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

3945 Rio Road

Carmel, California 93923

Via Teleconference Webinar & In Person

Call to Order – Roll Call at 9:03 a.m.

** Signifies virtual attendance*

Present: President Siegfried; President Pro Tem Urquhart; and Directors Cole and White

A quorum was present

Absent: Director Weiland

Others: Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD/District)
Domine Barringer, Board Clerk, CAWD
Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Ph.D., Principal Engineer, CAWD
Alex Henson, Associate Engineer, CAWD
Mohammed Serageldin, Ph.D., Laboratory Manager, CAWD
Chris Foley, Facilities Manager, CAWD
Kevin Young, Water System Analyst, CAWD
Matt Green, Chief Plant Operator, CAWD
Daryl Lauer, Collections Superintendent, CAWD
*Director Froke, Pebble Beach Community Services District (PBCSD)
[entered 10:24 a.m. Left at 11:08 a.m.]
Nick Becker, General Manager, PBCSD
Emmanuel Pera Jimenez-Fenton & Keller, Attorneys at Law, CAWD Legal Counsel

In-Person Public Attendees: None

Virtual Public Attendees:
Michael Miller (Guest)
Nunez (Guest) [entered at 10:03 a.m.]

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.

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.

There was no public comment on the Consent Calendar.

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

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.

3. June 25, 2026 Regular Board Minutes; July 1, 2026 Salary & Benefits Committee; July 15, 2026 Special Meeting – Community Meeting Pescadero/Carmel Woods; July 22, 2026 Special Meeting – Community Meeting Pescadero/Carmel Woods
4. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) June 2026 (not available at time of Board meeting) and May 2026 (included in the packet)
5. Receive and Accept Schedule of Cash Receipts & Disbursements June 2026
6. Approve Register of Disbursements – Carmel Area Wastewater District June 2026
7. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project June 2026
8. Receive and Accept Financial Statements and Supplementary Schedules June 2026
9. Receive and Accept Collection System Superintendent's Report for June, May, and April 2026
10. Receive and Accept Safety and Regulatory Compliance Report June 2026
11. Receive and Accept Treatment Facility Operations Report for June, May, and April 2026
12. Receive and Accept Laboratory/Environmental Compliance Report June 2026
13. Receive and Accept Capital Projects Report/Implementation Plan
14. Receive and Accept Project Summaries – Capital and Non-Capital
15. Receive and Accept Facilities Manager Maintenance and Operations Report – June 2026
16. Receive and Accept Source Control-Environmental Compliance Report June 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

17. **Resolution No. 2026-54 - A Resolution authorizing the General Manager to purchase a new LIMS (Laboratory Information Management System) from Labworks in an amount not to exceed $135,000 -** *Report by Mohammed Serageldin, Laboratory Manager*

    Motion: Director Cole moved to approve Resolution No. 2026-54. The motion was seconded by Director White.

    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 Aye votes from each Board member.

    Action: The Board approved the purchase of the new Laboratory Information Management System.

18. **Resolution No. 2026-55 - A Resolution authorizing the General Manager to purchase a new Metrohm Anionic Ion Chromatography (IC) system in an amount not to exceed $65,000 -** *Report by Mohammed Serageldin, Laboratory Manager*

    Motion: Director White moved to approve Resolution No. 2026-55. 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 Aye votes from each Board member.

    Action: The Board approved the purchase of the new Metrohm Anionic Ion Chromatography system.

19. Resolution No. 2026-56 - A Resolution adopting a Final Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the "Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project" (Project #21-05), pursuant to the California Environmental Quality Act - *Report by Jeff Bandy, Principal Engineer*

Motion: Director White moved to approve Resolution No. 2026-56. The motion was seconded by Director Urquhart, with direction to staff to review the section of clay pipe under N609 in the CEQA document to determine whether it should be replaced.

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 Aye votes from each Board member present.

Action: The Board adopted a Final Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the "Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project" (Project #21-05).

The Final Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the "Carmel Woods and Pescadero Road Sewer Main Rehabilitation Project" (Project #21-05), pursuant to the California Environmental Quality Act, was provided under separate cover.

20. Resolution No. 2026-57 - A Resolution in the matter of Uniform Public Construction Cost Accounting Procedures - *Report by Jeff Bandy, Principal Engineer*

Motion: Director Siegfried moved to approve Resolution No. 2026-57. 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 Aye votes from each Board member present.

Action: The Board approved Resolution No. 2026-57.

21. Resolution No. 2026-58 - A Resolution authorizing the General Manager to designate an Operator in Training position and approving a new job description - *Report by Chris Foley, Facilities Manager*

Motion: Director White moved to approve Resolution No. 2026-58. The motion was seconded by Director Cole.

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 Aye votes from each Board member present.

Action: The Board authorized the designation of an Operator in Training position and approved the related job description.

Note: General Manager Barbara Buikema reported that the proposed job description had been presented to the Union and that no comments were received regarding the new job description.

22. Resolution No. 2026-59 - A Resolution adopting classifications designating Carmel Area Wastewater District classification titles and providing for the number of positions and monthly salary ranges for represented employees - *Report by Chris Foley, Facilities Manager*

Motion: President Siegfried moved to approve Resolution No. 2026-59. The motion was seconded by Director White.

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 Aye votes from each Board member.

Action: The Board adopted classifications designating Carmel Area Wastewater District classification titles and providing for the number of positions and monthly salary ranges for represented employees.

23. **Resolution No. 2026-60 - A Resolution authorizing the General Manager to purchase a Capstone 65 Kilowatt Microturbine in Fiscal Year (FY) 2025-2026 in an amount not to exceed $156,968.00 -** *Report by Chris Foley, Facilities Manager*

> ***Motion: Director White moved to approve Resolution No. 2026-60. 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 Aye votes from each Board member.***
>
> ***Action: The Board authorized the purchase of a Capstone 65 Kilowatt Microturbine in Fiscal Year (FY) 2025-2026 in an amount not to exceed $156,968.00.***

24. **Resolution No. 2026-61 - A Resolution authorizing the General Manager to execute additional change orders with Pacific Trenchless, Inc., in an amount not to exceed $676,009 (total of $2,375,317 in change orders) for construction of additional sewer rehabilitation under the Santa Rita and Guadalupe Sewer Replacement Project (Project #23-01) -** *Report by Patrick Treanor, District Engineer*

> ***Motion: Director White moved to approve Resolution No. 2026-61. 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 Aye votes from each Board member.***
>
> ***Action: The Board authorized the General Manager to execute additional change orders with Pacific Trenchless, Inc., in an amount not to exceed $676,009.***

25. Resolution No. 2026-62 - A Resolution authorizing the General Manager to execute a Professional Services Agreement amendment with Kennedy Jenks Consultants in an amount not to exceed $607,330 for final design services for Carmel Meadows Sewer Improvements (Project #19-03) - *Report by Patrick Treanor, District Engineer*

Motion: Director Cole moved to approve Resolution No. 2026-62. The motion was seconded by President Siegfried.

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 Aye votes from each Board member.

Action: The Board authorized the General Manager to execute a Professional Services Agreement amendment with Kennedy Jenks Consultants in an amount not to exceed $607,330 for final design services for Carmel Meadows Sewer Improvements (Project #19-03).

26. Resolution No. 2026-63 - A Resolution adopting a Conflict of Interest Code for the Carmel Area Wastewater District - *Report by Barbara Buikema, General Manager*

Motion: Director Urquhart moved to approve Resolution No. 2026-63. The motion was seconded by Director White.

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 Aye votes from each Board member.

Action: The Board adopted a Conflict of Interest Code for the Carmel Area Wastewater District.

Communications

27. General Manager Report – Report by General Manager, Barbara Buikema (oral)

Presented by Barbara Buikema, General Manager

a. *Employee Annual Picnic Reminder*
b. *FORM 470 - Officeholder and Candidate Campaign Statement — Required to fill out stipend*

   - *Officeholders whose salaries are less than $200 per month and judicial candidates who have not made or received contributions or made expenditures during non-election years*
   - *Due July 31, 2026*
   - *Where to File: State Elections: State officeholders, state candidates, candidates and members of CalPERS and CalSTRS, judges and judicial candidates must file the original and one copy with: Secretary of State Political Reform Division 1500 11th Street, Room 495 Sacramento, CA 95814 Phone (916) 653-6224 Fax (916) 653-5045- https://www.sos.ca.gov/*

c. *Rauch Communication Strategic Planning*

Other Items Before the Board

28. Topics for Upcoming Fall 2026 CAWD Connections - *Report by Barbara Buikema, General Manager*

Board Action: Requesting Board members to provide Fall Connections topics

Board members discussed laboratory accreditation, rate changes for Accessory Dwelling Units (ADUs), water bills, microorganisms, and other items listed in the staff report.

29. Annual Disclosure of Reimbursements to Staff of at Least $100 - *Report by Barbara Buikema, General Manager*

Board Action: Requesting Board to Receive the Report

Motion: Director Urquhart moved to approve the annual disclosure of reimbursements to staff of at least $100. The motion was seconded by Director White.

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

Action: The Board accepted the annual disclosure of reimbursements to staff of at least $100.

Information/Discussion Items

30. **Pebble Beach Community Services District June 26, 2026 Meeting** - *Report by Barbara Buikema, General Manager*

31. **Designated Reclamation Task Force Representative (Jeff Bandy)** - *Report by Jeff Bandy, Principal Engineer*

   - *7/1 & 7/9, 2026 sub-committee meeting*
   - *7/14 RMC Meeting Recap*
     - *Note: 7-14-2026 meeting minutes have not been approved by the RMC Committee at the time of the CAWD/District's July board meeting.*

The Board listened to the report presented by Mr. Bandy and requested that he plan to address the Board at each Board meeting to keep them informed. The Board accepted the report by consensus.

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

The Board listened to the report presented by Mr. Treanor.

33. **Annual Appropriations Report Revisited** - *Report by Barbara Buikema, General Manager*

President Siegfried stated that a quorum remained to move acceptance of the report. Director White also accepted the report, and Director Cole raised no objection.

34. **International Institute of Municipal Clerks Designation Announcement** - *Report by Barbara Buikema, General Manager*

The Board provided their congratulations.

35. **Informational Article - The Economist (Science & Technology)** - *Report by Barbara Buikema, General Manager*

Note: President Siegfried provided the article information for Board discussion.

36. **Special Districts Association of Monterey County – July 21, 2026** - *Report by General Manager, Barbara Buikema*

President Siegfried requested that a letter be sent to the Special Districts Association regarding improvements to the quality of the meeting.

37. 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, July 31, 2026, at 9:30 a.m. – Director Cole is scheduled to attend
Friday, August 2026, at 9:30 a.m. – No meeting scheduled

Special Districts Association (SDA) of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October 20, 2026, at 6:00 p.m.; President Siegfried is scheduled to attend.
Tuesday, January (To Be Determined - TBD), 2027, at 6:00 p.m. – Attendance to be determined

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.

Note: Director Cole asked whether there could be a request to change the time of the Board meeting and requested to hear directly from staff. General Manager Barbara Buikema stated that staff will be polled and the matter will be brought back to the Board.

38. 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.

C. Public Employee Performance Evaluation
Pursuant to Government Code Section 54957, the Board will meet in closed session to consider a Personnel Matter: General Manager Performance Evaluation

The Board convened in closed session at 11:21 a.m. and adjourned the closed session at 11:42 a.m. The Board reconvened in open session at 11:44 a.m. Legal Counsel reported that, with respect to Items 38.A and 38.B, the Board gave direction to Counsel; otherwise, no reportable action was taken.

There being no further business to come before the Board, the meeting was adjourned at 11:44 a.m.

Adjournment

The next regular Board meeting will be held at 9:00 a.m. on Thursday, August 27, 2026, or on an alternative acceptable date. The following regular Board meeting will be held at 9:00 a.m. on Thursday, September 24, 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