



PEBBLE BEACH COMMUNITY SERVICES DISTRICT

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PEBBLE BEACH COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS Regular Meeting of September 28, 2007 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 September 28, 2007. Board President Richard D. Verbanec called the meeting to order at 9:30 a.m.

ROLL CALL

Present: Directors Jeffrey B. Froke, Richard D. Verbanec, Gerald F. Verhasselt

Absent: Directors Gary D. Hornbuckle, Leo M. Laska

Others Present

Craig Anthony, General Manager
Laura Dadiw, Board Clerk, Dadiw Associates
Robert Wellington, Legal Counsel
Suha Kilic, Chief Financial Officer
Michael Niccum, District Engineer
George Haines, Fire Chief, CAL FIRE, San Benito-Monterey Unit
Dennis Carreiro, Fire Prevention Battalion Chief, CAL FIRE
Vinod Badani, Vice President, E2 Consulting Engineers
Spencer Thompson, Pebble Beach resident
John Tormey, Pebble Beach resident
Mark Verbonich, Vice President, Pebble Beach Company ("PBCo")
Roberto Cristi, Pebble Beach resident

APPEARANCES AND ORDER OF BUSINESS

There were no appearances or changes to the agenda.

MINUTES

MOTION 09-07-01

Moved by Director Verhasselt, seconded by Director Froke, and unanimously carried, to approve the minutes of the regular Board meeting held August 31, 2007.

FINANCIAL MATTERS

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* and the *Cash Basis Budget Report* for August 2007. Chief Financial Officer Kilic commented on the report.

Check Register

The Board received the *Check Register* for August 2007. Mr. Kilic responded to questions from the Board.

MOTION 09-07-02

Moved by Director Verhasselt, seconded by Director Froke, and unanimously carried, to approve the *Check Register* for August 2007.

FIRE PROTECTION

Fire Chief's Monthly Report

The Board received and reviewed the monthly fire department operations report for August 2007. Unit Chief, George Haines noted a change to the report: Engine 6671, although needing extensive repair by the manufacturer to corrosion under the ladder, was back from annual maintenance and certified for use. Beginning next month, Chief Haines will provide a monthly verbal or written update on the status of the Fire-safe Garden in response to Director Verhasselt's request. Director Froke offered to assist Chief Carreiro with the development of the garden that is currently in the design stage. Changes in the public resource code regarding defensible space will be considered in the design, as well as a choice of noncombustible native vegetation. Director Verbanec suggested the CAL FIRE website as a resource.

Crest Road Property Owner Concerns

Battalion Chief Carreiro reviewed the submitted Staff Report regarding Highway 68/Crest Road area citizen concerns. The 20' bordering the highway behind Crest Road was determined to be owned by the California Department of Transportation (Cal-Trans) and is cleared to the standards of the State for roadways of this type. Cal-Trans agreed to reevaluate the conditions and possibly provide additional tree and brush clearance in the subject area. Mr. Roberto Cristi, Crest Road property owner, stated he would review the escrow documents from his home purchase to verify the adjacent property owner as solely Cal-Trans with no Pebble Beach Company involvement. Upon review of Mr. Cristi's boundary documents, Chief Carreiro was directed to subsequently distribute a letter to Crest Road property owners whose properties border Highway 68 clarifying property boundaries and vegetation clearance

responsibilities, referencing Public Resources Code 4291 standards for 100' clearance within property boundaries from any building or structure. General Manager Anthony cautioned that staff be sensitive to Mr. Cristi's neighbors possibly perceiving his request for application of standards as unwelcome standards or restrictions on their properties as well. Staff will provide a copy of the distributed letter to directors and place the item as follow up on next month's meeting agenda.

2008 Fire Code Adoption Process

Chief Carreiro reviewed the submitted Staff Report regarding the adoption process of the California Fire Code 2007 Edition. No comments were received since last month's meeting on the 23 pages of additions or revisions to the proposed Fire Code. Mr. Kilic stated he would include in the publication of the Notice of Intent that subject documents are available for review at the District web site.

MOTION 09-07-03

Moved by Director Verhasselt, seconded by Director Froke, and unanimously carried, to adopt *Resolution 07-24* finding modification of state housing law by Ordinance Number 25 reasonable and necessary because of local conditions.

MOTION 09-07-04

Moved by Director Verhasselt, seconded by Director Froke, and unanimously carried, to adopt *Resolution 07-25*, Notice of Intent to consider a Negative Declaration for an ordinance adopting the California Fire Code (2007 edition) and prescribing regulations concerning conditions hazardous to life and property from fire and explosion and for providing for the issuance of permits, to include the wording that the proposed Ordinance and Negative Declaration are available for review at the District web site.

The Board will conduct a public hearing and first reading of the proposed Fire Code at 9:40 a.m. on October 26, 2007.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *District Engineer's Report of Utilities Operations and Maintenance for 8/24/07 – 9/20/07*. Mr. Anthony gave a history of Del Monte Forest Foundation (DMFF) requests to the District regarding Gingerbread House security and Indian Village Picnic Area

restroom deterioration. He will send photographs and bid documents received on Indian Village restroom restoration work to Director Froke to forward to the appropriate DMFF board member, and offered District services requested by DMFF for Indian Village property maintenance and security.

PBCSD Capital Improvement Projects

District Engineer Niccum reviewed the monthly status report and Capital Projects Summary Schedule on capital improvement projects and gave a slide presentation of the Spanish Bay Pump Station P-8 Rehabilitation Project. He said the project is to be completed by the end of October.

2007 Sewer Line Replacement Project

Mr. Niccum indicated a correction to the submitted memorandum that the base bid from D'Arcy and Harty Construction was \$343,500, not \$345,500.

MOTION 09-07-05

Moved by Director Verhasselt, seconded by Director Froke, and unanimously carried, to adopt *Resolution 07-23* declaring the bid from D'Arcy and Harty Construction, Inc. as the lowest responsible bid and authorize award of a contract in the amount of \$450,376 for the construction of the 2007 Sewer Line Replacement Project, with a correction to the title of the resolution to reflect 2007, not 2006 Sewer Line Replacement Project.

CAWD Board Meeting

Director Verhasselt submitted a written report of the CAWD Board meeting held on Thursday, September 27, 2007. There were no questions from the Board.

CAWD Meeting Assignment

Director Hornbuckle accepted the assignment to attend the CAWD regular Board meeting on Thursday, October 25, 2007 at 9:30 a.m. in the CAWD Boardroom at 3945 Rio Road, Carmel.

SOLID WASTE MANAGEMENT

Director Laska submitted a written report on the highlights of the meeting of the Monterey Regional Waste Management District ("MRWMD") held on September 21, 2007. There were no questions or comments.

GENERAL GOVERNMENT

Law Enforcement Program Update

There were no reports from the General Manager.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Anthony advised the Board to consider at its October 26th meeting the development of a meeting calendar for 2008 and a combined meeting on December 7th at 9:30 a.m. in place of the November and December 2007 meetings. Staff may recommend combining August/September meetings in 2008.

Mr. Anthony stated Directors Verhasselt, Verbanec, Laska, and Froke were scheduled to attend the CSDA Annual Meeting in Monterey October 1-4. Mr. Anthony would not be attending until October 3 or 4th due to family obligations. Mr. Kilic and the District's Information Technology consultant Yavuz Atila would be presenting the District's web-based GIS/database application at the annual meeting on Tuesday between 4:00 and 5:00 p.m.

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

Director Verbanec stated that he and Director Verhasselt and Mr. Anthony were scheduled to attend the next meeting of the Special District Association of Monterey County on Tuesday, October 16, 2007 at 6:00 p.m. at the Shoreline Conference Center (former Fort Ord).

CLOSED SESSION

It was announced the Board will not meet in closed session.

ADJOURNMENT

There being no further business at 11:38 a.m. a motion was made to adjourn.

MOTION 09-07-06

M/S/C (unanimous) to adjourn to the next regular Board meeting to be held on Friday, October 26, 2007 at 9:30 a.m. in the District Board Room at Forest Lake and Lopez Roads.