

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of May 31, 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 May 31, 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, Richard D. Verbanec, Jeffrey B. Froke

Absent: None

Others Present

Mike Niccum, General Manager
Suha Kilic, Deputy General Manager/CFO
Rob Wellington, Legal Counsel
Nick Becker, Principal Engineer
Reno DiTullio, Jr., Division Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)
Paul Gaines, Fire Operations Chief, CAL FIRE
George Nunez, Battalion Chief, CAL FIRE
John Trenner, Fire Chief, CAL FIRE
Greg D'Ambrosio, 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
Vinod Badani, E2 Consulting Engineers
Laura Paxton, Board Clerk

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

There were no appearances or announcements.

MINUTES & FINANCIAL MATTERS

MOTION 19-05-01

Moved by Director Verbanec, seconded by Director Froke, and unanimously carried to approve, as presented, the minutes of the regular board meeting held April 26, 2019.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for April 2019. Property tax revenue is \$300,000 more than budgeted, and investment earnings \$60,000 more than budgeted.

Cash Basis Budget Report

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

Check Register

The Board received and reviewed the April 2019 *Check Register*. Mr. Kilic reported that the year-to-date the District has spent \$380,000 of the \$500,000 budgeted for Fire Defense Plan work.

MOTION 19-05-02

Moved by Director Froke, seconded by Director Laska, and unanimously carried to approve the *Check Register* for April 2019.

Monterey County Treasurer's Investment Report

The Board received and reviewed the Monterey County Treasurer's Investment Report for quarter ending March 31, 2019. Mr. Kilic reported the yield for the quarter was 2.3%, 20 basis points higher than the previous quarter and 50 basis points higher than the quarter ending September 30, 2018. Based on latest market news, the District predicts it may receive over \$300,000 in investment revenue in the next fiscal year, exceeding the \$280,000 budgeted amount.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for April 15 – May 14, 2019. Chief DiTullio welcomed Paul Gaines, newly hired Pebble Beach Fire Operations Battalion Chief replacing repositioned Chief Bloxham. Truck 22 is currently out of service for repairs. Clearance and reduction of fire fuels per the recently updated Fire Defense Plan has progressed to the Morse Gate, will continue at the Country Club Gate, and then move to the Pacific Grove Gate. The goats will arrive in June for 10 weeks, initially placed at Navajo Tract, then in Pescadero Canyon near Del Ciervo Road. Director Froke suggested the Open Space Advisory Committee evaluate the use of sheep versus goats for fuel reduction.

Status of Process for New Ambulance Service in Monterey County

The Board received a listing of frequently asked questions regarding the Request for Proposals (RFP) for the Exclusive Ambulance Service Provider for the Monterey County, including answers given by the County Emergency Medical

Services Agency (EMSA) and the Monterey County Fire Chiefs. The EMSA Director on May 10 rejected the only bid received in response to RFP due to high costs. The EMSA is developing a new RFP and the director continues to reject input from fire agencies. Chief DiTullio reported that Senate Bill 438, which is sponsored by the California Fire Chiefs, has been approved by the Senate and is awaiting a vote by the Assembly. The bill would abolish EMSA communications policies that discontinue simultaneous dispatch of fire resources and allow the contracted service provider to not notify fire resources for calls it deems to be low priority – calls that, based on past District experience, can rapidly escalate to critical where even minor response delays could prove life threatening. District staff recommended sending a letter of support for SB438 to Assembly Member Stone. The County EMSA medical director, whose licensing authorizes first responders to dispense, order, and dispose of narcotics, resigned on May 9. Fire Department staff is working to find a new medical doctor for continued licensing of the narcotics program required for paramedic advanced life support.

MOTION 19-05-03

Moved by Director Froke, seconded by Director Laska, and unanimously carried to authorize general manager and board president to prepare a letter on behalf of the board to Assembly Member Stone in support of Senate Bill 438.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for April 17 – May 22, 2019 and Mr. Becker presented slides. Forest Lake Reservoir water storage is 100% of capacity, the first time for May 31st. Director Verbanec requested that the current versus historic chart of Forest Lake Reservoir capacity show the 10th or 90th percentile since project inception because the 5-year average can be driven by extremes.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* and Mr. Becker presented slides. After four years, the Phase II Undergrounding of Overhead Utilities Project (UGOUP) is now complete. Phase III is in design. In the fall, staff will consider locations, and determine costs and contracting options for future phases. Director Froke suggested conducting a planning community workshop on the undergrounding program.

Wastewater Collection System Assessment Project Engineering Services

The Board received and reviewed the *Engineering Report* on engineering services for the wastewater collection system televising and assessment project.

MOTION 19-05-04

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried to adopt *Resolution 19-09* approving agreement with Wallace Group to provide engineering services for the Wastewater Collection System Assessment Project for an amount not to exceed \$120,000.

Wastewater Reclamation Project Management Committee Meeting

The Board received and reviewed the Engineering Report on the CAWD/PBCSD Reclamation Project Management Committee Meeting held May 8, 2019.

CAWD Board Meeting

Director Verbanec attended the CAWD board meeting held May 30, 2019, and reported CAWD would be participating in the PBCSD Open House and Safety Day on July 20. They will also have a booth at the Monterey County Fair. District staff intends to offer contribute financially to CAWD's public outreach program. CAWD General Manager Barbara Buikema invited PBCSD board members to attend the CAWD sexual harassment training course on October 31, 2019.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District (MRWMD) Board Meeting

Director Laska attended the May 24, 2019, MRWMD Board meeting. The board approved the preliminary budget with no tipping fee increase. The \$40 per ton recycling rebate will be discontinued due to the collapse of the recycling material markets, which equates to a loss of \$50,000 in PBCSD annual revenue that will result in higher rates. The District recognized Gary Bales for 50 years of service by naming the MRWMD boardroom after him. Mr. Niccum noted that Attorney Rob Wellington has served MRWMD for 47 years.

LAW ENFORCEMENT

DMFPO Quarterly Roads and Traffic Committee Meeting

General Manager Niccum reviewed materials from the meeting on May 23, 2019, attended by Sunridge Road residents concerned with speeding and truck traffic; PBC and PBCSD will coordinate to install a radar unit in front of the residences. Annual paving projects are underway, the next paving from the Pacific Grove Gate to the Inn at Spanish Bay entrance. Director McKee noted that traffic has been backing up from the Lone Cypress to Cypress Point. He also expressed his concern for the safety of motorized bicycle riders; District staff will consult with PBC staff to determine regulations and appropriate safety measures.

GENERAL GOVERNMENT
National Public Works Week

MOTION 19-05-05

Moved by Director Laska, seconded by Director Froke, and unanimously carried to adopt *Resolution 19-08* proclaiming May 19th – 25th as National Public Works Week.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum provided a thank you letter from Firescope Communications Specialist Group for use of the PBCSD boardroom for its May meetings. CFO Kilic noted that a California Special Districts Association representative will be attending next month's board meeting to award PBCSD the Transparency Certificate of Excellence for complying with various requirements; including attendance in training programs; form 700 submissions; PBCSD website posting of minutes, agendas and audited financial reports; and for conducting community outreach such as newsletters and budget notices. General Manager Niccum will distribute by email to board members the minutes of meetings held by various forest agencies. DMFPO Director Jacqueline Fobes had made the suggestion to enhance agency interrelations.

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.

CLOSED SESSION

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

ADJOURNMENT

MOTION 19-05-06

M/S/C (unanimous) to adjourn at 11:29 a.m. to a regular Board meeting to be held on Friday, June 28, 2019 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.



Mike Niccum, Board Secretary