

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of October 28, 2022**

MINUTES

CALL TO ORDER

A regular meeting of the Board of Directors of the Pebble Beach Community Services District (PBCSD) was held in the PBCSD board room on October 28, 2022. Vice President Leo Laska called the meeting to order at 9:30 a.m.

ROLL CALL

Present: Leo M. Laska – Vice President, Richard B. Gebhart,
Richard D. Verbanec, and Peter B. McKee

Directors Absent: Jeffrey B. Froke – President

Others Present:

Mike Niccum, General Manager
Rob Wellington, Legal Counsel
Nick Becker, Deputy General Manager/District Engineer
Chris Simmons, Associate Engineer
Marianna Pimentel, Finance Director
Yuriana Nuñez, Administrative Coordinator
Nijesh Sthapit, Accountant*
Nic Faro, Maintenance Manager
George Nunez, Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)
Frank Espinoza, Fire Prevention and Planning Battalion Chief, CAL FIRE
Curtis Rhodes, Fire Prevention and Planning, CAL FIRE
Roger Rinehart, EMS Coordinator Battalion Chief, CAL FIRE*
Josh Silveira, Operations Battalion Chief, CAL FIRE
John Trenner, Fire Prevention and Planning, CAL FIRE
Barbara Buikema, General Manager, CAWD*
Peter Brown, Director of Security, Pebble Beach Company (PBCo)
Cheryl Burrell, Planning Manager, PBCo
Shawn Casey, Vice President Resource Management, PBCo
Nicole Davis, Sergeant, Monterey County Sheriff's Office*
Vinod Badani, Vice President, E2 Consulting Engineers*
Jacqueline Fobes, Board Director, Del Monte Forest Property Owners (DMFPO)*
Hampton Stewart, Pebble Beach resident
Sergeant Chris Pia, California Highway Patrol (CHP)*
Sofyan Karim, Pebble Beach resident
Persia Mumtaz, Pebble Beach resident
Laura Paxton, Board Clerk
Alayna Gocke, Assistant Board Clerk*

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

There were no appearances or announcements.

AGENDA CHANGES

Item 12, Adopt *Resolution 22-22* approving construction contract and construction support services agreement for P-1 Cypress Point and P-2 Fan Shell Beach Pump Station Rehabilitation Project, has been postponed to the next board meeting.

MINUTES AND FINANCIAL MATTERS

MOTION 22-10-01

Moved by Director McKee, seconded by Director Verbanec, and unanimously carried 4-0 to approve, as presented, the minutes of the regular board meeting held September 30, 2022.

Statements of Receipts and Disbursements

The Board received and reviewed the *Statements of Receipts and Disbursements* for September 2022 and Finance Director Pimentel presented.

Cash Basis Budget Report

The Board received and reviewed the September 2022 report. Finance Director Pimentel presented slides.

Check Registers

MOTION 22-10-02

Moved by Director Verbanec, seconded by Director McKee, and unanimously carried 4-0 to approve the *Check Register* for September 2022.

LAW ENFORCEMENT

Law Enforcement Program Status Report

The Board received and reviewed the *Law Enforcement Program Status Report* for the quarter ending September 30, 2022. Sergeant Chris Pia reported no significant events occurred during the period. CHP scheduled patrol from 3 p.m. to midnight both inside and outside of the forest during car week, with officer visibility deterring incidents. Director of PBCo Security, Peter Brown reported on preventative action taken during car week that has decreased incidents each year. A web portal and a cell phone application for residents to request guest gate clearance is being developed and "town hall" training will be offered. Faster moving gate arms will be installed in 3-4 months. Monterey County Sheriff's Office provided a report of burglary, theft, and vandalism in Pebble Beach with 2022 statistics shaping up to be similar to 2021. The past ten years' statistics will be summarized in a future Board meeting.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed and Chief Silveira presented the *Monthly Fire Department Activity Report* for September 16 – October 21, 2022. It has been nearly a year with no Code 3 response times over 8 minutes. Staff will be recommending retired engine 122 be donated to the Monterey Fire Academy, Local agencies, including PBCSD, hire recruits from its graduating classes and many of the recruits are local residents. Chief Espinoza reported on fire protection and planning. Captain Rhodes reported on the Zombie Race and Emergency Preparedness Fair to be held October 29th, thanking the PBCSD Board for its support and sponsorship. Approximately 600 racers, 18 vendors and cooperating agencies will be attending.

MAINTENANCE, ENGINEERING AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineer's Report of Utilities Operations and Maintenance* for September 23 – October 21, 2022. Associate Engineer Simmons presented slides. Forest Lake Reservoir water storage is at 23% capacity, increasing but still below the 5-year average. The alternative source water wells were turned off on October 5th; the three diversion facilities remain in production. A new Division of Safety of Dams inspector will perform the annual inspection of Forest Lake Reservoir on November 9th.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. District Engineer Becker presented slides. He expressed appreciation to Shawn Casey, PBCo for the well-planned and executed repaving of Forest Lake Road using cold in-place-recycling—project timeline was reduced from weeks to three days using the new process. January is now anticipated for PG&E underground conduit occupancy along Forest Lake Road. No bids were received for P-1 Cypress Point and P-2 Fan Shell Beach Pump Station Rehabilitation Project construction; staff can now negotiate directly with contractors.

Supervisory Control and Data Acquisition (SCADA) Improvement Project

The Board received and reviewed the *District Engineer's Report*. Mr. Becker gave details and presented slides.

MOTION 22-10-03

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 5-0 to approve revised scope of work for the SCADA System Improvement Project and authorize General Manager to execute amendment to Project Assignment No.44 to the Master Agreement with E2 Consulting Engineers, Inc. increasing contract value by \$235,000 to an amount not to exceed \$700,000.

CAWD Board Meeting

The Board received and reviewed the *Agenda Information* for the CAWD board meeting that was to be held October 27, 2022 and attended by Director Verbanec however the meeting was cancelled.

SOLID WASTE MANAGEMENT

ReGen Monterey Board Meeting

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Board meeting held October 21, 2022 attended by Director Laska. Mr. Niccum noted the ReGen board is well satisfied with General Manager Felipe Melchor's performance. Director Laska has been appointed to the Nominating Committee. The board is experiencing significant turnover due to changes in local city councils.

PBCSD Household Hazardous Waste and e-Waste Collection Event

The Board received and reviewed the *Administrative Coordinator Report* on the 2022 event held September 17th. Coordinator Nuñez reported and provided for the board a video capturing some of the action. General Manager Niccum thanked her for organizing the entire successful community event.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum solemnly reported the passing of the wife of CAWD board member Ken White. Next month's PBCSD board meeting agenda will include a closed session for General Manager and Legal Counsel performance review.

CLOSED SESSION

There was no closed session held.

ADJOURNMENT

MOTION 22-10-04

M/S/C (unanimous) to adjourn at 11:20 a.m. to a regular Board meeting to be held on Friday, December 9, 2022 at 9:30 a.m., in person/virtual.



Mike Niccum, Board Secretary