

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Regular Meeting of January 26<sup>th</sup>, 2024**

**MINUTES**

**CALL TO ORDER**

A regular meeting of the Board of Directors of the Pebble Beach Community Services District (PBCSD) was held in the PBCSD board room on January 26th, 2024. President Leo M. Laska called the meeting to order at 9:30 a.m.

**ROLL CALL**

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

**Directors Absent:** Jeffrey B. Froke

**Others Present:**

Mike Niccum, General Manager

Nick Becker, Deputy General Manager/District Engineer

Rob Rathie, Legal Counsel

Chris Simmons, Associate Engineer

Marianna Pimentel, Chief Financial Officer (CFO)

Nancy Kay Johnson, Senior Accountant\*

Nijesh Sthapit, Accountant\*

Merrie Cole, Administrative Temp

Alayna Paxton, Environmental Compliance Coordinator

Nic Faro, Maintenance Manager

George Nunez, Unit Chief, CAL FIRE San Benito-Monterey Unit (CAL FIRE)

Mike Meddles, Division Chief, CAL FIRE

Josh Silveira, Fire Operations Battalion Chief, CAL FIRE

Thomas Headley, Captain, CAL FIRE

Matt Stanford, Air Operations Director, CAL FIRE

Robert Douglas, Environmental Scientist, CAL FIRE

Mike DeLeo, EMS Coordinator Battalion Chief, CAL FIRE

Robert Douglas, Captain, CAL FIRE

John Trenner, Fire Prevention, CAL FIRE

Cheryl Burrell, Planning and Real Estate Division, Pebble Beach Company (PBCo)

Shawn Casey, VP Resource Management, PBCo

Peter Brown, Director of Security, PBCo

Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD)\*

Ken White, CAWD Board Member\*

Domine Barringer, Board Secretary, CAWD\*

Jacqueline Fobes, Board Director, Del Monte Forest Property Owners (DMFPO)\*

Jerry Verhasselt, Pebble Beach Resident

Ivan Rodriguez, Commander, Monterey County Sheriff's Office

Sofyan Karim, Pebble Beach Resident

Laura Paxton, Board Clerk

*\*Signifies virtual attendance*

### **APPEARANCES, ORDER OF BUSINESS, & ANNOUNCEMENTS**

There were no appearances or announcements.

### **MINUTES AND FINANCIAL MATTERS**

#### **MOTION 24-01-01**

**Moved by Director Verbanec, seconded by Director McKee, and unanimously carried 3-0 to approve, as presented, the *Minutes* of the Regular Board meeting held December 8, 2023.**

#### **Statements of Receipts and Disbursements**

The Board received and reviewed the *Statements of Receipts and Disbursements* for November and December 2023 and CFO Pimentel presented.

Director Gebhart arrived at 9:37a.m.

#### **Cash Basis Budget Report**

The Board received and reviewed the *Cash Basis Budget Report* for December 2023 and CFO Pimentel presented.

#### **Check Registers**

#### **MOTION 24-01-02**

**Moved by Director McKee, seconded by Director Gebhart, and unanimously carried 4-0 to approve the *Check Registers* for November / December 2023.**

### **LAW ENFORCEMENT**

#### **Law Enforcement Program Status Report**

The Board received and reviewed the Law Enforcement Program Status Report for the quarter ending December 31, 2023. California Highway Patrol Sergeant Pia could not make the meeting. Peter Brown, PBCo Director of Security, gave an overview of areas of recorded high speeds, and provided a listing of collisions from September through November 2023. AT&T Pro-Am traffic patterns were explained.

Ivan Rodriguez, Sheriff's Coastal Station Commander provided a report of Pebble Beach burglary, theft, and vandalism statistics for 2023. There were no reported crimes in December. He stressed diligence in leaving items out of view in yards and vehicles to avoid thefts.

## **FIRE DEPARTMENT**

### **Fire Chief's Monthly Report**

The Board received and reviewed and Chief Silveira presented the *Monthly Fire Department Activity Report for December 1, 2023 – January 19, 2024*. Chief Meddles lauded PBCSD board support of the Drone Program that is setting state standards.

Chief Silveira presented slides of the Carmel Hill Fire Station Pavement Restoration Project. District Engineer Becker commended Associate Engineer Simmons for his exemplary management effort that brought the project to successful completion within budget.

## **MAINTENANCE, ENGINEERING AND CONSTRUCTION**

### **Wastewater Collection, Treatment and Disposal System**

The Board received and reviewed the *Engineer's Report of Utilities Operations and Maintenance for December 1, 2023 - January 19, 2024*. Associate Engineer Simmons presented slides. He reported the reservoir reached 100% capacity on January 14<sup>th</sup>, the earliest since the being operated as a part of the Reclamation Project. A minor 20-gallon sewer overflow occurred December 20<sup>th</sup> at 1069 Indian Village Road; blockage was removed, spill contained, and the area disinfected.

### **PBCSD Capital Improvement Projects**

The Board received and reviewed the *Engineer's Report* and Associate Engineer Simmons presented, providing slides of Pump Station P-1 (Cypress Grove) and P-2 (Fan Shell Beach) rehabilitation projects. Director Verbanec requested drawings of the Administration Office/Maintenance Shop/Fire Prevention Office be provided at the next board meeting; the design documents have been awaiting County approval for two months.

### **Phase III Undergrounding Overhead Utilities Project Overview**

The Board received and reviewed the *District Engineer's Report* and District Engineer Becker presented slides. Locations of falling trees causing power outages in 2023 have been identified and Phase IV undergrounding alignment will be prioritized accordingly. Director Verbanec suggested electrical line insulation or "hardening" as a means of fire prevention be looked into. Director Laska suggested, instead of trenching, directional boring incorporating conduit placement be considered. Once risks / benefits are studied, to expedite the rate of undergrounding, staff may propose that design of Phase IV be done by a PBCSD-contracted consultant instead of PG&E. Director McKee and General Manager Niccum recognized District Engineer Becker for his adept management of the very complicated phased projects.

**Purchase of Solids Grinder Equipment for Seal Rock Pump Station (P-3)**

The Board received and reviewed the *District Engineer's Report* and Engineer Becker presented slides. Bidding would be unavailing as there is nothing equivalent to the proposed replacement solids grinder.

**MOTION 24-01-03**

**Moved by Director Gebhart, seconded by Director McKee, and unanimously carried 4-0 to adopt *Resolution 24-01* authorizing the General Manager to procure a replacement solids grinder for Seal Rock Pump Station (P-3) for an amount not to exceed \$65,000.**

**CAWD Board Meeting**

The Board received and reviewed the Agenda Information for the CAWD board meeting attended by Director McKee on January 25, 2024. Numerous residents attended and spoke regarding septic to sewer collection system conversion in the Carmel Highlands area. Patrick Treanor had a title change to District Engineer. A new lab director has been hired, recruitment is underway for an executive coach to the general manager, and a candidate has been offered an engineering position. CAWD is planning to review PBCSD reclamation project agreements with regard to sea level rise. The CAWD meeting held December 12, 2023 was attended by General Manager Niccum and most of the discussion related to collection system issues.

**SOLID WASTE MANAGEMENT**

**ReGen Monterey Board Meeting**

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Regular Board meeting held January 19, 2024, attended by Director McKee who reported he was formally approved as a Board/Authority member. Del Rey Oaks Council Member Kim Shirley is the new board chair, Alexis Garcia of Seaside is a new board member, and Ted Terrasas replaced Mike Niccum as chair of the Technical Advisory Committee (TAC). Mr. Niccum stated PBCSD staff will present ReGen Monterey TAC purpose and functions at an upcoming PBCSD board meeting.

**GENERAL GOVERNMENT**

**Pebble Beach Community Advisory Board**

The Board received and reviewed the *Draft Minutes* of the meeting held December 12, 2023, attended by Director Laska and General Manager Niccum.

**Special Districts Association of Monterey County**

The Board received and reviewed the *General Manager Report* on the meeting held January 16, 2024. Director Verbanec, Director Froke, and General Manager Niccum all attended the meeting

**PBCSD Safety Committee Meeting**

The Board received and reviewed the *Minutes* of the meeting held November 21, 2023, led by District Safety Officer Chris Simmons.

**2024 PBCSD Director Assignments**

**MOTION 24-01-04**

Moved by Director McKee, seconded by Director Gebhart, and unanimously carried 4-0 to approve 2024 PBCSD Director assignments as presented.

**MISCELLANEOUS INFORMATION AND COMMUNICATIONS**

**Oral reports from General Manager**

General Manager Niccum had no report.

**CLOSED SESSION**

It was determined that a closed session of the board was not required.

**ADJOURNMENT**

**MOTION 24-01-05**

M/S/C (unanimous) to adjourn at 11:38 a.m. to a regular Board meeting to be held on Friday, February 23, 2024, at 9:30 a.m., in person and virtually.



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**Mike Niccum, Board Secretary**