

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

PUBLIC MEETING NOTICE & AGENDA

**December 10, 2021
9:30 A.M.**

This meeting will be held in the Pebble Beach Community Services District Boardroom at 3101 Forest Lake Road, Pebble Beach, CA 93953.

Any non-vaccinated attendees will be required to wear a mask at in-person meeting.

To access the meeting via Zoom please click on the link or copy/paste it into your browser:

<https://us02web.zoom.us/j/86221774396>

If your computer does not have audio, you can join the meeting via phone. To participate via phone, please call: 1 (669) 900-9128 or 1 (346) 248-7799 and use:

Webinar ID: 862 2177 4396

If you would like to comment on any item on the Agenda or any item not on the Agenda, please submit those in writing to our office or via email at pbcsd@pbcsd.org by 10 a.m. on Thursday, December 9. All submitted written comments will be provided to the Board and you may also comment during the teleconference webinar.

CALL TO ORDER & ROLL CALL

Jeffrey B. Froke, President ___ Leo M. Laska, Vice-President ___

Richard D. Verbanec ___ Richard B. Gebhart ___ Peter B. McKee ___

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.

Note: Agenda reports may be viewed in District Administrative Office or at www.pbcsd.org 3 to 5 days before the Board meeting.

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 29, 2021.
4. Receive *Statement of Receipts and Disbursements for October 2021*.
5. Receive *Cash Basis Budget Report for October 2021*.
6. Approve *Check Register for October 2021*.
7. Receive *PBCSD Annual Comprehensive Financial Report including Independent Audit Report for Fiscal Year ended June 30, 2021*.
8. Receive *Monterey County Treasurer's Investment Report for quarter ended September 30, 2021*.

FIRE DEPARTMENT

9. Receive *Fire Chief's monthly report* of Fire Department operations, training and fire prevention.

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. Receive report on *November 9, 2021 meeting of CAWD/PBCSD Wastewater Reclamation Project Management Committee*.
13. Adopt *Resolution 21-27* authorizing execution of Utility Agreement with PG&E and increase in construction contract for Phase III Underground Overhead Utilities Project.
14. Adopt *Resolution 21-28* authorizing prepurchase of equipment and amending Project Assignment No. 47 with E2 Consulting Engineers for fabrication support engineering services for Cypress Point P-1 and Fan Shell Beach P-2 Pump Station Rehabilitation Project.

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15. Receive Carmel Area Wastewater District reports and information concerning matters of mutual interest to PBCSD and CAWD:
 - A. Report from Director Laska on [November 18, 2021 CAWD Board meeting](#).
 - B. Assign Director Verbanec to attend CAWD Board of Directors meeting scheduled for Thursday, December 30, 2021.
 - C. Assign Director Froke to attend CAWD Board of Directors meeting scheduled for Thursday, January 27, 2022.

SOLID WASTE MANAGEMENT

16. Receive report regarding [Monterey Regional Waste Management District \(MRWMD\) Board meetings held on November 19, 2021](#).
17. Adopt [Ordinance No. 27](#) titled Mandatory Organic Waste Disposal Reduction Ordinance.

GENERAL GOVERNMENT

18. Receive report on [Community Advisory Board meeting held on December 8, 2021](#).
19. Receive report on [November 18, 2021 meeting of Del Monte Forest Property Owners Road and Traffic Committee](#).
20. Approve [calendar for 2022 Board Meetings](#).
21. Adopt [Resolution No. 21-29](#) selecting President, Vice-President, Secretary and 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.

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

- The next two meetings of Board of Directors of **Carmel Area Wastewater District** will be held on **Thursday, December 30, 2021 and January 27, 2022 at 9:00 a.m.** (*Directors Verbanec and Froke representing PBCSD Board of Directors*).
- The next two meetings of Board of Directors of **Monterey Regional Waste Management District** will be held on **Friday, December 17, 2021 and January 21, 2022 at 9:00 a.m.** (*Director Laska representing PBCSD*).
- The next meeting of **Reclamation Management Committee** will be held on **Tuesday, February 8, 2022 at 9:30 a.m.** (*Directors Verbanec and McKee representing PBCSD*).
- The next meeting of **Special Districts Association of Monterey County** will be held on **Tuesday, January 18, 2022 at 6:00 p.m.** (*Directors Verbanec and Froke to attend on behalf of PBCSD*).
- The next meeting of **Del Monte Forest Property Owners Roads and Traffic Committee** will be held on **Thursday, February 24, 2022 at 4 p.m.** (*Director Froke representing PBCSD*).
- The next meeting of **Pebble Beach Community Advisory Board** will be held on **Wednesday, March 9, 2022.** (*Director Froke representing PBCSD*)

CLOSED SESSION

23. A closed session of Board is planned to conduct 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 28, 2022 at 9:30 a.m.**

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