

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Regular Meeting of October 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 October 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  
Robert Wellington, Legal Counsel  
Nick Becker, Principal Engineer  
David Drewien, Field Operations Supervisor  
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  
Jennifer Valdez, Fire Captain, Disaster Planning, CALFIRE  
Greg D'Ambrosio, Board Director, Carmel Area Wastewater District (CAWD)  
Suzanne Cole, Board Director, CAWD  
Barbara Buikema, General Manager, CAWD  
Bob Hutchison, Board Director, Del Monte Forest Property Owners (DMFPO)  
Jerry Verhasselt, Chair, Open Space Advisory Committee  
Mark Stilwell, Consultant, Pebble Beach Company (PBC)  
David Stivers, Executive Vice President and Chief Administrative Officer, PBC  
Vinod Badani, E2 Consulting Engineers  
Timothy Flanagan, Assistant General Manager, Monterey Regional Waste Management District (MRWMD)  
Jeff Lindenthal, Deputy General Manager for Community Programs, MRWMD  
Sergeant Chris Pia, California Highway Patrol  
Laura Dadiw, Board Clerk, Dadiw Associates

**APPEARANCES AND ORDER OF BUSINESS**

There was board consensus approving various changes to the order of business to accommodate those speaking.

**MOTION 14-10-01**

**Moved by Director Gebhart, seconded by Director McKee, and unanimously carried to adopt *Resolution No. 14-20*, citing meritorious services and expressing appreciation to Mark Stilwell, upon his retirement from Pebble Beach Company.**

Mr. Stilwell introduced David Stivers who will be assuming real estate duties for PBC.

**FIRE DEPARTMENT**

**Fire Chief's Monthly Report**

The Board received and reviewed the *Monthly Fire Department Activity Report* for September 15, 2014 – October 14, 2014. Operations Chief, Buddy Bloxham summarized the report. Chief Hamelin highlighted fire protection efforts. In a partnered project with Del Monte Forest Conservancy, an old fire road traversing the Indian Village parcel to Stevenson Drive was recently refurbished and invasive plants were removed from the area.

Captain Valdez gave a photo presentation of the Zombie Race and Emergency Preparedness Fair held October 18, 2014 as a public education and outreach program for youth and families. There were over 300 registrants, 19 public service agencies, and 100 volunteers participating. Captain Valdez thanked the board for its support of the event. Mr. Niccum recognized Pebble Beach Company, Susan Merfeld and Shawn Casey, for their support of the event.

Captain Valdez presented photos of the new District Prescription Drugs and Sharps Drop-off Program kiosks located at the Fire Prevention front office. Community outreach will continue, perhaps in conjunction with other program providers in the region. Mr. Niccum commended the efforts of Captain Valdez in establishing the program.

**MINUTES**

**MOTION 14-10-02**

**Moved by Director Verbanec, seconded by Director Froke, and unanimously carried to approve, as presented, the minutes of the regular board meeting held on September 26, 2014.**

**GENERAL GOVERNMENT**

**Law Enforcement Status Report for Quarter Ending September 30, 2014**

The Board received and discussed the *Deputy General Manager's Report* regarding Supplemental Traffic Enforcement Program status for the quarter ending September 30, 2014. Sergeant Pia recapped the activities of the quarter. Five motorcycle patrol officers were used for proactive enforcement during the Concours event.

The “grid” schedule developed by Mr. Kilic for more optimized distribution of officer time and increased patrol presence in traffic problem areas has been well received by officers and public alike. CHP will monitor and interact with bicyclists to provide education on safety practices and rules of the road.

## **FINANCIAL MATTERS**

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

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

### **Cash Basis Budget Report**

The Board received and reviewed the *Cash Basis Budget Report* for September 2014. A breakdown of the open space clearing expenditures will be presented to the board at a future meeting.

### **Check Register**

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

### **MOTION 14-10-03**

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

## **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 October 17, 2014 and had no additional comments.

### **Joint Exercise of Powers Agreement Amendment**

The board received and reviewed the *General Manager Report* on the Monterey Regional Waste Management JPA Agreement. Mr. Niccum summarized the objective of the amendments. Legal counsel pointed out clerical errors in the draft amendment that will be corrected.

### **MOTION 14-10-04**

**Moved by Director McKee, seconded by Director Gebhart, and unanimously carried to Adopt *Resolution 14-21* approving Amendment to Joint Exercise of Powers Agreement for Monterey Regional Waste Management Authority.**

### **Household Hazardous Waste, E-Waste and Pharmaceuticals Collection Event**

Mr. Kilic reported on the successful Household Hazardous Waste, E-Waste and Pharmaceuticals collection event held Saturday, September 27, 2014. The number of cars served, 373, was comparable to past years, and event expenses were below budget. Mr. Niccum expressed appreciation to Fire Department staff for providing significant event assistance.

### **MAINTENANCE, ENGINEERING, AND CONSTRUCTION**

#### **Wastewater Collection, Treatment and Disposal System**

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for September 17, 2014 to October 21, 2014 prepared by Principal Engineer Becker. Forest Lake Reservoir storage measures approximately 11 million gallons, or 10% of capacity, which is below the 28 million gallon historical average for this time of the year. The lowest water level was reached during the period: 3.1 feet of water (8% of capacity or 9.1 million gallons).

#### **PBCSD Capital Improvement Projects**

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker provided photographs of Pescadero Point Wastewater Pump Station P-6 Improvement Project.

#### **2014 District Sewer Line Replacement Project**

The Board received and reviewed the *Engineering Report* on the 2014 Sewer Line Replacement Project.

### **MOTION 14-10-05**

**Moved by Director McKee, seconded by Director Verbanec, and unanimously carried to approve revised scope of work for the 2014 Sewer Line Replacement Project.**

#### **CAWD Board Meeting**

Director Verbanec attended the CAWD board meeting held October 23, 2014. CAWD General Manager Buikema reported that CAWD is looking into feasibility of the potential uses of Reverse Osmosis reject water including the Carmel Lagoon.

### **GENERAL GOVERNMENT**

#### **Meeting of the Special Districts Association of Monterey County**

The Board received and reviewed the *General Manager Report* regarding the October 21, 2014 Special Districts Association Meeting held in Marina. Directors Verbanec, Froke, and Mr. Niccum reported on topics covered at the meeting.

**MISCELLANEOUS INFORMATION AND COMMUNICATIONS**

**Oral reports from General Manager**

Mr. Niccum indicated the annual performance review of general manager and legal counsel will be scheduled for the next Board meeting. District staff is working with PBC to provide a feature article on solid waste reduction and recycling projects in Pebble Beach for the next issue of the California Special District Association magazine.

**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**

Director Froke provided a written report on the California Special District Association Annual Conference and Exhibitors Show in Palm Springs that he attended September 29 – October 2, 2014.

**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 11:28 a.m.

**MOTION 14-10-06**

**M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, December 12, 2014 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.**

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**Mike Niccum, Board Secretary**