

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Regular Meeting of March 27, 2015  
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 March 27, 2015. Board President Richard B. Gebhart called the meeting to order at 9:30 a.m.

**ROLL CALL**

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

**Absent:** Peter B. McKee

**Others Present**

Mike Niccum, General Manager

Suha Kilic, Deputy General Manager/CFO

Robert Wellington, Legal Counsel

Nick Becker, Principal Engineer

Mark Edria, Assistant Fire Chief, CALFIRE San Benito-Monterey Unit (CALFIRE)

Buddy Bloxham, Operations Battalion Chief, CALFIRE

Nate Armstrong, Fire Captain, Paramedic Program Coordinator, CALFIRE

Robin Hamelin, Fire Protection and Planning Battalion Chief, CALFIRE

Mike Meddles, Fire Captain, Training Program, CALFIRE

Kim Bernheisel, Fire Prevention Captain, Cypress Fire Protection District

Suzanne Cole, Board Director, Carmel Area Wastewater District (CAWD)

Barbara Buikema, General Manager, CAWD

Kamlesh Parikh, Board President, Del Monte Forest Property Owners (DMFPO)

Bob Hutchison, Board Director, DMFPO

Hampton Stewart, Pebble Beach resident

Cheryl Burrell, Planning Manager, Pebble Beach Company (PBC)

Dawn Mathes, Environmental & Governmental Affairs Director, PBC

Vinod Badani, E2 Consulting Engineers

Jim Moresco, General Manager Santa Cruz Operation, Green Waste Recovery (GWR)

Emily Finn, Director of Business Development and Communications, GWR

Sara Treat, Environmental Outreach Coordinator, GWR

Charlie Cordova, GWR

Cheri McCarty-Hamelin

Laura Dadiw, Board Clerk, Dadiw Associates

**APPEARANCES AND ORDER OF BUSINESS**

President Gebhart requested the Green Waste Recovery presentation be moved to follow Financial Matters.

## **MINUTES**

### **MOTION 15-03-01**

**Moved by Director Froke, seconded by Director Laska, and unanimously carried to approve, as presented, the minutes of the regular board meeting held on February 27, 2015.**

## **FINANCIAL MATTERS**

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

The Board received and reviewed the *Statement of Receipts and Disbursements* for February 2015. Mr. Kilic responded to questions.

### **Cash Basis Budget Report**

The Board received and reviewed the *Cash Basis Budget Report* for February 2015.

### **Check Register**

The Board received and reviewed the *Check Register* for February 2015.

### **MOTION 15-03-02**

**Moved by Director Laska, seconded by Director Verbanec, and unanimously carried to approve *Check Register* for February 2015.**

### **PBCSD Update of Long-Term Capital Outlay Program and Financial Plan**

The Board received and reviewed the PBCSD 2015/16 Long-Term Capital Outlay Program (LTCOP) and the PBCSD Long-Term Financial Plan (LTFP). Principal Engineer Becker gave an overhead presentation of the 15-year LTCOP. There is an overall 11.7% increase from the previous year mainly attributed to CAWD anticipated treatment plant improvement costs. Mr. Kilic presented details of the LTFP with a recommendation to increase residential sewer service fees from \$15.53 to \$16.16 per month to keep pace with increased treatment plant capital expenditures, and to increase residential garbage and recycling collection fees from \$18.66 to \$21.50 per month in accordance with the new franchise agreement with Green Waste Recovery (GWR). In accordance with Proposition 218 requirements, a notification on the proposed increases will be mailed to district property owners along with the budget hearing notice after the April board meeting. The proposed fees and the final budget will be scheduled for adoption at the June Board meeting, providing sufficient time for public comments.

### **MOTION 15-03-03**

**Moved by Director Froke, seconded by Director Laska, and unanimously carried to 1) approve the PBCSD 2015/16 Long-Term Capital Outlay Program; 2) approve the 2015 Long-Term Financial Plan and authorize the staff to make necessary inter-fund transfers to implement the Plan; 3) approve an increase in residential and commercial sewer service fees by 4.0% (equates to 63 cents for residential units, from \$15.53 to \$16.16 per month); and 4) approve an increase in residential and commercial garbage and recycling collection fees by 14% (equates to \$2.64 for residential units, from \$18.86 to \$21.50 per month) in fiscal year 2015/16 to be adopted following the public hearing during the June Board meeting.**

### **SOLID WASTE MANAGEMENT**

#### **Status of Green Waste Recovery Solid Waste Franchise Transition**

Ms. Emily Finn, Director of Business Development and Communications for GWR, the new franchise waste hauler for Pebble Beach beginning July 1<sup>st</sup>, updated the Board on the status of service transition from the current franchise hauler, Waste Management Inc. Public outreach materials will soon be available on the GWR and PBCSD websites. Some outreach materials will be mailed directly to residents and others will be provided when the new waste bins are delivered. Ms. Finn will be speaking on behalf of GWR to property owners at the DMFPO Semiannual Meeting scheduled for May 17<sup>th</sup>.

### **FIRE DEPARTMENT**

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

The Board received and reviewed the *Monthly Fire Department Activity Report* for February 15, 2015 – March 14, 2015. Operations Battalion Chief, Buddy Bloxham and Fire Captain Mike Meddles highlighted operations and training during the period. Paramedic Program Captain Nate Armstrong reported the recently purchased cardiac monitors/defibrillators are helping reduce medical response times for the treatment of heart attacks at the hospital.

#### **Pebble Beach Fuel Reduction Projects Completed in 2014**

The Board received and reviewed the Fire Department Staff Report regarding 2014 Pebble Beach fuel reduction projects. Fire Protection and Planning Chief Robin Hamelin gave a slide presentation with video clips of various aspects of the projects.

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

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

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for February 20, 2015 to March 18, 2015 prepared by Principal Engineer Becker. Forest Lake Reservoir storage measures 107 million gallons or approximately 93% of capacity, trending with historical average.

### **PBCSD Capital Improvement Projects**

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker gave highlights. Ms. Mathes reported that Holman Hwy 68 / Highway 1 Roundabout Project complexities may delay commencing construction until spring of 2016. It is estimated that the first phase of the CAWD Wastewater Treatment Plant Rehabilitation Project will be completed in 26 months.

### **CAWD Board Meeting**

Director Verbanec attended the CAWD board meeting held March 26, 2015. CAWD employee Barry Blevins took first place statewide in the California Water Environment Association Gimmicks and Gadgets Contest for inventing a truck-mounted hose puller that eliminates having to retrieve sewer hoses by hand. Agency reporting software has been updated for efficiency.

### **SOLID WASTE MANAGEMENT**

#### **Monterey Regional Waste Management District Board Meetings**

Director Laska provided a report on the Monterey Regional Waste Management District (MRWMD) Board meeting held on March 20, 2015.

### **GENERAL GOVERNMENT**

#### **Relinquish Sanitary Sewer Easement; Lot 16, Poppy 2**

The Board received and reviewed *Engineering Report* and *Resolution No. 15-03* regarding execution of a Quitclaim Deed to relinquish a sanitary sewer easement originally obtained to service future development in "Area H" that has now been designated as open space.

#### **MOTION 15-03-04**

**Moved by Director Laska, seconded by Director Verbanec, and unanimously carried to adopt *Resolution 15-03* authorizing the General Manager execute a Quitclaim Deed to relinquish sanitary sewer easement located on Lot 16, Tract No.1516 of Poppy 2 Subdivision (Area I-2).**

#### **CalPERS Pension Rates and Unfunded Accrued Liability**

The Board received and reviewed the *Deputy General Manager's Report* regarding CalPERS pension rates and merits of paying down the District unfunded accrued liability. The suggested payment of \$500,000 to CalPERS would come from the current year budget contingency line item and savings in various expense line items.

**MOTION 15-03-05**

**Moved by Director Verbanec, seconded by Director Froke, and unanimously carried, to approve a \$500,000 payment to CalPERS to reduce the District's Unfunded Accrued Liability.**

**MISCELLANEOUS INFORMATION AND COMMUNICATIONS**

**Oral reports from General Manager**

General Manager Niccum provided a memorandum from the California Special Districts Association Elections and Bylaws Committee calling for nominations for Board of Directors Seat A. Mr. Niccum briefed board members on the need for an entry level technical person to assist with the significant District engineering workload. Mr. Kilic provided email correspondence from "The Offset Project" regarding achievement of a 93% waste diversion rate during the AT&T Pebble Beach National Pro Am.

**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**

There were no reports or announcements from directors or staff.

**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 11:30 a.m.

**MOTION 15-03-06**

**M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, April 24, 2015 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.**

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**Mike Niccum, Board Secretary**