

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of March 25, 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 March 25, 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

Robert Rathie, Legal Counsel

Nick Becker, District Engineer*

Chris Simmons, Assistant Engineer

Marianna Pimentel, Finance Director

Yuriana Nuñez, Administrative Coordinator*

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

Josh Silveira, Battalion Chief, CAL FIRE

Tom Bolyard, Battalion Chief, CAL FIRE*

Roger Rinehart, EMS Coordinator Battalion Chief, CAL FIRE*

John Trenner, Fire Prevention Inspector, CAL FIRE

Michael Rachel, 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

Cheryl Burrell, Planning Manager, PBCo

Vinod Badani, E2 Consulting Engineers*

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

Hampton Stewart, Pebble Beach resident

Kristin O'Hara, Communications & Public Education Manager, Monterey Regional Waste Management District*

Brennen Jensen, Consultant, Blue Strike Environmental*

Gail Morton, Director, Marina Coast Water District*

Alayna Gocke, Assistant Board Clerk

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

There were no appearances or announcements.

AGENDA CHANGES

General Manager Niccum postponed until next month the closed session listed on the agenda.

MINUTES AND FINANCIAL MATTERS

MOTION 22-03-01

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 February 25, 2022.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for February 2022. Finance Director Pimentel presented slides and responded to questions from the board.

Cash Basis Budget Report

The Board received and reviewed the February 2022 report and Ms. Pimentel presented slides.

Check Register

MOTION 22-03-02

Moved by Director Laska, seconded by Director McKee, and unanimously carried 5-0 to approve the *Check Register* for February 2022.

Annual Update of the District Long-term Capital Outlay Program

The Board received and reviewed the annual update of the Long-term Capital Outlay Program (COP). District Engineer, Nick Becker gave a presentation of the 15-year program. The cost of Program items not including Reclamation has decreased approximately 7% from the previous year. Capital improvement costs reimbursed by the Reclamation Project increased by less than 1%. There was a discussion about whether it was time to schedule a strategic planning session. Mr. Niccum suggested it might be helpful for staff to prepare program reviews for each of the wastewater, reclamation, financial, solid waste, fire and undergrounding programs.

Annual Update of the District Long-term Financial Plan

The Board received and reviewed the annual update of the Long-term Financial Plan. Finance Director Pimentel gave a presentation on the financing of Long-term Capital Outlay Program operating and capital expenses, reserves, and undergrounding projects. Financial stability is expected to be maintained while

balancing undergrounding program funding with other needed projects over the next 15 years. Finance staff and department heads were thanked for their cooperative efforts in providing concise plans and presentations.

MOTION 22-03-03

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried 5-0 to approve the PBCSD Long-term Capital Outlay Program and Long-term Financial Plan.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for February 18 – March 18, 2022 and Chief Silveira presented operations efforts. With regard to the March 16th vehicle hitting a tree at Stevenson and Forest Lake Roads, Ms. Burrell stated the County has authorized PBCo to proceed with improvements and installation of a four-way stop at that intersection beginning May 1st ahead of County Vehicle Code revision approval by the Board of Supervisors. Inspector Trenner presented slides of completed, continuing, and new fuel reduction projects. The goats arrived earlier in the week.

2022 Fuel Reduction Projects Agreements

The Board received and reviewed the *General Manager Report* and Mr. Niccum presented. Approximately 50% of the budgeted amount requested will be reimbursed by District sister agencies Cypress and Carmel Highlands Fire Protection Districts.

MOTION 22-03-04

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 5-0 to authorize individual agreements with consultants for work on the 2022 Pebble Beach fuel reduction projects on a time and materials basis with a maximum budget of \$200,000.

Budget for Site Specific Resource Management Plan Preparation

The Board received and reviewed the *General Manager Report* and Mr. Niccum presented. Ms. Burrell stated the SSRMPs are associated with the 635 acres of open space easement areas added to the PBCSD Fire Defense Plan that are to be transferred by PBCo to the Del Monte Forest Conservancy.

MOTION 22-03-05

Moved by Director McKee, seconded by Director Laska, and unanimously carried 5-0 to authorize General Manager to reimburse Pebble Beach Company for half the cost of preparing Site Specific Resource Management Plans (SSRMP) for open space areas contained in Pebble Beach Fire Defense Plan for a cost not to exceed \$30,000.

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 February 17 – March 16, 2022. District Engineer Becker presented slides. Forest Lake Reservoir water storage is at 98% capacity. Production from the five alternative source water projects is healthy.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. Mr. Becker presented slides. The Weather Station budget of \$50,000 was exceeded by approximately \$9,000, or 18%, in design, fabrication, installation, and programming. Emergency repairs were made to a sewer line leak in the fire department kitchen wall. The cast iron lines were replaced with plastic and water damage was repaired at a cost of approximately \$27,000.

CAWD Board Meeting

There was no meeting held during the period.

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 March 18th. Director Laska reported the Board authorized a limited term disposal agreement with Waste Connections on behalf of the cities of Morgan Hill and Gilroy. The Board approved a new logo and moniker *ReGen Monterey* (pending trademark search) with the slogan "*Turning Waste into Resources.*"

MRWMD Memorandum of Understanding (MOU) for SB1383 Grant Funds

The Board received and reviewed the *General Manager Report* on the matter.

MOTION 22-03-06

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried 5-0 to adopt *Resolution 22-06* approving revision to Memorandum of Understanding (MOU) between Monterey Regional Waste Management District (MRWMD) and its member agencies regarding compliance with California Senate Bill 1383.

GENERAL GOVERNMENT

Community Advisory Board Meeting

The Board received and reviewed the *Minutes* of the March 2, 2022 meeting attended and reported on by Director Froke. The Del Monte Forest Conservancy reported on its developing Youth Education Program held at Indian Village Picnic Grounds to foster school children's environmental awareness. Regarding the minutes of the meeting under the PBCSD section, Mr. Niccum noted that irrigation demand recently is at a record high for this time of year due to dry weather conditions, however the level of Forest Lake Reservoir has not been significantly affected.

Local Agency Formation Commission (LAFCO) of Monterey Election

The Board received and reviewed the Memorandum from LAFCO Executive Officer Kate McKenna regarding the ballot due by April 1st for election of LAFCO commissioner – Special District Regular Member for a 4-year term.

MOTION 22-03-07

It was moved by Director Laska, seconded by Director Verbanec, and unanimously carried 5-0 directing General Manager to cast a ballot for Mary Ann Leffel to serve as Special District Regular Member of LAFCO for a 4-year term.

Candidate for the position, Gail Morton was present virtually however her raised hand was not recognized prior to board motion. She requested the Board reconsider its motion after allowing her to present her qualifications and motivations for seeking the LAFCO commissioner seat. Ms. Morton gave her presentation.

MOTION 22-03-08

It was moved by Director Verbanec, seconded by Director McKee, and carried 4-1 to reconsider the item. Director Laska voted no.

MOTION 22-03-09

It was moved by Director Verbanec, seconded by Director Laska, and carried 4-1 directing General Manager to cast a ballot for Mary Ann Leffel to serve as Special District Regular Member of LAFCO for a 4-year term. Director McKee voted no.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum reported District mask requirements have been lifted. CAWD is monitoring the presence of COVID in its system and the information is available on the CAWD website.

CLOSED SESSION

It was determined that a closed session of the board to review a personnel matter related to appointment of Deputy General Manager position was not required.

ADJOURNMENT

MOTION 22-03-10

M/S/C (unanimous) to adjourn at 11:38 a.m. to a regular Board meeting to be held on Friday, April 29, 2022 at 9:30 a.m., in person/virtual.



Mike Niccum, Board Secretary