



## CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

*Via Teleconference Webinar  
Thursday, 9:00 a.m., September 29, 2022*

### **COVID-19 Pandemic and State of Emergency by Governor's Order of California Executive Order N-25-20**

*In compliance with recently issued guidelines from the State of California, and to aid in keeping the public safe, Carmel Area Wastewater District (CAWD or District) will be conducting our Board Meetings via teleconference until May 30, 2022. AB 361 extends public meeting teleconferencing until January 1, 2024.*

*To access the meeting via Zoom please visit our website homepage at [www.cawd.org](http://www.cawd.org) or call 1 (669) 900-9128 or 1 (346) 248-7799 and use Webinar ID: 894 5175 8880 Password: 093551.*

*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](mailto: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 \_\_\_\_\_ 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.
- 2. *Agenda Changes:*** Any requests to move an item forward on the agenda will be considered at this time.
- 3.** Introduction of new employee – Mr. Rhommel Lopez – what position

## ADMINISTER CEREMONIAL OATH OF OFFICE

- 4.** Appointed to the Office of Carmel Area Waste Water District Board of Directors for a Term of Four Years (2022-2026) accompanied with an Oath of Office for: 02
  - Ken White
  - Michael Rachel

## 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.

- 5.** Approve August 25, 2022, Regular Board Meeting Minutes, September 09-22-2022 Pension Committee Meeting Minutes 04
- 6.** Receive and Accept Bank Statement Review by Hayashi Wayland – August 10
- 7.** Receive and Accept Schedule of Cash Receipts & Disbursements – August 12
- 8.** Approve Register of Disbursements – Carmel Area Wastewater District – August 15
- 9.** Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – August 19
- 10.** Receive and Accept Financial Statements and Supplementary Schedules – August 21
- 11.** Receive and Accept Collection System Superintendent's Report – August, July & June 34
- 12.** Receive and Accept Safety and Regulatory Compliance Report – August 41

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

"e" - indicates a separate insert is enclosed.

<b>13.</b>	Receive and Accept Treatment Facility Operations Report – August, July & June	44
<b>14.</b>	Receive and Accept Laboratory/Environmental Compliance Report – August	50
<b>15.</b>	Receive and Accept Capital Projects Report/Implementation Plan	52
<b>16.</b>	Receive and Accept Project Summaries – Capital & Non-Capital	54
<b>17.</b>	Receive and Accept Plant Operations Report –August	75
<b>18.</b>	Receive and Accept Maintenance Projects Report – August	79
<b>19.</b>	Receive and Accept District Engineer’s Report-August	82

## **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**

<b>20.</b>	<b>Resolution No. 2022-58;</b> A Resolution of the Board of Directors of the Carmel Area Wastewater District (CAWD), Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governor’s Order #N-25-20 Dated March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Body of CAWD for the Period September 30 through October 30 – <i>Report by General Manager, Buikema</i>	84
<b>21.</b>	<b>Resolution No. 2022-59;</b> Resolution Adopting an Addendum to the Mitigated Negative Declaration For the Carmel Valley Manor Sewer Extension Project # 19-08- <i>Report By Principal District Engineer, Rachel Lather</i>	89
<b>22.</b>	<b>Resolution No. 2022-60;</b> Approve The Carmel Valley Manor Sewer extension project access pump lot and pipeline Installation agreement With Northern California Congregational Retirement Homes, Inc. Doing Business As (DBA) Carmel Valley Manor (CVM), <b>And</b> <b>Resolution No. 2022-61</b> Resolution To Approve The Carmel Valley Manor Sewer Extension Project Access Pump Lot And Pipeline Easement Agreement For Sewer Improvements, Project #19-08- <i>Report By Principal District Engineer, Rachel Lather</i>	118
<b>23.</b>	<b>Resolution No. 2022-62;</b> Resolution Approving The General Manager To Enter Into A Professional Service Agreement With Denise Duffy & Associates To Provide Environmental Documents, Including Federal Cross Cutter Documentation, And Permits For Corona Road Project #18-21, Prior To The March 1, 2023 Grant Deadline For A Septic To Sewer State Revolving Fund (SRF) Grant & Loan Opportunity – <i>Report By Principal District Engineer, Rachel Lather</i>	205

- 24. Resolution No. 2022-63; For Project #22-05 - Authorize Engineering Services** 218  
 for the Reclamation Microfiltration/Reverse Osmosis and Tertiary System 15-Year  
 Capital Improvement Program Master Plan - \$281,981- *Report By Plant Engineer, Patrick Treanor*

**COMMUNICATIONS**

- 25. General Manager Report – oral report** \*

**OTHER ITEMS BEFORE THE BOARD**

- 26.** Letter to the Board of Directors form Michael Littman-Yankee Point 234  
**27.** Letters regarding the Pescadero Creek Area Pipe Relocation Project 237  
 #21-05  
 a. Letter to the Board of Directors from Nicholas DeLuca  
 b. Letter to the Board of Directors from Douglas Armev  
 c. Letter to the Board of Directors from Rod Richardson  
 d. Letter to the Board of Directors from Esta Martin  
 e. Letter to the Board of Directors from Don Ryan
- 28.** Letter to the Board of Directors form Chris Mack requesting a refund 346

**INFORMATION/DISCUSSION ITEMS**

- 29.** Monthly Construction Update of Project #18-01 Electrical/Mechanical Rehab 357  
 and Sludge Holding Tank Replacement – *Report by Plant Engineer, Patrick Treanor*
- 30.** Pebble Beach Community Services District Board Meeting- No Meeting Scheduled n/a
- 31.** Dashboard Metric - *Report by General Manager, Buikema* 381

### **32. 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 30, 2022, at 9:30 a.m. – Director Siegfried is scheduled to attend..*  
*Friday, October 28, 2022, at 9:30 a.m. – Director Townsend is scheduled to attend.*  
*November 2022 there is no scheduled meeting for PBCSD*

**Special Districts Association of Monterey County** – The next SDA meeting is scheduled for:  
*Tuesday, October 18, 2022, at 6:00 p.m. – Director Rachel is scheduled to attend.*  
*Tuesday, January 17, 2023, at 6:00 p.m. – Director Townsend is scheduled to attend.*

**Reclamation Management Committee (RMC) Meeting** – The next RMC meeting is scheduled for:  
*Tuesday, November 15, 2022, at 9:30 a.m. Director Townsend and Director White are scheduled to attend.*

### **33. 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.*

#### **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**

### **34. ADJOURNMENT**

*The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, **October 27, 2022**, or an alternate acceptable date. 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.*