

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of September 29th, 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 September 29th, 2023. President Leo M. Laska called the meeting to order at 9:30 a.m.

ROLL CALL

Directors Present: Leo M. Laska – President, Richard B. Gebhart – Vice President, Jeffrey B. Froke, Peter B. McKee, and Richard D. Verbanec

Directors Absent: None

Others Present:

Mike Niccum, General Manager

Rob Rathie, Legal Counsel

Nick Becker, Deputy General Manager/District Engineer

Chris Simmons, Associate Engineer

Marianna Pimentel, Chief Financial Officer (CFO)

Nijesh Sthapit, Accountant*

Yuriana Nuñez, Administrative Coordinator

Merrie Cole, Administrative Temp

Alayna Gocke, Environmental Compliance Coordinator

Nic Faro, Maintenance Manager

George Nunez, Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)

Mike Meddles, Division Chief, CAL FIRE

Mike DeLeo, EMS Coordinator Battalion Chief, CAL FIRE

Josh Silveira, Fire Operations Battalion Chief, CAL FIRE*

Curtis Rhodes, Fire Prevention Captain, CAL FIRE

John Trenner, Fire Prevention, CAL FIRE

Peter Brown, Director of Security, Pebble Beach Company (PBCo)

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

Barbara Buikema, General Manager, CAWD*

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

Hampton Stewart, Pebble Beach resident

Jerry Verhasselt, Pebble Beach resident

Mary Housel, Pebble Beach resident

Sofyan Karim, Pebble Beach resident

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

There were no appearances or announcements.

MINUTES AND FINANCIAL MATTERS

MOTION 23-09-01

Moved by Director Froke, seconded by Director McKee, and unanimously carried 5-0 to approve, as presented, the *Minutes* of the Regular Board meeting held July 28, 2023.

Statements of Receipts and Disbursements

The Board received and reviewed the *Statements of Receipts and Disbursements* for July and August 2023. Chief Financial Officer Pimentel presented. Director McKee inquired whether there were any concerns that property taxes fund 85% of District revenue. General Manager Niccum responded that the State of California is no longer a threat to divert property tax revenue directly. Our primary concern is the State may allow counties the authority to redistribute property tax allocations in the future.

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Report* for August 2023 and CFO Pimentel presented.

Check Registers

MOTION 23-09-02

Moved by Director Verbanec, seconded by Director Froke, and unanimously carried 5-0 to approve the *Check Registers* for July and August 2023.

Monterey County Treasurer's Investment Report

The Board received and reviewed the Monterey County Treasurer's Investment Report for quarter ending June 30, 2023. CFO Pimentel reported the rate of return for the quarter was 2.78%, one of the highest amounts in the listed 10-year period.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed and Assistant Chief Mike Meddles presented the *Monthly Fire Department Activity Report for July 21 – September 22, 2023*. The Drone Program continues to be a success with PBCSD drone pilots logging more hours than any other program in the state.

John Trenner, Fire Prevention, reported a successful and safe Concours event. He presented the training and defensible space inspections portions of the report, noting the remote masticator is proving to be an excellent fuel reduction tool that is scheduled to work in Pebble Beach through the winter. The masticator is owned by Green Climber and leased by CAL FIRE through a state grant at no cost to PBCSD. Mr. Niccum thanked the prevention office—Chief Espinoza and Captain Ascarie—noting the marked reduction in non-compliant lots from the previous year. Several defensible space inspectors have participated in the Monterey Peninsula College Fire Fighter Training Program. City of Monterey and PBCSD are planning borderline joint fuel reduction work in the spring. Chief Nunez is coordinating mutual aid response with the new fire station at the airport.

Captain Rhodes reported on public education, noting that the Zombie Run Event will be held Saturday, October 28, 2023 from 9am to 12pm. The event is sold out with 500 racers registered.

2023 District Open House and Public Safety Day

The Board received and reviewed and Captain Rhodes presented the *Summary Report*. The event was a resounding success per community feedback with an estimated attendance of 950 individuals. Mr. Niccum thanked Captain Rhodes for planning and managing an exceptional community outreach event.

Station Base Radio and Alerting System Upgrade

The Board received and reviewed the *Fire Department Staff Report and Resolution No. 23-21*. Chief Meddles reported on replacing and updating the radio system that is no longer being serviced. It would be a sole-source purchase as Radio Mobile is the only vendor able to integrate into the current CAL FIRE-wide CAD system.

Motion 23-09-03

Moved by Director McKee, seconded by Director Gebhart, and unanimously carried 5-0 to adopt *Resolution 23-21* and authorizing the General Manager to purchase the base radio and alerting system upgrade for Fire Station 22 with a budget limit of \$100,000.

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 July 21 - September 21, 2023*. Associate Engineer Simmons reported the reservoir is at approximately 50% capacity, 2-1/2 times over the volume at this point last year. Alternative source water project wells remain offline, diversion facilities remain online.

Pump Station P-1 (Crocker Grove) rehabilitation construction began late August. Pump Station P-3 (Bird Rock) exhaust replacement (Director Froke request) is completed. Efforts are underway for televising the portion of the Interceptor Line that runs through Carmel. PBCSD and CAWD staff are currently in discussion to define operations and emergency use of the line owned by PBCSD.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report*. Associate Engineer Simmons reported the Cathodic Protection Project is currently in bid/award stage. Project includes installation of a cathodic protection system to protect 8,800 ft of 16-18" pipe located in Carmel.

Mr. Simmons presented slides of Carmel Hill Fire Station Pavement Restoration Project construction that began in late August.

District Engineer Nick Becker reported the Pump Station P-7 Project (18th PBGL) to relocate an underground fuel storage tank inside the generator vault is officially completed. Design drawings for the Facilities Improvement Project are underway with a permit application anticipated before the end of the year.

2024 Sewer Replacement Project

The board received and reviewed the *Engineer's Report* and *Resolution 23-20* and Associate Engineer Simmons presented slides. The project would replace 5,500ft of sewer line of which 3,000ft is terra cotta pipe.

Motion 23-09-04

Moved by Director McKee, seconded by Director Verbanec, and unanimously carried 5-0 to adopt *Resolution 23-20* approving Project Assignment No.57 to the Master Agreement with E2 Consulting Engineers, Inc. to provide engineering design, bid-phase, and construction support services required for the 2024 Sewer Replacement Project for an amount not to exceed \$150,000.

Director Froke left the meeting at 11:10 am.

Pump Station P-1 & P-2 Pump Station Rehabilitation Project

The board received and reviewed the *Engineer's Report* and Associate Engineer Simmons presented. The 50-year-old pump stations are made of steel and are rusting, and will be modernized from dry pits to wet wells.

Motion 23-09-05

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 4-0 to authorize funding for utility trench construction for new electrical and communications infrastructure for Pump Stations P-1 (Crocker Grove) and P-2 (Fanshell Beach) Rehabilitation Project, for an amount not to exceed \$105,000.

Undergrounding Overhead Utilities Project Review, and Phase III (Comcast Fee)
The board received and reviewed the *Engineer's Report*. District Engineer Becker presented slides on project status update and Comcast fee.

Motion 23-09-06

Moved by Director Gebhart, seconded by Director McKee, and unanimously carried 4-0 to execute payment of additional Comcast fee for the Undergrounding Overhead Utilities, Phase III Project for an amount not to exceed \$55,000.

CAWD Board Meeting

The Board received and reviewed the *Agenda Information* for the CAWD board meeting attended by Director Laska on August 31, 2023, and the meeting attended by Director Verbanec on September 28, 2023. The meetings were routine with discussion related primarily to the collection system. A "Bridge to Everywhere" public event and Sea Level Rise Committee meeting are planned.

SOLID WASTE MANAGEMENT

ReGen Monterey Board Meeting

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Regular Board meeting held September 22, 2023, attended by Director Laska.

2023 HHW and E-Waste Collection Event

The Board received and reviewed the *Administrative Coordinator Report* and Ms. Nunez reported on the event held August 12, 2023. She noted that 420 vehicles came through, resulting in tons of waste and reusable items collected. Director Gebhart suggested traffic control be provided for the perimeter roadway entrance at future events.

GENERAL GOVERNMENT

Community Advisory Board

The Board received and reviewed the *Draft Minutes* of the August 2, 2023 meeting attended by Director Laska.

Director McKee inquired whether PBCo was taking any action to regulate motorized bicycles through Pebble Beach. PBCo Director of Security Peter Brown responded that PBCo is currently compiling data to address the safety issues.

Del Monte Forest Property Owners Road and Traffic Committee Meeting

The Board received and reviewed the *Agenda Information* from the August 24, 2023 meeting. Mr. Becker reported on current road work and traffic routing.

PBCSD Fall/Winter Newsletter

The Board received and reviewed the *Administrative Coordinator Report* on topics for the upcoming newsletter. Board members were encouraged to provide input to CFO Pimentel for the upcoming issue. Topics on Undergrounding, Electric Bikes and Goats were requested to be highlighted in the next issue.

Annual Conference of California Special Districts Association

The Board received and reviewed a report on the Annual Conference of California Special Districts Association (CSDA) held in Monterey August 28-31, 2023. The General Manager, Deputy General Manager, CFO and Director Verbanec were in attendance.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

The Board welcomed Merrie Cole providing temporary administrative coverage.

Chief Financial Officer Ms. Pimentel announced that PBCSD has for the 5th year won the Government Finance Officers Award commending districts that report more than required on financial statements.

Director Laska noted that his current 4-year term on the ReGen Monterey Board of Directors is up December 31st, and requests he not be reappointed after over 20 years of service. Mr. Niccum stated the Joint Powers Authority position will need to be appointed before the end of the year, then the ReGen Board of Directors appoints the PBCSD representative to the at-large ReGen board position.

CLOSED SESSION

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

ADJOURNMENT

MOTION 23-09-07

M/S/C (unanimous) to adjourn at 12:02 PM. to a regular Board meeting to be held on Friday, October 27th, 2023 at 9:30 a.m., in person/virtual.



Mike Niccum, Board Secretary