

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of October 26, 2018
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 October 26, 2018. Board President Richard D. Verbanec called the meeting to order at 9:30 a.m.

ROLL CALL

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

Absent: None

Others Present

Mike Niccum, General Manager
Suha Kilic, Deputy General Manager/CFO
Robert Rathie, Legal Counsel
Nick Becker, Principal Engineer
Reno DiTullio, Jr., Division Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)
Mark Mancini, Fire Prevention Battalion Chief, CAL FIRE
Dawn Mathes, Environmental/Governmental Affairs, Pebble Beach Company (PBC)
Shawn Casey, Vice President, Resource Management, PBC
Cheryl Burrell, Project Manager, PBC
Peter Brown, Director of Security, PBC
Ken White, Board Director, Carmel Area Wastewater District (CAWD)
Barbara Buikema, General Manager, CAWD
Kamlesh Parikh, Board President, Del Monte Forest Property Owners (DMFPO)
Hampton Stewart, Pebble Beach resident
Jerry Verhasselt, Board Director, Del Monte Forest Conservancy (DMFC)
Vinod Badani, E2 Consulting Engineers
Sgt. Chris Pia, California Highway Patrol (CHP)
Laura Paxton, Board Clerk

APPEARANCES AND ORDER OF BUSINESS AND ANNOUNCEMENTS

There were no appearances or announcements. The Board concurred to move Law Enforcement item 15 after the conclusion of Financial Matters item 6.

MINUTES AND FINANCIAL MATTERS

MOTION 18-10-01

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried to approve, as presented, the minutes of the regular board meeting held September 28, 2018.

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for September 2018. Mr. Kilic summarized the report.

Cash Basis Budget Report

The Board received and reviewed the September 2018 *Cash Basis Budget Report*.

Check Register

The Board received and reviewed the September 2018 *Check Register*. Mr. Kilic noted that the check to Sandra Verbanec was to reimburse for printing of Zombie Race postcards, not for design services, which she donated.

MOTION 18-10-02

Moved by Director McKee, seconded by Director Laska, and unanimously carried to approve the *Check Register* for September 2018.

LAW ENFORCEMENT

Traffic Enforcement Status Report

The Board received and reviewed the *Deputy General Manager Report* regarding the Supplemental Traffic Enforcement Program status for quarter ending September 30, 2018. Sgt. Pia reported no major incidents during the quarter. Extra enforcement along the coast in addition to an overall strong visible CHP presence and good gate security during Concours d'Elegance week helped deter vehicle violations. An increase in bike incidents was noted during the quarter, and an absence of crashes in the new Roundabout. Planning for the June 2019 US Open is underway in anticipation of approximately 50,000 attendees per day.

FIRE DEPARTMENT

Fire Chief's Monthly Report

The Board received and reviewed the *Monthly Fire Department Activity Report* for September 15, 2018 – October 14, 2018. Chief DiTullio noted that a fire cause classification listing is now included in the monthly staff report. Chief DiTullio will respond to a Local Agency Formation Commission (LAFCO) request for information from countywide fire protection and emergency medical services

agencies to address regional concerns (mostly related to North and South County and Big Sur). Chief Mancini reported 420 registered to participate in tomorrow's Zombie Race.

CALFIRE San Benito–Monterey Unit Chief Designation as PBCSD Fire Chief

MOTION 18-10-03

Moved by Director Froke, seconded by Director Gebhart, and unanimously carried to adopt *Resolution No. 18-25* designating David Fulcher, Chief of San Benito-Monterey CALFIRE Unit, to serve, ex-officio, as the Fire Chief of the District.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *Engineering Report of Utilities Operations and Maintenance* for September 18 – October 16, 2018. Forest Lake Reservoir water storage is currently 22% of capacity. Reservoir volume is anticipated to increase as cooler weather lessens demand. Alternative source water inflow from 4th Fairway will continue until the first significant storm event; the two other wells are planned to be turned off once the reservoir begins to fill. The annual DSOD reservoir inspection is planned for early November.

PBCSD Capital Improvement Projects

The Board received and reviewed the *Engineering Report* and Mr. Becker provided slides. The Phase III Undergrounding Overhead Utilities Project scope consists of one mile of conduit installation on Forest Lake Road from Hawkins Way to Grand Junction with Stevenson Drive.

Engineering Services Agreement SCADA Improvement Project

The Board received and reviewed the *Engineering Report* regarding SCADA System Improvement Project Phase I. Mr. Becker provided slides.

MOTION 18-10-04

Moved by Director Gebhart, seconded by Director Laska, and unanimously carried to adopt *Resolution 18-26* approving Project Assignment No. 39 to the Master Agreement with E2 Consulting Engineers, Inc. to provide engineering design and programming services for SCADA System Improvement Project Phase I for an amount not to exceed \$260,000.

CAWD Board Meeting

Director Laska attended the CAWD board meeting held October 25, 2018. The board tabled the resolution on the Carmel Lagoon Sandbar Management Plan, where CAWD would contribute 1/3 of the estimated \$100,000 cost for the annual breaching, until the County proceeds with formation of an assessment district. In a recent meeting with CAWD representatives, County Supervisor Adams expressed her support for an assessment district and indicated the County would pay for this year's cost of breaching. The board is planning to hold a strategic meeting in January or February. A change in board meeting dates to the second Thursday of the month is being considered.

SOLID WASTE MANAGEMENT

Monterey Regional Waste Management District Board Meeting

Director Laska reported on the meeting of the Monterey Regional Waste Management District Board held on October 19, 2018. The Board authorized issuance of \$25 million in bonds to be expended over the next three years on capital projects.

Household Hazardous Waste, E-Waste Collection Event

The Board received and reviewed the *Deputy General Manager Report* on the successful Household Hazardous Waste and E-Waste Collection Event held Saturday, September 22, 2018. 352 vehicles attended the event and the Staff received complimentary comments from attendees.

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 (SDA) meeting* held October 16, 2018 attended by Directors Froke and Verbanec. Director Froke agreed to serve on the Association's nominating committee for 2019 officers.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum provided the Fall/Winter District newsletter that will be mailed out the first week in November. The employee Christmas luncheon will be held Friday, December 21. The general manager and legal counsel reviews will be conducted in a closed session of the December board meeting; 2018 achievements and 2019 goals will be presented to the board.

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

The Reclamation Management Committee meeting will be held November 7 instead of November 14.

Mr. Niccum provided a list from Shawn Casey of PBC paving projects commencing Monday, October 29 and Mr. Casey reviewed for the board the planned work.

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 18-10-05

M/S/C (unanimous) to adjourn to a regular Board meeting to be held on Friday, December 7, 2018 at 9:30 a.m. in the District Board Room at 3101 Forest Lake Road.



Mike Niccum, Board Secretary