



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

*Via teleconference webinar
Thursday, 9:00 a.m., May 27, 2021*

COVID-19 Pandemic and State of California Executive Order N-29-20

In compliance with recently issued guidelines from the State of California and other governing agencies, and in order to aid in keeping the public safe, Carmel Area Wastewater District (CAWD) will be conducting our Board Meeting via teleconference until further notice. All public meetings shall be conducted electronically only and without a physical location for public participation, until further notice, and in compliance with California state guidelines for social distancing.

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: 886 5773 0270 Password: 083910.

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 (District) administrative office at (831)624-1248. Notification prior to the meeting will enable the District 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. *Employee Award Winner:*** Trevor Weidner-Holland has been awarded the 03
California Water Environment Association (CWEA) 2020-2021 Crystal Crucible Award. The purpose of this award is to recognize significant participation in Wastewater Analysis, Education and Planning within a Wastewater Laboratory, along with 10 years of membership in CWEA. To read more please visit the following link:
<https://www.cwea.org/news/award-winners/trevor-weidner-holland/>

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.

- 4. Approve**
 - April 28, 2021 Special Meeting of the Pension Committee Minutes 05
 - April 29, 2021 Regular Board Meeting Minutes 06
- 5. Receive and Accept Bank Statement Reviews by Hayashi Wayland –April 2021** 12
- 6. Receive and Accept Schedule of Cash Receipts & Disbursements – April 2021** 14
- 7. Approve Register of Disbursements - Carmel Area Wastewater District – April 2021** 17

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

"e" - indicates a separate insert is enclosed.

8.	Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – April 2021	20
9.	Receive and Accept Financial Statements and Supplementary Schedules – April 2021	21
10.	Receive and Accept Collection System Superintendent’s Report- (April, March & February 2021)	46
11.	Receive and Accept Safety and Regulatory Compliance Report – April 2021	53
12.	Receive and Accept Treatment Facility Operations Report – (April, March & February 2021)	55
13.	Receive and Accept Laboratory/Environmental Compliance Report – April 2021	61
14.	Receive and Accept Capital Projects Report/Implementation Plan	63
15.	Receive and Accept Project Summaries	65
16.	Receive and Accept Plant Operations Report – April 2021	77
17.	Receive and Accept Maintenance Projects Report – April 2021	79
18.	Receive Principal Engineer Monthly Report General Engineering – April 2021	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

19.	Resolution No. 2021-25; A Resolution Adopting the CAWD/PBCSD Fiscal Year 2021-22 Reclamation Project Budget – <i>Report by General Manager, Barbara Buikema</i>	85
20.	Resolution No. 2021-26; A Resolution Specifying the District Sewer Connection and Annexation Fees as Adopted by Ordinance No. 85-2, Commencing June 1, 2021 – <i>Report by General Manager, Barbara Buikema</i>	122

COMMUNICATIONS

21.	General Manager Report - oral report	*
	A. Taco Truck Day	
	B. Customer Complaint	

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

"e" - indicates a separate insert is enclosed.

OTHER ITEMS BEFORE THE BOARD

22. Request to Engage a Real Estate Professional – *Report by General Manager, Barbara Buikema* 129

INFORMATION/DISCUSSION ITEMS

23. PBCSD April 30, 2021 Board Meeting – *Report by General Manager, Barbara Buikema* 131
24. May 11, 2021 Reclamation Management Committee Meeting
Report by General Manager, Barbara Buikema 134
25. Monterey County Investment Report March 31, 2021
Report by General Manager, Barbara Buikema 135
26. General Manager Quarterly Progress Report
Report by General Manager, Barbara Buikema 137
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 meetings are scheduled for:
Friday, May 28, 2021 – Director Siegfried is scheduled to attend.
Friday, June 25, 2021 – Director Townsend is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, July 20, 2021 at 6:00 p.m. – Director Townsend is scheduled to attend, and Director Siegfried is the alternate.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, November 9, 2021, at 9:30 a.m. Director Townsend and Director White are scheduled to attend. Meeting location is to be determined.

28. **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. *Conference with Legal Counsel – Anticipated Litigation*
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) Government Code section 54956.9

29. ADJOURNMENT

*The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, **June 24th**, 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. 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.*