

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

**WASTEWATER RECLAMATION PROJECT  
MANAGEMENT COMMITTEE**

**MINUTES**

**Meeting of February 19, 2020  
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: 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  
Patrick Treanor, Plant Engineer, CAWD  
Nick Becker, Principal Engineer, PBCSD  
Justin Ferron, Assistant Engineer, PBCSD  
David Stoldt, General Manager, Monterey Peninsula Water Management District (MPWMD)  
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 Reitz, and unanimously carried 6-0, to approve the minutes of the November 6, 2019 Committee meeting.*

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

**A. Financial Statements (ending December 31, 2019)**

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, 2019. The Reclamation Project was reported to be in good standing. Water sales were up from last year due to warm weather and lack of rainfall in November.

*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**

Ed Waggoner, Operations Superintendent for CAWD briefed the committee on operations along with an update on several improvements underway at the treatment plant. With Forest Lake Reservoir reaching maximum storage capacity on January 22, 2020 the treatment plant was taken offline allowing staff to perform preventative maintenance activities. Mr. Waggoner reported that Reverse Osmosis (RO) membranes were replaced in all three trains throughout late December and early January. The old RO membranes completed a service life of approximately six years. Staff has installed replacement membranes from several manufacturers to compare membrane performance. Microfiltration (MF) membranes are nearing a one-year anniversary period and continue to operate within operational tolerances. Staff anticipates extending the typical service life of the MF membranes beyond the observed one and half year service life. Bringing the “mothballed” sand filters online in late 2019 as pretreatment for MF feed water is expected to attribute to extending the service life of the MF membranes.

*The report on Project operations and maintenance was received for information and no action was required.*

**C. Distribution System Operations and Maintenance and Water Use**

Principal Engineer Becker presented an operational update along with a status update on scheduled capital improvement projects for FY2020/21. Due to warming weather and lack of rainfall in early February the treatment plant was brought back online on February 10, 2020. Irrigation demand picked up in mid-February and continues to steadily increase daily. The Reclamation Storage Tank Rehabilitation Project is well underway with all necessary repairs and mechanical modifications completed. The contractor, Unified Field Service Corporation is currently working on removing the tank’s interior coating and preparing surfaces for installation of the new coating system. Simultaneously staff is working with E2 and Frisch Engineers to design, fabricate, and install a new PLC cabinet to be located at a new location away from the exterior of the tank. The project remains on schedule and under budget. The new Bird Rock alternative source water well is anticipated to be completed and online by the end of March, 2020.

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

**5. California Coastal Commission Concerns**

Barbara Buikema, General Manager for CAWD briefed the committee on recent negotiations with the California Coastal Commission (CCC) regarding pending issuance of related Coastal Development Permit (CDP). The CCC has agreed to issue CAWD a conditional CDP for after-the-fact and future treatment plant improvements. The conditional CDP will require CAWD to monitor risks associated with sea-level rise and report back to the CCC on a regular basis.

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

Dave Stoldt, General Manager for MPWMD reported on regional water issues including status update on the California American Water regional desalination project.

7. **Closed Session**

The Committee did not meet in closed session.

8. **Adjournment & Next Meeting Date**

*There being no further business at 10:23 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 13, 2020, 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