



# CARMEL AREA WASTEWATER DISTRICT REGULAR BOARD MEETING MINUTES

*Thursday, 9:00 a.m., February 26, 2026*

**3945 Rio Road**

**Carmel, California 93923**

*Via Teleconference Webinar & In Person*

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**CALL TO ORDER – ROLL CALL** The meeting was called to order at 9:02 a.m.

*\*Signifies Virtual Attendance*

**Present:** President Bob Siegfried; Vice President/Pro Tem Urquhart; Directors Cole, Weiland, and White

**A quorum was present.**

**Absent:** None

**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  
Matt Green, Chief Plant Operator  
\*Daryl Lauer, Collections Superintendent, CAWD  
\*Kevin Young, Wastewater System Analyst, CAWD  
\*Director Jeffrey B. Froke, Ph.D. | Pebble Beach Community Services District (PBCSD)  
Nick Becker, General Manager, PBCSD  
Alex J. Lorca – Fenton & Keller, Attorneys at Law, CAWD Legal Counsel

**In Person Public Attendees:**

Hunter Leighton | Constituent  
Steve Thomas | TBC Communications

**\*Virtual Public Attendees:**

Michael (Guest)  
Observer (Guest)-left at 10:47 a.m.

**Cole (Present), Siegfried (Present), Urquhart (Present), Weiland (Present), White (Present)**

**1. *Appearances/Public Comments:*** *Anyone wishing to address the Board on a matter not appearing on the agenda may do so now. 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 was no public comment made.***

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

***There were no agenda changes.***

**3. *Hunter Leighton – Appeal Hearing Regarding the Accessory Dwelling Unit***

*Mr. Leighton presented documentation regarding his Accessory Dwelling Unit (ADU) appeal at the meeting that was provided to the Board and posted on the District website.*

**Requesting Board Decision**

***Following deliberation, the Board took action via a roll call vote, resulting in the denial of the appeal. President Siegfried and Director White voted in favor of the appeal request, and Directors Cole, Urquhart, and Weiland voted against the appeal. Based on the roll call vote, the appeal was denied.***

**4. *Introduction of New Associate Engineer, Alex Henson, P.E.:*** *Introduction by Patrick Treanor District Engineer,*

***Mr. Treanor introduced Alex Henson, Associate Engineer. Mr. Henson’s professional background includes civil and environmental engineering, water quality projects, dam and levee work, and environmental remediation. The Board welcomed Mr. Henson.***

**5. *Generator Maintenance Presentation, Chris Foley, Facilities Manager***

***Mr. Foley presented an overview of the emergency power infrastructure and maintenance protocols. The treatment plant operates dual generators with automatic failover capability. Additional resilience measures include portable generators, hardwired pump station connections, and routine preventive maintenance, testing, and fuel management.***

## **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.*

***A motion, as amended, to receive and approve the consent agenda was made by Director White and seconded by Director Urquhart. After a roll call vote, the Board unanimously received and approved the following consent calendar/agenda items.***

***There was no public comment on the consent agenda.***

- 6.** January 29, 2026 Regular Board Minutes, February 12, 2026 Budget Minutes, February 13, 2026 Budget Minutes, February 17, 2026 Budget to Everywhere Minutes
- 7.** Receive and Accept Bank Statement Review by CliftonLarsonAllen (CLA) – January 2026 (not available at time of Board meeting) & **December 2025 (included in board packet)**
- 8.** Receive and Accept Schedule of Cash Receipts & Disbursements – January 2026
- 9.** Approve Register of Disbursements – Carmel Area Wastewater District – January 2026
- 10.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – January 2026
- 11.** Receive and Accept Financial Statements and Supplementary Schedules – January 2026
- 12.** Receive and Accept Collection System Superintendent’s Report – January 2026, December & November 2025
- 13.** Receive and Accept Safety and Regulatory Compliance Report – January 2026
- 14.** Receive and Accept Treatment Facility Operations Report – January 2026, December & November 2025
- 15.** Receive and Accept Laboratory/Environmental Compliance Report – January 2026
- 16.** Receive and Accept Capital Projects Report/Implementation Plan
- 17.** Receive and Accept Project Summaries – Capital & Non-Capital
- 18.** Receive and Accept Facilities Manager Maintenance & Operations Report – January 2026
- 19.** Receive and Accept Source Control/Environmental Compliance Report – January 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. 2026-22;** A Resolution Authorizing the General Manager to Enter into a Contract with Eaton Corporation for a Switchgear Upgrade in Fiscal Year (FY) 2025-26 in an Amount Not to Exceed \$135K – *by Chris Foley, Facilities Manager*

*A motion adopting the resolution was made by Director Urquhart and seconded by Director White. Following a roll call vote, the Board unanimously passed Resolution No. 2026-22, authorizing the General Manager to enter into a contract with Eaton Corporation for a switchgear upgrade in fiscal year (FY) 2025-26 in an amount not to exceed \$135K.*

- 21. Resolution No. 2026-23;** A Resolution Approving the General Manager to Solicit Proposals for a Staff Compensation Study with Cost Not to Exceed \$50K – *by Chris Foley, Facilities Manager*

*A motion adopting the resolution, as amended, was made by Director Urquhart and seconded by Director White. Following a roll call vote, the Board unanimously passed Resolution No. 2026-23, approving the General Manager to solicit proposals for a staff compensation study with cost not to exceed \$50K.*

*The Board was in consensus to create an Ad Hoc Committee (Staff Compensation Study) and established a list of parameters, with President Siegfried and Director Urquhart as the committee members. They also suggested that staff join the committee.*

- 22. Resolution No. 2026-24;** Resolution of the Carmel Area Wastewater District (CAWD/District) Board Adopting a Technical Disruption Policy for Remote Participation During Board Meetings – *by Barbara Buikema, General Manager*

*A motion adopting the resolution, as amended, was made by Director White and seconded by Director Urquhart. Following a roll call vote, the Board unanimously passed Resolution No. 2026-24, adopting a technical disruption policy for remote participation during Board meetings.*

*A motion adopting the policy, as amended, was made by President Siegfried and seconded by Director Urquhart. Following a roll call vote, the Board directed that the policy state that the Board shall determine, on a case-by-case basis, whether the public interest is better served by resuming the meeting or reconvening at a later date.*

## COMMUNICATIONS

- 23. General Manager Report** – Report by General Manager, Barbara Buikema  
*Presented by Barbara Buikema, General Manager*

- *USGS Meeting On March 4<sup>th</sup>, 2026 -Location: Santa Cruz*
- *Board Retreat*

*The General Manager, Barbara Buikema, informed the Board that Muraski Publications was chosen to continue the newsletter for the District.*

## OTHER ITEMS BEFORE THE BOARD

- 24. Follow-Up Letter to the Reclamation Management Committee (RMC)  
De Lay & Laredo Legal Services Agreement** – Report by General Manager, Barbara Buikema

*The Board discussed the selection of legal counsel for the Reclamation Management Committee, including concerns related to authorization, conflicts of interest, and process transparency. The Board President directed that the matter be revisited in closed session at the next board meeting. The Board was in favor of upholding the agreement due to pending litigation, and Legal Counsel stated a memo/analysis will be provided. Following a roll call vote with Ayes From President Siegfried, and Directors; Cole & Urquhart, with a No vote from Directors Weiland & White.*

- 25. Summary of Monterey County Treasurer Report Q4 dated December 31, 2025  
Monterey County Treasurer Report Q4 – Report by General Manager, Barbara Buikema**

**Requesting Board Acceptance**

*A motion accepting the summary of Monterey County Treasurer Report Q4 dated December 31, 2025, was made by Director Urquhart and seconded by Director Weiland. Following a roll call vote, the Board unanimously accepted the report.*

- 26. Carmel Area Wastewater District-CalPERS Actuarial Report 2024 – Report by General Manager, Barbara Buikema**

**Requesting Board Acceptance**

*A motion accepting the 2024 Carmel Area Wastewater District-CalPERS actuarial report was made by Director Urquhart and seconded by Director White. Following a roll call vote, the Board unanimously accepted the report, but the Board is highly concerned about the long-term viability of CalPERS.*

- 27. Carmel Area Wastewater District Defined Benefit Plan July 1, 2025  
(Nicolay Consulting Actuarial Report)- Report by General Manager, Barbara Buikema**

*The General Manager, Barbara Buikema, reported that the District's pension plan is fully funded and that no additional contributions are recommended at this time.*

**Requesting Board Acceptance**

*A motion accepting the Carmel Area Wastewater District defined benefit plan actuarial report (Nicolay Consulting), dated July 1, 2025, was made by Director Urquhart and seconded by President Siegfried. Following a roll call vote, the Board unanimously accepted the report.*

- 28. Carmel Area Wastewater District's Portfolio Report Q4 (Osborne Partners Capital Management, LLC) – Report by General Manager, Barbara Buikema**

**Requesting Board Acceptance**

*A motion accepting the Carmel Area Wastewater District's portfolio report Q4 was made by President Siegfried and seconded by Director Cole. Following a roll call vote, the Board unanimously accepted the report.*

- 29. Budget Discussion Regarding Operations & Maintenance, Rate Model, Reserve Policy, and Capital Projects – Priorities for the Budget Committee – Report by General Manager, Barbara Buikema**

**Requesting Board Input**

*The Budget Committee requested additional guidance from the full Board regarding reserve policy, sea level rise funding, rate stability, inflation impacts, and long-term capital planning. Board members agreed to provide written direction to the General Manager and emphasized alignment between financial planning and future infrastructure and climate-related risks.*

- 30. Requesting Photo of the Board – Please remain after the meeting to take a group photo – Report by General Manager, Barbara Buikema**

**Requesting Board to Take Picture at the Meeting**

*The Board took the picture after the meeting adjourned as requested by President Siegfried.*

**INFORMATION/DISCUSSION ITEMS**

- 31. Reclamation Management Meeting, February 27, 2026-Report by General Manager, Barbara Buikema,**

*No Board questions regarding this report.*

- 32. Pebble Beach Community Service District Meeting – (January 30, 2026) – Report by Chris Foley, Facilities Manager**

*No Board questions regarding this report.*

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

*No Board questions regarding this report.*

- 34. Aegis Security Proposal- Report by Chris Foley, Facilities Manager**

*By consensus, the Board approved the formation of a Safety Ad Hoc Committee and appointed Directors Urquhart and White as members of the Committee.*

**35. 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.*

*There being no further business to come before the Board, the meeting was adjourned at 11:40 a.m.*

**36. 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](http://www.cawd.org). If you need assistance, please call the District office at 831-624-1248 or send an email to [downstream@cawd.org](mailto: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*  

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*Domine Barringer, Board Clerk*

**APPROVED:**

*Robert Siegfried*  

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*Robert Siegfried, President of the Board*