

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
DRAFT MINUTES**



**Friday, October 31, 2025, at 9:30 a.m.
3101 Forest Lake Road, Pebble Beach, CA 93953
District Boardroom**

CALL TO ORDER

President Richard D. Verbanec called the meeting to order at 9:33 a.m.

ROLL CALL

Board Directors Present

Richard D. Verbanec, President
Peter B. McKee, Vice President
Jeffrey B. Froke, Director
Richard B. Gebhart, Director

Board Directors Absent

Leo M. Laska, Director

District Legal Counsel Present

Michael Laredo, De Lay & Laredo

District Staff Present

Nick Becker, General Manager
Chris Simmons, Principal Engineer
Nic Faro, Maintenance Manager
Yuriana Nuñez, Administrative Coordinator

CAL FIRE San Benito-Monterey

Unit Staff (CAL FIRE) Present

George Nuñez, Jr., Unit Chief
Greg Leonard, Prevention Fire Captain
John Trenner, Fuels Manager

Others Present

Cheryl Burrell, Planning and Real Estate Division, Pebble Beach Company (PBC)
Shawn Casey, Vice President Resource Management, PBC *
Kathleen Lee, Director of Government and Community Affairs, PBC
Peter Brown, Director of Security, PBC
Paul Tomasi, Assistant Security Manager, PBC
Bob Siegfried, Board Director, Carmel Area Wastewater District (CAWD) *
Barbara Buikema, General Manager, CAWD *
David Goupil, Board Director, Del Monte Forest Property Owners
Vinod Badani, Vice President, E2 Consulting Engineers *
Salina Galindo-Luna, Director of Communications, GreenWaste Recovery
Bessie Nicolaides, Outreach Supervisor, GreenWaste Recovery
Hampton Stewart, Pebble Beach Resident *
Craig Geddes, Sergeant, California Highway Patrol *
Brandon Smith, Commander, Monterey Sheriff's Office

**Signifies Zoom virtual attendance*



APPEARANCES, ORDER OF BUSINESS, AND ANNOUNCEMENTS

1. *Appearances and Announcements:* None
2. *Agenda Changes:* None

MINUTES AND FINANCIAL MATTERS

3. *Minutes:*

MOTION 25-10-01: Approve, after modification on Agenda Item No. 01 regarding appearances and announcements – changing “newly elected” to “newly appointed”, the Minutes of the Regular Board of Directors Meeting held on September 26, 2025

Moved by: Director Froke

Seconded by: Director Gebhart

Motion Approved: Unanimously, carried 4-0

Absent: Director Laska

There were no Board or public comments.

4. *Statement of Receipts and Disbursements:* General Manager Nick Becker presented and answered questions.
5. *Cash Basis Report:* General Manager Nick Becker presented and answered questions.
6. *Check Register:*

MOTION 25-09-02: Approve the Check Register for September 2025

Moved by: Director Froke

Seconded by: Director Gebhart

Motion Approved: Unanimously, carried 4-0

Absent: Director Laska

There were no Board or public comments.

LAW ENFORCEMENT

7. *Law Enforcement Program Status Report:* Commander Brandon Smith was introduced as newly assigned commander serving the coastal area, including Pebble Beach. Commander Smith provided summary of crime statistics from July to September. The uptick in burglary was due to Car Week, where items such as backpacks were reported stolen. Sergeant Geddes provided summary of Car Week activities and emphasized that influencers were more evident this year. Peter Brown, Director of Security for Pebble Beach Company, commended the Sheriff's Office and CHP for the efficient law enforcement coordination they carried out throughout the Del Monte Forest during the challenging period of Car Week.



FIRE DEPARTMENT

8. *Fire Chief's Monthly Report:* John Trenner reported on operational activities and trainings and shared the appointing of Captain Edwards' by Governor Newsom to the California Emergency Medical Services Authority Commission. The Drone Program continues to evolve and is instrumental in search and rescue missions. Zombie Run event was a success. A summary is forthcoming for the December Board meeting. Chief Nuñez shared his experience at the Zombie Run after having participated in the 10K run and emphasized how the public had the opportunity to mingle with the Fire Department staff and gain valuable information at the adjoining emergency preparedness fair. Fuel reduction winds down in the Del Monte Forest as we approach the winter wet season.

MAINTENANCE, ENGINEERING & CONSTRUCTION

9. *Operations and Maintenance Report:* Principal Engineer Chris Simmons provided status of Forest Lake Reservoir storage capacity, recycled water demand, and wastewater Treatment Plant production. The accumulative demand is lower in comparison to previous years. Maintenance activities during reporting period included servicing horizontal mixers at Forest Lake Reservoir and assistance provided to CAWD staff with a sewer spill on Scenic Road in Carmel. During the reporting period, a Category 1 sanitary sewer spill occurred in Pebble Beach near Spyglass Hill maintenance yard. District staff arrived eight minutes after it was reported, and shortly after the blockage was cleared. The cause of the blockage appeared to be a combination of construction debris, grease, and rags. As a preventative measure, a smart cover that provides remote monitoring and notification was installed at the manhole near the spill and additional smart covers have been purchased for high-risk and high-flow areas. Board requested report of further improvements in future meetings.
10. *Capital Improvement Projects:* Principal Engineer Simmons summarized status of the Undergrounding Overhead Utilities Program (UOU), Highway 68 Pump Station (P-4) Rehabilitation, Seal Rock Pump Station (P-3) Rehabilitation, Sewer Line Replacement Project, and the Facility Improvement Project.
11. *Seal Rock Pump Station (P-3) Rehabilitation Project:* Principal Engineer Simmons presented recommendation for pre-purchase of mechanical equipment to be installed at the District's largest pump station, P-3, serving two-thirds of Pebble Beach. Pre-purchase equipment includes six horizontally mounted dry-pit submersible pumps and supporting pump frames required for installation.

MOTION 25-10-03: Adopt Resolution 25-28 authorizing pre-purchase of mechanical equipment for Seal Rock Pump Station (P-3) Rehabilitation Project for an amount not to exceed \$755,000.

Moved by: Director Froke

Seconded by: Director Gebhart

Motion Approved: Unanimously, carried 4-0

Absent: Director Laska



Board requested itemized project budget be presented at the next Board meeting. There was no public comment.

12. *CAWD Board of Directors Meetings:* Director Froke and General Manager Becker attended the October 30th meeting and provided highlights, among them the removal of eucalyptus trees at the CAWD plant – PBCSD would be responsible for one-third of the removal expenses. Appreciation was voiced for the assistance PBCSD Maintenance staff provided to CAWD during their Scenic Road sewer spill.

SOLID WASTE

13. *ReGen Monterey Board of Directors Meetings:* General Manager Becker provided highlights from the October 24th Board meeting.

GENERAL GOVERNMENT

14. *Special Districts Association:* President Verbanec and Director Froke attended the meeting on October 7th, and relayed information from a thorough presentation given at the meeting regarding the expansion of the Monterey Airport that is currently under construction.

MISCELLANEOUS INFORMATION AND COMMUNICATION

15. *A. General Manager Report:* The Board received the General Manager's report. Mr. Becker and Mr. Simmons attended a ribbon cutting ceremony at Monterey One Water; DMFPO sent a letter of appreciation and a letter of concern to the District; provided reminder to Board members about the State's Special Election being held at the District's Boardroom on November 4th and the District's Holiday Luncheon on December 23rd; announced that District Board meetings will continue uninterrupted throughout the Facilities Improvement Project construction period.

B. Questions from Directors or staff seeking clarification of matters within purview of the District: None.

CLOSED SESSION

16. No closed session was held.

ADJOURNMENT

17. There being no further business, President Verbanec adjourned the meeting at 12:04 p.m. to a regular Board meeting to be held on Friday, December 12, 2025, at 9:30 a.m., in-person and via Zoom.



Nicholas R. Becker, Board Secretary

