



CARMEL AREA WASTEWATER DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

In-person or by Teleconference Webinar

3945 Rio Road, CA 93923

Phone: (831)624-1248

Thursday, 9:00 a.m., March 28, 2024

Board Members will be attending this meeting In-Person (or otherwise virtually via applicable teleconferencing provisions set forth in the Brown Act).

The public may attend this meeting under either option of a hybrid format: In-person, as noted above, or virtually. Please note that meeting will proceed as normal even if there are technical difficulties accessing Zoom. The District will try and resolve any technical issues as quickly as possible.

Please note, masks are required during the meeting.

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: 822 4259 8471 Password: 897785.

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 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

Cole _____ Rachel _____ Siegfried _____ Urquhart _____ 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:*** Welcoming Jeff Bandy, Principal Engineer

CONSENT CALENDAR: APPROVAL OF MINUTES, FINANCIAL STATEMENTS AND MONTHLY REPORTS-ALL REPORTS RELATE TO CURRENT 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.

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| 4. | February 21,2024 Bridge To Everywhere Minutes | 04 |
| | February 22,2024 Special Meeting Minutes | |
| | February 29,2024 Regular Meeting Minutes | |
| | February 26, 2024 Bridge To Everywhere Minutes | |
| | March 5, 2024 Budget Meeting Minutes | |
| | March 8,2024 Budget Meeting Minutes | |
| | March 14,2024 Budget Meeting Minutes | |
| | March 18,2024 Budget Meeting Minutes | |
| 5. | Receive and Accept Bank Statement Review by Clifton Larson Allen (CLA)-
February 2024 - <i>Will be inserted when received</i> | 21 |
| 6. | Receive and Accept Schedule of Cash Receipts & Disbursements-
February 2024 | 22 |
| 7. | Approve Register of Disbursements – Carmel Area Wastewater District-
February 2024 | 25 |
| 8. | Approve Register of Disbursements – CAWD/PBCSD Reclamation Project –
February 2024 | 30 |

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

"e" - indicates a separate insert is enclosed.

9.	Receive and Accept Financial Statements and Supplementary Schedules – February 2024	32
10.	Receive and Accept Collection System Superintendent’s Report – February & January 2024, and December 2023	53
11.	Receive and Accept Safety and Regulatory Compliance Report – February 2024	58
12.	Receive and Accept Treatment Facility Operations Report – February & January 2024, and December 2023	61
13.	Receive and Accept Laboratory/Environmental Compliance Report – February 2024	67
14.	Receive and Accept Capital Projects Report/Implementation Plan	70
15.	Receive and Accept Project Summaries – Capital & Non-Capital	72
16.	Receive and Accept Plant Operations Report – February 2024	94
17.	Receive and Accept Maintenance Projects Report – February 2024	96

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. 2024-19: A Resolution Accepting the Carmel Area Wastewater District’s & Pebble Beach Community Special Districts Reclamation Project- Audit June 30,2023, <i>Report by General Manager, Barbara Buikema</i>	100
19.	Resolution No. 2024-20: A Resolution Approving The Payment Of CalPERS Classic Unfunded Accrued Liability In An Amount Not To Exceed \$535,250 And CalPERS PEPRA Unfunded Accrued Liability In An Amount Not To Exceed \$109,193 With Funds From District Reserves- <i>Report by General Manager, Barbara Buikema</i>	103

COMMUNICATIONS

20.	General Manager Report	113
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OTHER ITEMS BEFORE THE BOARD

21.	Local Agency Formation Commission (LAFCO) Election - Staff Report <i>Report by General Manager, Barbara Buikema</i>	116
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Action Required – *Motion Requesting The Candidate Of Choice For The LAFCO Commissioner-Special District*

22. Carmel Area Wastewater District's Fiscal Year 2023-2024 **Preliminary Budget**- 127
Report by General Manager, Barbara Buikema

Action Required – Requesting A Motion to Accept the Fiscal Year
 2024-2025 Preliminary Budget Preliminary Budget Under Separate Cover e

23. Carmel Area Wastewater District's Fiscal Year 2024-2025 Preliminary 129
Rate Model- *Report by General Manager, Barbara Buikema and Maintenance*

Action Required – Requesting A Motion to Accept the Fiscal Year 2024-2025
 Preliminary Rate Model

24. Carmel Area Wastewater District's Staff Report- Audit, June 30,2023 135
 – *Report by General Manager, Barbara Buikema*

Action Required – Requesting A Motion to Accept this report

Audit Report As of June 30,2023 (separate cover) e

25. Monterey County Treasurer's Report As of December 31,2023, 137
Report by General Manager, Barbara Buikema

Action Required – Requesting A Motion to Accept this report

26. Update On Internship with Carmel Unified School District, 139
Report by Superintendent, Ed Waggoner

PowerPoint Presentation - Informational Update

27. Carmel Area Wastewater District and Pebble Beach Community 155
 Service District Agreement, *Report by General Manager, Barbara Buikema*

INFORMATION/DISCUSSION ITEMS

28. Pebble Beach Community Service District Meeting February 23, 2024,- 172
Report by General Manager, Barbara Buikema

29. Response to the Revised Draft Environmental Impact Report for the 174
 “Carmel Lagoon Ecosystem Protective Barrier, Scenic Road Protection structure, and
 Interim Sandbar Management Plan Project” dated January 2024-- *Report by General Manager,
 Barbara*

30. Reclamation Management Meeting Notes, February 13, 2024– Report by 178
General Manager, Barbara

31. 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, March 29, 2024, at 9:30 a.m. – Director Rachel is scheduled to attend.
Friday, April 26, 2024, at 9:30 a.m. – Director Cole is scheduled to attend.

Special Districts Association of Monterey County – The next SDA meeting is scheduled for:
Tuesday, April 16, 2024, at 6:00 p.m. –President White is scheduled to attend
Tuesday, July 16, 2024, at 6:00 p.m. –Director Rachel is scheduled to attend.

Reclamation Management Committee (RMC) Meeting – The next RMC meeting is scheduled for:
Tuesday, May 7, 2024, at 9:30 a.m. President White and Director Rachel are scheduled to attend.

32. ADJOURNMENT

The next Regular Board Meeting will be held at 9:00 a.m., Thursday, April 25, 2024, or at an alternate acceptable date. NOTE: The meeting will have a teleconference option hosted through Zoom. You may access the Zoom link by visiting our website, www.cawd.org. If you need assistance, please call the District office at 831-624-1248 or send an email to downstream@cawd.org. After staff reports have been distributed, if additional documents are produced by the District and provided to the Board regarding any item on the agenda, they will be made available on the District website.