

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

**WASTEWATER RECLAMATION PROJECT  
MANAGEMENT COMMITTEE**

**MINUTES**

**Meeting of November 13, 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 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  
Kevin Young, Operations Supervisor, CAWD  
Brent Reitz, Capital Services Project Manager, PBCo  
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 Bowhay, and unanimously carried, to approve the minutes of the Committee meeting of August 14, 2015.*

**4. Annual Financial Report for Fiscal Year Ending June 30, 2015**

Barbara Buikema, CAWD General Manager, gave a brief overview of the Reclamation Project's Annual Financial Report for Fiscal Year ending June 30, 2015. The project appears to be in good financial standing.

*It was moved by Member Townsend, seconded by Member Verbanec, and unanimously carried, to approve the Annual Financial Report for Fiscal Year Ending June 30, 2015.*

**5. Status of MF/RO Study and ClearLogx Pilot Project**

Kevin Young, CAWD Operations Supervisor gave an update on the ClearLogx pilot project (a project targeted at increasing the service life of the Micro-Filtration membranes). The pilot project was installed in July, 2015 and after five months in operation appears to have had a positive effect on increasing the service life of associated membranes.

*The status report for the period was received for information and no action was required.*

**6. Development of Well Water Production**

Brent Reitz, Project Manager for the Pebble Beach Company assisted in briefing the RMC on associated cost and scope for developing a new well site adjacent to Monterey Peninsula County Club's Golf Maintenance Yard.

*It was moved by Member Siegfried, seconded by Member Heuck, and unanimously carried, to increase the Reclamation Project Budget by \$200,000 and authorize Pebble Beach Community Services District to procure well drilling 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 (September 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**

Kevin Young, CAWD Operations Supervisor updated the committee on the operational status of both the wastewater treatment plant and MF/RO (microfiltration/reverse osmosis) treatment facility. Mr. Young reported that H2O Innovations has been retained to study the feasibility of increasing the RO recovery above the existing 75% (follow-up recommendation from the Reichenberger Report). A report summarizing results from this study is anticipated to be received by CAWD in Jan/Feb 2016.

**C. Distribution System O & M**

The Committee received a written Distribution System Operations Report from PBCSD Engineer Becker. The recycled water demand throughout August, September & October tracked above normal (both 5yr and 20yr Monthly Average). Reservoir storage continued to see a declining trend throughout August, September, & October.

*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**

David Stoldt, MPWMD General Manager reported that El Nino weather is predicted for the Monterey Peninsula in January 2016 with a 60% chance of higher than average rains. Mr. Niccum provided in the packet a schedule of Reclamation Management and Technical Advisory Committee meetings for 2016.

**9. Closed Session**

The Committee did not meet in a closed session.

**10. Adjournment & Next Meeting Date**

*There being no further business at 10:29 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 19, 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