



# CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248  
Thursday, 9:00a.m., March 28, 2019

## 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.

### 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 Agenda for separate consideration.

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

"e" - indicates a separate insert is enclosed

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<b>3.</b> Approve Regular Board Meeting Minutes on February 28,2019	003
<b>4.</b> Receive and Accept Bank Statement Review by Hayashi Wayland – January & February 2019	012
<b>5.</b> Receive and Accept Schedule of Cash Receipts and Disbursements – February 2019	016
<b>6.</b> Approve Register of Disbursements - Carmel Area Wastewater District – February 2019	019
<b>7.</b> Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – February 2019	022
<b>8.</b> Receive and Accept Financial Statements and Supplementary Schedules – February 2019	023
<b>9.</b> Receive and Accept Collection System Superintendent’s - February 2019	047
<b>10.</b> Receive and Accept Safety And Regulatory Compliance Report- February 2019	052
<b>11.</b> Receive and Accept Treatment Facility Operations Report – Dec 2018, Jan & Feb 2019	055
<b>12.</b> Receive and Accept Laboratory/Environmental Compliance Report – February 2019	061
<b>13.</b> Receive and Accept Capital Projects Report/Implementation Plan– February 2019	063
<b>14.</b> Receive and Accept Plant Operations Report – February 2019	065
<b>15.</b> Receive and Accept Maintenance Projects Report – February 2019	068
<b>16.</b> Receive Principal Engineer Monthly Report General Engineering –February 2019	070

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## **RESOLUTIONS**

- 17. Resolution No. 2019-012;** A Resolution Authorizing Adopting An Amendment to Hatton Canyon Engineering Services Contract for An Amount Not To Exceed \$15,865 To MNS Engineers to Provide A Vegetation Restoration Plan For Permitting Purposes and To Ratify The Actions of General Manager To Sign And Execute Contract – 072  
*Report by Principal Engineer, Rachel Lather*
- 18. Resolution No. 2019-13;** A Resolution Authorizing Invitation To BID For Sewage Lift Station Control Panel Upgrades -Programmable Logic Control Equipment- *Report by Principal Engineer, Rachel Lather* 085

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## **OTHER ITEMS BEFORE THE BOARD**

- 19.** Preliminary 2019-20 Budget- *Report By Barbara Buikema, General Manager* 089  
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- 20.** Preliminary 2019-20 Rate Model - *Report by Barbara Buikema, General Manager* 090  
*e*

## **INFORMATION/DISCUSSION ITEMS**

- 21.** *PBCSD 02-22-19 Regular Board Meeting - Report By Barbara Buikema, General Manager* 104
- 22.** Pension Committee Meeting 03-13-19 –*Report By Barbara Buikema, General Manager* 108
- 23.** Update on Mr. Larsen Connection In Carmel Highlands \*

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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.*

## **COMMUNICATIONS**

### **24. General Manager's Report -- Oral Report by Barbara Buikema, General Manager**

- Update on SLR Committee
- Vacation Schedule

### **25. 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, March 29, 2019 at 9:30a.m. *Director Townsend is scheduled to attend.*  
Friday, April 26, 2019 at 9:30a.m. *Director Townsend is scheduled to attend.*

**Reclamation Management Committee Meeting** – The next RMC meeting is scheduled for:  
Wednesday, May 8, 2019 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

**Special Districts Association of Monterey County**–The next SDA meeting is scheduled for:  
Tuesday, April 16, 2019 at 6:00 pm. *Director Townsend is scheduled to attend.*

**26. 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.*

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## **27. ADJOURNMENT**

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **April 25, 2019** 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.*