



CARMEL AREA WASTEWATER DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923

(831) 624-1248

Thursday, 9:00 a.m., July 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.*

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.

"*"- indicates no board attachment

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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.

3.	Approve Regular Board Meeting Minutes of - June 26, 2014	3-14
4.	Receive and Accept Statement of Cash Receipts and Disbursements - June 2014	15-16
5.	Approve Register of Disbursements - Carmel Area Wastewater District (CAWD) - June 2014	17-21
6.	Approve Register of Disbursements - Reclamation Project - June 2014	22-23
7.	Receive and Accept Bank Statement Review - June 2014	24-25
8.	Receive and Accept Income Statement and Budget to Actual - June 2014	26-40
9.	Receive and Accept Collection System Supervisor's Report - June 2014	41-43
10.	Receive and Accept Report on Treatment Plant Operations - June 2014	44-49
11.	Receive and Accept Safety Report - June 2014	50-51
12.	Receive and Accept Environmental Compliance Inspector's Report - June 2014	52-53
13.	Receive and Accept General Engineering Report-June2014	54-55
14.	Receive and Accept Capital Improvement Project Status June 2014	56-58

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RESOLUTIONS/ORDINANCES

- | | | |
|------------|--|--------------|
| 15. | Resolution No: 2014- 28; Resolution Certifying Review Of District Conflict Of Interest Code | 59-64 |
| 16. | Resolution No: 2014- 29; Resolution Approving A Joint Meeting With The City Of Carmel By The Sea | 65-66 |
| 17. | Resolution No: 2014- 30; A Resolution Authorizing The General Manager To Execute An Amendment To An Agreement With Kennedy/Jenks Consultants For Professional Services For Wastewater Treatment Plant Rehabilitation To Add A Contingency Fee In The Amount Of \$140,000.00 | 67-74 |
| 18. | Resolution No: 2014- 31; A Resolution Authorizing (1) An Amendment To The 2014-2015 Budget Transferring \$300,000.00 From The Capital Improvement Reserves For Rehabilitation Of The Waste Gas Burner, And (2) An Amendment To The Kennedy/Jenks Wastewater Treatment Plant Rehabilitation Contract To Provide For Said Waste Gas Burner Rehabilitation | 75-79 |

OTHER ITEMS BEFORE THE BOARD

- | | | |
|------------|---|---------------|
| 19. | Board Appointee Performance Evaluation Process | 80-89 |
| 20. | Update on Proposed Plant Design for Modular Locker Room, Lunch Room, and Meeting Space | 90-100 |

INFORMATION/DISCUSSION ITEMS

- | | | |
|------------|---|----------------|
| 21. | Treatment Plant Project Status Report- <i>Oral Report by James Pinkevich, Plant Superintendent</i> | * |
| 22. | CASA 59th Annual Conference - Monterey | 101-105 |
| 23. | Annual Picnic-Potential Dates | 106 |

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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.

24. General Manager's Report ***COMMUNICATIONS****25. 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 Board Meeting - June 27, 2014 **107-108**

Director Townsend attended; report written by General Manager Buikema

PBCSD Board Meeting Agenda - July 25, 2014 **109-112**

*Director Siegfried is scheduled to attend. The next meeting is scheduled for **August 29, 2014 at 9:30 a.m.** and President White is scheduled to attend*

Reclamation Management Committee Meeting - The next meeting is scheduled for Friday, November 14, 2014. ***Special Districts Association of Monterey County - July 15, 2014** **113-114**
Director Townsend attended; report written by General Manager Buikema

CLOSED SESSION: As permitted by Government Code, Section 54965 et seq., the Board will hold Closed Session as follows

- A. Personnel Matter** *e*
- 1. Goals and accomplishments of the General Manager and the District**
 - 2. Public Employee Evaluation Procedure-General Manager and District Counsel**

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ADJOURNMENT

The next Regular Meeting will be held at 9:00 a.m., Thursday August 28, 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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