



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., March 26, 2026

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 in a hybrid format: in person, as noted above, or virtually. The District will try to resolve any technical issues as quickly as possible. In the event of a technical issue, no action can be taken on any agenda items until access is restored; therefore, the meeting must be paused or recessed until the technical issue is resolved.

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: 852 3230 8076 Password: 980487

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, 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 arrangements 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.*

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.

- | | | |
|-----|---|----|
| 3. | February 26, 2026 Regular Board Minutes | 04 |
| | February 27, 2026 Bridge To Everywhere Minutes (TAMC) | |
| | February 23, 2026 Budget Minutes | |
| | March 6, 2026 Budget Minutes | |
| 4. | Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) | 17 |
| | February 2026 (not available at time of board meeting) &
January 2026 (included in the packet) | |
| 5. | Receive and Accept Schedule of Cash Receipts & Disbursements | 19 |
| | February, 2026 | |
| 6. | Approve Register of Disbursements – Carmel Area Wastewater District | 22 |
| | February, 2026 | |
| 7. | Approve Register of Disbursements – CAWD/PBCSD Reclamation Project | 26 |
| | February, 2026 | |
| 8. | Receive and Accept Financial Statements and Supplementary Schedules | 28 |
| | February, 2026 | |
| 9. | Receive and Accept Collection System Superintendent’s Report | 52 |
| | For February & January 2026, December 2025 | |
| 10. | Receive and Accept Safety and Regulatory Compliance Report | 60 |
| | February, 2026 | |

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

"e" - indicates a separate insert is enclosed. "PC" place card

11.	Receive and Accept Treatment Facility Operations Report For February & January 2026, December 2025	64
12.	Receive and Accept Laboratory/Environmental Compliance Report February, 2026	68
13.	Receive and Accept Capital Projects Report/Implementation Plan	78
14.	Receive and Accept Project Summaries – Capital & Non-Capital	79
15.	Receive and Accept Facilities Manager Maintenance & Operations Report – February, 2026 (not available at the time board packet build)	97
16.	Receive and Accept Source Control-Environmental Compliance Report February, 2026	101

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

17.	Resolution No. 2026-25; A Resolution Accepting The Lowest Responsible And Responsive Bid For The Wastewater Treatment Plant (WWTP) Perimeter Security Fence Replacement Project For The “WWTP Perimeter Improvements” (Project #19-18), Awarding Construction Contract And Authorizing A Change Order Allowance- <i>by Jeff Bandy, Principal Engineer</i>	103
18.	Resolution No. 2026-26; A Resolution Authorizing The General Manager To Execute A Professional Services Agreement With Kennedy Jenks Consultants In An Amount Not To Exceed \$570K For Wastewater Treatment Plant (WWTP) Site Improvements (Project #25-02) – <i>by Jeff Bandy, Principal Engineer</i>	109
19.	Resolution No. 2026-27; A Resolution Authorizing The General Manager To Enter Into A Contract With Bravo Consulting Group in an amount not to exceed \$122,408 in Fiscal Year (FY) 2025-26- <i>by Chris Foley, Facilities Manager</i>	128
20.	Resolution No. 2026-28; A Resolution Authorizing The General Manager To Enter Into A Contract With Film Tec Corporation For Microfiltration (MF) Modules Not To Exceed \$166K- <i>by Chris Foley, Facilities Manager</i>	158
21.	Resolution No. 2026-29; - A Resolution Accepting The Lowest Responsible And Responsive Bid For The “Carmel Meadows Easement Sewer Repairs Project” Of \$262,225, Awarding The Construction Contract, And Approving A Change Order Allowance Of \$50,000 (Project #25-01)- <i>by, District Engineer, Patrick Treanor</i>	166

- 22. Resolution No. 2026-30;** - A Resolution Authorizing The General Manager To Execute An Amendment No. 2 To The Professional Services Agreement With Kennedy Jenks Consultants Inc. For The Carmel Meadows Easement Sewer Pipeline Repair Project For Engineering Services During Construction (ESDC) And Inspection Services In An Amount Not To Exceed \$106,633 Bringing The Total Contract Amount To \$293,083 (Project #25-01)- *by District Engineer, Patrick Treanor* 171
- 23. Resolution No. 2026-31;** - A Resolution Authorizing The General Manager To Execute A Professional Services Agreement With MNS Engineers Inc In An Amount Not To Exceed \$63,818 For Engineering Design Services Planning Support For Gravity Sewer Main Replacement Projects-*by District Engineer, Patrick Treanor* 183
- 24. Resolution No. 2026-32;** - A Resolution Authorizing The General Manager To Execute Additional Change Orders With Pacific Trenchless, Inc. In An Amount Not To Exceed \$32,200 To Conduct Microsurfacing And Pavement Restriping As Part Of The Extra Pipe Bursting Work On Mission St Between Ocean And 7th (PROJECT #23-01) – Pending *by District Engineer, Patrick Treanor* 193

COMMUNICATIONS

- 25. General Manager Report** – Report by General Manager, Barbara Buikema *
Presented by Barbara Buikema, General Manager
- Board Retreat
 - Informational only – Overview of after-hours use of the Board Room by non-District parties and the administrative requirement that users submit a Certificate of Insurance naming the District as the required certificate holder. Certificates are reviewed and verified through the District’s established insurance compliance process (Certifical) prior to approval of facility use.
 - FORM 700 Reminder

OTHER ITEMS BEFORE THE BOARD

- 26. Carmel Area Wastewater District’s Fiscal Year 2026-2027 Preliminary Budget-** 197
Report by General Manager, Barbara Buikema

Action Required – Requesting a vote on each question and the approval of the preliminary budget: (The preliminary budget under separate cover) ***e***

Preliminary Budget Committee Questions Number 1-7 – Using the final votes on Questions 1-7 in order to incorporate into the final Fiscal Year 2026-27 budget.

Action Required – Requesting a motion to accept the Fiscal Year 2026-27 Preliminary Budget Preliminary Budget Under Separate Cover

See additional attachments to discuss

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- 27.** Carmel Area Wastewater District's Fiscal Year 2026-2027 Preliminary
Rate Model– *Report by General Manager, Barbara Buikema and Maintenance* 249
- Action Required** – Requesting a motion to accept the Fiscal Year 2026-2027
Preliminary Rate Model*
- 28.** **Election of Local Agency Formation Commissioners Alternate Member Ballot-**
Staff Report – Report by General Manager, Barbara Buikema 255
- Requesting 2nd Voting Round For The LAFCO Commissioner-Special District
Alternate Member Ballot For - Response Due: April 20, 2026**

INFORMATION/DISCUSSION ITEMS

- 29.** **Landscaping at Administration Office** – *Report by Chris Foley, Facilities Manager* 269
- 30.** **Wastewater System Analyst Position Update** – *Report by Chris Foley, Facilities Manager* 270
- 31.** **Pebble Beach Community Service District February Meeting, 2025-**
Report by Barbara Buikema, General Manager 273
- 32.** **Sewer Replacement Construction Update Regarding Scenic Road Sewer
Replacement & Santa Rita & Guadalupe Sewer Replacement-***Report by
District Engineer, Patrick Treanor* 275
- 33.** *Los Padres Dam California Environmental Quality Act (CEQA) Scoping Letter –
by District Engineer, Patrick Treanor* 280

34. 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 27, 2026, at 9:30 a.m. – Director Weiland is scheduled to attend
Friday, April 24, 2026, at 9:30 a.m. – President Siegfried is scheduled to attend

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, April 21, 2026, at 6:00 p.m. – Director White scheduled to attend the meeting
Tuesday, TBD, 2026, at 6:00 p.m. – TBD scheduled to attend the meeting

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.

35. 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— ANTICIPATED LITIGATION.

Initiation of litigation pursuant to Government Code section 54956.9(d)(4): (One case.)

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.)

36. Requesting The Board of Directors Take Another Photo For the Website landing page- Chris Foley, Facilities Manager

37. ADJOURNMENT

The Next Regular Board Meeting will be held at 9:00 a.m., Thursday, March 26, 2026, or at an alternate acceptable date. The Following Regular Board Meeting will be held at 9:00 a.m., Thursday, April 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. 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.