CARMEL AREA WASTEWATER DISTRICT

Pension & Investment Long Term Investments

STANDING COMMITTEE MEETING MINUTES

1:00 p.m. Tuesday, August 6, 2026

Via teleconference and in-person

CALL TO ORDER - ROLL CALL:
The meeting was called to order at 1:26 p.m.

Present: Director Siegfried
Director Urquhart

**Signifies Virtual Attendance*

Other Attendees:

- Barbara Buikema, General Manager
- Kevin Young, Wastewater System Analyst
- Chuck Else, Osborne Partners Capital*

- **Absent:** none

1. **Appearances/Public Comments:** *Anyone wishing to address the Committee on a matter not appearing on the agenda may do so now. Public comment shall be limited to 3 minutes per person per topic. No action shall be taken on any item not appearing on the agenda.*

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

3. **INFORMATION/DISCUSSION ITEMS:**

   - *Discussion of subcontracting award in consulting contracts*

     Specifically as it relates to capital projects and subcontracting of service to a primary engineering firm that adds on a handling surcharge. Because of strains on the District's project management staffing we have engaged the engineering consultant to manage the public relations contract on various projects. They have charged from 5% to 15% surcharge for this service.

It was pointed out that it is frequently more efficient to combine contract management of a subcontractor with the primary engineering firm. In this example we discussed Public Outreach Services. A suggestion was made to place Public Outreach Services on a retainer.

No final resolution was reached. The committee's recommendation was to place this item on the full board agenda for discussion or have it included in Board retreat topics.

4. **ADJOURNMENT:** *The next regular Board meeting will be held at 9:00 a.m., Thursday, August 27, 2026, in person or with a teleconference webinar link. The following regular board meeting will occur on Thursday, September 24, 2026. The teleconference webinar is hosted through Zoom and you may receive access by visiting our website homepage, www.cawd.org, calling the District office at 831-624-1248 or via email at downstream@cawd.org.*

The Committee adjourned the meeting at 1:52 p.m.

AS REPORTED TO:

B. Buikema

Barbara Buikema, General Manager

APPROVED: Robert Siegfried

Robert Siegfried, President of the Board