



# CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

Thursday, 9:00 a.m., May 28, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

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## CALL TO ORDER – ROLL CALL AT 9:00 a.m.

*\* Signifies virtual attendance*

**Present:** President Siegfried; President Pro Tem Urquhart (arrived 9:14 a.m.); Directors Cole, Weiland, and White (left at 10:00 a.m.)

### A quorum was present

**Absent:** At roll call Director Urquhart was absent and joined the meeting at 9:14 a.m. Director White left the meeting at 10:00 a.m.

**Others:** 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

Matt Green, Chief Plant Operator

Michael Skinkle, Maintenance Supervisor

Emiliano Ramirez Martinez, IT Intern

Daryl Lauer, Collections Superintendent, CAWD

\*Kevin Young, Wastewater System Analyst, CAWD

\*Director Verbanec, Pebble Beach Community District (PBCSD)

Nick Becker, General Manager, PBCSD

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

**In-Person Public Attendees:** None

### Virtual Public Attendees:

Joberto Lee, Enterprise Automation Marketing & Innovation Manager

Allison Ngo (Guest)

Michael Miller (Guest)

Cody Phillips (Guest)

Steve Thomas, TBC Communications

1. **Appearances/Public Comments:** Anyone wishing to address the Board on a matter not appearing on the agenda may do so now 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 public comments made.*

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

*There were no agenda changes.*

3. Enterprise Automation PowerPoint Presentation-Machine Learning and Artificial Intelligence Positioning – *Report by Joberto Lee, Enterprise Automation Marketing & Innovation Manager*

*Mr. Lee delivered a PowerPoint presentation to the Board regarding the positioning of machine learning and artificial intelligence and responded to questions from the Board. The presentation was made available on the District's website prior to the commencement of the 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.*

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

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

***Action: The board approved the Consent Calendar.***

4. April 30, 2026 Regular Board Minutes, May 13, 2026 Budget Committee Minutes
5. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) March 2026 (included in the packet)-April 2026 (not available at time of Board meeting)
6. Receive and Accept Schedule of Cash Receipts & Disbursements-April 2026
7. Approve Register of Disbursements – Carmel Area Wastewater District-April 2026
8. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project-April 2026
9. Receive and Accept Financial Statements and Supplementary Schedules-April 2026
10. Receive and Accept Collection System Superintendent's Report-For April & March, February 2026

11. Receive and Accept Safety and Regulatory Compliance Report-April 2026
12. Receive and Accept Treatment Facility Operations Report-For April & March, February 2026
13. Receive and Accept Laboratory/Environmental Compliance Report-April 2026
14. Receive and Accept Capital Projects Report/Implementation Plan
15. Receive and Accept Project Summaries – Capital & Non-Capital
16. Receive and Accept Facilities Managers Report – April 2026
17. Receive and Accept Source Control-Environmental Compliance Report- April 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**

18. **Resolution No. 2026-37: A Resolution Authorizing The General Manager To Purchase A New Closed-Circuit Television (CCTV) Inspection System & Van In Fiscal Year (Fy) 2026-2027 In An Amount Not To Exceed \$500,000 – Report by Daryl Lauer, Collection Superintendent**

***Motion: Director Urquhart moved to approve Resolution No. 2026-37. The motion was seconded by Director White.***

***Vote: The motion carried unanimously, with all Directors present and voting Aye.***

***Action: The Board authorized the General Manager to purchase a new closed-circuit television (CCTV) inspection system and van in Fiscal Year 2026–27 in an amount not to exceed \$500,000.***

19. **Resolution No. 2026-38: A Resolution Authorizing an Amended Contract with Southwest Valve for Distribution Box Weir Gates and Requesting a Motion Rescinding Resolution No. 2026-11 – Report by Chris Foley, Facilities Manager**

***Motion: Director Weiland moved to approve Resolution No. 2026-38. The motion was seconded by Director White.***

***Vote: The motion carried unanimously, with all Directors voting Aye.***

***Action: The Board authorized an amended contract with Southwest Valve for distribution box weir gates, including a requested correction to the arbitration clause, and approved rescinding Resolution No. 2026-11.***

- 20. Resolution No. 2026-39: A Resolution Authorizing a Notice of Intent to Adopt a Mitigated Negative Declaration for the Carmel Woods and Pescadero Road Sewer Rehabilitation Project (21-05) – Report by Jeff Bandy, Acting General Manager**

*Motion: Director Urquhart moved to approve Resolution No. 2026-39. The motion was seconded by Director Cole.*

*Vote: The motion carried unanimously, with all Directors voting Aye.*

*Action: The Board authorized a notice of intent to adopt a mitigated negative declaration for the Carmel Woods and Pescadero Road Sewer Rehabilitation Project (21-05).*

- 21. Resolution No. 2026-40: A Resolution Authorizing an Increase in Staffing Levels to Hire a New Collection System Maintenance Worker I/II– Report by Jeff Bandy, Acting General Manager**

*Motion: Director White moved to approve Resolution No. 2026-40. The motion was seconded by Director Urquhart.*

*Vote: The motion carried unanimously, with all Directors voting Aye.*

*Action: The Board authorized an increase in staffing levels to hire a new Collection System Maintenance Worker I/II.*

- 22. Resolution No. 2026-41: A Resolution Approving The Carmel Area Wastewater District (CAWD)/Pebble Beach Community Service District (PBCSD) Fiscal Year 2026 - Reclamation Project Budget – Report by Jeff Bandy, Acting General Manager**

*Motion: Director Urquhart moved to approve Resolution No. 2026-41. The motion was seconded by Director Weiland.*

*Vote: Following a roll call vote, the motion passed, with President Siegfried and Directors Cole, Urquhart, and Weiland voting Aye. Director White was absent, having left the meeting at 10:00 a.m. prior to the vote.*

*Action: The Board approved the Carmel Area Wastewater District/Pebble Beach Community Services District Fiscal Year 2026–27 Reclamation Project Budget.*

**23. Resolution No. 2026-42: Resolution Ordering An Election, Requesting The County Elections Department To Conduct The Election, And Requesting Consolidation Of The Election- Report by Jeff Bandy, Acting General Manager**

*Motion: Director Urquhart moved to adopt Resolution No. 2026-42. The motion was seconded by President Siegfried.*

*Vote: Following a roll call vote, the motion passed unanimously, with all Directors present and voting Aye. Director White was absent.*

*Action: The Board adopted the resolution ordering an election, requesting the County Elections Department to conduct the election, and requesting consolidation of the election.*

**24. Resolution No. 2026-43: A Resolution Authorizing Award Of Easement Maintenance Surveys And Program-Level California Environmental Quality Act (CEQA) Analysis To Rincon Consultants, Inc.- Report by Jeff Bandy, Acting General Manager**

*Motion: Director Weiland moved to approve Resolution No. 2026-43. The motion was seconded by Director Urquhart.*

*Vote: Following a roll call vote, the motion passed unanimously, with all Directors present and voting Aye. Director White was absent.*

*Action: The Board authorized the award of easement maintenance surveys and program-level California Environmental Quality Act (CEQA) analysis to Rincon Consultants, Inc.*

**25. Resolution No. 2026-44: A Resolution Of The Carmel Area Wastewater District Authorizing Execution Of A Certificate Of Acceptance Of Easement For The Rancho Cañada Village Subdivision- Report by Patrick Treanor, District Engineer**

*Motion: Director Urquhart moved to approve Resolution No. 2026-44. The motion was seconded by Director Weiland.*

*Vote: Following a roll call vote, the motion passed unanimously, with all Directors present and voting Aye. Director White was absent.*

*Action: The Board authorized execution of a certificate of acceptance of easement for the Rancho Cañada Village Subdivision.*

## COMMUNICATIONS

### 26. General Manager Report – Report by Jeff Bandy, Acting General Manager

- *Recognition of Emiliano Ramirez Martinez, Information Technology (IT) Intern, for his exemplary service and dedicated contribution to the District during his tenure.*
- *Per Jeff Bandy, Principal Engineer (Acting General Manager), after speaking with the District insurance contacts Alliant is recommending Insurance coverages for general liability at \$2 million each.*

## OTHER ITEMS BEFORE THE BOARD

### 27. Monterey County Treasurer's Report as of March 31, 2026 – Report by Jeff Bandy, Acting General Manager

***Motion: Director Urquhart moved to accept the report. The motion was seconded by Director Weiland.***

***Vote: The report was accepted by consensus of the Directors present. Director White was absent.***

***Action: The Board accepted the Monterey County Treasurer's Report as of March 31, 2026.***

## INFORMATION/DISCUSSION ITEMS

### 28. 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 a construction update to the Board.*

***Motion: Director Urquhart moved to accept the report. The motion was seconded by Director Cole.***

***Vote: The report was accepted by consensus of the Directors present. Director White was absent.***

***Action: The Board accepted the report.***

**29.** Discussion of Street Paving Considerations – *Report by Patrick Treanor, District Engineer*

***Motion:*** *President Siegfried moved to accept the report. The motion was seconded by Director Urquhart.*

***Vote:*** *The report was accepted by consensus of the Directors present. Director White was absent.*

***Action:*** *The Board accepted the street paving report presented by Patrick Treanor, District Engineer.*

**30.** Discussion of Fuel Preparedness Plan – *Report by Chris Foley, Facilities Manager*

***Motion:*** *Director Urquhart moved to accept the report. The motion was seconded by Director Cole.*

***Vote:*** *The report was accepted by consensus of the Directors present.*

**31.** Reclamation Management Meeting, May 12, 2026 – *Report by Jeff Bandy, Acting General Manager*

***Informational only; no action was taken by the Board.***

**32.** Discussion Regarding Procedures for Signing District Checks – *Report by Jeff Bandy, Acting General Manager*

**Requesting Board Input**

***Motion:*** *President Siegfried moved that one of the two required signatures on all District checks be that of a Board member and the General Manager. The motion was seconded by Director Urquhart.*

***Vote:*** *Following a roll call vote, the motion passed, with all Directors present and voting Aye. Director White was absent.*

***Action:*** *The Board directed staff to require that all District checks include the signatures of one Director and the General Manager. The dollar amount limit will be brought back for future Board consideration.*

- 33.** Discussion Regarding Procedures for Informing the District Board of Directors of Contractual Reclamation Water Quality Obligations – *Report by Jeff Bandy, Acting General Manager*

***Motion:*** *President Siegfried moved to direct staff to keep the Board informed about major changes that may affect the District’s contractual obligations, including matters involving the Technical Committee and PBCSD consent. The motion was seconded by Director Urquhart.*

***Vote:*** *Following a roll call vote, the motion passed, with all Directors present and voting Aye. Director White was absent.*

***Action:*** *The Board directed staff to keep the Board informed about major changes affecting the District’s contractual obligations.*

- 34.** Discussion Regarding the Formation of an Artificial Intelligence Subcommittee, *Report by Jeff Bandy, Acting General Manager*

***Motion:*** *President Siegfried moved to form an Artificial Intelligence Ad Hoc Committee. The motion was seconded by Director Urquhart.*

***Vote:*** *Following a roll call vote, the motion passed, with all Directors present and voting Aye. Director White was absent.*

***Action:*** *The Board created an Artificial Intelligence Ad Hoc Committee and appointed President Siegfried and Director Weiland to serve on it.*

- 35.** Discussion of Senate Bill (SB) 827 Required Fiscal and Financial Training Requirements- *Report by Jeff Bandy, Acting General Manager*

***By consensus,*** *the Board agreed to attend an interactive group webinar with the California Special Districts Association.*

- 36.** Discussion Regarding the Suggested Format for the Board’s Management Staff Listening Session - *Report by Jeff Bandy, Acting General Manager*

***Motion:*** *Director Cole moved to approve the format of the listening session for non-represented staff, as presented. The motion was seconded by Director Weiland.*

***Vote:*** *Following a roll call vote, Directors Cole, Weiland, and Urquhart voted Aye; President Siegfried voted No. Director White was absent.*

***Action:*** *The Board approved the format of the listening session for non-represented staff and directed staff to proceed accordingly.*

- 37.** Reducing Sewer Spills in the Carmel Area Wastewater District Collection System-Report by Patrick Treanor, District Engineer

**Motion:** Director Cole moved to accept the report and direct staff to move forward with the recommendations in the report. The motion was seconded by President Siegfried.

**Vote:** Following a roll call vote, the motion passed, with all Directors present and voting Aye. Director White was absent.

**Action:** The Board accepted the report and directed staff to move forward with the recommendations to reduce sewer spills in the District.

**38. 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, May 29th, 2026, at 9:30 a.m. –Director Urquhart is scheduled to attend  
Friday, June 26th, 2026, at 9:30 a.m. –Director White is scheduled to attend

**Special Districts Association (SDA) of Monterey County** – The next SDA meeting is scheduled for:  
Tuesday, July 21, 2026, at 6:00 p.m. –Director Weiland scheduled to attend the meeting  
Tuesday, October 21, 2026, at 6:00 p.m. –President Siegfried scheduled to attend the meeting  
Tentative dates not confirmed

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

**Motion:** Director Cole requested that a current rate model discussion be agendaized. The motion was seconded by Director Urquhart. The request was to have this agendaized at the June meeting.

**Vote:** Following a roll call vote, the motion passed, with all Directors present and voting Aye. Director White was absent.

**Action:** The Board directed staff to agendaize a discussion of the current rate model for the June meeting.

**Note:** The Rate Committee will meet in advance before bringing the new rate model to the board.  
The Board took a ten minute break before convening into the closed session.

**39. CLOSED SESSION:** *As permitted by Government Code Section 54956 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.)**

**40.** Requesting the Board of Directors Take an Updated Photograph for the District Website Landing Page - *Chris Foley, Facilities Manager*

*The Board did not address item #40 in the meeting.*

*The Board convened in closed session at 12:25 p.m. The Board adjourned closed session at 12:31 p.m. and reconvened in open session at 12:31 p.m. Legal Counsel reported that, with respect to both closed-session items, an update was provided to the Board and direction was given, but no reportable action was taken. The meeting was adjourned at 12:31 p.m.*

**41. ADJOURNMENT**

*The next regular Board meeting will be held at 9:00 a.m. on Thursday, June 25, 2026, or on an alternative acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, July 30, 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](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.*

**As Reported To:**

*Domine Barringer*  
Domine Barringer, Board Clerk

**APPROVED:**

*Robert Siegfried*  
Robert Siegfried, President of the Board