

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of April 26, 2024**

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 April 26, 2024. President Leo M. Laska called the meeting to order at 9:30 a.m.

ROLL CALL

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

Directors Absent: Richard B. Gebhart – Vice President

Others Present:

Mike Niccum, General Manager

Nick Becker, Deputy General Manager (DGM)/District Engineer

Rob Wellington, Legal Counsel

Marianna Pimentel, Chief Financial Officer (CFO)

Yuriana Nuñez, Administrative Coordinator

Nijesh Sthapit, Accountant*

Alayna Paxton, Environmental Compliance Coordinator*

Nic Faro, Maintenance Manager

George Nunez, Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)

Mike Meddles, Division Chief, CAL FIRE

Josh Silveira, Operations Battalion Chief, CAL FIRE

Greg Leonard, Fire Prevention Captain, CAL FIRE

Matt Stanford, Battalion Chief, CAL FIRE

Cheryl Burrell, Planning and Real Estate Division, Pebble Beach Company (PBCo)

Shawn Casey, VP Resource Management, PBCo

Peter Brown, Director of Security, PBCo

Laura Silva, Security, PBCo

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)*

Suzanne Cole, Board Director, CAWD

Vinod Badani, E2 Consulting Engineers*

Charles DeWitt, Board Director, Del Monte Forest Property Owners (DMFPO)*

Jerry Verhasselt, Pebble Beach resident

Hampton Stewart, Pebble Beach resident

Andres Rosas, Commander, Monterey County Sheriff's Office

Laura Paxton, Board Clerk

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

General Manager Niccum welcomed new CAWD board member Suzanne Cole. Maintenance Technician Kelvin Ellison was acknowledged as being twice-honored this year by the California Water Environment Association—the local chapter for his past presidency and the state Select Society of Sanitary Sludge Shovelers (5S) for his contribution to the industry. Director Verbanec was presented with a 20-year PBCSD board service award. The board concurred to move Item 7 Law Enforcement Status Update and then Item 8 Fire Department Staff Report after Item 3 Minutes.

MINUTES AND FINANCIAL MATTERS

MOTION 24-04-01

Moved by Director Froke, seconded by Director Verbanec, and unanimously carried 4-0 to approve, as presented, the *Minutes* of the Regular Board meeting held March 29, 2024.

LAW ENFORCEMENT

Law Enforcement Program Status Report

The Board received and reviewed the Law Enforcement Program Status Report for the quarter ending March 31, 2024 and Yuriana Nuñez presented. Peter Brown, PBCo Director of Security noted an uptick in speeds and violations during the quarter; PBCo is procuring time of day/night and license plate information collection technology. Listed minor collisions from November 16, 2023 through February 15, 2024 were provided. The successful Food and Wine Event had no related DUI arrests. Radar units may be turned off at night to test whether recorded sporadic high speeds are from young late-night drivers trying to run up the displayed speed.

Andres Rosas, Sheriff's Coastal Station Commander provided a report of Pebble Beach burglary, theft, and vandalism statistics year to date through March of 2024, and a comparison of years 2020 through 2024, with reported vandalisms and burglaries decreasing significantly over those years. The community is encouraged to be vigilant in leaving items out of sight in yards and vehicles.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed and Chief Silveira presented the *Monthly Fire Department Activity Report for March 23 – April 19, 2024*. The fire department responded, with exacting operations and critical ladder truck use, to a 2:30am structure fire that left an empty home on Sloat Road a total loss; the cause is under investigation. Mr. Becker noted that there are efforts to reinstate the firefighting water system Fire Flow Task Force. He is working with California American Water staff to input fire hydrant testing data to calibrate the water distribution system models for Pebble Beach as well as Cypress and Carmel Highlands Fire Protection District areas.

Captain Leonard addressed fire fuel reduction efforts stating removal of non-native plants, especially the highly flammable acacia and genista, are being targeted in this year's work scope. Director McKee requested that options be offered to property owners to replace acacia screening that the District removes. The goats will be here in May.

It was announced that Chief Meddles would be retiring as West Division Operations Chief with exemplary years of service acknowledged by Chief Silveira, Chief Nunez, and GM Niccum. Chief Meddles stated he was honored to have served; the cooperative productive relationships have been a highlight of his career. Chief Silveira is transferring to a special operations battalion, accepting a position as Unit Safety Officer, Public Information Officer, and Drone Lead.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for March 2024 and CFO Pimentel presented.

Check Register

MOTION 24-04-02

Moved by Director Verbanec, seconded by Director McKee, and unanimously carried 4-0 to approve the *Check Register* for March 2024.

Preliminary Budget for Fiscal Year 2024-25 and Set Public Hearing

The Board received and reviewed and Ms. Pimentel presented. Estimated revenue of \$23,885,000, excluding Reclamation Project reimbursements, is 6.0% higher than the prior year's budget. Sewer user fees are proposed to increase by 9.0% or \$2.86 per month from \$31.72 to \$34.58 for residential units, and garbage/recyclable material collection services fees are proposed to increase by 3.0% or \$0.96 per month, from \$32.40 to \$33.36 for basic residential services, both effective July 1, 2024.

Operations & Maintenance (O&M) expenses increased by 6.0% to \$19,048,000 including \$565,000 for recycled water distribution system O&M expenses reimbursed by the Reclamation Project. Total budgeted expenses including capital outlays, reserve contributions, and carryover appropriations are \$30,695,000. The 12% or \$1,087,000 increase in Fire/Emergency Medical was primarily due to statewide increases to the 3-year CAL FIRE contract ending this year and the new contract subject to increased CAL FIRE salaries and benefits.

District property owners will receive a notice by mail setting a public hearing for the adoption of the final budget. Staff responded to board questions. There were no comments from the public.

MOTION 24-04-03

Moved by Director Froke, seconded by Director McKee, and unanimously carried 4-0 to adopt *Resolution No. 24-08* approving the Preliminary Budget for FY 2024-25 and set the Final Budget hearing, including user fees, for June 28, 2024, 9:40am. The final decisions on the budget and fees will be made after public notification and the Final Budget hearing.

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 March 22 - April 17, 2024*. DGM/Engineer Becker presented slides. The reservoir has remained at 100% capacity for over 3-1/2 months. A very minor sewer overflow caused by foreign debris at 17 Mile Drive and Palmero Way occurred post-report. Details of the proposed state regulations mandating gas maintenance vehicles be converted to electric will be provided in the future.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. The board directed Mr. Becker to proceed with PG&E discussions regarding PBCSD funding several hundred thousand dollars for PG&E to hire an outside design firm to expedite the undergrounding project, with the understanding that the project tariff PG&E charges PBCSD for Phase IV would be reduced by the PBCSD funding amount. Director McKee requested before and after rehabilitation photographs be presented of Pump Stations P-1 Crocker Grove and P-2 Fanshell Beach.

Wastewater Pump Replacement

The Board received and reviewed the *Maintenance Manager's Report* and Maintenance Manager Faro presented. The pump will be used for emergency responses.

MOTION 24-04-04

Moved by Director McKee, seconded by Director Verbanec, and unanimously carried 4-0 to adopt *Resolution No. 24-09* authorizing the General Manager to purchase a replacement ten-inch portable wastewater pump for an amount not to exceed \$255,000.

CAWD/PBCSD Agreement for Use of Facilities

The Board received and reviewed the *Letter* from President Laska to CAWD Board of Directors dated April 3, 2024, requesting a joint meeting of the two Boards of Directors to review the agreement and determine if there are any areas for improvement. General Manager Niccum stated CAWD has responded requesting

the meeting be at the committee level. Directors Laska, McKee, and Mr. Becker agreed to represent PBCSD on the committee.

CAWD Board Meeting

The Board received and reviewed the Agenda Information for the CAWD board meeting attended by Director Froke on April 25, 2024 where the board authorized purchase of a line cleaner truck and received a presentation on an Artificial Intelligence pilot study of anomalies/patterns in wastewater treatment management. Mr. Niccum reported CAWD staff presented a public outreach plan prepared with an outreach consultant for the planned City of Carmel-by-the-Sea Scenic Drive sewer line replacement.

SOLID WASTE MANAGEMENT

ReGen Monterey Board Meeting

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Regular Board meeting held April 19, 2024, attended by Director McKee. There was a presentation on the \$8 per ton biosolids tip fee increase and the proposed 2024/25 budget; labor negotiations were held in closed session. The board received a *Joint ReGen Monterey/Monterey One Water Feasibility Study Summary Report* on assessing the best use of wastes and waste by-products of the two agencies to improve the reliability/sustainability of providing services and environmental protection.

GENERAL GOVERNMENT

Agreements for Leased Office Space

The Board received and reviewed the *Agreements* between PBCSD and Del Monte Forest Property Owners and the Del Monte Forest Conservancy for a ten-year lease of office space and support services effective July 1, 2024 when the past 10-year leases expire. A cost-of-living adjustment escalator was added to the renewed agreements.

MOTION 24-04-05

Moved by Director Verbanec, seconded by Director Froke, and unanimously carried 4-0 to adopt *Resolution No. 24-10* approving agreements between Pebble Beach Community Services District and Del Monte Forest Conservancy and Del Monte Forest Property Owners for office space lease and provision of support services.

Pebble Beach Community Advisory Board (CAB)

The Board received and reviewed the *Draft Minutes* of the meeting held April 3, 2024, attended by Director Laska, General Manager Niccum and Deputy GM Nick Becker. Mr. Niccum's final CAB meeting and pending June 30, 2024 retirement were noted.

Special Districts Association of Monterey County

The Board received and reviewed the *General Manager Report* on the meeting held April 16, 2024. Director Froke, General Manager Niccum, and Deputy GM Becker all attended the meeting. Mr. Niccum was recognized for his numerous leadership roles. A legislative update focused on Initiative 1935 that would redefine most fees as taxes requiring a greater majority to approve; the initiative is being challenged as unconstitutional in the Supreme Court.

National Public Works Week

MOTION 24-04-06

Moved by Director Verbanec, seconded by Director Laska, and unanimously carried 4-0 to adopt *Resolution No. 24-11* proclaiming the week of May 19 to 25, 2024 as National Public Works Week.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum reported the LAFCO budget that special districts help fund increased by only 2% for 2024/25. The Schedule A CAL FIRE contract, PBCSD Administrative Code revisions and a call for elections this November will come before the board next month.

CLOSED SESSION

The board convened in closed session at 11:47 a.m. The Board came back into open session at 12:00 p.m. Legal Counsel announced that in the closed session the Board took up and discussed the item listed. No reportable action was taken.

ADJOURNMENT

MOTION 24-04-07

M/S/C (unanimous) to adjourn at 12:03 p.m. to a regular Board meeting to be held on Friday, May 31, 2024, at 9:30 a.m., in person and virtually.



Mike Niccum, Board Secretary