



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00a.m., August 30, 2018

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. Employee Acknowledgements:** *
 - Greg Ange, Maintenance Mechanic I – Achieved the CWEA Mechanical Technologist, Grade 3 Certification
 - Fanny Mui, Lab Analyst I/Environmental Compliance Inspector – Achieved the CWEA Environmental Compliance Inspector, Grade 1 Certification

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.

- 4. Approve Regular Board Meeting Minutes of – July 26, 2018**

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"*" - indicates no board attachment or oral report

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5.	Receive and Accept Bank Statement Review By Hayashi Wayland – June 2018	010
6.	Receive and Accept Schedule of Cash Receipts and Disbursements – July 2018	012
7.	Approve Register of Disbursements - Carmel Area Wastewater District – July 2018	014
8.	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – July 2018	017
9.	Receive and Accept Financial Statements and Supplementary Schedules – July 2018	018
10.	Receive and Accept Collection System Reports – July 2018	042
11.	Receive and Accept Treatment Facility Operations Report – May 2018, June 2018 and July 2018	045
12.	Receive and Accept Safety and Regulatory Compliance Report – July 2018	051
13.	Receive and Accept Laboratory/Environmental Compliance Report – July 2018	054
14.	Receive and Accept Capital Projects Report/Implementation Schedule – July 2018	057
15.	Receive and Accept Plant Operations Report – July 2018	059
16.	Receive and Accept Maintenance Projects Report – July 2018	062

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/ORDINANCES

17.	Resolution No. 2018-35; A Resolution Authorizing (1) A 2018-19 Budget Reallocation From The Maintenance Capital – Secondary Scum Pump To The Mainsaver Project And (2) Authorize The General Manager To Enter Into A Contract With Mainsaver In An Amount Not To Exceed \$60,100 To Complete The Purchasing And Mobile Module Implementation - <i>Report by Chris Foley, Maintenance Superintendent</i>	064
18.	Resolution No. 2018-36; A Resolution Ratifying The Actions Of The General Manager Approving The Augmentation Of The Original Contract With West Yost Associates For The 20-Yr Capital Improvement Program In The Amount of \$7,000 – <i>Report by Daryl Lauer, Collections Superintendent</i>	068

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- 19. Resolution No. 2018-37;** A Resolution Authorizing The General Manager To Enter Into A Contract With West Yost Associates For The Phase III Hydraulic Model Development In An Amount Not To Exceed \$28,500 – *Report by Daryl Lauer, Collections Superintendent* **075**

- 20. Resolution No. 2018-38;** A Resolution Authorizing The General Manager To Enter Into A Contract With Frisch Engineering Inc For The Development Of The Programmable Logic Control (PLC) Equipment For The Collection System Pump Stations SCADA Upgrade Project In An Amount Not To Exceed \$62,240 – *Report by Daryl Lauer, Collections Superintendent, Chris Foley, Maintenance Superintendent, and Patrick Treanor, Plant Engineer* **084**

- 21. Resolution No. 2018-39;** A Resolution Authorizing The General Manager To Execute An Amended Contract With Kennedy/Jenks Consultants For Professional Services In An Amount Not To Exceed \$48,210 For Additional Engineering Services Associated With The Outfall/Calle La Cruz Lagoon Crossing Project - *Report by Patrick Treanor, Plant Engineer* **092**

- 22. Resolution No. 2018-40;** A Resolution Authorizing Annual Adjustment Of The District’s Capital Improvement Reserve Fund Balance By Transferring \$4,244,137 To The Capital Fund And \$4,523,484 From The General O&M Fund In Accordance With The District’s Reserve Policy - *Report By James Grover, Principal Accountant* **097**

- 23. Resolution No. 2018-41;** A Resolution Of The Board Of Directors Of The Carmel Area Wastewater District Declaring Its Official Intent To Reimburse Certain Expenditures From The Proceeds of Debt - *Report By Barbara Buikema, General Manager* **100**

- 24. Resolution No. 2018-42;** A Resolution Authorizing The General Manager To Enter Into A Contract With Informative Controls In An Amount Not To Exceed \$150,000 For Fiscal Year 2018-19 To Continue The Treatment Plant SCADA And PLC Upgrades And Implement Tertiary PLC Improvements - *Report By Chris Foley, Maintenance Superintendent* **104**

OTHER ACTION ITEMS BEFORE THE BOARD

- 25.** Capital Projects Report/Implementation Schedule – *Discussion per Board Member Request* *****

- 26.** Selection Of Topics For CAWD Connections Newsletter For Fall 2018 – *Report by Barbara Buikema, General Manager* **108**

INFORMATION/DISCUSSION ITEMS

- 27.** Summary of Monterey County Treasurer Report Dated 06-30-18 – *Report by Barbara Buikema, General Manager* **111**

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28. Pebble Beach Community Services District–Regular Board Meeting Of July 27, 2018 – *Report by Barbara Buikema, General Manager*

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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

29. General Manager’s Report - *Oral Report by Barbara Buikema, General Manager* *
- **Ethics Training** (Mandatory for Board and Management every 2 years and due this year) is available on a cost-free basis online by the Fair Political Practices Commission. Print and turn in the Certification of Completion **by August 31, 2018.**
30. 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, August 31, 2018 at 9:30a.m. **Meeting Cancelled** *Director Siegfried was scheduled.* Friday, September 28, 2018 at 9:30a.m. *Director Townsend is scheduled to attend.*

Reclamation Management Committee Meeting – The next RMC meeting is scheduled for: **Wednesday**, November 14, 2018 at 9:30 a.m. *Director Townsend and President White are scheduled to attend.*

Special Districts Association of Monterey County – The next SDA meeting is scheduled for: Tuesday, October 16, 2018 at 6:00 pm. *Director Townsend is schedule to attend.*

31. **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.*

A. Public Employee Performance Evaluation

Pursuant to Government Code Section 54957.6 the Board will meet in closed session to consider a Personnel Matter: **General Manager Performance Evaluation**

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32. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., **Thursday, September 27, 2018** 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.