



## CARMEL AREA WASTEWATER DISTRICT

### BOARD OF DIRECTORS

#### REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:00 a.m., May 29, 2014

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## NOTICE & AGENDA

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### 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.*

<b>3.</b>	<b>Approve Regular Board Meeting Minutes of - April 24, 2014</b>	<b>3-11</b>
<b>4.</b>	<b>Approve Special Board Meeting Minutes of - May 19, 2104</b>	<b>12-13</b>
<b>5.</b>	<b>Receive and Accept Bank Statement Review - March and April 2014</b>	<b>14-17</b>
<b>6.</b>	<b>Receive and Accept Summary of Retirement Pension Plan Trustees Meeting Held- May 19, 2014</b>	<b>18-21</b>
<b>7.</b>	<b>Receive and Accept Statement of Cash Receipts and Disbursements - April 2014</b>	<b>22-24</b>
<b>8.</b>	<b>Approve Register of Disbursements - Carmel Area Wastewater District (CAWD) - April 2014</b>	<b>25-27</b>
<b>9.</b>	<b>Approve Register of Disbursements - Reclamation Project - April 2014</b>	<b>28-29</b>
<b>10.</b>	<b>Receive and Accept Income Statement and Budget to Actual - April 2014</b>	<b>30-43</b>
<b>11.</b>	<b>Receive and Accept Collection System Supervisor's Report - April 2014</b>	<b>44-45</b>
<b>12.</b>	<b>Receive and Accept Report on Treatment Plant Operations - April 2014</b>	<b>46-51</b>
<b>13.</b>	<b>Receive and Accept Safety Report - April 2014</b>	<b>52-54</b>
<b>14.</b>	<b>Receive and Accept Environmental Compliance Inspector's Report - April 2014</b>	<b>55-56</b>
<b>15.</b>	<b>Receive and Accept General Engineering Report-April 2014</b>	<b>57-59</b>

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

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16. Receive and Accept Capital Improvement Project Status - April 2014 60-62

### ***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***

17. Resolution No: 2014-14; A Resolution Adopting A Recruitment And Retention Incentive Policy And Authorizing Salary & Benefits Committee Authority To Approve Any Exceedance Of Administrative Authority 63-71
18. Resolution No: 2014-15; A Resolution Adopting The CAWD/PBCSD Fiscal Year 2014-15 Reclamation Project Budget 72-108
19. Resolution No: 2014-16; A Resolution Accepting The Lowest Responsible Bid For The Collections Department 2014 Rehabilitation Project Of 33 Manholes (Fy2013-2014 Manhole Rehabilitation Program (Qty 33) And Awarding Contract 109-112
20. Resolution No: 2014-17; A Resolution (1) Acknowledging An Emergency Wastewater Disposal Condition At 26435 Via Mallorca In Carmel, And (2) Determining To Allow Connection To District Sewer Services Prior To Completion Of Annexation Proceedings To Include Property At That Address In The District 113-117
21. Resolution No: 2014-18; Resolution Accepting The Lowest Responsible Bid For The Parking And Drainage Improvements At The Treatment Plant (Fy2013-2014 Parking And Drainage At Treatment Plant Maintenance Shop) And Awarding Contract 118-121
22. Resolution No: 2014-19; A Resolution Approving Plans And Specifications And Authorizing A Call For Bids Under The Heading "Fy2014-2015 Treatment Plant Perimeter Fence And Access Gate Replacement" 122-126

### ***OTHER ITEMS BEFORE THE BOARD***

23. Verizon Cell Tower Installation 127-129

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**INFORMATION/DISCUSSION ITEMS**

24. **Treatment Plant Project Status Report-** *Oral Report by James Pinkevich, Plant Superintendent* \*
25. **Summary of Monterey County Treasurer Report dated 03-31-14** -*Report written by General Manager Barbara Buikema* **130**

**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** \*

**COMMUNICATIONS**

27. **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 - April 25, 2014** **131-132**  
*(Director Paboojian and General Manager Buikema attended; report written by General Manager Buikema)*

**PBCSD Board Meeting Agenda - May 30, 2014** **133-135**  
*(President White is scheduled to attend. The next meeting is scheduled for June 27, 2014 at 9:30 a.m. and Director D'Ambrosio is scheduled to attend)*

**Reclamation Management Committee Meeting - Friday, May 9, 2014** **136-137**  
*(Director Townsend and Director Siegfried attended; report written by General Manager Buikema. The next meeting is scheduled for November 14, 2014.)*

**"\*"- indicates no board attachment**

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

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**Special Districts Association of Monterey County - Tuesday, July 15, 2014 at 6:00 p.m.** (*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 June 26, 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](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.*

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