



# CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248  
Thursday, 9:00a.m., October 31, 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.

*"\*" - 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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| <b>3.</b> Approve Regular Board Meeting Minutes on September 26,2019  | 002 |
| <b>4.</b> Receive and Accept Bank Statement Review by Hayashi Wayland–September 2019  | 009 |
| <b>5.</b> Receive and Accept Schedule of Cash Receipts and Disbursements – September 2019   | 011 |
| <b>6.</b> Approve Register of Disbursements - Carmel Area Wastewater District –September 2019                                     | 014 |
| <b>7.</b> Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –September 2019                                      | 017 |
| <b>8.</b> Receive and Accept Financial Statements and Supplementary Schedules – September 2019                                    | 018 |
| <b>9.</b> Receive and Accept Collection System Superintendent’s Report –<br><i>September, August &amp; July 2019</i>              | 041 |
| <b>10.</b> Receive and Accept Safety and Regulatory Compliance Report – August 2019   | 044 |
| <b>11.</b> Receive and Accept Treatment Facility Operations Report –<br><i>September, August &amp; July 2019 (August amended)</i> | 047 |
| <b>12.</b> Receive and Accept Laboratory/Environmental Compliance Report –September 2019  | 053 |
| <b>13.</b> Receive and Accept Capital Projects Report/Implementation Plan –September 2019   | 055 |
| <b>14.</b> Receive and Accept Project Summaries   | 057 |
| <b>15.</b> Receive and Accept Plant Operations Report – September 2019  | 074 |

- 16. Receive and Accept Maintenance Projects Report – September 2019 077
- 17. Receive Principal Engineer Monthly Report General Engineering – September 2019 079

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**RESOLUTIONS**

- 18. **Resolution No. 2019-51**; A Resolution Approving Posting A Notice Of Intent To Adopt A Mitigated Negative Declaration For Eucalyptus Pruning – *Report by Plant Engineer, Patrick Treanor* 081
- 19. **Resolution No. 2019-52**; A Resolution Authorizing An Amount Not To Exceed \$20,000 To Fund Change Orders For The Construction Of The Hatton Canyon Access Road Grading Project For A Total Project Cost Not To Exceed \$218,477 – *Report by Principal Engineer, Rachél Lather* 161
- 20. **Resolution No. 2019-53**; A Resolution Authorizing The General Manager To Enter Into A Contract Amendment With MNS Engineers To Increase The Contract Award From \$35,000.00 To An Amount Not To Exceed \$42,993.00 For MNS Engineers To Provide Engineering Support Services For The Construction Of The Hatton Canyon Access Road Project– *Report by Principal Engineer, Rachél Lather* 165

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**OTHER ITEMS BEFORE THE BOARD**

- 21. *November/December 2019 Regular Board Meeting Date – Report by General Manager, Barbara Buikema* 169

**INFORMATION/DISCUSSION ITEMS**

- 22. *PBCSD 09-27-19 Regular Board Meeting – Report by General Manager, Barbara Buikema Informational Only – No Action Required* 170

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**23. Review of Government Code § 4525-2529.5 – Report by General Manager, Barbara Buikema** 172  
*Informational Only – No Action Required*

**24. Update on Mr. Larsen Connection In Carmel Highlands – Oral Report by Collections 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.*

## **COMMUNICATIONS**

### **25. General Manager's Report**

- Coastal Commission Update - Oral Report by Barbara Buikema

**26. 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, October 25, 2019 at 9:30 a.m. *Director Rachel is scheduled to attend.*  
Friday, December 13, 2019 at 9:30 a.m. *Director Rachel is scheduled to attend.*

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

**Reclamation Management Committee Meeting** – The next RMC meeting is scheduled for:  
Wednesday, November 6, 2019 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

**27. 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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## **28. ADJOURNMENT**

*The next Regular Meeting will be held on an acceptable date to be determined, 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.*