

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of January 27, 2023**

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 January 27, 2023. President Leo M. Laska called the meeting to order at 9:30 a.m.

ROLL CALL

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

Directors Absent: None

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
Nic Faro, Maintenance Manager
Ryan Casey, Maintenance Worker
Luis Martinez Gutierrez, Maintenance Technician
Jesse Huddleson, Maintenance Technician
Kelvin Ellison, Maintenance Technician
Alayna Gocke, Environmental Compliance Coordinator
George Nunez, Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)
Mike Meddles, Division Chief, CAL FIRE
Roger Rinehart, EMS Coordinator Battalion Chief, CAL FIRE*
Frank Espinoza, Fire Prevention Battalion Chief, CAL FIRE
Josh Silveira, Operations Battalion Chief, CAL FIRE
Ken White, Board Director, Carmel Area Wastewater District (CAWD)*
Barbara Buikema, General Manager, CAWD*
David Heuck, Executive VP / CAO, Pebble Beach Company (PBCo)*
Shawn Casey, Vice President Resource Management, PBCo*
Peter Brown, Director of Security, PBCo
Vinod Badani, Vice President, E2 Consulting Engineers*
Jacqueline Fobes, Board Director, Del Monte Forest Property Owners (DMFPO)*
Hampton Stewart, Pebble Beach resident
Sandi Verbanec, Pebble Beach resident*
Nathan Edelman, CPA, Partner at Eide Bailly LLP*

Chris Pia, Sergeant, California Highway Patrol (CHP)
Tina Nieto, Sheriff, Monterey County Sheriff's Office (MCSO)
Ray Tongo, Commander, MCSO
Jeff Hoyne, Chief Deputy, MCSO
Jason Smith, Commander, MCSO
Laura Paxton, Board Clerk
**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

Nick Becker, PBCSD Deputy General Manager gave a summary of recent storm events, the most significant on January 9, 2023. The Peninsula received 6" – 7" of rain with winds sustained at 30-35mph gusting to 50mph. Partial inundation of the CAWD treatment plant on January 9th caused outage of the microfiltration/ reverse osmosis system. High tide impact to 17 Mile Drive caused partial shutdown. There were no major District operational issues. Multiple power outages averaged 24 hours. Maintenance staff deployed a portable pump within 30 minutes of Pump Station P-7 (18th Fairway) backup generator malfunction; the generator was repaired by sunset. Mr. Becker commended each maintenance staff member for individual and team effort on January 9th and throughout all the storms, addressing numerous emergencies into after hours, troubleshooting and resolving intense situations promptly and efficiently.

Mr. Becker introduced Alayna Gocke, recent Environmental Compliance Coordinator addition to PBCSD staffing.

AGENDA CHANGES

Item 8, Law Enforcement Status Report was moved to the top of the agenda.

LAW ENFORCEMENT

Law Enforcement Program Status Report

Sheriff Nieto noted she began as newly elected sheriff during the storm events. Jeff Hoyne, Chief of Enforcement Operations Bureau (emergency response including patrol, investigations, special teams, and coroner's office) stated the sheriff's office is developing a strategy for reducing crimes and increasing patrol throughout the county including Pebble Beach. Commander Tongo provided handouts on crime statistics from 2019 through 2022. Burglaries decreased from 53 in 2019 to 9 in 2022, attributable to increasing MCSO collaboration with PBC Security Director Peter Brown and CHP, educating the community on crime prevention measures, and streamlining logistics for more rapid investigation of crimes and arrests. Jason Smith, Patrol Commander noted the positive relationship with PBCo and the Fire Department during special events, and anticipated building on current crime prevention collaboration. Sheriff Nieto emphasized the increased need for data sharing amongst collaborating agencies throughout the county.

Mr. Niccum lauded PBC crews and security staff, and Fire Department personnel for efforts above and beyond exemplary during the storms.

The Board received and reviewed the Law Enforcement Program Status Report for the quarter ending December 31, 2022. Sergeant Chris Pia reported no significant incidents during the quarter. Traffic complaints reduced significantly while stop sign violations increased somewhat. The CHP public information officer is coordinating with CAL FIRE on Sober Graduation events for Carmel, Pacific Grove and RLS High Schools, and the Age Well Drive Smart older driver program continues to be hosted by the Del Monte Forest Property Owners in Pebble Beach annually. CHP is preparing for the AT&T Pro-Am Tournament.

MINUTES AND FINANCIAL MATTERS

MOTION 23-01-01

Moved by Director Verbanec, seconded by Director Froke, and unanimously carried 5-0 to approve, as presented, the minutes of the regular board meeting held December 9, 2022.

Statements of Receipts and Disbursements

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

Cash Basis Budget Report

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

Check Registers

MOTION 23-01-02

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried 5-0 to approve the *Check Registers* for November & December 2022.

PBCSD Annual Comprehensive Financial Report & Independent Audit Report

The Board received and reviewed the PBCSD Annual Financial Statements and Independent Auditors' Report for Fiscal Year ended June 30, 2022. Nathan Edelman, CPA, Partner at Eide Bailly LLP, District's external independent audit firm related the scope of the audit performed. The District received an unmodified or "clean" opinion, which is the highest-level audit opinion. Mr. Edelman gave an overview of GASB and subsequent event adjustments made with no additional corrective measures necessary. He and Ms. Pimentel responded to questions from the board.

MOTION 23-01-03

Moved by Director McKee, seconded by Director Verbanec, and unanimously carried 5-0 to approve the PBCSD Annual Comprehensive Financial Report including Independent Audit Report for Fiscal Year ended June 30, 2022.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed and Chief Silveira presented the *Monthly Fire Department Activity Report* for December 1, 2022 – January 20, 2023. There were 150 additional storm-related calls during the storms, and five Code 3 calls that exceeded 8 minutes involving power lines or trees down. Chief Espinoza reviewed fire protection and planning efforts. Chief Nunez reported on the storm emergency operations center, staffed by representatives from 40+ agencies ranging from the County, CAL FIRE, Caltrans, CHP to PG&E, SPCA, and Red Cross. The CAL FIRE Pebble Beach drone footage of flood conditions throughout the county was highly valued and an immediate crucial emergency response tool.

Fire Department Drone Program Presentation

Chief Silveira presented a slideshow and reported on the highly successful, robust CAL FIRE drone program. Storm missions amassed 45 hours of flight time for the program that now has more flight time than any other drone program in the state.

Prescribing Physician/Advanced Life Support Paramedic Program Agreement

The Board received and reviewed the *Fire Department Staff Report* highlighted by Chief Rinehart.

MOTION 23-01-04

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 5-0 to approve the third amendment of services with James Stubblefield, M.D., and authorize the General Manager to sign the third amendment agreement.

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 December 1, 2022 – January 23, 2023. Associate Engineer Simmons presented slides. Forest Lake Reservoir water storage was at 100% capacity as of January 23rd. The District contracted with Graniterock to raise manholes in conjunction with Caltrans improvements along Highway 68; the project is complete at a final cost of \$58,000, \$8,000 over the budgeted amount. Maintenance Manager Faro gave details of Pump Station P-7 (PB Golf Links)

emergency bypass operations completed January 9th. Director Froke suggested placing a no parking sign at the chain entry to Pump Station P-3 (Seal Rock).

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. District Engineer Becker presented slides. Alvah Group, Inc. mobilized on January 23rd to install new underground cable and equipment along Forest Lake Road under a contract with Pacific Gas & Electric. Granite Drilling cost to install Bird Rock Well No. 2 has increased 5% per year since 2019 when Bird Rock Well No. 1 was installed; staff felt this increase was reasonable. Carmel Hill Fire Station Paving Project bid and award is anticipated in the March/April timeframe.

CAWD Board Meeting

The Board received and reviewed the *Agenda Information* for the CAWD board meeting held January 26, 2023, attended by Director Gebhart. Six resolutions were approved that fund collection system repair and rehabilitation, one to purchase a set of backup microfiltration modules. General Manager Buikema gave an overview of storm impact to the facility and CAWD's response.

SOLID WASTE MANAGEMENT

ReGen Monterey Board Meeting

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Authority and Regular Board meetings held January 20, 2023, attended by Director Laska. The board approved contracting for a one-year biochar pilot program that converts organic matter into a carbon-stable char product useful for improving soil quality in agriculture. The board authorized the purchase of a landfill equipment guidance system with a 3D mapping component that will improve slope and leveling operations near the landfill face. There was no major storm impact reported.

GENERAL GOVERNMENT

Volunteer Workers' Compensation Insurance

MOTION 23-01-05

Moved by Director McKee, seconded by Director Gebhart, and unanimously carried 5-0 to adopt *Resolution No. 23-01* to provide Workers' Compensation Insurance Benefits for persons authorized by the District to perform volunteer services, as allowed by California Labor Code Section 3363.5.

Pebble Beach Company Community Advisory Board Meeting

The Board received and reviewed the minutes of the meeting held December 14, 2022, attended by Director Froke who gave highlights.

PBCSD Safety Committee Meeting

The Board received and reviewed the minutes of the meeting held January 13, 2023, led by District Safety Officer Chris Simmons. General Manager Niccum, and District Safety Coordinators Jesse Huddleson and Yuriana Nuñez attended.

2023 PBCSD Director Assignments

The board concurred to accept the 2023 assignments as presented.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum noted potential items coming before the board at future meetings: consideration of a plaque recognizing past board members and retired employees to be mounted on the board room wall; a review of the undergrounding program; and an increase in the general manager's \$25,000 spending limit. Law enforcement will be using the PBCSD board room and training room the week of the AT&T Pro-Am.

CLOSED SESSION

It was determined that a closed session of the board was not required.

ADJOURNMENT

MOTION 23-01-06

M/S/C (unanimous) to adjourn at 12:00 p.m. to a regular Board meeting to be held on Friday, February 24, 2023 at 9:30 a.m., in person/virtual.



Mike Niccum, Board Secretary