

PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
3101 Forest Lake Road, Pebble Beach, CA 93953 (831) 373-1274  
[www.pbcsd.org](http://www.pbcsd.org)

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**PUBLIC MEETING NOTICE & AGENDA**

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December 8, 2017  
9:30 A.M.

**CALL TO ORDER & ROLL CALL**

Richard D. Verbanec, President \_\_\_ Peter B. McKee Vice-President \_\_\_  
Jeffrey B. Froke, Ph.D. \_\_\_ Richard B. Gebhart \_\_\_ Leo M. Laska \_\_\_

**APPEARANCES, ORDER OF BUSINESS & ANNOUNCEMENTS**

1. **Appearances:** *Anyone may address the Board on matters under the Board's purview. Comments on listed matters are in order when the Board is considering them. An unlisted matter may be heard but the Board can take no action on it until the matter is scheduled for a future agenda, unless immediate action is required or there is an emergency.*
2. **Agenda Changes:** *Anyone may ask the Board to consider changing the order of a listed matter unless it is a timed public hearing.*

**MINUTES & FINANCIAL MATTERS**

3. Approve [Minutes](#) of Regular Board meeting held on October 27, 2017.
4. Receive [Statement of Receipts and Disbursements for October 2017](#).
5. Receive [Cash Basis Budget Report for October 2017](#).
6. Approve [Check Register for October 2017](#).
7. Receive [PBCSD Comprehensive Annual Financial Report including Independent Audit Report for Fiscal Year ended June 30, 2017](#).
8. Receive [Monterey County Treasurer Investment Report for quarter ended September 30, 2017](#).

*Note: Agenda reports may be viewed in District Administrative Office or at [www.pbcsd.org](http://www.pbcsd.org) 3 to 5 days before the Board meeting.*

## **FIRE DEPARTMENT**

9. Receive [Fire Chief monthly report of Fire Department](#) operations, training and fire prevention.
  - A. Approve purchase of [Self Contained Breathing Apparatus \(SCBA\) for Fire Department personnel](#).

## **MAINTENANCE, ENGINEERING & CONSTRUCTION**

10. Receive monthly utilities [operations and maintenance report](#) for wastewater collection, treatment and disposal and recycled water distribution systems.
11. Receive status report regarding active [PBCSD capital improvement projects](#).
12. Adopt [Resolution 17-19](#) approving Project Assignment No. 35 with E2 Consulting Engineers for Forest Lake engineering services.
13. Adopt [Resolution 17-20](#) approving Project Assignment No. 36 with E-2 Consulting Engineers for Supervisory Control and Data Acquisition (SCADA) system evaluation.
14. Receive [report on November 9, 2017 meeting of CAWD/PBCSD Wastewater Reclamation Project Management Committee](#).
15. Receive [Carmel Area Wastewater District reports](#) and information concerning matters of mutual interest to PBCSD and CAWD:
  - A. Report from Director Laska on CAWD Board meeting held on December 7, 2017.
  - B. Assign Director Verbanec to attend CAWD Board of Directors meeting scheduled for Thursday, January 25, 2018 at 3945 Rio Rd., Carmel.

## **SOLID WASTE MANAGEMENT**

16. Receive [report regarding Monterey Regional Waste Management District \(MRWMD\) Board meeting held on November 17, 2017](#).

## **LAW ENFORCEMENT**

17. Receive [report for Del Monte Forest Property Owners Roads and Traffic Committee meeting on November 16, 2017](#).

*Note: Agenda reports may be viewed in District Administrative Office or at [www.pbcsd.org](http://www.pbcsd.org) 3 to 5 days before the Board meeting.*

## GENERAL GOVERNMENT

18. Receive [minutes of November 16, 2017 Safety Committee Meeting](#).
19. Receive [schedule of 2018 Conferences and Symposiums](#).
20. Approve [calendar for 2018 Board Meetings](#).
21. Adopt [Resolution No. 17-21](#) selecting President, Vice-President, Secretary, Secretary Pro-Tem of PBCSD Board of Directors and District Treasurer for one-year term of office.

## MISCELLANEOUS INFORMATION AND COMMUNICATIONS

22. *This time is reserved for receiving miscellaneous written and oral communications. The Board will take no action on any matter not listed on the agenda except to instruct staff to review the matter and/or include it in a future Board meeting agenda, if desired.*

A. General Manager Report.

B. Questions from Directors or staff seeking clarification of matters within purview of the District.

C. Reports or announcements from Board President, Directors or staff concerning their activities and/or meetings or conferences attended.

- The next meeting of the Board of Directors of the **Carmel Area Wastewater District** will be held on **Thursday, January 25, 2018 at 9:00 a.m.** (*Director Verbanec representing PBCSD Board of Directors*).
- The next regular meeting of the Board of Directors of the **Monterey Regional Waste Management District** will be held on **Friday, January 19, 2018 at 9:30 a.m.** (*Director Laska representing PBCSD*).
- The next regular meeting of the **Reclamation Management Committee** will be held on **Wednesday, February 14, 2018 at 9:30 a.m.** (*Directors Verbanec and McKee representing PBCSD*).
- The next meeting of the **Special Districts Association of Monterey County** will be held on **Tuesday, January 16, 2018 at 6:00 p.m.** (*Directors Verbanec and Froke to attend on behalf of PBCSD*).

*Note: Agenda reports may be viewed in District Administrative Office or at [www.pbcسد.org](http://www.pbcسد.org) 3 to 5 days before the Board meeting.*

- The next meeting of the **Del Monte Forest Property Owners Roads and Traffic Committee** will be held on **Thursday, February 15, 2018 at 4:00 p.m.** (*Director Froke representing PBCSD*).

### **CLOSED SESSION**

23. A closed session of the Board is planned to conduct the Board's annual performance evaluation of General Manager and Legal Counsel.

### **ADJOURNMENT**

24. Consider motion to adjourn to next regular PBCSD Board meeting to be held on **Friday, January 26, 2018 at 9:30 a.m.**

*Note: Agenda reports may be viewed in District Administrative Office or at [www.pbcSD.org](http://www.pbcSD.org) 3 to 5 days before the Board meeting.*