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

WASTEWATER RECLAMATION PROJECT MANAGEMENT COMMITTEE

MINUTES

Meeting of May 13, 2016
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: Robert Siegfried and Charlotte Townsend, Carmel Area Wastewater District Board of Directors (CAWD); Richard Verbanec and Peter McKee, Board of Directors, Pebble Beach Community Services District (PBCSD); Brent Reitz, Pebble Beach Company (PBCo); and Mike Bowhay, Independent Reclaimed Water Users Group (IRWUG)

Absent: None

Others in attendance:
Barbara Buikema, General Manager, CAWD
Rob Wellington, Legal Counsel, CAWD/PBCSD
Jim Grover, Principal Accountant, CAWD
Kevin Young, Acting Operations Supervisor, CAWD
Suresh Prasad, Chief Financial Officer, Monterey Peninsula Water Management District (MPWMD)
Nick Becker, Principal Engineer, PBCSD
Justin Ferron, Assistant Engineer, PBCSD
Laura Dadiw, Clerk, PBCSD

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

PBCSD Engineer Becker introduced Assistant Engineer, Justin Ferron, whose main Reclamation Project assignments have been Forest Lake Reservoir operations and the MPCC #9 well. There were no requested changes to the agenda.

3. Minutes

It was moved by Member Townsend, seconded by Member Reitz, and unanimously carried, to approve the minutes of the Committee meeting of February 19, 2016.

4. CAWD/PBCSD Wastewater Reclamation Project Budget for Fiscal Year 2016-17

Barbara Buikema, CAWD General Manager, gave a comprehensive review of the proposed budget, noting it is balanced by a $200,000 contribution from the project's Capital Reserve Fund.

Director Siegfried suggested that the Sea Level Rise Study planned and budgeted for by CAWD be used as a starting point for determining whether funding to decommission the CAWD treatment plant is justified. The committee thanked Ms. Buikema and staff for their hard work in producing the budget.

It was moved by Member Bowhay, seconded by Member McKee, and unanimously carried, to adopt the CAWD/PBCSD Reclamation Project Budget for fiscal year 2016-17.

5. <u>Reverse Osmosis System Recovery Improvements</u>

Kevin Young, CAWD Operations Supervisor, briefed the committee on proposed improvements increasing the number of RO membranes and process stages. The anticipated increase in recovery from 70% to 85% would result in an increase in annual recycled water production of approximately 100 acre-feet per year. This project was the primary recommendation of the Project Inspection Report completed last year.

It was moved by Member Reitz, seconded by Member Bowhay, and unanimously carried, to approve the sum of $355,000 and authorize Carmel Area Wastewater District to enter into a contract with H2O Innovation to procure necessary equipment, PLC programming, provide construction oversight and for additional contracts for construction costs for the increased Reverse Osmosis Increase Recovery Project.

6. <u>Dry Weather Storm Water Diversion Projects</u>

Nick Becker, PBCSD Principal Engineer provided a memorandum regarding PBCo planned construction of three permanent dry weather storm water diversion stations per Regional Water Quality Control Board directives. Costs for operations and maintenance of the new permanent facilities will be similar to the current costs of operating the pilot project located on the 4th Fairway of Pebble Beach Golf Links and are included in the current budget.

It was moved by Member Verbanec, seconded by Member Siegfried, and unanimously carried, to approve the Reclamation Project providing operations and maintenance services for the permanent dry weather diversion stations.

7. <u>Receive and consider reports relating to Operations and Maintenance of Project</u>

A. Financial Statements (March 2016)

Jim Grover, Principal Accountant for (CAWD) presented an updated financial report for the current fiscal year; noting normal/expected revenues and expenditures. The Project continues to track within Budget. In addition Mr. Grover noted that current water sales are below normal by 2% but are expected to normalize as we move into the middle of the irrigation season.

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

Kevin Young updated the committee on the operational status of both the wastewater treatment plant and microfiltration/reverse osmosis treatment facility. Trans-membrane pressures of the micro filtration membranes have reached a level that failure is now imminent. Therefore CAWD staff has replaced 1 of 3 membrane cells with new membranes purchased several months ago and plans to change out the remaining 2 membrane cells with membranes recently purchased at a 50% discounted rate. Membrane replacement will allow CAWD staff to make a definitive evaluation on the effectiveness of the Clear Logx micro filtration pretreatment process over the course of the next 12-18 months.

C. Distribution System O & M

Nick Becker provided a written report on Reclamation Project distribution system operations and maintenance. The recycled water demand throughout March, April and May tracked both above and below normal monthly averages; April's above normal demand resulted in a storage trend reversal at Forest Lake Reservoir marking the onset of the irrigation season. Forest Lake Reservoir is currently operating above normal conditions with a related storage capacity of 97 million gallons.

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

8. <u>Receive Miscellaneous Information or Announcements from Members, Staff or Visitors</u>

Suresh Prasad, MPWMD Chief Financial Officer reported that MPWMD has implemented new billing software for the Reclamation Project to provide statements more timely. Billing from the new system will be received by customers this month.

9. <u>Closed Session</u>

The Committee did not meet in a closed session.

10. <u>Adjournment & Next Meeting Date</u>

There being no further business at 10:49 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, August 12, 2015, 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