



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

In-person or by Teleconference Webinar

3945 Rio Road, CA 93923

Phone: (831)624-1248

Thursday, 9:00 a.m., September 25, 2025

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

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

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

Webinar ID: 846 9019 2606 Password: 138898

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

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

ADA Compliance Statement

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

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

Cole _____ Siegfried _____ Urquhart _____ Weiland _____ White _____

APPEARANCES, ORDERS OF BUSINESS & ANNOUNCEMENTS

- 1. *Appearances/Public Comments:*** Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person. No action shall be taken on any item not appearing on the agenda. During consideration of any agenda item, public comment shall be limited to 3 minutes per person and will be allowed prior to Board action on the item under discussion.
- 2. *Agenda Changes:*** Any requests to move an item forward on the agenda will be considered at this time.
- 3.** Robert Bowman for passing the California Water Environmental Association Collections System Maintenance Grade IV
- 4. *Districts Steps Toward Accessibility: Taylor Gordon, Special District Manager – Streamline Representative*** **06**

Note: Live demonstration on the District website

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.

- 5.** August 28, 2025 Regular Board Minutes **32**
September 10, 2025 Special Board Meeting Minutes-Board Vacancy
September 18, 2025 Special Board Meeting Minutes-Bridge To Everywhere
- 6.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) **45**
July 2025 (to be included) - August 2025 (not available at time of board packet build)
- 7.** Receive and Accept Schedule of Cash Receipts & Disbursements **46**
August 2025
- 8.** Approve Register of Disbursements – Carmel Area Wastewater District **49**
August 2025
- 9.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project **53**
August 2025

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

"e" - indicates a separate insert is enclosed.

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10.	Receive and Accept Financial Statements and Supplementary Schedules <i>August 2025</i>	55
11.	Receive and Accept Collection System Superintendent’s Report For August, June & May 2025	77
12.	Receive and Accept Safety and Regulatory Compliance Report <i>August 2025</i>	82
13.	Receive and Accept Treatment Facility Operations Report For August, June & May 2025	84
14.	Receive and Accept Laboratory/Environmental Compliance Report <i>August 2025</i>	90
15.	Receive and Accept Capital Projects Report/Implementation Plan	100
16.	Receive and Accept Project Summaries – Capital & Non-Capital	101
17.	Receive and Accept Facilities Manager Maintenance & Operations Report – August 2025	121
18.	Receive and Accept Source Control-Environmental Compliance Report <i>August 2025</i>	125

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. 2025-58: A Resolution Authorizing An Updated Policy Against Discrimination, Harassment And Retaliation To Include Discrimination And Retaliation Language-Report by Barbara Buikema, General Manager	127
20.	Resolution No. 2025-59: A RESOLUTION Adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the “WWTP Perimeter Improvements” (Project #19-18) Pursuant to the California Environmental Quality Act- Report by Jeff Bandy, Principal Engineer	138
	<i>Note: Final Draft Initial Study/Mitigated Negative Declaration for the Carmel Area Wastewater District Wastewater Treatment Plant Perimeter Improvements Project</i>	<i>e</i>
21.	Resolution No. 2025-60: A Resolution Authorizing The General Manager To Invite Bids For “Newsletter Publishing Services” -Report by Barbara Buikema, General Manager	144

COMMUNICATIONS

- 22. General Manager Report- Report by General Manager, Barbara Buikema**
- *Executive Coaching* *
 - *November – December Board Meeting Dates* **158**
- Board Action: Requesting Possible Dates**

OTHER ITEMS BEFORE THE BOARD

- 23. Approving Non-Substantive Edits Of Laborer’s International Union Of North America (LIUNA), Local 792 Memorandum Of Understanding With The District For August 1, 2025 Through June 30, 2028-Report by Barbara Buikema, General Manager** **160**

Board Action: Requesting approval of the

- 24. The Naming of the Ad Hoc Committee “To Investigate Why Collection’s Spills Are Higher Than Average, And Is Worsening, And Why It Is Underperforming.”** **176**

Board Action: Naming of the Ad Hoc Committee

- 25. The Rate Model Request For Proposal Scope - Report by Barbara Buikema, General Manager** **177**

Board Action: Requesting Scope Parameters

- 26. Various Committee Assignment- Report by Barbara Buikema, General Manager** **179**

Board Action: Requesting Board To Choose Committee Assignments

- 27. Treatment Plant Bridge Rehabilitation- Report by Barbara Buikema, General Manager** **182**

Board Action: Motion To Confirm Intent of The Bridge To Everywhere Committee Meeting Ask

INFORMATION/DISCUSSION ITEMS

28. Pebble Beach Community Service District Meeting August 25, 2025,-

(No Meeting Scheduled for August 2025)

29. Opening The Floodgates Article- Report by Director Siegfried, 185 Director

30. Sewer Replacement Construction Update Regarding Santa Rita & 190 Guadalupe Street-Report by District Engineer, Patrick Treanor

31. 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, August -No Meeting, 2025 –No PBCSD Meeting

Friday, September 26, 2025, at 9:30 a.m. –Director TBD is scheduled to attend.

Friday, October 31, 2025, at 9:30 a.m. –Director Siegfried is scheduled to attend.

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

Tuesday, October 7, 2025, at 6:00 p.m. – Director Siegfried is scheduled to attend.

Tuesday, January TBD, 2026, at 6:00 p.m. – Director Urquhart is scheduled to attend.

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

Tuesday, November 18, 2025, at 9:30 a.m. President White and Director TBD are scheduled to attend.

32. CLOSED SESSION: As permitted by Government Code Section 54957 (a) et seq., the Board of Directors will adjourn to a Closed Session:

A. THREAT TO PUBLIC SERVICES OR FACILITIES (§ 54957)

Consultation with: Consultation With:

Barbara Buikema, General Manager; Chris Foley, Facilities Manager, Patrick Treanor, District Engineer & Aegis Security & Investigations Assessment, and Alex Lorca, District Counsel

33. CLOSED SESSION: As permitted by Government Code Section 54957 et seq., the Board of Directors will adjourn to a Closed Session:

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

**Pursuant to Government Code Section 54957 the Board will meet in closed session to consider a Personnel Matter:
General Manager Performance Evaluation**

34. ADJOURNMENT

The Next Regular Board Meeting will be held at 9:00 a.m., Thursday, October 30, 2025, or at an alternate acceptable date. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, www.cawd.org. 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.