



CARMEL AREA WASTEWATER DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:00 a.m., March 27, 2014

NOTICE & AGENDA

CALL TO ORDER - ROLL CALL

D'Ambrosio _____ Paboojian _____ 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.*

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.

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| 3. | Approve Regular Board Meeting Minutes of - February 27, 2014 | 3-12 |
| 4. | Receive and Accept Summary of Retirement Pension Plan Trustees Meeting Held - March 3, 2014 | 13-16 |
| 5. | Receive and Accept Statement of Cash Receipts and Disbursements - January/February 2014 | 17-22 |
| 6. | Approve Register of Disbursements - CAWD - January/February 2014 | 23-27 |
| 7. | Approve Register of Disbursements - Reclamation Project - January/February 2014 | 28-29 |
| 8. | Receive and Accept Income Statement and Budget to Actual - January/February 2014 | 30-56 |
| 9. | Receive and Accept Collection System Supervisor's Report - February 2014 | 57-58 |
| 10. | Receive and Accept Report on Treatment Plant Operations - February 2014 | 59-64 |
| 11. | Receive and Accept Safety Report - February 2014 | 65-66 |
| 12. | Receive and Accept Environmental Compliance Inspector's Report - February 2014 | 67-68 |
| 13. | Receive and Accept Engineer's Report-February 2014 | 69-70 |
| 14. | Receive and Accept Capital Improvement Project Status - February 2014 | 71-75 |

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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.

RESOLUTIONS

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|------------|--|--------------|
| 15. | Resolution No: 2014-08; A Resolution Revising The Fee For The Plumbing Permit/Inspection, As Adopted By Ordinance No. 85-1, Commencing April 1, 1985 -Report by Barbara Buikema, General Manager | 76-79 |
| 16. | Resolution No: 2014-09; Adopt A Resolution Authorizing Execution Of An Amendment To The Carmel Area Wastewater District Employees' Pension Trust - Report by Barbara Buikema, General Manager | 80-82 |
| 17. | Resolution No: 2014-10; Adopt A Resolution Approving The Addition To Staffing Levels For An Additional Senior Treatment Plant Operator - Report by Barbara Buikema, General Manager | 83-87 |
| 18. | Resolution No: 2014-11; A Resolution Approving Plans And Specifications And Authorizing A Call For Bids Under The Heading "FY 2013-2014 Manhole Rehabilitation Program (QTY 33)" - Report by Drew Lander, Principal Engineer | 88-91 |
| 19. | Resolution No: 2014-12; A Resolution Approving Plans And Specifications And Authorizing A Call For Bids Under The Heading "Fy2013-2014 Parking And Drainage At Treatment Plant Maintenance Shop". - Report by Drew Lander, Principal Engineer | 92-95 |

OTHER ITEMS BEFORE THE BOARD

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| 20. | Proposal for Assessment of CAWD's Strategic Asset Management Pension Plan Report by Barbara Buikema, General Manager | 96 |
| 21. | Preliminary 2014-15 Budget - Report by Barbara Buikema, General Manager | 98-104e |

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| 22. 2014-15 Preliminary Rate Model - Report by Barbara Buikema, General Manager | 105-114 |
| 23. CAWD Pension Plan Valuation Report - July 1, 2013 - Report by Barbara Buikema, General Manager | 115-135 |
| 24. Investment Policy Statement - Report by Barbara Buikema, General Manager | 136-147 |
| 25. Environmental Protection Barrier - Board Position - Report by Barbara Buikema, General Manager | 148-149 |
| 26. Letter of Support - Salinas & Carmel River Basins Study - Report by Barbara Buikema, General Manager | 150-152 |

INFORMATION/DISCUSSION ITEMS

| | |
|---|----------------|
| 27. Kennedy Jenks 3-D Presentation of Plant Upgrades | * |
| 28. CMMS Status - Report given by Karla Cristi, Administrative Assistant | * |
| 29. Replacement of Collection Unit #03 - Report by Drew Lander, Principal Engineer | 153-154 |
| 30. Letter From Third Graders of Junipero Serra School | 155 |
| 31. Treatment Plant Project Status Report - Oral Report by James Pinkevich, Plant Superintendent | * |
| 32. Form 700 Statement of Economic Interests - Reminder <u>Due by: April 1, 2014</u> | 156 |

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.

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33. General Manager's Report

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COMMUNICATIONS**34. Announcements on subjects of interest to the Board made by members of 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 - February 28, 2014**157**

(Director Siegfried and General Manager Buikema attended; report written by General Manager Buikema)

PBCSD Board Meeting Agenda - March 28, 2014**158-160**

(Director Townsend is scheduled to attend. The next meeting is scheduled for April 25th and Director Paboojian is scheduled to attend)

Reclamation Management Committee Meeting - Friday, May 9, 2014 at 9:30am

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(President White and Director Siegfried are scheduled to attend)

Special Districts Association of Monterey County - Tuesday, April 15, 2014 at 6:00pm

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(President Townsend and General Manager Buikema are scheduled to attend)

ADJOURNMENT

The next Regular Meeting will be held at 9:00 a.m., Thursday April 24, 2014 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.*

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