carmel Area Wastewater District
Capital Expenditures
2026-27

	BEG BAL	SEP	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	1,463,512	10,028	10,028	1,473,540	400,000	2.51%
Scenic Rd Pipe Burst-Ocn/Bay	7,525,867	1,162,545	1,174,552	8,700,419	1,000,000	117.46%
Bay/Scenic Pump Station Rehab	196,021	0	0	196,021	100,000	NA
Pescadero Creek Area Pipe Rehab	831,885	11,964	60,881	892,765	3,600,000	1.69%
Santa Rita & Guadalupe Pipeline	4,618,438	19,577	28,334	4,646,772	200,000	14.17%
<u>Treatment</u>						
PLC Investigation-Cybersecurity Upgrades-unbudgeted	173,019	0	28,979	201,998	0	NA
RECL share	0	0	0	0	0	NA
PBCSD share (1/3 of cost)	(57,673)	0	(9,660)	(67,333)	0	#DIV/0!
Total CIP Projects 26-27	14,751,069	1,204,113	1,293,114	16,044,183	5,300,000	24.40%
<u>LONG TERM CIP PROJECTS</u>						
<u>Treatment</u>						
Potable Water & Gas Main Replacement (COLL 5.5%)	342,770	17,310	29,330	372,100	750,000	3.91%
Plant Bridge Retrofit Project-unbudgeted	75,133	19,166	19,166	94,299	100,000	19.17%
Artificial Intelligence Pilot Project-unbudgeted	260,738	0	36,722	297,461	0	NA
WWTP Site Improvements	147,738	29,931	162,899	310,637	750,000	21.72%
RECL share	0	0	0	0	0	0
PBCSD share (1/3 of cost)	(269,176)	(21,818)	(81,093)	(350,268)	(519,583)	15.61%
Total Long Term CIP Projects 26-27	557,203	44,588	167,025	724,228	1,080,417	15.46%
Total Capital (net of RECL and PBCSD)	15,308,273	1,839,117	2,152,801	17,461,074	7,133,729	30.18%

Carmel Area Wastewater District
Variance Analysis
2026-27

	YTD \$ Variance	YTD Budget % Used	
<u>Collections</u>			
Office Expense	(\$557)	106.10%	Computers, equipment and software underbudgeted.
Other Expense	(\$707)	112.90%	Recruiting underbudgeted.
<u>Treatment</u>			
No negative variances			
<u>Administration</u>			
No negative variances			
<u>Laboratory</u>			
General and Administrative	(\$5,064)	Infinity	Insurance unbudgeted.

**Carmel Area Wastewater District
2026-27 Resolutions Amending the Budget**

Resolution # Date	Description	Original Budget	Amendment	Spent To Date
2026-61 07/30/26	A resolution authorizing the General Manager to execute additional change orders with Pacific Trenchless, Inc. in an amount not to exceed \$676,009 (Total of \$2,375,317 in change orders) for construction of additional sewer rehabilitation under the Santa Rita and Guadalupe Sewer Replacement Project (Project #23-01)	\$ 200,000	\$ 676,009	\$ -
2026-62 07/30/26	A resolution authorizing the General Manager to execute a professional services agreement amendment with Kennedy Jenks Consultants in an amount not to exceed \$607,330 for final design services for Carmel Meadows Sewer Improvements (Project #19-03)	\$ 400,000	\$ 607,330	\$ -
2026-64 09/24/26	A resolution authorizing the General Manager to execute a professional services agreement amendment with GEI Consultants, Inc. in an amount not to exceed \$231,762 for Part 1 of the Wastewater Treatment Plant Adaption-In-Place Alternatives Identification Study	\$ 100,000	\$ 131,762	\$ -
Total To Date		\$ 700,000	\$ 1,415,101	\$ -

STAFF REPORT

TO: Board of Directors

FROM: Daryl Lauer, Collection Superintendent

DATE: October 29, 2026

SUBJECT: Monthly Report – September 2026



RECOMMENDATION

Receive Report- Informational only; no action required.

Permits Issued

Sewer Lateral Permits issued in September	25
Total Fees	\$4,210.00

Maintenance

Attached is a map identifying the areas cleaned over the past three months. During September, a total of 56,919 feet of sewer lines were cleaned. There were no Closed-Circuit Television (CCTV) inspections in September. Staff prioritized line cleaning with the limited maintenance time in September due to annual safety training activities. A summary of collections system maintenance activities for the month of September is provided below.

Sanitary Sewer Spills

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

Maintenance Activity	September 2026	Calendar Year to Date	5-year Annual Average
Cleaning/Jetting (Linear Feet)	56,919	449,909	549,332
CCTV Inspections (Linear Feet)	0	40,377	47,937
Lateral Inspections (# Completed)	18	129	228
Private Sewer Lateral Certifications (# Completed)	19	127	209
Service Calls (#Completed)	4	24	52
Spot Repairs (# Completed)	1	21	6
Underground Service Alerts (# Completed)	166	1,765	2,019
Asphalt Patch Verification (# Completed)	3	35	N/A
Easement Maintenance (Miles)	0	6.8	4
Root Foaming (Linear Feet)	0	60,857	34,000

Construction and Repairs

- Contractors performed one spot repair during the month of September. The work included replacing 40 feet of damaged pipe located in an easement near Torres & 11th. The repair fixed a hole in the pipe and a large offset joint.

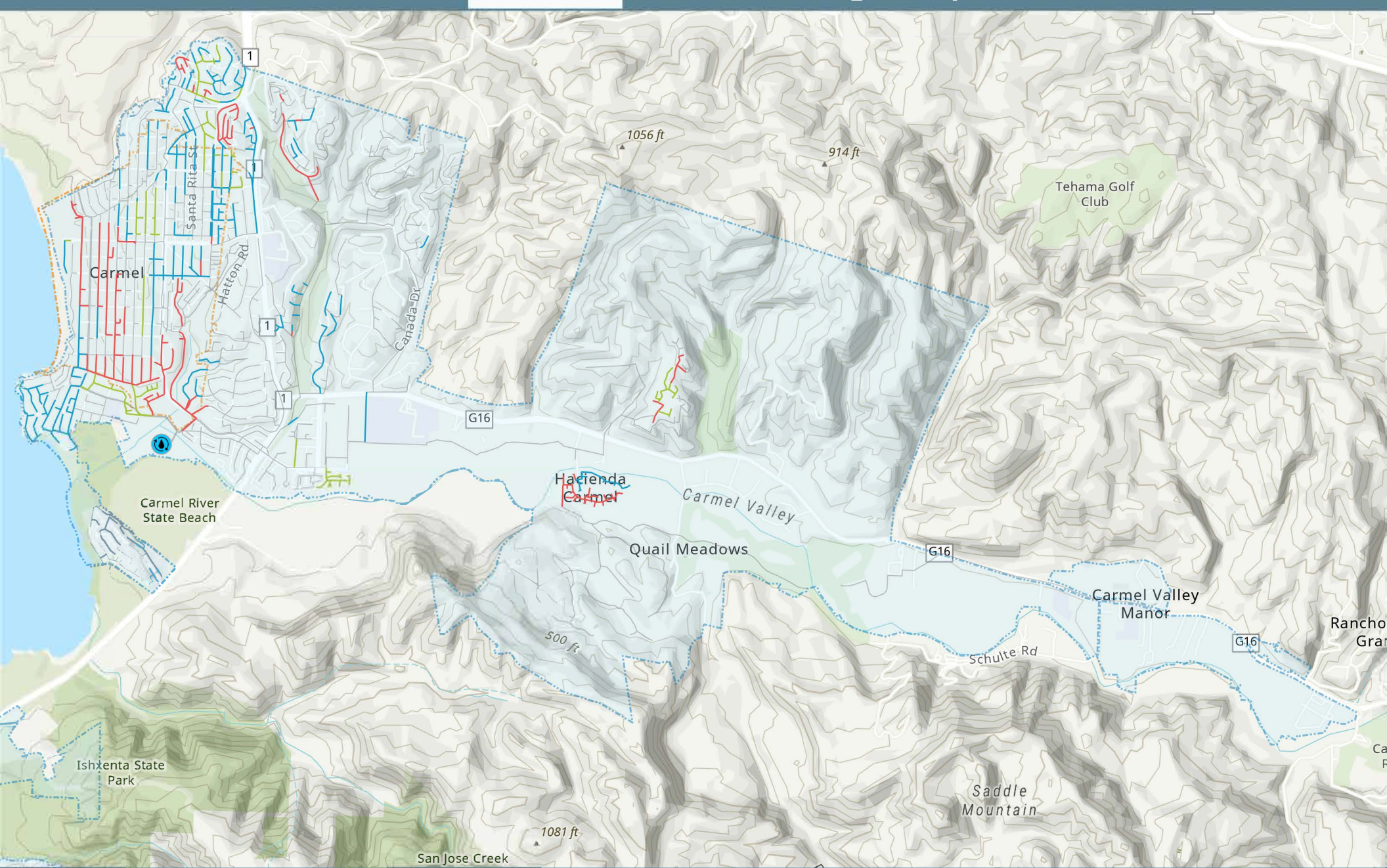
Staff Development

- Staff attended weekly tailgate safety training sessions throughout the month of September. Annual safety weeks have been set aside for safety refresher classes and required training. This year staff attended confined space, confined space rescue, Hazwoper (Hazardous Waste Operations and Emergency), backhoe, skid steer, fall protection, and qualified electrical training during the training weeks.

Service calls responded to by crew

Date	Time	Callout	Resolution
9/3/2026	1:20 PM	Private Lateral Spill	Staff responded to a report from a local homeowner regarding an overflowing private sewer lateral. Upon inspection, staff confirmed the lateral was blocked and overflowing. The District sewer main was evaluated and found to be functioning properly with no deficiencies observed. The property owner was advised to contact a licensed plumber to address the blockage in the lateral line. Refer to Service Call Map.
9/4/2026	11:30 AM	Asphalt patch verification	Staff conducted a one-year verification inspection of the asphalt patch associated with a private lateral repair within the street. No deficiencies were observed. Location: 36°32'27" N, 121°55'55" W. Refer to service call map.
9/11/2026	9:00 AM	Asphalt patch verification	Staff conducted a one-year verification inspection of the asphalt patch associated with a private lateral repair within the street. No deficiencies were observed. Location: 36°34'5" N, 121°55'8" W. Refer to service call map.
9/16/2026	10:00 AM	Asphalt patch verification	Staff conducted a one-year verification inspection of the asphalt patch associated with a private lateral repair within the street. No deficiencies were observed. Location: 36°33'8" N, 121°55'24" W. Refer to service call map.
9/22/2026	8:09 AM	Water Leak	Staff responded to a report of water gushing from the front yard on the property. Staff arrived on scene to find a main water leak running from the front yard onto the street. Staff informed the homeowner that this was a Cal-Am water leak, staff also reported the leak to the local water company. Refer to service call map.
9/25/2026	11:57 AM	Water Leak	Staff responded to a report of water ponding in the front yard on the property. Staff checked the sewer main line in front of the property and found no problems. Staff informed the homeowner that this was a leaky water meter, staff also reported the leak to the local water company. Refer to service call map.
9/26/2026	3:00 PM	Private Lateral Spill	Staff responded to a call from Carmel Police Department regarding sewage overflowing at a local business. Upon inspection, staff confirmed the lateral was blocked and overflowing. The District sewer main was evaluated and found to be functioning properly with no deficiencies observed. The property owner was advised to contact a licensed plumber to address the blockage in the lateral line. Refer to service call map.

Carmel Area Wastewater District - Line Cleaning - September 2026





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

LEGEND

-  Treatment Plant
-  Service Area
-  Carmel by the Sea

Sewer Gravity Mains - Line Cleaning

-  July 2026 - 43,531 FT
-  August 2026 - 46,301 FT
-  September 2026 - 49,919 FT

84

Map Disclaimer: CAWD 2026 • All rights reserved.

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



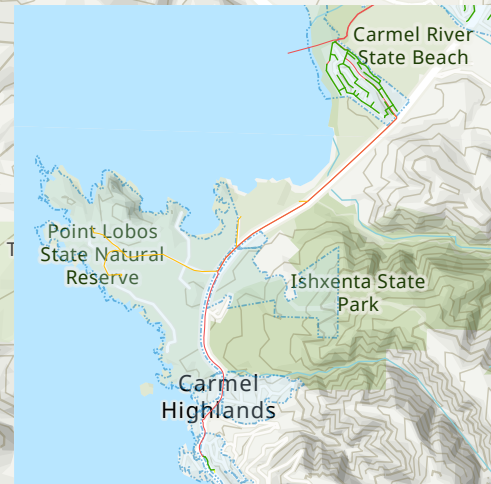
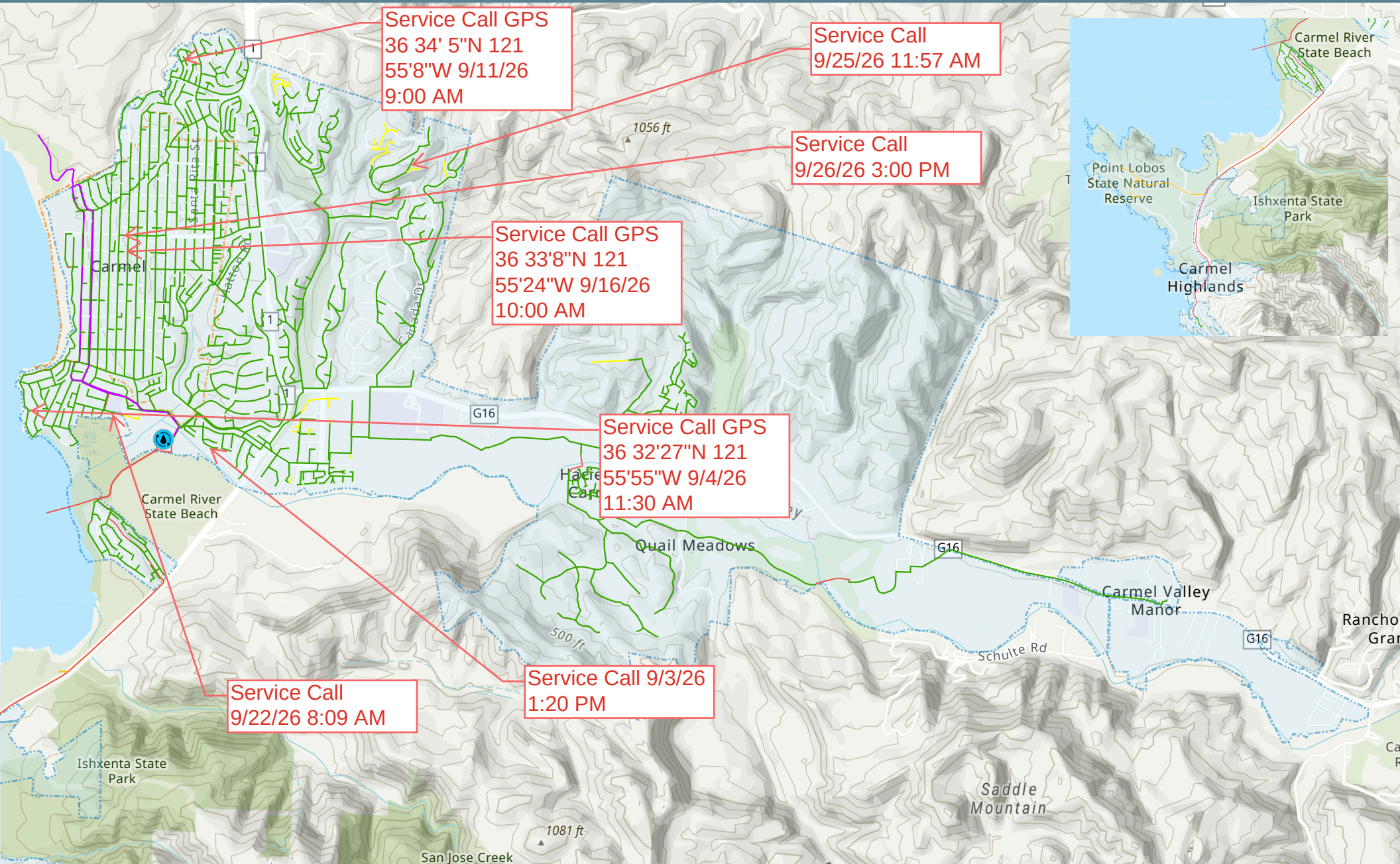
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Carmel Area Wastewater District - Service Calls Map

South Region Inset





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

LEGEND

 Treatment Plant
  Service Area
  Carmel by the Sea

Sewer Gravity Mains

 CAWD
  PBCSD
  Private

Sewer Forced Mains

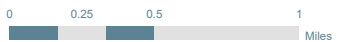
 CAWD
  State Parks
  Private

85

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



0 0.25 0.5 1 Miles



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STAFF REPORT



To: Board of Directors

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

Date: October 29, 2026

Subject: Monthly Safety Report (for Sept 2026)

RECOMMENDATION

Receive Report- Informational only; no action required

DISCUSSION

Safety & Training

- **Sept 8-19: Annual Safety Weeks.** "Safety weeks" are a series of safety trainings held over a two-week period each September. These recurring trainings are provided by outside vendors and include: hazardous waste awareness and operations, hazardous waste incident response, confined space awareness, confined space rescue, and fall awareness. This year selected employees also received triennial training for the skid-steer, backhoe and boom lift (man lift) equipment.
- **Sept 23: Tailgate Training- Sandbagging and Flood Preparations.** Given the predictions for a potentially historic El Nino winter, S/C Admin Dias showed videos on how to prepare and deploy sandbags. Additionally, live demonstration of the use of FloodSaxs was given. The District has over 400 FloodSaxs on hand which would be used in combination with traditional sandbags depending on circumstances. FloodSaxs have several advantages: (1) A box of 20 units weighs the same as one full sandbag so they can be easily transported to the point of use; (2) Set up is efficient; i.e., they start at only 1/2" thick, but when "charged" with water (or rainfall) each pillow sized unit swells to about 4" thick and become very heavy; (3) Lastly, they are non-toxic and reusable. Priorities for deployment would be to protect drains, grates and sumps where flood waters could enter the plant's process stream. The Saxs would also be used to prevent flooding of some older downstairs basements where stairwells begin near ground level.

- **Sept 29-30: Electrical Safety Training.** Regulations require electrical safety training at different levels depending on the level of exposure to electrical hazards. (1) The most basic level is “awareness” level training. This is for general employees who may be around electrical equipment but do not operate, reset, service, troubleshoot, or interact with it beyond ordinary workplace presence. Lab personnel received this “awareness” training. (2) The mid-level training is at the “operator” level, which applies to employees who operate electrical equipment, use disconnects or controls as part of normal operation, perform routine starts/stops, observe equipment condition, or may be affected by lockout/tagout. This level applies to the plant operators and Collections I/II positions. (3) The third/highest level is “qualified” worker where employees are authorized to work on opened, energized electrical panels. This is relatively rare but does occur when troubleshooting and testing to diagnose a problem is required. Qualified workers are also responsible for determining safe working conditions and develop work protocols before beginning the task. All the maintenance staff and senior Collections III workers are now certified as qualified.

Ongoing Safety Improvements

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

- **Order for Fixed, Indoor Carbon Monoxide (CO) Air Monitor.** An order was placed for the installation of a fixed indoor CO monitor in the plant’s boiler and microturbine room, which contains three potential sources of CO. There is a boiler which burns natural gas to heat the digester. Additionally, there are two microturbines which burn digester gas that produce electricity and also generate waste heat which helps heat the digester and lower natural gas usage. CO is odorless and is the result of incomplete combustion. Even modern microturbines and boilers will generate some amount of CO. While no known CO leaks have occurred, CO is odorless and can be difficult to detect at low levels with a handheld air monitor. Once the CO monitor is installed emergent leaks in the exhaust systems can be detected at an early stage and can be repaired before a health hazard emerges.

Tours and Outreach

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

Injuries; First Aid Incidents; Workers Compensation Claims

There were no Worker's Comp claims in September. There was one first aid injury where a maintenance worker pinched/cut a finger while shifting a heavy piece of steel. The wound was cleaned and bandaged and the worker resumed regular duties the same day without further complications.

	Work Related Injuries and Illnesses for 2026 Calendar Year				
TYPE	New Incidents (Month)	Total Incidents (Year)	Total Days Away from Work (Year)	Total Days of Job Restriction* (Year)	Cumulative days lost (Year)
OSHA Injuries	0	0	0	0	0
OSHA Illnesses	0	0	0	0	0
Other WC Claims	0	0	0	0	0
First Aid (non-OSHA)	1	3	0	0	0

*Excludes holidays, vacation days and sick days

FUNDING-N/A- Informational item only

Wastewater Treatment Facility Operations Report

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

kW-h Per Acre Foot

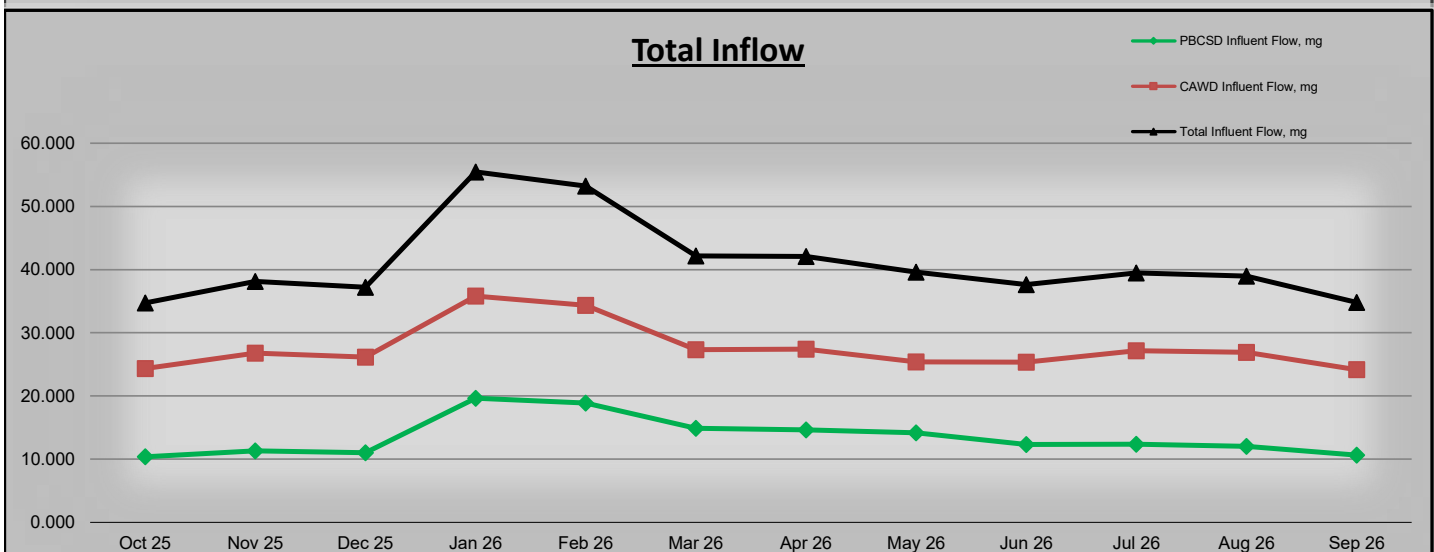
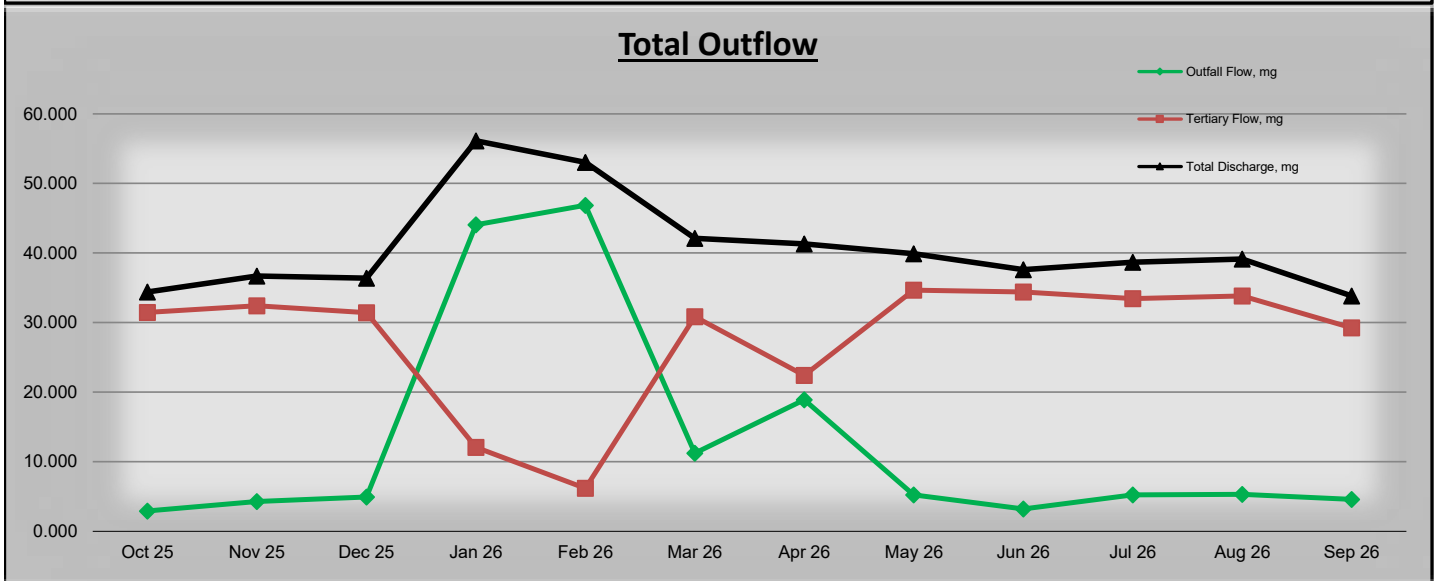
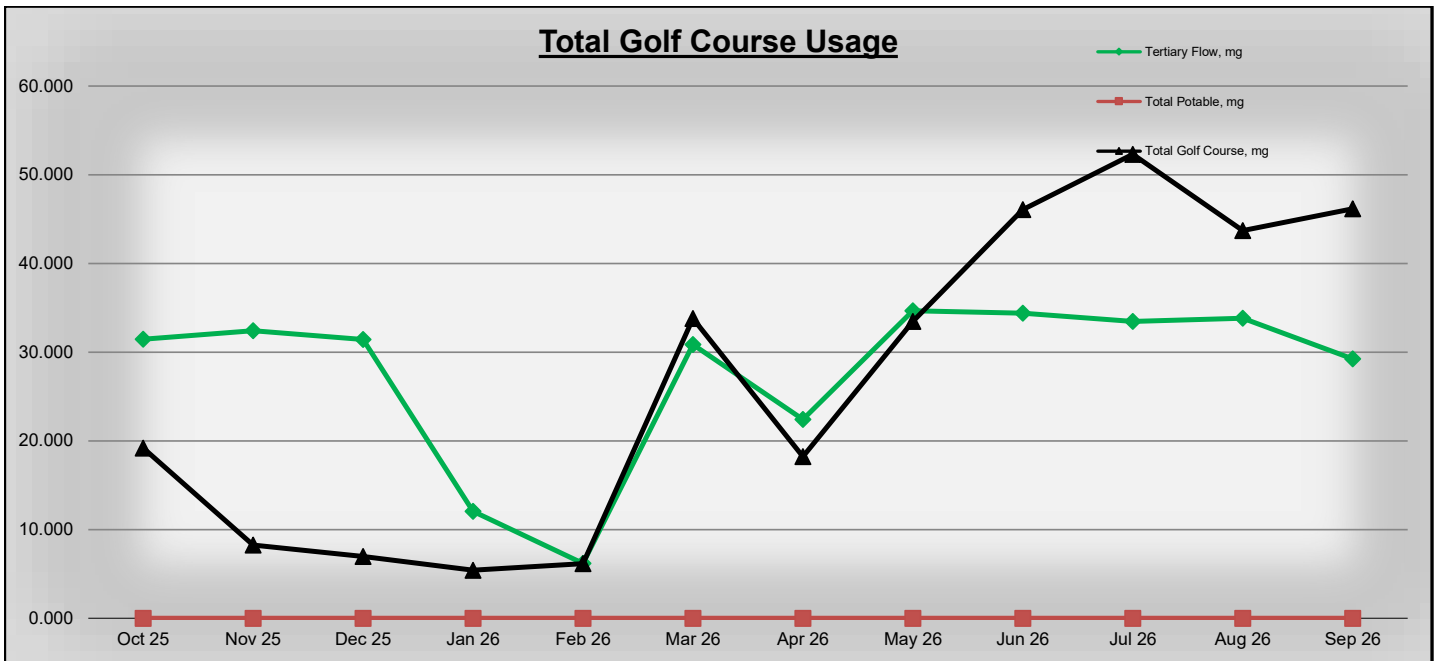
	2025				2026			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1111.69	1149.23	1224.01	1229.19	937.31	1151.91	1165.63	N/A
Reclamation	2820.11	1938.59	1810.47	2025.98	2289.36	1892.63	1887.09	N/A

MICROTURBINE SUMMARY

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

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

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



Wastewater Treatment Facility Operations Report

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

TERTIARY PROCESS HISTORY

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

ELECTRICAL COSTS

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

kW-h Per Acre Foot

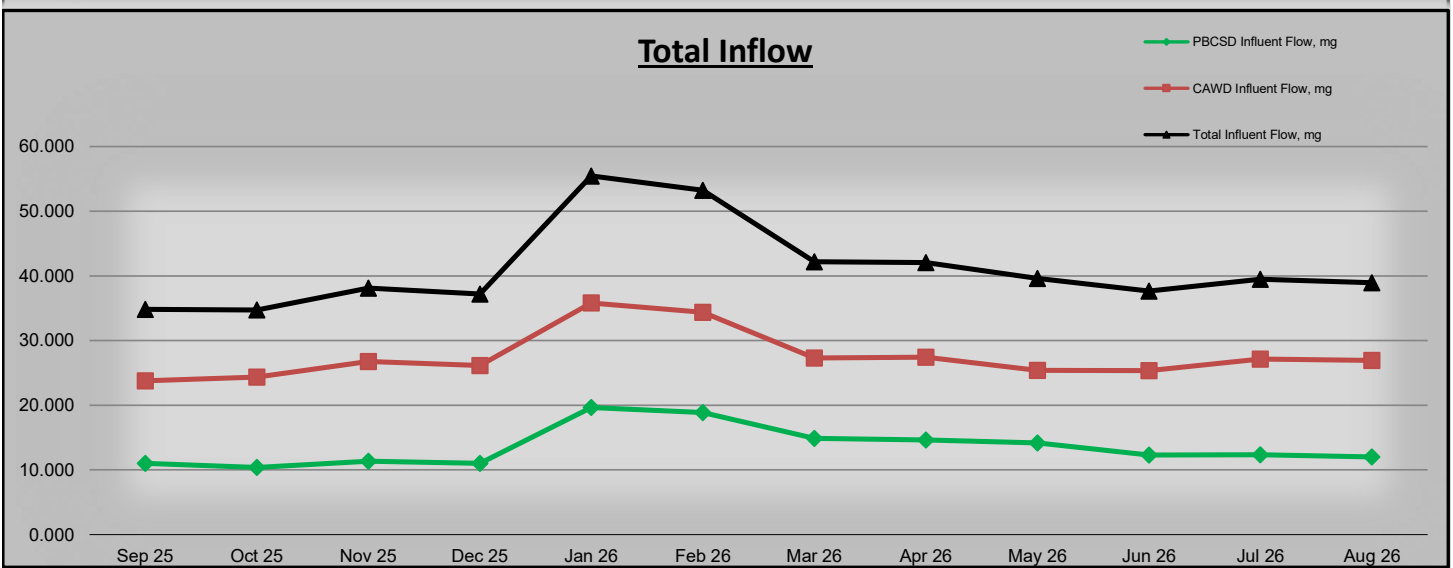
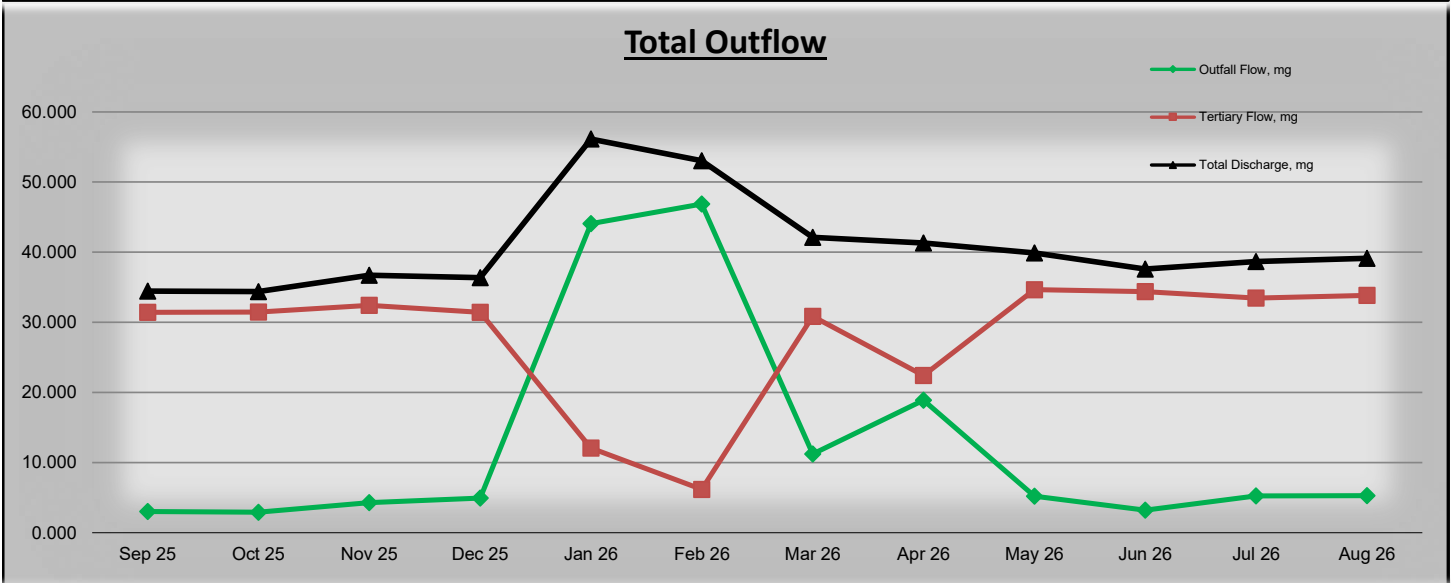
	2025				2026			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1111.69	1149.23	1224.01	1229.19	937.31	1151.91	N/A	N/A
Reclamation	2820.11	1938.59	1810.47	2025.98	2289.36	1892.63	N/A	N/A

MICROTURBINE SUMMARY

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

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

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



Wastewater Treatment Facility Operations Report

	HYDRAULIC LOADINGS					2026 YEAR-TO-DATE	
Report for: July 2026	Total Monthly, MG	Avg. Daily, MGD	Min Daily, MGD	Max Daily, MGD	% of Total	MG	acre-feet
CAWD Flow	27.145	0.876	0.844	0.900	68.725	202.81	622.12
PBCSD Flow	12.353	0.398	0.376	0.428	31.275	106.89	327.88
Total Plant Flow	39.498	1.274	1.220	1.328	100.00	309.70	950.00
Tertiary Flow	33.450	1.079	0.116	1.209	84.688	174.03	533.83
Ocean Discharge	5.232	0.169	0.093	1.296	13.246	134.74	413.32
Potable Water (2)	0.000	0.000	0.000	0.000	0.000	0.000	0.000

TERTIARY PROCESS HISTORY

Total Annual Reclamation Production (2026)	174.03MG (533.83acre-ft.)
Total Lifetime Reclamation Production (94-26)	10.33 BG (31.71 K acre-ft.)
12 Month Rolling Total Reclamation Production	335.47 MG (1029.57 acre-ft.)

ELECTRICAL COSTS

Monthly Totals	July'26 kWh	Price per kWh	July'26	June'26	May'26	Apr'26
Secondary	82,309.65	\$ 0.363	\$ 29,884.98	\$ 32,700.17	\$ 23,551.12	\$ 22,181.44
Blowers	49,202.48	\$ 0.361	\$ 17,760.81	\$ 17,809.77	\$ 12,405.19	\$ 10,428.58
CAWD Total	131,512.13		\$ 47,645.79	\$ 50,509.94	\$ 35,956.31	\$ 32,610.02
Tertiary	84,975.28	\$ 0.348	\$ 29,548.89	\$ 28,072.73	\$ 19,058.34	\$ 17,809.45
MF/RO	99,423.68	\$ 0.336	\$ 33,390.55	\$ 37,209.84	\$ 32,802.33	\$ 22,928.13
Reclaim Total	184,398.96		\$ 62,939.44	\$ 65,282.57	\$ 51,860.67	\$ 40,737.58
Adjusted Monthly Totals (1)	CAWD Total	\$ 27,283.59		Reclamation Total		\$ 83,301.64

kW-h Per Acre Foot

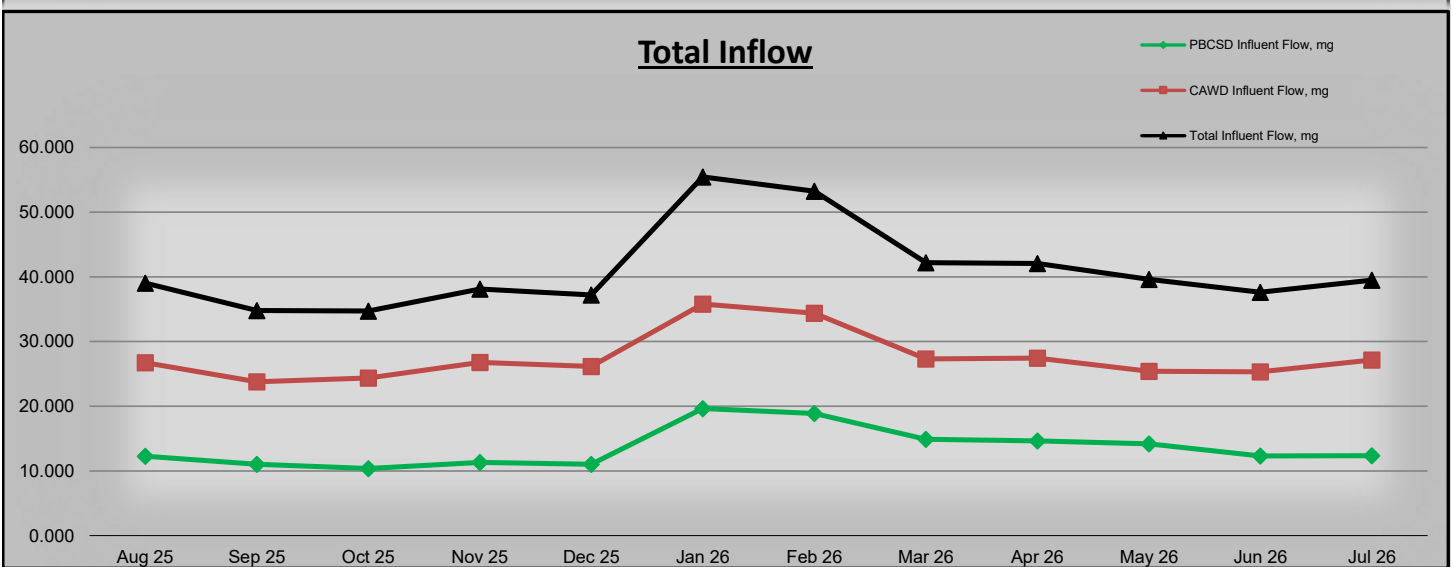
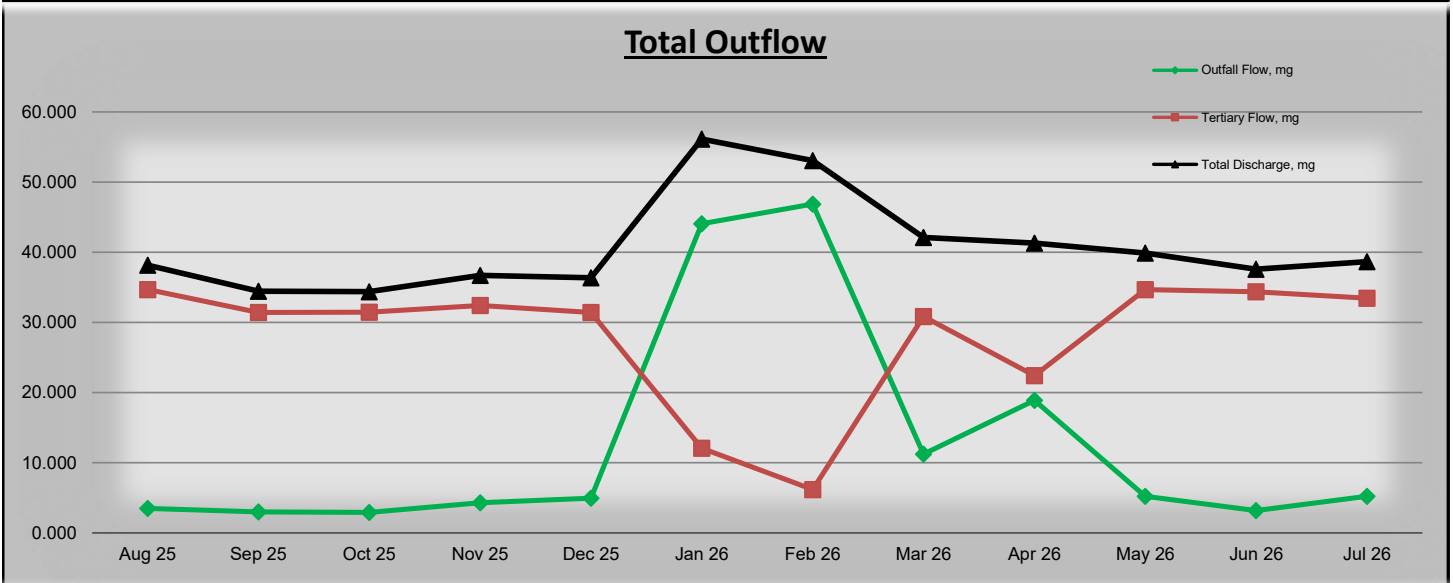
	2025				2026			
	1 QTR	2 QTR	3 QTR	4 QTR	1 QTR	2 QTR	3 QTR	4 QTR
CAWD	1111.69	1149.23	1224.01	1229.19	937.31	1151.91	N/A	N/A
Reclamation	2820.11	1938.59	1810.47	2025.98	2289.36	1892.63	N/A	N/A

MICROTURBINE SUMMARY

Month	Jul'26 kW-h	Jun'26	May'26	Apr'26	Accumulated Totals
Production,kW-h	14,486	6,302	8,353	8,672	1,765,280.00

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

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



STAFF REPORT

To: Board of Directors

From: Mohammed Serageldin, Lab Manager

Date: October 29th, 2026

Subject: Monthly Lab Report



RECOMMENDATION

Receive Report - Informational only; no action required.

DISCUSSION

1.Sampling

Monitoring and Compliance Sampling Activities Completed	
Monitoring Frequency	Type of Sampling Activity
Weekly	CAWD Sodium Adsorption Ratio (SAR)
Weekly	CAWD NPDES Permit Monitoring
Monthly	Pebble Beach Sodium Adsorption Ratio (SAR) and Total Nitrogen monitoring
Monthly	Central Coast Long-Term Environmental Assessment Network (CCLEAN) monitoring
Monthly	CAWD Total Nitrogen (TN) Monitoring
Every 13 days	NPDES Discharge Monitoring for Oil and Grease
Quarterly	RO Feed, Permeate and Reject

2. General

- The new Deionization (DI) system is installed and working properly.
- We are waiting for confirmation regarding information on training for the Metrohm Ion unit.
- The oil and grease method verification and analysis if Proficiency Test (PT) will be finalized this month.
- Mr. Van Duren passed level 2 lab CWEA analyst exam.
- Mr. DeOcampo will be retiring at the end of the year. The hiring process for the lab analyst position is in process.
- The lab internal audit was conducted on the 6th of October. The final report is pending.
- The spectrophotometer of the lab stopped working due to age. We ordered a replacement from Hach.
- The backup analytical balance of the lab is out of specs; the calibration company tried to adjust but the error is huge.

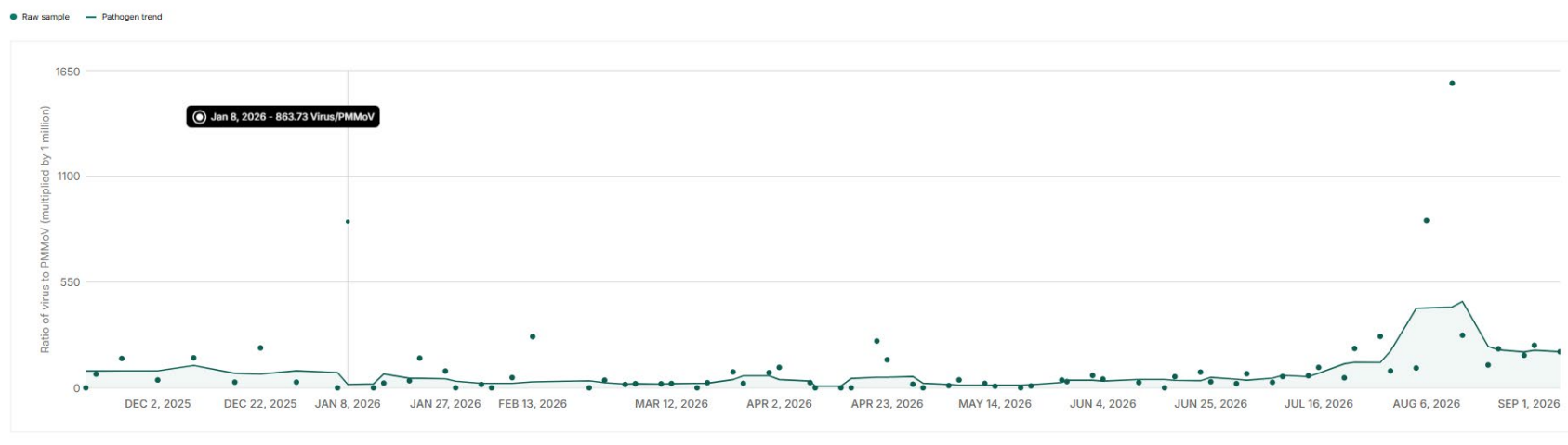


Wastewater Public Health Surveillance Update: The following graphs provide a summary of ongoing wastewater plant influent public health surveillance testing being funded by the Center for Disease Control National Wastewater Surveillance System program.

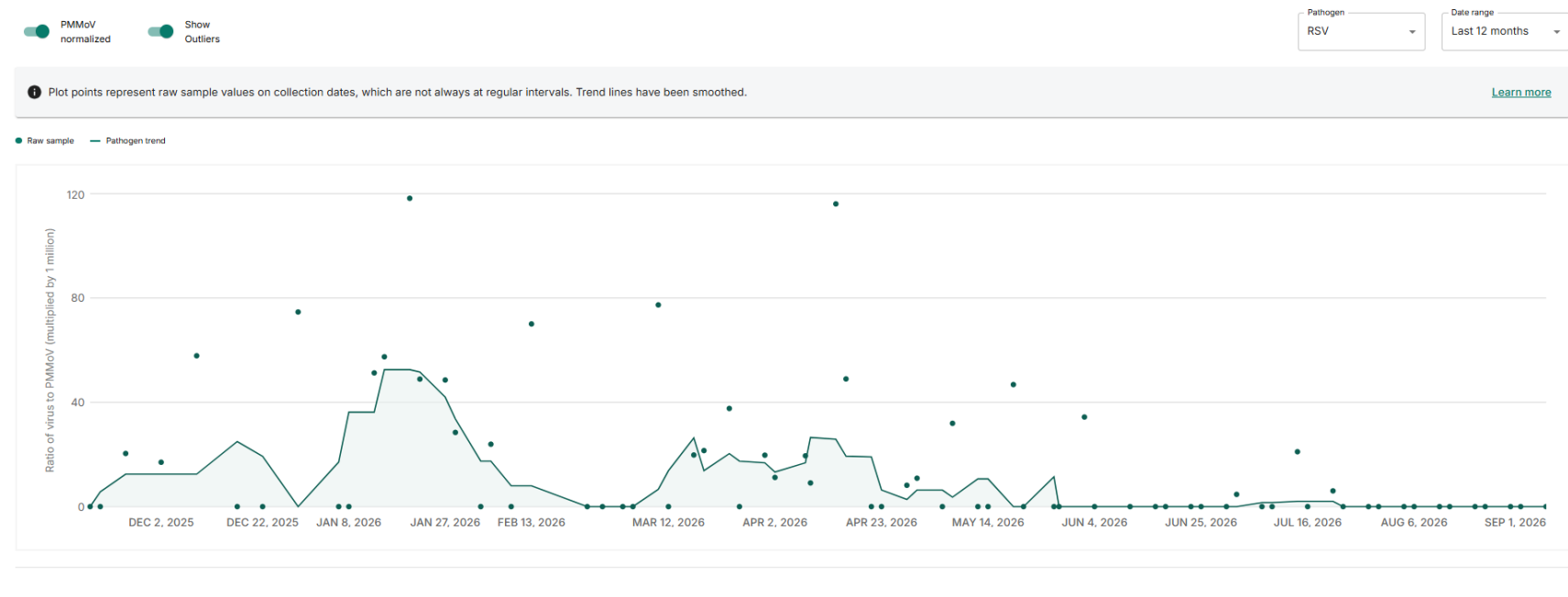
VIRUSES

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

SARS-CoV-2 (COVID) – Past 12 Months:



Respiratory Syncytial Virus (RSV) – Past 12 Months:



Influenza A– Past 12 Months:

Pathogen levels for Carmel Area WD (CA) - Facility Influent

☒ PMMoV normalized ☒ Show Outliers

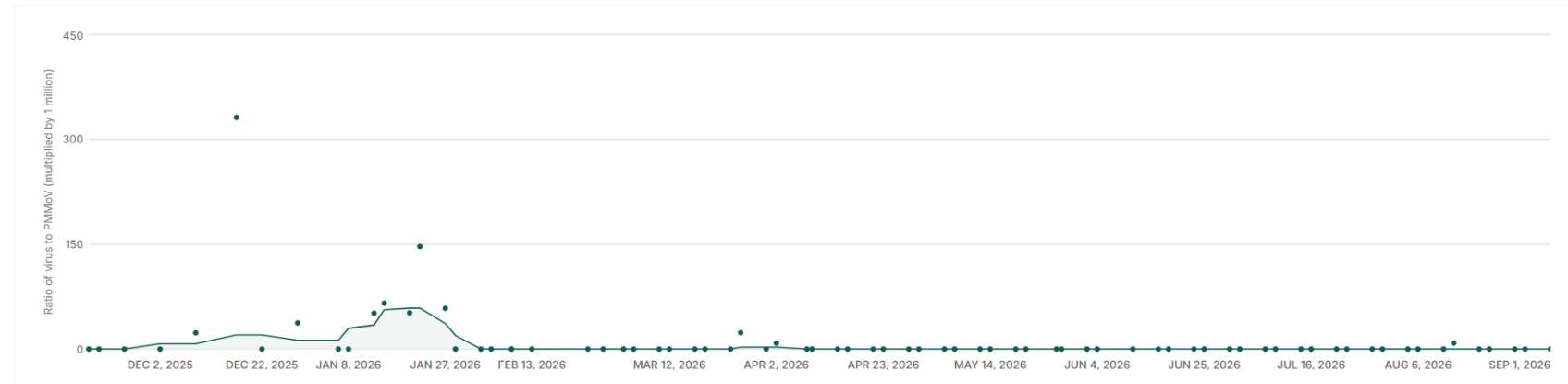
Pathogen
Influenza A

Date range
Last 12 months

Plot points represent raw sample values on collection dates, which are not always at regular intervals. Trend lines have been smoothed.

[Learn more](#)

Raw sample Pathogen trend



Influenza B– Past 12 Months:

Pathogen levels for Carmel Area WD (CA) - Facility Influent

☒ PMMoV normalized ☒ Show Outliers

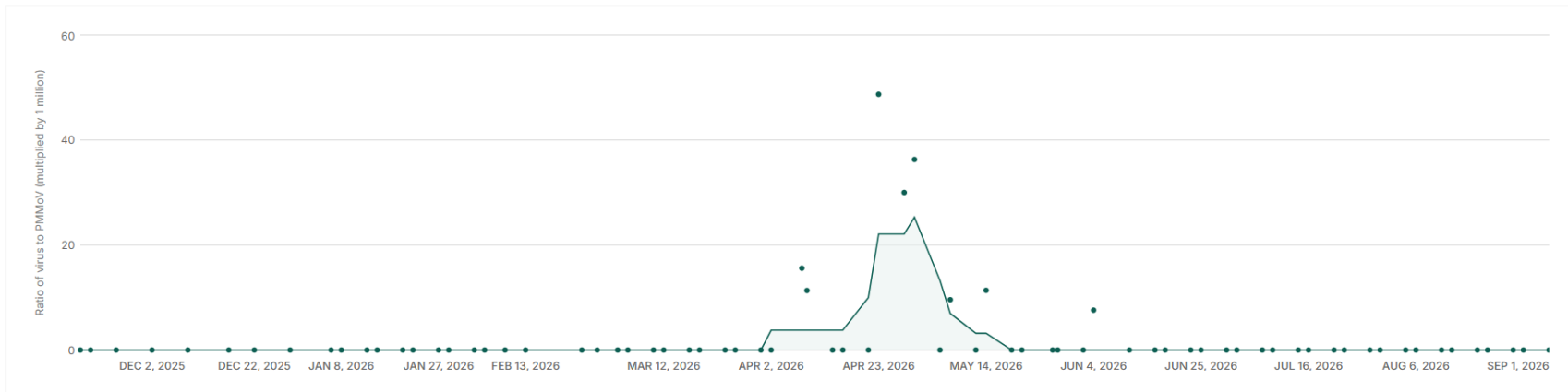
Pathogen
Influenza B

Date range
Last 12 months

Plot points represent raw sample values on collection dates, which are not always at regular intervals. Trend lines have been smoothed.

[Learn more](#)

Raw sample Pathogen trend



Monkey Pox Virus (MPKV) – Past 12 Months:

Pathogen levels for Carmel Area WD (CA) - Facility Influent

☒ PMMoV normalized ☒ Show Outliers

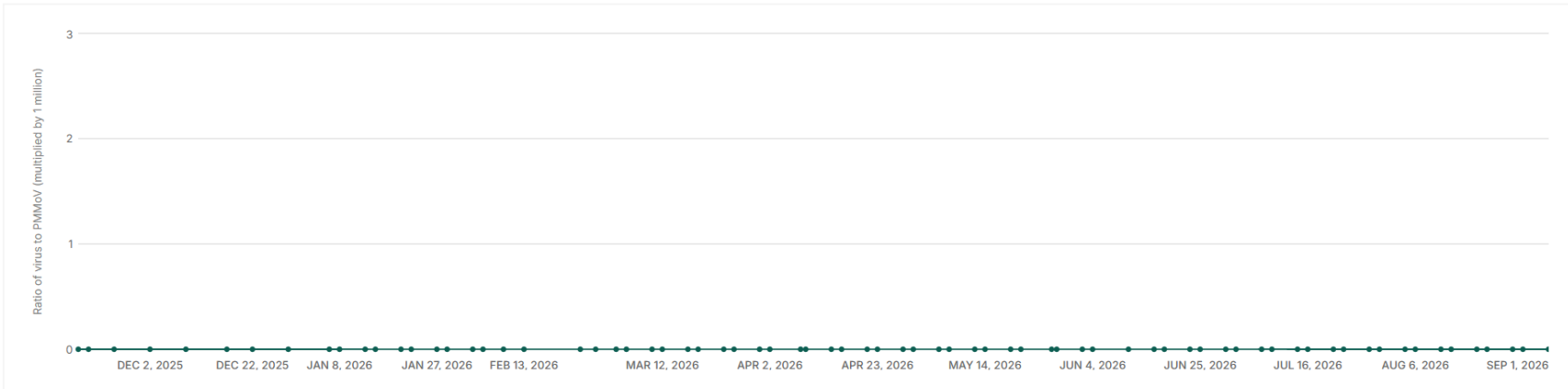
Pathogen
Mpox virus

Date range
Last 12 months

Plot points represent raw sample values on collection dates, which are not always at regular intervals. Trend lines have been smoothed.

[Learn more](#)

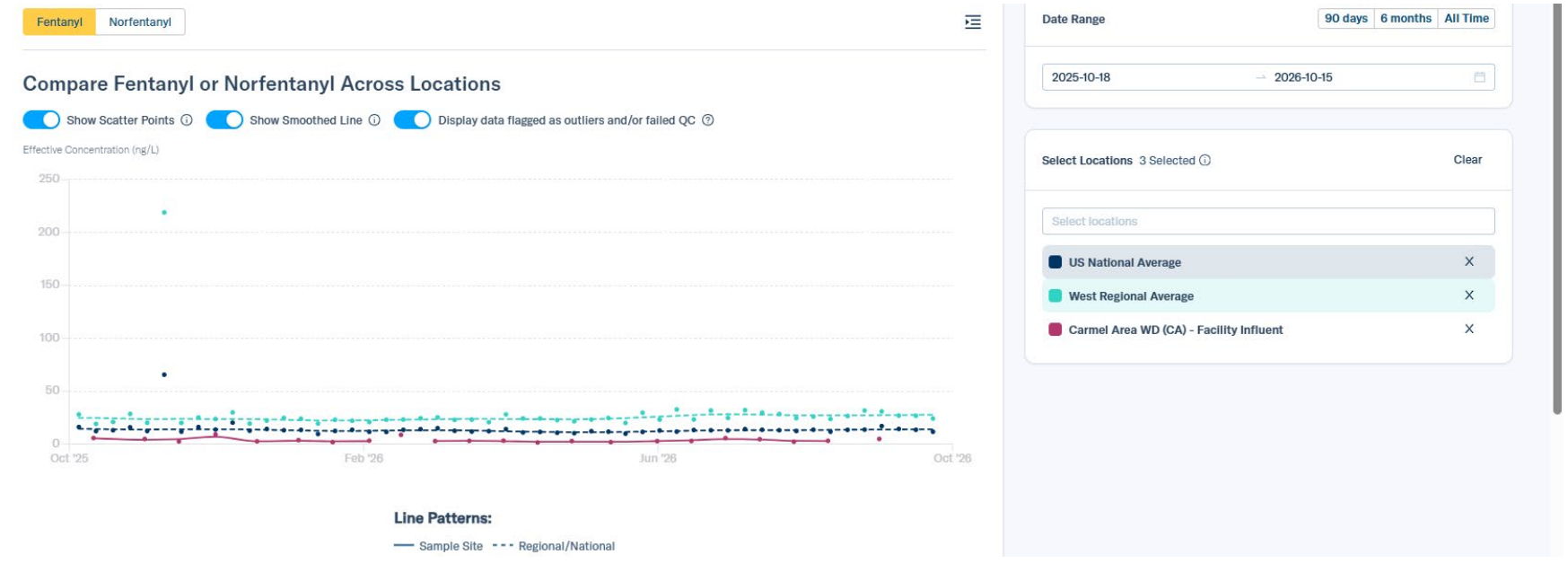
Raw sample Pathogen trend



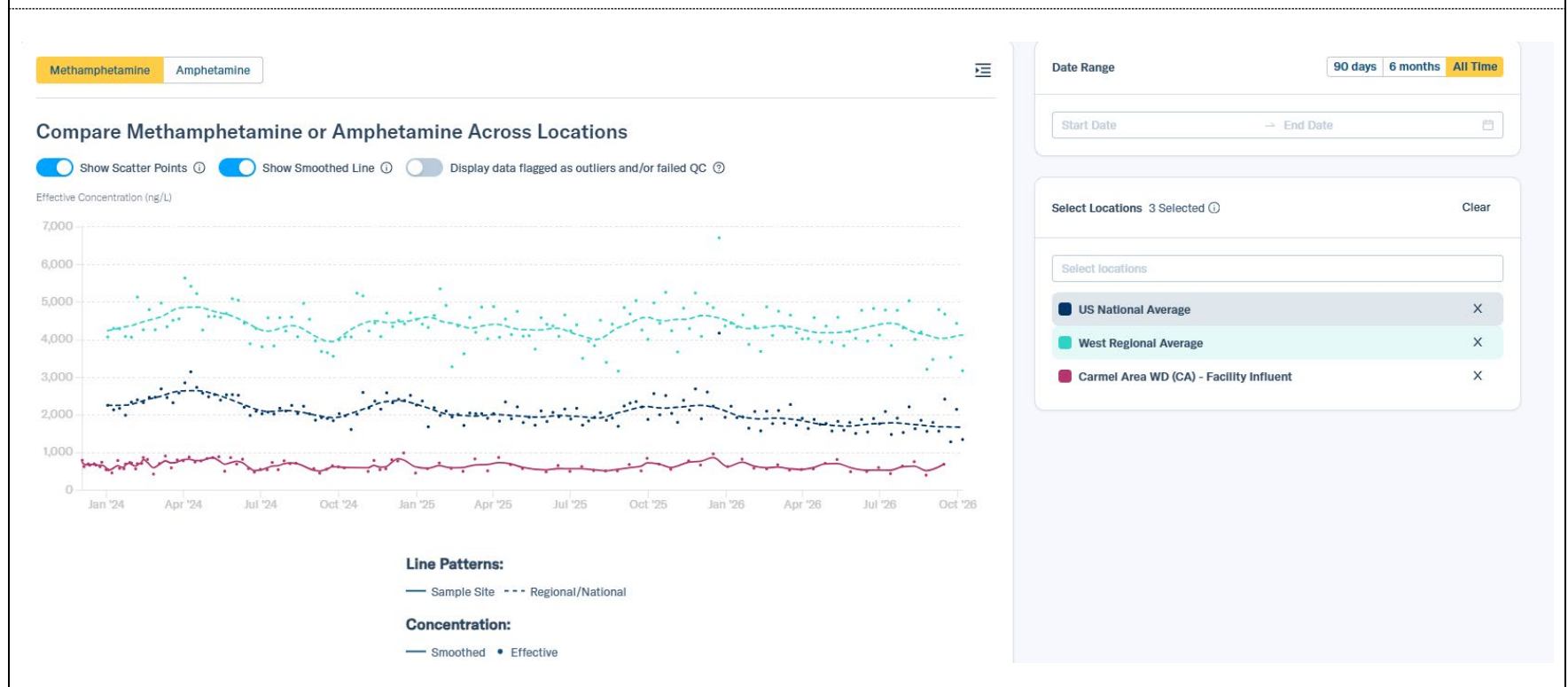
HIGH RISK SUBSTANCES

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

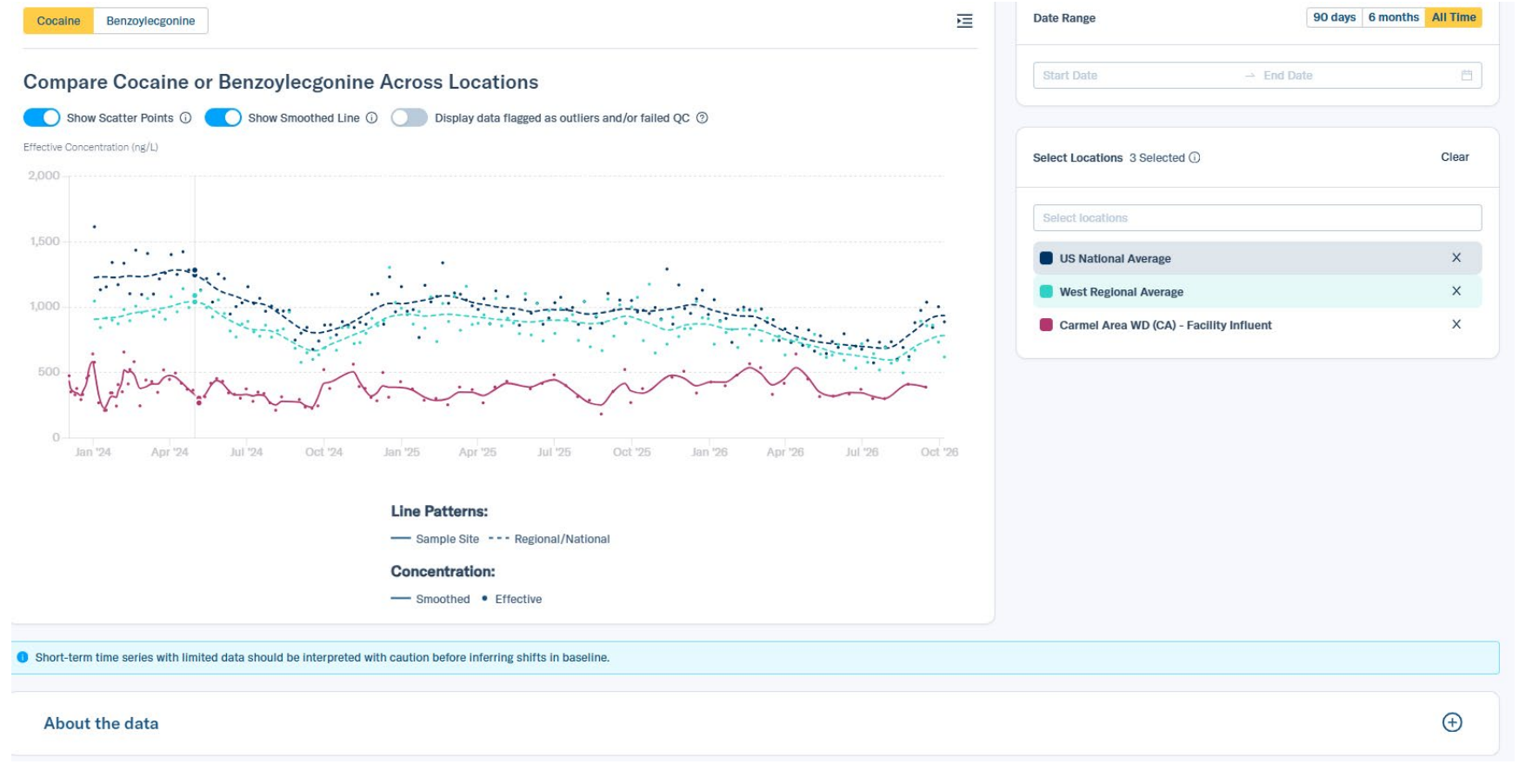
Fentanyl – Past 12 Months:



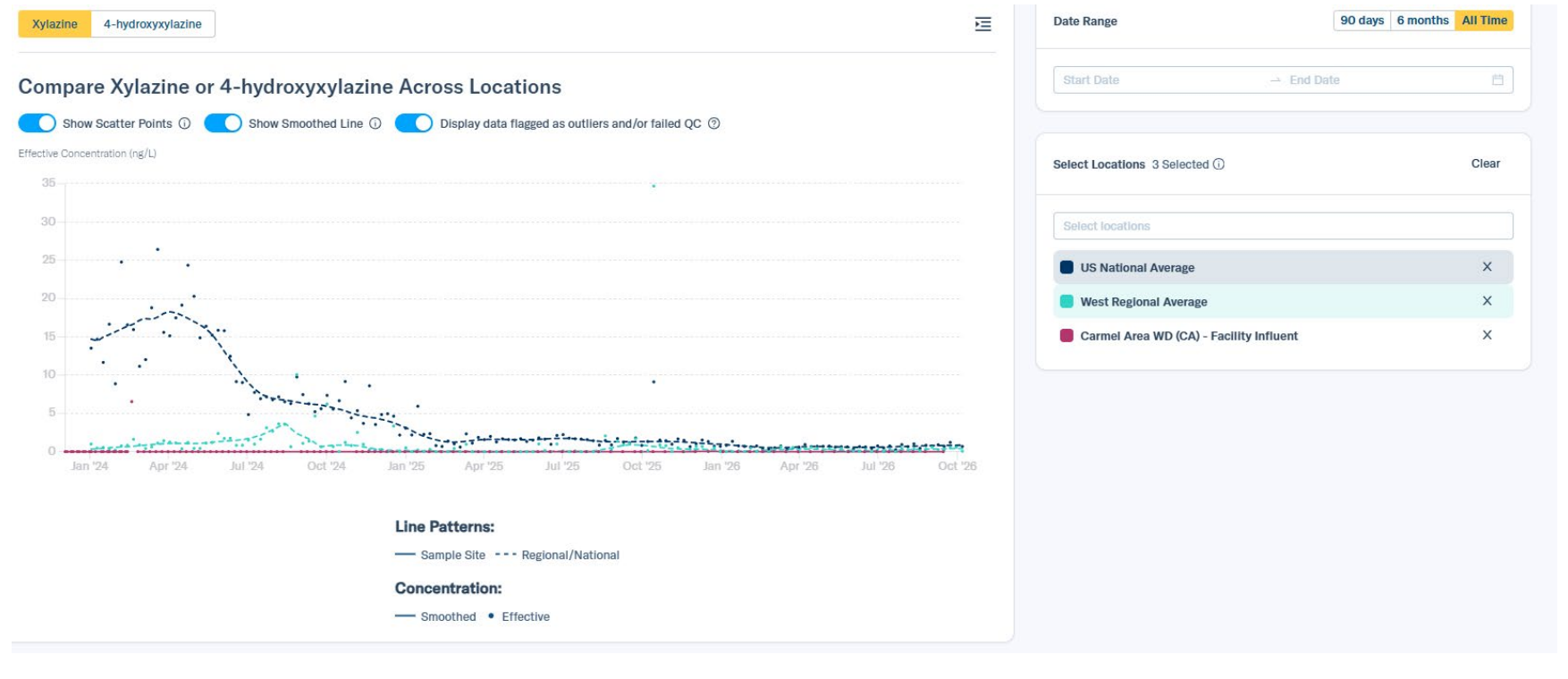
Methamphetamine – Past 12 Months:



Cocaine – Past 12 Months:



Xylazine (Tranq) – Past 12 Months:



FUNDING

N/A Information Only

Project Number	GL	Task Name	Manager	Start	Finish	Current FY Budget	Cumulative Budget	Status	2019 H1 H2	2020 H1 H2	2021 H1 H2	2022 H1 H2	2023 H1 H2	2024 H1 H2	2025 H1 H2	2026 H1 H2	2027 H1 H2	2028 H1 H2	2029 H1 H2	2030 H1 H2			
		Projects Implementation Plan Schedule																					
		<u>Treatment Plant Capital Projects</u>																					
22-03	1639.000	WWTP Utility Mains Relocation	Bandy	Mon 5/2/22	Fri 6/1/29	\$750,000	\$1,047,266	On Hold					WWTP Utility Mains Relocation										
25-02	1993.000	WWTP Site Improvements	Bandy	Sun 6/1/25	Fri 12/31/27	\$750,000	\$828,995	Design					WWTP Site Improvements										
19-21	1993.000	Carmel River FREE Mitigation	Treanor	Mon 6/1/20	Fri 12/28/29	\$0	\$0	Pending County Funding Agreement				Carmel River FREE Mitigation											
22-04	1642.000	CAWD Bridge Project	Treanor	Mon 3/1/21	Tue 2/29/28	\$100,000	\$175,133	Preliminary Design				CAWD Bridge Project											
		<u>Reclamation Capital Projects</u>																					
22-05	14794	Membrane Bioreactor Feasibility Study	Bandy	Mon 11/2/26	Fri 7/30/27	\$0	\$0	RFQ Evaluation					Membrane Bioreactor Feasibility Study										
		<u>Collections Capital Projects</u>																					
19-03	1586.000	Carmel Meadows Sewer Replacement	Treanor	Thu 8/1/19	Fri 6/29/29	\$400,000	\$1,633,852	Design		Carmel Meadows Sewer Replacement													
25-01	1586.000	Carmel Meadows Sewer Interim Repairs	Henson	Tue 4/1/25	Fri 7/31/26	\$0	\$0	In Construction				Carmel Meadows Sewer Interim Repairs											
23-01	1643.000	Santa Rita & Guadalupe Sewer Main Rehab	Treanor	Sun 1/1/23	Sun 11/1/26	\$200,000	\$4,802,663	In Construction				Santa Rita & Guadalupe Sewer Main Rehab											
21-05	1637.000	Carmel Woods and Pescadero Rd. Sewer Rehab	Bandy	Thu 7/1/21	Tue 8/1/28	\$3,600,000	\$4,431,885	Bid Phase				Carmel Woods and Pescadero Rd. Sewer Rehab											
20-07	1636.000	Bay/Scenic Pump Station Rehabilitation	Henson	Thu 12/31/20	Thu 6/1/28	\$150,000	\$346,021	Predesign				Bay/Scenic Pump Station Rehabilitation											
		County Area Sewer Project	Henson	Tue 6/1/27	Fri 5/31/30	\$0	\$0	Study Phase					County Area Sewer Project										
		<u>Collections Non-Capital Projects</u>																					
	6130/40.005	FY26/27 Sewer Pipe Repairs and Manhole Coating	Lauer	Wed 7/1/26	Wed 6/30/27	\$250,000	\$250,000	In Progress					FY26/27 Sewer Pipe Repairs and Manhole Coating										
		<u>Assessment Districts/Annexations</u>																					
18-29	2500.000	September Ranch Subdivision	Treanor	Thu 9/1/22	Mon 8/30/27	\$0	\$0	In Construction				September Ranch Subdivision											
23-03		Rancho Cañada Village Subdivision	Treanor	Wed 3/1/23	Tue 6/1/27	\$0	\$0	In Construction				Rancho Cañada Village Subdivision											
		<u>Other Non-Capital Projects</u>		Thu 3/1/18	Wed 2/29/40	\$0	\$0																
		Source Control Six Sigma	Henson	Thu 3/1/18	Thu 3/1/18	\$0	\$0	Compliance Phase															
22-01	5500.006	Long Term SLR Planning	Henson	Mon 5/3/21	Wed 2/29/40	\$125,000	\$125,000	Scoping Adaptation Study					Long Term SLR Planning										
	5500.005	Easement Surveys and CEQA Analysis	Bandy	Mon 6/1/26	Mon 3/1/27	\$125,000	\$125,000	CEQA underway				Easement Surveys and CEQA Analysis											
		Sharepoint Migration (Bravo Consulting)	Foley	Mon 6/1/26	Wed 6/30/27	\$122,408	\$122,408	Underway				Sharepoint Migration (Bravo Consulting)											
		Esri ArcGIS Mapping of WWTP Assets	Foley	Mon 6/1/26	Fri 4/28/28	\$30,000	\$30,000	Underway				Esri ArcGIS Mapping of WWTP Assets											
		LIMS Migration	Serageldin	Mon 6/1/26	Wed 6/30/27	\$126,000	\$126,000	Underway				LIMS Migration											
		Liquid Ammonium Sulfate Conversion	Young	Mon 6/1/26	Wed 6/30/27	\$0	\$0	Underway				Liquid Ammonium Sulfate Conversion											
		Distribution Box & Dissolved Air Filtration Tank Relining	Young	Mon 6/1/26	Wed 6/30/27	\$195,000	\$195,000	Underway				Distribution Box & Dissolved Air Filtration Tank Relining											
		Distribution Box Weir Gates	Young	Mon 6/1/26	Wed 6/30/27	\$99,200	\$99,200	Underway				Distribution Box Weir Gates											
Project: Projects Implementation Plan Date: Fri 10/9/26		Task	Summary		Manual Summary Rollup		Manual Summary		% Complete														

Treatment Plant Capital Project Summaries



Photo: Gas Meter on North Side of River

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



Photo: Office trailers at WWTP

Project Number:	25-02	
Project Name:	WWTP Site Improvements	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Bandy	
Status:	50% Design	
Project Description:	The office trailers at the WWTP do not have adequate space for current and future staff and have reached the end of their useful life. The pavement is in poor condition and several vaults and lids are failing.	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$828,995	\$310,637
Financial:	FY Budget:	FY Spent:
	\$750,000	\$162,899
Reclamation Share:	N/A	
Other Entities:	Cost Share w/ Collections @ 5.5%	
Permits Required:	TBD	
Challenges:	Seismic design requirements	
Schedule:	Design underway. 90% Dec 2026. Construction est. Q2 2027.	
Consultants:	Kennedy/Jenks	
Contractor:	TBD	

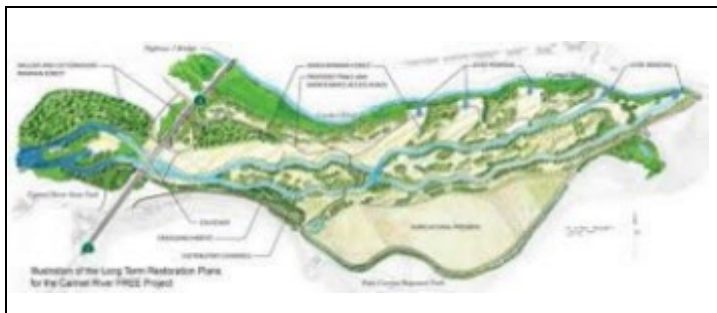


Photo: Carmel River Floodplain Restoration and Environmental Enhancement (CRFREE)

Project Number:	19-21	
Project Name:	Carmel River Floodplain Restoration & Environmental Enhancement (CRFREE) Mitigation	
Project Location:	Carmel River Lagoon	
Project Manager:	Treanor	
Status:	Pending County Funding Agreement	
Project Description:	The CRFREE Project intends to create a new river channel in the Carmel River lagoon floodplain, which will significantly impact existing wastewater pipelines that cross the lagoon. To fully mitigate impacts from CRFREE the pipelines, which are currently crossing over a portion of the lagoon, are proposed to be installed underground using Horizontal Directional Drilling construction methods.	
Department:	Engineering	
Financial:	Coastal Conservancy Grant Budget:	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, Reginal Water Quality Control Board (RWQCB)	
Challenges:	Construction near environmentally sensitive habitat and obtaining new easement from State Parks	
Schedule:	Pending funding agreement	
Consultants:	Design: Kennedy Jenks and Staheli Trenchless CEQA: Johnson Marigot	
Contractor:	TBD	



Photo: Conceptual Rendering of Public Use and Bridge

Project Number:	22-04	
Project Name:	CAWD Bridge and Trail Project	
Project Location:	Wastewater Treatment Plant	
Project Manager:	Treanor	
Status:	Preliminary design	
Project Description:	Construct a new bridge at the location of the existing CAWD bridge over the Carmel River. The Bridge would be open for public use and would allow for new walking trails to connect the City of Carmel-by-the-Sea (Mission Trail) to the Regional Parks (Palo Corona).	
Department:	Treatment	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$175,133	\$94,299
	FY Budget:	FY Spent:
	\$100,000	\$19,166
**No budget. Funding potential via Carmel River settlement grants.		
Reclamation Share:	N/A	
Other Entities:	State Parks, Diocese of Monterey, City of Carmel-by-the-Sea, Regional Parks District	
Permits Required:	TBD	
Challenges:	Obtaining funding and community support	
Schedule:	Preliminary design underway	
Consultants:	MME Civil + Structural	
Contractor:	TBD	

Reclamation Capital Project Summaries

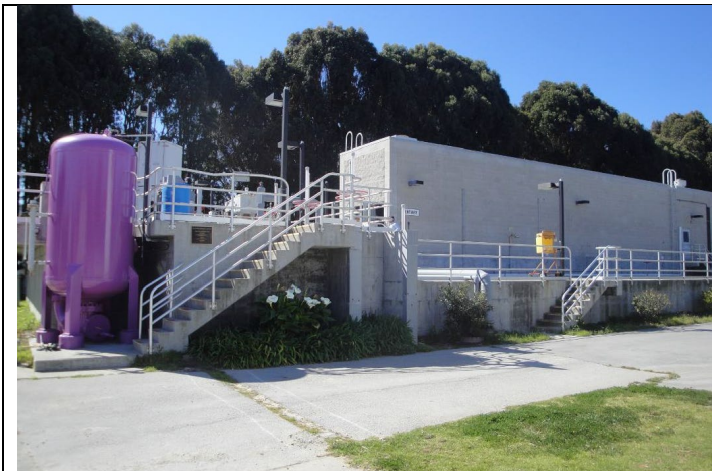


Photo: Exterior of Tertiary Building

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

Collections Capital Project Summaries



Photo: Aerial gravity pipe in easement

Project Number:	19-03	
Project Name:	Carmel Meadows Sewer Replacement	
Project Location:	Collection System	
Project Manager:	Treasor	
Status:	Design Update in Progress	
Project Description:	Replace 1,300 feet of Ductile Iron Pipe (DIP) on an aerial span and eight manholes by constructing a small pump station at the end of Mariposa Drive. Located on an easement parallel to Ribera Road. Line was originally installed in the early 1960's.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$1,633,852	\$1,473,540
Financial:	FY Budget:	FY Spent:
	\$400,000	\$10,028
Permits Required:	Local Coastal Development Permit	
Challenges:	Community Buy-In	
Schedule:	TBD	
Consultants:	Kennedy/Jenks Consultants	
Contractor:	TBD	



Photo: Sagged Pipeline

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

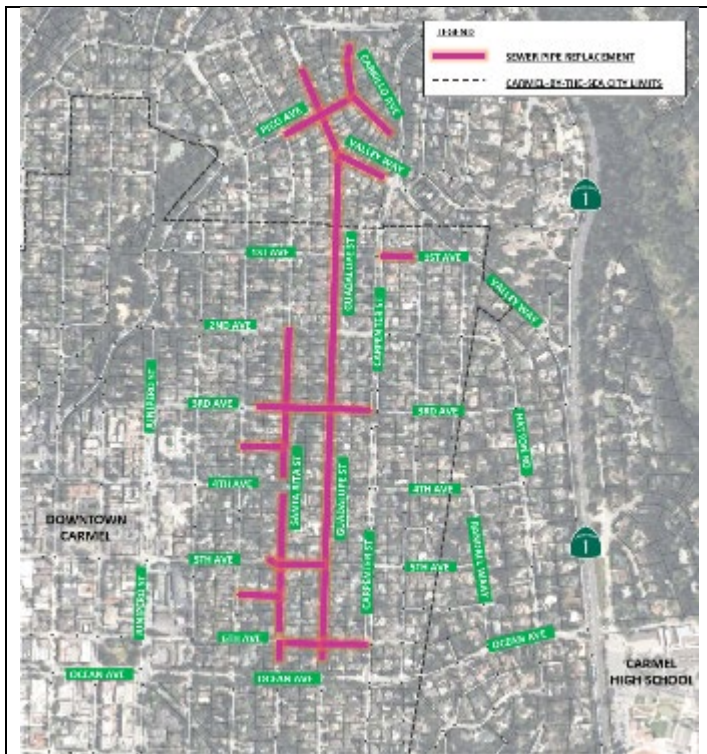


Photo: Project Map

Project Number:	23-01	
Project Name:	Santa Rita & Guadalupe	
Project Location:	Collection System	
Project Manager:	Treanor	
Status:	Construction Phase	
Project Description:	Approx. 5,800 ft of 6" vitrified clay pipe to be replaced with 8-inch High-Density Polyethylene (HDPE), manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$4,802,663	\$4,646,772
	FY Budget:	FY Spent:
	\$200,000	\$28,334
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Monterey Co.	
Permits Required:	None	
Challenges:	Traffic Controls	
Schedule:	Final additional work underway	
Consultants:	MNS, Harris & Assoc., TBC Communications	
Contractor:	Pacific Trenchless	



Photo: Carmel Woods and Pescadero Rd Map

Project Number:	21-05	
Project Name:	Carmel Woods and Pescadero Sewer Improvements	
Project Location:	Collection System	
Project Manager:	Bandy	
Status:	Bid Phase	
Project Description:	Install new pipe in Pescadero Rd. to divert majority of flow from pipe on slope. Replacement of approx. 14,000 ft of 6" vitrified clay pipe with 8" HDPE pipe. Manhole rehabilitation.	
Department:	Collections	
Financial:	Cumulative Budget:	Cumulative Spent:
	\$4,431,885	\$892,765
	FY Budget:	FY Spent:
	\$3,600,000	\$60,881
Reclamation Share:	0%	
Other Entities:	Carmel-by-the-Sea, Monterey Co.	
Permits Required:	Encroachment permits	
Challenges:	Narrow road, depth of manholes, environmentally sensitive area	
Schedule:	Bids to be opened 10/23. Construction est. Jan. 2027.	
Consultants:	MNS, Denise Duffy, TBC Communications & Media	
Contractor:	TBD	



Photo: Pump Station Exterior

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

Collections Non-Capital Project Summaries



Photo: Pipe Repairs

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



Photo: Inside of Sewer Manhole

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

Assessment Districts/Annexations

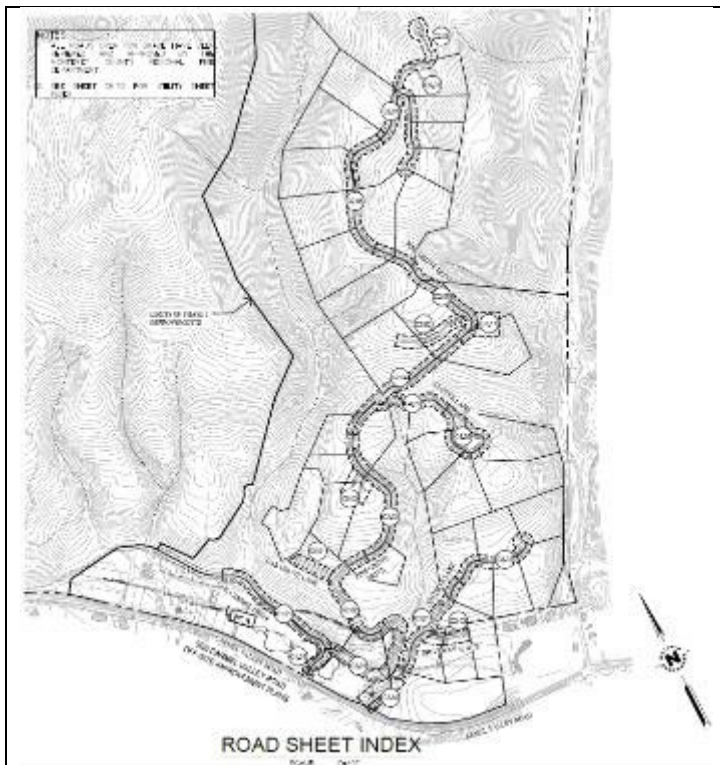


Photo: Map of September Ranch Subdivision

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

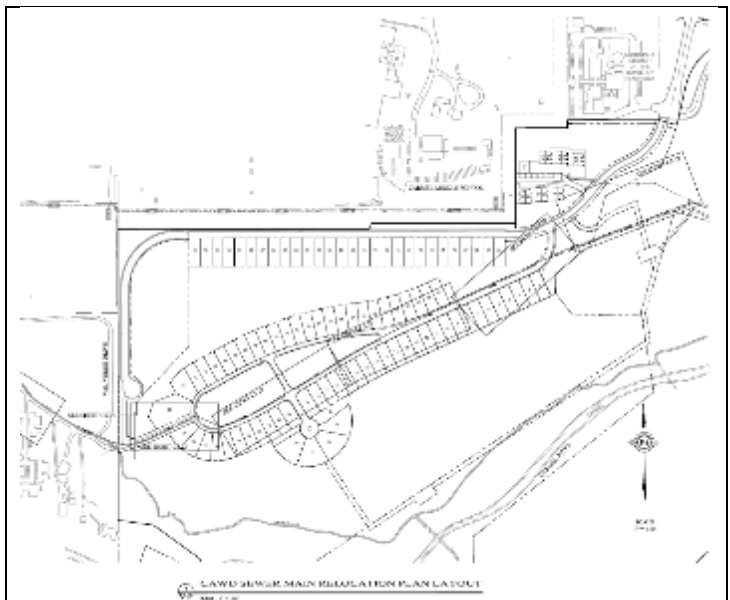


Photo: Location of Rancho Cañada Village Subdivision

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

Other Non-Capital Project Summaries

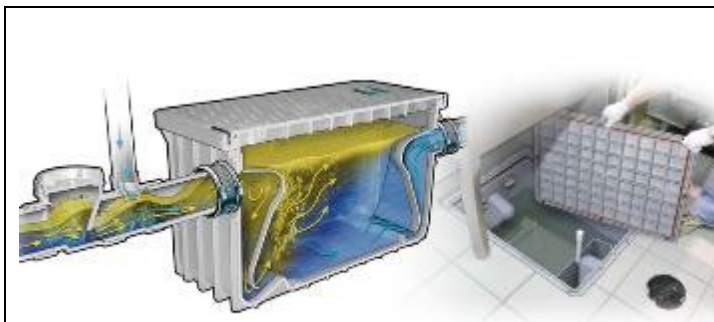


Photo: Grease Trap Graphic

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



Photo: California coastline

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



Photo: Easement with downed tree

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

STAFF REPORT

To: Board of Directors

From: Chris Foley, Facilities Manager

Date: October 29th, 2026

Subject: Monthly Treatment Plant Report –
September 2026



RECOMMENDATION

Receive Report- Informational only; no action required.

TREATMENT PLANT OVERVIEW

Operations

- The influent composite sampler failed. The influent composite sampler is a permit required testing location. Staff were able to use the composite sampler from Primary Clarifier 2 (at the time Primary Clarifier 2 was offline and used for process control). The existing Instrument Specialties Company (ISCO) Samplers have had a few failures in the last year, so staff purchased a Hach sampler as a replacement after receiving good feedback on reliability from other wastewater districts. If the Hach sampler performs well then the ISCO samplers can be replaced with Hach samplers as the ISCOs reach their end of life.
- Safety week for two weeks during September 8th to September 18th.
- On September 21, an apparent gasket failure on the fourth dewatering polymer tank, located on the lower level of the dewatering building, caused approximately 300 gallons of polymer to spill onto the floor. The polymer entered the floor drain and traveled through the sump to the filtrate wet well, which discharged to the grit chamber. Staff discovered the spill at approximately 1:00 p.m. and immediately shut off the sump pump; however, an estimated 200 gallons had already entered the treatment process. The polymer caused widespread aggregation of solids, including microorganisms, **severely inhibiting biological treatment.**

Staff worked to restore plant performance through operational adjustments, washdown, and cleanup activities. Testing and data review are ongoing to determine the extent of the impacts, no permit violations were reported . Cleanup in the dewatering building continues, and staff are gathering information to prepare a Plant Upset Report., which is an official engineering or operational document that records a sudden, unexpected disruption in an industrial facility. This report will include a timeline, root cause, impact of the consequences, immediate actions taken, and corrective/preventative recommendations. Additional information will be provided as the investigation progresses. A tentative date for report will be toward the end of November.

- District operators have worked diligently to restore plant operations, and the biological treatment process is showing encouraging signs of recovery. The microscope image shows a cluster of stalked ciliates attached to a piece of floc. Stalked ciliates are commonly associated with healthy activated sludge and are a positive indicator of biological treatment conditions.



- Operations had second round of interviews for the Operator In Training (OIT) internship program. Staff interviewed four great candidates.
- Jeff Bandy passed his grade III Wastewater Exam and has finally received his OIT certificate. He is officially an operator-in-training.

Maintenance

- Maintenance staff attended a wastewater instrumentation training class hosted by California Water Environmental Association and Hach. Staff were able to discuss what instruments worked best with other wastewater professionals and received factory training on existing instruments installed at the treatment plant.
- The plant standby generators, Collections station generators, and collection portable generators were load bank tested. A load bank test is best practice because it tests the generator under a sustained demand, 70-80% of capacity for two hours, and can identify problems that would not show up by just running the generator without a load. No issues were discovered during the testing.
- The treatment plant front gate controller was damaged by rodents. The controller was repaired and better seals were installed to deter rodents.

Projects

- Replacement computers were installed by Exceedio at the treatment plant and administration office for 7 computers. This follows cybersecurity best practices, so the operating systems are supported and minimizes hardware failures.
- The standby generators at Highlands and Calle La Cruz pump stations were replaced with new units. The last remaining unit to be replaced is the 8th & Scenic pump station generator. Then all the generators will be updated and standardized.
- Landscaping upgrades were completed at the treatment plant by PM Landscaping. Hardscaping was installed in the area in front of the locker room and by the breakroom. This reduces weed maintenance and the area next to the breakroom was a trip hazard.

-
- Additional drainage was added behind the maintenance shop to divert rainwater so it does not enter the building. The landscaping meets the Firewise standards and requires no irrigation.

RECLAMATION OVERVIEW

Operations

- Forest Lake Reservoir started the month of August at 70.2 MG and ended the month at 51.1 MG (5.4 MG greater than last year at this time).
- Reverse Osmosis (RO) Clean-In-Place was performed on the 3rd and fourth stage for train B.
- Reclamation bi-monthly meeting with Trussel. Trussel is pleased with SharePoint and Klir data sharing. Staff and Trussel are waiting on results from recent RO membrane autopsy. The autopsy results provide information that is used to guide cleaning cycles.

Maintenance

- Maintenance installed new MF CIP (Clean in Place) heater. The heater heats the water for CIP chemical washes to keep down TMP's (Trans Membrane Pressures) in the cells and maximize flow and efficiency. The heater was the original unit. Staff is investigating the failure mode to determine if the heater failed just due to age or if there are improvements that can be made to better protect the heater if the water level is too low or if the heater exceeds its setpoint. At a minimum this will include a hardwired (not software) interlock and more alarms.

PERMIT UPDATES

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

- National Pollutant Discharge Elimination System monthly report for August was successfully submitted with no violations.
- Staff did not submit Quarterly DDT monitoring for 3rd quarter on September 1st. The report was submitted on September 16th. To rectify the situation reminders have been set on calendars both on Microsoft as well as physical calendars. The Microsoft calendars are also linked to the work phone as another notification opportunity. State regulators will review and may impose a mandatory minimum penalty of \$3000.

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

- 3rd Quarter Reclamation WDR report will be submitted November 1 and will include one violation for a missed coliform sample during the polymer leak incident. Staff immediately shut down reclamation to protect the microfiltration and reverse osmosis membranes. While responding to the incident, cleaning the plant, and restoring the microorganism population to stable operating conditions, staff missed the required reclamation startup grab sample.

FUNDING

N/A – Informational item only no action required

STAFF REPORT



To: Board of Directors

From: Alex Henson, Associate Engineer

Date: October 29, 2026

Subject: Source Control Update

RECOMMENDATION

Receive Report- Informational only; no action required.

DISCUSSION

This report provides an update on the District's Source Control Program activities related to the management and control of Fats, Oils, and Grease (FOG) discharges. Staff continue to actively engage with local restaurant operators and plumbing contractors to ensure and support compliance with the District's FOG requirements. Staff are working to establish the list of non-compliant restaurants to receive notification that improvements need to be completed in 2027.

Staff additionally coordinated with Carmel Valley Manor to determine the source of suspected stormwater infiltration into the District's sewer collection system. During the site visits, two cross connections were discovered, which have been corrected. Flow monitoring during the coming rainy season will allow staff to evaluate if the repairs have resolved the issue.

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

Restaurant	Contact	Site Visit	Plumber Engaged	Work Completed
2025 Coordination				
Hog's Breath	Yes	Yes	Yes	Yes
Highlands Inn	Yes	Yes	Yes	Partial
Grasings	Yes	Yes	Yes	Yes
2026 Coordination				
Casanova	Yes	Yes	Yes	No
Vesuvio	Yes	No	Yes (Ramirez)	No
L'Escargot	Yes	Yes	Yes	No
Akaoni	Yes	Yes	Yes (PSTS)	No
Katy's Place	Yes	Yes	Yes (PSTS)	No
Village Corner Bistro	Yes	Yes	Yes (Easy Drains)	No
Brophy's Tavern	Yes	Yes	Yes (JD's)	No
Carmel's Bistro Giovanni	Yes	Yes	Yes (Poe's)	No
Cultura	Yes	Yes	Unknown	No
Café Carmel	Yes	Yes	Yes (Poe's)	No
Yafa	Yes	Yes	Yes (PSTS)	No (CAWD permit issued) (City permit issued)
Restaurants in Construction Planning				
Mammone Restaurant*	Yes	No	No	No
Heron's Lodge Bar & Kitchen*	Yes	No	No	No (CAWD permit issued)
Banju*	Yes	Yes	Yes (Poe's)	No

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

FUNDING: N/A Information Only

Resolutions

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, GM

DATE: October 29, 2026

SUBJECT: Adoption of Rules of Decorum For Participation At Board & Committee Meetings

RECOMMENDATION

It is recommended that the Board review the attached policy document and adopt Resolution 2026-68, approving a policy specifying rules of decorum in the participation at Board and Committee meetings.

DISCUSSION

At the regular July 2026 Board meeting the Board President suggested that the District should adopt a Rules of Decorum policy. The District currently does not have a formal Rules of Decorum policy.

Attached you will find a draft policy that was heavily drawn from the policy adopted by Santa Clara Valley Water District. This policy was provided to staff by President Siegfried and is similar to those adopted by multiple agencies. The key to addressing disruptions at legislative body meetings is to act transparently, consistently and without regard to the viewpoint of the speaker. Adopting specific rules governing this area and discussing their operations in advance helps to accomplish that goal.

Additionally, we have included a sample of the verbiage that would be included on the meeting agenda (or as an insert) to detail expectations and options available to the public.

FINANCIAL

No cost impact to CAWD.

Attachments

1. Sample Notice/Insert for Board Agenda
2. Resolution/Policy Statement

SAMPLE NOTICE FOR INCLUSION ON EACH AGENDA/(Or a page insert)

*****IMPORTANT NOTICES AND PARTICIPATION INSTRUCTIONS***** Carmel Area Wastewater District (CAWD) Board of Directors/Board Committee meetings are held as “hybrid” meetings, conducted in-person as well as by telecommunication, and is compliant with the provisions of the Ralph M. Brown Act.

To maximize public safety while still maintaining transparency and public access, members of the public have an option to participate by teleconference/video conference or attend in-person. To observe and participate in the meeting by teleconference/video conference, please see the meeting link located at the top of the agenda. If attending in-person, you are required to comply with Resolution 2026-68 a Resolution of the Carmel Area Wastewater District specifying Rules of Decorum for Participation in Board and Committee Meetings located at [link to the District landing page](#)

In accordance with the requirements of Gov. Code Section 54954.3(a), members of the public wishing to address the Board/Committee during public comment or on any item listed on the agenda, may do so by filling out a Speaker Card and submitting it to the Clerk or using the “Raise Hand” tool located in the Zoom meeting application to identify yourself in order to speak, at the time the item is called. Speakers will be acknowledged by the Board/Committee Chair in the order requests are received and granted speaking access to address the Board.

- Members of the Public may test their connection to Zoom Meetings at:

[Link to the District landing page](#)

- Members of the Public are encouraged to review our overview on joining CAWD Meetings at:

[linked to the District landing page](#)

CAWD in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access and/or participate in CAWD Board of Directors/Board Committee meetings to please contact the Clerk of the Board’s office at (831) 624-1248, at least 3 business days before the scheduled meeting to ensure that CAWD may assist you.

Under the Brown Act, members of the public are not required to provide identifying information in order to attend public meetings. Through the link below, the Zoom webinar program requests entry of a name and email address. Members of the public not wishing to provide such identifying information are encouraged to enter “Anonymous” or some other reference under name and to enter a fictional email address (e.g., attendee@abcompany.org) in lieu of their actual address. Inputting such values will not impact your ability to access the meeting through Zoom.

RESOLUTION NO. 2026-69

A RESOLUTION OF CARMEL AREA WASTEWATER DISTRICT (CAWD) SPECIFYING RULES OF DECORUM IN THE PARTICIPATION OF BOARD AND COMMITTEE MEETINGS

~oOo~

The Board of Directors of the Carmel Area Wastewater District (CAWD/District) does ordain as follows:

SECTION 1. PURPOSE OF RESOLUTION

The purpose of this Resolution is to promote the safe and orderly conduct of the CAWD Board and Committee meetings (Meetings) by enhancing civility and decorum, and by ensuring the safety of those participating in those Meetings. CAWD seeks to avoid creating an atmosphere in Meetings that: is uncivil, threatening, and disrespectful; stifles public participation and debate; threatens the quality of decision making; or otherwise undermines the democratic process. To those ends, this Resolution preserves the rights of other members of the public at the meeting and allows the Board and its committees to continue their work on behalf of the public.

The CAWD Board of Directors (Board) finds and declares that this Resolution, with the intent of establishing a safe and secure space, imposes a proper limitation on the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. The Board further finds and declares that this Resolution furthers, within the meaning of paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution, a guarantee that the people have the right of access to the conduct of the public's business, declaring that the meetings of public bodies and agencies must be open to public scrutiny.

Limitation Clause: The California Constitution requires that any law limiting the public's right of access must explicitly state the public interest being protected. Maintaining meeting decorum to allow the government to function is recognized as one such valid interest as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies.

Pursuant to those constitutional provisions, the Board makes the following findings to demonstrate the interests protected by this Resolution and the need for protecting those interests.

SECTION 2. DECORUM AT MEETINGS

Meetings must, at all times, operate in an orderly and non-threatening manner by all participants to ensure the public has a full opportunity to be heard and that the Board may engage in the deliberative process.

SECTION 3. RULES OF MEETING DECORUM

While a Meeting is in session, the following rules of order and decorum must be observed:

- a. Persons in the audience will refrain from behavior which will disrupt or interrupt the Meeting so as to render the orderly conduct of such Meeting unfeasible. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the Meeting. Public comments shall not include any language that is threatening, profane, abusive, or slanderous to members of the Board or the public. Audience members must also refrain from creating, provoking, or participating in any type of disturbance that constitutes use of force or a true threat of force, including any behavior involving unwelcomed physical contact or other actions that could reasonably be construed as promoting or participating in violence.
- b. Appropriate attire, including shoes and shirts, are required in the Board Room and Committee Rooms at all times.
- c. All persons attending the Meeting must remain seated in their seats unless addressing the Board at the podium or waiting in line to do so or when entering or leaving the Meeting.
- d. Persons in the audience must not place their feet on the seats in front of them.
- e. All persons attending the meeting must obey any lawful order of the Board/Committee Chair to enforce any provision of this Resolution.
- f. Objects or other materials must not obstruct the view of others or be used to disrupt or interrupt the orderly conduct of the Meeting.

SECTION 4. RULES REGARDING SIGNS, BANNERS AND OTHER MATERIALS

To ensure the safety of participants of the Meeting, audience members may not bring signs, banners or other materials (Materials) into the Board Room, Committee Room or designated Meeting room, unless all of the following are met:

- a. Materials are no larger than 2 feet by 3 feet;
- b. No sticks, posts, poles, or other like items are attached to the Materials;
- c. Materials will not likely pose a building maintenance problem, a fire safety hazard, or a physical threat to others; and
- d. Materials do not impede the movement of other Meeting participants.
- e. Materials do not disrupt or interrupt the Meeting.

SECTION 5. PROHIBITED OBJECTS

No audience member may bring objects that are reasonably deemed a physical threat to the Meetings. Audience members must not bring to Meetings: firearms (including replicas and antiques) and their carriers (whether empty or not); toy guns; explosive material and ammunition; knives and other edged weapons; illegal drugs and drug paraphernalia; laser pointers; scissors; razors, scalpels, box cutting knives, and other cutting tools; letter openers; corkscrews; can openers with points; hairspray, pepper spray, and aerosol containers; cutting tools; and tools that could reasonably be wielded as weapons; glass containers; large backpacks, suitcases, and bags; or other objects that CAWD security staff or law enforcement personnel construe in their professional judgement as a weapon or security risk.

SECTION 6. ENFORCEMENT

This Resolution will be enforced in the following manner:

All persons entering the Board Room, Committee Room(s) and designated Meeting room(s) and their effects, including but not limited to their bags, purses, briefcases, and similar belongings may be subject to search.

Audience members found to be in possession of a prohibited object (as defined in Section 5 hereof) will be asked to secure the prohibited object offsite. Security personnel will manage prohibited items during the Meeting as appropriate. If the audience member refuses to comply, the audience member will be denied entry to the Meeting.

- a. When the Board/Committee Chair becomes aware that a person is in violation of this Resolution, the Board/Committee Chair will order that person to abide by it. If, after receiving a warning from the Board/Committee Chair, the person persists in disrupting or interrupting the Meeting, continuing to pose a safety threat or otherwise refusing to abide by this Resolution, the Board/Committee Chair will order the person to leave the Meeting. If such person does not leave the Meeting, the Board/Committee Chair may direct the law enforcement officer assigned to the Meeting to remove that person from the Meeting.

Standard Procedure for Dealing with a Disturbance

- i. If a highly charged issue is on the agenda, the Presiding Officer will explain these rules to the public and how they will be applied. It serves the purpose of reminding the full Board of procedures and lets the audience know at the outset that the rules must be applied evenly.
- ii. The Presiding Officer may determine that items on the agenda should be organized to ensure that the critical business of the Board can be completed even if disruptions are anticipated with respect to a particular item. This will be assessed on a case-by-case basis.
- iii. In the event a speaker insists on addressing matters clearly not relevant to the agenda item they will be reminded/encouraged to address the agenda item. Unless this rises to the level of an actual disruption or interruption the Presiding Officer has the authority to pursue this or not.
- iv. The Presiding Officer shall first warn the disruptive individual that their behavior is disrupting or interrupting the meeting and that continued disruption or interruption will lead to removal. Note: a warning is not required if the person is using physical force or threatening the use of force. This prohibition is only for behavior that actually disrupts or interrupts the meeting and will be applied in a viewpoint neutral manner.
- v. If the warning is ignored, the Presiding Officer, or the body via majority vote can order removal of the specific individual.
- vi. If the individual ejections do not restore order and the meeting cannot continue safely, the body may order the entire room cleared.

- vii. In the event that outbursts come from a significant portion of the audience the Presiding Officer may order the room be cleared.
 - viii. Before clearing the room, the Presiding Officer shall state on the record that the disruption prevents orderly conduct and that less restrictive measures (like individual removals) failed or are impracticable.
 - ix. Once cleared, the body may continue the session in the same room, but it can only consider items that appeared on the official agenda.
 - x. Representatives of the press or news media who are not actively participating in the disturbance will be allowed to remain in the room.
 - xi. CAWD may allow readmission of any non-disruptive individuals after order is restored.
 - xii. In the event it is a Board Member who is causing the disturbance the Presiding Officer should be mindful that any action taken may raise concerns regarding the Board Member's federal constitutional rights and could expose the District to potential legal claims. The best options are to first call for a recess to allow for a cool down period, and second to use the parliamentary procedure motion to "end debate and call the question" as an effective method to move the item along.
- b. Pursuant to the California Ralph M. Brown Act at California Government Code § 54957.95 and California Penal Code § 403 it is a misdemeanor to willfully disrupt or break up a lawful assembly or meeting unless the person has legal authority to do so. Accordingly, the provisions of the Brown Act and Penal Code section 403 authorizing the legislative body to address disruptions must be implemented consistently with First Amendment principles.
- c. If a Meeting is disrupted or interrupted in such a manner as to make infeasible or improbable the restoration of order, the Meeting may be adjourned or continued by the Board/Committee Chair or by a majority of the Board/Committee, and any remaining Board/Committee business may be continued to the next Meeting as may be allowed by the Ralph M. Brown Act (Government Code Section 54950 et seq.).

PASSED AND ADOPTED by the Board of Directors of the Carmel Area Wastewater District by the following vote on October 29, 2026:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

Robert Siegfried, President of the Board

ATTEST:

Domine Barringer, Clerk of the Board

General Manager Comments

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, General Manager

DATE: October 29, 2026

SUBJECT: Recommendation for Board Retreat Facilitator

RECOMMENDATION

The Ad Hoc committee unanimously recommended David M. Ceppos – Public Policy Mediation and Facilitation for the Board Retreat. Staff is requesting a decision from full board to confirm recommendation and consider dates.

DISCUSSION

The Ad Hoc Committee met on November 22, 2026 to discuss proposals for Board Retreat. There were three proposals received: David M. Ceppos, Raftelis, and Bakertilly.

The consultants were given considerable latitude in building their proposal but there were two requirements

- The Board retreat must take place prior to December 31, 2026
- There must be an initial interview with each individual director prior to the retreat

All submittals met this requirement.

The committee was unanimous in its recommendation to utilize David M. Ceppos as the facilitator because he met all requirements and has a background in water issues that they felt may be helpful. They did request that the director interviews not take place on the phone or online – but must be in person. Additionally they recommended that the District not accept the Option Task 2 costs (Interview the project manager for

the WWTP and interview a representative from PBCSD).

The committee requested that the “Notes” from the listening session with Management Staff on June 1, 2026 be included in the retreat materials. They are attached to this report.

FINANCIAL

Proposal \$14,389

We assume the cost will increase with the requirement for in person interviews versus phone or online. It would be prudent for those interviews to all take place on the same day for cost efficiency reasons.

Funding will come from District reserves.

Attachments:

1. Ceppos – Proposed Scope of Work
2. Listening Session Notes

*Working Draft
Listening Session Notes*

*CoPilot Summation & Sample
Of A Possible Combined Dashboard &
Budget Matrix Organization Tool*

Not all handwritten notes were fully legible



CARMEL AREA WASTEWATER DISTRICT SPECIAL MEETING OF THE BOARD OF DIRECTORS

Listening Session Minutes

Monday, 9:00 a.m., June 1, 2026

CALL TO ORDER – ROLL CALL AT 9:05 a.m.

Present: President Bob Siegfried; President Pro Tem Urquhart; Directors Cole, Weiland, and White
A quorum was present

Absent: None

Others Present: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD or District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer
Jeff Bandy, Ph.D., Principal Engineer, CAWD
Alex Henson, Associate Engineer, CAWD
Mohammed Serageldin, Ph.D., Laboratory Manager, CAWD
Chris Foley, Facilities Manager
Mike Skinkle, Maintenance Supervisor
Matt Green, Chief Plant Operator
Daryl Lauer, Collections Superintendent, CAWD
Kevin Young, Wastewater System Analyst, CAWD
Alex J. Lorca-Fenton & Keller, Attorneys at Law, CAWD Legal Counsel

In-Person Public Attendees: None

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

1. **Appearances/Public Comments:** No public appearances or comments.
2. **Agenda Changes:** No agenda changes requested.
3. Listening Session With Non-Represented Staff
The Board listened to the non-represented staff during the meeting.
The Board, by consensus, provided direction to refer the listening session discussion to the Salary and Benefits Committee.

4. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:15 p.m.

Next Regular Board Meetings: The next regular Board meeting will be held at 9:00 a.m., Thursday, June 25, 2026. The following regular Board meeting will be held at 9:00 a.m., Thursday, July 30, 2026. NOTE: The June and July meetings will have a teleconference (Zoom webinar) option. Once posted, you can access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at (831) 624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.

As Reported To:

Domine Barringer
Domine Barringer, Board Clerk

APPROVED: Robert Siegfried
Robert Siegfried, President of the Board

Actual Notes- President Siegfried & Pro Tem Urquhart

(please review & provide corrections- see summary and excel sheet- the Not able to read)-no notes from Cole-Weiland-White

General information: handwritten notes typed out in the order as presented on notepads. **Items notated in red are verbal comments made during the listening session.**

President Siegfried Notes:

Daryl:

- Budgeting advocates multiyear (5)
- BTE 20... capital budget already
- Development,
- Retention,
- More ongoing trainings, more focus on retention,
- Succession planning, developing lead worker,
- Compressed pay scale – create sub steps?
- On call worker – worker solo – unsafe
- Cross train treatment plant workers
- Guarantee
- No call for on call ...
- Intro.... New parameters.. integration needed

Patrick:

- Communication information coming from board to staff (e.g. what are each departments priorities, written and regular, internal newsletter signed off by the board – accurate as to what is the board's direction optimal frequency?)

Jeff:

- Reiterated news letter
- Annual reassessment
- Cross training
 - Succession planning -sub under
 - Modernize financial information planning (verbal – Jim Grover (accountant not able to attend meeting due to processing payroll- should consider speaking to him directly for input)
- HR rep needs to be upgraded
- Expand consent calendar
- Multi year budget
- Newsletter separate from 218
- Add Budget

WORKING DRAFT NOTES

Mohammed:

- 1 Analyst out (Achilles)
- Cross training so operators understand lab
- Analyst understand ____ payment upgrade
- Analyst job description needs upgrading, BA
- constantly challenging analyst – add requirements
- ____ in house analyst
- chromatography accreditation
- New LIMS – (verbal mentioned Lab Works as the new system)
- no advancement ladder for analyst
- (verbal – discussed exploring another accreditation beyond CWEA- CWEA may still be needed but a broader more comprehensive)
- (verbal – discussion about the operators gathering samples for processing)

Chris:

- Business continuity planning (e.g. accounting, board packet (verbal not defined), reiterating upgrading HR position)
- More effort into competency -based training (because CAWd has to hire entry level almost exclusively)
- Likes College level intern program (verbal -need to do IT interns year round due to increasing IT demands at the District – increase in APP usage- AI usage)

Matt:

- Succession Planning, OIT's,
- Cross training, Fill truck and container equally,
- ____ operations,
- three year overlap;
- sick leave leave incursions into higher classifications workers,
- review of compulsory max on vacation and sick leave time
- Alex: Some siloing;
- HR needs more integration

Kevin:

- OIT interns. Cross Training, Spare Parts

Domine:

- HR is broken (verbal: this is a quote from management staff)

Barbara: (Verbal comments) Time has been invested in looking for an HR replacement but it is very difficult to find a part time qualified HR consultant. RGS has been looked into but may not be a solution. A professional HR consultant should not be split doing administrative task because the District is looking for a professional HR consultant.

Pro Tem Notes: Kevan Urquhart

1. Multiyear budget we do one but how do we blend the time lines.
2. Succession development do we use OIT in cross training
How do we avoid false expectations promotions as a result of this process
3. Pay scale overlap at entry level positions. (Urquhart): For reality check what is our pay for income for our constituents & other state employees.
4. Better board to Staff communication
 - a. Close the loop on strategic planning with staff
5. Follow Rauch(Consultant) process – developed recently
6. Modernize our financial info system so it is more open to access by all appropriate staff- (verbal – Jim Grover (accountant not able to attend meeting due to processing payroll- should consider speaking to him directly for input)
7. Better verification validation of HR – Maybe take some projects/record retention off of Clerk
8. Put more on the consent calendar
9. Process improvement efforts – Areas that could be worked on; New permits-New connection & ADU
10. Cross train O&M staff to the lab and vise versa to the degree feasible; as some employees are near retirement.
11. Bring contract analyses in house in order to save dollars, but it will need additional capacity through training and equipment, which also cost dollars.
12. Admin redundancy & cross training of permanent admin staff
13. Increase hours of internal equipment training for emergency repair response (not rely on contractors)
14. Develop more mutual aid agreements; even for IT and admin
15. Create an All Hands Meeting & Employee newsletter
16. Inventory Control (storage building, labeling, new technology-do an IT approach)
17. Periodic Board issued tours (such as one that have been done in the past Carmel Meadows/Pescadero, Forest Lake Tour, Initial Plant Orientation)

Urquhart idea:

Use RGS or CSDA to analyze and review samples from other agencies and other approaches they have used for the aforementioned issues.

Summarized – Combined Action Dashboard and Budget Matrix (Co-Pilot Assistance)

Purpose

This matrix combines implementation priority, current status, lead responsibility, timeline, and preliminary budget-category/cost-range planning to support Board and Finance Committee review.

Status Legend

● Not Started | ● In Progress | ● On Track / Completed

Combined Dashboard and Budget Matrix

Priority	Status	Action Item	Lead	Timeline	Budget Category	Estimated Cost Range	Notes
High	●	Conduct HR Assessment	GM / HR	0–6 months	Professional Services	\$25,000 – \$75,000	Consultant support likely; foundational to multiple initiatives
High	●	Develop Succession Planning Framework	HR / Department Heads	0–6 months	Personnel / Training	\$10,000 – \$50,000	Program development, staff planning, and training design
High	●	Cross-Training Program	Operations / HR	0–6 months	Training & Development	\$15,000 – \$75,000	Certifications, materials, and backfill/overtime coverage
High	●	Prepare Multi-Year Financial Planning Model	Finance	0–6 months	Administrative / Finance	\$5,000 – \$25,000	Primarily internal effort; may include modeling tools or support

Priority	Status	Action Item	Lead	Timeline	Budget Category	Estimated Cost Range	Notes
High		Address On-Call Staffing Safety	Operations / HR	Immediate / 0–6 months	Personnel / O&M	\$20,000 – \$100,000	May involve staffing adjustments, coverage changes, or overtime
Medium		Update Job Descriptions & Career Ladders	HR	6–12 months	Personnel / HR	\$10,000 – \$40,000	May include classification review and compensation analysis
Medium		Implement Competency-Based Training Program	HR / Operations	6–12 months	Training & Development	\$20,000 – \$80,000	Structured training, certification pathways, and program administration
Medium		Establish Internal Communications Plan	Administration	3–9 months	Administrative	\$2,500 – \$15,000	Primarily staff time; may include software/tools or design support
Medium		Update Business Continuity Plan	Administration / Finance	6–12 months	Administrative / Risk Management	\$15,000 – \$60,000	May require consulting support, continuity planning tools, or system review

Medium	●	Inventory & CMMS Improvements	Operations / IT	6–12 months	Technology / O&M Capital	\$50,000 – \$200,000	System configuration, hardware, licensing, and implementation support
Low	●	Advance LIMS Enhancements	Lab / IT	12+ months	Technology Capital	\$25,000 – \$150,000	Ongoing integration, enhancement, and maintenance needs

Priority	Status	Action Item	Lead	Timeline	Budget Category	Estimated Cost Range	Notes
Low	●	Digitize SOPs / Knowledge Base	Operations / IT	12+ months	Technology / Administrative	\$10,000 – \$50,000	Supports training, document control, and workflow standardization
Low	●	Expand Internship Program	HR / Administration	12+ months	Personnel / Workforce Development	\$5,000 – \$30,000	Stipends, coordination, supervision, and outreach support

Planning Note

Estimated cost ranges are preliminary placeholders for budget-scoping purposes only. Actual costs, phasing, and funding sources should be refined through the formal budget development process and future Board direction.

Suggested Use

This matrix can be inserted into the staff report or used as a companion exhibit for Finance Committee review, quarterly implementation updates, or budget workshop discussions.

6-1-26 Listening Session Notes – Consolidated Document (Co Pilot Summary)

Note: This document is a working draft (WIP) compiled with assistance from Copilot and is intended to serve as a structured template for tracking themes and progress across Director listening sessions.

Director Weiland – Key Themes

1. Workforce, HR, and Organizational Capacity

- Workforce retention and succession planning identified as key priorities
- Expanded cross-training programs to support succession and emergency preparedness
- Compensation structure concerns including pay scale compression and discrepancies
- Need for additional HR resources and improved processes
- Opportunities to improve job descriptions, role clarity, and workload balancing

2. Training, Knowledge Transfer, and Continuity

- Need for competency-based training programs
- Development of onboarding manuals and refresher training
- Business continuity training for accounting, HR, and board support
- Structured documentation for SOPs and operational knowledge
- Expansion of internship programs

3. Operations, Systems, and Technology

- Challenges with system integration
- Interest in digital platforms for real-time visibility
- Need for improved CMMS to store SOPs and manuals
- Consideration of IT staffing and use of tools like SharePoint and Copilot
- GIS mapping improvements

4. Asset Management, Inventory, and Infrastructure

- Improved inventory control and vendor coordination needed
- Supply chain delays impacting operations
- Asset planning tied to consequence of failure and lifecycle
- Storage optimization and tracking improvements

5. Budgeting and Financial Planning

- Interest in multi-year budgeting
- Alignment of budgets with long-term strategy
- Review of benchmarking and evaluation practices

6. Communication and Organizational Alignment

- Need for clear written communication across teams
- Improved interdepartmental coordination
- Define roles and responsibilities clearly

7. Governance and Board Engagement

- Opportunities to improve board communication efficiency
- Interest in real-time reporting tools
- Board engagement opportunities such as site visits
- Enhancements to board packet accessibility

8. Projects and Staffing

- High capital and O&M workload
- Need for additional project management capacity
- Planning for retirements and knowledge transfer

9. Permitting and Process Efficiency

- Permitting process identified as inefficient
- Need for improved coordination across departments

10. Additional Considerations

- Workforce housing and benefits programs
- Operational resilience and readiness
- Improved integration of tools, processes, and personnel

Daryl:

O&M budget large projects

Workforce Retention

Succession planning framework

Stretch out pay scales

Lone Collections- all (on) call worker – just one guy

Competency based training

AI – have all the programs work together – integration not the easiest part

Communication -written to have everyone on the same page (duties of the GM)

Map the route. Have co-drivers?

CA>? Drop of table

The

Ribal Illinois

Goals....

Domine cross training – HR support?

Multi-year budgets

Consent calendar increase – is the discussion to the benefit of the public?

Role of ...: budgeting

Newsletter being tied to 218

HR & Permitting / job descriptions

Not all of them – Permit process inefficient

A's from the committee to the staff on AI:

What is being used now? Survey

Cross training – succession and emergency prep

2 mo book focus 60> 240-360 4-6 pages/day

Oregon to Denver

QAQC officer from analyst

Business continuity training

Backup for accounting -HR-Board Support

Training & Refreshers

Onboarding manual

College Internships

Board packet> 3x for 1 purchase

Board come to the plant

5 years – professional writer

Digitized platform where people can see -what is going on in real-time

Save the to the Board

Board members take managers to lunch?

Guidelines for staff report -online

Matt:

Cross training & succession

Pay discrepancy between small and large

Vacation buy back

Home deposit program

MS SharePoint >augmented reality

Co-Pilot -ask when things are...

Gis map...>what value does .. how to operate it?

Mini new vacation time

Inventory>move storage space. Months to get critical post due to supply chain issues

Google AI same time

Best apoxy or how to use

Lack of communication between departments

Better CMMS program to store SOP's and operating manuals. Any operator shared be able to find instructions on any equipment (manual exists not easy to find)

Inventory control w/ vendor for ease of parts ...

Digital twin of the plant – need an IT FTE Project Manager?

Need more interns

Equipment- invest based on consequences of failure- 6yrs with book

Domine – HR resource – need new person & Process

HR person problems- Salary & benefits committee

Take some load off of managers > time off, sick days, et al.

Director Weiland – Listening Session Notes (Extracted)(Co-Pilot)

Notes scanned and placed in Co-Pilot to summarize

Key Themes Summary

- Workforce stability and succession planning emerged as a top priority, with emphasis on retention, cross-training, and leadership development.
- Organizational capacity gaps in HR and staffing structures were identified, including the need for clearer job descriptions and expanded support.
- Operational efficiency improvements are needed through better system integration, CMMS enhancements, and access to standard operating procedures.
- Long-term financial planning and multi-year budgeting were highlighted as essential for aligning resources with strategic priorities.
- Communication and transparency—both internally and with the Board—require more structured and consistent approaches.
- Investment in technology, training, and knowledge management systems is necessary to support continuity and operational resilience.

Workforce & HR

- Workforce retention and succession planning
- Pay scale compression and need for adjustments
- Cross-training and competency-based training
- Need for increased HR support and improved job descriptions

Training & Development

- Competency-based training development
- Onboarding and refresher training
- Internship program opportunities

Operations & Systems

- System integration challenges
- Need for improved CMMS and SOP access
- Emphasis on digital platforms and real-time visibility

Asset & Inventory Management

- Inventory control improvements
- Vendor coordination and supply chain delays
- Lifecycle and consequence-of-failure planning

Budgeting & Financial Planning

- Multi-year budgeting
- Linking operations to financial planning

Communication & Governance

- Clear internal communication
- Board communication improvements
- Real-time reporting tools

Projects & Staffing

- Need for project management capacity
- Anticipated retirements
- Staffing planning needs

Process Improvements

- Permitting inefficiencies
- Need for better coordination



PROPOSED SCOPE OF WORK

The following presents a proposed scope of work (SOW) for facilitation services to the Carmel Area Water District (CAWD and District) to conduct a Strategic Retreat (Retreat) of its Board of Directors. It includes a brief understanding of the proposed effort and desired facilitation services, a summary of potential tasks and associated anticipated levels of effort (LOE), and a cost estimate based on the anticipated LOE.

PROJECT UNDERSTANDING

David M. Ceppos: Public Policy Mediation and Facilitation (Facilitator) understands that CAWD is responding to California Coastal Commission concerns (in the context of potential future sea level rise impacts) about the location of the District's Wastewater Treatment Plant (WWTP) and an expressed need (by the CCC) to relocate the WWTP.

Such a change poses major land use, site selection, fee title acquisition, compliance and permitting, design and implementation, and operations and maintenance costs to the District. Further, CAWD has various agency partners (including but not limited to the Pebble Beach Community Service District [PBCSD]) that also have perspectives about the effort and potential implications to their operations and fee structures. The discussions and decisions required for this effort will be best served through a focused, comprehensive discussion by the Board to ideally identify mutual concurrence on a path forward regarding the WWTP. As such the Board has proposed conducting a Retreat (Retreat) to address this topic.

The Facilitator also understands that in addition to the above topic, the Board hopes to use this Retreat to revisit and reaffirm certain organizational operating principles to ensure now and in the future that CAWD operates at the highest levels of excellence and efficiency.

Lastly, the Facilitator understands that the Board would like to have this important conversation completed before the end of the 2026 calendar year.

In this context, CAWD has identified a need to have the above Process and outcomes supported by a neutral facilitator.

SCOPE OF SERVICES

Based on initial discussions between the Facilitator and the CAWD General Manager (GM) (which has informed the initial project understanding described above), the following is a proposed approach for this effort. This approach and the associated cost estimate are subject to revision based on further planning discussions between the Facilitator and Board appointees to clarify CAWD necessary and desired outcomes from this effort.

Task 1 – Background Review

Facilitator will review background materials that are germane to the project to ensure a high degree of understanding and project “fluency”.

Task 1 Deliverables

- *Not Applicable*

Task 2 – Board Interviews

As a standard practice for projects such as this, the Facilitator recommends conducting a confidential initial interview with each Board member so that they can describe their thoughts about what should be on the Retreat agenda, and their candid perspectives about key strategic items. The Facilitator will then prepare a brief Memorandum summarizing (non-attributed) interview outcomes to guide the Strategic Retreat. Subtasks and approach will include:

- Interviews can be conducted online or by telephone. Alternatively, if Board leadership feels there would be merit for the Facilitator to meet each Director in person in advance of the Retreat to establish an initial rapport and relationship, the Facilitator can travel to Carmel and conduct these interviews in person. If such, the Facilitator recommends receiving logistical support by CAWD administrative staff to help coordinate all interviews on a single day and at a single location to maximize cost efficiencies. (The cost estimate below presents a cost breakdown based on a virtual or in-person option).
- Interviews will be conducted with all five Board Directors. The Facilitator recommends also interviewing (by phone or online):
 - The CAWD GM
 - OPTIONAL - The project manager for the WWTP project consultant to understand key technical, compliance, permitting and land use factors.
 - OPTIONAL - A representative of PBCSD and potentially other agency partners
- Coordination of interview dates, Retreat date and locations (when in-person) are assumed to be conducted by CAWD staff to maximize cost efficiency.
- The Facilitator will prepare a standard set of questions to be posed during each interview. To ensure neutral conditions, the Facilitator will have the sole authority to prepare the questions with no oversight by a Board member, the GM or any other party.
- Facilitator will prepare the Summary Memorandum within 1 week of completion of all interviews

Task 2 Deliverables

- *Interview Questionnaire*
- *Summary Memorandum*

Task 3 – Retreat Preparation

Working with the interview outcomes in the Summary Memorandum, the Facilitator will work with the GM and presumably, the Board Chair or an ad-hoc committee of the Board to prepare the approach for the Retreat. Preparation may include but may not be limited to:

- Preparation of a draft and final Retreat agenda

- Preparation of meeting materials such as informational presentations, Retreat workbook / packet, and similar.
 - All production costs for meeting materials are anticipated to be addressed by the CAWD and its administrative staff to maximize cost efficiency and minimize direct expense charges
- Coordination of any presenters (other than Board Directors and the GM such as CAWD consultant(s), Agency partners, etc.)

Regarding Retreat format, unless notified otherwise, the Facilitator assumes the Retreat will be conducted in compliance with the Ralph M. Brown Act. As such, the agenda will account for and accommodate periods of time for public input including agency partners).

Task 3 Deliverables

- *Retreat Agenda*
- *Meeting Materials (as warranted)*

Task 4 – Retreat Facilitation and Summarization

The Facilitator will travel to the Carmel region and will facilitate the Retreat. On completion of the Retreat, the Facilitator will prepare a Summary Report (Report) of Retreat Outcomes. This Report will be separate from standard meeting summaries prepared by CAWD staff in compliance with the Brown Act (and presumably CAWD policies). Rather, this Report will be treated as a formal deliverable by the Facilitator in order to be treated as a contracted document.

Task 4 Deliverables

- *Retreat Summary Report*

Task 5 – Contract Management

The Facilitator will conduct contract communications (as needed) and will track hours and expenses and will prepare a project invoice for delivered services.

Task 5 Deliverables

- *Project Invoice*
- *Summary of Services Rendered*

COST ESTIMATE

For cost estimating purposes, this proposal assumes the following:

- All work on this project will be completed by December 31, 2026
- Preparatory meetings will be conducted virtually through an online meeting platform and/or telephone.
- The Board Retreat will be conducted in-person at a to-be-determined location in the Carmel region.
- Round trip drive time from Davis CA to Carmel CA is up to 6 hours
- Total interview time is assumed to be up to 1.5 hours per interview (including interview time and cleanup of notes)

- Anticipated duration of Retreat is expected to be up to 6 hours not including lunch break and other process breaks, and room setup and take down

The following presents the Facilitator's rate schedule for labor and direct expenses.

Labor Rate Schedule

- Facilitator \$230/hour
 - *Rate applicable for all facilitation, facilitation design, travel and related services*

Standard Direct Expenses Rate Schedule (As Applicable)

- Car Rental \$70.00/day
 - *Trips exceeding 100 miles RT are commonly conducted using rental car to deliver better cost efficiency to the client rather than through use of the personal vehicle and Federal Mileage Rate*
- Rental Car Fuel \$50 - \$100.00/trip
- Lodging \$120 - \$200.00 /night
- Meals & Incidentals \$60.00/day
- Mileage \$0.76/mile (Federal Rate effective: July 1 through Dec. 31, 2026)
- Parking and Bridge Tolls – Up to \$24.00/day
- Facilitation and Mediation Materials - \$45 / project

Cost Estimate

The following are per task level of effort assumptions

- Task1: Background Review – 6 hours
- Task 2: Board Interviews– 21 hours
 - Optional Interviews – 3 hours
 - In-person Travel – 6 hours
- Task 3: Retreat Preparation– 12 hours
- Task 4: Retreat Facilitation (including travel) – 17 hours
- Task 5: Contract Management – 1 hour

Based on the above LOE and rate schedule, Facilitator estimates the following cost estimate:

Delivery of Tasks 1 through 5:	\$14,389.00
Optional Task 2 Costs:	\$3,434.00

Ignore

Block

🗑️

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Delete

Archive

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⬇️

Report

Report

↩️

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Reply

Reply all

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Forward

Respond

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Schedule with Copilot

Meeting Copilot

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Share to Teams

Teams

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Rules

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Copilot

CDC NWSS Wastewater Testing Contract Update

Copilot

Summary by Copilot

✕

🚩

Flag for follow up. Completed on 10/5/2026.

🕒

You forwarded this message on Mon 10/5/2026 9:42 AM

View conversation

Some people who received this message don't often get email from wastewatersurveillance@cdph.ca.gov. [Learn why this is important](#)

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

Dear local health jurisdictions and participating utilities,

The Cal-SuWers team is writing to share an important update regarding the CDC National Wastewater Surveillance System (NWSS) contract.

CDC has competitively awarded the next iteration of its wastewater testing contract to Verily Health, Inc. (Verily); the previous contract laboratory vendor. The period of performance for the new contract is **September 28, 2026 through September 27, 2031**.

Under this contract, CDC will support wastewater testing at **up to 200 sites**, with priority given to sites that participated in the previous contract.

Testing under the new contract will include:

- **Influenza A (H1, H3, H5)**
- **Influenza B**
- **Respiratory syncytial virus (RSV)**
- **Measles (and measles sequencing)**
- **COVID-19**

*Testing for monkeypox virus ([mpox](#)) will no longer be included.

Verily and CDC will reach out directly to utilities that participated in the previous contract to discuss the transition and next steps.

At this time, CDC has not confirmed a specific start date for testing under the new contract. We will continue to keep you informed as we receive additional information.

-

If you have any questions, reach out to our team directly at wws@cdph.ca.gov

Best,

Guinevere, on behalf of the Cal-SuWers Team

CDPH

cdph.ca.gov



Other Items Before The Board

STAFF REPORT



To: Board of Directors

From: Chris Foley, Facilities Manager

Date: October 29th, 2026

Subject: Wastewater Treatment Plant (WWTP) Energy Use Update

RECOMMENDATION

Receive the report on wastewater treatment plant energy use. This item is informational, and no Board action is required.

DISCUSSION

The following abbreviations are used in this report:

- ***kW*** – Kilowatt – an instantaneous measure of electrical power
- ***kwh***–kilowatt-hour a measure of electrical power used in one hour
- ***kwh/month*** – electrical power used for all hours in a month
- ***WWTP*** – Wastewater Treatment Plant

This recurring six-month report summarizes the District’s efforts to reduce electricity use at the WWTP and presents usage data for January through June 2026.

During this period average monthly electricity use has maintained a 14% lower energy usage compared with prior to the Phase 1 and Phase 2 improvement projects. The reduction in power usage results in annual electrical utility savings of about \$70,000 per year.

Staff are also evaluating operating adjustments and improved reporting to identify additional opportunities to reduce costs and improve biogas utilization.

Table 1: below contains a summary of the monthly power usage over the past 6 months compared to the “Pre-Phase 1 Baseline”.

Table 1 – 6 Month Electricity Use Comparison to Pre-Phase 1 Baseline

	Secondary (kwh)	Blower (kwh)	Total (kwh)	Total Comparison to Baseline (kwh)
January	114,433	47,301	161,734	-16,692
February	116,596	50,280	166,876	-11,550
March	97,328	50,713	148,041	-30,385
April	98,914	45,571	144,485	-33,941
May	102,728	51,636	154,364	-24,062
June	99,444	51,208	150,652	-27,774
<i>Average:</i>	104,907	49,452	154,359	-24,067

The treatment plant also requires thermal energy to heat the anaerobic digester. Staff are evaluating available data and operating practices to identify opportunities to reduce heating energy costs while maintaining treatment performance.

Operating adjustments under evaluation include:

Sludge feed coordination: Adjusting the timing and duration of three separate sludge pumping systems may help stabilize digester gas production and reduce flaring. Staff are evaluating options to coordinate these flows into the digester.

Digester temperature control: Staff are reviewing temperature trends and control options to determine whether improvements could reduce heating demand while maintaining methane production, volatile solids destruction, and process stability.

Daily Reporting Information: Improvements are underway to support daily and monthly reporting of digester gas production, microturbine gas consumption, and flaring. New valving has been installed to accommodate measurement of microturbine gas flow.

Next Steps: (1) First completing the gas utilization report and evaluating coordinated sludge feeding using available instrumentation. This initial phase is expected to take approximately six months, including implementation and data collection.

(2) Additional instrumentation or automated controls of the digester temperature and measurement of the efficiency of heat exchangers would be considered only after evaluating potential savings, implementation effort, and payback.

FUNDING: N/A Information Only

Information/Discussion Items

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2026

Subject: Pebble Beach Community Services District
(PBCSD) - Regular Board Meeting on September 25, 2026

DISCUSSION

Agenda items from September 25, 2026, meeting information that are of specific interest to this District:

- The District did not hold a regular meeting in August. Therefore, the September meeting covered the review of both July and August. The Board approved minutes for regular July meeting and a special meeting held in August.
- Total cash balance at the end of August 2026 was \$39.4M; of that \$22.7M 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.
- Budget year-to-date reflects total current revenues of \$272K or 1% of budget. Total expenditures (including capital outlays) of \$1.3M or 5% of operating budget and 1% of capital outlay budget.
- Staff gave an update on CalPERS funding. The Investment Committee recommended no Board action on an additional discretionary payment toward the District's unfunded accrued liability at this time. The funded ratio as of June 30, 2025 is 98.1%.

	June 30, 2025
Entry Age Accrued Liability (AL)	\$12,332,831
Fair Value of Assets	\$12,102,626
Unfunded Accrued Liability	\$230,205
Funded Ratio	98.1%

- Approximately 57 million gallons (MG) or 175 Acre Feet (AF) of recycled water is stored in Forest Lake, which represents 50% of permitted capacity. The current storage volume is 33% above the historic 5-year average of 43 MG or 132 AF.

Higher temperatures throughout July, August & September have caused steady decreases in reservoir storage volume.

- Average daily wastewater flow of 388,000 gallons per day (GPD) was measured in August at the PBCSD-Carmel gate. This represents 31% of the total average daily flow at the Carmel Area Wastewater District (CAWD) treatment facility. The measured PBCSD flows were 2% above the five-year average of 382,000 GDP for the month of August. The CAWD total flows were 3% above the five-year average of 1,218,000 GPD for August.
- Total irrigation water demand for the 2026 calendar year through August was 734 AF. Total demand for the calendar year is 3% above the 5-year annual average usage of 716 AF and is 1% above the 31-year average annual usage of 728 AF. Total irrigation demand through August was 2% above the 2025 total annual demand of 721 acre feet.
- Alternative Source Water – all diversion facilities have been running since May. All wells remain offline. Total production for the 2026 calendar year to-date was approximately 28 AF.
- Staff delivered an update on the status of capital improvement programs. E2 prepared final design drawings and project specifications for approximately 10,000 feet of sewer replacement. A Notice Inviting Bids was issued on September 18th.
- The Board approved Resolution 26-14 authorizing payment of Comcast’s utility fee for the Undergrounding Overhead Utilities, Phase IV Project in an amount not to exceed \$225,000.
- Received the minutes of the July 14, 2026 Reclamation Management Committee and the September 8, 2026 meeting.

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

MONTH	TOTAL	CAWD FLOW	PBCSD FLOW	PBCSD
July - 26	39.498	27.145	12.353	31.275%
Aug – 26	38.956	26.927	12.029	30.878%
Sept - 26	34.809	24.161	10.648	30.590%
Total	113.263	78.233	35.030	30.928%

STAFF REPORT



To: Board of Directors

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

Date: October 29th, 2026

Subject: Sewer Replacement Construction Update

RECOMMENDATION

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

Santa Rita & Guadalupe St Project

General Contractor	Pacific Trenchless Inc.	
Contract Value		
Contract Bid Amount	\$3,397,815	
Change Orders	Cost	% of Bid Amount
Value Added Change Order Cost ⁽¹⁾	\$2,398,891	70.6%
Non Value Added Change Order Cost ⁽²⁾	\$12,445	0.3%
Total Change Order Cost	\$2,411,336	70.9%
Contract Time		
Notice To Proceed	June 30 th , 2025	
Estimated Contract Completion Date	November 15 th , 2026	
Contract Progress Summary		
Total Linear Footage	14,414 (2.73 Miles)	
% Linear Footage Completed	83%	
% Project Time Expended	88%	
% Project Cost Expended	68% (not including retention)	

Notes:

1. Value Added Change Orders include: District Requested Additional Work and Betterments
2. Non Value Added Change Orders include: Design Issues, and Unforeseen/Differing Site Conditions

Santa Rita & Guadalupe St Project - Photos



Scenic Rd. Project - Completed

General Contractor	KJ Woods	
Contract Value		
Contract Bid Amount	\$7,438,000	
Change Orders	Cost	% of Bid Amount
Value Added Change Order Cost ⁽¹⁾	\$158,400	2.1%
Non Value Added Change Order Cost ⁽²⁾	\$103,648.16	1.4%
Total Change Order Cost	\$262,048.16	3.5%
Contract Time		
Notice To Proceed	August 20 th , 2025	
Completion Date	October 2 nd , 2026 (Completed)	
Contract Progress Summary		
Total Linear Footage	11,000 (2.1 Miles)	
% Linear Footage Completed	100%	
% Project Time Expended	100%	
% Project Cost Expended	92% (not including retention)	

Notes:

1. Value Added Change Orders include: District Requested Additional Work and Betterments
2. Non Value Added Change Orders include: Design Issues, and Unforeseen/Differing Site Conditions

Scenic Rd Project - Photos
No Photos – Project Complete

Carmel Meadows Sewer Pipeline Repair

General Contractor	Brett George Company	
Contract Value		
Contract Bid Amount	\$262,225	
Change Orders	Cost	% of Bid Amount
Value Added Change Order Cost ⁽¹⁾	\$0	0%
Non Value Added Change Order Cost ⁽²⁾	\$11,869	4.5%
Total Change Order Cost	\$11,869	4.5%
Contract Time		
Notice To Proceed	April 21 st , 2026	
Estimated Contract Completion Date	November 13 th , 2026	
Contract Progress Summary		
Completed to date:	Installation of retaining wall, manhole rehabilitation and replacement, trail widening, partial pipe support installation	
% Project Completed	65%	
% Project Time Expended	75%	
% Project Cost Expended	77% (not including retention)	

Notes:

1. Value Added Change Orders include: District Requested Additional Work and Betterments
2. Non Value Added Change Orders include: Design Issues, and Unforeseen/Differing Site Conditions

Carmel Meadows Project - Photos



FUNDING

N/A Information Only

Staff Report



TO: Board of Directors

FROM: Barbara Buikema, GM

DATE: October 29, 2026

SUBJECT: Special District Association of Monterey County Meeting October 20, 2026

RECOMMENDATION

Informational report only

DISCUSSION

The regular quarterly meeting of the Special District Association of Monterey County was held October 20, 2026.

The President, Mary Ann Leffel acknowledged the letter sent by the District expressing concerns about the lack of a speaker at the last quarterly meeting, and offered an apology.

The speaker on the 20th was Alvarez Technology Group, Luis Alvarez

The discussion focused on cybersecurity and the rapidly changing role of artificial intelligence (AI). Mr. Alvarez explained that connected devices, public systems, and AI enabled attacks are now part of the risk conversation, and AI systems learn continuously.

To place AI's development in perspective, Open AI released Chat GPT in November 2022. Yesterday, AI was answering questions. Today AI helps perform work. The next step will be AI acting across systems. When AI takes action identity, permissions and accountability become critical.

The discussion shifted to defending against cyberattacks. Mr. Alvarez recommends operating under the assumption that a breach will occur and incorporating built-in defensive AI tools. He emphasized the importance of securing the AI system, not just the network. Organizations should consider the benefit AI will provide; what information it will access, retain, or expose; and who will review its output or approve its actions. A flyer titled “Ways to Protect Your Business” was distributed.
(attached).

New/Old Business: Congressman Jimmy Panetta has been asked to speak in January 2027.

Legislative Chair Report: There will be a board meeting at the start of November. The annual conference is now in Palm Springs. They will not be returning to Monterey because of cost; and decided to move the conference to San Diego.

Finance Committee Report: No report was provided because Mr. Verbanec was not in attendance. President Mary Ann Leffel commented that the Association has sufficient funds on hand and is in an adequate financial position.

California Special District Association (CSDA): Coastal Network Report: Richelle Noroyan reported that numerous bills are being reviewed and tracked, with CSDA taking positions and pursuing actions as appropriate. She recommended visiting the CSDA website for additional details.

Local Agency Formation Commission (LAFO) – A notice detailing what is due by each Special District has been sent out to ensure all special districts are current with LAFCO dues.

FINANCIAL

None

ATTACHMENTS:

Flyer Alvarez Technology Group – 15 Ways to Protect Your Business from a Cyber Attack

15 WAYS TO PROTECT YOUR BUSINESS FROM A CYBER ATTACK

Alvarez
Technology Group

(831) 753-7677

INFO@ALVAREZTG.COM



Security Assessment

It's important to establish a baseline and close existing vulnerabilities. When was your last assessment?

Date: _____



Spam Email

Secure your email. Most attacks originate in your email. We'll help you choose a service designed to reduce spam and your exposure to attacks on your staff via email.



Passwords

Apply security policies on your network. Examples: Deny or limit USB file storage access, enable enhanced password policies, set user screen timeouts, and limit user access.



Security Awareness

Train your users - often! Teach them about data security, email attacks, and your policies and procedures. We offer a web-based training solution and "done for you" security policies.

Did You Know?

- 1 in 5** small businesses will suffer a cyber breach this year.
- 81%** of all breaches happen to small and medium sized businesses.
- 97%** of breaches could have been prevented with today's technology.



Advanced Endpoint Detection & Response

Protect your computers data from malware, viruses, and cyberattacks with advanced endpoint security. Today's latest technology (which replaces your outdated antivirus solution) protects against file-less and script-based threats and can even rollback a ransomware attack.



Multi-Factor Authentication

Utilize Multi-Factor Authentication whenever you can including on your network, banking websites, and even social media. It adds an additional layer of protection to ensure that even if your password does get stolen, your data stays protected.



Computer Updates

Keep Microsoft, Adobe, and Java products updated for better security. We provide a "critical update" service via automation to protect your computers from the latest known attacks.



Dark Web Research

Knowing in real-time what passwords and accounts have been posted on the Dark Web will allow you to be proactive in preventing a data breach. We scan the Dark Web and take action to protect your business from stolen credentials that have been posted for sale.



SIEM/Log Management

(Security Incident & Event Management)

Uses big data engines to review all event and security logs from all covered devices to protect against advanced threats and to meet compliance requirements.



Web Gateway Security

Internet security is a race against time. Cloud-based security detects web and email threats as they emerge on the internet, and blocks them on your network within seconds - before they reach the user.



Mobile Device Security

Today's cybercriminals attempt to steal data or access your network by way of your employees' phones and tablets. They're counting on you to neglect this piece of the puzzle. Mobile device security closes this gap.



Firewall

Turn on Intrusion Detection and Intrusion Prevention features. Send the log files to a managed SIEM. And if your IT team doesn't know what these things are, call us today!



Encryption

Whenever possible, the goal is to encrypt files at rest, in motion (think email) and especially on mobile devices.



Backup

Backup local. Backup to the cloud. Have an offline backup for each month of the year. Test your backups often. And if you aren't convinced your backups are working properly, call us ASAP.



Cyber Insurance

If all else fails, protect your income and business with cyber damage and recovery insurance policies.

STAFF REPORT



To: Board of Directors

From: Barbara Buikema, General Manager

Date: October 29, 2026

Subject: CalPERS Funding Report - Informational

RECOMMENDATION

No action recommended – this report is informational only. The District funding position is currently 106.9% for both California Public Employees' Retirement System (CalPERS) plans.

DISCUSSION

The CalPERS actuarial valuation report issued in July 2026 measures the District's funding position as of June 30, 2025, a reporting lag of one year, and reflects CalPERS 11.6% investment return for Fiscal Year (FY) 2024-25.

The District entered into CalPERS in October 2005. Current statistics on plan participation is as follows:

CalPERS Plan	Active Staff 06-30-26	FY 2026-27 Employer Normal Cost	FY 2026-27 Employee Contribution	Benefit Formula	Final Compensation
Classic	15	10.18%	7.00%	2% of final compensation at 60 increasing to 2.418% at age 63 or older	Highest average annual compensation over 36 consecutive months
PEPRA	15	7.93%	7.00%	2% of final compensation per year of service at age 62	Highest average annual compensation over 36 consecutive months

The District's funding status as follows:

	June 30, 2024	June 30, 2025
Entry Age Accrued Liability (AL)	\$12,509,519	\$13,918,597
Fair Value of Assets	\$12,149,380	\$14,880,028
Unfunded Accrued Liability (UAL)	\$360,139	\$(961,431)
Funded Ratio	97.1%	106.9%

According to CalPERS the District is overfunded as of June 30, 2025. Further, CalPERS has reported a preliminary 14.8% investment return for FY 2025-26. This supports an expectation of even greater overfunding in the District's next valuation report, expected in July 2027.

Always remember however that there are many variables that go into this calculation. We have added to staff and depending on Union negotiations and salary survey could increase our pension liabilities. Bottom line, contributions can change from year-to-year based on investment performance, payroll growth, inflation, member retirement, disability and mortality experience. Changes in actuarial assumptions and CalPERS funding policies can also play a role.

Estimates for 2026:

- Overall funded ratio for California pensions 88.8%
- Funded ratio for the largest California plans: CalPERS 83.3% & California teacher pension (CalSTRS) 92.5%
- Total unfunded liabilities for California Pensions \$192.5M
- Funded status characterized as **"Fragile"** which is defined as pensions at risk of growing unfunded liabilities that consistently have a funded ratio between 60% and 90% (<https://equable.org/resource/california-pension-funded-status/>)
- Historic trends for California pension funds reveal that they are recovering slowly from funding declines that happened before and after the financial crisis of 2008-09. They accomplished this by expanding into high risk private equity and moved into higher risk segments within that asset class.

California Public Employees' Retirement System Prefunding Programs (CEPPT)

The District established a Post-Employment Benefits Trust with CalPERS in 2022 to provide additional pension funding flexibility. The Trust serves as a dedicated reserve that can be used to pay employer pension costs, including normal cost contributions or UAL payments.

As of October 15, 2026 the District fund has a balance of \$839,949.02.



NEWS & RESOURCES →

RESOURCE

California Pensions: Funded Status, Unfunded Liabilities, and Trends



Last Updated: September 9, 2026

Source: Equable Original

Tags: BENEFITS FUNDING

The funded ratio of California pensions improved in 2026 for the fourth consecutive year, according to Equable Institute estimates. Currently at 88.8%, California's funded ratio is at its highest level since 2007, the last year California pensions as a whole were fully funded.

However, despite strong returns in the years since the pandemic, the funded status of California pensions remains fragile. To get a better understanding of their current position, let's break down the financial status of California's largest public pension plans and examine the benefits those retirement plans offer.

Equable Insights

All figures are 2026 estimates.

Overall Funded Ratio for California Pensions: 88.8%

Funded Ratio for the Largest California Plans: CalPERS (83.3%) & CalSTRS (92.5%)

Total Unfunded Liabilities for California Pensions: \$192.5 billion

Funded Status: Fragile

Current Financial Health of California's Public Pensions

California state and local government agencies offer a range of different defined benefit pension plans. Some public employees are enrolled in California pensions offered through a statewide retirement system, such as CalPERS, for public employees, or CalSTRS, the California teacher pension fund. Other California public pensions are managed directly by cities and counties, such as those offered in Los Angeles, San Diego, San Francisco, and San Jose.

One metric, among others, we use to gauge the financial health of a pension plan is called funded status. Funded status measures how much money a pension fund has versus the payments it's obligated to make. It's often expressed as either a percentage figure, called the funded ratio, or a dollar amount, known as unfunded liabilities.

We use the funded ratio to categorize each of California's public pensions into one of the following three groups.

Resilient: Pension systems with stable finances that maintain a funded ratio of 90% or more for at least three years in a row

Fragile: Pensions at risk of growing unfunded liabilities that consistently have a funded ratio between 60% and 90%

Distressed: Pensions with funded ratios below 60% that need significant, urgent improvements

Based on this metric, California pensions — with a current funded ratio of 88.8% — are fragile.

Why California Pensions Remain Fragile in 2026

To understand where California pensions stand today, it's helpful to know where they came from.

As noted, massive investment returns following the pandemic helped improve the funded ratio and reduce unfunded liabilities for California pensions in 2021. But when the market euphoria faded in 2022, financial markets suffered significant losses. Pensions for teachers, state workers, municipal employees, and public safety employees in California also took a financial hit.

For example, CalPERS reported a 6.1% investment loss, and CalSTRS reported its returns netted out to -1.3% for 2022. California pensions recorded a loss of 5.8% in 2022, unfunded liabilities jumped to \$323.5 billion from \$180.9 billion, and the state's overall funded ratio fell to 77.0% from 86.5% a year earlier.

Investment Returns Are Lifting Funded Status

The funded status of California pensions has since improved after several years of better-than-expected returns. In 2023 and 2024, California pensions recorded positive returns of 7.3% and 9.3%, respectively, which were above the 6.6% average assumed rate of return. Even with unfunded liabilities of \$311.6 billion, the overall funded ratio increased to 80.1% through fiscal year 2024.

Markets continued to surge throughout 2025, largely due to optimism surrounding artificial intelligence, and California pensions returned an average 10.6%, including 11.6% for CalPERS and 8.5% for CalSTRS. The overall funded ratio improved again to 83.9%, and unfunded liabilities decreased to \$264.0 billion.

We expect continued improvement for California pensions in 2026 based on our current estimates, including an average return of 5.8% so far this year and another increase in funded status to 88.8% once all 2026 financial reports are finalized.

California Public Pension Funded Status

While California's pensions are fragile on the whole due to the outsized impact of CalPERS and CalSTRS, the state's two largest funds, there is more variation at the plan level. In fact, many of California's pensions are resilient.

The following table shows the funded ratio and unfunded liability amount for California's largest retirement systems, based on what each pension plan has reported for 2025 and what we estimate for 2026.

Funded Status for Large State and Local California Retirement Systems

2024 figures are based on reported market asset values; 2025 figures are based on Equable Institute estimates from preliminary investment returns.

PENSION PLAN	FUNDED RATIO 2024	UNFUNDED LIABILITY 2024	FUNDED RATIO 2025	UNFUNDED LIABILITY 2025
Alameda County Employees Retirement Association	88.2%	\$1.5B	98.3%	\$0.2B
California Judges Retirement Fund II	105.4%	-\$0.1B	110.3%	-\$0.3B
California Judges Retirement Fund*	2.2%	\$2.3B	2.2%	\$2.0B
California Public Employees Retirement Systems (CalPERS)	73.9%	\$179.0B	78.3%	\$155.0B
California State Teachers Retirement System (CalSTRS)	83.5%	\$67.2B	86.2%	\$59.1B
City of San Jose Police and Fire Department Retirement Plan	83.6%	\$1.0B	85.9%	\$0.9B
Contra Costa County Employees Retirement Association	90.0%	\$1.3B	95.5%	\$0.6B
Kern County Employees Retirement Association	70.8%	\$2.4B	75.8%	\$2.1B
Los Angeles City Employees Retirement System	72.3%	\$7.3B	91.4%	\$2.4B
Los Angeles City Fire and Police Pension System	100.9%	-\$0.3B	105.8%	-\$1.7B
Los Angeles County Employees Retirement Association	85.4%	\$13.5B	88.1%	\$11.6B
Los Angeles Water and Power Employees Retirement Plan	98.8%	\$0.2B	103.7%	-\$0.7B

PENSION PLAN	FUNDED RATIO 2024	UNFUNDED LIABILITY 2024	FUNDED RATIO 2025	UNFUNDED LIABILITY 2025
Marin County Employees Retirement Association	93.2%	\$0.2B	95.7%	\$0.2B
Orange County Employees Retirement System	85.8%	\$4.0B	93.7%	\$1.8B
Sacramento County Employees Retirement System	88.7%	\$1.7B	93.6%	\$1.0B
San Bernardino County Employees Retirement Association	87.8%	\$2.1B	90.2%	\$1.8B
San Diego City Employees Retirement System	77.4%	\$3.3B	76.3%	\$3.6B
San Diego County Employees Retirement Association	78.5%	\$4.8B	84.3%	\$3.7B
San Francisco City & County Employees Retirement System	92.2%	\$3.0B	98.2%	\$0.7B
University of California Retirement System	84.9%	\$17.5B	90.0%	\$12.3B

Figures in the table above are primarily based on GASB 67 accounting rules. Since CalPERS does not provide GASB 67 data for its “PERF A” plan, we have used funded status data based on market values and actuarially accrued liabilities. California Judges Retirement Fund is a pay-go plan, meaning that the plan does not have substantial assets under management and instead pay for benefits using funds that come in each year via contributions or state appropriations. Source: Equable Institute.

California Public Pension Funded Ratio History

Looking back in time a bit further, historic trends for California pension funds reveal that they are recovering very slowly from funding declines that happened before and after the financial crisis of 2008-09.

The chart below shows over two decades of history of the funded ratio for California pensions combined. Hover over each line on the chart to see the funded ratio history for CalPERS, CalSTRS, and California's other plans.

A similar pattern can be seen when looking at the unfunded liabilities of California pension plans. In total, we estimate California's unfunded liabilities will reach \$192.5 billion in 2026. In 2001, California's retirement systems were overfunded by \$14.3 billion.

The following chart shows historic trend lines for unfunded liabilities for CalPERS and CalSTRS specifically.

The next chart shows historic trend lines for unfunded liabilities for county and city plans in select California regions, including Los Angeles, San Diego, and San Francisco.

Scoring California Pension Plan Benefits

While all major California cities, counties, school districts, and state agencies offer their employees pension benefits, the actual benefit terms vary.

The most typical defined benefit plan, often called a "pension plan," is based on final average salary. Another type of defined benefit plan is called a "guaranteed return" plan. However, this kind of plan is only offered by CalSTRS to part-time and seasonal employees.

Depending on the tenure of a public employee, retirement plans can work in very different ways. Equable scored each California retirement plan across multiple dimensions for public workers at different stages in their career. For complete methodology, see Equable's interactive Retirement Security Report.

California Pensions Retirement Benefits Scores

The Retirement Benefits Scores listed below represent a comprehensive measure of how well specific retirement plans offered through CalPERS and CalSTRS serve workers overall and depending on their years of service:

Short-term workers (10 years or less)

Medium-term workers (10-20 years)

Full-career workers

Retirement Benefits Scores for Select California Plans

Scores are for classes of benefits currently open to new members.

RETIREMENT SYSTEM	CLASS NAME	OVERALL RETIREMENT BENEFITS SCORE	STW BENEFITS SCORE	MTW BENEFITS SCORE	FCW BENEFITS SCORE
CalPERS	CA CalPERS State & Local Misc Tier 1 PEPRA SSA	68%	44%	61%	100%
CalPERS	CA CalPERS State & Local Misc Tier 2 PEPRA SSA	60%	29%	53%	97%
CalPERS	CA CalPERS State & Local Misc Tier 2 PEPRA Non-SSA	47%	27%	48%	68%
CalPERS	CA CalPERS State & Local Misc Tier 1 PEPRA Non-SSA	60%	40%	51%	90%
CalPERS	CA CalPERS State & Local Industrial Tier 2 PEPRA SSA	61%	30%	54%	99%
CalPERS	CA CalPERS State & Local Industrial Tier 2 Classic SSA	60%	29%	55%	95%
CalPERS	CA CalPERS State & Local Industrial Tier 2 PEPRA Non-SSA	48%	27%	48%	69%
CalPERS	CA CalPERS State & Local Industrial Tier 2 Classic Non-SSA	46%	26%	48%	64%
CalPERS	CA CalPERS State & Local Industrial Tier 1 PEPRA Non-SSA	61%	40%	52%	90%
CalPERS	CA CalPERS State & Local Industrial Tier 1 PEPRA SSA	69%	45%	62%	100%
CalPERS	CA CalPERS Peace Officers PEPRA	56%	42%	58%	66%
CalPERS	CA CalPERS Firefighters PEPRA	57%	43%	60%	69%
CalPERS	CA CalPERS State & Local Safety PEPRA	54%	43%	56%	64%
CalPERS	CA CalPERS Highway Patrol PEPRA	46%	41%	52%	45%
CalPERS	CA CalPERS Schools Classic Non-SSA	58%	41%	56%	77%
CalPERS	CA CalPERS State & Local Misc Tier 2 Classic SSA	59%	29%	54%	94%

RETIREMENT SYSTEM	CLASS NAME	OVERALL RETIREMENT BENEFITS SCORE	STW BENEFITS SCORE	MTW BENEFITS SCORE	FCW BENEFITS SCORE
CalPERS	CA CalPERS State & Local Misc Tier 2 Classic Non-SSA	46%	26%	48%	64%
CalPERS	CA CalPERS Schools Classic SSA	74%	49%	74%	100%
CalPERS	CA CalPERS Schools PEPRA Non-SSA	60%	40%	51%	91%
CalPERS	CA CalPERS Schools PEPRA SSA	71%	47%	67%	100%
CalSTRS	CA CalSTRS PEPRA 2% @ 62	60%	39%	53%	86%
CalSTRS	CA CalSTRS GR	44%	49%	50%	32%
CA JRF II	CA JRF 2 PEPRA	82%	60%	87%	100%

Source: Equable Institute

Each pension plan is broken down into various “tiers” or classes of benefits, based on profession and hire date. The underlying benefit provisions that vary typically are related to the “benefit multiplier,” rules defining normal retirement eligibility, cost-of-living adjustment provisions, member contribution rates, and cost-sharing policies.

California Pension Investment Assumptions

California pension funds manage over \$1.5 trillion in assets, estimated using Equable’s State of Pensions methodology as of 2026.^[1] These dollars are invested in a wide range of ways. This includes stocks and bonds, but also real estate, private equity funds, natural resources, foreign currency, and hedge funds.

Based on the investment strategies that California’s pension plans decide to adopt, trustees managing the retirement systems set an “assumed rate of return” on investments.

What is Assumed Rate of Return for California Pensions?

The assumed rate of return is an educated guess made by actuaries about how much they think they can earn by investing pension contributions. This is the most important assumption that pension boards determine to ensure benefits are fully funded.

Historically, California pensions assumed they could get close to 8% investment returns on average, until the financial crisis of 2008-09. Since then, the average assumed rate of return for California pension plans has declined steadily and is currently estimated at 6.62% in 2026.

The chart below shows the highest and lowest investment assumptions among statewide retirement systems since 2001. The average assumed rate of return is the purple line across the whole chart.

Notes

This figure reflects fiscal 2026 based on preliminarily reported asset totals and market performance as of each plan's fiscal year end date. For plans without a complete fiscal year asset total, their data for 2026 reflect Equable Institute's estimate of the funded ratio for plans. CalPERS published full fiscal 2026 data as of the date of publication. The trendline shown is based on fair market value of assets for each year.



Equable Institute

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Staff Report



TO: Board of Directors

FROM: Barbara Buikema, GM

DATE: October 29, 2026

SUBJECT: Carmel Area Wastewater District (CAWD) - Americans with Disabilities (ADA) Policy

RECOMMENDATION-

It is recommended that the Board review the attached documents concerning the District's reasonable accommodations and interactive process ADA hiring policy, which was excerpted from Section 206 from the Draft Employee Handbook, and provide direction to staff regarding any desired next steps or clarification of the policy. . Based on comments received at the October 2026 regular Board meeting, staff understood that the Board would like to discuss whether the District's policy and practices sufficiently communicate the District's commitment to considering qualified applicants who may require reasonable accommodation.

Note:

The District's policy has been reviewed by legal counsel. The attached document is an excerpt from the larger Draft Employee Handbook. The policy addresses reasonable accommodations for qualified applicants and employees, supporting documentation, fitness-for-duty examinations, the interactive process, and access to medical information

DISCUSSION

At the regular October 2026 meeting there was a request from President Siegfried that the the District's policy regarding the hiring of applicants with disabilities and management of employees regarding reasonable accommodations be placed on the agenda for discussion.

The District has a strict policy of no discrimination in all aspects of employment including recruitment, hiring, compensation, promotion, training and benefits.

The District makes every effort to provide appropriate accommodations to both applicants and employees when possible. Under the ADA employers must ensure non-discrimination in hiring and provide reasonable accommodations to qualified individuals with disabilities.

A qualified individual is someone who meets the skill, experience, education, and other job-related requirements and can perform the essential functions of the job with or without reasonable accommodation.

Essential functions are the fundamental duties of the position, determined by job descriptions, expertise required, and employer. In 2021 the District went to considerable effort to expand upon the job descriptions and be specific as to what the physical requirements of each job demands.

While employers must provide reasonable accommodations to enable applicants or employees with disabilities to perform essential job functions, accommodations are not required if they impose an undue hardship. Undue hardship would be defined as meaning significant difficulty or expense.

The District must avoid discriminatory practices throughout the recruitment, hiring, and employment processes while evaluating accommodation requests individually, consistently, and in accordance with the District's policy and applicable law.

Employers cannot ask about disabilities or require medical examinations prior to making a job offer. After a conditional offer, medical exams may be required for all applicants in that position. Any disability-related inquiries must be job-related and consistent with business necessity. Should the District determine if a disability exists we would be expected to engage in a good-faith interactive process with both applicants or employees to identify effective accommodations. The bottom line is that the District must avoid discriminatory practices in all stages of both hiring and employment.

Staff requests that the Board review the attached policy and provide direction regarding whether additional clarification, revisions, or implementation measures are desired

FINANCIAL

Unknown at this time

Attachments:

1. Excerpt from Draft Employee Handbook re disability accommodations.

206 Reasonable Accommodation and Interactive Process

206.1 Reasonable Accommodation

Absent the imposition of undue hardship to the District or its operations or the existence of a direct threat to either the health and safety of employees requesting the accommodation or others, the District will provide employment-related accommodations to the following employees and applicants for employment:

- a) Qualified individuals with disabilities, both applicants and employees, to enable them to perform essential job functions; and
- b) Employees with conditions related to pregnancy, childbirth, or a related medical condition, if they so request, and with the advice of their health care provider; and
- c) Employee victims of crime, as explained below in the District's Crime Victim's Leave and Accommodation policy; and
- d) Employees who request reasonable accommodation to address a conflict between religious belief or observance and any employment requirement.

206.2 Supporting Documentation or Certification

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the General Manager and request such an accommodation. The individual may specify what accommodation is requested. The District may request additional information as part of the interactive process to identify and evaluate potential accommodations.

206.2.1 Reasonable Medical Documentation of Disability

The District will require the individual requesting an accommodation for a medical or mental disability to provide medical documentation confirming the existence of the disability and the need for reasonable accommodation, along with the name and contact information of the individual's health care provider. The District will provide a Medical Certification form to the employee for completion by the employee's health care provider to assist in the interactive process.

206.2.2 Medical Certification Indicating the Need for a Reasonable Accommodation or Transfer Due to Pregnancy or Related Conditions

If a pregnant employee, or an employee with a pregnancy-related condition, requests a reasonable accommodation or transfer due to pregnancy, the District will provide the employee with notice of the need for a medical certification within two business days after the employee's request for accommodation. A medical certification confirming the need for a reasonable accommodation, including transfer, is sufficient if it contains: (1) a description of the requested accommodation or transfer; (2) a statement describing the medical advisability of the accommodation or transfer due to pregnancy; and (3) the date that the need for the accommodation or transfer will become necessary and the estimated duration of the accommodation or transfer.

206.2.3 Certification for Crime Victims Accommodation

An employee who is eligible for reasonable accommodation as a crime victim or family member of a crime victim as explained below in policies 810.3.3 and 810.4-810.4.2 may request a reasonable accommodation by providing the District with a written statement signed by the employee or an individual acting on the employee's behalf, certifying that the accommodation is for a qualifying purpose.

The District requires the employee to provide certification from an employee requesting an accommodation demonstrating the employee's status, or the employee's family member's status, as a victim. Certification is sufficient in the form of any of the following:

- (A) A police report indicating that the employee or a family member of the employee was a victim.
- (B) A court order protecting or separating the employee or a family member of the employee from the perpetrator of the qualifying act of violence, or other evidence from a court or prosecuting attorney that the employee or a family member of the employee has appeared in court.
- (C) Documentation from a licensed medical professional, domestic violence counselor, a sexual assault counselor, victim advocate, licensed health care provider, or counselor that the employee or a family member of the employee was undergoing treatment or seeking or receiving services directly related to the qualifying act of violence.

- (D) Any other form of documentation that reasonably verifies that the qualifying act of violence occurred, including, but not limited to, a written statement signed by the employee, or an individual acting on the employee's behalf, certifying that the absence is for a purpose authorized under this section.

The District may request recertification of an employee's status, or an employee's family member's status, as a victim, or ongoing circumstances related to the qualifying act of violence, every six months after the date of the previous certification.

Any verbal or written statement, police or court record, or other documentation provided to the District identifying an employee or the employee's family member as a victim will be maintained as confidential by the District and will not be disclosed by the District except as required by federal or state law or as necessary to protect the employee's safety in the workplace. The District will notify the employee before any authorized disclosure.

If circumstances change and an employee needs a new accommodation, the employee shall request a new accommodation from the District. The employee is required to notify the District if an accommodation is no longer needed.

206.3 Fitness for Duty Examinations

206.3.1 *Applicants*

After the District extends a conditional offer of employment to an applicant, the District may require the applicant to submit to a fitness for duty examination that is job-related, necessary for efficient operations of the agency, and required of all applicants for the job classification. The District will notify an applicant or employee who is required to pass a medical and/or psychological examination of their right to obtain a second opinion at their expense and that they may submit such second opinions for consideration.

206.3.2 *Current Employee*

- a) The District may require an employee to submit to a fitness for duty examination when job related and consistent with business necessity. The District will require a fitness-for-duty exam where there is a basis to believe that the employee's ability to perform the employee's job may be impaired or the employee presents a direct threat to health or safety.

The District may request the applicant's or employee's health care provider to conduct a fitness for duty exam on the applicant or employee, or may request a District-selected health care provider to do so at the District's expense. The District will allow an employee paid time off to attend the exam.

The District will provide the health care provider with a letter requesting a fitness for duty examination and a written description of the essential functions of the job. The examination will be limited to determining whether the applicant or employee can perform the essential functions of their position and any work restrictions and/or functional limitations that apply to the applicant or employee. The health care provider will examine the employee and provide the District with non-confidential information limited to information whether:

- a) The applicant or employee has a disability within the meaning of the California Fair Employment and Housing Act (FEHA);
- b) The applicant or employee is fit to perform essential job functions;
- c) Workplace restrictions or functional limitations apply to the applicant or employee, and the duration of the work restrictions or functional limitations;
- d) There are any reasonable accommodations that would enable the employee to perform essential job functions; and
- e) The employee's continued employment poses a threat to the health and safety of themselves or others.

If an employee or applicant submits fitness for duty related medical information to the District from their own health care provider, the District will not provide that information on to the health care provider who conducts the fitness for duty examination for the District, without the employee or applicant's written authorization.

Upon receipt of the written authorization, the District will request the District-paid health care provider to determine whether the information alters the original fitness for duty assessment.

206.4 Interactive Process

206.4.1

When to Initiate the Interactive Process

The District will initiate the interactive process when:

- a) An applicant or employee with a known physical or mental disability or medical condition requests reasonable accommodation(s);
- b) The District otherwise becomes aware of the need for an accommodation through a third party (e.g., a doctor's note requesting an accommodation), or by observation of the employee's work;
- c) The District becomes aware of the possible need for an accommodation because the employee with a disability has exhausted workers' compensation leave, Family and Medical Act leave, or other leave rights, but the employee and/or the employee's health care provider indicate that further accommodation is still necessary for recuperative leave or other accommodation;
- d) An employee disabled by pregnancy, childbirth or related medical conditions requests a reasonable accommodation or transfer based on the advice of their health care provider;
- e) Open space
- f) An employee is a crime victim or family member of a crime victim and requests a

reasonable accommodation(s);

- g) An employee requests an accommodation to address a conflict between religious belief, observance, or practice and any employment requirement; or
- h) The District is aware of the need for reasonable accommodation for an employee or applicant's religious beliefs, observance, or practices.

206.4.2 Interactive Communication

After the occurrence of any of the above-stated circumstances that trigger the need to conduct an interactive process meeting, the District will promptly arrange for a discussion or discussions, in person or via conference telephone call, with the applicant or employee and their designated representative, (if any). The purpose of the interactive communications will be to discuss in good faith all feasible potential reasonable accommodations. The District will document these communications in writing.

206.4.2.1 Potential Accommodations for Applicants or Employees with Disabilities

Depending on the facts of each case, the interactive process analysis will generally begin with a review of possible reasonable accommodations that would enable the individual to retain their current job. The process will generally then move on to possible reasonable accommodations in other vacant jobs, for which the individual is qualified, if there is no reasonable accommodation in the current job that does not cause undue hardship, or that does not present a risk of harm to the individual or others. The District will consider accommodations that the applicant or employee suggests but has the right to select and implement any reasonable accommodation that it deems effective. The range of potential reasonable accommodations includes, but is not limited to, the following:

- a) Making existing facilities used by employees readily accessible to, and usable by, individuals with disabilities, including, but not limited to, the following: acquisition or modification of equipment or devices; adjustment or modifications of examinations, training materials or policies; and/or the provision of qualified readers or interpreters;
- b) Job restructuring;
- c) Part-time or modified work schedules;

- d) Paid or unpaid leave of absence of a finite duration that is likely to enable the employee to return to work at the end of the leave;
- e) Preferential consideration to reassignment to a vacant, comparable position, except when such preference would violate a bona fide seniority system;
- f) Reassignment to a vacant lower-paid position if there is no funded, vacant comparable position for which the individual is qualified for; or
- g) Reassignment to a temporary position if the individual agrees.

206.4.2.2 Potential Accommodations for Employees Affected by Pregnancy and Related Medical Conditions

Depending on the facts of each case, the interactive process will attempt to identify and implement a reasonable accommodation that is consistent with the medical certification applicable to the applicant or employee. Whether an accommodation is reasonable is a case-by-case analysis that takes into account several factors, including, but not limited to the following: the employee's medical needs, the duration of the needed accommodation and the employer's legally permissible past and current practices. The range of potential accommodations includes, but is not limited to, the following:

- a) Transfer to a less strenuous or hazardous position for the duration of the pregnancy;
- b) Change in or restructuring of work duties, such as modifying lifting requirements;
- c) Providing more frequent breaks;
- d) Providing seating;
- e) Time off for medical appointments; and

- f) Transfer temporarily to a job with equivalent pay and benefits that the employee is qualified to perform in order to accommodate reduced work schedule or intermittent leave. However, if medically necessary, a reduced schedule accommodation may be considered pregnancy disability leave and deducted from the employee's four (4) month pregnancy disability leave entitlement.

206.4.2.3 Lactation Accommodation Policy

CAWD recognizes lactating employees' rights to request lactation accommodation and accommodates lactating employees by providing a reasonable amount of break time and a suitable lactation location to any employee who desires to express breast milk for their infant child, subject to any exemption allowed under applicable law.

If possible, the break time should run concurrently with your normally scheduled break time. Any break time to express breast milk that does not run concurrently with your normally scheduled break time is unpaid.

The lactation location will be private (shielded from view and free from intrusion from co-workers and the public) and located close to your work area. The location will be safe, clean and free of toxic or hazardous materials; have a surface to place a breast pump and other personal items; have a place to sit; and have access to electricity or alternative devices (such as extension cords or charging stations) allowing you to operate an electric or battery-powered breast pump. CAWD will also provide access to a sink with running water and a refrigerator suitable for storing milk in close proximity to your workspace.

If a refrigerator cannot be provided, CAWD will provide another cooling device suitable for storing milk, such as an employer-provided cooler.

The lactation location will not be a bathroom or restroom. The room or location may include an employee's private office if it otherwise meets the requirements of the lactation space.

Multi-purpose rooms may be used as lactation space if they satisfy the requirements for space; however, use of the room for lactation takes priority over other uses for the time it is in use for lactation purposes.

Employees who desire lactation accommodations should contact the General Manager to request accommodations. An employee's request may be provided orally, by email, or in writing, and need not be submitted on a specific form.

The District will engage in an interactive process with the employee to determine when and where lactation breaks will occur. If the District cannot provide break time or a location that complies with this policy, the District will provide a written response to the employee's request.

CAWD will not tolerate discrimination or retaliation against employees who exercise their rights to lactation accommodation, including those who request time to express milk at work and/or who lodge a complaint related to the right to lactation accommodation.

If you believe you have been denied reasonable break time or adequate space to express milk or have been otherwise been denied your rights related to lactation accommodation, you have the right to file a complaint with the Labor Commissioner.

206.4.2.4 Potential Accommodations for Crime Victims

An employee who is a crime victim or family member of a crime victim Depending on the facts of each individual case, the interactive process analysis will review reasonable accommodations for the safety of the employee victim at work. In determining what accommodation is reasonable, the District will consider the exigent circumstance or danger facing the employee. The District will consider the preferences of the employee to be accommodated but has the right to select and implement any accommodation that it deems effective. The range of potential safety measure accommodations includes, but is not limited to, the following:

- a) Transfer, reassignment, modified schedule;
- b) Change in work telephone number;
- c) Change in location of workstation;
- d) Installation of locks;
- e) Assistance in documenting domestic violence, sexual assault, stalking, or a crime that occurs in the workplace;
- f) The implementation of a safety procedure(s);

- g) Adjustment to job structure, workplace facility, or work requirement; and
- h) Referral to a victim assistance organization.

206.4.2.5 Potential Accommodations for Religious Creed, Religious Dress Practice, or Religious Grooming Practice

Depending on the facts of each case, the interactive process analysis will review reasonable accommodations that would resolve the conflict between the religious belief or observance and any employment requirement. The District will consider the preference of the employee or applicant but has the right to select and implement any accommodation that it deems effective. The range of potential accommodations includes, but is not limited to, the following:

- a) Job restructuring or job reassignment (but not segregation from other employees or the public);
- b) Modification of work practices, including dress or grooming;
- c) Allowing time off in an amount equal to the amount of non-regularly scheduled time the employee has worked in order to avoid a conflict with their religious observances; and
- d) Allowing alternatives to union membership or payment of union dues.

206.4.3 Determination

After the interactive process communications, the District will review the information received, and determine: whether all available information has been reviewed; whether all potential accommodations that the applicant or employee has suggested have been considered; whether additional discussions with the applicant or employee would be helpful; whether the applicant's or employee's preferences have been taken into account; if there is a reasonable accommodation that would enable the applicant or employee to perform essential job functions without harming themselves or others; and if the accommodations would pose an undue hardship on District finances or operations. The District will inform the applicant or employee of their determination in writing. The District will use their discretion based upon the particular facts of each case.

206.5 Access to Medical Information Regarding Fitness for Duty and Reasonable Accommodation Requests

Medical records and information regarding fitness for duty, or a request for an accommodation, will be maintained separately from non-medical records and information. Medical records and information regarding fitness for duty and a request for accommodation will be accessible only by the General Manager or designee, the District's legal counsel, first aid and safety personnel in case of emergency, and supervisors who are responsible for identifying and implementing reasonable accommodations. Medical records and information contained therein may be released pursuant to federal and state law.

Cal Am eminent domain trial begins

By KELLY NIX

THE MONTEREY Peninsula Water Management District and California American Water squared off in court this week over the district's effort to acquire the water company's Monterey system through eminent domain. Cal Am has refused to sell the system.

Attorneys for both sides appeared in a Monterey courtroom Monday for the first major phase in the district's effort to bring the system under public ownership and operation.

Utility says only it has the legal authority to sell water

In 2018, Peninsula voters approved Measure J, which directed the district to study the feasibility of a public takeover and, if possible, pursue acquisition.

The district filed its eminent domain lawsuit in Monterey County Superior Court in December 2023. But does the district have the legal authority to operate a water system?

'No authority'

Cal Am maintains that it holds permits to own and operate a public distribution system and has the legal authority to sell water, while the district does not. The company contends that the district needs permission from the county's Local Agency Formation Commission to operate a water system.

While LAFCO twice denied the district's application to sell water, the agency maintains it doesn't need the commission's approval, anyway, because it's been selling

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CAL AM

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water at retail since 1994 as part of the Pebble Beach reclamation project.

During Monday's hearing, presided over by Monterey County Superior Court Judge Ian A. Rivamonte, Cal Am's attorneys sought to establish that only their agency holds the necessary authorizations to deliver water to Peninsula residents.

Cal Am's questions were intended to demonstrate the company's experience in providing water to customers and portray the district's involvement as largely administrative.

During direct examination, a Cal Am attorney asked the company's engineering manager, David Pezzini, about the permits Cal Am has to operate the water system, including one issued in 1979 by the State Water Resources Control Board's Division of Drinking Water.

"The permit allows Cal Am to provide drinking water service to the community, treat the water and provide it to our customers," Pezzini said.

The attorney also asked him about the aquifer storage and recovery system, a joint Cal Am-district project that diverts excess Carmel River water from December through May for storage and later extraction during drier months. Pezzini said Cal Am is responsible for most operations.

He testified that the water district does not have permits or licenses to distribute or sell the water from the project.

'Tough road'

On Wednesday, the second day of testimony, Cal Am expert witness Cynthia Ann Forbes — a civil engineer who formerly worked for the State Water Resources Control Board's Division of Drinking Water, which regulates public drinking water systems — testified about the rigorous process an owner-operator such as Cal Am must follow to amend a domestic water-supply

permit, for example, when adding a source or changing a treatment method.

A Cal Am attorney also asked Forbes about the process a new owner-operator would face when applying for its first permit to operate a system. The water district would be a new owner-operator if it's successful in its eminent domain effort.

"It is really a tough road to climb," she said. The Division of Drinking Water "is the first line and last line of defense to make sure that water system is going to provide water that meets the standards 24/7, 365, and that they have enough water."

Financed it

Pebble Beach Community Services District General Manager Nick Becker also testified Wednesday. Much of his testimony concerned the Pebble Beach district's water reclamation project, in which the Carmel Area Wastewater District treats wastewater for irrigation at Pebble Beach golf courses and athletic fields.

But the water district, Becker said, neither holds related permits nor owns the equipment. He described the district's role as "mainly administrative," and includes sale of the non-potable water."

Wednesday afternoon, water district general manager Dave Stoldt described the district's core activities.

"We augment water supply, sell water, do regulatory reporting relative to the supply of water, we manage demand, issue water permits and we do environmental engagement in association with withdrawals of water from the Carmel River," he said.

He also testified that the agency was one of four parties to the original construction and operating agreement for the 1994 Pebble Beach project and helped arrange about \$34 million in financing because the other partners "had no interest in tapping their own ratepayers to pay for the project."

The trial began Oct. 19 and is expected to conclude Friday, Oct. 23. If the water district prevails, the next phase will be to determine whether the takeover will serve a valid public purpose.

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

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

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meeting is scheduled for:

Friday, October 30, 2026, at 9:30 a.m. – President Siegfried scheduled to attend

No regular PBCSD Board meeting is scheduled for November 2026.

Friday, December 11, 2026, at 9:30 a.m. – Pro Tem Urquhart scheduled to attend

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:

Date to be determined in January 2027, at 6:00 p.m. – President Siegfried scheduled to attend the meeting

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:

Tuesday, November 17, 2026, at 9:30 a.m. Director Cole and Director Weiland are scheduled to attend.

Adjournment