

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Regular Meeting of September 25, 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 September 25, 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, and Peter B. McKee

**Absent:** Leo M. Laska and Richard D. Verbanec

**Others Present**

Mike Niccum, General Manager

Suha Kilic, Deputy General Manager/CFO

Rob Wellington, Legal Counsel

Nick Becker, Principal Engineer

David Drewien, Maintenance Supervisor

Brennan Blue, Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)

Mark Edria, Assistant Fire Chief, CALFIRE

Nate Armstrong, Battalion Chief, Emergency Medical Services, CALFIRE

Robin Hamelin, Battalion Chief, Fire Protection and Planning, CAL FIRE

Kim Bernheisel, Fire Prevention Captain, Cypress Fire Protection District

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)

Ken White, Director, CAWD

Bart Bruno, Board Director, DMFPO

Hampton Stewart, Pebble Beach resident

Dawn Mathes, Environmental & Governmental Affairs Director, Pebble Beach Company (PBC)

Karla Cristi, Board Clerk

**APPEARANCES AND ORDER OF BUSINESS**

There were no requested appearances or changes to the agenda.

**MINUTES**

**MOTION 15-09-01**

**Moved by Director Froke, seconded by Director McKee, and unanimously carried to approve, as presented, the minutes of the regular board meeting held on August 28, 2015.**

## **FINANCIAL MATTERS**

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

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

### **Cash Basis Budget Report**

The Board received and reviewed the *Cash Basis Budget Report* for August 2015. There were no questions.

### **Check Register**

The Board received and reviewed the *Check Register* for August 2015. Mr. Kilic addressed the \$38,437 final payment made to the CALFIRE for the fiscal year 2014-15. The total payment of \$4,883,000 for the fiscal year was \$270,000 or 6% below the budgeted amount. He also reported on the \$51,288 final payment to CHP for the fiscal year 2014-15 services. The total amount paid to CHP for the year was approximately \$166,000 which was \$24,000 or 12% below budget. Mr. Kilic responded to questions.

## **MOTION 15-09-02**

**Moved by Director Froke, seconded by Director McKee, and unanimously carried to approve *Check Register* for August 2015.**

## **FIRE DEPARTMENT**

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

The Board received and reviewed the *Monthly Fire Department Activity Report* for August 15, 2015 – September 14, 2015. Assistant Fire Chief Mark Edria and Fire Protection Planning Chief Robin Hamelin highlighted the operations and training activities during the period.

Chief Edria reported that an HVAC unit burned during a fire at the Lodge. PBCSD ladder truck was in for service and a City of Monterey ladder truck assisted with the fire.

Chief Edria expressed importance of "active shooter" training for quick response personnel. Chief Bloxham attended the training. Captain Garon Coalwell has been accredited as a paramedic in Monterey County.

Chief Edria discussed the Tassajara Fire where 12 homes and 10 other structures were lost. Fire crews were also working the Los Laureles Fire off Highway 68 at the same time. Maintenance Supervisor Dave Drewien spoke about his experience as the fire passed through his property near Cachagua.

He lost a barn, corrals and a water tank, but he believes his three residential structures were saved because of his clearing the area around the structures of brush and debris. Three neighboring homes above his were lost. The Tassajara fire was fought using six bull dozers and 12 air tankers. The Los Laureles fire crossed Highway 68 but only one garage and roof were lost.

Chief Hamelin reported that the medical waste take back program at the fire department is success and provides a great service to residents. He indicated very few Pebble Beach properties were not compliant with the requirement to keep a 100 ft. defensible space area around homes. The Zombie Run/Emergency Preparedness Fair is scheduled for October 17. Chief Hamelin announced his retirement at the end of September 2015.

### **Purchase of New Ladder Truck**

The Board received and reviewed *Fire Staff Report and Resolution No. 15-20* regarding the purchase of a new Pierce Arrow XT fire ladder truck. Chief Blue reported on the features of the proposed truck including a 105 foot ladder and the evaluation process of the proposals received from four manufacturers. Mr. Niccum reported that the current 80 foot ladder truck will be kept in reserve for 10 more years and be available for use when the new front line truck is not available.

### **MOTION 15-09-03**

**Moved by Director McKee, seconded by Director Froke, and unanimously carried to adopt *Resolution 15-20* authorizing purchase of aerial ladder truck meeting District specifications from Pierce Manufacturing, Inc. without formal competitive bidding for a total cost of not to exceed \$1,000,000.**

### **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 20, 2015 to September 16, 2015 prepared by Principal Engineer Becker. Forest Lake Reservoir storage measures 19 million gallons or approximately 17% of capacity, 41% below historical average. Golf courses continue to ration to allow the Dunes course renovation project extra water during the grow-in period. A new pump is being installed at an existing well near the 9<sup>th</sup> Fairway of the MPCC Dunes course which may yield an estimated 20,000 gallons of water a day upon completion.

Mr. Becker reported a recently discovered leak in a recycled water line at Forest Lake Reservoir site that is being repaired today.

### **PBCSD Capital Improvement Projects**

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker gave highlights. Director McKee requested that updated information and timelines regarding the Holman Hwy 68/ Highway 1 Roundabout Project continue to be included in future PBCSD newsletters. Dawn Mathes provided information on the project.

### **CAWD Board Meeting**

Director McKee and Mike Niccum attended the CAWD board meeting held September 24, 2015. Phase I of the CAWD treatment plant rehabilitation project was discussed. Ms. Buikema stated that only four members of the public attended last night's community meeting addressing noise expected during pile driving. Director McKee reported that the CAWD Collections Department made a presentation of their new maintenance management system to the Board, which is expected to provide added information regarding lines cleaned, trouble spots, and costs. Ms. Buikema clarified that a study is being conducted by H2O Innovations to determine the feasibility of improving the efficiency of the MF/RO system. Director Verbanec will attend the next CAWD meeting scheduled on October 29<sup>th</sup>.

### **SOLID WASTE MANAGEMENT**

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

The Board received *Memorandum* on the highlights of the meeting of the Monterey Regional Waste Management District (MRWMD) held on September 18, 2015. Mr. Niccum, who attended on behalf of Director Laska, reported on the meeting. A presentation on Countywide Solid Waste Study showed no significant impact on PBCSD unless the solid waste currently disposed at Salinas Valley Solid Waste Authority facilities is diverted to MRWMD facilities.

### **GENERAL GOVERNMENT**

#### **Schedule Special Board Meeting to Review Undergrounding Overhead Utilities Program**

The Board determined that the special session on undergrounding of overhead utilities should be included at the next regular Board Meeting on Friday, October 30<sup>th</sup>. The meeting may start at 9:00 am instead of regular 9:30 to accommodate the special topic.

#### **Resolution Declaring District Property Surplus and Authorizing its Disposal**

The Board received and reviewed *Resolution No. 15-21* regarding the declaration of certain District property surplus and authorizing its disposal. Mr. Kilic explained that listed property was no longer in use; obsolete and has very little or no market value. He recommended its disposal and removal from the balance sheet. Mr. Kilic answered questions.

**MOTION 15-09-04**

**Moved by Director Gebhart, seconded by Director Froke, and unanimously carried to adopt *Resolution 15-21* declaring certain District property surplus and authorizing its disposal.**

**MISCELLANEOUS INFORMATION AND COMMUNICATIONS**

**Oral reports from General Manager**

General Manager Niccum stated that CA Senate Bill 239 which District sent a letter of opposition has passed and is on the Governor's desk. Mr. Niccum is looking into assisting DMFC in the Ford Meadow Rehabilitation Project which may be used by PBCSD as a mitigation bank for future District projects.

**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 11:00 a.m.

**MOTION 15-09-05**

**M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, October 30, 2015 (time to be determined) in the District Board Room at 3101 Forest Lake Road.**

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**Mike Niccum, Board Secretary**