

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



**Friday, March 27, 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 9:30 a.m.

**ROLL CALL**

**Board Directors Present**

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

**Board Directors Absent**

None

**District Legal Counsel Present**

Michael Laredo, De Lay & Laredo

**District Staff Present**

Nick Becker, General Manager  
Chris Simmons, Principal Engineer  
Marianna Pimentel, Chief Financial Officer (CFO)  
Nic Faro, Maintenance Manager  
Delbert Truong, Assistant Engineer  
Alayna Paxton, Environmental Compliance Coordinator  
Nancy Johnson, Senior Accountant \*  
Yuriana Nuñez, Administrative Coordinator

**CAL FIRE San Benito-Monterey**

**Unit Staff (CAL FIRE) Present**

Matt Stanford, Assistant Chief  
Frank Espinoza, Battalion Chief  
Greg Leonard, Prevention Captain  
John Trenner, Fire Prevention & Planning

**Others Present**

Bill Lipe, Board Director and Treasurer, Resource Conservation District of Monterey County (RCDMC) \*  
Shawn Casey, Vice President Resource Management, Pebble Beach Company (PBC)  
Barbara Buikema, General Manager, Carmel Area Wastewater District (CAWD) \*  
Elise Weiland, Board Director, CAWD  
Bessie Nicolaidis, Outreach Coordinator, GreenWaste Recovery (GWR) \*  
Salina Galindo-Luna, Director of Communications, GWR \*  
Hampton Stewart, Pebble Beach Resident \*  
Vinod Badani, Vice President, E2 Consulting Engineers \*  
Michael, Public \*

*\*Signifies Zoom virtual attendance*



## APPEARANCES, ORDER OF BUSINESS, AND ANNOUNCEMENTS

1. *Appearances and Announcements:* Delbert Truong, the District's new Assistant Engineer, was introduced and welcomed by the Board.
2. *Agenda Changes:* None.

## MINUTES AND FINANCIAL MATTERS

3. *Minutes:*  
**MOTION 26-03-01: Approve, as presented, the *Minutes* of the Regular Board of Directors Meeting held on February 27, 2026**  
**Moved by: Director Froke**  
**Seconded by: Director Gebhart**  
**Motion Approved: Unanimously, carried 5-0.**  
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 26-03-02: Approve the *Check Register* for February 2026**  
**Moved by: Director Gebhart**  
**Seconded by: Director Froke**  
**Motion Approved: Unanimously, carried 5-0**  
There were no public comments.
7. *A. Long-Term Capital Outlay Plan:* Principal Engineer, Chris Simmons, provided a snapshot of fifteen-year capital replacement costs, with a total projected cost of \$67 million. Undergrounding projects comprise 38% of the plan (\$25.5 million), wastewater collections at 36% (\$23.5 million), wastewater treatment (CAWD) at 10% (\$7 million), Fire 14% (\$9 million), and Admin 2% (\$2 million). Although recycled water is included in the overall cost, it is a pass-through cost for the District, therefore it is accounted for separately at 11% (\$10 million). The capital costs projection decreased by 29% from 2025 to 2026, largely due to reduced allocations for the Undergrounding of Overhead Utilities program beyond Phase 5 dropping off after 2031.  
  
*B. Long-Term Financial Plan & Reserves Policy:* CFO Marianna Pimentel reviewed current resources of \$38.9 million in cash and investments, which fund operations, capital outlays, and establish reserves. Due to \$12.5 million currently committed in the Capital Acquisition Fund for Phase 4 of the Undergrounding of Overhead Utilities project, there is a \$5 million funding gap between the actual \$10 million Capital Outlay Reserves and the required \$15 million Capital Outlay Reserves. Gratitude was expressed to Senior Accountant Nancy Johnson for taking the lead, as well as to Mr. Simmons and all staff involved in developing the Long-Term Capital Outlay Plan and Long-Term Financial Plan & Reserves Policy.



**MOTION 26-03-03: Approve the *Long-Term Capital Outlay Plan and Long-Term Financial Plan & Reserves Policy***

**Moved by: Director McKee**

**Seconded by: Director Gebhart**

**Motion Approved: Unanimously, carried 5-0**

There were no public comments.

**FIRE DEPARTMENT**

8. *Fire Chief's Monthly Report:* Assistant Chief Matt Stanford presented summary of operational activities and trainings and responded to Board questions. A suspicious package was dropped off at Fire Station 22, prompting evacuation of the District's Fire and Administrative buildings. It was later determined to be a weather alarm device. The Ladder truck (T22) has returned from Sacramento following warranty repairs. The Board discussed the use of helicopters for local fire suppression activities, identifying the need for pre-planning and training to address the potential impact on Forest Lake Reservoir. A site visit by CAL FIRE to assess parameters and associated risks was supported. Drone Program operations highlighted that the local unit has become an elite CAL FIRE Unmanned Aerial Systems (UAS) resource with 14 pilots and 4 trainees. Chief Frank Espinoza discussed preparations for the upcoming Pebble Beach Food and Wine Festival from April 9 – 12, including fire safety inspections and crowd control. The team is scheduled to test 200 fire hydrants within the next month across three Districts: 100 in Del Monte Forest, and 50 each in Cypress Fire Protection District and Carmel Highlands Fire Protection District. Staff has identified the need to update District Fire Code Ordinance to incorporate recently adopted fire codes. Captain Greg Leonard summarized fuels reduction activities. The Unit Forester, Parsa Arjomandinezhad, assessed forest health in parts of the Del Monte Forest and continues to support and mentor the fuels reduction team.

9. *2026 Fire Hydrant Testing:*

**MOTION 26-03-04: Adopt *Resolution 26-01* approving Amendment No. 04 to Project Assignment No. 55 to the Master Agreement with E2 Consulting Engineers, Inc. to provide engineering and field support services for fire hydrant testing for an amount not to exceed \$130,000.**

**Moved by: Director Froke**

**Seconded by: Director Gebhart**

**Motion Approved: Unanimously, carried 5-0.**

There were no Board or public comments.

**MAINTENANCE, ENGINEERING & CONSTRUCTION**

10. *Operations and Maintenance Report:* Principal Engineer Chris Simmons presented slides providing a status update on Forest Lake Reservoir storage capacity, which is 97% full. All Alternative Source Water (ASW) projects were activated between March 12 – 25. Maintenance activities for the Reclamation Project included repair of the chlorine feed system pump at Forest Lake Reservoir, calibration and fine-tuning of ASW projects activation, and valve cycling within the distribution pipeline. Maintenance staff has also supported the Facilities Improvement Project and are assisting staff with relocating back into their respective workspaces.



11. *Capital Improvement Projects:* Principal Engineer Simmons gave an overview of Capital Improvement Projects and answered questions. The Undergrounding of Overhead Utilities project is currently out to bid, with a pre-bid site visit scheduled for April 9. For the Pump Station P4 rehab project, bids were received for Contract 1 (SCADA and electrical components) with five bids under review and award anticipated next month, while Contract 2 nears 95% design and includes plans to replace a section of force main. The Seal Rock Pump Station (P3) project is scheduled for contractor mobilization in mid-May, with pump delivery expected in June. Design work is upcoming for the 2026 Sewer Line Replacement Project. The Facilities Improvement Project received final inspection approval, allowing occupancy to commence.
12. *Purchase of Replacement CCTV Camera Van (PB-3):*  
**MOTION 26-03-05: Adopt Resolution 26-02 authorizing the General Manager to purchase a replacement CCTV camera van (PB-3) for an amount not to exceed \$190,000.**  
**Moved by: Director Laska**  
**Seconded by: Director Gebhart**  
**Motion Approved: Unanimously, carried 5-0.**  
There were no Board or public comments.
13. *Seal Rock Pump Station (P-3) Rehabilitation Project Electrical Contractor Services:*  
**MOTION 26-03-06: Adopt Resolution 26-03 approving Project Assignment No. 02 to the Master Agreement with Bryan Mailey Electric, Inc. to provide electrical contractor services required for the Seal Rock Pump Station (P-3) Rehabilitation Project for an amount not to exceed \$100,000.**  
**Moved by: Director Froke**  
**Seconded by: Director Gebhart**  
**Motion Approved: Unanimously, carried 5-0.**  
There were no Board or public comments.
14. *Highway 68 Pump Station (P-4) Rehabilitation Project Pre-Purchase Equipment:*  
**MOTION 26-03-07: Adopt Resolution 26-04 authorizing the General Manager to pre-purchase mechanical equipment for Highway 68 Pump Station (P-4) Rehabilitation Project for an amount not to exceed \$100,000.**  
**Moved by: Director Froke**  
**Seconded by: Director Gebhart**  
**Motion Approved: Unanimously, carried 5-0.**  
There were no Board or public comments.
15. *2026 Sewer Replacement Project:*  
**MOTION 26-03-08: Adopt Resolution 26-05 approving Project Assignment No. 61 to the Master Agreement with E2 Consulting Engineers, Inc. to provide engineering design and bid-phase services required for the 2026 Sewer Replacement Project for an amount not to exceed \$180,000.**  
**Moved by: Director Gebhart**  
**Seconded by: Director Froke**  
**Motion Approved: Unanimously, carried 5-0.**  
There were no Board or public comments.



16. *CAWD Board of Directors Meeting:* Director Gebhart and General Manager Becker attended the March 26, 2026, meeting and provided key items. Several resolutions were approved, including funding for perimeter fencing, engineering design services, and microfiltration filters. PBCSD is responsible for a third of these capital costs. The Board also discussed liability concerns related to external groups using their Boardroom and agreed to review insurance needs. The CAWD Board agreed to resume funding the sea level rise reserve.

#### **SOLID WASTE**

17. *ReGen Monterey Board of Directors Meetings:* Vice President McKee provided highlights from the March 20, 2026, Board meeting. ReGen Monterey's General Manager Felipe Melchor is overseeing the Finance Department due to recent retirement of ReGen Monterey's CFO. ReGen Monterey has entered into agreement with HF&H Consulting to support the franchise agreement planning, as the current franchise agreement with GreenWaste Recovery expires in 2030. The Board voted to support Bill Lipe for LAFCO Independent Special District Alternate Seat.
18. *ReGen Monterey Memo on Collection Franchise Stakeholder Engagement:* Mr. Becker commented that the Technical Advisory Committee (TAC) is reviewing results from recent stakeholder engagement survey in coordination with evaluating merits to extend the current contract or pursue a regional RFP. Results and recommendations will be presented at upcoming ReGen Monterey and PBCSD Board meetings in April.

#### **GENERAL GOVERNMENT**

19. *Election of One LAFCO Special District Alternate Member:* The Board received written correspondence from candidate Bill Lipe. Additionally, Mr. Lipe presented remotely his qualifications and requested Board's vote. The Board deliberated on the two candidates and ultimately endorsed incumbent David Kong.

**MOTION 26-03-09: Endorsing Bill Lipe for the LAFCO Special District Alternate Member.**

**Moved by: Director Laska**

**Following Board discussion, Director Laska withdrew the motion.**

**MOTION 26-03-10: Endorsing incumbent David Kong for the LAFCO Special District Alternate Member.**

**Moved by: Director McKee**

**Seconded by: Director Froke**

**Motion Approved: Unanimously, carried 5-0.**

There was no public comment.

#### **MISCELLANEOUS INFORMATION AND COMMUNICATION**

20. *A. General Manager Report:* The Board received the General Manager's report including updates on operational matters. This included ongoing hiring for Maintenance Worker position, an upcoming retirement, and plans for summer internships. A preliminary COLA of 2.8% was reported, along with proposal for staff to conduct a salary survey to ensure competitive compensation. The District Received a LAFCO notice of increased fees. CAWD held a closed session Special Meeting on March 20 regarding matters related to threats to public services or facilities. Mr. Becker announced that an update to the District's Records Retention Schedule is underway, and ACWA JPIA is scheduled to conduct annual risk analysis along with Ergonomics Training in April.



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

**CLOSED SESSION**

21. No closed session was held.

**ADJOURNMENT**

22. There being no further business, President Verbanec adjourned the meeting at 12:42 p.m. to a regular Board meeting to be held on Friday, April 24, 2026, at 9:30 a.m., in-person and via Zoom.



---

Nicholas R. Becker, Board Secretary

