



## CARMEL AREA WASTEWATER DISTRICT

### BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:00a.m., February 26, 2015

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## NOTICE & AGENDA

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### CALL TO ORDER - ROLL CALL

*D'Ambrosio \_\_\_\_\_ Cole \_\_\_\_\_ 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.*

### INFORMATION/DISCUSSION ITEMS

- 3. Treatment Plant Operators who passed examinations: - Mike Hooks - Operator I (Grade III) \***
- 4. CWEA 2014 Collection System of the Year Award (0-249 Miles)- \***

*"\*" - indicates no board attachment/oral report*

*"e" - indicates a separate insert is enclosed*

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## **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.*

<b>5.</b>	<b>Approve Regular Board Meeting Minutes of - January 29, 2015</b>	<b>3-12</b>
<b>6.</b>	<b>Receive and Accept Statement of Cash Receipts and Disbursements - January 2015</b>	<b>13-15</b>
<b>7.</b>	<b>Approve Register of Disbursements - Carmel Area Wastewater District (CAWD) - January 2015</b>	<b>16-18</b>
<b>8.</b>	<b>Approve Register of Disbursements - Reclamation Project - November and January 2015</b>	<b>19-20</b>
<b>9.</b>	<b>Receive and Accept Financial Statements and Supplementary Schedules- January 2015</b>	<b>21-48</b>
<b>10.</b>	<b>Receive and Accept Collection System Supervisor's Report - January 2015</b>	<b>49-50</b>
<b>11.</b>	<b>Receive and Accept Treatment Plant Operations Report - January 2015</b>	<b>51-56</b>
<b>12.</b>	<b>Receive and Accept Safety and Training Report - January 2015</b>	<b>57-59</b>
<b>13.</b>	<b>Receive and Accept Environmental Compliance Inspector's Report - January 2015</b>	<b>60-61</b>
<b>14.</b>	<b>Receive and Accept General Engineering Report- January 2015</b>	<b>62-63</b>
<b>15.</b>	<b>Receive and Accept Capital Improvement Project Status Report - January 2015</b>	<b>64-66</b>
<b>16.</b>	<b>Receive and Accept Internal Projects/Contracts Status Report - January 2015</b>	<b>67-70</b>

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- 17. **Receive and Accept Maintenance Current Mechanical Issues Report - January 2015** 71-72
- 18. **Receive and Accept Pension Committee minutes of February 18, 2014** 73-74

**RESOLUTIONS/ORDINANCES**

- 19. **Resolution No. 2015- 01; Resolution Of The Board Of Directors Of The Carmel Area Wastewater District Approving Topic No. 101, Addressing The District’s Intent To Comply With All Laws Concerning Availability Of Non-Exempt Public Records-Continued from January 2015 Board meeting - Report written by Board Clerk Dotty Hall** 75-85
- 20. **Resolution No. 2015- 05; A Resolution Adopting The Initial Study/Mitigated Negative Declaration For “WWTP Rehabilitation Project – Phase 1” - Report written by Principal Engineer Drew Lander** 86-115

**OTHER ITEMS BEFORE THE BOARD**

- 21. **Selection of Topics for CAWD Spring 2015 Newsletter- Report written by General Manager Barbara Buikema** 116
- 22. **Request to Change Meeting Dates - Report written by General Manager Barbara Buikema** 117-119
- 23. **Board Member 2015 Pension Committee Assignment - Report written by Board Clerk Dotty Hall** 120-121

**INFORMATION/DISCUSSION ITEMS**

- 24. **Pedestrian/Bicycle Trail in Rio Park - Report written by General Manager Barbara Buikema** 122-137
- 25. **Summary of Monterey County Treasurer Report - Report written by General Manager Barbara Buikema** 138-140
- 26. **Pension Committee Composition - Report written by General Manager Barbara Buikema** 141-142

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## 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.

- 27. General Manager's Report - Oral Report by Barbara Buikema, General Manager** \*

## COMMUNICATIONS

- 28. 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 Meeting - January 30, 2015** **143-144**

Director Siegfried attended; report written by General Manager Buikema.

**Reclamation Management Committee Meeting - The next meeting is scheduled for Friday, May 8, 2015 at 9:30 a.m. and Director's Townsend and Siegfried are scheduled to attend.** \*

**PBCSD Board Meeting Agenda - February 27, 2015** **145-147**

Director Townsend is scheduled to attend. The next meeting is scheduled for **March 27, 2015 at 9:30 a.m.** and Director Cole is scheduled to attend.

**Special Districts Association of Monterey County - The next meeting is scheduled for Tuesday, April 21, 2015 at 6:00 pm. and Director Townsend is scheduled to attend.** \*

## 29. CLOSED SESSION

### Conference with Legal Counsel -- Significant Exposure to Potential Litigation

- a. Pursuant to Government Code Section 54956.9(b), the Board will meet in closed session with Legal Counsel regarding one matter of significant exposure to litigation.

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### **30. ADJOURNMENT**

*The next Regular Meeting will be held at 9:00 a.m., Thursday, March 26, 2015 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](http://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.*