

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of February 24, 2023**

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 February 24, 2023. President Leo M. Laska called the meeting to order at 9:30 a.m.

ROLL CALL

Present: Leo M. Laska – President, Richard B. Gebhart – Vice President, Jeffrey B. Froke, 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

Chris Simmons, Associate Engineer

Marianna Pimentel, Finance Director

Yuriana Nuñez, Administrative Coordinator

Nic Faro, Maintenance Manager

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

Frank Espinoza, Fire Prevention Battalion Chief, CAL FIRE

John Trenner, Fire Prevention and Planning, CAL FIRE

David M. Jones, CAL FIRE

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

Chris Foley, Maintenance Superintendent, CAWD

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

Shawn Casey, Vice President Resource Management, PBCo

Peter Brown, Director of Security, PBCo

Vinod Badani, Vice President, E2 Consulting Engineers*

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

Hampton Stewart, Pebble Beach resident

Jerry Verhasselt, Pebble Beach resident

Laura Paxton, Board Clerk

Jennifer Valdez, Captain, CAL FIRE (Retired)

Ava Valdez

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

Mike Niccum, PBCSD General Manager recognized the passing of Mark Verbonich and his contributions to the District over the years of his employment with Pebble Beach Company having attended District board meetings for 20 years. He was well respected by PBCSD and throughout the community. Mr. Niccum suggested the meeting be adjourned in memory of Mark Verbonich.

AGENDA CHANGES

Item 10, *Resolution 23-02* was moved to the top of the agenda.

FIRE DEPARTMENT

Meritorious Service and Appreciation to Captain Valdez, CAL FIRE

MOTION 23-02-01

Moved by Director Gebhart, seconded by Director Verbanec, and unanimously carried 5-0 to adopt *Resolution No. 23-02* citing meritorious services and expressing appreciation to Jennifer Valdez.

President Laska and General Manager Niccum presented in the presence of her family and friends the resolution to recently retired Captain Valdez who began a career with CAL FIRE in 1992, serving at Pebble Beach Fire Department since 2006.

MINUTES AND FINANCIAL MATTERS

MOTION 23-02-02

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 5-0 to approve, as presented, the minutes of the regular board meeting held January 27, 2023.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for January 2023 and Finance Director Pimentel presented.

Cash Basis Budget Report

The Board received and reviewed the January 2023 report.

Check Registers

MOTION 23-02-03

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried 5-0 to approve the *Check Register* for January 2023.

Monterey County Treasurer's Investment Report

The Board received and reviewed the *Monterey County Treasurer's Investment Report* for quarter ended December 31, 2022. Ms. Pimentel reported the rate of return for the quarter was 1.78%, apportioned at 1.71%. Interest received year-to-date is 111% of the budgeted amount.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed and Chief Espinoza presented the *Monthly Fire Department Activity Report* for January 21 – February 18, 2023. Chief Espinoza introduced Captain Greg Leonard who will assist John Trenner and Chief Bernheisel in Fire Prevention beginning March 13th with the Fire Defense Plan update and open space fire fuel reduction. With Captain Valdez's retirement, Captain Rhodes will head the Community Emergency Response Team (CERT) Program.

2023 Fuel Reduction Goats R Us Agreement

The Board received and reviewed and John Trenner presented the *Fire Department Staff Report*.

MOTION 23-02-04

Moved by Director Verbanec, seconded by Director Froke, and unanimously carried 5-0 to authorize the agreement with Goats R Us for 2023 fuel reduction projects with a budget not to exceed \$110,000.

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 January 24 – February 16, 2023. Associate Engineer Simmons presented slides. Forest Lake Reservoir water storage remained at the 100% capacity achieved on January 23rd.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. District Engineer Becker presented slides. Late-May timeframe is anticipated for Alvah Group, Inc. under a contract with Pacific Gas & Electric to complete installation of new underground cable and equipment along Forest Lake Road. Pavement restoration on Sombria, Ondulado, and Portola is anticipated May/June.

Purchase of Two Maintenance Utility Trucks

The Board received and reviewed the *Engineer's Report*. District Engineer Becker stated his intent to price match National Auto Fleet Group quote with a local dealership. There is a six to eight-month lead time on delivery of the vehicles.

MOTION 23-02-05

Moved by Director Gebhart, seconded by Director Froke, and unanimously carried 5-0 to adopt *Resolution No. 23-03* authorizing the purchase of replacement maintenance vehicles Utility Truck PB-1 and Dump Truck PB-6 for a total amount not to exceed \$150,000.

Wastewater Reclamation Project Management Committee Meeting

The Board received and reviewed *Draft Minutes* of the meeting held February 7th attended by Directors Verbanec and McKee, Mr. Niccum, and Mr. Becker who gave highlights.

Undergrounding Overhead Utilities Program Review

The Board received and reviewed the *Engineer's Report*. Mr. Becker presented slides and gave the review. The report was informational for the board to consider direction, cost, and timeline for completing the remaining project phases to include in the Long-term Capital Plan being presented at the next board meeting. Experience gained from previous phases indicates that an increase in project funding will not accelerate the rate of undergrounding the lines due to utility company delays and resource limitations during engineering design and utility occupancy stages of the work. General Manager Niccum noted therefore if \$2 million remains budgeted for undergrounding in the future as in past years, the board would need to enact policy to allocate an anticipated balance of \$1 million in discretionary revenue elsewhere. Staff responded to questions and received input.

CAWD Board Meeting

The Board received and reviewed the *Agenda Information* for the CAWD board meeting held February 23, 2023, attended by Director McKee. Several collection system items were considered. An injector pump policy was deferred to next meeting. The role of CAWD in the September Ranch sewer project on Carmel Valley Road continues to be addressed. Chris Foley, CAWD Maintenance Superintendent reported treatment plant improvements are facing equipment procurement issues. A project to repave the treatment plant roadways will follow the current improvements. Another upcoming project is the rerouting along the plant entry road of natural gas and water lines that currently cross the river to supply the treatment plant.

SOLID WASTE MANAGEMENT

ReGen Monterey Board Meeting

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Regular Board meeting held February 17, 2023, attended by Director Laska. An informative update was given on the Veterans Transition Center's management and operation of the Last Chance Mercantile. A joint feasibility study with Monterey One Water continues to work through details of an organic waste processing/microgrid/renewable energy project.

GENERAL GOVERNMENT

Topics for PBCSD Spring /Summer Newsletter

The Board received and reviewed the *Administrative Coordinator's Report*. Ms. Nuñez can be contacted with article preferences for the next newsletter. Announcements will include: the PBCSD Open House and Safety Day scheduled for July 29, 2023; the Household Hazardous Waste and e-Waste Collection Event on August 12, 2023; and that the Bookmobile can be visited in the PBCSD parking lot every Wednesday 3:00-4:00pm.

Del Monte Forest Property Owners Roads and Traffic Committee Meeting

The Board received and reviewed the *agenda* for the meeting held February 23, 2023. General Manager Niccum and Peter Brown commented and responded to questions.

Increase in Purchase Authority for General Manager

The Board received and reviewed the *General Manager Report*. If authorized, the increase would be included in the Administrative Code Purchasing Policy.

MOTION 23-02-06

Moved by Director McKee, seconded by Director Froke, and unanimously carried 5-0 to adopt *Resolution No. 23-04* increasing the purchasing authority for the General Manager up to \$50,000.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Ms. Nuñez announced that 2022 Forms 700 are due on April 3, 2023. They can be filed either electronically, or in writing with a copy to PBCSD. Mr. Niccum is in preliminary discussions with the Monterey Regional Airport District (MRAD) regarding equipping and using its seldom-used command center vehicle. The MRAD would continue to own the large recreational-type vehicle and PBCSD would have a use agreement so it could be used for special events and emergency response operations.

CLOSED SESSION

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

ADJOURNMENT

MOTION 23-02-07

M/S/C (unanimous) to adjourn in memory of Mark Verbonich at 11:35 a.m. to a regular Board meeting to be held on Friday, March 31, 2023 at 9:30 a.m., in person/virtual.



Mike Niccum, Board Secretary