

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of February 24, 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 February 24, 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

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

Mark Mancini, Fire Protection and Planning Chief, CAL FIRE

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

Barbara Buikema, General Manager, CAWD

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

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

Hampton Stewart, Pebble Beach resident

Jerry Verhasselt, Pebble Beach resident

Laura Dadiw, Board Clerk

APPEARANCES AND ORDER OF BUSINESS AND ANNOUNCEMENTS

The Holman Highway 68 Roundabout Project Traffic Mitigation Funding item was moved up, to be reviewed after PBCSD Capital Improvement Projects.

MINUTES AND FINANCIAL MATTERS

MOTION 17-02-01

Moved by Director Gebhart, seconded by Director McKee, and unanimously carried to approve, as presented, the minutes of the regular board meeting held January 27, 2017.

Statements of Receipts and Disbursements

The Board received and reviewed the *Statements of Receipts and Disbursements* for January 2017. Mr. Kilic summarized the reports, reporting that investment earnings continue to exceed budgeted amounts.

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Report* for January 2017.

Check Register

The Board received and reviewed the *Check Register* for January 2017. Mr. Kilic gave highlights and responded to questions.

MOTION 17-02-02

Moved by Director Laska, seconded by Director Froke, and unanimously carried to approve the *Check Register* for January 2017.

Monterey County Treasurer's Investment Report

The Board received and reviewed the Monterey County Treasurer's Investment Report for quarter ending December 31, 2016. Mr. Kilic reported the yield for the quarter was 1.07%, 47 basis points lower than the previous quarter. For comparison, the yield of the State Local Agency Investment Fund was 0.61%; and the yield on the 2-year T-bill was 1.0%. Mr. Kilic responded to questions from the Board.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for January 15, 2017 – February 14, 2017. Chief Edria reported on recent storm response to numerous downed trees and power lines with the fire department handling over 100 calls this past week. The Carmel River reached flood stage but did not overflow its banks and the CAWD treatment plant did not flood. Mr. Niccum stated that PBCSD and PBC will request for future storm response that PG&E focus first on de-energizing lines for tree removal to create emergency response thoroughfares. Chief Mancini reported the cause of the January 20th fire on Cypress Drive was determined to be a short in patio recessed lighting. PBCSD will act as the lead agency for the environmental review required to create or update Fire Defense Plans for PBCSD, Cypress and Carmel Highlands Fire Protection Districts.

Assistant Chief Position Cost Share Memorandum of Understanding (MOU)

The Board received and reviewed the *General Manager Report* on sharing costs of the Assistant Chief position. The revised MOU does not change the 37.5% share of PBCSD, and impacts the other participants.

MOTION 17-02-03

Moved by Director Gebhart, seconded by Director Laska, and unanimously carried to authorize General Manager to execute revised Memorandum of Understanding between PBCSD, Cypress Fire Protection District and Carmel Highlands Fire Protection District to share the costs of the Assistant Chief position.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for January 20, 2017 – February 17, 2017 prepared by Principal Engineer Becker, who gave highlights of the report. Currently, Forest Lake Reservoir water storage is at 100% of capacity.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* on the status of *Capital Improvement Program* projects. Mr. Becker reviewed the report and provided slides.

Holman Highway 68 Roundabout Project Traffic Impact Mitigation

The Board received and reviewed the *General Manager Report* on Highway 68 Roundabout Project traffic mitigation funding. Construction Stages 4 through 6 beginning the end of April will heavily impact Pebble Beach residents. The District has the authority to expend funds to institute traffic mitigation measures to help reduce the duration of lane and road closures which mainly impact PBCSD residents.

MOTION 17-02-04

Moved by Director Laska, seconded by Director Gebhart, and unanimously carried to authorize General Manager to fund mitigation measures for traffic impacts on Pebble Beach residents during construction of Holman Highway 68 Roundabout Project up to a maximum of \$50,000.

Director McKee requested that next month there be a separate agenda item regarding what is planned by PBC for road and pothole repair, action taken, and budget allocated.

Wastewater Reclamation Management Committee Meeting February 17, 2017

The Board received and reviewed the *Engineering Report* regarding the Reclamation Management Committee meeting and Mr. Becker gave highlights.

CAWD Board Meeting

Director Verbanec attended the CAWD board meeting held February 23, 2017. He reported on the items discussed in the meeting.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District Board Meeting

The Board received a *Memorandum* on the highlights of the meeting of the Monterey Regional Waste Management District held on February 17, 2017 and Director Laska gave highlights.

LAW ENFORCEMENT

Del Monte Forest Property Owners Roads and Traffic Committee

The Board received and reviewed the agenda and documents for the meeting held February 23, 2017.

GENERAL GOVERNMENT

Topics for PBCSD Spring/Summer Newsletter

The Board received and reviewed the *Deputy General Manager Report* on PBCSD newsletter topics. Director McKee suggested that the topic on the Dry Weather Diversion Project (4th Fairway PB Golf Links) include all diversion project wells, and from 75% to 85% increase in reverse osmosis recovery which is the expected result of a project currently underway at CAWD.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

General Manager Niccum noted that the budget process for fiscal year 2017/18 would begin next month with a presentation of the long-term capital improvement program and the long-term financial plan. Updating the Fire Defense Plan will also be an agenda item next month.

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 11:24 a.m.

MOTION 17-02-05

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, March 31, 2017 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.



Mike Niccum, Board Secretary