

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of May 9, 2023
Pebble Beach Community Services District (PBCSD)**

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 Michael Rachel, Board of Directors, Carmel Area Wastewater District (CAWD)
Richard Gebhart and Peter McKee, Board of Directors, Pebble Beach Community Services District (PBCSD)
David Heuck, Executive Vice President/Chief Administrative Officer, Pebble Beach Company (PBCo)
Joe Huston, Independent Reclaimed Water Users Group (IRWUG)

Absent: None

Others in attendance:

Nick Becker, Deputy General Manager/District Engineer, PBCSD
Barbara Buikema, General Manager, CAWD
Jim Grover, Principal Accountant, CAWD
Bob Rathie, Legal Counsel, CAWD/PBCSD
Ed Waggoner, Operations Superintendent, CAWD
Patrick Treanor, Plant Engineer, CAWD*
Brent Reitz, Director of Energy and Water Conservation, PBCo*
Marianna Pimentel, Finance Director, PBCSD
Yuriana Nunez, Administrative Coordinator, PBCSD
Laura Paxton, Clerk, PBCSD

**Signifies virtual attendance*

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 Huston, seconded by Member White, and unanimously carried 5-0 to approve the minutes of the February 7, 2023 Committee meeting. (Member Gebhart had not yet arrived.)

4. CAWD/PBCSD Wastewater Reclamation Project Budget for Fiscal Year 2023-24

Barbara Buikema, CAWD General Manager gave an overview of the proposed budget. With Certificate of Participation payoff in the current fiscal year, a corresponding non-operating revenue decrease is budgeted for 2023-24. Total operating expenses, and total capital with \$825,000 added to reserves, are similar to current year budget. Mr. Niccum and finance officers working group members thanked staff for significant effort in preparing the 2023-24 budget.

It was moved by Member White, seconded by Member Huston, and unanimously carried 5-0 to adopt the CAWD/PBCSD Reclamation Project Budget for fiscal year 2023-24. (Member Gebhart had not yet arrived.)

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

A. Financial Statements (ending March 31, 2023)

Jim Grover, CAWD Principal Accountant gave an overview of Financial Statements for the period ending March 31, 2023. The Reclamation Project was reported to be in good financial standing.

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, CAWD Operations Superintendent presented slides and briefed the committee on plant maintenance and operations during the period. Microfiltration (MF) cells are operating extremely well. Spare modules will be received late May. Bringing the sand filters on line and reducing phosphorus has improved operations of both the MF modules and reverse osmosis membranes. SCADA alarm signals are now clearly displayed for rapid response. The Sulfuric Acid Capital Improvement Project is complete with double containment significantly improving safety.

Operators and maintenance staff are increasingly more proactive: they performed significant maintenance throughout the plant especially on reverse osmosis trains during wet weather shutdown, and operators detected a header joint failure in MF Cell #3 and a gear box malfunction on the sand filters backwash flocculation mixer before reaching alarm stage. Member Huston asked Mr. Waggoner to pass on to operations and maintenance staff his appreciation for their proactivity and continual improvement.

C. Distribution System Operations and Maintenance and Water Use

Nick Becker, PBCSD District Engineer presented slides and provided a distribution system operations and maintenance report. For the second time in the project's history, Forest Lake Reservoir stands at 100% of capacity at the beginning of May. All six alternative source water (ASW) projects are now on-line. The ASW projects yielded a record 16.7 million gallons in 2022; similar production is expected for 2023 due to wet winter groundwater recharge. The seventh ASW project, Bird Rock Well #2, is expected to be operational the end of June.

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

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

No miscellaneous information or announcements were received.

7. **Closed Session**

The Committee did not meet in closed session.

8. **Adjournment & Next Meeting Date**

There being no further business at 10:10 a.m., it was moved by consensus that the Reclamation Management Project Committee adjourn to its next regular meeting on Tuesday, November 7, 2023, 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