

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Regular Meeting of February 23, 2007
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 23, 2007. Board President Richard D. Verbanec called the meeting to order at 9:33 a.m.

ROLL CALL

Present: Directors Gary D. Hornbuckle, Leo M. Laska, Richard D. Verbanec, Gerald F. Verhasselt, Jeffrey B. Froke

Others Present

Craig Anthony, General Manager
Laura Dadiw, Board Clerk, Dadiw Associates
Robert Wellington, Legal Counsel
Suha Kilic, Finance Officer
Michael Niccum, District Engineer
George Haines, Fire Chief, Cal Fire, San Benito-Monterey Counties Unit
Dennis Carreiro, Fire Prevention Battalion Chief, CDF
Jackie Scoggin, Operations Battalion Chief, CDF
John Tormey, Pebble Beach resident
Mark Verbonich, Vice President, Pebble Beach Company
Al Budris, Director, Del Monte Forest Property Owners ("DMFPO")
Spencer Thompson, Member, DMFPO Traffic & Safety Committee
Robert Kohn, Board member, Carmel Area Wastewater District ("CAWD")

APPEARANCES AND ORDER OF BUSINESS

There were no additions or changes to the agenda.

MINUTES

MOTION 02-07-01

Moved by Director Verhasselt, seconded by Director Laska, and unanimously carried, to approve the minutes of the regular Board meeting held January 26, 2007.

FINANCIAL MATTERS

Statement of Receipts and Disbursements

The Board received and reviewed the *Statements of Receipts and Disbursements* for January 2007. Finance Officer, Suha Kilic commented on the \$12,900 revenue received from ACWA/JPIA as a refund from the excess reserves in the risk sharing pool after payout of previous years' liability, property and workers compensation insurance claims.

Transfer of Funds

MOTION 02-07-02

Moved by Director Laska, seconded by Director Hornbuckle, and unanimously carried, to approve *Resolution 07-03* transferring \$1,400,000 from the Operations Fund to the PBCSD Capital Outlay Fund.

Cash Basis Budget Report

The Board received and accepted the Cash Basis Budget Report for January 2007. Page 7 VI: AMR was mistakenly listed instead of Westmed Advanced Life Support Paramedic Services. Mr. Kilic responded to questions from the Board and public.

Check Register

The Board received the *Check Register* for January 2007.

MOTION 02-07-03

Moved by Director Hornbuckle, seconded by Director Verhasselt, and unanimously carried, to approve the *Check Register* for January 2007.

Monterey County Treasurer's Investment Report

Mr. Kilic stated that interest earnings for the first two quarters were \$378,000 with \$300,000 more projected in the second half of the year. For comparison, a total of \$507,000 was received in FY 2005-06; and \$550,000 was budgeted in the current fiscal year. Mr. Kilic said all investments made by the staff outside the Treasury pool matured in November 2006 and the \$7,000,000 authorized amount is deposited back in the Treasury pool. The current investment portfolio mix and the returns of the Treasury pool are satisfactory. District staff would continue to monitor higher return investment opportunities.

Director Compensation Treatment

General Manager, Craig Anthony reviewed the *General Manager's Report* regarding treatment of Board member compensation. Director Hornbuckle preferred to continue independent contractor treatment of director compensation and requested that his compensation be withheld until the matter was resolved. Mr. Anthony stated that he would contact the District auditors and request a formal legal review. Results of the review would be provided to directors to allow each to contact their own accountants if they so choose. *Resolution No. 07-01* was placed on hold.

FIRE PROTECTION

Fire Chief's Monthly Report

The Board received and reviewed the monthly fire department operations report for January 2007. Chief Haines reported on the status of Westmed ambulance service under the County contract. Many Westmed emergency medical services employees were not reporting for work. Fire department staff will cover in on the Quick Response Vehicle ("QRV") if necessary by augmenting Westmed staff or manning the response vehicle. The District QRV program serves as the contingency plan if Westmed discontinues service within the County prior to it letting a new EMS service contract.

Chief Haines briefed the Board on the City of Monterey Alvarado Street structure fire that District staff responded to as mutual aid. The cause appears to be combustibles placed too close to a light bulb in the basement under Quiznos.

The Board discussed medical aid response percentages and the personnel required to respond and administer aid. Chief Haines stated that a QRV program senior paramedic was awarded for intervening during a heart attack and credited with saving a life.

Chief Haines apprised the Board of a fire prevention field trip planned for March 1, 2007 at 1:30 p.m.

The Board received the Staff Report regarding Assistance Firefighter Grant for mobile and portable radios to comply with Project 25 to ensure communication between all responding agencies during a disaster. Project 25 ties in with narrow banding of frequencies that is occurring in county agencies.

Westmed Paramedic Services on District Equipment

Mr. Anthony reviewed orally his General Manager's Report regarding Westmed Paramedic Services. He stated that the extension recommended would allow the

contract term for Quick Response Vehicle staffing to be changed to a fiscal year schedule.

MOTION 02-07-04

Moved by Director Verhasselt, seconded by Director Froke, and unanimously carried, to adopt *Resolution 07-04* contracting with Westmed Ambulance Services to continue providing paramedic advanced life support responses on District equipment for the period of March 1 2007 through June 30, 2008 (annual cost \$350,000).

Fourth Priority Fire Protection Water Pipeline Project

District Engineer, Mike Niccum presented slides and an overview of the proposed increased scope of the project to include 1,600 feet of pipe identified as high priority for replacement along a stretch of 17-Mile Drive.

MOTION 02-07-05

Moved by Director Laska, seconded by Director Verhasselt, and unanimously carried, to increase the scope of the Fourth Priority Fire Protection Water Pipeline Replacement Project to include 1,600 feet of additional water lines and authorize the General Manager to increase the construction contract with Monterey Peninsula Engineering by up to \$350,000.

MAINTENANCE, ENGINEERING, AND CONSTRUCTION

Wastewater Collection, Treatment and Disposal System

The Board received and reviewed the *District Engineer's Report of Utilities Operations and Maintenance for 1/18/07 – 2/14/07*. Mr. Niccum presented slides and responded to questions from the Board.

PBCSD Capital Improvement Projects

Mr. Niccum reviewed orally his monthly status report on capital improvement projects and responded to questions from the Board.

CAWD Board Meeting

Director Verhasselt attended the Carmel Area Wastewater District Board meeting held February 22, 2007. The MF/RO facility is on target for completion in early Spring 2008. The Local Agency Formation Commission ("LAFCO") called for nominations last September. The CAWD Board discussed the agenda item regarding voting for LAFCO representation and deferred the vote until the next meeting. Director Verhasselt arranged with CAWD General Manager Ray

von Dohren to take a complete tour of the facilities next Friday, March 2nd at 2 p.m. Director Froke is interested in attending the tour as well.

CAWD Meeting Assignment

Director Verbanec accepted the assignment to attend the CAWD regular Board meeting on Thursday, March 22, 2007 at 9:30 a.m. in the CAWD Boardroom at 3945 Rio Road, Carmel.

SOLID WASTE MANAGEMENT

Director Laska reviewed orally the meeting of the Monterey Regional Waste Management District ("MRWMD") held on February 16, 2007. District union representatives addressed the Board asking to renegotiate the contract from one year ago. The District will begin acceptance of Santa Cruz waste and is finalizing the contract to do so. A facilitator for strategic planning will begin meeting with each director. Director Laska requested that any PBCSD director with issues relating to solid waste and the MRWMD to please contact him prior to MRWMD strategic planning in April. The MRWMD Board voted to approve Tom Perkins as LAFCO representative.

GENERAL GOVERNMENT

Law Enforcement Program

The Board reviewed the submitted speed summary reports and vehicle counts for radar display units situated throughout the Forest. Mr. Anthony stated that page one, the Radar Speed Display Units Data Records, would be provided to the Board monthly from this point on. The detailed information would be provided to the Board quarterly, and to the DMFPO Traffic and Safety Committee monthly for analyzing and interaction with CHP. Mr. Anthony stated that any suggestions for locations for placement of the display units could be emailed to him at canthony@pbcسد.org, or contact Spencer Thompson, member of the DMFPO Traffic and Safety Committee. Mr. Anthony further requested that if detours are noted being used by speeding drivers to avoid radar display units or CHP units on major thoroughfares, please notify him so appropriate action can be taken.

Independent Special District LAFCO Vacancy and Board Vote

MOTION 02-07-06

Moved by Director Laska, seconded by Director Hornbuckle, and unanimously carried, to re-elect candidate Tom Perkins to a new four-year term as Special District representative on the Local Agency Formation Commission of Monterey County.

Safety Committee Meeting

The Board accepted the Safety Committee minutes from the meeting held February 2, 2007. There were no questions or comments.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Anthony informed the Board that the rate for Cal Fire services for District fire protection would be affected by an increase in Cal Fire staff benefits and administrative fees. Mr. Anthony provided to the Board background material for Monday's Strategic Planning Workshop.

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 Verbanec submitted a written report on the Governance seminar he attended in San Francisco on February 15-16, 2007, the first in a series of three 2-day seminars offered as continuing education each year by the Special District Institute.

CLOSED SESSION

It was determined that no closed session was in order.

ADJOURNMENT

There being no further business at 11:25 a.m. a motion was made to adjourn.

MOTION 02-07-07

M/S/C (unanimous) to adjourn to the next regular Board meeting to be held on Monday, February 26, 2007 at 9:00 a.m. in the District Training Room at Forest Lake and Lopez Roads.