

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of February 22, 2019
MINUTES**

CALL TO ORDER

A regular meeting of the Board of Directors of the Pebble Beach Community Services District (PBCSD) was held in the District Boardroom on February 22, 2019. Board President Peter B. McKee called the meeting to order at 9:30 a.m.

ROLL CALL

Present: Directors Peter B. McKee, President, Richard B. Gebhart, Leo M. Laska

Absent: Directors Richard D. Verbanec, Jeffrey B. Froke

Others Present

Mike Niccum, General Manager
Suha Kilic, Deputy General Manager/CFO
Rob Wellington, Legal Counsel
Nick Becker, Principal Engineer
Justin Ferron, Assistant Engineer
David Drewien, Maintenance Supervisor
Juan Moreno, Maintenance Technician
Kelvin Ellison, Maintenance Technician
Marty Manjares, Maintenance Technician
James McClure, Maintenance Technician
Reno DiTullio, Jr., Division Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)
Buddy Bloxham, Fire Operations Chief, CAL FIRE
Mark Mancini, Fire Prevention Battalion Chief, CAL FIRE
Robert Siegfried, Board Director, Carmel Area Wastewater District (CAWD)
Barbara Buikema, General Manager, CAWD
Dawn Mathes, Environmental/Governmental Affairs, Pebble Beach Company (PBC)
Jacqueline Fobes, Board Director, Del Monte Forest Property Owners (DMFPO)
Jerry Verhasselt, Board Director, Del Monte Forest Conservancy (DMFC)
Hampton Stewart, Pebble Beach resident
Cammie Brodie, Pebble Beach resident
Laura Paxton, Board Clerk

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

Awards honoring lengthy service were presented to District staff by President McKee: General Manager Niccum for 25 years and Juan Moreno for 30 years of exemplary service to PBCSD. There were no changes to the agenda.

MINUTES & FINANCIAL MATTERS

MOTION 19-02-01

Moved by Director Gebhart, seconded by Director Laska, and carried 3-0 to approve, as presented, the minutes of the regular board meeting held January 25, 2019.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for January 2019.

Cash Basis Budget Report

The Board received and reviewed the January 2019 *Cash Basis Budget Report*.

Check Register

The Board received and reviewed the January 2019 *Check Register*.

MOTION 19-02-02

Moved by Director Laska, seconded by Director Gebhart, and carried 3-0 to approve the *Check Register* for January 2019.

Monterey County Treasurer's Investment Report

The Board received and reviewed the Monterey County Treasurer's Investment Report for quarter ending December 31, 2018. Mr. Kilic reported the yield for the quarter was 2.1%, 30 basis points higher than the previous quarter and 80 basis points higher than the quarter ending June 30, 2018. For comparison, the yield of the State Local Agency Investment Fund was 2.4%. The District has received \$160,000 in interest revenue within the first six months of the fiscal year and is anticipated to exceed the \$220,000 budgeted amount.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for January 15, 2019 – February 14, 2019. Chief Bloxham reported the Fire Department responded to 34 calls during the February 2nd storm event and 70 calls during the February 13th storm event. He noted that it was decided to close the entry gates to Pebble Beach during the second storm. There were no reports of injury during the storm events. Planning for the US Open is underway. Chief Mancini reported that vegetation work along 17 Mile Drive to Crespi Lane was delayed due to the storm and work is anticipated to commence next week. The Fire Defense Plan Update and scope of forest maintenance for next year will be presented at the board's March meeting.

Monterey County Request for Proposals for Ambulance Service

The Board received a presentation by Chief DiTullio regarding the County Emergency Medical Services Agency (EMSA) request for proposals for a new countywide ambulance service contract (RFP). The current RFP will unilaterally shift all medical emergency call prioritization and dispatching discretion from local fire agency dispatch centers to a county contracted ambulance service provider. The EMSA contends it has authority to move forward with this action without consideration of other agency stakeholders. Fire agencies are challenging the authority EMSA claims it has to unilaterally change the current effective emergency medical response protocols and believe that the proposed changes will increase fire department response times to emergency medical situations. Fire department personnel are generally first to arrive at medical emergencies up to ten minutes before the ambulance arrives. The RFP also includes significant policy changes related to ambulance response times, costs and level of service that have not been reviewed by the public or the Board of Supervisors. The Board received the presentation as informational, and agreed to support the challenge to County EMSA authority if EMSA remains unwilling to work collaboratively. District staff encouraged board members to provide feedback to senior county officials or attend a meeting of the Emergency Medical Care Committee, which is advisory to the Board of Supervisors. Ms. Mathes suggested the board initiate a formal referral process with the County Board of Supervisors to trigger an internal review and board hearing on the matter. She also suggested letters to editors be published. Staff indicated they have had meetings with Supervisor Adams and all of the Board of Supervisors are aware of the situation.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for January 16, 2019 – February 13, 2019 and Mr. Becker presented slides. Forest Lake Reservoir water storage is currently 98% of capacity. Water demand during the period was low as a result of storm events.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* and Mr. Becker presented slides. It is anticipated that Phase II undergrounding will be completed (poles out) by April 30, 2019. Pocket areas where lines have been undergrounded may still suffer outages in the future from disruptions up or downstream from the undergrounded area. Recent storms suggest major collector roads should be a priority for undergrounding efforts after main feed lines are completed to allow immediate removal of fallen trees without the complication of waiting for PG&E to remove downed electrical wires.

District Offices Stationary Generator Construction Contract

The Board received and reviewed the *Engineering Report* on replacement of emergency generator at District offices. Assistant Engineer Ferron presented slides.

MOTION 19-02-03

Moved by Director Gebhart, seconded by Director Laska, and carried 3-0 to adopt *Resolution 19-03* authorizing General Manager to award construction contract to Day Electric for replacement of emergency stationary generator at District Offices for an amount not to exceed \$40,000.

Reclamation Storage Facilities Improvement Project Engineering Agreement

The Board received and reviewed the *Engineering Report* on a request to amend the engineering agreement with E2 Consulting Engineers to fund services for an increased project scope incorporating ancillary projects identified in the District Long-Term Capital Outlay Plan.

MOTION 19-02-04

Moved by Director Laska, seconded by Director Gebhart, and carried 3-0 to approve amendment to Project Assignment No.38 with E2 Consulting Engineers, Inc. to provide engineering support services required to complete the Reclamation Storage Facilities Improvement Project for an amount not to exceed \$40,000.

Wastewater Reclamation Project Management Committee Meeting

The Board received and reviewed the *Engineering Report* on the CAWD/PBCSD Reclamation Project Management Committee Meeting held February 13, 2019.

Participation in Sea Level Rise Committee

The Board received and reviewed the *General Manager Report* on the Sea Level Rise Committee for the CAWD treatment plant. CAWD General Manager, Barbara Buikema briefed the board on the issue. CAWD appointees are Directors D'Ambrosio and Siegfried, and Reclamation Project appointees are David Heuck, PBC and Joe Huston, Independent Reclaimed Water Users Group.

MOTION 19-02-05

Moved by Director Gebhart, seconded by Director McKee, and carried 3-0 to appoint Directors Laska and Froke to serve on the Sea Level Rise Committee to address Coastal Commission concerns at the CAWD Treatment Plant.

CAWD Board Meeting

Director Froke, absent at today's meeting, attended the CAWD board meeting held January 31, 2019. Focus was on the sea level rise issue and Ms. Buikema had no additional comments about the meeting. Director McKee indicated he could not attend the Thursday, February 28, 2019 meeting and asked if any other Board member could attend in his stead.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District (MRWMD) Board Meeting

Director Laska attended the MRWMD Board held February 15, 2019 at which he received a 15-year service award. The District received a "clean" audit for fiscal year 2017/18.

GENERAL GOVERNMENT

Review Topics for PBCSD Spring/Summer Newsletter

The Board received and reviewed the *General Manager Report*. Director Gebhart suggested including an explanation of why power outages occurred in areas where undergrounding of overhead utility lines had been completed. Director McKee suggested emphasizing District focus on fire fuel reduction in upcoming years, and increase in response calls during the second storm event in February.

Proposed Changes to PBCSD Organization Chart

The Board reviewed the current chart and one with proposed changes to District organization. It is proposed that Nick Becker's position of Principal Engineer be changed to District Engineer and the new position be responsible for the maintenance department and staff. A new Maintenance Worker I position is also included. Job descriptions for the new positions will be presented to the board at its March meeting. The 2019/20 budget will factor organization changes approved at the March meeting.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum received a notice of opportunity for candidate nominations to the California Special Districts Association board of directors and asked if any board members were interested in being nominated.

Mr. Niccum provided a Herald article honoring William Gianelli on his 100th birthday. Mr. Gianelli served as a PBCSD Director for 12 years; served as Director of the California Department of Water Resources when the State Water Project was constructed; as Undersecretary of the Army responsible for the Army Corp of Engineers under Governor and President Reagan; served on the Panama Canal Commission; and was a distinguished civil engineer in private practice. He resided in Pebble Beach and was involved with numerous local agencies including the Del Monte Forest Conservancy Board and the original Board of the Monterey Peninsula Water Management District.

Questions from Directors or staff seeking clarification of matters within the purview of the District

There were no questions from directors or staff.

Oral reports or announcements from Board President, Directors or staff

There were no reports or announcements from directors or staff.

CLOSED SESSION

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

ADJOURNMENT

There being no further business, a motion was made to adjourn at 11:11 a.m.

MOTION 19-02-06

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, March 29, 2019 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.



Mike Niccum, Board Secretary