

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of May 31, 2024**

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 May 31, 2024. 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

Nick Becker, Deputy General Manager (DGM)/District Engineer

Chris Simmons, Associate Engineer

Rob Wellington, Legal Counsel

Marianna Pimentel, Chief Financial Officer (CFO)*

Yuriana Nuñez, Administrative Coordinator

Alayna Paxton, Environmental Compliance Coordinator*

Nic Faro, Maintenance Manager

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

Matt Stanford, Division Chief, Western Division Operations, CAL FIRE

Cheryl Burrell, Planning and Real Estate Division, Pebble Beach Company (PBCo)

Kathleen Lee, Director of Governmental and Community Affairs, PBCo

Peter Brown, Director of Security, PBCo

Laura Silva, Security, PBCo

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)*

Ken White, Board Director, CAWD*

Vinod Badani, E2 Consulting Engineers*

Jerry Verhasselt, Pebble Beach resident

Hampton Stewart, Pebble Beach resident

Laura Paxton, Board Clerk

**Signifies virtual attendance*

APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS

There were no appearances. The update to the Administrative Code and the Roads and Traffic Committee meeting report are postponed to next month's meeting.

MINUTES AND FINANCIAL MATTERS

MOTION 24-05-01

Moved by Director McKee, seconded by Director Verbanec, and unanimously carried 5-0 to approve, as presented, the *Minutes* of the Regular Board meeting held April 26, 2024.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for April 2024 and CFO Pimentel presented.

Statement of Receipts and Disbursements

The Board received and reviewed the *Cash Basis Budget Report* for April 2024 and CFO Pimentel presented.

Check Register

MOTION 24-05-02

Moved by Director Gebhart, seconded by Director Froke, and unanimously carried 5-0 to approve the *Check Register* for April 2024.

Monterey County Treasurer's Investment Report

The Board received and reviewed the Monterey County Treasurer's Investment Report for quarter ended March 31, 2024. CFO Pimentel reported the rate of return for the quarter was 3.83%, the highest return in the last 10 years.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed and Chief Nunez presented the *Monthly Fire Department Activity Report for April 20 – May 24, 2024*. The goats are expected to arrive in the forest on June 4th. Fire Captain David Gray has been assigned to the Fire Prevention staff.

Chief Nunez announced Chief Matt Stanford is replacing retired Chief Meddles as West Division Operations Chief. Chief Stanford briefed the board on his 30+ years with CAL FIRE.

Schedule A Agreement with CAL FIRE

The Board received and reviewed *Resolution 24-12 and Draft Exhibit A Cooperative Fire Programs Fire Protection Reimbursement Agreement*. CFO Pimentel, GM Niccum, and Chief Nunez detailed the 11% increase in the proposed Schedule A agreement for fiscal years 2024-25 through 2025-26. General Manager Niccum thanked CFO Pimentel and DGM Becker for their hard work renewing the agreement.

MOTION 24-05-03

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried 5-0 to approve *Resolution No. 24-12* approving a two-year agreement with California Department of Forestry and Fire Protection to provide structural fire protection and emergency medical services.

MAINTENANCE, ENGINEERING AND CONSTRUCTION

CAWD/PBCSD Agreement for Use of Facilities

The Board received and reviewed the *Letters* to and from CAWD and PBCSD Board of Directors dated May 13 and May 20, 2024 consecutively, regarding a meeting of Directors McKee, Laska, GM Niccum, and DGM Becker with CAWD Directors White and Siegfried, GM Buikema, and Engineer Treanor held May 9th where items of concern were discussed. A follow up meeting is being scheduled to further discuss primarily the current flow-based cost allocation versus a fixed cost allocation preferred by PBCSD.

CAWD Board Meeting

The Board received and reviewed the Agenda Information for the CAWD board meeting attended by Director Gebhart on May 30, 2024 where resolutions were approved to: award a professional services agreement with Kennedy-Jenks in the amount of \$349,250 for the microfiltration/reverse osmosis (MF/RO) and tertiary systems 15 year Capital Improvements Program Master Plan; authorize the General Manager to purchase ten manhole Smartcovers that will tie into the SCADA system for detecting potential sewer system overflows; and to authorize the General Manager to execute a General Services Agreement (\$150,000) with Parkson Corp. to recondition the backwash sand filters used in MF/RO pretreatment. CAWD Directors Siegfried, Urquhart, and Cole are up for re-election this year.

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineer's Report of Utilities Operations and Maintenance for April 18 - May 23, 2024*. Associate Engineer Simmons presented slides. The reservoir was at 95% capacity. A 53-gallon sewer overflow caused by debris in the lines occurred at 17 Mile Drive and Palmero Way on April 16th.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineer's Report* and Engineer Simmons presented photographs of Pump Stations P-1 Crocker Grove and P-2 Fanshell Beach before and after rehabilitation; removal of kikuyu grass and revegetation with natives is yet to be done. Director Laska requested a history of payments over the last 10 years for E2 Consulting Engineers and Wallace Group.

Reclamation Management Committee Meeting

The Board received and reviewed the Draft Minutes for the CAWD/PBCSD Wastewater Reclamation Management Committee meeting held May 7, 2024 attended by Directors McKee and Verbanec. DGM Becker gave highlights.

Forest Lake Mechanical Strainers Replacement

The Board received and reviewed the *Maintenance Manager's Report* and Maintenance Manager Faro presented material procurement for three replace-in-kind mechanical strainers and miscellaneous equipment for Forest Lake Reservoir. The order lead time is 33-40 weeks. DGM Becker recognized Nic Faro for routinely developing cost-effective solutions to maintenance needs.

MOTION 24-05-04

Moved by Director Gebhart, seconded by Director Verbanec, and unanimously carried 5-0 to adopt *Resolution No. 24-13* authorizing the General Manager to purchase three replace-in-kind mechanical strainers for Forest Lake Reservoir for an amount not to exceed \$250,000.

Undergrounding Overhead Utilities Phase IV PG&E Engineering Services

The Board received and reviewed the *District Engineer's Report*. DGM Becker reported PG&E has agreed to assign its same engineering staff that handled previous phases to the Phase IV Project, once the proposed advanced payment is received from PBCSD, allowing PG&E to assign and fund associated engineering resources. GM Niccum recognized DGM Becker for his success in expediting Phase IV to begin presently instead of waiting for 2027 when PG&E is to receive its next allocation of undergrounding projects funding.

MOTION 24-05-05

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried 5-0 to adopt *Resolution No. 24-14* authorizing the General Manager to issue engineering advance payment to PG&E for the Undergrounding Overhead Utilities Phase IV Project for an amount not to exceed \$550,000.

SOLID WASTE MANAGEMENT

ReGen Monterey Board Meeting

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Regular Board meeting held May 24, 2024, attended by Director McKee where the 2024-25 preliminary budget was adopted and labor negotiations were undertaken. Legal Counsel Wellington was recognized for 50 years of service to the board. Funding for several capital projects and equipment purchases was approved.

GENERAL GOVERNMENT

Call for PBCSD Election on November 5, 2024

The four-year terms of Directors Laska, Gebhart, and Verbanec will be ending December 31, 2024.

MOTION 24-05-06

Moved by Director Froke, seconded by Director McKee, and unanimously carried 5-0 to adopt *Resolution No. 24-15* calling for a General District Election within the District on Tuesday, November 5, 2024 for the purpose of electing three directors to terms of office.

Trustee for Supplemental Retirement and Deferred Compensation Plans

MOTION 24-05-07

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried 5-0 to adopt *Resolution No. 24-16* appointing Nicholas R. Becker as trustee to the Pebble Beach Community Services District Supplemental Retirement and Deferred Compensation Plans.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum reported the final budget will be considered for adoption at the next board meeting. The latest PBCSD newsletter was provided. GM Niccum provided a letter of appreciation he received from Del Monte Forest Property Owners; he views the letter as DMFPO appreciating the support from the PBCSD Board of Directors as well.

CLOSED SESSION

The board convened in closed session at 11:25 a.m. The Board came back into open session at 11:35 a.m. Legal Counsel announced that in the closed session the Board took up and discussed the item listed. No reportable action was taken.

ADJOURNMENT

MOTION 24-05-08

M/S/C (unanimous) to adjourn at 11:37 a.m. to a regular Board meeting to be held on Friday, June 28, 2024, at 9:30 a.m., in person and virtually.



Mike Niccum, Board Secretary