



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00 a.m., February 27, 2020

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.** Robert Bowman -2019 CWEA Monterey Bay Section Collection Worker of the Year
- 4.** Longevity Award
- 5.** Updated Website Presentation- by Kristina Pacheco

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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| 6. Approve Regular Board Meeting Minutes of 01-30-20 | 002 |
| 01-29-20 Pension Committee Meetings | 009 |
| 02-10-20 Special Board Meeting Minutes | 010 |
| 02-10-20 Pension Committee Meetings | 011 |
| 7. Receive and Accept Bank Statement Review by Hayashi Wayland – January 2020 | 012 |
| 8. Receive and Accept Schedule of Cash Receipts and Disbursements – January 2020 | 014 |
| 9. Approve Register of Disbursements - Carmel Area Wastewater District – January 2020 | 017 |
| 10. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – January 2020 | 020 |
| 11. Receive and Accept Financial Statements and Supplementary Schedules – January 2020 | 021 |
| 12. Receive and Accept Collection System Superintendent’s Report (2020 January ,2019 December & November) | 046 |
| 13. Receive and Accept Safety And Regulatory Compliance Report – January 2020 | 050 |
| 14. Receive and Accept Treatment Facility Operations Report – (January 2020, December & November 2019) | 053 |
| 15. Receive and Accept Laboratory/Environmental Compliance Report – January 2020 | 059 |
| 16. Receive and Accept Capital Projects Report/Implementation Plan | 061 |
| 17. Receive and Accept Project Summaries | 063 |
| 18. Receive and Accept Plant Operations Report – January 2020 | 076 |
| 19. Receive and Accept Maintenance Projects Report – January 2020 | 079 |

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- 20.** Receive Principal Engineer Monthly Report General Engineering –
 January 30, 2020 (This item was not formally received by the Board during January’s meeting
 therefore, it has been added to this meeting to be received) 081
 February 27,2020 083

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RESOLUTIONS

- 21. Resolution No. 2020-06;** A Resolution Approving The Surplus Asset Disposal Policy 086
 - *Report by Maintenance Superintendent, Chris Foley*
- 22. Resolution No. 2020-09;** Resolution Authorizing The General Manager To Invite Bids 096
 For Project #18-17 Hatton Canyon Pipeline Replacement Project–
Report by Principal Engineer, Rachél Lather
- 23. Resolution No. 2020-10;** A Resolution Accepting Completed Project #19-17 And 100
 Directing The General Manager to File A Notice of Completion For The Hatton Canyon Access
 Road Grading Project-*Report by Principal Engineer, Rachél Lather*
- 24. Resolution No. 2020-11;** A Resolution Authorizing The General Manager To Enter Into 105
 A Contract With Hall Landscape Design For Preliminary Design Work On Inter Agency Public
 Riparian Trail System In The Amount of \$21,210- *Report by General Manager, Barbara Buikema*
- 25. Resolution No. 2020-12;** A Resolution Authorizing The General Manager To Enter 112
 Into A Contract With The City of Carmel-by-the-Sea For A Three-Year Period To Perform
 Commercial Stormwater Compliance Inspections- *Report by Plant Superintendent, Ed Waggoner*
- 26. Resolution No. 2020-13;** A Resolution Accepting The Lowest Responsible Bid For 116
 The Project #18-18 Pump Station Programmable Logic Controller Panel Installation And
 Authorize The General Manager To Execute A Contract With The Lowest Qualified Bidder In
 The Amount Of \$94,555.23 Plus 10% Change Order Contingency
 -*Report by Maintenance Superintendent, Chris Foley*
- 27. Resolution No. 2020-14;** A Resolution Approving The Approach Taken In Negotiations 120
 With The Coastal Commission Regarding The After-The-Fact Permit For Phase I Project And
 The Proposed Coastal Development Amendment And Authorize Its Acceptance of Said Agreement
 -*Report by General Manager, Barbara Buikema*

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OTHER ITEMS BEFORE THE BOARD

- 28.** Carmel River Free (CRFREE) Negotiations for Memorandum of Understanding with Monterey County and Big Sur Land Trust (BSLT)-Legal Counsel-
Report by General Manager, Barbara Buikema 136

INFORMATION/DISCUSSION ITEMS

- 29.** PBCSD 01-31-20 -General Manager, Barbara Buikema 138
Informational Only – No Action Required
- 30.** Newsletter Topics -General Manager, Barbara Buikema 140
Informational Only – No Action Required
- 31.** Monterey County Investment Report -General Manager, Barbara Buikema 143
Informational Only – No Action Required
- 32.** Pension Committee -General Manager, Barbara Buikema 141
Barbara Buikema
Informational Only – No Action Required
- 33.** 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.

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COMMUNICATIONS

34. General Manager's Report – *Oral reporting*

- Local Hazard Mitigation Plan Update
- Carmel High School Sandpiper Interview

Informational Only – No Action Required

- CAWD Mission/Vision Statement

158

Requesting Acceptance of Mission Statement

35. 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, February 28, 2020 at 9:30a.m. *Director Townsend is scheduled to attend.*

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

Reclamation Management Committee Meeting – The next RMC meeting is scheduled for: Wednesday, May 13, 2020 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

36. 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 closed session of the Board is not planned, but may be held if necessary for certain limited purposes authorized pursuant to California Government Code.

37. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **March 26, 2020** 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.

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