



## **CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING**

*In-person or by Teleconference Webinar*

*3945 Rio Road, CA 93923*

*Phone: (831)624-1248*

*Thursday, 9:00 a.m., May 30, 2024*

*Board Members will be attending this meeting In-Person (or otherwise virtually via applicable teleconferencing provisions set forth in the Brown Act).*

*The public may attend this meeting under either option of a hybrid format: In-person, as noted above, or virtually. Please note that the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The District will try and resolve any technical issues as quickly as possible.*

*To access the meeting via Zoom please visit our website homepage at [www.cawd.org](http://www.cawd.org) or call 1 (669) 900-9128 or 1 (346) 248-7799 and use Webinar ID: 837 5425 5046 Password: 222728.*

*If you would like to comment on any item on the Agenda or an item not on the Agenda, please submit those in writing to our office at 3945 Rio Road, Carmel CA 93922 or via email at [downstream@kawd.org](mailto:downstream@kawd.org), at least 24 hours before the meeting. You may also submit comments via the "Chat" function available during the teleconference webinar online. All participants have access during the meeting to be recognized and utilize the platform to speak. Please use the virtual "raised hand" to be acknowledged. Please note: all regular meetings of the Carmel Area Wastewater District are recorded via Zoom.*

*If you need assistance in accessing this information, please call the CAWD office at 831-624-1248, Monday through Friday, 8:00 am to 5:00 pm.*

### **ADA Compliance Statement**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Carmel Area Wastewater District administrative office at (831)624-1248, Monday through Friday, 8:00 am to 5:00 pm. Notification prior to the meeting will enable CAWD to make reasonable arrangement to ensure accessibility to this meeting.*

# NOTICE & AGENDA

## CALL TO ORDER - ROLL CALL

Cole \_\_\_\_\_ Rachel \_\_\_\_\_ Siegfried \_\_\_\_\_ Urquhart \_\_\_\_\_ 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. 02
2. **Agenda Changes:** Any requests to move an item forward on the agenda will be considered at this time.
3. Introduction of Aleksandra Kalnozola – new analyst
4. Recognition of Seth Steele-Freitas -Passed Grade II and promoted to Collection Worker II
5. Monterey Peninsula Certificate of Appreciation For The Districts Outstanding Contribution As A Valued Employer and Partner. 08

## CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO CURRENT YEAR

*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.*

6. April 25,2024 Regular Board Meeting Minutes 09  
May 15 , 2024 Bridge To Everywhere Minutes
7. Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)- 20
8. Receive and Accept Schedule of Cash Receipts & Disbursements- 22  
April 2024
9. Approve Register of Disbursements – Carmel Area Wastewater District- 25  
April 2024
10. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – 29  
April 2024
11. Receive and Accept Financial Statements and Supplementary Schedules – 31  
April 2024
12. Receive and Accept Collection System Superintendent’s Report – 52  
April, February & January 2024

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

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

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<b>13.</b>	Receive and Accept Safety and Regulatory Compliance Report – April 2024	57
<b>14.</b>	Receive and Accept Treatment Facility Operations Report – April, March, February 2024	59
<b>15.</b>	Receive and Accept Laboratory/Environmental Compliance Report – April 2024	65
<b>16.</b>	Receive and Accept Capital Projects Report/Implementation Plan	67
<b>17.</b>	Receive and Accept Project Summaries – Capital & Non-Capital	69
<b>18.</b>	Receive and Accept Plant Operations Report – April 2024	91
<b>19.</b>	Receive and Accept Maintenance Projects Report – April 2024	94
<b>20.</b>	Receive and Accept Source Control-Environmental Compliance Report- May 2024	97

## **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**

<b>21.</b>	<b>Resolution No. 2024-26</b> – A Resolution Approving the Insertion of “Maintenance” into the Collection Maintenance Classification Titles Under the Designating Classification Titles In The Carmel Area Wastewater District And Providing For The Number Of Positions And Monthly Salary Ranges For <u>Represented Employees</u> - <i>Report by General Manager, Barbara Buikema</i>	99
<b>22.</b>	<b>Resolution No 2024-27-</b> A Resolution Adopting The Carmel Area Wastewater District (CAWD)/Pebble Beach Community Service District (PBCSD) Fiscal Year 2024-2025 Reclamation Project Budget- <i>Report by General Manager, Barbara Buikema</i>	101
<b>23.</b>	<b>Resolution No. 2024-28</b> –KJ 15 Year Capital Budget requesting a resolution for an award of \$349,250 for a professional services contract with Kennedy Jenks for the Microfiltration/Reverse Osmosis and Tertiary System 15-year Capital Improvements Program Master Plan Phase 2- <i>Report by Principal Engineer, Jeff Bandy</i>	142
<b>24.</b>	<b>Resolution No. 2024-29</b> Resolution Ordering An Election, Requesting The County Elections Department To Conduct The Election, And Requesting Consolidation Of The Election- <i>Report by General Manager, Barbara Buikema</i>	159
<b>25.</b>	<b>Resolution No. 2024-30</b> A Resolution Authorizing The General Manager To Execute An Amendment To An Existing Professional Services Agreement With MNS Engineers, Inc. In An Amount Not To Exceed \$19,501 For Preparation Of A Cultural Resources Monitoring Plan For The Scenic Road Sewer Main Rehabilitation Project (Project #20-08)- <i>Report by District Engineer, Patrick Treanor</i>	174

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

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

- 26. Resolution No. 2024-31** A Resolution Authorizing The General Manager To Execute A Purchase Order For Ten (10) Smartcovers From Hadronex, Inc. (Smartcover) In An Amount Not To Exceed \$55,622.60- *Report by District Engineer, Patrick Treanor* 186
- 27. Resolution No. 2024-32** A Resolution Authorizing The General Manager To Execute A General Services Agreement With Parkson Corporation In An Amount Not To Exceed \$150,000 For Reconditioning Of DynaSand Continuous Backwash Sand Filters (Project #22-05-Waggoner- *Report by Plant Superintendent, Ed Waggoner* 191

## COMMUNICATIONS

- 28.** General Manager Report- *Report by General Manager, Barbara Buikema* 198

## OTHER ITEMS BEFORE THE BOARD

- 29.** Monterey Peninsula College Information (IT) Internship- *Report by Maintenance Superintendent, Chris Foley* 201

**Action Required** – *Requesting Approval To Move Forward On This Project*

- 30.** Cash Investment at Monterey County - *Report by General Manager, Barbara Buikema* 203

**Action Required** – *Requesting the Board's direction*

## INFORMATION/DISCUSSION ITEMS

- 31.** Pebble Beach Community Service District Meeting April 26, 2024,- *Report by General Manager, Barbara Buikema* 206

- 32.** Reclamation Management Committee Meeting, May 7,2024- *Report by, Barbara Buikema, General Manager* 208

- 33.** Treasurer's Report To The Board- *Report by, Barbara Buikema, General Manager* *Insert*

*Will be inserted when received and or posted*

### **34. 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 meeting is scheduled for:  
*Friday, May 31, 2024, at 9:30 a.m. – President White is scheduled to attend.*  
*Friday, June 28, 2024, at 9:30 a.m. – Director Urquhart is scheduled to attend.*

**Special Districts Association of Monterey County** – The next SDA meeting is scheduled for:  
*Tuesday, July 16, 2024, at 6:00 p.m. – Director Rachel is scheduled to attend.*  
*Tuesday, October (TBD), 2024, at 6:00 p.m. – Director Siegfried is scheduled to attend.*

**Reclamation Management Committee (RMC) Meeting** – The next RMC meeting is scheduled for:  
*Tuesday, November 12, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.*

### **35. CLOSED SESSION:** *As permitted by Government Code Section 54956 et seq., the Board of Directors may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations, or to confer with the District's Meyers-Milias-Brown representative.*

**Conference with Legal Counsel-Potential Litigation:**

Significant exposure to litigations pursuant to paragraph (2) of subdivision (d)  
Government Code section 54956.9 - one potential case

### **36. ADJOURNMENT**

*The next Regular Board Meeting will be held at 9:00 a.m., Thursday, June 27, 2024, or at an alternate acceptable date. NOTE: The meeting will have a teleconference option hosted through Zoom. You may access the Zoom link by visiting our website, [www.cawd.org](http://www.cawd.org). If you need assistance, please call the District office at 831-624-1248 or send an email to [downstream@cawd.org](mailto:downstream@cawd.org). After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.*