



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00a.m., October 27, 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.

OTHER ITEMS BEFORE THE BOARD

- 3.** Appearance of Financial Auditor, Ralph A. Marcello, CPA, to respond to Board of Directors' Questions Prior To Issuance of the June 30, 2016 Audit *

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.

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

"e" - indicates a separate insert is enclosed

4. Approve Regular Board Meeting Minutes – September 22, 2016 003
5. Receive and Accept Bank Statement Review – August 2016 009
6. Receive and Accept Schedule of Cash Receipts and Disbursements – September 2016 011
7. Approve Register of Disbursements-Carmel Area Wastewater District–September 2016 014
8. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – September 2016 017
9. Receive and Accept Financial Statements & Supplementary Schedules-September 2016 018
10. Receive and Accept Collection System Superintendent’s Report – September 2016 040
11. Receive and Accept Treatment Facility Operations Report – July 2016, August 2016, and September 2016 043
12. Receive and Accept Safety and Regulatory Compliance Report – September 2016 049
13. Receive and Accept Laboratory/Environmental Compliance Report – September 2016 051
14. Receive and Accept General Engineering Report- September 2016 053
15. Receive and Accept Capital Improvement Project Status Report – September 2016 056
16. Receive and Accept Plant Operations Report – September 2016 060
17. Receive and Accept Maintenance Projects/Issues Status Report – September 2016 063

RESOLUTIONS/ORDINANCES

18. **Resolution No. 2016-36:** A Resolution Authorizing The General Manager To Enter Into A Contract For Painting The Exterior Of The Administration Building At 3945 Rio Road For \$19,955 - *Report by Barbara Buikema, General Manager* 065

OTHER ITEMS BEFORE THE BOARD

19. November/December 2016 Board Meeting Date - *Report by Barbara Buikema, General Manager* 072
20. May 2017 Board Meeting Date - *Report by Barbara Buikema, General Manager* 073

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INFORMATION/DISCUSSION ITEMS

21. Pebble Beach Community Services District: Regular Board Meeting of September 30, 2016 – *Report by Barbara Buikema, General Manager* **074**
22. State Parks Meeting of September 26, 2016 – *Report by Barbara Buikema, General Manager* **075**

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

23. General Manager's Report - *Oral Report by Barbara Buikema, General Manager* *
24. 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 meetings are scheduled for:
Friday, October 28, 2016 at 9:30a.m. *Director Siegfried is scheduled to attend.*
Friday, December 9, 2016 at 9:30a.m. *Director Townsend 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 -
Tuesday, October 18, 2016 at 6:00 p.m. *Director Townsend attended.*
The next meeting is scheduled for: Tuesday, January 17, 2016 at 6:00 pm. *Director Townsend is scheduled to attend.*

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

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

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26. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, December 8, 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.