

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of July 29, 2016
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 July 29, 2016. Board President Richard B. Gebhart called the meeting to order at 9:30 a.m.

ROLL CALL

Present: Directors Richard B. Gebhart, Leo M. Laska, Peter B. McKee, and Richard D. Verbanec

Absent: Director Jeffrey B. Froke

Others Present

Mike Niccum, General Manager

Suha Kilic, Deputy General Manager/CFO

Rob Wellington, Legal Counsel

Nick Becker, Principal Engineer

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

Mark Edria, Assistant Fire Chief, CAL FIRE

Mark Mancini, Fire Protection and Planning Chief, CAL FIRE

Michael Rachel, Board Director, Carmel Area Wastewater District (CAWD)

Barbara Buikema, General Manager, CAWD

Bob Hutchison, Board Director, Del Monte Forest Property Owners (DMFPO)

Kamlesh Parikh, Board President, DMFPO

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

Jerry Verhasselt, Member, Open Space Advisory Committee

Hampton Stewart, Pebble Beach resident

Sgt. Chris Pia, California Highway Patrol (CHP)

Laura Dadiw, Board Clerk

APPEARANCES AND ORDER OF BUSINESS AND ANNOUNCEMENTS

General Manager Niccum requested that item 7 and the presentation on the Soberanes fire be moved to the beginning of the agenda.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for June 15, 2016 – July 14, 2016. Assistant Chief Edria summarized the report. Chief Mancini summarized fire protection and planning efforts during the period. The goats used for fire fuel reduction arrived yesterday. The annual Zombie Run will be held October 29th this year.

Open House and Public Safety Day Held June 25, 2016

Chief Mancini gave a slide presentation of the event. He reported 750 guests attended the event. Mr. Niccum commended Chief Mancini and Michelle Warren for coordinating a successful event.

Chief Edria gave an overview with slides of the Soberanes fire that began one week ago. The fire so far involves 31,000 acres and 4,200 personnel. Fifty-two homes and eleven outbuildings have been lost. The fire is currently number one priority in the nation.

LAW ENFORCEMENT

Traffic Enforcement Status Report

The Board received and reviewed the Deputy *General Manager's Report* regarding the Supplemental Traffic Enforcement Program status for quarter ending June 30, 2016. Sgt. Pia reported a relatively quiet quarter with continued patrol in areas where high speeds are reported. Efforts encouraging cyclists to obey all traffic laws appear to be effective.

MINUTES AND FINANCIAL MATTERS

MOTION 16-07-01

Moved by Director Laska, seconded by Director Verbanec, and unanimously carried to approve, as presented, the minutes of the regular board meeting held June 24, 2016.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for June 2016. Mr. Kilic summarized the report and there were no questions.

Cash Basis Budget Report

The Board received and reviewed the Cash Basis Budget Report for June 2016, the last month of the 2015/16 fiscal year. A column titled *Fiscal Year End Estimate* has been added to include the anticipated revenues earned but not yet received and expenses incurred but not yet paid in the current fiscal year. Mr. Kilic provided a summary budget versus actual presentation for the fiscal year.

Check Register

The Board received and reviewed the *Check Register* for June 2016.

MOTION 16-07-02

Moved by Director McKee, seconded by Director Laska, and unanimously carried to approve the *Check Register* for June 2016.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for June 16, 2016 – July 22, 2016 prepared by Principal Engineer Becker. Currently, Forest Lake Reservoir water storage is 50% of capacity. Reclamation Project development of a new well site adjacent to Monterey Peninsula County Club's Golf Maintenance Yard is scheduled to commence next week. The dry weather diversion facility at the Fourth Fairway of Pebble Beach Golf Links has been capturing for reclamation 14,000 gallons per day, and the well at MPCC Dunes Fairway 9 is now capturing approximately 18,500 gallons per day. At the request of Director McKee, Mr. Becker provided a draft note card that delineates projects and assets of the District, to be enhanced and edited over time with director and staff input.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. The chart of capital improvement project scheduling now extends through 2017. Mr. Becker gave an overview of budget versus expenditures and change orders for the Lodge Area Utility Improvement Project, and presented slides of the CAWD Wastewater Treatment Plant Rehabilitation Project.

Undergrounding Overhead Utilities Program Status Update

The Board received and reviewed the *Engineering Report* and received the update from Mr. Becker. Timeframes are tight and scheduling complex to upgrade the entire Lodge area from a 4Kv above-ground system to an underground 21Kv system prior to the US Open in 2019.

Director McKee suggested the district may be able to assist residents interested in undergrounding utilities in local neighborhoods. The current Board policy is to use district funds to underground main utility lines to improve reliability for the most residents. It is estimated that the main line work will require over ten years to complete. It was agreed Staff will provide options for District assistance to homeowners pursuing undergrounding projects independently at a future board meeting.

CAWD Board Meeting

Director Laska attended the CAWD board meeting held July 28, 2016. He provided highlights of the meeting.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District Board Meeting

Director Laska provided highlights of the meeting of the Monterey Regional Waste Management District (MRWMD) held on July 22, 2016.

LAW ENFORCEMENT

DMFPO Traffic and Safety Committee Meeting

The Board received the July 26, 2016 DMFPO Traffic and Safety Committee meeting packet including the Sheriff's Office presentation of crime statistics through the second quarter of 2016.

GENERAL GOVERNMENT

Meeting of the Special Districts Association of Monterey County

The Board received and reviewed the *General Manager Report* of the Special Districts Association meeting held July 19, 2016, attended by Directors Verbanec and Froke.

California Special Districts Association Leadership Academy

The Board received and reviewed the *Deputy General Manager Report* of the academy attended by Mr. Kilic July 10 -13, 2016 at Napa. Staff plans to apply for CSDA's "District Transparency Certificate of Excellence" to display its efforts to be transparent to the public.

PBCSD Safety Committee Meeting

The Board received and reviewed the minutes of the July 14, 2016 Safety Committee meeting prepared by Engineer and Safety Officer, Nick Becker.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum had nothing further.

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

There were no questions from directors or staff.

Oral reports or announcements from Board President, Directors or staff

Director McKee noted that the District Open House and Safety Day was very well done.

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 11:45 a.m.

MOTION 16-07-03

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, August 26, 2016 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.



Mike Niccum, Board Secretary