

**CARMEL AREA WASTEWATER DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
3945 Rio Road, Carmel, CA 93923 (831) 624-1248**

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**NOTICE & AGENDA  
Thursday, 9:30 a.m., August 22, 2013**

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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 per topic. 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 per topic 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**

**PAGE NO.**

*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 - July 25, 2013                            | 3-8   |
| 4. Approve Register of Disbursements-CAWD - July 2013                                  | 9-11  |
| 5. Approve Register of Disbursements - Reclamation Project - July 2013                 | 12    |
| 6. Approve Authorization to Destroy Obsolete Records                                   | 13    |
| 7. Receive and Accept the Treasurer's Report of Investments - QTR Ending June 30, 2013 | 14-33 |
| 8. Receive and Accept Statement of Cash Receipts and Disbursements - July 2013         | 34-35 |
| 9. Receive and Accept Income Statement and Budget to Actual - July 2013                | e     |
| 10. Receive and Accept Collection System Supervisor's Report - July 2013               | 36-38 |

*"" - indicates no board attachment*

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

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11. Receive and Accept Report on Treatment Plant Operations - July 2013	39-47
12. Receive and Accept Safety Report - July 2013	48-50
13. Receive and Accept Environmental Compliance Inspector's Report - July 2013	51-52
14. Receive and Accept Capital Improvement Program Project Status - July 2013	53-55
15. Receive and Accept Engineer's Report - July 2013	56-62e

**ACTION ITEMS BEFORE THE BOARD**

**PAGE NO.**

*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.*

16. Request for Direction - Parity Data from Private Wastewater Operators - <i>Report by General Manager Buikema</i>	63-66
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**RESOLUTIONS**

17. Resolution No. 2013-28, "A Resolution Authorizing Membership in the Special Districts Association of Monterey County and Designating District Representatives."	67-71
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**OTHER ITEMS BEFORE THE BOARD**

**PAGE NO.**

**INFORMATION/DISCUSSION ITEMS**

18. Electrical System Assessment and Repair Status - <i>Report by Plant Superintendent James Pinkevich</i>	*
19. Maintenance Software Project Status - <i>Report by Plant Superintendent James Pinkevich</i>	*
20. State Water User Fee Rate Survey 2012-13 - <i>Report by General Manager Barbara Buikema</i>	72-78
21. Annual Picnic and Flu Shots - <i>Report by General Manager Barbara Buikema</i>	79
22. Estimated Costs of Room Foaming to CAWD - <i>Report by Collections Superintendent Daryl Lauer</i>	80-81
23. Presentation on Recent Staff Trainings - <i>Report by Safety Officer Joe Gregory</i>	*

**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.*

"\*" - indicates no board attachment

"e" - indicates a separate insert is enclosed

**24. General Manager's Report**

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**COMMUNICATIONS**

**25. Board Members or staff may wish to make announcements on items of interest to the Board.**

A. *Oral reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.*

***PBCSD Board Meeting - July 26 2013*** **82-83**  
*(President Townsend and General Manager Buikema attended; report written by Ms. Buikema)*

***PBCSD Board Meeting Agenda - August 30, 2013*** **84-86**  
*(Director D'Ambrosio is scheduled to attend. The next meeting is scheduled for September 27, 2013 and President Townsend is scheduled to attend)*

***Reclamation Management Committee Meeting - October or November, 2013*** **\***  
*(Directors White and Siegfried are scheduled to attend)*

**ADJOURNMENT**

*The next Regular Meeting will be held at 9:30 a.m., Thursday September 26, 2013 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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