



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00a.m., September 22, 2016

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

D'Ambrosio _____ Rachel _____ Siegfried _____ Townsend _____ 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. Note: If you believe you possess any disability that would require special accommodations in order to attend this meeting, please call Carmel Area Wastewater District at 624-1248.
- 2. *Agenda Changes:*** Any requests to move an item forward on the agenda will be considered at this time.

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.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS

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. Approve Regular Board Meeting Minutes – August 25, 2016**

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"" - indicates no board attachment or oral report

"e" - indicates a separate insert is enclosed

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4.	Receive and Accept Bank Statement Review – July 2016	010
5.	Receive and Accept Schedule of Cash Receipts and Disbursements – August 2016	012
6.	Approve Register of Disbursements - Carmel Area Wastewater District – August 2016	015
7.	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – August 2016	018
8.	Receive and Accept Financial Statements and Supplementary Schedules - August 2016	019
9.	Receive and Accept Collection System Superintendent’s Report – August 2016	040
10.	Receive and Accept Treatment Facility Operations Report – June 2016, July 2016, and August 2016	043
11.	Receive and Accept Safety and Regulatory Compliance Report – August 2016	049
12.	Receive and Accept Laboratory/Environmental Compliance Report – August 2016	051
13.	Receive and Accept General Engineering Report- August 2016	054
14.	Receive and Accept Capital Improvement Project Status Report – August 2016	056
15.	Receive and Accept Plant Operations Report – August 2016	059
16.	Receive and Accept Maintenance Projects/Issues Status Report – August 2016	062

RESOLUTIONS/ORDINANCES

17.	Resolution No. 2016-32: A Resolution Authorizing The General Manager To Enter Into A Contract For Painting The Exterior Of The Administration Building At 3945 Rio Road And Approving A Budget Amendment To Add \$5,500 To The Project - <i>Report by Ralph Stevens, Maintenance Superintendent</i>	064
18.	Resolution No. 2016-33: A Resolution Authorizing The General Manager To Engage The Service Of A Treatment Plant Operator Or Intern For A Period Not To Exceed Four Months At A Pay Range Appropriate For Grade And Experience Of Candidate – <i>Report by Barbara Buikema, General Manager</i>	067
19.	Resolution No. 2016-34: A Resolution Declaring A 1997 Ford F-Series Pressure Cleaner Truck To Be Surplus District Property And Authorizing The General Manager To Sell The Vehicle To The City Of Greenfield For \$15,000 - <i>Report by Barbara Buikema, General Manager</i>	070

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- 20. Resolution No. 2016-35:** A Resolution Authorizing The General Manager To Execute **073**
An Amended Contract With Johnson Marigot Consulting, LLC For Professional
Services To Prepare Environmental Documentation And Permit Applications To
Repair A Portion Of The District Outfall In The Carmel Lagoon In An Amount Not To
Exceed \$51,900 – *Report by Drew Lander, Principal Engineer*

OTHER ITEMS BEFORE THE BOARD

- 21.** Temporary Contract Lab Analyst - *Report by Barbara Buikema, General Manager* **077**

INFORMATION/DISCUSSION ITEMS

- 22.** Construction Committee Meeting of September 15, 2016 – *Report by Barbara Buikema, General Manager* **080**
- 23.** Pebble Beach Community Services District: Regular Board Meeting of August 26, 2016 – *Report by Barbara Buikema, General Manager* **094**

STAFF & BOARD MEMBER REPORTS

Staff Reports include items for which verbal reports/presentation will be provided. If a specific presentation is planned, it will be listed and summary information may be included with the Agenda. Brief oral reports may be provided for items arising after the Agenda preparation. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda Item.

COMMUNICATIONS

- 24.** General Manager’s Report - *Oral Report by Barbara Buikema, General Manager* *
- 25.** 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 meeting is scheduled for:
Friday, September 23, 2016 at 9:30a.m. *Director D’Ambrosio is scheduled to attend.*

Reclamation Management Committee Meeting - The next meeting is scheduled for:
Thursday, November 10, 2016 at 9:30 a.m. *Directors Townsend and Siegfried are scheduled to attend.*

Special Districts Association of Monterey County - The next meeting is scheduled for:
Tuesday, October 18, 2016 at 6:00 pm. *Director Townsend is scheduled to attend.*

- 26. CLOSED SESSION:** *As permitted by Government Code, the Board will hold Closed Session as follow:*

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- A. Conference With Legal Counsel – Significant Exposure To Potential Litigation**
Pursuant to Government Code Section 54956.9(d) the Board will meet in closed session with Legal Counsel regarding one matter of significant exposure to litigation (Number of cases: one)

- B. Public Employee Performance Evaluation**
Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: General Manager Performance Evaluation

27. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, October 27, 2016** or an alternate acceptable date, in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923.*

NOTE: Staff reports and materials regarding these agenda items are available for public review Monday through Wednesday of the week immediately prior to the Board Meeting at the District Office or at www.cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District Office during normal business hours. Documents distributed at the meeting will be made available in the same manner.