



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00 a.m., January 30, 2020

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. 2020 American Public Works Association (APWA) 1st Place Award
Emergency/Disaster Repair – Under \$5M for Hatton Canyon Road Rehabilitation

002

4. Human Resource Presentation – Beth Ingram- Oral Report

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.

"" - indicates no board attachment or oral report*

"e" - indicates a separate insert is enclosed

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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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| 5. Approve Regular Board Meeting Minutes of December 19, 2019 & 12-19-19 | 003 |
| Salary & Benefits Committee Meeting Minutes | 010 |
| 6. Receive and Accept Bank Statement Review by Hayashi Wayland – November & December 2019 | 011 |
| 7. Receive and Accept Schedule of Cash Receipts and Disbursements – December 2019 | 015 |
| 8. Approve Register of Disbursements - Carmel Area Wastewater District – December 2019 | 018 |
| 9. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – December 2019 | 021 |
| 10. Receive and Accept Financial Statements and Supplementary Schedules – December 2019 | 022 |
| 11. Receive and Accept Collection System Superintendent’s Report (2019 December, November, October) and The 2019 Annual Report | 047 |
| 12. Receive and Accept Safety And Regulatory Compliance Report – December 2019 | 057 |
| 13. Receive and Accept Treatment Facility Operations Report – December, November & October 2019 | 060 |
| 14. Receive and Accept Laboratory/Environmental Compliance Report – December 2019 | 066 |
| 15. Receive and Accept Capital Projects Report/Implementation Plan | 068 |
| 16. Receive and Accept Project Summaries | 070 |
| 17. Receive and Accept Plant Operations Report – December 2019 | 087 |
| 18. Receive and Accept Maintenance Projects Report – December 2019 | 090 |
| 19. Receive Principal Engineer Monthly Report General Engineering – December 2019 | 092 |

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RESOLUTIONS

- 20. Resolution No. 2020-01;** A Resolution Approving And Adopting The District Sewer System Management Plan (SSMP) And Authorizing The General Manager To Certify the Plan As Required By the State Water Resources Control Board (SWRCB). The SSMP is separate attachment. 094
– Report by Principal Engineer, Rachél Lather “e”
- 21. Resolution No. 2020-02;** A Resolution Approving An Application For Grant Funds From the Coastal Conservancy For Design and California Environmental Quality Act (CEQA) Work Associated With The Carmel River Free Project– Report by Plant Engineer, Patrick Treanor 135
- 22. Resolution No. 2020-03;** Resolution Authorizing The General Manager To Invite Bids For Rio Road CIPP (Cured-In-Place) Lining Project– Report by Principal Engineer, Rachél Lather 179
- 23. Resolution No. 2020-04;** A Resolution Accepting The Lowest Responsible Bid For The FY2019/20 Manhole & Sewer Line Repair At Various Locations Project And Authorize General Manager To Execute A Contract With The Lowest Qualified Bidder in the Amount of \$78,250-Report by Principal Engineer, Rachél Lather 183
- 24. Resolution No. 2020-05;** A Resolution Specifying The District Sewer Connection And Annexation Fees, As Adopted by Ordinance No 85-2, commencing February 1st, 2020- Report by General Manager, Barbara Buikema 188
- 25. Resolution No. 2020-06;** A Resolution Approving The Surplus Asset Disposal Policy - Report by Maintenance Superintendent, Chris Foley 194
- 26. Resolution No. 2020-07;** A Resolution Declaring The 2008 Vac-Con Hydro/Vacuum Cleaning Truck To Be District Surplus Property And Authorizing The General manager To Sell The Truck Via the On-Line Auction Site GOVDEALS.com For A Starting BID of \$5,000 And A Reserve of \$65,000-Report by Collections Superintendent, Daryl Lauer 203
- 27. Resolution No. 2020-08;** A Resolution Authorizing The General Manager To Enter Into A Contract With The City of Carmel-by-the-Sea For A Three-Year Period To Provide Storm Interceptor Cleaning Services- Report by Collections Superintendent, Daryl Lauer 207

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OTHER ITEMS BEFORE THE BOARD

- 28.** General Manager Cost of Living Adjustment (COLA)– 230
Report by General Manager, Barbara Buikema

Action Required - Requesting A Motion to Accept COLA increase

INFORMATION/DISCUSSION ITEMS

- 29.** Acting General Manager Report – Report by Chris Foley, 231

Informational Only – No Action Required

- 30.** Form 700 Report – Report by Board Secretary-Domine Barringer 233

Informational Only – No Action Required

- 31.** Special Districts Association of Monterey County 01-21-20 – Report by General Manager, 234
Barbara Buikema

Informational Only – No Action Required

- 32.** Update on Mr. Larsen Connection In Carmel Highlands – Oral Report by Collections 234
Superintendent, Daryl Lauer

Informational Only – No Action Required

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.

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COMMUNICATIONS

33. General Manager's Report – *Oral reporting*

- Public Meeting regarding Parking Rio Road
- Coastal Commission

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 meetings are scheduled for: Friday, January 31, 2020 at 9:30a.m. *Director Siegfried is scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for: Tuesday, April 21, 2020 at 6:00 pm. *Director Townsend is scheduled to attend.*

Reclamation Management Committee Meeting – The next RMC meeting is scheduled for: Wednesday, February 19, 2020 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

35. Tour of Hatton Canyon Access Road Grading Project on site - *No written report* *Informational Only – No Action Required*

36. 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 – Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9

37. ADJOURNMENT

The next Regular Meeting will be held at 9:00 a.m., Thursday, February 27, 2020 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.

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