

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of June 24, 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 June 24, 2022. Board President Jeffrey B. Froke called the meeting to order at 9:30 a.m.

ROLL CALL

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

Directors Absent: None

Others Present:

Mike Niccum, General Manager

Rob Wellington, Legal Counsel

Nick Becker, District Engineer

Chris Simmons, Associate Engineer

Marianna Pimentel, Finance Director

Yuriana Nuñez, Administrative Coordinator

Nijesh Sthapit, Accountant*

Reno DiTullio, Jr., Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)

George Nunez, Jr., Unit Chief, CAL FIRE

Tom Bolyard, Operations Battalion Chief, CAL FIRE

Frank Espinoza, Prevention Battalion Chief, CAL FIRE

John Trenner, Fire Prevention, CAL FIRE

Roger Rinehart, EMS Coordinator Battalion Chief, CAL FIRE*

Josh Silveira, Operations Battalion Chief, CAL FIRE*

Ken White, Board Director, Carmel Area Wastewater District (CAWD)*

Michael Rachel, Board Director, CAWD*

Barbara Buikema, General Manager, CAWD*

Cheryl Burrell, Planning Manager, Pebble Beach Company (PBCo)

Shawn Casey, Vice President Resource Management, PBCo

Micah Hawbaker, Ecology/Forestry/Roads Manager, PBCo

Vinod Badani, E2 Consulting Engineers*

Jacqueline Fobes, Board Director, Del Monte Forest Property Owners (DMFPO)*

Hampton Stewart, Pebble Beach resident*

Domine Barringer, CAWD*

Kristin O'Hara, Communications & Public Education Manager, MRWMD*

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

General Manager Niccum explained the reason for pulling from the agenda Item 14, revised Memorandum of Understanding (MOU) between Monterey Regional Waste Management District and its member agencies regarding compliance with SB 1383: the PBCSD board adopted the MOU at its March meeting; subsequently, as other member agencies ratified their MOUs, a net reduction in cost to PBCSD was realized that eliminated the need for the revision. The addition of Item 7a Paramedic Provider Agreement is requested due to a new agreement being reached and received for PBCSD board action less than 72 hours before this meeting—action required before the County Board of Supervisors can consider signing it prior to current contract expiration on July 31st. Legal Counsel Wellington concurred that it met the definition of an emergency item that can be added to the agenda upon a 4/5 vote of the board. Item 13 was moved after Item 8.

MOTION 22-06-01

Moved by Director Verbanec, seconded by Director Laska, and unanimously carried 5-0 to approve removing Agenda Item 14 Adopt Revised Memorandum of Understanding between MRWMD and its member agencies regarding compliance with SB 1383; and adding emergency late Item 7a Paramedic Provider Agreement.

MINUTES AND FINANCIAL MATTERS

MOTION 22-06-02

Moved by Director Gebhart, seconded by Director Verbanec, and unanimously carried 5-0 to approve, as presented, the minutes of the regular board meeting held May 27, 2022.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for May 2022. Finance Director Pimentel presented slides.

Check Register

MOTION 22-06-03

Moved by Director Laska, seconded by Director Verbanec, and unanimously carried 5-0 to approve the *Check Register* for May 2022.

TIMED BUSINESS - CONCURRENT PUBLIC HEARINGS

FISCAL YEAR 2022-23 PBCSD FINAL BUDGET AND SERVICE FEES

The Board received and reviewed the Final Budget for Fiscal Year 2022-23 (7/1/22 through 6/30/23). Ms. Pimentel detailed the \$43,000 increase in operations and maintenance expenses and the \$233,000 increase in capital outlay and construction project expenditures for a total \$276,000 increase from preliminary budget, and provided a comparison of proposed budget to prior year budget.

Ms. Pimentel presented proposed Fiscal Year 2022-23 garbage and sewer service fees and sewer connection fee, changes from the prior year, the basis for changes, and comparisons to neighbor jurisdictions. With respect to the organizational chart provided in the proposed budget, Director McKee requested staff provide FY 2019/20 District staffing levels and expenditures compared to FY 2022/23 relative to what was planned to occur over that period.

President Froke opened the public hearing at 10:02 a.m. There were no public comments made or received. President Froke closed the hearing at 10:03 a.m.

Ms. Pimentel thanked Senior Accountant Nancy Johnson, the lead on budget development, Accountant Nijesh Sthapit, and department heads for their input and hard work.

MOTION 22-06-04

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried 5-0 to adopt the following resolutions:

***Resolution No. 22-11* approving charges for garbage collection and disposal services; wastewater treatment and disposal services; and special tax for fire protection services for the Fiscal Year 2022-23;**

***Resolution No. 22-12* certifying compliance with State law for levying general and special taxes, assessments, and property related fees and charges;**

***Resolution No. 22-13* adopting the Final Budget for Fiscal Year 2022-23;**

***Resolution No. 22-14* approving positions, classifications and pay schedule for Fiscal Year 2022-23;**

***Resolution No. 22-15* determining the Appropriations Limit for FY 2022-23;**

***Resolution No. 22-16* establishing Sewer Connection Fee for FY 2022-23.**

END OF TIMED BUSINESS

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for May 21 – June 17, 2022 and Chief Bolyard presented. The department currently has one drone with four more budgeted for purchase in FY 2022/23. New Battalion Chief Frank Espinoza briefly recapped his fire career and reported on District fire protection and planning. The Zombie Race and Emergency Preparedness Fair is scheduled for October 29, 2022. The goats have completed work in the Forest and will return to the Cypress and Carmel Highlands Districts in July.

Unit Chief Reno DiTullio, Jr., introduced new CAL FIRE Monterey/San Benito Unit Chief George Nunez, Jr., effective June 20, 2022. Chief Nunez, formerly the Emergency Medical Services Battalion Chief managing the PBCSD paramedic program, expressed the honor of being assigned as unit chief to the PBCSD/CAL FIRE team. He related that CAL FIRE Southern Region Leadership Team covering Tuolumne to San Diego County and CAL FIRE Sacramento executive staff recently met for two days at the Lodge at Pebble Beach. The leadership team and executive staff were very impressed with District fire management, considering it a model for the state. Fire department staff gave thanks to PBCo's Cheryl Burrell for assistance in hosting the event and to Shawn Casey and Micah Hawbaker for the partnership on fuel reduction efforts and support for the goats program.

Paramedic Provider Agreement

The board received emergency item *Fire Department Staff Report* on the Paramedic Provider Agreement. Chief Rinehart reported the agreement amendment extends the contract to June 2025 and amends section 3.2 to allow paramedics to act in trained capacity anywhere in Monterey County under terms of "mutual aid."

MOTION 22-06-05

Moved by Director Verbanec, seconded by Director Laska, and unanimously carried 5-0 to approve Amendment No. 3 to Paramedic Service Provider Agreement between County of Monterey and Pebble Beach Community Services District effective through June 30, 2025.

Recognition and Appreciation to Chief Reno DiTullio, Jr. Upon Retirement

Mr. Niccum noted that Chief DiTullio, after 32 years, actually retired the end of last year however, emblematic of his dedication to public service, he stayed on until the installation of Chief Nunez.

MOTION 22-06-06

Moved by Director Verbanec, seconded by Director Laska, and unanimously carried 5-0 to adopt *Resolution No. 22-17* citing meritorious services and expressing appreciation to Reno DiTullio, Jr.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District (MRWMD) Board Meeting

The Board received and reviewed the *Agenda Information* for the MRWMD Board meeting held June 17, 2022. Director Laska reported the 2022/23 budget and associated fees and schedules were adopted. The board approved a one-time economic hardship payment of \$1,000 to lower-paid employees.

Director Laska left the meeting at 10:43 a.m.

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 May 19 – June 15, 2022. District Engineer Becker presented slides. Forest Lake Reservoir water storage is at 57% capacity, below the 5-year average. Irrigation rationing of 250,000 gallons/course/night will be in effect until the next Oversight Committee meeting in mid-July. Production from the five alternative source water projects is approximately 72,000 gallons per day. A sanitary sewer overflow of 20 gallons occurred June 15th on Sloat Road; maintenance staff responded to remove roots and restore flow.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. Mr. Becker presented slides. For Undergrounding Overhead Utilities Project Phase III, PG&E is expected to mobilize contracted Alva Electric to occupy undergrounded conduit with PG&E lines in late August; AT&T is anticipated to occupy at around the same time. Comcast occupancy is underway. August is the likely timeframe for Pump Station P-5 SCADA System Improvement Project migration field installation.

Cypress Point (P-1) and Fanshell Beach (P-2) Pump Station Project

The Board received and reviewed the *Engineer's Report* on the requested E2 Consulting Engineers Master Agreement amendment for additional services.

MOTION 22-06-07

Moved by Director Verbanec, seconded by Director McKee, and unanimously carried 4-0 to authorize General Manager to approve Amendment No. 47 to the Master Agreement with E2 Consulting

Engineers increasing contract value by \$30,000 to an amount not to exceed \$300,000 for P-1 and P-2 Pump Station Rehabilitation Projects.

CAWD Board Meeting

There was no meeting held during the period.

GENERAL GOVERNMENT

Pebble Beach Community Advisory Board Meeting

The board received and reviewed the *Minutes* of the meeting held June 1, 2022, attended by Director Froke.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum announced the employee appreciation picnic will be held on Friday, July 8, 11:30 at Indian Village. A letter was provided from Monterey County Regional Fire District thanking General Manager Niccum for participating in the fire chief interview panel. Assistant Engineer Chris Simmons, having passed his professional engineer exam on the first try, is being promoted to Associate Engineer. A series of staff-level program reviews will be conducted and the results reported to the board, one department covered each of several board meetings.

Firefighter Young has expressed interest to Director Froke in rehabilitating the firesafe garden.

Director Verbanec attended the Robles Firewise event in Carmel Valley and brought fire hardening product handouts for anyone interested. Lengths of old firehoses were offered at the event to slide onto tow chains for spark prevention.

CLOSED SESSION

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

ADJOURNMENT

MOTION 22-06-08

M/S/C (unanimous) to adjourn at 11:19 a.m. to a regular Board meeting to be held on Friday, July 29, 2022 at 9:30 a.m., in person/virtual.



Mike Niccum, Board Secretary