

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of August 26, 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 August 26, 2016. Board Vice President Richard D. Verbanec called the meeting to order at 9:30 a.m.

ROLL CALL

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

Absent: Directors Richard B. Gebhart, Peter B. McKee

Others Present

Mike Niccum, General Manager

Suha Kilic, Deputy General Manager/CFO

Rob Wellington, Legal Counsel

Nick Becker, Principal Engineer

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

Mark Mancini, Fire Protection and Planning Chief, CAL FIRE

Manny Higuera, Fire Captain, CAL FIRE

Morgan Peterson, Firefighter/Paramedic/Rescue Swimmer, CAL FIRE

David Bennett, Firefighter II, CAL FIRE

Ken White, Board Director, Carmel Area Wastewater District (CAWD)

Barbara Buikema, General Manager, CAWD

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

Jerry Verhasselt, Member, Open Space Advisory Committee

Hampton Stewart, Pebble Beach resident

Vinod Badani, E2 Consulting Engineers

Laura Dadiw, Board Clerk

APPEARANCES AND ORDER OF BUSINESS AND ANNOUNCEMENTS

There were no requested appearances or changes to the agenda.

MINUTES AND FINANCIAL MATTERS

MOTION 16-08-01

Moved by Director Laska, seconded by Director Froke, and unanimously carried to approve, as presented, the minutes of the regular board meeting held July 29, 2016.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for July 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 July 2016.

Check Register

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

MOTION 16-08-02

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

Monterey County Treasurer's Investment Report

The Board received and reviewed the *Monterey County Treasurer's Investment Report* for quarter ending June 30, 2016. Mr. Kilic reported the Treasurer's portfolio yield for the quarter was 1.03%, 5 basis points lower than the previous quarter, and 30 basis point higher than the prior year same quarter. For comparison, the yield of the State Local Agency Investment Fund was 0.58% and the yield of the 2-year Treasury bill was 0.78% for the quarter. The investment portfolio was in compliance with the provisions of State law and County Investment policy.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for July 15, 2016 – August 14, 2016. Chief Edria provided in-depth information on the Soberanes Fire that is currently at 60% containment having burned 90,000 acres. He introduced from Carmel Hill Fire Station Captain Higuera, Firefighter Bennett, and Firefighter/Paramedic/Rescue Swimmer Peterson who affected a successful ocean rescue on August 5, 200-400 meters offshore from Spanish Bay Beach. Chief Mancini summarized fire protection and planning efforts during the period. The annual Zombie Run is scheduled for October 29, 2016 with 50 runners signed up so far. The goats used for fire fuel reduction are currently stationed on the Carmel Woods side of Pescadero Canyon. Cheryl Burrell of Pebble Beach Company expressed gratitude for the professional inspection of Concours d'Elegance tent structures by fire prevention staff.

Vegetative Management Services

The Board received and reviewed the *Fire Department Staff Report* on vegetative management services.

MOTION 16-08-03

Moved by Director Laska, seconded by Director Froke, and unanimously carried to authorize General Manager to enter into an agreement with Goats R Us to provide services for vegetative management projects for a cost not to exceed \$40,000.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for July 22 – August 18, 2016 prepared by Principal Engineer Becker. Currently, Forest Lake Reservoir water storage is 43% of capacity, 10 million gallons higher than the 5-year average. A minor sanitary sewer overflow (5 gallons) occurred at 4042 Sunridge Road due to roots in the line. The dry weather diversion facility at the Fourth Fairway of Pebble Beach Golf Links has been diverting for reclamation 12,000 gallons per day, down from 15,000 gallons per day earlier in the year, and the well at MPCC Dunes Fairway 9 is now producing approximately 20,000 gallons per day.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker reported that Phases IIA & IIB of the Undergrounding Overhead Utilities Project will be combined to most efficiently schedule PG&E construction resources. Phase IIC, on Forest Lake Road between Stevenson and Benbow, has been separated from Phases IIA/B of the Project and renamed Phase III. Mr. Becker suggested viewing the tamcmonterey.org website for information on the Holman Highway One/Highway 68 Roundabout Project. Mr. Becker provided slides of the CAWD Wastewater Treatment Plant Rehabilitation Project that is approximately 60 days behind schedule.

Wastewater Reclamation Management Committee Report

The Board received and reviewed the *Engineering Report* regarding the Reclamation Management Committee meeting held on August 12, 2016.

Reclamation Project Budget Increase for Development of Production Well

The Board received and reviewed the *Engineering Report* regarding Reclamation Project Well Water Production.

MOTION 16-08-04

Moved by Director Laska, seconded by Director Froke, and unanimously carried, to increase the FY2016/17 Reclamation Budget by \$200,000 for the development of a new production well adjacent to the Monterey Peninsula County Club Golf Maintenance Yard.

CAWD Board Meeting

Director Verbanec provided highlights of the CAWD board meeting which he attended on August 25, 2016.

GENERAL GOVERNMENT

Sanitary Sewer Easement at 1557 Cypress Drive

The Board received and reviewed the *Engineering Report* regarding relinquishment of the existing sanitary sewer easement that is partially abandoned and no longer needed; and acceptance of a new sanitary sewer easement at the location of the sewer main line at 1557 Cypress Drive. Mr. Becker provided a slide of the property from the District's computer information systems.

MOTION 16-08-05

It was moved by Director Froke, seconded by Director Laska, and unanimously carried to authorize the General Manager to execute Quitclaim Deed to relinquish existing sanitary sewer easement and concurrently execute Grant of Easement for a new sanitary sewer easement on residential property located at 1557 Cypress Dr.

Topics for District Fall/Winter Newsletter

The Board received and reviewed the *Deputy General Manager Report* calling for articles for the District Fall/Winter newsletter and discussed topics.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum announced that the employee picnic is scheduled for Friday, September 9, 2016 at Indian Village Picnic Grounds. The Household Hazardous Waste and e-Waste Collection Event is scheduled for Saturday, September 24, 2016 from 9:00 am to 2:00 pm at the District parking lot.

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

There were no reports or announcements from Board President, 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 11:10 a.m.

MOTION 16-08-06

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



Mike Niccum, Board Secretary