

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

**WASTEWATER RECLAMATION PROJECT  
MANAGEMENT COMMITTEE**

**MINUTES**

**Meeting of May 11, 2007  
Pebble Beach Community Services District Boardroom  
Forest Lake & Lopez Roads, Pebble Beach, CA**

**1. Call to Order**

Ray von Dohren, CAWD General Manager, serving as facilitator, called the meeting to order at 9:36 a.m. Members or alternates present were: Charlotte Townsend and William Englander, Carmel Area Wastewater District Board of Directors (CAWD); Gary D. Hornbuckle and Richard Verbanec, Pebble Beach Community Services District Board of Directors (PBCSD); and Mark Stilwell, Executive Vice President, Pebble Beach Company (PBCo).

**Others in attendance:**

Craig Anthony, General Manager, PBCSD  
Robert Wellington, Legal Counsel, CAWD/PBCSD  
Michael Niccum, P.E., District Engineer, PBCSD  
Brent Reitz, Capital Services Project Manager, Pebble Beach Company  
Barbara Buikema, Accountant/Controller, CAWD  
Michael Magretto, Operations Supervisor, California American Water  
Laura Dadiw, Dadiw Associates, Clerk

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

Director Englander, CAWD Board member, was welcomed to the committee. No requests were received to change the content or order of the agenda.

**3. Minutes:**

*It was moved and seconded by Member Verbanec and Member Englander, and carried, to approve the minutes of the Committee meeting of March 2, 2007.*

**4. Receive and consider reports relating to operations and maintenance (“O & M”) of Project:**

**4-A-1. Approve Budget – 2007-08**

Barbara Buikema reviewed the project budget for the fiscal year 2007-08.

*It was moved and seconded by Member Englander and Member Hornbuckle, and carried, to approve the CAWD/PBCSD Reclamation Project Budget for the fiscal year 2007-08 with the addition of the annual fee of approximately \$8,000 to Department of Safety of Dams.*

**4-A-2. Consolidated Financial Statements from July 2006 through February 2007**

Barbara Buikema reviewed the financial statements for the period from July 2006 through February 2007. Ms. Buikema and Mr. Niccum responded to questions from committee members.

*The O & M Financial Statements for the period were received for information and no action was required or taken by the Committee.*

**4-B-1. Treatment Plant O & M**

The Committee received a written status report from CAWD Treatment Plant Superintendent, Mark Scheiter, regarding treatment plant operations for March/April 2007.

*There being no further questions or comments, the written and oral reports regarding Treatment Plant O & M were received as informational and no action was required or taken by the committee.*

**4-C-1. Distribution System O & M; reclaimed and potable water use**

PBCSD District Engineer, Michael Niccum, reviewed his Distribution System Operations Report, dated May 11, 2007 and responded to questions.

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

**5. Receive status reports concerning Main Components Phase II (Expanded) Reclamation Project:**

**5-A-1. Project Schedule - Handout**

CAWD General Manager, Ray von Dohren, provided the committee members with an Advanced Treatment Project Schedule Update for April 2007. He reported that the MF/RO completion date is still being firmed up for sometime around May of 2008. Critical work such as the secondary effluent diversion structure needs to be completed prior to the wet weather. Mr. Brent Reitz, Capital Services Project Manager for Pebble Beach Company, stated that conducting the project as a design/build gained a month on the project schedule. The project schedule is to be updated monthly with the original schedule to remain in updated schedules as the baseline. Mr. von Dohren responded to committee member questions.

**5-A-2. Solution Grade Gypsum Supply and Servicing Agreement**

The committee reviewed the Staff Report from Sanford Veile, CAWD, regarding the approval of a gypsum and gypsum equipment supply agreement. Mr. von Dohren pointed out that the new gypsum agreement should be entered into by June 1, 2007 to avoid price increases. The system needs to be installed early in the project to coordinate with the pad that is being laid down. CAWD has used the proposed type of gypsum supplied by the same vendor for a long time. If authorized by the committee, the agreement will go before the CAWD Board on May 24<sup>th</sup> and the contract will be let on May 25<sup>th</sup>.

*It was moved and seconded by Member Englander and Member Townsend, and carried, to authorize the CAWD Board of Directors to execute an agreement with Wastewater Solutions, Inc. for the supply and servicing of solution grade gypsum and associated equipment. Member Stilwell had left the room and voted aye by proxy.*

**5-B-1. Forest Lake Reservoir Construction Project**

Mr. Niccum reviewed his submitted report regarding the Forest Lake Reservoir Project. The enlargement application process with Department of Safety of Dams (“DSOD”) aims to reduce the freeboard of the reservoir from 8 feet to 4 feet.

*The Forest Lake Reservoir Construction Project 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:**

Mark Stilwell, Executive Vice President, PBCo, reported that no agreement has yet been reached with the Independent Recycled Water Users Group (“IRWUG”) in its request that Pebble Beach Company “de-link” the cost of potable water from the cost of reclaimed water. Negotiations are still in progress.

Mr. Anthony stated that the PBCSD board meeting in May has been moved to the 23<sup>rd</sup>, one day prior to CAWD’s May board meeting.

*There were no further reports or announcements from Committee members, staff or visitors.*

**7. Closed Session**

The Committee did not meet in a closed session.

**8. Adjournment & Next Meeting Date:**

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***There being no further business at 10:20 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, July 6, 2007 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