

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of May 7, 2024
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 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, Independent Reclaimed Water Users Group (IRWUG)

Absent: None

Others in attendance:

Nick Becker, District Engineer/PBCSD Deputy General Manager, PBCSD
Chris Simmons, Associate Engineer, PBCSD
Nic Faro, Maintenance Manager, PBCSD
Barbara Buikema, General Manager, CAWD
Jim Grover, Principal Accountant, CAWD
Rob Wellington, Legal Counsel, CAWD/PBCSD
Ed Waggoner, Operations Superintendent, CAWD
Patrick Treanor, District Engineer, CAWD
Jeff Bandy, Principal Engineer, CAWD
Chris Foley, Maintenance Superintendent, CAWD
Brent Reitz, Director of Energy and Water Conservation, PBCo*
Marianna Pimentel, Chief Financial Officer, PBCSD
Yuriana Nuñez, 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

Jeff Bandy, new CAWD Principal Engineer introduced himself. Agenda Items 5B and 5C were moved up.

3. Minutes

It was moved by Member White, seconded by Member Heuck, and unanimously carried 6-0 to approve the minutes of the February 13, 2024 Committee meeting.

5. Receive/consider reports relating to Project operations and maintenance

B. (“O & M”) of Project

Ed Waggoner, CAWD Operations Superintendent presented slides and briefed the committee on the significant maintenance being performed during reclamation facilities 60-day shutdown. The reclamation facilities resumed operations on March 14th to top-off Forest Lake Reservoir and

intermittently remained online throughout April. Spigot flanges in the feed lines to the reverse osmosis system failed and were repaired, subsequently system improvements were made to relieve pressure on the newly installed flanges. Engineer Bandy noted that surplus parts are currently being added to inventory to ensure continued operations in the short-term while the long-term goal of completing a detailed condition assessment of reclamation assets to help guide the development of a capital replacement plan.

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

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 achieved 100% capacity on January 15th, the earliest on record since being operated by PBCSD. The three Alternative source water (ASW) dry weather diversion facilities became operational last week. All four ASW wells will likely be brought into service within the next week.

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

4. CAWD/PBCSD Wastewater Reclamation Project Budget for Fiscal Year 2024-2025

Barbara Buikema, CAWD General Manager gave an overview of the proposed budget. Total operating expenses are 4.2% higher than the current year's budget with \$530,000 added to reserves.

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

A. Financial Statements (ending March 31, 2024)

Jim Grover, CAWD Principal Accountant gave an overview of Financial Statements for the period ending March 31, 2024. 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.

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

David Stoldt, MPWMD General Manager, was absent.

7. Closed Session

The Committee did not meet in closed session.

8. Adjournment & Next Meeting Date

There being no further business at 10:11 a.m., it was moved by consensus that the Reclamation Management Project Committee adjourn to its next regular meeting on Tuesday, November 12, 2024, 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