

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of February 13, 2019
Pebble Beach Community Services District Boardroom
3101 Forest Lake Road, 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: Ken White and Charlotte Townsend, Board of Directors, Carmel Area Wastewater District (CAWD); Peter McKee and Richard Verbanec, Board of Directors, Pebble Beach Community Services District (PBCSD); Brent Reitz, Capital Services Project Manager, Pebble Beach Company (PBCo); Joe Huston, 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
Ed Waggoner, Operations Superintendent, CAWD
Nick Becker, Principal Engineer, PBCSD
Justin Ferron, Assistant Engineer, PBCSD
David Stoldt, General Manager, Monterey Peninsula Water Management District
Laura Paxton, Clerk, PBCSD

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

There were no requested changes to the agenda.

3. Minutes

It was moved by Member White, seconded by Member Townsend, and unanimously carried 6-0, to approve the minutes of the Committee meeting of November 7, 2018.

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

A. Financial Statements (ending December 31, 2018)

Jim Grover, Principal Accountant for Carmel Area Wastewater District (CAWD) gave a brief overview of Financial Statements for the six-month period ending December 31, 2018. The Reclamation Project was reported to be in good standing. Water sales are down slightly from last year and plant expenses are up from last year, namely attributed to recent acquisition of replacement micro filtration (MF) membranes.

The O & M Financial Statements for the period were received for information and no action was required.

B. Treatment Plant Operations and Maintenance

Ed Waggoner, Operations Superintendent for CAWD briefed the committee on present operations along with a number of improvements underway at the treatment plant. With Forest Lake Reservoir nearing full capacity the advanced water treatment facility will be taken offline in late February / early March to perform a number of preventative maintenance tasks. CAWD staff plans to bring the “moth-balled” tertiary coagulation/flocculation/sand filter system online at the beginning of the 2019 irrigation season as a form of pre-treatment for MF feed water. New MF membranes manufactured by Scinor installed in one of three cells are currently performing well. The other two MF cells host older Evoqua and Carter Lake membranes that, at this point, do not warrant replacement.

The Treatment Plant Operations and Maintenance Report was received for information and no action was required.

C. Distribution System Operations and Maintenance

Principal Engineer, Nick Becker presented a status update on scheduled capital improvement projects for FY2018/19. Both the Reclamation Storage Facility Improvement Project (RSFIP) & SCADA Improvement Project continue to track on schedule. The RSFIP is currently in construction and is anticipated to be completed by end of May, 2019. Principal Engineer Becker also presented a distribution system operations report noting that the Forest Lake Reservoir is near capacity and is anticipated to be at full capacity by mid-February. A combination of continued production (with an average recovery rate of approximately 85%) and seasonably wet weather throughout December, January, and February were the main factors allowing the reservoir to reach maximum capacity so early in the year. Alternative source water (ASW) projects shall remain out of service until the onset of the 2019 irrigation season, typically occurring in/around mid-April. ASW projects produced 13.4 million gallons in 2018, approximately 3.0 million gallons more than the 10.4 million gallons produced in 2017.

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

5. Reclamation Storage Facilities Improvement Project Budget Adjustment

Principal Engineer Becker requested a budget increase for the Reclamation Storage Facilities Improvement Project. The lowest responsible bid submitted by Monterey Peninsula Engineering (MPE) was \$924,000 approximately \$350,000 over budget.

It was moved by Member White, seconded by Member Townsend, and unanimously carried 6-0, to ratify the Pebble Beach Community Services District action declaring Monterey Peninsula Engineering as the lowest responsible bid and authorize award of construction contract for an amount of \$924,000 for the construction of the Reclamation Storage Facilities Improvement Project; and increase project budget from \$750,000 to \$1,100,000.

6. **Sea Level Rise Committee Regarding Coastal Commission Concerns at the CAWD Treatment Plant**

Barbara Buikema, General Manager for CAWD introduced correspondence received from the California Coastal Commission (CCC) regarding acquisition of a Coastal Development Permit for improvement work at the wastewater treatment plant. The CCC appears to be requiring a number of conditional studies focused on impacts related to potential sea-level rise and the possible future need to relocate the treatment plant. CAWD has proposed to form a committee made up of constituents from Reclamation Project to discuss this matter. Both CAWD and PBCSD plan to appoint two directors to this committee. In addition, representatives from both the Pebble Beach Company and the Independent Water Users Group were encouraged to join the committee.

It was moved by Member McKee, seconded by Member White, and unanimously carried 6-0, for the Reclamation Management Committee to authorize participation in a Sea Level Rise Committee to be formed by Carmel Area Wastewater District to address the requirements of the California Coastal Commission and assigned David Heuck and Joe Huston as committee representatives.

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

Dave Stoldt, General Manager for MPWMD gave a brief overview of local water issues, including an update on the Monterey Peninsula Water Supply Project. After receiving conditional approval from the California Public Utilities Commission, California American Water is now in the process of trying to obtain planning/permitting approvals from both the City of Marina and the California Coastal Commission.

8. **Closed Session**

The Committee did not meet in a closed session.

9. **Adjournment & Next Meeting Date**

There being no further business at 10:30 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 Wednesday, May 8, 2019, at 9:30 a.m. in the PBCSD Boardroom at 3101 Forest Lake Road, Pebble Beach.

Respectfully submitted:

Laura Paxton, Clerk
Pebble Beach Community Services District