

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of June 27, 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 June 27, 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

George Thacher, Legal Counsel

Nick Becker, Principal Engineer

Rick Hutchinson, Unit Chief (Retired), CALFIRE San Benito-Monterey Unit (CALFIRE)

Mark Edria, Assistant Fire Chief, CALFIRE

Robin Hamelin, Battalion Chief, Fire Protection and Planning, CALFIRE

Buddy Bloxham, Battalion Chief, Operations, CALFIRE

Nate Armstrong, Fire Captain, Paramedic Program Coordinator, 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

Mark Stilwell, Executive Vice President, Pebble Beach Company (PBC)

Richard Cristina, Green Waste Recovery (GWR)

Jim Moresco, GWR

Charlie Cordova, GWR

Tracy Adams, GWR

Emily Hanson, GWR

Tim Flanagan, Assistant General Manager, Monterey Regional Waste Management District (MRWMD)

Jeff Lindenthal, Deputy General Manager for Community Programs, MRWMD

Laura Dadiw, Board Clerk, Dadiw Associates

APPEARANCES AND ORDER OF BUSINESS

There was board consensus to move item 13 to the top of the agenda.

SOLID WASTE MANAGEMENT

Solid Waste Franchise Agreement

The Board received and reviewed the *Deputy General Manager Report* regarding the Franchise Agreement between Pebble Beach Community Services District and GreenWaste Recovery, Inc. (GWR) for solid waste, recycling, and organics collection services. Deputy General Manager/CFO Kilic gave a slide presentation of the process that resulted in a recommendation that the District enter into a franchise agreement with GreenWaste Recovery, Inc. He highlighted the proposed service improvements, key terms of the contract and the proposed rates including a comparison with other jurisdictions.

Emily Hanson of GWR addressed the board, thanking directors and District staff for their instrumental involvement in the procurement process. Mr. Niccum stated that construction of new facilities at the Monterey Regional Waste Management District (MRWMD) landfill to be used by GWR, including the Compressed Natural Gas (CNG) vehicle fueling station, maintenance yard, local call center and offices may not be completed by the contract start date of July 1, 2015; and alternatives may be used until the facilities are completed. GWR will implement a public education program prior to start of its service.

Director McKee requested that quarterly updates be provided to the board.

Mr. Tim Flanagan, MRWMD Assistant General Manager, commended the procurement Technical Advisory Committee for excellent coordination with all the participating agencies, and recognized the assistance provided by PBCSD board members and staff during the entire process. He noted the MRWMD board agreed to not to increase the landfill tipping fee in 2015 and to assist during transition in an effort to ultimately achieve the State's 75% diversion rate goal.

MOTION 14-06-01

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried to adopt *Resolution 14-08* approving a fifteen year Solid Waste, Recyclable and Organics Collection Services Franchise Agreement with GreenWaste Recovery, Inc. for the term of July 1, 2015 - June 30, 2030.

APPEARANCES AND ORDER OF BUSINESS

Retirement of Chief Richard C. Hutchinson, Jr., CALFIRE

MOTION 14-06-02

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried to adopt *Resolution No. 14-07*, citing meritorious services and expressing appreciation to Fire Chief, Richard Hutchinson, upon his retirement from the California Department of Forestry and Fire Protection.

MINUTES

MOTION 14-06-03

Moved by Director Verbanec, seconded by Director Gebhart, and unanimously carried to approve, as presented, the minutes of the regular board meeting held on May 30, 2014.

FINANCIAL MATTERS

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for May 2014. Mr. Kilic gave highlights of the report.

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Report* for May 2014.

Check Register

The Board reviewed the *Check Register* for May 2014. Mr. Kilic responded to questions.

MOTION 14-06-04

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried to approve the May 2014 *Check Register*.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for May 15, 2014 – June 14, 2014. Operations Chief, Buddy Bloxham gave highlights. Battalion Chief Hamelin reported that David Newsome from Wounded Warrior Project is providing excellent assistance with fire inspections. Approximately 1,100 people attended the PBCSD Open House and Safety Day on June 21st.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for May 23, 2014 to June 18, 2014 prepared by Principal Engineer Becker.

Forest Lake Reservoir storage measures 49 million gallons, remaining below historical levels. This year's irrigation demand continues to track with last year's for the month of June, and golf courses continue with irrigation conservation efforts. The chart of recycled water usage is now displayed in a calendar year format versus water year (October – September). Further research is being performed near the Stillwater Cove pier to determine the feasibility of diverting dry-weather storm water into the District sewer system to increase flows to the recycled water project.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Phase I of the Undergrounding Overhead Utilities Project is nearing completion. PG&E and Comcast services are now being delivered via the new underground lines and overhead equipment has been removed. AT&T continues feeder line installation. The 2014 Sewer Line Replacement Project will be undertaken in conjunction with PBC Lodge area renovations and infrastructure improvements. Pump Station P6 rehabilitation Project is expected to start in August 2015.

GENERAL GOVERNMENT

CAWD Board Meeting

Director Verbanec attended the CAWD board meeting held June 26, 2014 where the 2014-15 budget was approved; an interesting presentation on the treatment plant administration offices design possibly incorporating modular structures; and direction was given e to have the local Special Districts Association of Monterey County representative, Charlotte Townsend, make a recommendation for the election of California Special Districts Association Region 5 Board of Director.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District Board Meetings

Director Laska provided a *Memorandum* of the Monterey Regional Waste Management District meeting held on June 20, 2014 and gave highlights.

GENERAL GOVERNMENT

PBCSD Conflict of Interest Code

The Board received and reviewed the *General Manager Report* on the PBCSD Conflict of Interest Code.

MOTION 14-06-05

Moved by Director Gebhart, seconded by Director Froke, and unanimously carried to adopt *Resolution No. 14-09* determining that no amendments are necessary to the PBCSD Conflict of Interest Code.

DMFC and DMFPO Office Space Lease from PBCSD

Mr. Niccum provided a background of the lease agreements. The proposed ten-year agreements include the same provisions as the prior ones, and addition of new insurance requirements from tenants.

MOTION 14-06-06

Moved by Director McKee, seconded by Director Gebhart, and carried 4-0 to approve agreements between Pebble Beach Community Services District and Del Monte Forest Conservancy and Del Monte Forest Property Owners for office space lease and provision of support services. Director Verbanec abstained from voting.

Employer Paid Member Contributions to CalPERS Retirement Plan

The Board received and reviewed the *Deputy General Manager Report* regarding reduction in CalPERS employer paid member contributions.

MOTION 14-06-07

Moved by Director Verbanec, seconded by Director Froke, and unanimously carried to adopt *Resolution 14-11* reporting to CalPERS the change in District policy related to employer paid member contributions.

California Special Districts Association (CSDA) 2014 Board Election

The board reviewed mail ballot information from CSDA on the 2014 Board Election for Coastal Network Region 5, Seat C. There was consensus to have Director Verbanec, District representative to the local Special Districts Association of Monterey County, research the three candidates and make a recommendation at the next board meeting.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum recognized Suha Kilic for his completion of the *Leadership Monterey* program. Mr. Kilic reported on the nine month program which brings individuals from public and private backgrounds to learn on issues affecting the community and to make informed and aligned decisions that may positively impact the region. The program enhances team building and organizational leadership skills, and builds alliances in the community.

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

There were no questions of clarification.

Oral reports or announcements from Board President, Directors or staff

Mr. Stilwell reported on his planned retirement from PBC on September 1, 2014. Mr. David Stivers will be assuming many of Mr. Stilwell's duties. After his retirement, Mr. Stilwell plans to consult for PBC on a limited basis. PBC Environmental Director, Thomas Quattlebaum also has announced his departure from PBC at the end of July for a move to the east coast.

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 11:12 a.m.

MOTION 14-06-08

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, July 25, 2014 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.

Mike Niccum, Board Secretary