



CARMEL AREA WASTEWATER DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

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

NOTICE & AGENDA

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 Garrison - *
- Operator I (Grade II)

"*" - indicates no board attachment/oral report

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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.

4.	Approve Regular Board Meeting Minutes of - February 26, 2015	3-12
5.	Receive and Accept Bank Statement Review - February 2015	13-14
6.	Receive and Accept Statement of Cash Receipts and Disbursements - February 2015	15-17
7.	Approve Register of Disbursements - Carmel Area Wastewater District (CAWD) - February 2015	18-21
8.	Approve Register of Disbursements - Reclamation Project - February 2015	22
9.	Receive and Accept Financial Statements and Supplementary Schedules- February 2015	23-50
10.	Receive and Accept Collection System Supervisor's Report - February 2015	51-54
11.	Receive and Accept Treatment Plant Operations Report - February 2015	55-60
12.	Receive and Accept Safety and Training Report - February 2015	61-62
13.	Receive and Accept Environmental Compliance Inspector's Report - February 2015	63-64
14.	Receive and Accept General Engineering Report- February 2015	65-66
15.	Receive and Accept Capital Improvement Project Status Report - February 2015	67-69
16.	Receive and Accept Internal Projects/Contracts Status Report - February 2015	70-73
17.	Receive and Accept Maintenance Current Mechanical Issues Report - February 2015	74-76

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RESOLUTIONS/ORDINANCES

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| 18. | Resolution No. 2015- 07; A Resolution Amending The Employee Handbook To Provide Dental Benefits For Regular Part-Time Employees - Report by Barbara Buikema, General Manager | 77-80 |
| 19. | Resolution No. 2015-08; A Resolution Reclassifying The Maintenance Supervisor Position From Non-Exempt To Exempt- Report by Barbara Buikema, General Manager | 81-86 |
| 20. | Resolution No. 2015-09; Resolution Approving An Amendment To The District Reserve Policy To Restate The Definition Of Compensated Accrual Reserve - Report by Barbara Buikema, General Manager | 87-93 |
| 21. | Resolution No. 2015-10; A Resolution Authorizing (1) An Amendment To The 2014-2015 Budget Transferring \$400,750.00 From The Compensated Accruals Reserve And \$169,035.00 From The Rate Stabilization Reserve, And (2) Approving An Expenditure In The Total Amount Of Said Two Transfers For The Purpose Of Paying Off District's Unfunded Liability To CalPERS Of \$569,785.00 - Report by Barbara Buikema, General Manager | 94-136 |
| 22. | Resolution No. 2015-11; A Resolution Approving Plans And Specifications For Spot Repair Of Damaged Sewer Lines And Authorizing Staff To Call For Bids For The Work Under The Heading "Fy2014-2015 Collection System Sewer Line Repair Program" - Report by Drew Lander, Principal Engineer | 137-140 |

OTHER ITEMS BEFORE THE BOARD

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| 23. | Preliminary 2015-16 Budget - Report by Barbara Buikema, General Manager | 141-145
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| 24. | Preliminary 2015-16 Rate Model - Report by Barbara Buikema, General Manager | 146-155 |

INFORMATION/DISCUSSION ITEMS

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| 25. | LIMS Status - Report written by Lab Supervisor Hank Matz | * |
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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.

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

COMMUNICATIONS

27. 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 Regular Board Meeting - February 27, 2015 156-157
Director Townsend 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 Public Meeting Notice & Agenda - March 27, 2015 158-160
Director Cole is scheduled to attend. The next meeting is scheduled for April 24, 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.* *

Special CAWD Board Meeting - Subject to be discussed is the Long Term Capital Project Bid Award, *Monday, April 30, 2015 at 9:00 am. in the Board Room of the District Office, 3945 Rio Road, Carmel, CA 93923* *

28. ADJOURNMENT

The next Regular Meeting will be held at 9:00 a.m., Thursday, April 23, 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

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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.

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