



CARMEL AREA WASTEWATER DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:00 a.m., April 24, 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.

3.	Approve Regular Board Meeting Minutes of - March 27, 2014	3-13
4.	Receive and Accept Bank Statement Review - February 2014	14-15
5.	Receive and Accept Statement of Cash Receipts and Disbursements - March 2014	16-18
6.	Approve Register of Disbursements - CAWD - March 2014	19-21
7.	Approve Register of Disbursements - Reclamation Project - March 2014	22
8.	Receive and Accept Income Statement and Budget to Actual - March 2014	23-35
9.	Receive and Accept Collection System Supervisor's Report - March 2014	36-37
10.	Receive and Accept Report on Treatment Plant Operations - March 2014	38-43
11.	Receive and Accept Safety Report - March 2014	44-46
12.	Receive and Accept Environmental Compliance Inspector's Report - March 2014	47-49
13.	Receive and Accept Engineer's Report-March 2014	50-51
14.	Receive and Accept Capital Improvement Project Status - March 2014	52-54

"" - indicates no board attachment

"e" - indicates a separate insert is enclosed

~ 2 ~

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

- | | | |
|------------|--|--------------|
| 15. | Resolution No: 2014-13; A Resolution Approving And Adopting Amendment To The LAFCO Cost Allocation Formula Approved By Independent Special Districts In Monterey County On June 13, 2002-Report By Barbara Buikema, General Manager | 55-74 |
| 16. | Resolution No: 2014-14; A Resolution Adopting A Recruitment And Retention Incentive Policy-Report By Barbara Buikema, General Manager | 75-83 |

OTHER ITEMS BEFORE THE BOARD

- | | | |
|------------|--|---------------|
| 17. | Proposed Change Of Date For May Board Meeting - Report by Barbara Buikema, General Manager | 84 |
| 18. | CAWD Pension Plan and Trust - Roles and Responsibilities - Report by Barbara Buikema, General Manager | 85-105 |

INFORMATION/DISCUSSION ITEMS

- | | | |
|------------|---|----------------|
| 19. | Time & Material Charge For Permit Services - Report by Barbara Buikema, General Manager | 106 |
| 20. | Treatment Plant Project Status Report- Oral Report by James Pinkevich, Plant Superintendent | * |
| 21. | New Case; Public Officials Not Required To Disclose Private Communications On Personal Devices - Memo by Rob Wellington, Legal Counsel | 107-108 |
| 22. | CAWD Burglary Status/Information Report - Report by Daryl Lauer, Collections Superintendent | 109-110 |
| 23. | CAWD Burglary Aftermath Report - Report by Barbara Buikema, General Manager | 111-112 |
| 24. | NPEDS Permit Violation on March 10, 2014 - Report by Barbara Buikema, General Manager | 113-114 |

""- indicates no board attachment

"e" - indicates a separate insert is enclosed

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.

- 25. General Manager's Report** *

COMMUNICATIONS

- 26. 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 - March 28, 2014 **115**

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

PBCSD Board Meeting Agenda - April 25, 2014 **116-118**

(Director Paboojian is scheduled to attend. The next meeting is scheduled for May 30, 2014 at 9:30 a.m. and President White is scheduled to attend)

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

(Director Townsend and Director Siegfried are scheduled to attend)

Special Districts Association of Monterey County - Tuesday, April 15, 2014 **119**

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

ADJOURNMENT

The next Regular Meeting will be held at 9:00 a.m., Thursday May 29, 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*

"" - indicates no board attachment

"e" - indicates a separate insert is enclosed

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.

"*"- indicates no board attachment

"e" - indicates a separate insert is enclosed