

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

**WASTEWATER RECLAMATION PROJECT  
MANAGEMENT COMMITTEE**

**MINUTES**

**Meeting of November 10, 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); Peter McKee and Richard Verbanec, Board of Directors, Pebble Beach Community Services District (PBCSD); and Brent Reitz, Capital Services Project Manager, Pebble Beach Company (PBCo)

**Absent:** Mike Bowhay, Independent Reclaimed Water Users Group (IRWUG)

**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**

There were no comments or requested changes to the agenda.

**3. Minutes**

*It was moved by Member Verbanec, seconded by Member Reitz, and unanimously carried, to approve the minutes of the Committee meeting of August 12, 2016.*

**4. Annual Financial Report for Fiscal Year Ending June 30, 2016**

Jim Grover, Principal Accountant for CAWD gave a brief overview of the Annual Financial Report for Fiscal Year ending June 30, 2016. In summary the auditor (Marcello & Company) concluded that the CAWD/PBCSD Reclamation Project is in good standing and is being operated in accordance to general accounting practices. Mr. Stoldt thanked the management committee for completing the audit in November allowing MPWMD to complete its comprehensive financial report in December.

*It was moved by Member Townsend, seconded by Member Reitz, and passed 5-0, to receive the Annual Financial Report for Fiscal Year Ending June 30, 2016.*

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

**A. Financial Statements (September 2016)**

Mr. Grover 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. The Committee focused discussion on the pending RO recovery improvement project. Mr. Young reported that an order for associated equipment and materials had recently been placed and that CAWD staff were waiting to receive an update from H2O Innovations (designer/supplier) on equipment lead time in an effort to develop a construction/implementation schedule. It is CAWD’s anticipation that this project will be online sometime around March of 2017. The project is expected to increase RO recovery from the present 75% to 88%; potentially yielding an additional 100,000 gallons per day of recycled water (dependent on inflow). The new membranes are functioning well and there are no MF system issues to report. The Clear Logic system has a recirculation pump problem which will require a 4-hour shutdown; staff has determined the non-critical processes in the plant that can be shut off to allow one million gallons of additional storage for minimal discharge, if any, to the ocean during the scheduled shutdown.

**C. Distribution System O & M**

Nick Becker provided a written report on Reclamation Project distribution system operations and maintenance. The recycled water demand throughout September, October, and November tracked both above and below normal monthly averages. September saw relatively high demand as a result of warmer weather; conversely the average below normal demand during October can be attributed to a significant rain event mid-month. Continuing rain events have Forest Lake Reservoir operating at above normal conditions with a related storage capacity of 44 million gallons.

Construction has recently been completed on the new well (#8) adjacent to MPCC’s golf maintenance yard. The new well is currently being tested to determine optimum operational parameters (pump run times, daily production values, & projected well recovery). Alternative source water projects currently in service include Well #8 & #9 (resurrected well adjacent to the 9th fairway at MPCC’s Dunes course); however, the pilot dry weather diversion facility at the 4th Fairway (Pebble Beach Golf Links) has been removed from service. The Pebble Beach Company recently broke ground on constructing a permanent diversion facility at this location and is expected to be online in time to capture 2017 spring runoff. Mr. Niccum noted that there is a policy issue regarding the additional cost of providing primary and secondary treatment for the new sources of water. The PBCSD/CAWD treatment plant agreement is flow based; even though the additional flow will have a minor impact on total treatment plant costs, the cost to PBCSD per the agreement could increase significantly. The Technical Advisory Committee is in the process of

determining a proper sewer fee to be assigned to the reclamation project, to be presented to the PBCSD board and the RMC as part of the budget process for next year.

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

**6. Committee Meeting Schedule for 2017**

Mr. Niccum provided the 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 the Veteran's Day observed holiday.

*The 2017 Committee Meeting Schedule was received for information and no action was required or taken by the Committee. There were no questions or comments from committee members.*

**7. Receive Miscellaneous Information or Announcements from Members, Staff or Visitors**

David Stoldt, MPWMD General Manager reported that on November 1, 2016, the State Water Resources Control Board extended the Carmel River Cease and Desist Order for five years from the deadline of December 31, 2016. The Order regulates California American Water river diversions.

**8. Closed Session**

The Committee did not meet in a closed session.

**9. Adjournment & Next Meeting Date**

*There being no further business at 10:16 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, February 17, 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