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

Friday, May 29, 2026, 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
Jeffrey B. Froke, Director
Richard B. Gebhart, Director, arrived at 10:10am
Leo M. Laska, Director

Board Directors Absent
Peter B. McKee, Vice President

District Legal Counsel Present
Michael Laredo, De Lay & Laredo

District Staff Present
Nick Becker, General Manager (GM)
Chris Simmons, Principal Engineer
Marianna Pimentel, Chief Financial Officer (CFO)
Nic Faro, Maintenance Manager
Delbert Truong, Assistant Engineer
Alayna Paxton, Environmental Compliance Coordinator *
Mark Sullivan, Accountant *
PBCSD Maintenance *
Yuriana Nuñez, Administrative Coordinator

CAL FIRE San Benito-Monterey Unit Staff (CAL FIRE) Present
George Nuñez, Jr., Unit Chief
Nick Ciardella, Deputy Chief
Matt Stanford, Assistant Chief
John Trenner, Fire Prevention & Planning

Others Present

Kathleen Lee, Director of Governmental & Community Affairs, Pebble Beach Company (PBC)
David Goupil, Board Director, Del Monte Forest Property Owners (DMFPO)
Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD) *
Kevin Urquhart, Board Director, CAWD *
Jeff Bandy, Principal Engineer, CAWD *
Chase Gunnell, Outsource *
Outsource *
Outsource *
Outsource *
Jim Halpern, Pebble Beach Resident
Cher Halpern, Pebble Beach Resident
Hampton Stewart, Pebble Beach Resident *
Michael Miller, Public *

**Signifies Zoom virtual attendance*

APPEARANCES, ORDER OF BUSINESS, AND ANNOUNCEMENTS

1. *Appearances and Announcements:* The Board received public comment from Pebble Beach residents Jim and Cher Halpern concerned about fire hazards in the forest due to brush and dead trees, particularly in the Sunset Lane area.

2. *Agenda Changes:* None.

MINUTES AND FINANCIAL MATTERS

3. *Minutes:*

   MOTION 26-05-01: Approve, as presented, the *Minutes* of the Regular Board of Directors Meeting held on April 24, 2026

   Moved by: Director Laska
   Seconded by: Director Froke

   Motion Approved: Unanimously, carried 3-0.

   Absent: Directors McKee and Gebhart

   There were no Board or public comments.

4. *Statement of Receipts and Disbursements:* CFO Marianna Pimentel presented and answered questions.

5. *Cash Basis Report:* CFO Marianna Pimentel presented and answered questions.

6. *Check Register:*

   MOTION 26-05-02: Approve the *Check Register* for April 2026

   Moved by: Director Laska
   Seconded by: Director Froke

   Motion Approved: Unanimously, carried 3-0

   Absent: Directors McKee and Gebhart

   There were no Board or public comments.

7. *Monterey County Treasurer's Investment Report for Quarter Ending March 31, 2026:* CFO Marianna Pimentel presented and reported that she and GM Nick Becker met with the Monterey County Treasurer-Tax Collector and Assistant Auditor-Controller on May 26, 2026, to discuss the investment income reporting methodology. Ms. Pimentel plans for a comprehensive review to be provided to the Board as it becomes available. CAWD Board member Kevin Urquhart thanked staff on behalf of another agency for researching and reconciling things.

8. *Salary and Compensation Adjustments Effective July 1, 2026:* CFO Pimentel presented and recommended approval of salary market rate adjustments based on a salary survey completed by PBCSD management. The recommendations are based on a salary survey comparing the District to local agencies and aim to bring compensation to the 75th percentile market rate.

   MOTION 26-05-03: Approving, as presented, salary and compensation adjustments effective July 1, 2026, as follows: 2.2% market rate adjustment for Administrative and Engineering Departments classifications and a 4.2% market rate adjustment for Maintenance Department classifications; 2.8% Cost-of Living Adjustment (COLA) for all employees; and market rate adjustment increasing Maintenance Department standby compensation.

   Moved by: Director Froke

Seconded by: Director Laska

Motion Approved: Unanimously, carried 3-0

Absent: Directors McKee and Gebhart

There were no Board or public comments.

Director Gebhart arrived at 10:10 a.m.

FIRE DEPARTMENT

9. *Fire Chief's Monthly Report:* Assistant Chief Stanford reported on recent incidents including vehicle accidents, high-scaled response training involving two simultaneous rescue scenarios and announced the upcoming Fire Department Open House and Public Safety Day scheduled for Saturday, June 13, 2026. Unit Chief Nuñez highlighted their staff's participation in the Monterey Peninsula California Fire Women one-day camp, which was also supported by various fire departments in the Monterey Peninsula. John Trenner discussed ongoing fuel reduction efforts with 380 goats currently working in Fort Meadows.

MAINTENANCE, ENGINEERING & CONSTRUCTION

10. *Operations and Maintenance Report:* Principal Engineer Chris Simmons reported Forest Lake Reservoir storage level at 112 million gallons and 86% production capacity, with demand remaining below historic averages at 32 million gallons for May. The Alternative Source Water (ASW) diversions are all on, and the wells are all off. Staff had a site visit to the City of Santa Clara's Maintenance Department to review recently installed SCADA equipment. The DSOD annual inspection completed early in the month of May went well. Maintenance staff completed Positive Displacement Pump training, and Assistant Engineer completed Waste Discharge Requirements and Sewer System Management Plan (WDR & SSMP) training.

11. *Capital Improvement Projects:* Principal Engineer Simmons gave an overview of Capital Improvement Projects and answered questions. Maintenance Manager Nic Faro and Assistant Engineer Delbert Truong completed training on positive displacement pumps and waste discharge requirements. The Highway 68 Pump Station (P-4) project's Contract No. 01 is underway with paperwork to be issued, while Contract No. 02 is still under review. The Seal Rock Pump Station (P-3) project began with contractor mobilization in May, and material deliveries expected in June. The facilities improvement project with Selden and Son is complete.

12. *CAWD Board of Directors Meeting on April 30, 2026:* General Manager Becker provided highlights of the meeting. The CAWD Board passed a resolution that assists in expediting informal bidding procedures up to $215,000.

13. *CAWD Board of Directors Meeting on May 28, 2026:* President Verbanec summarized the meetings key points. The CAWD Board received a presentation from Enterprise Automation, a discussion on fuel costs and what CAWD's backup plan is, and the formation of an Artificial Intelligence (AI) subcommittee.

14. *Reclamation Management Committee (RMC)Meeting on May 12, 2026:* General Manager Becker covered several key topics of the meeting, including the treatment plant 15-year CIP master plan, where the RMC approved funding for an additional membrane bioreactor study and the fiscal year 26-27 budget which was presented and approved. The discussion also addressed ongoing litigation

between PBCSD and CAWD. The 1991 management agreement was revisited, leading to a decision for the RMC to meet more regularly and form a working group to review all existing agreements.

Director Froke left the meeting at 11:00 a.m.

15. *Awarding Construction Contract for Undergrounding Overhead Utilities Phase IV Project:* Principal Engineer Simmons presented with discussion flowing over to Agenda Item No. 16.

16. *Awarding Construction Management Services Agreement for Undergrounding Overhead Utilities Phase IV Project:*

MOTION 26-05-04: A combined motion, adopting *Resolution 26-12* declaring the lowest responsible bidder and awarding a construction contract for the Undergrounding Overhead Utilities Phase IV Project for an amount not to exceed $8,000,000; and adopting *Resolution 26-13* authorizing contract Amendment No. 08 with Wallace Group to provide construction management services for the Undergrounding Overhead Utilities Phase IV Project for an amount not to exceed $530,000.

Moved by: Director Laska
Seconded by: Director Gebhart

Motion Approved: Unanimously, carried 3-0

Absent: Directors McKee and Froke

There were no Board or public comments.

SOLID WASTE

17. *ReGen Monterey Board of Directors Meeting*: General Manager Becker reported on the waste disposal fee increase of about 5% for fiscal year 2026-27 and noted ReGen Monterey's recent recognition for communication excellence.

GENERAL GOVERNMENT

18. *Special Districts Association of Monterey County Meeting:* President Verbanec attended the meeting held on April 21, 2026.

19. *Staffing Vacancies, Recruitment, and Retention Efforts in Compliance with AB 2561:* General Manager Becker provided an overview of personnel status in the current fiscal year and gave a summary of next fiscal year's budgeted staff.

20. *Job Description and Salary Range for Administrative Services Manager/Board Clerk Position:*

MOTION 26-05-05: Approving, as presented, the Administrative Services Manager/Board Clerk job description and salary range.

Moved by: Director Laska
Seconded by: Director Gebhart

Motion Approved: Unanimously, carried 3-0

Absent: Directors McKee and Froke

There were no Board or public comments.

21. *Records Retention Schedule and Authorization of Disposal of Paper Copies of Certain District Documents:* The Board received report on a records retention schedule proposal and decided to postpone the recommended approval and revisit the discussion at a future meeting.

22. *PBCSD General Election on Tuesday, November 3, 2026:*

MOTION 26-05-08: Adopt *Resolution 26-15* calling for a General Election within the District administered by Monterey County on Tuesday, November 3, 2026, for the purpose of electing two Directors to terms of office.

Moved by: Director Gebhart
Seconded by: Director Laska

Motion Approved: Unanimously, carried 3-0

Absent: Directors McKee and Froke

There were no Board or public comments.

MISCELLANEOUS INFORMATION AND COMMUNICATION

23. *A. General Manager Report:* Nick Becker provided updates on various District activities including the solid waste franchise agreement RFP, emergency preparedness initiatives, and upcoming training requirements for Board members.

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

CLOSED SESSION

24. *Conference with Legal Counsel – Existing Litigation (Gov. Code § 54956.9 (d)(1):* The was no public comment regarding the Carmel Area Wastewater District v. Pebble Beach Community Services District litigation. The Board went into Closed Session at 12:00 p.m. for a conference with legal counsel and returned to open session at 12:30 p.m. Legal counsel reported that an update was provided to the Board, and direction was given, but no reportable action was taken.

ADJOURNMENT

25. There being no further business, President Verbanec adjourned the meeting at 12:30 p.m. to a regular Board meeting to be held on Friday, June 26, 2026, at 9:30 a.m., in person and via Zoom.

Nicholas R. Becker, Board Secretary