



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., May 25, 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 if not vaccinated, 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: 895 2284 3064 Password: 018594.

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.

The District Received Public Comment via email prior to the board meeting regarding an item not listed on the agenda from the following constituents: Ju, Tarantino, Turbow, Porter, Scopp, and Purcell – The Board Chairman of the Carmel Meadows Association 02

- 2. *Agenda Changes:*** Any requests to move an item forward on the agenda will be considered at this time.

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.

- 3.** Approve February 23, 2023, Regular Board Meeting Minutes & May 15, 2023, Budget Committee Meeting Minutes 14
- 4.** Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA) – March 2023 & April 2023 22
- 5.** Receive and Accept Schedule of Cash Receipts & Disbursements- April, 2023 26
- 6.** Approve Register of Disbursements – Carmel Area Wastewater District – April,2023 29
- 7.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – April,2023 33
- 8.** Receive and Accept Financial Statements and Supplementary Schedules – April,2023 34
- 9.** Receive and Accept Collection System Superintendent’s Report – April,2023 March & February 2023 55

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

"e" - indicates a separate insert is enclosed.

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| 10. | Receive and Accept Safety and Regulatory Compliance Report – April, 2023 | 65 |
| 11. | Receive and Accept Treatment Facility Operations Report – April, 2023 March & February 2023 | 68 |
| 12. | Receive and Accept Laboratory/Environmental Compliance Report –April | 74 |
| 13. | Receive and Accept Capital Projects Report/Implementation Plan | 77 |
| 14. | Receive and Accept Project Summaries – Capital & Non-Capital | 79 |
| 15. | Receive and Accept Plant Operations Report – April 2023 | 99 |
| 16. | Receive and Accept Maintenance Projects Report –April 2023 | 101 |
| 17. | Receive and Accept District Engineer’s Report-April 2023 | 104 |

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

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| 18. | Resolution no. 2023-29; A Resolution Adopting the Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project Fiscal Year 2023-24 Budget – <i>Report by General Manager, Barbara Buikema</i> | 106 |
| 19. | Resolution No. 2023-30; Resolution The General Manager To Enter Into A Contract With Kennedy Jenks Consultants, Inc. To Provide Engineering Support For The Preparation Of The Report For The California River Watch Settlement Agreement In An Amount Not To Exceed \$134,780 for Project #20-05- <i>Report by Principle Engineer, Rachél Lather</i> | 140 |

COMMUNICATIONS

| | | |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 20. | General Manager Report – oral report | * |
| | a. Monterey County Planning Hearing moved to June 28, 2023 | |
| | b. Eminent Domain Discussion Suggested Special Meeting Dates (Monday morning, July 31 st or Tuesday morning August 1 st) | |

OTHER ITEMS BEFORE THE BOARD

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| 21. | Director Siegfried’s request to the Board of Director regarding road repairs within the District boundaries | 153 |
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"e" - indicates a separate insert is enclosed.*

22. Monterey County Treasurer Report for First Quarter of 2023- (January through March) – *Report by General Manager, Barbara Buikema* 155

Action Required – *Requesting A Motion to Accept the Monterey Report for March 2023*

INFORMATION/DISCUSSION ITEMS

23. May Construction Updates of Project #18-01 Electrical/Mechanical Rehab- and Sludge Holding Tank Replacement – *Report by Plant Engineer, Patrick Treanor* 158
24. April 27, 2023, PBCSD Board Meeting Summaries- *Report by Acting General Manager, Patrick Treanor* 183
25. Reclamation Management Committee -*Report by General Manager, Barbara Buikema* 185
26. District Administrative Code-Posted to District website-*Report by General Manager, Barbara Buikema* 187

27. **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, May 26, 2023, at 9:30 a.m. – Director Urquhart is scheduled to attend. Friday, June 30, 2023, at 9:30 a.m. – President White 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 is scheduled to attend. Tuesday, October TBD, 2023, at 6:00 p.m. –Director Rachel 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.*

28. **ADJOURNMENT**

The next Regular Meeting will be held at 9:00 a.m., Thursday, June 29, 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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