



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00a.m., May 25, 2017

NOTICE & AGENDA

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.

OTHER ITEMS BEFORE THE BOARD

- 3. Employee & Acknowledgements:** *
 - Ryan Reynaud has achieved the CWEA Grade II Mechanical Technologist certification.

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.

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
**"- indicates no board attachment or oral report
"e" - indicates a separate insert is enclosed

Agenda for separate consideration.

- 4.** Approve Regular Board Meeting Minutes – April 27, 2017 **003**
- 5.** Receive and Accept Bank Statement Review – March 2017 **009**
- 6.** Receive and Accept Schedule of Cash Receipts and Disbursements – April 2017 **011**
- 7.** Approve Register of Disbursements-Carmel Area Wastewater District – April 2017 **014**
- 8.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – April 2017 **017**
- 9.** Receive and Accept Financial Statements & Supplementary Schedules – April 2017 **018**
- 10.** Receive and Accept Collection System Superintendent’s Report – April 2017 **040**
- 11.** Receive and Accept Treatment Facility Operations Reports – February 2017, March 2017, and April 2017 **044**
- 12.** Receive and Accept Safety and Regulatory Compliance Report- April 2017 **050**
- 13.** Receive and Accept Laboratory/Environmental Compliance Report – April 2017 **052**
- 14.** Receive and Accept General Engineering Report- April 2017 **058**
- 15.** Receive and Accept Capital Improvement Project Status Report – April 2017 **060**
- 16.** Receive and Accept Plant Operations Report – April 2017 **064**
- 17.** Receive and Accept Maintenance Projects Report and Monthly Action Items Report – April 2017 **067**

RESOLUTIONS/ORDINANCES

- 18. Resolution No. 2017-12:** A Resolution Adopting The CAWD/PBCSD Fiscal Year 2017-18 Reclamation Project Budget - *Report by Barbara Buikema, General Manager* **070**
- 19. Resolution No. 2017-13:** A Resolution Authorizing The General Manager To Enter Into A Contract On Behalf Of The Cclean Participants In An Amount Not To Exceed \$463,618 With Applied Marine Sciences For Cclean Program Management In Fiscal Year 2017-18 - *Report by Barbara Buikema, General Manager* **098**
- 20. Resolution No. 2017-14:** A Resolution Recognizing The Urgency To Act Due To External Constraints For The Repair Of The Larson Field Trunk Sewer Main And Authorizing The General Manager To Award A Sewer Repair Contract Without Competitive Bidding And Amend The 2016-17 Budget From Capital Reserves In An Amount Not To Exceed \$220,000 **101**

"" - indicates no board attachment or oral report

"e" - indicates a separate insert is enclosed

OTHER ITEMS BEFORE THE BOARD

- 21.** Highlands Sanitary Association: Cost Analysis For CAWD To Take Over Ownership And Maintenance of Sewer Lines – *Report by Daryl Lauer, Collection Superintendent* **106**
- 22.** Highlands Sanitary Association: Request For Reimbursement of New Connections – *Report by Barbara Buikema, General Manager* **118**

INFORMATION/DISCUSSION ITEMS

- 23.** Pebble Beach Community Services District: Regular Board Meeting of April 28, 2017 – *Report by Barbara Buikema, General Manager* **165**
- 24.** Reclamation Management Committee Meeting of May 12, 2017 – *Report by Barbara Buikema, General Manager* **167**
- 25.** Summary of Monterey County Treasurer Report of March 31, 2017 – *Report by Barbara Buikema, General Manager* **168**
- 26.** La Bicyclette: Written Warning of Mechanical Violation In March 2017 – *Report by Barbara Buikema, General Manager* **170**
- 27.** CAWD Annual Employee BBQ 11:30am-2:00pm on July 21, 2017 – *Report by Barbara Buikema, General Manager* **172**

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

- 28.** General Manager’s Report - *Oral Report by Barbara Buikema, General Manager* *
- 29.** 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.* *

PBCSD Board Public Meeting Notice & Agenda – The next PBCSD meetings are scheduled for:
Friday, May 26, 2017 at 9:30a.m. *Director Townsend is scheduled to attend.*
Friday, June 30, 2017 at 9:30a.m. *Director Rachel is scheduled to attend.*

Reclamation Management Committee Meeting – The next RMC meeting is scheduled for:
Friday, August 11, 2017 at 9:30 a.m. *Director Townsend and President White are scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, July 18, 2017 at 6:00 pm. *Director Townsend is schedule to attend.*

“” - indicates no board attachment or oral report*

“e” - indicates a separate insert is enclosed

30. CLOSED SESSION: *A closed session of the Board is not planned, but may be held if necessary for certain limited purposes authorized pursuant to California Government Code.*

31. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, June 22, 2017** 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.