



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

*Via Teleconference Webinar
Thursday, 9:00 a.m., May 26, 2022*

COVID-19 Pandemic and State of Emergency by Governor's Order of California Executive Order N-25-20

In compliance with recently issued guidelines from the State of California, and to aid in keeping the public safe, Carmel Area Wastewater District (CAWD or District) will be conducting our Board Meetings via teleconference until June 30, 2022.

To access the meeting via Zoom please visit our website homepage at www.cawd.org or call 1 (669) 900-9128 or 1 (346) 248-7799 and use Webinar ID: 895 1915 2253 Password: 892804.

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@cawd.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

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.
- 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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| 3. | Approve April 28, 2022, Regular Board Meeting Minutes, and May 17, 2022, Pension Committee Meeting Minutes | 03 |
| 4. | Receive and Accept Bank Statement Review by Hayashi Wayland – April 2022 | 09 |
| 5. | Receive and Accept Schedule of Cash Receipts & Disbursements – April 2022 | 11 |
| 6. | Approve Register of Disbursements – Carmel Area Wastewater District – April 2022 | 04 |
| 7. | Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – April 2022 | 16 |
| 8. | Receive and Accept Financial Statements and Supplementary Schedules – April 2022 | 17 |
| 9. | Receive and Accept Collection System Superintendent’s Report – April, March & February 2022 | 42 |
| 10. | Receive and Accept Safety and Regulatory Compliance Report – April 2022 | 49 |
| 11. | Receive and Accept Treatment Facility Operations Report – April, March & February 2022 | 52 |
| 12. | Receive and Accept Laboratory/Environmental Compliance Report – April 2022 | 58 |
| 13. | Receive and Accept Capital Projects Report/Implementation Plan | 60 |
| 14. | Receive and Accept Project Summaries – Capital & Non-Capital | 62 |
| 15. | Receive and Accept Plant Operations Report – April 2022 | 83 |
| 16. | Receive and Accept Maintenance Projects Report – April 2022 | 86 |

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

"e" - indicates a separate insert is enclosed.

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

- 17. Resolution No. 2022-15;** A Resolution Authorizing The General Manager To Execute A Professional Services Agreement With Greeley And Hansen In An Amount Not To Exceed \$251,705.09 For Wastewater Treatment Plant (WWTP) Relocation Alternatives Planning Assistance For Long-Term Sea Level Rise Mitigation Planning (Project #22-01) – *Report by Plant Engineer, Patrick Treanor* 90
- 18. Resolution No. 2022-24;** A Resolution of the Board of Directors of the Carmel Area Wastewater District (CAWD) Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governor’s Order #N-25-20 dated March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of CAWD for the Period May 31 through June 30 pursuant to Brown Act Provisions – *Report by General Manager, Barbara Buikema* 125
- 19. Resolution No. 2022-25;** A Resolution Adopting the Carmel Area Wastewater District (CAWD)/Pebble Beach Community Service District (PBCSD) Fiscal Year 2022-23 Reclamation Project Budget - *Report by General Manager, Barbara Buikema* 130
- 20. Resolution No. 2022-26;** A Resolution Specifying the District Sewer Connection and Annexation Fees as Adopted by Ordinance No. 85-2, Commencing June 1, 2022 – *Report by General Manager, Barbara Buikema* 163

COMMUNICATIONS

- 21.** General Manager Report – oral report *

INFORMATION/DISCUSSION ITEMS

- 22.** Monthly Construction Update of Project #18-01 Electrical/Mechanical Rehab and Sludge Holding Tank Replacement – *Report by Plant Engineer, Patrick Treanor* 170
- 23.** April 29, 2022, Pebble Beach Community Services District Board Meeting Summary – *Report by General Manager, Barbara Buikema* 185
- 24.** May 10, 2022, Reclamation Management Committee Meeting Summary *Report by General Manager, Barbara Buikema* 188

OTHER ITEMS

- 25.** March 31, 2022, Report Summary of Monterey County Treasurer’s *Report by General Manager, Barbara Buikema* 190

Action Required – Requesting a Motion to Accept the Report

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"e" - indicates a separate insert is enclosed.

26. May 17, 2022, Report Summary of Pension Committee Plan Meeting & Treasurer's Report of Investment for the Quarter Ending March 31,2022, Report by General Manager, Barbara Buikema

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Action Required – Requesting a Motion to Accept the Report

27. 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 27, 2022, at 9:30 a.m. – Director Townsend is scheduled to attend.
Friday, June 24, 2022, at 9:30 a.m. – President White is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, July 19, 2022, at 6:00 p.m. – Director Rachel is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 8, 2022, at 9:30 a.m. Director Townsend and Director White are scheduled to attend.

28. ADJOURNMENT

The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, June 30, 2022, or an alternate acceptable date. 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.