



CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., April 30, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

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

** Signifies virtual attendance.*

Present: President Bob Siegfried; Directors: Cole, Weiland, White

A quorum was present

Absent: Pro Tem Urquhart

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

Daryl Lauer, Collections Superintendent, CAWD

Collections Staff:

Barry Blevins, Collection III Worker-CAWD

Robert Bowman- Collection III Worker-CAWD

Seth Freitas-Steele- Collection III Worker-CAWD

Mark Napier- Collection III Worker-CAWD

Josh Downing- Collection I Worker-CAWD

Kevin Young, Wastewater System Analyst, CAWD

*Director Leo Laska, 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:

Michael (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. 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.

Mr. Serageldin, Ph.D., Laboratory Manager (CAWD), provided a copy of a letter from the California State Water Resources Control Board to the Carmel Area Wastewater District (CAWD/District) Board. The letter was posted to the District website after the conclusion of the meeting.

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

President Siegfried requested that the first part of Item No. 29 be moved to follow the public hearing so the Board could hear testimony from Collections staff and management regarding the addition of a Collections staff member. The remainder of the Item No. 29 discussion was to occur in its original place on the agenda.

- 3. Receive Staff Report:**

Adoption of California Uniform Public Construction Cost Accounting (CUPCCA) Procedures under Public Contract Code (PCC) Section 22030 (**Ordinance 2026-01**). – Report by Jeff Bandy, Principal Engineer

OPEN PUBLIC HEARING

Open Public Hearing (April 30, 2026, or as soon thereafter as the matter may be heard) to consider Ordinance 2026-01 adopting informal bidding procedures under the California Uniform Public Construction Cost Accounting Act (Public Contract Code §§ 22000 et seq., 22034).

An Ordinance Of The Board Of Directors Of The Carmel Area Wastewater District To Provide Informal Bidding Procedures Under The Uniform Public Construction Cost Accounting Act (“Act”) (Section 22000, Et Seq. Of The Public Contract Code)

There were no questions or comments from the public.

Motion: Director White moved to accept. The motion was seconded by Director Cole.

Vote: Following a roll call vote, the motion passed unanimously, with all Directors voting Aye.

Action: Adopted California Uniform Public Construction Cost Accounting (CUPCCA) procedures under Public Contract Code (PCC) Section 22030 (Ordinance 2026-01).

Item #29 (first half of discussion) Immediately following the Board's approval of Ordinance 2026-01, the Board heard testimony from the entire Collections staff regarding their position and rationale for hiring additional Collections staff. After providing their testimony, staff returned to work.

CONSENT CALENDAR: Approval of Minutes, Financial Statements, and Monthly Reports (All Reports Relate to Current Year)

The Consent Calendar 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.

There was no public comment on the Consent Calendar.

Motion: President Siegfried requested that Item No. 16 be pulled from the Consent Calendar for later Board discussion on the regular agenda.

Action: By unanimous consent, Item No. 16 was pulled from the Consent Calendar.

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

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

4. March 20, 2026 Special Meeting Minutes – Closed Session, March 26, 2026 Regular Board Minutes, March 23, 2026 Pension & Long-term Investment Minutes ,April 20, 2026 Pension & Long-term Investment Minutes, April 21, 2026 Special Meeting Minutes - Carmel Meadows, April 21, 2026 Special District Association of Monterey County
5. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) March 2026 (not available at time of Board meeting) & February 2026 (included in the packet)
6. Receive and Accept Schedule of Cash Receipts & Disbursements-March 2026
7. Approve Register of Disbursements – Carmel Area Wastewater District-March 2026
8. Approve Register of Disbursements CAWD/PBCSD Reclamation Project-March 2026
9. Receive and Accept Financial Statements and Supplementary Schedules-March 2026
10. Receive and Accept Collection System Superintendent's Report For March & February 2026, January 2026
11. Receive and Accept Safety and Regulatory Compliance Report-March 2026
12. Receive and Accept Treatment Facility Operations Report For March & February 2026, January 2026
13. Receive and Accept Laboratory/Environmental Compliance Report-March 2026
14. Receive and Accept Capital Projects Report/Implementation Plan
15. Receive and Accept Project Summaries – Capital & Non-Capital
16. **(Pulled for later discussion)**Receive and Accept Facilities Manager Maintenance & Operations Report – March 2026
17. Receive and Accept Source Control-Environmental Compliance Report- March 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. 2026-33; A Resolution Authorizing The General Manager To Execute An Amended Contract With TYLin International For Professional Services In An Amount Not To Exceed \$10,000 To Provide Additional Value Engineering And Constructability Review For The Reclamation 15-Year Capital Improvement Projects Master Plan Phase 2 – by Jeff Bandy, Principal Engineer**

Motion: Director Weiland moved to accept. The motion was seconded by Director White.

Vote: Following a roll call vote, the motion passed unanimously, with all Directors voting Aye.

Action: Authorized the General Manager to execute an amended contract with TYLin International for professional services in an amount not to exceed \$10,000 to provide additional value engineering and constructability review for the Reclamation 15-Year Capital Improvement Projects Master Plan, Phase 2.

- 19. Resolution No. 2026-34; A Resolution Accepting The Lowest Responsible And Responsive Bid For The Lab Heating, Ventilation And Air Conditioning (HVAC) Replacement Project And Authorizing The General Manager To Execute A Contract With Airtec Services In An Amount Not To Exceed \$46,232 In Fiscal Year (FY) 2025-26-by Chris Foley, Facilities Manager**

Motion: Director White moved to accept. The motion was seconded by Director Cole.

Vote: Following a roll call vote, the motion passed unanimously, with all Directors voting Aye.

Action: Accepted the lowest responsible and responsive bid for the lab heating, ventilation, and air conditioning (HVAC) replacement project and authorized the General Manager to execute a contract with Airtec Services in an amount not to exceed \$46,232 in Fiscal Year (FY) 2025-26.

20. Resolution No. 2026-35; A Resolution Authorizing The General Manager To Enter Into A Contract With G3 Engineering For A Polyblend Feed System Not To Exceed \$40K- by Chris Foley, Facilities Manager

Motion: Director White moved to accept. The motion was seconded by President Siegfried.

Vote: Following a roll call vote, the motion passed unanimously, with all Directors voting Aye.

Action: Authorized the General Manager to enter into a contract with G3 Engineering for a polyblend feed system in an amount not to exceed \$40,000.

21. Resolution No. 2026-36; A Resolution Authorizing The General Manager To Purchase A Treatment Plant Truck In Fiscal Year (FY) 2025-26 In An Amount Not To Exceed \$56,500.00 (Gas Engine) & Requesting A Motion Rescinding Resolution 2025-69, November 20, 2025- by Chris Foley, Facilities Manager

Motion: President Siegfried moved to accept. 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, and Director White voting No.

Action: Authorized the General Manager to purchase a treatment plant truck in Fiscal Year (FY) 2025-26 in an amount not to exceed \$56,500 (gas engine) and rescinded Resolution No. 2025-69 (November 20, 2025).

COMMUNICATIONS

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

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Presented by Barbara Buikema, General Manager

- *All Paid: credit card processing fee increase*

The General Manager, Barbara Buikema, informed the Board that the processing fee for credit card transactions was increasing from 2.25 percent to 2.5 percent.

- *Certificate of Insurance Information—The Board requested an update on increased insurance costs; General Manager Barbara Buikema reported that staff are still working on this item.*

OTHER ITEMS BEFORE THE BOARD

23. Cost Of Living Adjustment (COLA) Study for Legacy Carmel Area Wastewater District Pension Plan

Requesting a motion from the Board to move forward with the cost analysis study

Motion: President Siegfried moved to accept. The motion was seconded by Director Weiland.

Vote: Following a roll call vote, the motion passed unanimously, with all Directors voting Aye.

Action: Approved moving forward with the cost analysis study for the legacy CAWD pension plan.

24. Potential Modifications To Collections Staff Report – by Daryl Lauer, Superintendent of Collections

Requesting direction from the Board

The Board provided no direction on this item.

25. Total Industries Invoice – Golf Cart Discussion – by Chris Foley, Facilities Manager

Requesting direction from the Board

The Board discussed this item; no action was taken.

INFORMATION/DISCUSSION ITEMS

26. Pebble Beach Community Service District March Meeting, 2026- Report by Barbara Buikema, General Manager

The Board did not have any questions regarding this report.

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

Mr. Treanor provided an update on the projects.

28. The 2026 California Water and Environment Association Annual Conference & Expo-April 7th-10th, Sacramento, California – Chris Foley, Facilities Manager, Daryl Lauer, Superintendent of Collections, Matt Green, Chief Plant Operator, Alex Henson, Associate Engineer, and Mohammed Serageldin, Laboratory Manager

The Board received staff input regarding participation in the 2026 CWEA Annual Conference.

29. Collections System Analysis – The Reconsideration of the Boards January 2026 Decision To Add A Staff Member To Collections-*Barbara Buikema, General Manager*

The second half of the discussion under Item No. 29 focused on the engineering components of the collection system analysis.

The Board received the first part of the report earlier in the meeting under Agenda Item No. 3 and heard comments from Collections staff at that time. Following their remarks, staff returned to work.

Motion: President Siegfried moved to direct engineering staff to develop, within one month, the program requested at the January 2026 Board meeting to reduce and maintain the District's spill rate below the Regional Water Quality Control Board's average. The motion was seconded by Director Weiland.

For reference—motion made at the January 2026 Board meeting:

A Motion To Receive And Approve Consent Item Agenda #6 (Spill Committee) Was Made By Director White Seconded By President Siegfried. After A Roll Call Vote, The Board Unanimously Received And Approved This Consent Calendar Item To Add An Additional Collection Staff Member Position And Suggest That Management To Produce A Cost Plan And Timeline To Reduce And Maintain The District's Spill Rate To Less Than The Regional Quality Control Board's Average Spill Rate.

Note: The BOD did not reverse or modify their decision to add a new Collection System Maintenance Worker I/II, as approved by unanimous consent after discussing Consent Agenda Item #6 during the January 2026 BOD meeting

Vote: Following a roll call vote, the motion passed unanimously, with President Siegfried and Directors Cole, Urquhart, Weiland, and White voting Aye.

Action: Directed engineering staff to return within one month with the requested program, including a cost plan and timeline, to reduce and maintain the District's spill rate below the Regional Water Quality Control Board's average.

30. Collection Reporting Discussion (North American Society for Trenchless Technology-**No Dig Conference**)-*Daryl Lauer, Superintendent of Collections*

The Board received Mr. Lauer's discussion on his participation in the "No Dig Conference."

***Consent Item #16:
Was discussed at this time and by unanimous consensus was approved by the Board.***

31. 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, May 12, 2026, at 9:30 a.m. Director Cole and Director Weiland are scheduled to attend.

By unanimous consensus, the Board requested that the following items be agendized:

- *During the public hearing on Ordinance 2026-01, President Siegfried raised a question regarding whether checks should be signed by the General Manager and a Director in all cases. The Board requested that this item be agendized for the May Board meeting.*
- *3:39 At the May meeting, the Board requested to finalize (firm up) a committee for better coordination and planning with the City of Carmel for the shared constituent base.*
- *3:39 At the May Board meeting, the Board requested that engineering staff identify which lines need replacements and the corresponding budgetary changes that will be needed. This will be presented as part of the Capital Plan for the 2026-27 budget in June.*
- *3:37 The Board requested that the formation of an Artificial Intelligence (AI) Committee be agendized for the May meeting,*

32. 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.)

The Board convened in closed session at 12:17 p.m. The Board adjourned closed session at 12:19 p.m. and reconvened in open session at 1:05 p.m. Legal Counsel reported that with respect to both items on the closed session, an update was provided to the Board, and direction was given, but no reportable action was taken. The meeting was adjourned at 1:05 p.m.

33. Requesting the Board of Directors take another photo for the website landing page -Chris Foley, Facilities Manager

The Board did not address item #33 in the meeting.

34. ADJOURNMENT

The next regular Board meeting will be held at 9:00 a.m. on Thursday, May 28, 2026, or on an alternative acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, June 25, 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
Domine Barringer, Board Clerk

APPROVED:

Robert Siegfried
Robert Siegfried, President of the Board