



CARMEL AREA WASTEWATER DISTRICT (CAWD)

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., April 27, 2023

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.

If you plan to attend the meeting in person, please be prepared to show proof of COVID-19 vaccine or a negative COVID-19 test result within 72 hours of the meeting. You may also provide proof of a positive antibody test within the last 90 days. Please note, masks are always required except while eating or drinking.

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: 874 6285 3479 Password: 241112.

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 _____ 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.*
2. **Agenda Changes:** *Any requests to move an item forward on the agenda will be considered at this time.*
3. **Employee Recognition: Andrew Millington**
Andrew Millington passed the exam for the California Water Environment Association (CWEA) Collection Worker II.
4. **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

5. **Bridge to Everywhere Presentation:** *Patrick Treanor, Acting General Manager* e
Note: Presentation slides posted under separate cover.

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO 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. Approve March 30, 2023, Regular Board Meeting Minutes & 07
02-27-23 Budget Minutes
04-10-23 Pension Minutes

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

"e" - indicates a separate insert is enclosed.

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7.	Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) – March 2023	17
	<i>Note: Will be inserted at the board meeting</i>	
8.	Receive and Accept Schedule of Cash Receipts & Disbursements- March,2023	18
9.	Approve Register of Disbursements – Carmel Area Wastewater District – March,2023	21
10.	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – March,2023	25
11.	Receive and Accept Financial Statements and Supplementary Schedules – March,2023	27
12.	Receive and Accept Collection System Superintendent’s Report – March 2023, February 2023 & January 2023	48
13.	Receive and Accept Safety and Regulatory Compliance Report – March,2023	56
14.	Receive and Accept Treatment Facility Operations Report – March 2023 February 2023 & January 2023	59
15.	Receive and Accept Laboratory/Environmental Compliance Report –March 2023	65
16.	Receive and Accept Capital Projects Report/Implementation Plan	67
17.	Receive and Accept Project Summaries – Capital & Non-Capital	69
18.	Receive and Accept Plant Operations Report – March 2023	88
19.	Receive and Accept Maintenance Projects Report –March 2023	116

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.

COMMUNICATIONS

20.	General Manager Report – oral report by Patrick Treanor (Acting General Manager)	*
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OTHER ITEMS BEFORE THE BOARD

21.	Sea Level Rise Planning Grant Application Report by Patrick Treanor, Plant Engineer (Acting General Manager)	121
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Action Required – Requesting A Motion to Accept the Sea Level Rise Planning Grant Application

22.	President White’s Letter regarding another treatment district’s 218 notice to the District Board of Directors and General Manager, Barbara Buikema, pertaining to the Tahoe-Truckee Sanitation Agency Flyer (TTSA) Proposition 218 Notice to Property Owners Of Proposed Sewer Rates	133
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INFORMATION/DISCUSSION ITEMS

23. April Construction Updates of Project #18-01
Electrical/Mechanical Rehab and Sludge Holding Tank Replacement –
Report by Plant Engineer, Patrick Treanor, Plant Engineer (Acting General Manager) 140
24. March 31, 2023, PBCSD Board Meeting Summaries-
*Report by General Manager, Written by Barbara Buikema and presented by
Patrick Treanor, Plant Engineer (Acting General Manger)* 176
25. *Special District Association County of Monterey April 18, 2023*
Patrick Treanor, Plant Engineer (Acting General Manager) 178
26. *Pension Meeting, April 10,2023- Report Written by General Manager,*
Barbara Buikema and presented by Patrick Treanor, Plant Engineer (Acting General Manager) 180
27. *Six Sigma Project Update on Source Control Program, Rachel Lather, District Engineer
and Patrick Treanor, Plant Engineer (Acting General Manager)* e
28. *Cyber Security Update, Presentation by Chris Foley, Superintendent of Collections* e

Note: Presentation slides posted under separate cover.

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29. **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, April 28, 2023, at 9:30 a.m. – Director Siegfried is scheduled to attend.
Friday, May 28, 2023, 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 18, 2023, at 6:00 p.m. – President White & Director Rachel are scheduled to attend.
Tuesday, October TBD, 2023, at 6:00 p.m. – President White & Director Rachel are scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, May 9, 2023, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

30. **ADJOURNMENT**

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **May 25, 2023**, 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. If you need assistance, please call the District office at 831-624-1248 or send an email to 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.*

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