



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

3945 Rio Road, Carmel, CA 93923 Ph (831) 624-1248
Thursday, 9:00 a.m., November 21, 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

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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| 3. Approve Regular Board Meeting Minutes of October 31, 2019 and Pension Committee Meeting Minutes of November 7, 2019 | 002
008 |
| 4. Receive and Accept Bank Statement Review by Hayashi Wayland – October 2019
<i>(Not received at time of Board packet build)</i> | 009 |
| 5. Receive and Accept Schedule of Cash Receipts and Disbursements – October 2019 | 010 |
| 6. Approve Register of Disbursements - Carmel Area Wastewater District – October 2019 | 013 |
| 7. Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – October 2019 | 016 |
| 8. Receive and Accept Financial Statements and Supplementary Schedules – October 2019 | 017 |
| 9. Receive and Accept Collection System Superintendent’s Report October, September & August 2019 | 040 |
| 10. Receive and Accept Safety And Regulatory Compliance Report – October 2019 | 045 |
| 11. Receive and Accept Treatment Facility Operations Report – October (partial), September & August 2019 | 049 |
| 12. Receive and Accept Laboratory/Environmental Compliance Report – October 2019 | 055 |
| 13. Receive and Accept Capital Projects Report/Implementation Plan – October 2019 | 058 |
| 14. Receive and Accept Project Summaries | 060 |
| 15. Receive and Accept Plant Operations Report – October 2019 | 077 |
| 16. Receive and Accept Maintenance Projects Report – October 2019 | 080 |
| 17. Receive Principal Engineer Monthly Report General Engineering – October 2019 | 082 |

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RESOLUTIONS

- 18. Resolution No. 2019-54;** A Resolution Adopting The CAWD/PBCSD Reclamation Project Audit For The Year Ending 06-30-19 – *Report by General Manager, Barbara Buikema* 085
- 19. Resolution No. 2019-55;** A Resolution Accepting Completed Project And Directing The General Manager To File A Notice Of Completion For The Monte Verde Extension And Second Avenue Sewer Line Replacement Project And Approve Total Project Cost Changes In The Amount Of \$9,557.13 (Project #19-11) – *Report by Principal Engineer, Rachél Lather* 118
- 20. Resolution No. 2019-56;** A Resolution Selecting A President And President Pro Tem, And Appointing A Secretary And Secretary Pro Tem Of The Carmel Area Wastewater District, For A Term Of One Year Commencing On December 13, 2019 – *Report by Board Secretary, Domine Barringer* 124

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OTHER ITEMS BEFORE THE BOARD

- 21.** CAWD Pension Plan – Actuarial Review by Nicolay Consulting July 1, 2019 129
Report by General Manager, Barbara Buikema
Informational Only – Action Required-Requesting A Motion to Accept
- 22.** View new Vac Con truck-Viewing of Truck after opening the meeting but before voting on Consent Calendar- *No written report*
Informational Only – No Action Required

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INFORMATION/DISCUSSION ITEMS

- 23.** *PBCSD 10-25-19 Regular Board Meeting – Report by Acting General Manager, Rachél Lather* 151
Informational Only – No Action Required
- 24.** *Retirement Pension Plan Trustee 11-7-19 Meeting – Report by General Manager, Barbara Buikema* 153
• *Hastie Power Point File*
Informational Only – No Action Required
- 25.** *Acting General Manager Report – Report by Rachél Lather* 169
Informational Only – No Action Required
- 26.** *General Manager Quarterly Progress Report – Report by General Manager, Barbara Buikema* 171
Informational Only – No Action Required
- 27.** *Summary of Monterey County Treasurer Report dated 09-30-19– Report by General Manager, Barbara Buikema* 177
- 28.** *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

- 29.** *General Manager’s Report*
- *Carmel River FREE update – Oral by General Manager, Barbara Buikema*
 - *Coastal Commission Update– Oral Report by General Manager, Barbara Buikema*

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30. 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, December 13, 2019 at 9:00a.m. *Director Rachel is scheduled to attend. There is no meeting scheduled in the month of November for PBCSD.*

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, February 19, 2020 at 9:30 a.m. *Director Townsend and Director White are scheduled to attend.*

31. 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.*

32. ADJOURNMENT

*The next Regular Meeting will be held at 9:00 a.m., Thursday, **December 19, 2019** 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.