



# CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248  
**Thursday, 9:00a.m., October 26, 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.

### 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.

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| <b>3.</b> | Approve Regular Board Meeting Minutes of September 28, 2017                     | <b>003</b> |
| <b>4.</b> | Approve Special Board Meeting Minutes of October 12, 2017                       | <b>011</b> |
| <b>5.</b> | Receive and Accept Bank Statement Review By Hayashi Wayland – August 2017       | <b>013</b> |
| <b>6.</b> | Receive and Accept Schedule of Cash Receipts and Disbursements – September 2017 | <b>015</b> |

"\*" - indicates no board attachment or oral report

"e" - indicates a separate insert is enclosed

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| 7.  | Approve Register of Disbursements - Carmel Area Wastewater District – September 2017                 | 018 |
| 8.  | Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – September 2017                  | 021 |
| 9.  | Receive and Accept Financial Statements and Supplementary Schedules – September 2017                 | 022 |
| 10. | Receive and Accept Collection System Superintendent’s Report – September 2017                        | 045 |
| 11. | Receive and Accept Treatment Facility Operations Report – July 2017, August 2017, and September 2017 | 048 |
| 12. | Receive and Accept Laboratory/Environmental Compliance Report – September 2017                       | 054 |
| 13. | Receive and Accept General Engineering and Maintenance Report- September 2017                        | 060 |
| 14. | Receive and Accept Plant Operations Report – September 2017  | 062 |

**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.*

**RESOLUTIONS/ORDINANCES**

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| 15. | <b>Resolution No. 2017-46;</b> A Resolution Ratifying The General Manager’s Authorization Of A Contract With Kennedy Jenks Consultants For Professional Engineering Services, Final Design Services For Lagoon Crossing Project In An Amount Not To Exceed \$120,451 And Allocation Of \$96,618 From General Capital Reserves - <i>Report By Drew Lander, Principal Engineer</i> | 065 |
| 16. | <b>Resolution No. 2017-47;</b> A Resolution Authorizing The General Manager To Enter Into A Contract With Pulsed Hydraulics Inc For An Amount Not To Exceed \$43,000 To Sole Source With Pulsed Hydraulics, Inc (PHI) A Flow Equalization Basin (FEB) Mixing System - <i>Report By Edward Waggoner, Operations Superintendent</i>  | 084 |
| 17. | <b>Resolution No. 2017-48;</b> A Resolution Authorizing The General Manager To Extend The Service Of A Temporary Treatment Plant Operator For A Third Extension Not To Exceed Four Months - <i>Report By Barbara Buikema, General Manager and Edward Waggoner, Operations Superintendent</i>   | 090 |

**INFORMATION/DISCUSSION ITEMS**

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|-----|---|-----|
| 18. | Construction Committee Meeting of September 21, 2017 – <i>Report by Barbara Buikema, General Manager</i>                                  | 093 |
| 19. | Pebble Beach Community Services District: Regular Board Meeting Of September 29, 2017 – <i>Report by Barbara Buikema, General Manager</i> | 104 |

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

## 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

**20.** General Manager's Report - *Oral Report by Barbara Buikema, General Manager* \*

**21.** 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, October 27, 2017 at 9:30a.m. *Director Townsend is scheduled to attend.*  
Friday, December 8, 2017 at 9:30a.m. *Director White is scheduled to attend in place of Director Rachel.*

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

### **Special Districts Association of Monterey County–**

Director Townsend attended the SDA meeting on Tuesday, October 17, 2017.

The next SDA meeting is scheduled:

Tuesday, January 18, 2018 at 6:00 pm. *Director Townsend is schedule to attend.*

**22. 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.*

## 23. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, December 7, 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](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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