

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of July 29, 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 July 29, 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, Deputy General Manager/District 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)

Mike Meddles, Division Chief, CAL FIRE

John Reynolds, Captain, Fire Prevention and Planning, CAL FIRE

Roger Rinehart, EMS Coordinator Battalion Chief, CAL FIRE

Josh Silveira, Operations Battalion Chief, CAL FIRE

Chris Steggall, Captain, CAL FIRE

Thomas Headley, Captain, CAL FIRE

Marilou Young, Firefighter, CAL FIRE

Manny Hernandez, Firefighter, CAL FIRE

Greg D'Ambrosio, Board Director, Carmel Area Wastewater District (CAWD)*

Barbara Buikema, General Manager, CAWD*

Peter Brown, Director of Security, Pebble Beach Company (PBCo)

Shawn Casey, Vice President Resource Management, PBCo*

Dawn Mathes, Environmental/Governmental Affairs, PBCo*

Vinod Badani, E2 Consulting Engineers*

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

Hampton Stewart, Pebble Beach resident

Chris Pia, Sergeant, California Highway Patrol (CHP)

Michael Rogers, general public*

Alayna Gocke, Assistant Board Clerk

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

There were no appearances or announcements.

AGENDA CHANGES

Item 16 CAWD reports was moved to follow Item 4 due to CAWD representatives needing to depart the meeting at 10am. Item 7 Law Enforcement will be taken up once Sgt. Pia arrives.

MINUTES AND FINANCIAL MATTERS

MOTION 22-07-01

Moved by Director Gebhart, seconded by Director Laska, and unanimously carried 5-0 to approve, as presented, the minutes of the regular board meeting held June 24, 2022.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for June 2022. Finance Director Pimentel presented slides. There were no questions.

CAWD Board Meeting

The Board received and reviewed the *Agenda Information* for the CAWD board meetings held June 30, 2022, attended by Director Froke and July 28, 2022, attended by Director McKee, with both attended by General Manager Niccum. Director McKee reported the meeting was straightforward with minor implications for PBCSD. General Manager Niccum reported CAWD is accepting bids for biosolids hauling and disposal services; he will inquire of any interest from the Monterey Regional Waste Management District in submitting a bid. Mr. Niccum reported on the June 30th meeting, stating the 2022/23 budget was the main item. Ms. Buikema noted a fourth personnel satisfaction survey conducted by CAWD showed considerable improvement in morale, training, and employee buy-in; the survey will be conducted again in three years.

LAW ENFORCEMENT

Pebble Beach Area Crime Statistics and Traffic Enforcement Status Report

The Board received the Law Enforcement Program Status Report for the quarter ending June 30, 2022 and Administrative Coordinator Nunez reviewed. California Highway Patrol Sergeant Chris Pia requested the community assist in combatting street racing expected as car week approaches by calling 911 with license plate numbers of speeders. Strategic road narrowing check posts (chicanes), recruitment of out of area officers 4pm to midnight, 25mph variable message boards, and other effective measures used last year will be used again. The Fire Department is hosting out of area officers at the fire station due to the shortage of local hotel rooms during Concours week. The stop signs at The Hay intersection

are functioning optimally. Security Director Brown gave an overview of recent crime incidents.

Check Register

MOTION 22-07-02

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

Cash Basis Budget Report

The Board received and reviewed the June 2022 report. Finance Director Pimentel presented slides and detailed outstanding end-of-fiscal year revenues and expenditures. There were no questions.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for June 17 – July 16, 2022 and Chief Silveira presented. Captain Reynolds reported on fire protection and planning. It was suggested to include notice of Safe Sitter classes in the PBCSD newsletter and at the Zombie Race on October 29th.

Ex-officio PBCSD Fire Chief

MOTION 22-07-03

Moved by Director Gebhart, seconded by Director Laska, and unanimously carried 5-0 to approve *Resolution No. 22-18* designating CALFIRE San Benito-Monterey Unit Chief George Nunez to serve ex-officio as PBCSD fire chief.

Purchase of Fire Department Equipment

The Board received and reviewed three *Fire Department Staff Reports* on equipment purchases and Chief Silveira presented. General Manager Niccum commended Chief Silveira for his due diligence in the process.

MOTION 22-07-04

Moved by Director Verbanec, seconded by Director Laska, and unanimously carried 5-0 to authorize purchase of: 76 new BK BKR-5000 handheld radios with all needed accessories at a not-to-exceed cost of \$200,000 (using the current BK KNG handhelds as spare and cache radios for events and large incidents within the unit); a Yamaha Rescue Watercraft, beach cart and trailer with a not-to-exceed total of \$30,000; and a Polaris Ranger rapid response vehicle with a not-to-exceed total of \$35,000.

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 June 16 – July 20, 2022. District Engineer Becker presented slides. Forest Lake Reservoir water storage is at 39% capacity, well below the 5-year average. Irrigation rationing has begun. July production from the six alternative source water projects is expected to be 2 million gallons. Director Verbanec suggested fire prevention staff assess the vegetation in the Forest Lake Reservoir emergency outlet structure ravine.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. Mr. Becker presented slides. Avila Electric was chosen by PG&E as its occupancy subcontractor. Bid award for rehab of P1 and P2 pump stations is planned for October.

Forest Lake Road Pavement Restoration

The Board received and reviewed the *District Engineer's Report* regarding paving Forest Lake Road related to Phase III Undergrounding Overhead Utilities Project. District Engineer Becker presented slides and responded to director questions.

MOTION 22-07-05

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 5-0 to authorize reimbursement to the Pebble Beach Company for an amount not to exceed \$850,000 to perform pavement restoration activities along a large segment of Forest Lake Road affected by construction activities related to the Undergrounding Overhead Utilities Project, Phase III Project.

Raise Manhole Frame & Cover on Hwy 68

The Board received and reviewed the *District Engineer's Report* regarding budget approval to raise manhole lids located within Highway 68 right-of-way.

MOTION 22-07-06

Moved by Director Laska, seconded by Director McKee, and unanimously carried 5-0 to authorize General Manager to enter into contract with general contractor for an amount not to exceed \$50,000 to raise manhole frame and covers impacted by Caltrans paving activities on Highway 68.

Site Facilities Assessment and Master Plan

The Board received and reviewed the *report* regarding architectural services agreement to determine facilities renovation feasibility.

MOTION 22-07-07

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried 5-0 to approve the proposal from The Paul Davis Partnership for completing a Facility Assessment and Master Plan at a cost not to exceed \$25,000.

SOLID WASTE MANAGEMENT

**ReGen Monterey (formerly Monterey Regional Waste Management District)
Board Meeting**

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Board meeting held July 22nd. Director Laska reported the district's strategic plan was approved. The board authorized continued acceptance of waste from Scotts Valley under a thirty-year agreement, and purchase of a Caterpillar forklift and truck.

GENERAL GOVERNMENT

Meeting of the Special Districts Association of Monterey County

The Board received and reviewed the General Manager Report on the July 19, 2022 Special Districts Association Meeting. Director Verbanec commented.

Disposal of Surplus District Property

The Board received and reviewed *Resolution 22-19* and surplus equipment schedule.

MOTION 22-07-08

Moved by Director Gebhart, seconded by Director Verbanec, and unanimously carried 5-0 to adopt *Resolution 22-19* declaring surplus and authorizing disposal of certain District property.

Restatement of District Supplemental Retirement Program

The board received and reviewed *Resolution 22-20*.

MOTION 22-07-09

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried 5-0 to adopt *Resolution 22-20* restating the PBCSD Supplemental Retirement Plan.

PBCSD August 2022 Board Meeting

MOTION 22-07-10

**Moved by Director Verbanec, seconded by Director Gebhart, and
unanimously carried 5-0 to cancel August 26, 2022 PBCSD Board meeting.**

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum reminded that the 2022 Household Hazardous Waste and e-Waste Collection Event will be held Saturday, September 17th from 9:00am to 2:00pm in the PBCSD offices parking lot. The ReGen Monterey August 19th board meeting has been cancelled.

CLOSED SESSION

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

ADJOURNMENT

MOTION 22-07-11

**M/S/C (unanimous) to adjourn at 11:46 a.m. to a regular Board meeting to
be held on Friday, September 30, 2022 at 9:30 a.m., in person/virtual.**



Mike Niccum, Board Secretary