



## CARMEL AREA WASTEWATER DISTRICT

# BOARD OF DIRECTORS REGULAR MEETING

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3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:00a.m., June 25, 2015

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## NOTICE & AGENDA

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### CALL TO ORDER - ROLL CALL

D'Ambrosio \_\_\_\_\_ Rachel \_\_\_\_\_ 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.

**PUBLIC HEARING, 9:00 A.M., or as soon thereafter as the matter may be taken up.**

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

"e" - indicates a separate insert is enclosed

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| 3. | Sewer User Fee Rates for Fiscal Year 2015-16 | 3-14 |
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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.*

**ORDINANCES**

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| 4. | An Ordinance Establishing Sewer Service Charges For Fiscal Year 2015-16 And Thereafter, Providing For The Collection Of Such Charges On The Tax Roll, And Providing Further That This Ordinance And The Charges Established Hereby And The Tax Collection Procedure Selected Herein Shall Remain In Effect Until Either The Said Charges Are Revised Or This Ordinance Is Otherwise Amended Or Repealed | 15-16 |
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**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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|-----|---|-------|
| 5.  | Approve Regular Board Meeting Minutes of - May 27, 2015                               | 18-27 |
| 6.  | Receive and Accept Bank Statement Review - May 2015                                   | 28-29 |
| 7.  | Receive and Accept Statement of Cash Receipts and Disbursements - May 2015            | 30-32 |
| 8.  | Approve Register of Disbursements - Carmel Area Wastewater District (CAWD) - May 2015 | 33-36 |
| 9.  | Approve Register of Disbursements - Reclamation Project - May 2015                    | 37    |
| 10. | Receive and Accept Financial Statements and Supplementary Schedules- May 2015         | 38-65 |

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<b>11.</b>	Receive and Accept Collection System Supervisor's Report - May 2015	<b>66-67</b>
<b>12.</b>	Receive and Accept Treatment Plant Operations Report - May 2015	<b>68-73</b>
<b>13.</b>	Receive and Accept Safety and Training Report - May 2015	<b>74-75</b>
<b>14.</b>	Receive and Accept Environmental Compliance Inspector's Report - May 2015	<b>76-77</b>
<b>15.</b>	Receive and Accept General Engineering Report- May 2015	<b>78-79</b>
<b>16.</b>	Receive and Accept Capital Improvement Project Status Report - May 2015	<b>80-82</b>
<b>17.</b>	Receive and Accept Internal Projects/Contracts Status Report - May 2015	<b>83-87</b>
<b>18.</b>	Receive and Accept Maintenance Current Mechanical Issues Report - May 2015	<b>88-90</b>

**RESOLUTIONS/ORDINANCES**

<b>19.</b>	Resolution No. 2015-22; Resolution Authorizing The Adoption Of The Carmel Area Wastewater District Annual Budget For The Fiscal Year 2014-15	<b>91-100</b>
<b>20.</b>	Resolution No. 2015-23; A Resolution Designating Classification Titles in the Carmel Area Wastewater District and Providing for the number of positions and Monthly Salary Ranges	<b>101</b>
<b>21.</b>	Resolution No. 2015-24; A Resolution Determining The Fiscal Year 2015-16 Tax Proceeds Appropriation Limitation For The Carmel Area Wastewater District	<b>102-105</b>
<b>22.</b>	Resolution No. 2015-25; A Resolution Certifying Compliance With State Law With Respect To The Levying Of General And Special Taxes, Assessments And Property Related Fees And Charges	<b>106-109</b>

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23. Resolution No. 2015-26; A Resolution Specifying The District Sewer Connection And Annexation Fees, As Adopted By Ordinance No. 85-2, Commencing July 1, 2015 **110-114**

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

24. California Special District Association (CSDA) 2015 Board election for Coastal Network, Region 5, Seat A - *Report written by Barbara Buikema, General Manager* **115-120**

### **INFORMATION/DISCUSSION ITEMS**

25. Letter from retired Director Suzanne Cole **121**
26. Sage View Pension Plan Review - *Report written by Barbara Buikema, General Manager* **122-123**
27. Annual Picnic and Flu Shots - *Report written by Barbara Buikema, General Manager* **124**
28. A Little Piece of CAWD History - *Report written by Barbara Buikema, General Manager* **125-140**
29. Locker Room Project - *Report written by Barbara Buikema, General Manager* **141-143**

### **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.*

### **COMMUNICATIONS**

30. General Manager's Report - *Oral Report by Barbara Buikema, General Manager* \*
31. Announcements on subjects of interest to the Board made by members of the Board or staff \*
- Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.*

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PBCSD Regular Board Meeting Report - May 29, 2015 144-145  
*Report written by General Manager Buikema; Director D'Ambrosio attended*

Reclamation Management Committee Meeting \*  
*The next meeting is scheduled for Friday, August 14, 2015 at 9:30 a.m. and Director's Townsend and Siegfried are scheduled to attend.*

PBCSD Board Public Meeting Notice & Agenda - June 26, 2015 146-149  
*Director D'Ambrosio is scheduled to attend. The next meeting is scheduled for June 26, 2015 at 9:30 a.m. and Director Siegfried is scheduled to attend.*

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

### **32. ADJOURNMENT**

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, July23, 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.*