

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Regular Meeting of July 28, 2023**

**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 July 28, 2023. President Leo M. Laska called the meeting to order at 9:30 a.m.

**ROLL CALL**

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

**Directors Absent: None**

**Others Present:**

Mike Niccum, General Manager  
Bob Rathie, Legal Counsel  
Nick Becker, Deputy General Manager/District Engineer  
Chris Simmons, Associate Engineer  
Marianna Pimentel, Chief Financial Officer  
Yuriana Nuñez, Administrative Coordinator  
Nijesh Sthapit, Accountant\*  
Alayna Gocke, 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 Chief, CAL FIRE  
John Trenner, Fire Prevention and Planning, CAL FIRE  
Matt Stanford, Battalion Chief, Fuels Office, CAL FIRE  
Robert Douglas, Captain, Cypress/Carmel Hill CAL FIRE (C/C CAL FIRE)  
David Gray, Captain, C/C CAL FIRE  
Leslie Baek, Administration, C/C CAL FIRE  
Holly Ortiz, Administration, C/C CAL FIRE  
Greg D'Ambrosio, Board Director, Carmel Area Wastewater District (CAWD)\*  
Barbara Buikema, General Manager, CAWD\*  
Cheryl Burrell, Planning Manager, Pebble Beach Company (PBCo)  
Shawn Casey, Vice President Resource Management, PBCo  
Peter Brown, Director of Security, PBCo  
Nicole Davis, Commander, Monterey County Sheriff's Office  
Chris Pia, Sergeant, California Highway Patrol (CHP)\*

Vinod Badani, Vice President, E2 Consulting Engineers\*  
Jacqueline Fobes, Board Director, Del Monte Forest Property Owners (DMFPO)\*  
Jerry Verhasselt, Pebble Beach resident  
Hampton Stewart, Pebble Beach resident  
Mary Housel, Pebble Beach resident\*  
Laura Paxton, Board Clerk  
\*Signifies virtual attendance

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

There were no appearances or announcements.

### **AGENDA CHANGES**

Item 7 Law Enforcement was moved to the top of the agenda.

### **LAW ENFORCEMENT**

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

Nicole Davis, Sheriff's Coastal Station Commander and special event lead provided a report of Pebble Beach burglary, theft, and vandalism statistics 2019 through June 2023. There were no significant crime events during the quarter. A Sheriff's Office daily patrol log can be viewed at <https://montereysheriff.org/dpl/>. Statistics show decreasing crime incidents since 2019, corresponding with PBCo proactive crime prevention measures implemented by Peter Brown, PBCo Director of Security, hired in 2018.

The Board received and reviewed the Law Enforcement Program Status Report for the quarter ending June 30, 2023. Sergeant Chris Pia, CHP reported no significant incidents during the quarter. Law enforcement for the U.S. Women's Open was highly coordinated and effective. Preparations are underway for car week. Heightened resources are planned throughout the County and strategic enforcement points will be set up in Pebble Beach, aimed at proactive prevention and enforcement.

### **MINUTES AND FINANCIAL MATTERS**

#### **MOTION 23-07-01**

**Moved by Director Froke, seconded by Director Gebhart, and unanimously carried 5-0 to approve the minutes of the regular board meeting held June 30, 2023.**

#### **Statement of Receipts and Disbursements**

The Board received and reviewed the *Statement of Receipts and Disbursements for June 2023 (fiscal year end)*. Chief Financial Officer Pimentel presented slides and

responded to questions regarding total property tax collected by the County in the fiscal year.

### **Cash Basis Budget Report**

The Board received and reviewed the June 2023 report and Ms. Pimentel gave highlights.

### **Check Register**

#### **MOTION 23-07-02**

**Moved by Director Verbanec, seconded by Director Froke, and unanimously carried 5-0 to approve the *Check Register* for June 2023.**

### **FIRE DEPARTMENT**

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

The Board received and reviewed the *Monthly Fire Department Activity Report* for June 24th - July 20th, 2023. Chief Silveira presented slides of the June 24<sup>th</sup> structure fire on Outlook Drive in the Cypress Fire Protection District. The Mobile Command Vehicle was used for the U.S. Women's Open, is now in preparation for car week kick-off, and will be on display at tomorrow's Open House and Safety Day. Chief Silveira reported on fire prevention efforts. John Trenner noted a new fuels reduction concern in the Huckleberry Hill area; a lot of dense, downed, and dead "spindly" material will be masticated.

Chief Meddles reported fire season began August 1<sup>st</sup>. Resources are being pre-positioned in southern California – so far, there are no major fires to report. Chief Meddles introduced Cypress Fire Protection District personnel observing today: Matt Stanford, Battalion Chief, Fuels Office, Captains Robert Douglas and David Gray, and administrative staff Leslie Baek and Holly Ortiz.

Unit Chief, George Nunez reported all CAL FIRE unit positions have been filled. He expressed his appreciation for the assistance, direction, and support of the Board.

### **MAINTENANCE, ENGINEERING AND CONSTRUCTION**

#### **Operations and Maintenance Report**

The Board received and reviewed the *Engineer's Report of Utilities and Operations and Maintenance* for June 23 – July 20, 2023. Mr. Simmons presented slides. Forest Lake Reservoir is approximately 77% capacity. Irrigation demand is well below the 28-year average. Although it may be clear that reservoir capacity would meet all irrigation season demand, the alternative source water diversion facilities remain on-line due to state regulations that prohibit area runoff from flowing directly to the bay. Bird Rock Well

#2 was commissioned for a short period to determine operational veracity and drawdown.

### **PBCSD Capital Improvement Projects**

The Board received and reviewed the *Engineer's Report*. Mr. Simmons and Mr. Becker gave highlights. Phase III conversion of utility lines to underground planned completion is the end of September/early October with pavement restoration to follow.

Mr. Becker presented slides of Pump Station P-7 rehabilitation. The need for the project came to light when containment area pipes failed. Nic Faro, PBCSD Maintenance Manager suggested the existing underground fuel storage tank be replaced with an above ground storage tank; his suggested rehabilitation is now underway.

### **Undergrounding Overhead Utilities Program Engineering/Field Support Services**

The Board received and reviewed the *Engineer's Report* on Phase III pavement restoration. District Engineer Becker presented slides.

#### **MOTION 23-07-03**

**Moved by Director Gebhart, seconded by Director Froke, and unanimously carried 5-0 to adopt *Resolution 23-18* approving Contract Amendment No.6 to the agreement with Wallace Group to provide engineering support services required to complete the Undergrounding Overhead Utilities Phase III Project & to provide engineering design and bid phase support services for the Undergrounding Overhead Utilities Phase IV Project for an amount not to exceed \$250,000.**

### **Undergrounding Overhead Utilities Program Pavement Restoration**

The Board received and reviewed the *Engineer's Report* on Phase II & IV. District Engineer Becker presented slides.

#### **MOTION 23-07-04**

**Moved by Director McKee, seconded by Director Froke, and unanimously carried 5-0 to authorize reimbursement to the Pebble Beach Company for an amount not to exceed \$600,000 to perform pavement restoration in areas affected by construction activities related to the Undergrounding Overhead Utilities Project, Phase III Project.**

### **PBCSD Facility Improvement Project**

The Board received and reviewed the *Engineer's Report*. District Engineer Becker presented slides. A more accurate construction cost will be presented as the project develops.

**MOTION 23-07-05**

**Moved by Director Froke, seconded by Director Gebhart, and unanimously carried 5-0 to approve agreement with Paul Davis Partnership to provide architectural and engineering design services for the Facility Improvement Project for a budget amount not to exceed \$75,000.**

**CAWD Board Meeting**

The Board received and reviewed the Agenda Information for the board meeting held July 27, 2023, attended by Director McKee. A CAWD/Marina Coast Water District mutual collection assistance agreement was reviewed; other water and sewer districts are anticipated to sign onto the agreement in the future. An ad hoc standing committee has been established for the Bridge to Everywhere project, a bridge over the Carmel River into the CAWD plant and beyond that involves many jurisdictions. PBCSD would pay one third of plant-related project costs. General Manager Niccum will be attending a CAWD committee meeting August 1<sup>st</sup> on the process for securing an alternative treatment plant site if required in the future.

**SOLID WASTE MANAGEMENT**

**ReGen Monterey Board Meeting**

The Board received and reviewed the *Agenda Information* for the ReGen Monterey Board meeting held July 21, 2023, attended by Director Laska who had no report.

**GENERAL GOVERNMENT**

**Meeting of the Special Districts Association of Monterey County**

The Board received and reviewed the *General Manager Report* on the July 18, 2023 Special Districts Association Meeting attended by Director Verbanec and General Manager Niccum. The annual conference will be held in Monterey.

**Declare District Property Surplus for Disposal**

**MOTION 23-07-06**

**Moved by Director Froke, seconded by Director Verbanec, and unanimously carried 5-0 to adopt *Resolution 23-19* declaring surplus and authorizing disposal of certain District property.**

**MISCELLANEOUS INFORMATION AND COMMUNICATIONS**

The Board received the latest District newsletter. Tomorrow is the District Open House and Safety Day at Administrative Offices 10am – 2pm; the Household Hazardous Waste Event at Administrative Offices is August 12<sup>th</sup> from 9am – 2pm. There is no August board meeting.

**CLOSED SESSION**

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

**ADJOURNMENT**

**MOTION 23-07-07**

**M/S/C (unanimous) to adjourn at 11:54 a.m. to a regular Board meeting to be held on Friday, September 29, 2023 at 9:30 a.m., in person/virtual.**



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**Mike Niccum, Board Secretary**