



CARMEL AREA WASTEWATER DISTRICT 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., September 28, 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 masks are required at all times during the meeting..

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: 815 1660 0553 Password: 721539.

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 arrangements 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. **CLOSED SESSION:**** As permitted by Government Code Section 54957 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. Conference with Labor Negotiations:

The Board will meet in closed session pursuant to Government Code Section 54957.6:

- **Agency Designated Representative:** Rick Bolanos & Barbara Buikema,
Employee Organization: United Public Employees of California, Local 92

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO CURRENT 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.

- 4.** Approve August 31, 2023, Regular Board Meeting Minutes & September 1, 2023 Bridge To Everywhere Minutes 03
September 19, 2023 Bride To Everywhere Minutes
September 27, 2023 Salary & Benefits Minutes (provided at the meeting)

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

"e" - indicates a separate insert is enclosed.

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5.	Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)- August 2023	14
6.	Receive and Accept Schedule of Cash Receipts & Disbursements- August,2023	16
7.	Approve Register of Disbursements Carmel Area Wastewater District – August,2023	19
8.	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – August,2023	23
9.	Receive and Accept Financial Statements and Supplementary Schedules – August,2023	25
10.	Receive and Accept Collection System Superintendent’s Report – 2023 August, July & June 2023	46
11.	Receive and Accept Safety and Regulatory Compliance Report – August,2023	55
12.	Receive and Accept Treatment Facility Operations Report – 2023 August July & June 2023	58
13.	Receive and Accept Laboratory/Environmental Compliance Report –August	64
14.	Receive and Accept Capital Projects Report/Implementation Plan	67
15.	Receive and Accept Project Summaries – Capital & Non-Capital	69
16.	Receive and Accept Plant Operations Report – August 2023	90
17.	Receive and Accept Maintenance Projects Report –August 2023	99
18.	Receive and Accept District Engineer’s Report-August 2023	102

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

19.	Resolution No. 2023-55: Authorizing The General Manager To Execute A Contract For A Professional Services Agreement With TBC Communications In An Amount Not To Exceed \$20,000 For Public And Project Related Communications Services For The District With The Carmel Meadows Pipeline Project (#19-03)- <i>Report by General Manager, Barbara Buikema</i>	105
20.	Resolution No. 2023-56: Authorizing The New Engineering Technical Services Manager And The Revised Principal Engineer’s Job Description- <i>Report by General Manager, Barbara Buikema</i>	109

- 21. Resolution No. 2023-56:** RES 2023-57 – Resolution Clarifying Resolution 2023-26 144
For Denise Duffy & Associates Contract Amendment #2 for the Corona Road Project Such
That All Funds Expended by the District Will Be Reimbursed Via Bond Proceeds For
This Project- *Report by General Manager, Barbara Buikema*

COMMUNICATIONS

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

OTHER ITEMS BEFORE THE BOARD: *None*

INFORMATION/DISCUSSION ITEMS

- 23.** September Construction Updates of Project #18-01 Electrical/Mechanical Rehab 151
and Sludge Holding Tank Replacement – *Report by Plant Engineer, Patrick Treanor*

24. 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, September 29, 2023, at 9:30 a.m. – Director D'Ambrosio will attend for Director Rachel
Friday, October 27, 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, October 17, 2023, at 6:00 p.m. –Director Siegfried are scheduled to attend.
Tuesday, January TBD, 2024, at 6:00 p.m. –Director Urquhart are scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 7, 2023, at 9:30 a.m. President White and Director Rachel is scheduled to attend.

25. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **October 26, 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.*