

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

WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE

MINUTES

Meeting of June 5, 2009
Pebble Beach Community Services District Boardroom
Forest Lake & Lopez Roads, Pebble Beach, CA

1. Call to Order

Ray von Dohren, CAWD General Manager, serving as facilitator, called the meeting to order at 9:38 a.m. Members or alternates present were: Ken White and Robert Kohn, Carmel Area Wastewater District Board of Directors (CAWD); Gary D. Hornbuckle and Richard Verbanec, Pebble Beach Community Services District Board of Directors (PBCSD); and Mark Stilwell, Executive Vice President, Pebble Beach Company (PBCo).

Others in attendance:

Mike Niccum, General Manager, PBCSD
Robert Wellington, Legal Counsel, CAWD/PBCSD
J.T. Rethke, Associate Engineer, PBCSD
Christina Baca, Assistant Engineer, PBCSD
Brent Reitz, Capital Services Project Manager, Pebble Beach Company
Barbara Buikema, Finance Officer, CAWD
Darby Fuerst, General Manager, Monterey Peninsula Water Management District (“MPWMD”)
Mike Bowhay, Independent Recycled Water Users Group (“IRWUG”)
Laura Dadiw, Clerk, PBCSD

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

Following introductions, there were no comments from visitors or Committee members regarding matters not listed on the agenda, and no requests were received to change the content or order of the agenda.

3. Minutes:

It was moved by Member Kohn, seconded by Member Hornbuckle, and unanimously carried, to approve the minutes of the Committee meeting of February 6, 2009 as presented.

4. Receive and consider reports relating to operations and maintenance (“O & M”) of Project:

4-A-1. Financial Statements for Period Ending April 30, 2009

Barbara Buikema reviewed the financial statements for the period from July 1, 2008 through April 30, 2009. Ms. Buikema noted that although some operational line item costs were over budget, operations and maintenance overall was under budget due to funds not yet expended for some large ticket items. Member Hornbuckle requested that abbreviations such as AF (acre-feet) be spelled out.

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

4-A-2. Reclamation Project Budget 2009-10

Ms. Buikema noted that the only change in format of the proposed budget from previous years was the addition of a monthly budget table. When the project books are closed for 2008-09, Phase II of the project would be transferred into “water rights.” With operational experience gained, many expenses were projected lower and overall the proposed budget was “flat” in comparison to the current year. Insurance premiums were due to increase in December 2009; the comprehensive insurance coverage was based on project construction costs. For the first time, potable water costs were proposed to be budgeted at zero. Member Verbanec suggested the monthly budget to actual data be presented in summary as a line graph along with the detailed table. He suggested that the term “forecast amount” be used instead of “plug number” as termed in the notes regarding the amount of approximately \$1.5 million estimated PBCo contribution to cover shortfall of revenue.

Moved by Member Stilwell, seconded by Member Verbanec, and unanimously carried, to approve the Reclamation Project Budget for 2009-10 as presented.

4-B-1. Treatment Plant O & M

The Committee received a written status report from CAWD Treatment Plant Superintendent, Mark Scheiter, regarding treatment plant operations. Mr. von Dohren stated that evaluations were under way to determine why the micro filter reject water was causing problems in the plant secondary systems and why the micro filters were not lasting as long as they should. Notwithstanding, the plant was operating satisfactorily. Flow is substantially down – reduced roughly 100 million gallons per year (approximately 25%) compared to flow in 1975 due ostensibly to a combination of conservation, population, and dry weather. Flow trend appears to be downward as weather continues to be drier. Mr. Niccum stated that flow is 30% lower this year in comparison to the last 5 years; member Stilwell noted that occupancies in area hotels this year was down approximately 30% as well. If flows continue to decrease and irrigation demand increases later in the year, the golf courses may be approached to bypass the reverse osmosis process which would reduce the quality of the recycled water but increase the quantity available.

There being no further questions or comments, the written and oral reports regarding Treatment Plant O & M were received as informational and no action was required or taken by the committee.

4-B-2. Distribution System O & M; reclaimed and potable water use

The representative for IRWUG, Michael Bowhay stated the golf courses were currently in excellent condition due in large part to the high quality of water from the project and was thankful for the operational efforts. Mr. Niccum reviewed the Distribution System Operations Report prepared by PBCSD Associate Engineer J.T. Rethke. Mr. Fuerst stated that the potable water saved was not only helpful for the California American Water system but also reduced stress on fish rescue operations in the Carmel River because of lower peak demands without monthly potable water flushing cycles.

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

5. Receive Miscellaneous Information or Announcements from Members, Staff or Visitors:

There were no further reports or announcements from Committee members, staff or visitors.

6. Closed Session

The Committee did not meet in a closed session.

7. Adjournment & Next Meeting Date:

There being no further business at 10:26 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 a date to be determined in November 2009 at 9:30 a.m. in the PBCSD Boardroom at 3101 Forest Lake Road, Pebble Beach, and to meet the first Friday of each March, June, and November henceforth.

Respectfully submitted:

Laura Dadiw
Clerk
Pebble Beach Community Services District/Dadiw Associates