

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

NOTICE & AGENDA

Thursday, 9:30 a.m., April 25, 2013

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 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 - March 28, 2013 | 3-9 |
| 4. Approve Summary of Pension Plan Trustees Meeting - April 15, 2013 | 10-13 |
| 5. Approve Special Board Meeting Minutes of - April 11, 2013 | 14-15e |
| 6. Approve Register of Disbursements-CAWD - March 2013 | 16-18 |
| 7. Approve Register of Disbursements - Reclamation Project - March 2013 | 19 |
| 8. Receive Statement of Cash Receipts and Disbursements - March 2013 | 20-22 |
| 9. Receive Income Statement and Budget to Actual - March 2013 | e |
| 10. Receive Bank Statement Review - March 2013 (Unavailable) | -- |
| 11. Receive Collection System Supervisor's Report - March 2013 | 23-30 |
| 12. Receive Report on Treatment Plant Operations - March 2013 | 31-33 |
| 13. Receive Safety Report - March 2013 | 34 |
| 14. Receive Environmental Compliance Inspector's Report - March 2013 | 35-36 |
| 15. Receive Capital Improvement Program Project Status - March 2013 | 37 |
| 16. Receive Engineers Report - March 2013 | 38-39 |

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.

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"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.

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| 17. Staff is requesting the Board to provide direction on the placement of the boardroom television screen and pass a motion affirming said action. | 40 |
| 18. Staff is requesting the Board to assign an alternate Board member to attend the next Reclamation Management Meeting scheduled for May 17, 2013. | 41 |
| 19. Review and Approve Prop. 218 Notification Letter | 42-44 |
| 20. Staff is requesting the Board to approve a motion authorizing its Special District Association representative authority to vote in the affirmative on the California Special District Association (CSDA) Chapter Affiliation Agreement. | 45-53 |
| 21. Preliminary Review of Proposed Budget, 2013-14 | 54-60e |
| 22. Preliminary Review of Proposed Rate Model, 2013-14 | 61-62e |

OTHER ITEMS BEFORE THE BOARD

INFORMATION/DISCUSSION ITEMS

- | | |
|--|--------|
| 23. Electrical System Assessment and Repair Status | * |
| 24. Maintenance Software Project Status | * |
| 25. SAM Pension Plan Valuation | 63-64 |
| 26. Cell Tower - Draft Lease Agreement Version #2 | 65-67e |
| 27. Recognition of CAWD's Plant Senior Operator, Christian Schmidt, and Safety and Compliance Officer, Joseph Gregory for achieving their Certificates of Competence as a Grade III Water Treatment Plant Operator and for their promotions. | * |
| 28. Welcome new Plant Operator I, Michael Hooks | * |

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.

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| 29. General Manager's Report | * |
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COMMUNICATIONS

30. 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.*

Reclamation Management Committee Meeting - May 17, 2013 (Directors Siegfried and White are scheduled to attend. Director Siegfried will be unable to attend) *

PBCSD Board Meeting, Draft Minutes -March 29, 2013 (Director Siegfried and General Manager Buikema attended; report written by Ms. Buikema) **68-75**

PBCSD Board Meeting Agenda - April 26, 2013 (President Townsend is scheduled to attend. The next meeting is scheduled for May 31, 2013 and Director Paboojian is scheduled to attend)) **76-78**

Special Districts Association of Monterey County - April 16, 2013 at the Shoreline Conference Center in Marina (President Townsend, Director Paboojian and General Manager Buikema attended; report written by Ms. Buikema) **79**

Salary and Benefits Committee Meeting-April 17, 2013 (Directors White and D'Ambrosio attended with General Manager Buikema) *

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

- 31.** A Personnel Matter
1. General Manager's Compensation

ADJOURNMENT

The next Regular Meeting will be held at 9:30 a.m., Thursday May 23, 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. 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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