

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of August 14, 2015
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); David Heuck, Executive Vice President and Chief Financial Officer, Pebble Beach Company (PBCo), and Michael Bowhay, Independent Reclaimed Water Users Group (IRWUG).

Others in attendance:

Barbara Buikema, General Manager, CAWD
Robert Rathie, Legal Counsel, CAWD/PBCSD
Jim Grover, Principal Accountant, CAWD
James Pinkevich, Plant Superintendent, CAWD
Kevin Young, Operations Supervisor, CAWD
Brent Reitz, PBC/IRWUG Project Representative
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 Bowhay, seconded by Member Siegfried, and unanimously carried, to approve the minutes of the Committee meeting of May 8, 2015.

4. CAWD/PBCSD Wastewater Reclamation Project Inspection Report

PBCSD General Manager, Mike Niccum gave an overview of the 2015 Reclamation Facilities Inspection Report prepared by Joe Reichenberger. In conclusion the report reflected that the project was adequately staffed and that associated facilities were being professionally maintained and operated. In addition Mr. Reichenberger offered a number of operational recommendations that, if developed, could likely increase the daily production of recycled water.

It was moved by Member Townsend, seconded by Member McKee, and unanimously carried, to receive the 2015 Reclamation Facilities Inspection Report.

5. MF/RO Improvements

CAWD Operations Supervisor, Kevin Young followed-up a recent recommendation by Mr. Reichenberger in presenting a proposal to evaluate the feasibility of increasing the RO recovery above the existing 75% range.

It was moved by Member Bowhay, seconded by Member Townsend, and unanimously carried, to increase the Reclamation Project Budget by \$30,000 and authorize the Carmel Area Wastewater District to enter into a contract with H2O Innovation to investigate the cost associated with increasing the Reverse Osmosis (RO) recovery.

6. Development of Well Water Production

Brent Reitz, Project Manager for the Pebble Beach Company briefed the RMC on associated cost and scope for the development of two production wells (one existing & one new) adjacent to Monterey Peninsula County Club's Dunes Golf Course. The well sites would be brought into production to augment the growing decline in wastewater flows by repurposing the existing well and further development of a new well site.

It was moved by Member Bowhay, seconded by Member Heuck, and unanimously carried, to increase the Reclamation Project Budget by \$50,000 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.

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

A. Financial Statements (June 2015)

CAWD Principal Account, Jim Grover summarized the statements, noting that revenues and expenses are tracking with projected amounts.

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

CAWD Plant Superintendent, James Pinkevich updated the committee on the operational status of both the wastewater treatment plant and MF/RO (microfiltration/reverse osmosis) treatment facility. Mr. Pinkevich reported that current recycled water production is of MF only quality (RO not in service) in an effort to maximize the quantity of water produced. Mr. Pinkevich also reported that the Carter Lake membranes continue to be performing well.

C. Distribution System O & M

The Committee received a written Distribution System Operations Report from PBCSD Engineer Becker. The recycled water demand throughout May, June & July tracked below normal (20 year monthly average). Reservoir storage continued to see a declining trend throughout May, June, & July. Storage volume at the reservoir is currently at approximately 39MGals (34%); current storage is 15% below the historic average of 46MGals.

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

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

Mr. Niccum provided in the packet a schedule of Reclamation Management and Technical Advisory Committee meetings for 2015 and 2016. He requested to be informed if any committee members had conflicts with the dates.

9. Closed Session

The Committee did not meet in a closed session.

10. Adjournment & Next Meeting Date

There being no further business at 10:28 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, November 13, 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