

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of August 12, 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 Greg D'Ambrosio, Carmel Area Wastewater District Board of Directors (CAWD); Peter McKee, Board of Directors, Pebble Beach Community Services District (PBCSD); Brent Reitz, Capital Services Project Manager, Pebble Beach Company (PBCo); and Mike Bowhay, Independent Reclaimed Water Users Group (IRWUG)

Absent: Richard Verbanec, Board of Directors, PBCSD

Others in attendance:

Barbara Buikema, General Manager, CAWD
Rob Wellington, Legal Counsel, CAWD/PBCSD
Jim Grover, Principal Accountant, CAWD
Ed Waggoner, Operations Superintendent, CAWD
Kevin Young, Operations Supervisor, CAWD
David Stoldt, General Manager, Monterey Peninsula Water Management District (MPWMD)
Suresh Prasad, Chief Financial Officer, 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

Barbara Buikema, General Manager for the Carmel Area Wastewater District (CAWD) opened the meeting introducing Ed Waggoner, CAWD's new Wastewater Treatment Plant Operations Superintendent. There were no requested changes to the agenda.

3. Minutes

It was moved by Member Bowhay, seconded by Member McKee, and unanimously carried, to approve the minutes of the Committee meeting of May 13, 2016.

4. Reclamation Project Budget Increase for Well Water Production Development

Nick Becker, Principal Engineer for the Pebble Beach Community Services District discussed his written report regarding the development of a new production well adjacent to the Monterey Peninsula County Club Golf Maintenance Yard.

It was moved by Member Reitz, seconded by Member Bowhay, and unanimously carried, to increase the Reclamation Project Budget by \$200,000 and authorize Pebble Beach Community Services District to procure consulting and contractor services; along with materials and equipment for the development of well water production.

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

A. Financial Statements (June 2016)

Jim Grover, Principal Accountant for (CAWD) presented an updated financial report for the current fiscal year; noting normal/expected revenues and expenditures.

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, Operations Supervisor for CAWD updated the committee on the operational status of both the wastewater treatment plant and MF/RO (microfiltration/reverse osmosis) treatment facility. Both MF & RO facilities are in service and fully operational. MF membranes within two of the three units have recently been replaced due to increased trans-membrane pressures (membrane failure); the remaining unit is still operating on the old “Carter Lake” membranes but is expected to be replaced in the near future. Supervisor Young also gave a project status update on improving the recovery rate of RO; CAWD has reviewed/evaluated the design and has now directed H2O innovations to proceed with material procurement. CAWD anticipates the RO recovery improvement project to be complete and in service by January/February 2017.

C. Distribution System O & M

Nick Becker provided a written report on Reclamation Project distribution system operations and maintenance. The recycled water demand throughout June, July and August tracked both above and below normal monthly averages. June’s above normal demand (compared to that of the 5yr average) was a result of warmer weather; conversely the average below normal demand during July & August (compared to that of the 5yr average) can be attributed to an increased presence of fog/cooler temperatures in conjunction with golf maintenance practices (irrigation conservation efforts). Forest Lake Reservoir is currently operating above normal conditions with a related storage capacity of 54 million gallons.

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 on water matters related to the Soberanes firefighting effort.

Mr. Niccum provided a draft 2017 schedule for Technical Advisory and Reclamation Management Committee meetings. The February meeting will be later in the month to avoid AT&T week; and the November meeting will be on a Thursday to avoid Veteran’s Day.

9. **Closed Session**

The Committee did not meet in a closed session.

10. **Adjournment & Next Meeting Date**

*There being no further business at 10:11 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 **Thursday, November 10, 2016**, 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