



PEBBLE BEACH COMMUNITY SERVICES DISTRICT

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PEBBLE BEACH COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS Regular Meeting of March 28, 2008 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 March 28, 2008. Board President Richard D. Verbanec called the meeting to order at 9:33 a.m.

ROLL CALL

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

Absent: None

Others Present

Michael Niccum, General Manager/District Engineer
Suha Kilic, Deputy General Manager/CFO
Laura Dadiw, Board Clerk, Dadiw Associates
Robert Wellington, Legal Counsel
George Haines, Fire Chief, CAL FIRE, San Benito-Monterey Unit
Jerry Agenbroad, Fire Prevention Captain, CAL FIRE
Mike Marlow, Fire Prevention Chief, CAL FIRE
Ray von Dohren, General Manager, Carmel Area Wastewater District ("CAWD")
Gary Girard, Director, CAWD
John Tormey, Pebble Beach resident
Spencer Thompson, Traffic & Safety Committee, Del Monte Forest Property Owners ("DMFPO")
Vinod Badani, Vice President, E2 Consulting Engineers
Cheryl Burrell, Pebble Beach Company ("PB Co")
Ray Faulk, Sergeant, California Highway Patrol ("CHP")

APPEARANCES AND ORDER OF BUSINESS

President Verbanec welcomed to today's meeting the newest CAWD Board member, Gary Girard. There were no additions or changes to the agenda.

MINUTES

MOTION 03-08-01

Moved by Director Hornbuckle, seconded by Director Verhasselt, and unanimously carried, to approve the minutes of the regular Board meeting held February 29, 2008.

FINANCIAL MATTERS

Statement of Receipts and Disbursements

The Board received and reviewed the *Statement of Receipts and Disbursements* for February 2008. Mr. Kilic drew attention to a new chart on page 2 showing the cash balances and change in revenues and disbursements by month throughout the fiscal year. Mr. Kilic responded to questions from Board members.

Cash Basis Budget Report

The Board received and reviewed the *Cash Basis Budget Report* for February 2008. There were no questions from the Board.

Check Register

The Board received the *Check Register* for February 2008. Mr. Kilic responded to questions.

MOTION 03-08-02

Moved by Director Laska, seconded by Director Froke, and unanimously carried, to approve the *Check Register* for February 2008.

FIRE PROTECTION

Fire Chief's Monthly Report

The Board received and reviewed the monthly fire department operations report for February 2008. Chief Haines reported that subsequent monthly reports would include as many of the events occurring in the current month as possible. Chief Haines submitted to board members a news release from CAL FIRE entitled *Fire Districts Implement Paramedic Program*. Chief Haines stated that an increase in the District's Insurance Service Office (ISO) rating may not necessarily translate to a decrease in fire insurance premiums for property owners, but more would be known after the upcoming meeting with ISO representative. The Fire Defense Plan is due to be updated in 2008 and the board would be kept apprised.

Fire Prevention Chief, Mike Marlow had nothing to add to the monthly report. Members of the Open Space Advisory Committee deemed the new site for the fire-safe garden at the west end of the administrative complex extending to Forest Lake

Road better for plant growth. Chief Marlow reported that Del Monte Forest Foundation Forester, Steve Staub expressed appreciation for any continued upkeep of the originally planned site subsequent to fire department clearing of the area last year. Staff continues to explore ways to integrate the use of the Stevenson School FM radio station into District emergency broadcast plans. It was noted the broadcast area of the 1,000 watt Stevenson radio station extends from Santa Clara to Big Sur. A mailer will be sent out next week regarding the upcoming property defensible space inspections; a tear-off self-inspection response form will be included for property owners to indicate they are in compliance.

Mr. Kilic reported that of the 2,700 District newsletter flyers mailed earlier in the month, 235 responses to the tear-off Reverse 911 and Emergency Assistance registration form were received. Director Laska suggested presenting the forms at a booth at the District Fire Department Open House and Barbeque on June 21, 2008.

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 2/21/08 – 3/20/08*. General Manager/District Engineer Niccum responded to questions.

PBCSD Capital Improvement Projects

Mr. Niccum reviewed the monthly status report on capital projects and presented slides of the 1470 Cypress Drive seawall project and Seal Rock Pump Station P-3 Force Main Improvement Project. A change order may be forthcoming due to additional excavation and sand slurry work caused by sandy soil conditions encountered in the new P-3 force main pipeline trenches on Spyglass Hill Road.

2008 Sewer Line Replacement Project Engineering Services

MOTION 03-08-03

Moved by Director Laska, seconded by Director Hornbuckle, and unanimously carried, to adopt *Resolution 08-03* approving Project Assignment Number 20 to the Master Agreement with E2 Consulting Engineers to provide engineering services required for the 2008 Sewer Line Replacement Project. The total estimated engineering cost is \$90,000.

CAWD Board Meeting

Director Froke reported on the March 27, 2008 CAWD Board meeting. The Board and management staff discussed new markets for wastewater, modernization of the CAWD facility including landscaping, and being on the lookout for opportunities to

utilize new technologies. The Regional Water Quality Control Board renewed the CAWD National Pollutant Discharge Elimination System permit last week.

CAWD General Manager, Ray von Dohren gave a photo presentation of the advanced treatment facility construction. Target date for completion is June 16, 2008. The project will be completed close to budget and on schedule.

SOLID WASTE MANAGEMENT

Director Laska reported highlights of the meeting of the Monterey Regional Waste Management District held on March 21, 2008. A draft ordinance regarding the prohibition of Styrofoam was considered; each City to review for consideration of a ban on food take-out Styrofoam containers. A fee increase of 3 to 3-1/2% January 1, 2009 was discussed again to cover cost-of-living increases. AB32 takes affect in 2010 and sets restrictions on emissions allowed from generators. Cost to MRWMD for compliance retrofitting is estimated at \$1 million. The bill could impact PBCSD operations as well.

GENERAL GOVERNMENT

Supplemental Traffic Enforcement Program

The Board received and reviewed the submitted *Deputy General Manager's Report* including bar charts of citations issued by CHP to be provided each quarter. CHP Sergeant, Ray Faulk gave an overview of citation trends. Director Laska requested a list of reportable traffic accidents in the last fiscal year. Sergeant Faulk stated the majority of citations are issued for speeding and that he could provide information as to the number of traffic collisions within the Forest since implementation of the enforcement program. Citations for driving while using technological devices such as cell phones and street locator monitors will be enforced beginning July 2008.

MOTION 03-08-04

Moved by Director Hornbuckle, seconded by Director Froke, and unanimously carried, to authorize the General Manager to submit a letter of intent to the California Highway Patrol to amend the current contract to continue with the same level of service in FY 2008-09 (July 1, 2008 – June 30, 2009) for a cost of \$165,000.

MISCELLANEOUS INFORMATION AND COMMUNICATIONS

Oral reports from General Manager

Mr. Niccum reported that Pebble Beach Company has proposed diverting dry weather storm water runoff, primarily in the area of Stillwater Cove, to District wastewater collection lines. The issue is in the feasibility stage with quantities and quality of water unknown, as well as what the District's role would be; potential grant funding may be available.

Research into potential post-retirement health benefits on a pay-as-you-go basis is underway. The Long-term Capital Outlay Program and Long-term Financial Plan will be presented in April and the Preliminary Budget will be presented in the May board meetings.

Questions from Directors or staff seeking clarification of matters within the purview of the District

Director Verbanec reported the Association of California Water Agencies DVD series on water has been aired on PBS stations. Mr. Niccum stated the District has that entire series of DVDs in its library.

Oral reports or announcements from Board President, directors or staff

An ACWA conference is scheduled for the first week in May 2008 in Monterey with three opportunities to receive ethics training.

President Verbanec attended the Local Agency Formation Commission meeting regarding the annexation of two properties at Quail Lodge into the CAWD sphere of influence.

The Tahoe Fire Commission has issued a first draft report that could serve as a resource for the next update of the District Fire Defense Plan. The report makes reference to "100-foot defensible space around properties without regard to ownership."

CLOSED SESSION

It was determined that no closed session was in order.

ADJOURNMENT

There being no further business at 11:09 a.m. a motion was made to adjourn.

MOTION 03-08-05

M/S/C (unanimous) to adjourn to the next regular Board meeting to be held on Friday, April 25, 2008 at 9:30 a.m. in the District Board Room at Forest Lake and Lopez Roads.