

**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., March 28, 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.*
  
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                      PAGE  
NO. 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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| 3. Approve Regular Board Meeting Minutes of February 28, 2013              | 3-8   |
| 4. Approve Register of Disbursements-CAWD - February 2013                  | 9-11  |
| 5. Approve Register of Disbursements - Reclamation Project - February 2013 | 12    |
| 6. Receive Statement of Cash Receipts and Disbursements - February 2013    | 13-15 |
| 7. Receive Income Statement and Budget to Actual - February 2013           | 16-27 |
| 8. Receive Bank Statement Review - January and February 2013               | 28-31 |
| 9. Receive Collection System Supervisor's Report - February 2013           | 32-34 |
| 10. Receive Report on Treatment Plant Operations - February 2013           | 35-44 |
| 11. Receive Safety Report - February 2013                                  | 45-46 |
| 12. Receive Environmental Compliance Inspector's Report - February 2013    | 47-48 |
| 13. Receive Capital Improvement Program Project Status - February 2013     | 49-51 |
| 14. Receive Engineers Report - February 2013                               | 52-53 |

*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.*

*\*\*- indicates no board attachment*

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

**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.*

- 15. **Board selection of topics for CAWD Spring 2013 Newsletter**

54

**RESOLUTIONS**

- 16. **Resolution No. 2013-09:** "A Resolution Revising the Fee for the Discharge of Waste Grease to the District's Grease Receiving Facility, as Adopted by Ordinance no. 2011-01, Commencing May 1, 2012."

55-64

- 17. **Resolution No. 2013-10:** "A Resolution of Support by the Carmel Area Wastewater District (CAWD) for the Proposed Sphere of Influence Amendment and Annexation Applications of the Doyle (APN 015-042-023), Rubenstein (APN 015-043-007, 018, 019 AND 031) AND Bethea (APN 009-052-016) Properties."

65-72

- 18. **Resolution No. 2013-11:** "A Resolution Authorizing The General Manager To Execute An Agreement With Kennedy/Jenks Consultants For Professional Services To Reduce The Risk Of Failure Of The Carmel Meadows Gravity Sewer."

73-80

- 19. **Resolution No. 2013-12:** "A Resolution Authorizing The General Manager To Execute An Agreement With Kennedy/Jenks Consultants For The Development Of Final Design Documents Relating To The Placement And Installation Of The Interim Digester Improvement Equipment."

81-92

**OTHER ITEMS BEFORE THE BOARD**

**INFORMATION/DISCUSSION ITEMS**

- 20. **Electrical System Assessment and Repair Status**

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- 21. **Maintenance Software Project Status**

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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.*

- 22. **General Manager's Report**

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"e" - indicates a separate insert is enclosed

## COMMUNICATIONS

### 23. 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.

<i>Reclamation Management Committee Meeting - February 1, 2013 (Directors Siegfried and White attended)</i>	*
<i>PBCSD Board Meeting, Draft Minutes -February 22, 2013 (Director D'Ambrosio and General Manager Buikema attended; report written by Ms. Buikema)</i>	93-99
<i>PBCSD Board Meeting Agenda - March 22, 2013 (Director Siegfried is scheduled to attend)</i>	100-102
<i>Special Districts Association of Monterey County - Next meeting is scheduled for April 16, 2013 at the Shoreline Conference Center in Marina (Directors Townsend and Paboojian are scheduled to attend)</i>	*
<i>Meeting with Kennedy/Jenks for Development of the Carmel Area Wastewater District's Long Term Capital Plan - April 11, 2013, 10:00 am - 12:00 pm.</i>	*
<i>Budget Committee Meeting - March 22, 2013 and March 25, 2013 (Director's D'Ambrosio and Siegfried, General Manager Buikema and Principal Engineer Lander attended the March 22nd meeting and are scheduled to attend the March 25th meeting.)</i>	*

## ADJOURNMENT

*The next Regular Meeting will be held at 9:30 a.m., Thursday April 25, 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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