

**Carmel Area Wastewater District/Pebble Beach Community Services District
Pebble Beach Company**

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of February 17, 2017
Pebble Beach Community Services District Boardroom
Forest Lake & Lopez Roads, Pebble Beach, CA**

1. Call to Order

Mike Niccum, PBCSD General Manager, serving as facilitator, called the meeting to order at 9:30 a.m. Members or alternates present were: Ken White and Charlotte Townsend, Carmel Area Wastewater District Board of Directors (CAWD); Peter McKee and Richard Verbanec, Board of Directors, Pebble Beach Community Services District (PBCSD); David Heuck, Executive Vice President and Chief Financial Officer, Pebble Beach Company (PBCo), and Mike Bowhay, Independent Reclaimed Water Users Group (IRWUG)

Others in attendance:

Barbara Buikema, General Manager, CAWD
Rob Rathie, Legal Counsel, CAWD/PBCSD
Brent Reitz, PBCo/IRWUG Project Representative
Jim Grover, Principal Accountant, CAWD
Ed Waggoner, Operations Superintendent, CAWD
David Stoldt, General Manager, Monterey Peninsula Water Management District (MPWMD)
Nick Becker, Principal Engineer, PBCSD
Laura Dadiw, Clerk, PBCSD

2. Period for welcoming visitors, receiving public comment regarding matters not listed or considering changes to the agenda

There were no comments or requested changes to the agenda.

3. Minutes

It was moved by Member Townsend, seconded by Member Bowhay, and carried, to approve the minutes of the Committee meeting of November 10, 2016, with Member White abstaining having not attended the meeting.

4. Review of the County Carmel Lagoon Barrier Project (Item revised from agenda; the CAWD Treatment Plant Reverse Osmosis improvement project is covered under item 5.B. – Treatment Plant Operations and Maintenance)

Ms. Buikema reported that the draft environmental impact report period for comments closed on January 31, 2017. Over 200 pages of comments were submitted and Ms. Buikema thanked the agencies that responded. The Lagoon sand bar breached in mid-December, helping to alleviate flooding of the CAWD facility during this winter's heavy rains.

5. Receive and consider reports relating to Operations and Maintenance of Project

A. Financial Statements (December 2016)

Mr. Grover presented an updated financial report for the current fiscal year; noting that water sales are down from this time last year due higher than normal rain resulting in low demand. Fixed costs are up namely attributed by an increase in capital and project bond costs (interest rates have risen, and are likely to continue to rise). The unit cost of water has increased this year due to above normal capital expenses (mostly contributed by ongoing capital improvements at the wastewater treatment plant). It was suggested to have Pacific Gas and Electric Company, or an independent firm, perform an audit of kilowatt cost for each department to insure the lowest rate is applied.

The O & M Financial Statements for the period were received for information and no action was required.

B. Receive/consider reports relating to Project operations and maintenance – (“O & M”) of Project

Ed Waggoner, Operations Superintendent for CAWD reported on the status of the Reverse Osmosis (RO) Improvement Project. The necessary components to be installed have been received, and CAWD staff will begin inventory/assembly activities next week, anticipating installation will be completed before the end of March. CAWD recently hired a painting contractor to recoat the interior of all (3) micro filtration (MF) cells to be completed by the end of March, weather permitting. Upon completion, two sets of membranes removed for painting will be reinstalled, and one set of used Carter Lake membranes that have been in storage for nearly two years will be installed; one set of new membranes will remain in stock. Staff continues to work on preventative maintenance tasks while both MF & RO systems remain off-line. Capital improvement project construction dewatering wells are back in service, providing additional flow to the plant potentially through May.

C. Distribution System O & M

Nick Becker provided a written report on Reclamation Project distribution system operations and maintenance. The recycled water demand throughout November, December and January tracked below normal monthly averages. This below normal demand trend can be attributed to the above normal precipitation observed throughout late fall/winter. Increased wastewater flows (from rain events and onsite construction dewatering at CAWD) resulted in higher than normal recycled water production during the reporting period that, in conjunction with a period of low demand, resulted in Forest Lake Reservoir reaching capacity (115MGals) in late January.

The Distribution System O & M Report was received for information and no action was required or taken by the Committee.

6. Receive Miscellaneous Information or Announcements from Members, Staff or Visitors

David Stoldt, MPWMD General Manager reported that the Monterey Peninsula Water Supply Project EIR is in circulation, and gave an update on the impact of recent storms on the Carmel River, particularly through the area of the former San Clemente Dam. Mr. Stoldt responded to questions regarding drought and water management.

7. **Closed Session**

The Committee did not meet in a closed session.

8. **Adjournment & Next Meeting Date**

There being no further business at 10:32 a.m., it was moved and seconded, and determined by consensus of the members, that the Reclamation Management Committee adjourn to its next regular meeting on Friday, May 12, 2017, at 9:30 a.m. in the PBCSD Boardroom at 3101 Forest Lake Road, Pebble Beach.

Respectfully submitted:

Laura Dadiw, Clerk

Pebble Beach Community Services District/Dadiw Associates