

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of November 15, 2022
Pebble Beach Community Services District (PBCSD)**

1. Call to Order

Nick Becker, PBCSD Deputy General Manager, serving as facilitator, called the meeting to order at 9:30 a.m. Members or alternates present were: Michael Rachel, Board of Directors, Carmel Area Wastewater District (CAWD); Richard Verbanec and Peter McKee, Board of Directors, Pebble Beach Community Services District (PBCSD); David Heuck*, Executive Vice President/Chief Administrative Officer, Pebble Beach Company (PBCo); J. J. West*, Monterey Peninsula County Club General Manager, Independent Reclaimed Water Users Group (IRWUG)

Absent: None

Others in attendance:

Barbara Buikema, General Manager, CAWD
Jim Grover, Principal Accountant, CAWD
Stephanie Atigh, Legal Counsel, CAWD/PBCSD
Ed Waggoner, Operations Superintendent, CAWD
Patrick Treanor, Plant Engineer, CAWD
Chris Simmons, Associate Engineer, PBCSD
Brent Reitz, Director of Energy and Water Conservation, PBCo*
David Stoldt, General Manager, Monterey Peninsula Water Management District (MPWMD)
Vinod Badani, E2 Consulting Engineers*
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 Verbanec, seconded by Member McKee, and unanimously carried 5-0 to approve the minutes of the May 10, 2022 Committee meeting.

4. Audited Annual Financial Report for Fiscal Year 2021-22

Jim Grover, CAWD Principal Accountant gave an audit overview. Auditors gave a clean opinion and had no comments or requested changes. The final long-term debt payment for the Project was made by PBCo during the year; the final payment by the Project to PBCo will be June 2023.

It was moved by Member Verbanec, seconded by Member McKee, and unanimously carried 5-0 to approve the audited Annual Financial Report for Fiscal Year 2021-22.

5. Ratify FY 2022-23 Budget to include Bird Rock Well No. 2 Project

Chris Simmons, PBCSD Associate Engineer presented slides and provided a report identifying project scope for drilling and developing a second alternative source water production well in the Bird Rock area

It was moved by Member McKee, seconded by Member Verbanec, and unanimously carried 5-0 to approve ratifying an increase to the FY 2022-23 CAWD/PBCSD Reclamation Project Capital Budget by allocating \$250,000 for implementation of the Bird Rock Well No. 2 Project.

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

A. Financial Statements (ending September 30, 2022)

Jim Grover, CAWD Principal Accountant gave an overview of Financial Statements for the period ending September 30, 2022. 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) membranes continue to perform well with minimal increase in transmembrane pressures and are now approaching a five-year service life, a significant increase from past performance where membranes averaged a service life of only one and half years. Providing additional MF pretreatment via use of recently resurrected sand filters and delta stack clarifier appear to be a major factor in extending MF membrane service life. Cerium chloride continues to provide sufficient phosphorus removal aiding increase recovery of reverse osmosis (RO) membranes. Multiple chemical vendors are being used to manage increasing costs and to ensure timely delivery. Tesco Controls was recently retained to provide assessment and calibration of all MF/RO supporting instrumentation. SCADA consultant Frisch Engineers are nearing completion of MF/RO SCADA migration. CAWD staff is planning preventative maintenance tasks for potential plant shutdown in early 2023.

Patrick Treanor, Plant Engineer provided slides and reported on the Sulfuric Acid Capital Improvement Project. Completion of this project will provide a significant safety improvement in handling highly concentrated chemicals used in MF/RO operations.

Member West inquired when the preliminary budget report for long-term capital replacement/improvements related to tertiary and MF/RO equipment would be available. Mr. Treanor stated the assessment of equipment in the tertiary and MF/RO

buildings and their components is underway by Kennedy Jenks with a report anticipated by February 2023. The complete long-term plan will also consider the cost/benefit of replacement/improvement of equipment and processes to improve efficiencies and increase recovery rate.

C. Distribution System Operations and Maintenance and Water Use

Chris Simmons, PBCSD Associate Engineer presented slides and provided a distribution system operations and maintenance report. Forest Lake Reservoir stands at 39% of capacity, slightly above the 5-year average. The three alternative source water production wells are off-line; the three diversion facilities including the new 18th Fairway Diversion Facility continue to produce approximately 33,000 gallons per day. An alternative analysis for siting new pipeline cathodic protection equipment has been performed, the CAWD treatment plant has been identified as the best alternative. PBCSD and CAWD staff shall develop a plan for implementing this project to incorporate appropriate mitigation for adjacent underground infrastructure. . Mr. Simmons presented slides of PBCSD staff installing replacement horizontal mixers at Forest Lake Reservoir.

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

7. 2023 Committee Meeting Schedule

It was moved by Member McKee, seconded by Member Verbanec, and unanimously carried 5-0 to approve the 2023 Committee Meeting Schedule as presented.

8. Receive Miscellaneous Information or Announcements from Members, Staff or Visitors

David Stoldt, MPWMD General Manager noted the Coastal Commission hearing on the California American Water desalination plant is November 17th. The Pure Water Monterey Expansion Project will come before the PUC December 1st. Mr. Stoldt noted that with this month's rain event rainfall so far in a month-and-a-half of Water Year 2023 (October 1, 2022 – September 30, 2023) has now moved the region into a normal precipitation year.

9. Closed Session

The Committee did not meet in closed session.

10. Adjournment & Next Meeting Date

There being no further business at 10:32 a.m., it was moved by consensus that the Reclamation Management Project Committee adjourn in memory of Charlotte Townsend to its next regular meeting on Tuesday, February 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