

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of July 30, 2021**

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 30, 2021. 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, Directors Richard B. Gebhart, and Richard D. Verbanec

Absent: Peter B. McKee

Others Present:

Mike Niccum, General Manager

Rob Wellington, Legal Counsel

Nick Becker, District Engineer

Chris Simmons, Assistant Engineer

Marianna Pimentel, Finance Director

Nancy Johnson, Senior Accountant*

Yuriana Nunez, Administrative Coordinator*

Nijesh Sthapit, Accountant*

Michael Meddles, Division Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)

Paul Gaines, Operations Battalion Chief, CAL FIRE

Josh Silveira, Operations Battalion Chief, CAL FIRE

Tim Jones, Fire Prevention Captain, CAL FIRE*

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

Barbara Buikema, General Manager, CAWD*

Dawn Mathes, Environmental/Governmental Affairs, Pebble Beach Company (PBCo)*

Peter Brown, Director of Security, PBCo

Shawn Casey, Vice President Resource Management, PBCo*

Vinod Badani, E2 Consulting Engineers*

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

Hampton Stewart, Pebble Beach resident

Jerry Verhasselt, Pebble Beach resident

Ray Tongol, Enforcement Operations Bureau Commander, Monterey County Sheriff's Office (MCSO)

Chris Pia, Sergeant, California Highway Patrol (CHP)*

Domine Barringer, Administrative Assistant/Board Clerk, CAWD*

Laura Paxton, Board Clerk*

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

General Manager Niccum noted in-person PBCSD board meeting attendance required vaccination or masks; developing County-level COVID 19 Delta variant requirements may change next board meeting's attendance requirements. Item 8 was moved next on the agenda.

LAW ENFORCEMENT

Traffic Enforcement Status Report

The Board received and reviewed the *General Manager Report* on Supplemental Traffic Enforcement Program status for quarter ending June 30, 2021. CHP Sgt. Pia reported no special events and no significant violations or collisions occurred during the quarter. As a result of the high number of injury and fatality collision events the past three years, two CHP areas in the state, Modesto and Monterey, received a grant from 10/1/20 – 9/30/21 funding the cost of additional patrol hours to combat speeding. During the Concours d'Elegance, extra CHP patrol units and an additional 3pm to midnight shift are planned. Peter Brown, PBCo Director of Security, noted that the security command center will be located in the PBCSD training and board rooms.

Commander Tongol provided 2015-2021 year-to-date Pebble Beach MCSO response reports.

MINUTES & FINANCIAL MATTERS

MOTION 21-07-01

Moved by Director Verbanec and seconded by Director Laska to approve, as presented, the minutes of the regular board meeting held June 25, 2021. Froke - Aye; Verbanec - Aye; Laska - Aye; Gebhart - Aye; Motion carried 4-0.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for June 2021 and Finance Director Pimentel presented slides.

Cash Basis Budget Report

The Board received and reviewed the Cash Basis Budget Report for June 2021.

Check Register

MOTION 21-07-02

Moved by Director Gebhart and seconded by Director Laska to approve the *Check Register* for June 2021. Froke - Aye; Verbanec - Aye; Laska - Aye; Gebhart - Aye; Motion carried 4-0.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for June 19 – July 22, 2021. Chief Meddles announced that Operations Battalion Chief Paul Gaines is transitioning into a new Unit Safety Officer assignment in the north division. His position here will be filled by Operations Battalion Chief Silveira. General Manager Niccum commended Chief Gaines for his significantly productive two years with the District.

Chief Silveira gave monthly report highlights. Training is back in full force again since the Governor terminated COVID restrictions. Captain Tim Jones reviewed fire prevention efforts during the period.

Chief Gaines reported on intended staffing for Concours d' Elegance. The Fire Department is prepared for record crowds up to 25,000 per day. Fifty-five events are expected throughout the Peninsula.

Automatic Vehicle Location Program

Chief Meddles reviewed for the Board the *General Manager Report* and Chief Silveira responded to questions. Approximately 70% of the cost will be reimbursed to PBCSD from Memorandum of Understanding participants Cypress, Highlands, Aromas, South Monterey County and City of Soledad Fire Protection Districts.

MOTION 21-07-03

Moved by Director Laska and seconded by Director Gebhart to authorize purchase of software, licenses and installation services for the Automatic Vehicle Location (AVL) program from Radio Mobile for a cost not to exceed \$270,000. Froke - Aye; Verbanec - Aye; Laska - Aye; Gebhart - Aye; Motion carried 4-0.

MAINTENANCE, ENGINEERING AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for June 21 – July 18, 2021. District Engineer Becker presented slides. Forest Lake Reservoir water storage is at 54% capacity with only 10% decrease since last reporting period due to foggy weather. All alternative source water production facilities (one surface and three wells) are online; well drawdown continues to be monitored. Engineer Becker noted safety training has been the focus for the four new maintenance employees; they are working well together addressing a variety of operational issues. General Manager Niccum advised the board of the intended recruitment of an additional maintenance position.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report*. Mr. Becker presented slides. The undergrounding of overhead utilities will be interrupted by car week. Weather station design considers website data access, an air quality component, and a humidity sensor at Forest Lake Reservoir to determine evaporation rate.

P-1 (Cypress Pt) & P-2 (Fanshell Beach) Pump Station Rehabilitation Projects

The Board received and reviewed the *Engineering Report* and Mr. Becker's slides.

MOTION 21-07-04

Moved by Director Laska and seconded by Director Gebhart to adopt Resolution No. 21-23 approving Project Assignment No.47 to the Master Agreement with E2 Consulting Engineers, Inc. to provide engineering design and bid-phase services required for P-1 and P-2 Pump Station Rehabilitation Projects for an amount not to exceed \$225,000. Froke - Aye; Verbanec - Aye; Laska - Aye; Gebhart - Aye; Motion carried 4-0.

CAWD Board Meeting

The Board received and reviewed the *Agenda Information* for the CAWD board meeting held July 29, 2021, attended by Director Verbanec. The board approved a real estate services contract with respect to sea level rise and relocating CAWD treatment facilities within 30 years. In response to Director Laska's request for PBCSD to investigate potential risk to its operations by sea level rise, Mr. Niccum advised that PBCSD and CAWD are collaborating and a report will be presented to the PBCSD board in the next few months.

CAWD General Manager Buikema reported the board approved Phase II construction and received an acceptable \$7.2 million bid of which PBCSD will fund one-third. Also approved were contracts for construction management and engineering services during construction. Work will commence in September.

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 July 23, 2021. Director Laska reported the board expressed best regards to the chief financial officer leaving end of July. The Last Chance Mercantile (LCM) will be re-opened tomorrow under management of the Veterans Transition Center. Six vehicle charging stations powered by landfill gas have been installed at LCM. Mr. Niccum reported exceptional operations staff response to a lithium battery-caused fire in the material recovery facility resulting in down time of only 3 hours. More public outreach is needed on proper disposal of batteries.

GENERAL GOVERNMENT

California Special Districts Association of Monterey County

The Board received and reviewed the *General Manager Report* on the Special Districts Association of Monterey County meeting held July 20, 2021, attended by Director Froke and General Manager Niccum. Monterey County Regional Fire District chiefs presented the impact of wildfires on fire insurance rates and options for those challenged with major premium increases or terminated coverage.

Disposal of Surplus District Property

The Board received and reviewed *Resolution 21-24* and schedule of surplus equipment.

MOTION 21-07-05

Moved by Director Verbanec and seconded by Director Gebhart to adopt *Resolution 21-24* declaring surplus and authorizing disposal of certain District property. Froke - Aye; Verbanec - Aye; Laska - Aye; Gebhart - Aye; Motion carried 4-0.

PBCSD August 2021 Board Meeting

MOTION 21-07-06

Moved by Director Verbanec and seconded by Director Gebhart to cancel the August 27, 2021 PBCSD regular board meeting. Froke - Aye; Verbanec - Aye; Laska - Aye; Gebhart - Aye; Motion carried 4-0.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum invited board members to the annual PBCSD employee appreciation picnic next Friday, August 6th 11:00am at Indian Village.

Questions from Directors or Staff within District Purview

Director Froke reviewed District policy on fire fuel lot clearance that states a property should have all standing dead trees removed. Mr. Niccum will check more recent ordinances of surrounding fire districts to see if the PBCSD ordinance matches—on the removal of standing dead trees, and overall.

Director Verbanec inquired as to optimum goat and mastication treatment in the Forest, and whether it is being achieved. Director Froke and Mr. Niccum noted environmental and permit limitations, and the challenge of justifying District or PBCo purchase of additional mastication equipment and use of operations staff versus outside contractors. The Open Space Advisory Committee will review the issue.

Director Verbanec commended PBCo for excellent improvements to the Congress and Lopez Road intersection.

Director Laska reported vegetation limiting driver line-of-sight at Majella and Forest Lodge Road.

CLOSED SESSION

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

ADJOURNMENT

MOTION 21-07-07

M/S/C (unanimous) to adjourn at 11:34am to a regular Board meeting to be held on Friday, September 24, 2021 at 9:30am, in person/virtual TBD.



Mike Niccum, Board Secretary