

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of January 27, 2017
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 January 27, 2017. Board President Richard D. Verbanec called the meeting to order at 9:30 a.m.

ROLL CALL

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

Absent: None

Others Present

Mike Niccum, General Manager

Suha Kilic, Deputy General Manager/CFO

Rob Wellington, Legal Counsel

Nick Becker, Principal Engineer

Justin Ferron, Assistant Engineer

David Drewien, Field Operations Supervisor

Kelvin Ellison, Maintenance Technician II

Marty Manjares, Maintenance Technician II

Juan Moreno, Maintenance Technician II

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

Mark Edria, Assistant Fire Chief, CAL FIRE

Buddy Bloxham, Operations Battalion 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

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

Cheryl Burrell, Planning Manager, PBC

Jeff Fuller, Board Director, Del Monte Forest Property Owners (DMFPO)

Hampton Stewart, Pebble Beach resident

Vinod Badani, E2 Consulting Engineers

Sgt. Chris Pia, California Highway Patrol (CHP)

Laura Dadiw, Board Clerk

APPEARANCES AND ORDER OF BUSINESS AND ANNOUNCEMENTS

Plaques were presented by board members to District maintenance employees David Drewien, Kelvin Ellison, Marty Manjares, Juan Moreno and Assistant Engineer Justin Ferron for completing Operations Certification Training, a series of one-day courses throughout 2016 offered by the Association of California Water Agencies Joint Powers

Insurance Authority (ACWA/JPIA), the District's insurance provider. Maintenance Technician II Jim McClure, who was absent, will also receive a plaque.

MINUTES AND FINANCIAL MATTERS

MOTION 17-01-01

Moved by Director Gebhart, seconded by Director Laska, and unanimously carried to approve, as presented, the minutes of the regular board meeting held December 9, 2016.

Statements of Receipts and Disbursements

The Board received and reviewed the *Statements of Receipts and Disbursements* for November and December 2016. Mr. Kilic presented a summary of revenue and expenditures at mid-year. Based on December 2016 property tax revenue that is 7.5% higher this year than last, it appears revenue may exceed the budget estimate by approximately 6% or \$800,000.

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Reports* for November and December 2016.

Check Register

The Board received and reviewed the *Check Registers* for November and December 2016. Mr. Kilic highlighted certain payments and responded to questions.

MOTION 17-01-02

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried to approve the *Check Registers* for November and December 2016.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for November 14, 2016 – January 14, 2017. Battalion Chief Bloxham reported on multi-agency rescue and recovery efforts for two tourists who were swept into the turbulent storm surf at Bird Rock last Saturday. Unit Chief Blue and Mr. Niccum plan to meet with PBC and other agencies to increase tourist safety measures such as controlling parking lots during major storm events; distributing literature; educating tour bus companies; and installing larger hazard signs at coastal tourist stops. Chief Mancini reported the annual District Open House and Safety Day will be held Saturday, June 24, 2017.

LAW ENFORCEMENT

Traffic Enforcement Status Report

The Board reviewed the *Deputy General Manager's Report* on Supplemental Traffic Enforcement Program status for quarter ending December 31, 2017. Sgt. Pia reported two DUI arrests made during the period. Patrol officers will continue monitoring and issuing citations for speeding, especially along Crespi Lane, Forest Lodge Road, and other high speed areas. Director Gebhart expressed concern for crossing of foot traffic at Forest Lodge and Congress Roads. Mr. Niccum will bring up traffic safety concerns at the February 23rd meeting of the new DMFPO Roads and Traffic Committee (merging the DMFPO Roads and Land Use Committee with the Traffic and Safety Committee).

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for December 1, 2016 – January 20, 2017 prepared by Principal Engineer Becker. Currently, Forest Lake Reservoir water storage is at 99% of capacity. Peak reservoir capacity allows CAWD and the District an opportunity to perform capital improvements and maintenance of reclamation systems and equipment. Moreover, peak reservoir capacity allowed the 2.5 million gallon Poppy Hills Water Storage Tank, a critical element of the reclamation project, to be drained and inspected; indications are that the tank will require re-coating in the next two to three years. Construction is near 90% completion on the permanent dry weather diversion facility at the Fourth Fairway of Pebble Beach Golf Links.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker provided slides of Phase IIA/IIB of the Undergrounding Overhead Utilities Project. The District is planning to fund a mailing prepared by Transportation Agency of Monterey County and the PBC in early March describing the traffic impacts on Pebble Beach residents during Stage 4 of the Roundabout Project. Slides were also provided of the CAWD treatment plant capital improvement project.

Carmel River Lagoon Projects Draft Environmental Impact Report

The Board received and reviewed a letter from the District to the County Resource Management Agency in response to the draft Environmental Impact Report (EIR) for the Carmel Lagoon Ecosystem Protective Barrier, Scenic Road Protection Structure and Interim Sandbar Management Plan Projects posted on the Monterey County website. CAWD has prepared a twenty-two page detailed response detailing the adverse impacts of the project on the CAWD treatment plant and other Reclamation Project participants are planning to submit comments also. Counsel Wellington stated that the term “long” in the last sentence on page two, paragraph two has been changed to “any sustained period of time.”

CAWD Board Meeting

Director Laska attended the CAWD board meeting held January 26, 2017. Discussed were the draft EIR for the County Carmel River Lagoon projects, the change in board member election year from odd to even, and the plans and specifications for a dump pit and chemical storage building. Mr. Niccum reported that Director White would replace Director Siegfried on the Reclamation Management Committee.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District Board Meeting

The Board received a *Memorandum* on the highlights of the meetings of the Monterey Regional Waste Management District held on December 16, 2016 and January 20, 2017.

GENERAL GOVERNMENT

California Special Districts Association of Monterey County

The Board received and reviewed the *General Manager Report on the Special Districts Association of Monterey County meeting held January 17, 2017*, attended by Directors Verbanec, Froke and General Manager Mr. Niccum. There were no additions to the report.

Change of PBCSD Elections from Odd to Even Years

The Board received and reviewed the *General Manager Report* regarding rescheduling elections to even-numbered years. As a result of the rescheduling from odd to even year elections, the current terms of all board members will be extended by one year.

MOTION 17-01-03

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried to Adopt Resolution 17-01 rescheduling governing board member elections from odd-numbered years to even-numbered years and requesting approval of Monterey County to consolidate with statewide general elections.

2016 Municipal Services Review of Community Services Districts

The Board received the public review draft of the 2016 Municipal Service Review and Sphere of Influence Study - Greater Monterey Peninsula Area covering Pebble Beach and Santa Lucia Community Services Districts prepared by the Local Agency Formation Commission of Monterey County (LAFCO). Mr. Niccum reported the document was adopted at the January LAFCO meeting. There were no questions or comments.

2017 Assignments for PBCSD Board of Directors

The Board received and reviewed the *General Manager Report* regarding board director assignments for 2017.

MOTION 17-01-04

It was moved by Director Froke, seconded by Director Gebhart, and unanimously carried to continue with the same assignments in 2017 for PBCSD Directors with the exception of Director McKee replacing Director Gebhart as Community Advisory Board representative.

PBCSD Safety Committee Meeting

The Board received and reviewed the minutes of the January 13, 2017 Safety Committee meeting prepared by Engineer and Safety Officer, Nick Becker, who gave report highlights.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum provided the letter and three "President's Special Recognition Award" certificates received by the District from ACWA/JPIA, the District's insurance provider, for achieving a Loss Ratio (total losses/total premiums) of 20% or less in each of the Liability, Property, or Workers' Compensation programs. There will be opportunities for board members to receive sexual harassment training, now required per state law, at annual conferences and seminars. Administrative Assistant Yuriana Nunez will be contacting board members for completion of annual Forms 700 due in April 2017.

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 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 11:31 a.m.

MOTION 17-01-05

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, February 24, 2017 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.



Mike Niccum, Board Secretary