



CARMEL AREA WASTEWATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING

*Via teleconference webinar
Thursday, 9:00 a.m., August 26, 2021*

COVID-19 Pandemic and State of California Executive Order N-08-21

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 September 30, 2021.

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: 891 8337 7010 Password: 445273.

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. 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. 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.

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 July 29, 2021, Regular Board Meeting Minutes, July 29, 2021, Special Board Meeting Minutes & August 3, 2021, Pension Committee Meeting Minutes | 03 |
| 4. | Receive and Accept Bank Statement Reviews by Hayashi Wayland – July 2021 | 11 |
| 5. | Receive and Accept Schedule of Cash Receipts & Disbursements – July 2021 | 13 |
| 6. | Approve Register of Disbursements - Carmel Area Wastewater District – July 2021 | 15 |
| 7. | Approve Register of Disbursements – CAWD/PBCSD Reclamation Project – July 2021 | 19 |
| 8. | Receive and Accept Financial Statements and Supplementary Schedules – July 2021 | 20 |
| 9. | Receive and Accept Collection System Superintendent’s Report – July, June & May 2021 | 44 |
| 10. | Receive and Accept Safety and Regulatory Compliance Report – July 2021 | 52 |
| 11. | Receive and Accept Treatment Facility Operations Report – July, June & May 2021 | 55 |
| 12. | Receive and Accept Laboratory/Environmental Compliance Report – July 2021 | 61 |
| 13. | Receive and Accept Capital Projects Report/Implementation Plan | 63 |
| 14. | Receive and Accept Project Summaries-Capital & Non-Capital | 65 |
| 15. | Receive and Accept Plant Operations Report – July 2021 | 81 |
| 16. | Receive and Accept Maintenance Projects Report – July 2021 | 84 |
| 17. | Receive Principal Engineer Monthly Report General Engineering – July 2021 | 87 |

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

"e" - indicates a separate insert is enclosed.

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

- 18. Resolution No. 2021-47;** A Resolution Accepting the Lowest Responsible Bid for the “2021 Pipeline Spot Repairs Project #21-02” and Awarding a Contract in an Amount Not to Exceed \$150,000 – *Report by Principal Engineer, Rachél Lather* 90
- 19. Resolution No. 2021-48;** A Resolution Authorizing the General Manager to Amend A Contract with MNS Engineers, Inc. in the Amount of \$32,690 to Provide Utility Locating Services for the Scenic Road Pipe Bursting Project #20-08 – *Report by Principal Engineer, Rachél Lather* 94
- 20. Resolution No. 2021-49;** A Resolution Adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the “CRFREE Mitigation Pipeline Undergrounding Project” (Project #19-21) Pursuant to the California Environmental Quality Act – *Report by Plant Engineer, Patrick Treanor* 99
- 21. Resolution No. 2021-50;** A Resolution Accepting the Lowest Responsible and Responsive Bid for the “Sulfuric Acid and Citric Acid Storage and Feed Systems Project” #18-26 and Awarding Construction Contract – *Report by Plant Engineer, Patrick Treanor* 103
- 22. Resolution No. 2021-51;** A Resolution Authorizing an Annual Adjustment of the District’s Reserve Fund Balances by Transferring \$3,455,840 to the Capital Fund and \$2,013,539 to the Capital Improvement Reserve from the General O&M Fund in Accordance with the District’s Reserve Policy – *Report by Principal Accountant, Jim Grover* 113
- 23. Resolution No. 2021-52;** A Resolution Approving the COVID-19 Vaccination Policy Requirements – *Report by General Manager, Barbara Buikema* 117

COMMUNICATIONS

- 24. General Manager Report - oral report** *
- Carmel River Floodplain Restoration & Environmental Enhancement
 - Coastal Commission Report

OTHER ITEMS BEFORE THE BOARD

- 25. Ad Hoc Committee formation – *Report by General Manager, Barbara Buikema*** 122
- [Vision for a New Public Access Trail at the CAWD River Bridge Crossing - Carmel Area Wastewater District](#)

INFORMATION/DISCUSSION ITEMS

26. PBCSD July 30, 2021, Board Meeting – *Report by General Manager, Barbara Buikema* 124
27. Summary of Monterey County Treasurer Report dated June 30, 2021
Report by General Manager, Barbara Buikema 126
28. August 3, 2021, Pension Committee Meeting Summary – *Report by General Manager, Barbara Buikema* 128

29. **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, August 27, 2021, meeting was cancelled.
Friday, September 24, 2021 – Director Rachel is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, October 19, 2021, at 6:00 p.m. – Director Siegfried to attend this meeting as 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.

30. **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: **Legal Counsel Performance Evaluation**

31. **ADJOURNMENT**

*The next virtual Regular Meeting will be held at 9:00 a.m., Thursday, **September 30, 2021** 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.*