CARMEL AREA WASTEWATER DISTRICT
REGULAR BOARD MEETING MINUTES
Thursday, 9:00 a.m., June 25, 2026

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

CALL TO ORDER – ROLL CALL AT 9:02 a.m.

** Signifies virtual attendance*

Present: President Siegfried; President Pro Tem Urquhart (Arrived 9:12 a.m.); Directors Cole, Weiland, and White

A quorum was present

Absent: None

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
*Director 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:
Carmel High School Interns: | Nicholas Rittermal, Bradley Lander, Daniel Bodensteiner

Virtual Public Attendees:
Michael Miller (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.

The President invited members of the public to address the Board regarding matters not appearing on the agenda. There were no public comments made.

Staff comments:

- *Barbara Buikema, General Manager, provided a public letter to the board, which was a thank you from a constituent thanking the District for the new sewer pipelines and resurfaced streets. This letter was received after the agenda build and was posted after the meeting.*

- *Director Weiland asked what the next steps are for the strategic plan that the listening session is completed? President Siegfried responded that scheduling needs to occur via a poll.*

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

Director Cole requested that item number 30 be included in the closed session because it is part of the existing litigation and the wrap up the declaratory letter. Legal Counsel responded it is at the discretion of the Chair and it is something related to the lawsuit, so it would be a proper discussion. It was the understanding that if it was the District's pleasure to they could also have this in open session.

President Siegfried moved to move item number 30 to closed session. The board responded with all Ayes.

Prior to consideration of agenda items, the Board discussed a correction to the published agenda regarding an omitted resolution packet. District Counsel advised the Board regarding Brown Act requirements governing additions to posted agendas, explaining that items generally may not be added after posting except under limited emergency circumstances. Staff explained the omitted resolution was intended to appear after Agenda Item No. 28 and discussed options for addressing the omission in compliance with applicable law.

Following discussion, the Board proceeded with the published agenda.

3. 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 9:06 a.m. and during that time Pro Tem Urquhart joined the board meeting at 9:12 a.m.. The Board adjourned closed session at 9:41 a.m. and reconvened in open session at 9:42 a.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. Legal Counsel stated to clarify the record that Item #30 was not imported into closed session. The motion was to remove the item from the agenda.

The meeting continued to item number four on the agenda discussing Assembly Bill 2561regarding vacant positions.

4. **Receive Staff Report –** Assembly Bill 2561-Local public employees: Vacant Positions-*Report by General Manager, Barbara Buikema*

Barbara Buikema, General Manager, presented the District's annual vacant positions report as required under Assembly Bill 2561. The report summarized authorized staffing levels, current vacancies, recruitment efforts, and workforce planning considerations. Staff explained the statutory reporting requirements and confirmed compliance with the legislation.

OPEN PUBLIC HEARING #1

Open Public Hearing on Thursday, June 25, 2026, or Soon Thereafter as the Matters May Be Taken Up considering– Report by General Manager, Barbara Buikema

The meeting continued into a public hearing at 9:44 a.m. There was no public comment or appearances at the board meeting. The public hearing was closed at 9:46 a.m. as the board moved into the next agenda item.

Motion: Director White moved to accept the report and the data. The motion was seconded by Director Urquhart.

Board Action: Board received and accepted the report. The motion carried unanimously, with all Directors present and voting Aye.

5. **Receive Staff Report -** for Sewer Rates for Fiscal Year 2026-27-*Report by General Manager, Barbara Buikema*

General Manager Barbara Buikema presented the proposed sewer service charges for Fiscal Year 2026–2027. This will be the fourth year that rates have not increased, and because there was no increase in rates Prop 218 Is not required.

Staff reviewed:

- *Rate calculations*
- *Revenue requirements*
- *Operational and capital funding needs*
- *Compliance with Proposition 218*
- *Annual budget assumptions*

OPEN PUBLIC HEARING #2

Open Public Hearing on Thursday, June 25, 2026, or Soon Thereafter as the Matters May Be Taken Up considering Ordinance 2026-ZZ establishing sewer service charges for Fiscal Year 2026-27.

The President invited public comment.

No public appearance or testimony was received.

Ordinance 2026-02; ***An Ordinance Establishing Sewer Service Charges for Fiscal Year 2026-2027 and thereafter, Providing for the Collection of Such Charges on the Tax Roll, and Providing Further that this Ordinance and the Charges Established Hereby and the Tax Collection Procedure Selected Herein Shall Remain in Effect Until Either the Said Charges are Revised or this Ordinance is Otherwise Amended or Repealed*** *– Report by General Manager, Barbara Buikema*

Motion: Director Urquhart moved to approve the Ordinance Establishing Sewer Service Charges for Fiscal Year 2026-2027. The motion was seconded by Director White.

Board Action: The Board action motion carried unanimously, with all Directors present and voting Aye.

After The Board Action was taken the board moved to the Consent Calendar.

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.

There was no public comment on the Consent Calendar.

President Siegfried requested that Item No. 18 (Facilities Manager Maintenance & Operations Report) be pulled from the Consent Calendar for later Board discussion on the regular agenda.

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

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, except for Item No. 18 which was pulled for discussion later in the board meeting.

6. May 28, 2026 Regular Board Minutes, June 1 Special Meeting – Listening Session Non-Represented Employees, June 17 Special Meeting – Assembly Bill 827 Fiscal & Financial Training
7. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) May 2026 (not available at time of Board meeting) & April 2026 (included in the packet)
8. Receive and Accept Schedule of Cash Receipts & Disbursements May 2026
9. Approve Register of Disbursements – Carmel Area Wastewater District May 2026
10. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project May 2026
11. Receive and Accept Financial Statements and Supplementary Schedules May 2026
12. Receive and Accept Collection System Superintendent's Report For May & April, March 2026
13. Receive and Accept Safety and Regulatory Compliance Report May l 2026
14. Receive and Accept Treatment Facility Operations Report For May & April, March 2026
15. Receive and Accept Laboratory/Environmental Compliance Report May 2026
16. Receive and Accept Capital Projects Report/Implementation Plan
17. Receive and Accept Project Summaries – Capital & Non-Capital
18. (Pulled for later discussion in the meeting) Receive and Accept Facilities Manager Maintenance & Operations Report – May 2026
19. Receive and Accept Source Control-Environmental Compliance Report- May 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

20. Resolution No. 2026-45; A Resolution Adopting Budget for the Fiscal Year 2026-27- *Report by Barbara Buikema, General Manager*

Motion: Director White moved to approve Resolution No. 2026-45. The motion was seconded by Director Urquhart.

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

Action: The Board adopted the Budget for Fiscal Year 2026-27.

The Fiscal Year 2026-27 Budget – Was Provided Under Separate Cover

21. Resolution No. 2026-46; A Resolution Approving the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Represented Employees- *Report by General Manager, Barbara Buikema*

Motion: Director Urquhart moved to approve Resolution No. 2026-46. The motion was seconded by Director Weiland.

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

Action: The Board Approved the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Represented Employees.

22. **Resolution No. 2026-47; A Resolution Approving the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees-** *Report by General Manager, Barbara Buikema*

> ***Motion: Director Urquhart moved to approve Resolution No. 2026-47. The motion was seconded by Director White.***
>
> ***Vote: The motion carried unanimously, with all Directors present and voting Aye.***
>
> ***Action: The Board Approved the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For Non-Represented Employees.***

23. **Resolution No. 2026-48-Certifying Compliance with State Law with Respect to the Leving of General and Special Taxes Assessments and Property Related Fees and Charges –** *Report by Barbara Buikema, General Manager*

> ***Motion: Director White moved to approve Resolution No. 2026-48. The motion was seconded by Director Urquhart.***
>
> ***Vote: The motion carried unanimously, with all Directors present and voting Aye.***
>
> ***Action: The Board Certifying Compliance with State Law with Respect to the Leving of General and Special Taxes Assessments and Property Related Fees and Charges.***

24. **Resolution No. 2026-49-A Resolution Approving a Contribution of $1,000,000 to "Defend or Managed Retreat Restricted Reserve" as Part of the Budget Process for Fiscal Year 2026-27-** *Report by Barbara Buikema, General Manager*

> ***Motion: Director Weiland moved to approve Resolution No. 2026-49. The motion was seconded by Director Urquhart.***
>
> ***Vote: The motion carried unanimously via a roll call vote, with all Directors present and voting Aye.***
>
> ***Action: The Board Approving a Contribution of $1,000,000 to "Defend or Managed Retreat Restricted Reserve" as Part of the Budget Process for Fiscal Year 2026-27.***

(Agendize Request)President Siegfried made a motion to agendize a discussion to keep up with inflation and the sea level rise account, which was seconded by Director Urquhart.

Vote: The motion carried unanimously, with a roll call vote and all Directors present and voting Aye.

Action: Board approved agendizing the discussion to keep up with inflation and the sea level rise account at the August Board meeting.

25. **Resolution No. 2026-50-A Resolution Determining the Fiscal Year 2026-27 Tax Proceeds Appropriation Limitation for the Carmel Area Wastewater District –** *Report by Barbara Buikema, General Manager*

Motion: Director Urquhart moved to approve Resolution No. 2026-50. The motion was seconded by Director Cole.

Vote: The motion carried unanimously, with a roll call vote and all Directors present and voting Aye.

Action: The Board Determining the Fiscal Year 2026-27 Tax Proceeds Appropriation Limitation for the Carmel Area Wastewater District.

26. **Resolution No. 2026-51 - A Resolution Specifying The District Sewer Connection Fees, As Adopted By Ordinance No.85-2, Commencing July 1, 2026–** *Report by Barbara Buikema, General Manager*

Motion: Director White moved to approve Resolution No. 2026-51. The motion was seconded by Director Urquhart.

Vote: The motion carried unanimously, with a roll call vote and all Directors present and voting Aye.

Action: The Board Specifying The District Sewer Connection Fees, As Adopted By Ordinance No.85-2, Commencing July 1, 2026.

27. **Resolution No. 2026-52 - A Resolution Authorizing The General Manager To Purchase A New Di System - Millipore Sigma Amount Not To Exceed $40,000–** *Report by Mohammed Serageldin, Laboratory Manager*

Motion: Director Urquhart moved to approve Resolution No. 2026-52. The motion was seconded by Director White.

Vote: The motion carried unanimously, with a roll call vote and all Directors present and voting Aye.

Action: The Board Authorized The General Manager To Purchase A New Di System - Millipore Sigma Amount Not To Exceed $40,000.

28. **Resolution No. 2026-53 - A Resolution Contract for CCLEAN Program Regional Monitoring - Applied Marine Sciences - $624,703–** *Report by Patrick Treanor, District Engineer*

Motion: Director Weiland moved to approve Resolution No. 2026-53. The motion was seconded by Director Urquhart.

Vote: The motion carried unanimously, with a roll call and all Directors present and voting Aye.

Action: The Board Approved The Contract for CCLEAN Program Regional Monitoring - Applied Marine Sciences.

COMMUNICATIONS

29. **General Manager Report** – Report by General Manager, Barbara Buikema
Presented by Barbara Buikema, General Manager

The General Manager presented information on the items below orally and no action was taken by the Board.

a. *Annual Employee Picnic (September 25, 2026)*
b. *Certificate of Insurance Information*
c. *CASA Annual Conference 2026 - August 4 - 7 , 2026 - The Meritage Resort and Spa, Napa, CA , USA*

OTHER ITEMS BEFORE THE BOARD

30. Discussion and Direction Regarding Payments to the Law Firm of DeLay & Laredo in Connection with Reclamation Management Committee. - *Report by Barbara Buikema, General Manager*

This item was not moved into closed session but was pulled from the agenda and reported out by Legal Counsel during the closed session report out.

31. Proposed Reclamation Document Task Force, Date To Be Determined - *Report by Barbara Buikema, General Manager*

Board Action: Select A Delegate To Review All Reclamation Agreement Documents

Motion: Director Cole moved to approve Jeff Bandy as the task force representative. The motion was seconded by Director White.

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

Action: The Board approved that Jeff Bandy, Principal Engineer, represents the District for the Reclamation Task Force.

32. Landscape Design -*Report by Facilities Manager, Chris Foley*

Board Action: A Motion To Approve The Landscape Design

Motion: Director Urquhart moved to approve the landscape design except for the picnic area. The motion was seconded by Director White.

Vote: The motion carried unanimously, with the board agreeing to the direction given to staff.

Action: The Board provided the direction to staff on how to proceed with the landscape design.

Item 18 from the Consent Calendar: *Was taken up at this time in order for Mr. Foley to address the wrapping of clothing in this area with respect to the question from the board.*

Motion: Director Urquhart moved to approve Consent Item #18. The motion was seconded by President Siegfried.

President Siegfried called for All In Favor. The Response was all Ayes. Consent Item #18 regarding the Facilities Manager report was approved.

INFORMATION/DISCUSSION ITEMS

Item number 36 on the agenda was discussed directly after approving item number 18 from the consent calendar.

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

34. *Reclamation Management Committee (RMC) – June 9, 2026- Report by Barbara Buikema, General Manager*

General Manager, Barbara Buikema, stated that the budget was approved. Director Cole inquired to Mr. Becker if the additional RMC meetings that the budget will need to be updated to reflect the increase in these meetings. Mr. Becker suggested that this discussion item be brought up at the next RMC meeting.

35. 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 regarding these projects.

36. Staff Conference Attendance – *Report by Domine Barringer, Board Clerk*

The Board received the information from the board clerk regarding the conferences attended.

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, June 26th, 2026, at 9:30 a.m. –Director White is scheduled to attend
Friday, July 31st, 2026, at 9:30 a.m. –Director Cole 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, July 14th, 2026, at 9:30 a.m. Director Cole and Director Weiland are scheduled to attend.

- *Mr. Foley took the opportunity to introduce the three Carmel Highschool Interns to the board.*

- *Director Weiland stated that the General Manager, Barbara Buikema, will send out a doodle poll regarding the coordination of dates for the retreat.*

- *Director Cole asked if there was going to be a review of the board and suggested a comment box.*

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

The photo was taken after the meeting and posted on the District website https://www.cawd.org/board-members

There being no further business to come before the Board, the meeting was adjourned at 11:23 a.m.

ADJOURNMENT

The next regular Board meeting will be held at 9:00 a.m. on Thursday, July 30, 2026, or on an alternative acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, August 27, 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