



## **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., February 27, 2025*

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

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

*To access the meeting via Zoom please visit our website homepage at [www.cawd.org](http://www.cawd.org) or call 1 (669) 900-9128 and use  
Webinar ID: 859 7089 5086 Password: 330391.*

*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@caud.org](mailto:downstream@caud.org), at least 24 hours before the meeting. You July 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 \_\_\_\_\_ White \_\_\_\_\_ To Be Determined \_\_\_\_\_

**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. **Introduction of Simrandeep Singh and Erik Van Duren:** As Lab Analyst I/ Environmental Compliance Inspector

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

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

<b>4.</b>	January 30, 202 Regular Board Meeting Minutes	05
	February 14, 2025 Budget Committee Meeting Minutes	
	February 19,2025 Pension & Longterm Investment Minutes	
	February 19,2025 Bridge To Everywhere Meeting Minutes	
<b>5.</b>	Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)	26
	January 2025, 2024 December, November, October, and September	
<b>6.</b>	Receive and Accept Schedule of Cash Receipts & Disbursements	43
	January 2025	
<b>7.</b>	Approve Register of Disbursements – Carmel Area Wastewater District	46
	January 2025	
<b>8.</b>	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project	49
	January 2025	
<b>9.</b>	Receive and Accept Financial Statements and Supplementary Schedules	50
	January 2025	
<b>10.</b>	Receive and Accept Collection System Superintendent’s Report	71
	For January 2025, December & November	
<b>11.</b>	Receive and Accept Safety and Regulatory Compliance Report	77
	January 2025	
<b>12.</b>	Receive and Accept Treatment Facility Operations Report	80
	January 2025, December & November	
<b>13.</b>	Receive and Accept Laboratory/Environmental Compliance Report	86
	January 2025	
<b>14.</b>	Receive and Accept Capital Projects Report/Implementation Plan	88
<b>15.</b>	Receive and Accept Project Summaries – Capital & Non-Capital	90
<b>16.</b>	Receive and Accept Plant Operations Report- January 2025	111
<b>17.</b>	Receive and Accept Maintenance Projects Report – January 2025	113
<b>18.</b>	Receive and Accept Source Control-Environmental Compliance Report	116
	January 2025	

*\*\*" - indicates no board attachment or oral report.  
"e" - indicates a separate insert is enclosed.*

## 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. 2025-08:** A Resolution Designating Classification Title In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees– *Report by Barbara Buikema, General Manager* 118
- 20. Resolution No. 2025-09:** A Resolution Approving The Payment Of CalPERS Classic Unfunded Accrued Liability In An Amount Not To Exceed \$664,000 And CalPERS PEPRA Unfunded Accrued Liability In An Amount Not To Exceed \$137,000 With Funds From District Reserves-- *Report by Barbara Buikema, General Manager* 122
- 21. Resolution No. 2025-10** A Resolution Approving The Payment Of Strategic Asset Management Unfunded Accrued Liability In An Amount Not To Exceed \$103,195 With Funds From District Reserves– *Report by Barbara Buikema, General Manager* 126

## COMMUNICATIONS

- 22.** General Manager Report- *Report by General Manager, Barbara Buikema*
- *Central Coast Regional Water Board Has Received District Response Letter* 129

## OTHER ITEMS BEFORE THE BOARD

- 23.** Discussion Of The Procedural Matter To Schedule The Keig's Special Meeting- *Report by Patrick Treanor, District Engineer* 151
- Board Action To Discuss Special Meeting Date***
- 24.** *Collections Deep Dive Into Data Presentation & V&A Consulting Engineers Report-* *Report by Daryl Lauer, Collections Superintendent* 152

*Note: PowerPoint Presentations is included (page 158)  
The V& A Consulting Engineer's Report*

*e*

***Board Action- Requesting Acceptance of V&A Consulting Engineers Report***

25. 2024 Annual Tertiary Report- *Report by Ed Waggoner, Plant Superintendent* 158  
***Board Action- Requesting Acceptance OF the 2024 Annual Tertiary Report***
26. 2024 Annual Secondary NATIONAL Pollutant Discharge Elimination System (NPDES) Report - *Report by Ed Waggoner, Plant Superintendent* 185  
***Board Action- Requesting Acceptance OF the 2024 Annual NPDES Report***
27. CalPERS Section 115 Requesting Board Guidance On How To Proceed- *Report by Barbara Buikema, General Manager* 234  
***Board Action- Requesting Guidance On CalPERS Section 115***
28. *Term Limit Policy -Report by Domine Barringer, Board Clerk* 237  
***Board Action- Requesting Guidance***

## INFORMATION/DISCUSSION ITEMS

29. Casa 2025 Winter Conference- Palm Springs, CA - *Chirs Foley, Maintenance Superintendent* e
30. Principal Engineer Power Point Presentation – *Jeff Bandy, Principal Engineer* 242
31. February 11, 2025 Reclamation Management Committee Meeting- *Report by Barbara Buikema, General Manager* 249
32. California Special Districts Association (CSDA) Calling For CSDA Board Nominations 250
33. **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, March 28, 2025, at 9:30 a.m. –Newly Elected Director is scheduled to attend.*  
*Friday, April 25, 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, April 15, 2025, at 6:00 p.m. –President White is scheduled to attend.*  
*Tuesday, July(TBD), 2025, at 6:00 p.m. – Newly Elected Director is scheduled to attend.*

**Reclamation Management Committee (RMC) Meeting** – The next RMC meeting is scheduled for:  
*Tuesday, May 13, 2025, at 9:30 a.m. President White and Newly Elected Director are scheduled to attend.*

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

### **34. ADJOURNMENT**

*The next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 27, 2025, or at an alternate acceptable date. NOTE: The meeting will have a teleconference option hosted through Zoom. You can access the Zoom link by visiting our website, [www.cawd.org](http://www.cawd.org). If you need assistance, please call the District office at 831-624-1248 or send an email to [downstream@cawd.org](mailto:downstream@cawd.org). After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.*