

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of January 31, 2014
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 January 31, 2014. Board President Leo M. Laska called the meeting to order at 9:30 a.m.

ROLL CALL

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

Absent: None

Others Present

Mike Niccum, General Manager

Suha Kilic, Deputy General Manager/CFO

Rob Wellington, Legal Counsel

Nick Becker, Principal Engineer

Dennis Carreiro, Assistant Fire Chief, CALFIRE San Benito-Monterey Unit (CALFIRE)

Robin Hamelin, Fire Protection and Planning Chief, CALFIRE

Buddy Bloxham, Fire Operations Chief, CALFIRE

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

Barbara Buikema, General Manager, CAWD

Vinod Badani, E2 Consulting Engineers

Bob Hutchison, Board Director, Del Monte Forest Property Owners (DMFPO)

Jerry Verhasselt, President, Open Space Advisory Committee

Hampton Stewart, Pebble Beach Resident

Rob Hilton, President, HF&H Consultants

Charlie Cordova, Green Waste Recovery (GWR)

Tracy Adams, GWR Stephanie Egidio, GWR

Rich Cristina, GWR Frank Werzel, GWR

Barry Cristina, GWR Michael Gross, GWR

Emily Hanson, GWR Jim Moresco, GWR

Paul Petro, Media Systems Group

David Armanasco, Armanasco Public Relations Inc.

William Merry, General Manager, Monterey Regional Waste Mgmt. District (MRWMD)

Tim Flanagan, Assistant General Manager, MRWMD

Jeff Lindenthal, Deputy General Manager for Community Programs, MRWMD

Kristin Cushman, The Offset Project

Felipe Melchor, Waste Management, Inc. (WM)

Joe Cadelago, WM Kristin Stromme, WM

Sgt. Chris Pia, California Highway Patrol (CHP)

APPEARANCES AND ORDER OF BUSINESS

President Laska requested item 8 be taken up as the next order of business.

MOTION 14-01-01

Moved by Director Laska, seconded by Director Verbanec, and unanimously carried to move item 8 to the top of the agenda.

SOLID WASTE MANAGEMENT

Franchise Agreement for Collection of Solid Waste, Recyclables and Organics

The Board received and reviewed the *General Manager Report* regarding the cooperative solid waste franchise agreement including: Technical Advisory Committee (TAC) Evaluation Report; Comparison Matrix of Decision Points; Letter of Understanding with Local 270; and Summary of Waste Management Contract Exceptions. Mr. Niccum gave highlights from his report, and noted that the governing boards of cooperating jurisdictions (Carmel-by-the-Sea, Del Rey Oaks, Marina, Pacific Grove, Sand City and Seaside) will consider this same item of business. City staff from each jurisdiction recommends selection of Green Waste Recovery (GWR) as service provider.

Mr. Hilton of HF&H Consultants presented background on the model franchise agreement development and the request for services proposal (RFP) process coordinated through MRWMD. Approximately 45 waste collectors/waste truck drivers are currently working in the subject 7-jurisdiction area. Free one-way retrieval or return of garbage bins will continue under the new PBCSD contract.

Felipe Melchor, Waste Management Inc. District Manager, thanked the board and staff for the opportunity to provide services for these many years. Further, he thanked those involved in the RFP process for all their hard work.

Emily Hanson, Green Waste Recovery Director of Business Development and Communications, thanked those involved for expertly managing the RFP process for Pebble Beach. She noted the letter submitted by GWR for its labor union commitment to hire employees from the previous hauler and the letter of recommendation from CSUMB in support of GWR as service provider. Ms. Hanson gave a presentation on the details of GWR services, noting that community outreach and education is crucial to successful operations and meeting the 75% recycling goal adopted by the community.

President Laska called for public comment. Mr. William Merry, General Manager for MRWMD, commended the leadership of PBCSD through the first experience bidding of waste hauler contract services on the Monterey Peninsula. There was no further public comment. Mr. Niccum recognized all staff at Waste Management Inc., and especially Mr. Melchor, for great service and cooperation throughout the years.

MOTION 14-01-02

Moved by Director Gebhart, seconded by Director Froke, and unanimously carried to direct General Manager to initiate negotiations for a ten year franchise agreement with Green Waste Recovery for the collection of solid waste, recyclables and organics to serve Pebble Beach residences and businesses.

MINUTES

MOTION 14-01-03

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried to approve, as presented, the minutes of the regular board meeting held on December 13, 2013.

FINANCIAL MATTERS

Statement of Receipts and Disbursements

The Board received and reviewed the *Statements of Receipts and Disbursements* for November and December 2013. Mr. Kilic summarized the report and responded to questions.

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Report* for December 2013.

Check Register

The Board received and reviewed the *Check Registers* for November and December 2013. Mr. Kilic responded to questions.

MOTION 14-01-04

Moved by Director McKee, seconded by Director Verbanec, and unanimously carried to approve the November and December 2013 *Check Registers*.

GENERAL GOVERNMENT

Law Enforcement Status Report for Quarter Ending December 31, 2013

The Board received and discussed the *Deputy General Manager's Report* regarding Supplemental Traffic Enforcement Program status for the quarter ending December 31, 2013. Sergeant Pia noted that the number of enforcement contacts and citations remained approximately the same as the previous quarter. Patrol is focusing on three areas of reported speeding vehicles. The board concurred to have patrol tally where drivers are from and destined when stopped.

Patrol is also focused on areas of recent burglaries. Sgt. Pia suggested residents lock doors and windows of houses and cars. If you see something unusual, call it into the Sheriff.

Monterey County Sheriff's Office representatives and Sgt. Pia will be speaking at a DMFPO hosted seminar regarding crime prevention on Sunday, February 23, 2014 at 2 pm in the PBCSD board room.

Extension of Agreement for California Highway Patrol Services to June 2015

The Board received and reviewed *Resolution 14-01* regarding amendment to extend the term of agreement with CHP set to expire June 30, 2014. Mr. Kilic provided information on the District contract with CHP.

MOTION 14-01-05

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried to adopt *Resolution 14-01* authorizing execution of an amendment to the contract with California Highway Patrol to continue to provide supplemental law enforcement services through June 30, 2015.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for November 15, 2013 – January 14, 2014. Assistant Fire Chief Carreiro reported CalFire is still staffed for wild land fire response and plans are to commence seasonal hiring in April instead of the usual May or June. Retired annuitant inspectors will be brought in to conduct property inspections.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District Board Meetings

Director Laska provided a *Memorandum* and reported on the highlights of the Monterey Regional Waste Management District meetings held on December 20, 2013, January 8, 2014 (special board meeting) and January 17, 2014. The firm HF&H retained by MRWMD for the RFP process is available to participating agencies for assistance in negotiating specific solid waste collection contract terms with Green Waste Recovery. The contract terms will then assist MRWMD with determining what improvements may be needed for processing recyclables at District facilities.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for December 5, 2013 to January 22, 2014 prepared by Principal Engineer, Nick Becker.

Forest Lake Reservoir storage levels have remained flat through most of January, currently at 42.5 million gallons that represents 37% of capacity. The Recycled Water Project Oversight Committee met on January 16th and agreed to waive the contractual water quality standards in an effort to increase water input to the reservoir. A slight increase in storage at Forest Lake Reservoir has occurred as a result of limiting reverse osmosis treatment. The District submitted in December a formal application to the State Water Resources Control Board for a general permit for landscape irrigation of recycled water. The sewer line that experienced an overflow due to a Casa Palmero pool being drained is planned to be upgraded from a 6-inch line to 8-inches in the long-term capital improvement program.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker provided a graphic of the alignment of the next phases of the Undergrounding Overhead Utilities Project.

Reclamation Management Committee Meeting

The Board received and reviewed the *Engineering Report* regarding the January 10, 2014 Reclamation Management Committee meeting. Mr. Becker gave highlights. Ms. Buikema reported that the 84 “experimental” microfiltration membranes had been installed and the system evaluated by Siemens Manufacturing is running well.

CAWD Board Meeting

Director Froke attended the CAWD board meeting held January 23, 2014 and provided a verbal report. CAWD staff is working to renew the NPDES permit that allows secondary treated wastewater to be discharged into Carmel Bay.

GENERAL GOVERNMENT

Meeting of the Special Districts Association of Monterey County

The Board received and reviewed the *General Manager's Report* of the Special District's Association meeting held January 21, 2014, attended by Director Froke. LAFCO executive director Kate McKenna reported the term of special district commissioner Craig Stevens expires in May 2014. A notice will be distributed requesting nominations for the position.

District Safety Committee Meeting

The Board received and reviewed the *District Safety Committee Meeting Minutes* from the meeting held December 12, 2013. Mr. Becker gave highlights.

2014 Assignments for PBCSD Board of Directors

The Board received and reviewed the *General Manager's Report* of 2014 assignments for PBCSD Directors.

MOTION 14-01-06

Moved by Director Gebhart, seconded by Director Verbanec, and unanimously carried to approve the following assignment of PBCSD Directors:

- A. CAWD/PBCSD Wastewater Reclamation Project Management Committee (2 directors, 1 alternate director) – *Directors Verbanec and McKee; Director Gebhart as alternate***
- B. PBCSD Supplemental Retirement Plan Trustees (2 directors) – *Directors Laska and McKee***
- C. DMFPO Traffic and Safety Advisory Committee (1 director) – *Director Froke***
- D. Del Monte Forest Community Advisory Committee (1 director) – *Director Laska***
- E. Association of California Water Agencies Joint Powers Insurance Authority (“ACWA/JPIA”) Board of Directors (1 director, 1 alternate director) – *Director McKee, Mr. Kilic as alternate***
- F. Special Districts Association of Monterey County (1 director, 1 alternate director) – *Director Verbanec; Director Froke as alternate***
- G. Monterey Regional Waste Management District and Finance Authority (1 director) – *Director Laska***
- H. CAWD Board of Directors “observer” (1 rotating director assignment)**

2014 Conferences and Symposiums

The Board received and reviewed the *General Manager’s Report* of 2014 conferences and symposiums. Mr. Niccum noted that ethics training is provided at certain conferences however there will be local opportunity for the training as well.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

An article in ACWA news on the Huckleberry Hill water storage tank project was included in the meeting packet.

Also included were copies of the three President’s Special Recognition Awards presented by the District’s insurance provider, ACWA/JPIA for low ratios of claims to premiums for the District’s Property, Liability and Worker’s Compensation Programs.

The District’s Administrative Assistant, Cheri Rainwater will be contacting directors to assist with filing the annual Form 700 that covers the 2013 period.

Questions from Directors or staff seeking clarification of matters within the purview of the District

Director McKee asked if the District could provide support for the planned regional water projects. Mr. Niccum indicated that potable water issues are not within the District’s current authorized powers.

Oral reports or announcements from Board President, Directors or staff

Director Verbanec will be out of town and unable to attend the Reclamation Management Committee meeting if held May 9th. Director Froke announced that the state-wide University of California Master Gardeners Conference committee requested he present the Fire-safe Garden at this year's event.

CLOSED SESSION

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

ADJOURNMENT

There being no further business a motion was made to adjourn at 11:31 a.m.

MOTION 14-01-07

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, February 28, 2014 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.

Mike Niccum, Board Secretary