

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

**WASTEWATER RECLAMATION PROJECT
MANAGEMENT COMMITTEE**

MINUTES

**Meeting of May 13, 2020
Virtual Meeting hosted by
Pebble Beach Community Services District**

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, Director of Energy and Water Conservation, Pebble Beach Company (PBCo); JJ West, Independent Reclaimed Water Users Group (IRWUG)

Absent: None

Others in attendance:

Rob Wellington, Legal Counsel, CAWD/PBCSD
Jim Grover, Principal Accountant, CAWD
Ed Waggoner, Operations Superintendent, CAWD
Patrick Treanor, Plant Engineer, CAWD
Nick Becker, District Engineer, PBCSD
David Stoldt, General Manager, Monterey Peninsula Water Management District (MPWMD)
Suresh Prasad, Administrative Services Manager/Chief Financial Officer, MPWMD
Suha Kilic, Deputy General Manager/Chief Financial Officer, PBCSD
Justin Ferron, Assistant Engineer, PBCSD
Vinod Badani, E2 Consulting Engineers

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 McKee, and unanimously carried 6-0, to approve the minutes of the February 19, 2020 Committee meeting.

4. CAWD/PBCSD Wastewater Reclamation Project Budget for Fiscal Year 2020-21

Jim Grover, Principal Accountant for Carmel Area Wastewater District (CAWD) gave a comprehensive review of the proposed FY2020-21 budget. In summary operating expenses are anticipated to increase by approximately 4%, capital expenses are anticipated to decrease by approximately 60%, resulting in overall budget increase of approximately 2% compared to present FY2019-20 budget.

It was moved by Member West, seconded by Member Reitz, and unanimously carried 6-0, to adopt the CAWD/PBCSD Reclamation Project Budget for fiscal year 2020-21.

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

A. Financial Statements (ending March 31, 2020)

Jim Grover, Principal Accountant for CAWD gave a brief overview of financial statements for the nine-month period ending March 31, 2020. The Reclamation Project was reported to be in good standing. Water sales are up approximately 22% from last year due to an increase in demand. Plant and distribution expenses have seen nominal variances to what was budgeted and are comparative to last year's operating expenses.

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

B. Treatment Plant Operations and Maintenance

Ed Waggoner, Operations Superintendent for CAWD briefed the committee on present day operations along with an update on preventative maintenance activities completed over the past three months. The plant remained offline for much of February, March, and April allowing CAWD staff to complete improvements to secondary clarifier, pre-treatment sand filters, and replacement of several sections of PVC feed piping. The plant was brought back online on April 14th during the onset of the 2020 irrigation season and is currently producing approximately 1.1 million gallons per day of recycled water. The existing microfiltration filters (MF) continue to operate well and have been in service for approximately one and a half years exceeding previously observed MF service life. CAWD staff continue to consult with a variety of engineering consultants to optimize operations and recovery and are scheduled to receive quarterly operations report from Trussell Technologies by the end of May.

The Treatment Plant Operations and Maintenance Report was received for information and no action was required.

C. Distribution System Operations and Maintenance

Nick Becker, District Engineer for the Pebble Beach Community Services District presented an operational update along with a status update on scheduled capital improvement projects. Approximately 101 million gallons for recycled water is currently stored at Forest Lake Reservoir, slightly above the 5yr average for this time of year. Demand for the 2020 irrigation season through April accumulates to approximately 42 million gallons, tracking slightly below the short and long-term average. The plant is averaging a daily recovery rate of approximately 90% and producing approximately 1.1 million gallons of recycled water per day. The interior and exterior rehabilitation of the recycled water storage tank was recently completed, and subsequently brought back into service on April 15th. The Bird Rock well, a new Alternative Source Water Project (ASW) was brought online at the beginning of May. All four ASW projects are online and producing approximately 130,000 gallons per day.

The Distribution System Operations and Maintenance Report was received for information and no action was required.

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

Dave Stoldt, General Manager for the Monterey Peninsula Water Management District gave an update on regional water consumption trends during the current COVID 19 pandemic. Overall potable water demand trended above normal through March; however, it is anticipated that demand will decrease to below normal for the months of April and May due to the lack of demand experienced by the local hospitality industry.

7. Closed Session

The Committee did not meet in closed session

8. Adjournment and Next Meeting Date

There being no further business at 10:23 am, it was moved by member Reitz and seconded by member White, and unanimously carried 6-0, that the Reclamation Management Committee adjourn to its next regular meeting on Wednesday, November 18th, 2020 at 9:30am. A determination of whether this meeting will be held in person or via virtual meeting will be determined in early November.

Respectfully submitted:

Nick Becker, District Engineer
for
Laura Paxton, Clerk
Pebble Beach Community Services District