



# PEBBLE BEACH COMMUNITY SERVICES DISTRICT

3101 FOREST LAKE ROAD • PEBBLE BEACH, CALIFORNIA 93953 • (831) 373-1274

## PEBBLE BEACH COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS Regular Meeting of August 31, 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 August 31, 2007. Board Vice President Jeffrey B. Froke called the meeting to order at 9:30 a.m.

### **ROLL CALL**

**Present:** Directors Jeffrey B. Froke, Gary D. Hornbuckle, Leo M. Laska, Gerald F. Verhasselt

**Absent:** Director Richard D. Verbanec

### **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  
Jackie Scoggin, Fire Operations Battalion Chief, CAL FIRE  
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")  
Al Budris, Director, Del Monte Forest Property Owners ("DMFPO")  
Bill Englander, Board member, Carmel Area Wastewater District ("CAWD")  
Martha Froke, Pebble Beach resident

### **APPEARANCES AND ORDER OF BUSINESS**

There were no appearances or changes to the agenda.

## **MINUTES**

### **MOTION 08-07-01**

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

### **FINANCIAL MATTERS**

#### **Statement of Receipts and Disbursements**

The Board received and reviewed the *Statement of Receipts and Disbursements* for July 2007. Mr. Kilic commented on the report.

#### **Check Register**

The Board received the *Check Register* for July 2007.

### **MOTION 08-07-02**

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

#### **Monterey County Treasurer's Quarterly Investment Report**

District Finance Officer, Suha Kilic stated the District's \$14 million in investments with the County are drawing interest at 5.29%, six basis points higher than investments in the Local Agency Investment Fund. \$550,000 was budgeted last fiscal year for interest received on investments; an adjustment was made to \$700,000 later in the year, and the actual interest earned was \$790,000. The budgeted amount for interest received on investments this fiscal year is \$600,000 based on the capital projects planned for construction this year.

### **FIRE PROTECTION**

#### **Fire Chief's Monthly Report**

The Board received and reviewed the monthly fire department operations report for July 2007. Chief Haines noted a change to the report: Truck 6671 was undergoing yearly maintenance and warranty work and Engine 6621 was in service. Battalion Chief Carreiro stated that he and Mr. Anthony had toured the area of the recent fire fuel reduction project along Fire Road 23 and were very satisfied with the results. Chief Haines encouraged property owners to be proactive regarding fire safety and prevention within their homes and surrounding neighborhoods, such as those on Sunset Lane that prompted the Fire Road 23 project. Director Froke suggested that a District internet web page be developed to inform property owners of fire prevention efforts completed, underway, and projected to capture efforts over the long term.

Chief Carreiro stated he would arrange with Mr. Kilic for an internet page to post pictures, informational text, and an on-line element for feedback regarding fire safety and prevention.

### **2008 Fire Code Adoption Process**

Battalion Chief Carreiro reviewed the submitted Staff Report regarding the adoption process of the 2008 California Fire Code. It was recommended to the

Board that the proposed amendments to the Fire Code be reviewed and any questions or concerns be forwarded to Chief Carreiro for clarification, and that the adoption of the Findings of Facts—the County’s legal ability to adopt the Fire Code—be placed on the September 2007 agenda for the Board to consider a Notice of Intent resolution to initiate the Fire Code adoption process.

### **Fourth Priority Water System Improvements**

District Engineer, Michael Niccum reviewed the submitted report regarding the Fourth Priority Fire Protection Pipeline Replacement Project increased budget and scope. Mr. Anthony stated that improved water system pipelines have hydrants at 500-foot intervals. Unimproved water lines have hydrant spacing up to 1,000 feet. Fire engine hoses are 700-feet long. ISO fire department rating standards require that hydrants be no more than 600-feet apart for an optimal rating. District staff has inventoried the location of each existing hydrant and identified almost 200 locations where hydrants are needed to meet ISO spacing requirement throughout the Forest. Staff will present to the Board in September a review of priorities for the water system improvement projects.

### **MOTION 08-07-03**

**Moved by Director Hornbuckle, seconded by Director Laska, and unanimously carried, to increase the scope of the Fourth Priority Fire Protection Water Pipeline Replacement Project to include additional fire hydrants and authorize the General Manager to increase the construction contract with Monterey Peninsula Engineering by up to \$91,000.**

### **Fifth Priority Water System Improvements**

Mr. Niccum reviewed the submitted report regarding the Fifth Priority Water System Pipeline Replacement Project engineering services. A printed copy of *Resolution No. 07-22* was provided to directors.

**MOTION 08-07-04**

**Moved by Director Laska, seconded by Director Verhasselt, and unanimously carried, to adopt *Resolution No. 07-22* approving Project Assignment Number 19 to the Master Agreement with E2 Consulting Engineers to provide engineering services required for the Fire Protection Water System Improvements - Fifth Priority Pipeline Replacement Project. The total estimated engineering cost is \$417,000.**

**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 7/20/07 – 8/23/07*. Earlier in the month CAWD began indirectly discharging tertiary treated water 2 hours a day to the lagoon and reported that the lagoon level is rising.

**PBCSD Capital Improvement Projects**

Mr. Niccum reviewed the monthly status report of capital improvements projects. Engineering work will continue on the foundation and retaining wall design for Spruance water tank to obtain an accurate cost estimate. Further engineering work will be suspended pending review of water system project priorities.

Mr. Niccum reported the California Division of Safety of Dams would require another month for review of the PBCSD application for an increase in Forest Lake Reservoir storage capacity.

**CAWD Board Meeting**

Mr. Anthony attended the meeting with Director Verbanec on Thursday, August 23, 2007. Nothing was discussed that directly affects PBCSD. There was discussion of the Regional Water Quality Control Board ("RWQCB") meeting regarding the Carmel Lagoon that Mr. Anthony attended as well. At the RWQCB meeting, representatives from the Monterey Peninsula Water Management District ("MPWMD") and other interest parties expressed desire to take positive action on environmental concerns that could be mitigated by water recharge to the lagoon. The RWQCB made clear that it could not allow direct discharge of tertiary treated wastewater to the lagoon until an extensive environmental impact report was completed. The only recourse for RWQCB is for its staff to state in writing to the State Water Resources Control Board its disappointment in being unable to effect water recharge into the lagoon.

Mr. Anthony reported that CAWD Director Bill Englander would not be running for reelection and commended his service on the Board.

### **CAWD Meeting Assignment**

Director Verhasselt offered to attend the CAWD regular Board meeting on Thursday, September 27, 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 August 17, 2007. There were no additional comments.

### **GENERAL GOVERNMENT**

#### **Law Enforcement Program Update**

Mr. Anthony reviewed the submitted law enforcement speed data reports. He stated that the Del Monte Forest Property Owner's Traffic and Safety Committee is concerned regarding the inaction thus far on assigning patrols in the Forest on Saturdays to monitor bicycle traffic. Mr. Spencer Thompson's request for additional traffic enforcement in specific areas of the Forest has not been addressed either. Mr. Anthony will be meeting with Sergeant Faulk of CHP next week for action on these requests.

#### **California Special District Association ("CSDA") Election**

The Board reviewed the submitted CSDA Board election ballot information for Region 3 Seat B Marin County. Mr. Anthony advised the Board that PBCSD's region has a current representative from Moss Landing not up for election for two more years. He stated there was no requirement for the Board to submit a vote. The Board concurred that no vote would be cast and no position would be taken in this matter.

#### **Association of California Water Agencies ("ACWA") Region 5 Elections**

Mr. Anthony stated there was no requirement for the Board to submit a vote. The Board concurred that no vote would be cast and no position would be taken in this matter.

#### **CSDA Annual Meeting**

Mr. Anthony reported that Directors Verhasselt, Verbanec, Laska, Froke and Staff will be attending the California Special District Association annual meeting held in Monterey on October 1-4.

### **MISCELLANEOUS INFORMATION AND COMMUNICATIONS**

#### **Oral reports from General Manager**

Mr. Anthony spoke to landowners on Crest Road who addressed the Board at the last meeting. They will be attending the September meeting to hear the fire department staff response to their concerns regarding Highway 68 traffic fire safety issues.

District IT Coordinator, Suha Kilic and IT Consultant, Yavuz Atilla, will present the web-based database application with ArcIMS at the CSDA annual meeting in October.

**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**

Directors Laska and Hornbuckle will be absent from the September board meeting. District Counsel Wellington suggested that directors Laska and Hornbuckle review the staff report to be submitted on concerns regarding Highway 68 traffic fire safety issues and submit a short email of comments that could be read into the record on the matter at the September meeting.

In response to Director Hornbuckle's request to increase the limit on expenditures of \$25,000 for general manager approval on projects before coming to the board for approval, Mr. Anthony stated that staff determined that any changes to the current approval process is not prudent at this point. Some items currently submitted for board approval such as plans and specifications were determined to be administrative and would be handled at that level.

Director Froke inquired if the gateway entrance into Forest Lake Reservoir off Bird Rock Road could have signage installed with a logo or logos and information on agencies responsible for the reservoir. Mr. Anthony stated he would look into the matter.

**CLOSED SESSION**

It was determined that no closed session was in order.

**ADJOURNMENT**

There being no further business at 11:15 a.m. a motion was made to adjourn.

**MOTION 08-07-05**

**M/S/C (unanimous) to adjourn to the next regular Board meeting to be held on Friday, September 28, 2007 at 9:30 a.m. in the District Board Room at Forest Lake and Lopez Roads.**