

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of September 26, 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 September 26, 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, and Peter B. McKee

Absent: Director Richard D. Verbanec

Others Present

Mike Niccum, General Manager
Suha Kilic, Deputy General Manager/CFO
Robert Wellington, Legal Counsel
Nick Becker, Principal Engineer
Brennan Blue, Unit Chief, CALFIRE San Benito-Monterey Unit (CALFIRE)
Mark Edria, Assistant Fire Chief, CALFIRE
Buddy Bloxham, Battalion Chief, Operations, CALFIRE
Robin Hamelin, Battalion Chief, Fire Protection and Planning, CALFIRE
Nate Armstrong, Fire Captain, Paramedic Program Coordinator, CALFIRE
Ken White, Board Director, Carmel Area Wastewater District (CAWD)
Barbara Buikema, General Manager, CAWD
Bob Hutchison, Board Director, Del Monte Forest Property Owners (DMFPO)
Hampton Stewart, Pebble Beach Resident
Michelle Neubert, Pebble Beach Resident
Mark Stilwell, Executive Vice President, Real Estate, Pebble Beach Company (PBC)
Vinod Badani, E2 Consulting Engineers
Laura Dadiw, Board Clerk, Dadiw Associates

APPEARANCES AND ORDER OF BUSINESS

CAWD Director Ken White thanked PBCSD Director Verbanec and General Manager Niccum for their support of CAWD with respect to the County's Carmel Lagoon Ecosystem Protective Barrier Project.

MINUTES

MOTION 14-09-01

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried to approve, as presented, the minutes of the regular board meeting held on August 29, 2014.

FINANCIAL MATTERS

Statement of Receipts and Disbursements

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

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Report* for August 2014. Mr. Kilic noted that the budget has been adjusted to include the Lodge Area Utility Improvement Project as approved by the board last month.

Check Register

The Board received and reviewed the *Check Register* for August 2014.

MOTION 14-09-02

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

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for August 15, 2014 – September 14, 2014. Operations Chief, Buddy Bloxham summarized the report. Chief Hamelin highlighted fire protection efforts. Goat treatment has been very effective, especially below Carmel Woods. The Fire Prevention Office continues with plans for a first annual Zombie Race and Emergency Preparedness Fair on October 18, 2014 as a public education and outreach program for youth and families. There are currently 308 registrants, 19 public service agencies, and 100 volunteers participating.

Mr. Niccum reported that PBCSD fire captain and peace officer Jennifer Valdez is developing a District pharmaceutical waste collection program and has made good progress. The program will include placement of kiosks and security cameras at the Pebble Beach fire station; an agreement with a collection vendor and community outreach. The status and more information will be presented to the board next month.

Designation of PBCSD Fire Chief

Chief Blue praised PBCSD and fire department staff and was honored to be appointed as the District Fire Chief.

MOTION 14-09-03

Moved by Director Gebhart, seconded by Director Froke, and unanimously carried to adopt *Resolution No. 14-19* designating CALFIRE San Benito – Monterey Unit Chief Brennan Blue to serve ex-officio as PBCSD Fire Chief.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for August 21, 2014 to September 17, 2014 prepared by Principal Engineer Becker. Forest Lake Reservoir storage measures 11 million gallons, or 10% of the capacity, which is below the 28 million gallon historical average. Golf courses continue to irrigate as sparingly as possible. Mr. Becker reported that a stability analysis report for the planned improvements to Forest Lake Reservoir to increase capacity will be presented at the next Reclamation Management Committee meeting. The pilot dry weather storm water diversion project located near Stillwater Cove pier has been diverting estimated 18,000 to 70,000 gallons per day into the PBCSD sewer system to increase wastewater flow to the CAWD plant.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. PBC very recently notified the District that it intends to suspend its room renovation project until next year and revise the scope of work to include HVAC upgrades. The District's Lodge Area Utility Improvement Project will therefore be suspended and an alternative sewer line replacement project will be developed by District staff. The progress of the Phase II Undergrounding Overhead Utilities Project will not be delayed by the suspension of work in the Lodge area. The Cypress Drive road closure near Pescadero Point for the Pump Station P-6 Improvement Project work area will continue for the duration of the project into at least late October.

CAWD Board Meeting

Director Laska attended the CAWD board meeting held September 25, 2014. The County's proposed Carmel Lagoon Ecosystem Protective Barrier (EPB) was a lengthy item of discussion. CAWD General Manager Buikema reported CAWD's request that the environmental review process address the potential impact to the treatment plant. Local, state and federal officials have a range of viewpoints regarding conditions needing to be met for project approval. CAWD is working toward coordinating and informing the involved agencies on the facts of the project to develop a solution that may work for everyone.

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 September 19, 2014 and gave highlights. Mr. Niccum reported that the Technical Advisory Committee (TAC) comprised of senior staff of jurisdictions met regarding the proposed Materials Recovery Facility improvements and construction of a Green Waste Recovery truck yard facility at the MRWMD site. Bond financing will require amending the Joint Exercise of Powers Agreement by the member jurisdictions, including PBCSD.

Mr. Kilic reported on the preparations for the Household Hazardous Waste, E-Waste and Pharmaceuticals collection event scheduled for Saturday, September 27, 2014 from 10am to 2pm.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum announced today's meeting is the last for Mark Stilwell as a Pebble Beach Company employee, and suggested a resolution be presented at next month's meeting recognizing his significant contributions to the community over 22 years of service. Brent Reitz and David Heuck will now represent PBC with issues related to the Reclamation Project.

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 thanked the PBCSD fire department for its assistance during a fundraiser held for a charitable foundation supporting mental illness awareness.

Ms. Michelle Neubert addressed the board regarding Area D and other community land use issues. Mr. Niccum explained PBCSD has no land use authority and within the District, Monterey County is the public agency with land use authority.

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 10:45 a.m.

MOTION 14-09-04

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, October 31, 2014 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.

Mike Niccum, Board Secretary