

**DEL MONTE FOREST PROPERTY OWNERS (DMFPO)**  
Board of Directors Meeting  
Monday, January 14, 2019 – 4:00 PM  
Pebble Beach Community Services District (PBCSD) Board Room

**MINUTES**

**DIRECTORS PRESENT:** Ned Van Roekel – President      LeBon Abercrombie      Katie Spitz  
Kendra Evans – Vice President      Jacqueline Fobes      Maureen Lyon  
Charles Delahay – Treasurer      Robert Roland      Bart Bruno

**DIRECTORS ABSENT:** Lucy Carlton – Secretary

**PRESENT:**

Mike Niccum, General Manager, PBCSD

Mark Mancini, Battalion Chief, Fire Protection and Planning, PBCSD / CAL FIRE

Dawn Mathes, Environmental & Governmental Affairs Director, Pebble Beach Company (PBC)

Jeff Fuller, Roads and Traffic Committee member

Don Eastman, Hiking and Equestrian Trails Committee member

Laura Paxton, Paxton Associates

1. **Call to Order:** President Van Roekel called the meeting to order at 4:00 p.m.
2. **Change/Approve Agenda:** The agenda was unanimously approved as presented.
3. **Public Comment:** None
4. **Minutes:** It was moved by Director Lyon, seconded by Director Spitz, and unanimously carried to approve the December 10, 2018 regular meeting minutes as presented.
5. **Special Agenda Items:** None
6. **Reports of Representatives & Observers**
  - a. **Architectural Review Board (ARB):** Director Bruno reported on meetings held December 13, 2018 (minutes provided) and January 10, 2019 (agenda provided).
  - b. **County Land Use Advisory Committee (LUAC):** Director Lyon reported on the meeting held January 3, 2019. A 4.71 acre lot on Del Ciervo was considered for subdivision into 2.5 & 2.13 acres, one lot with an existing house and the other a shed. Construction of a wireless communication facility 34' high attached to a chimney at the Beach Club at 1576 Cypress Drive was also considered. Both submittals were recommended for approval.
  - c. **Community Advisory Board (CAB):** President Van Roekel had no report.
  - d. **Pebble Beach Community Services District:** There was no meeting during the period.
  - e. **Open Space Advisory Committee:** Director Spitz reported on the meeting on December 11, 2018 and provided minutes.
7. **Accept Reports of Officers and Committees**
  - a. President Van Roekel apologized to Director Fobes for omission of her name from the list of directors in the January membership appeal letter included in the January-March 2019

DMFPO newsletter. Director Fobes has agreed to be the PBCSD board meeting observer for DMFPO and will attend on January 25<sup>th</sup>. DMFPO has two positions on the Open Space Advisory Committee (OSAC) and Director Roland has agreed to take over the position held by President Van Roekel and attend those meetings with Director Spitz. President Van Roekel had attended the grand opening of the inclusionary housing and reported it was a very nice event. President Van Roekel was added as a signer on the DMFPO bank accounts at Chase Bank.

- b. Secretary Carlton was absent.
- c. Treasurer Delahay reported on the fiscal period ending December 31, 2018. The balances in the DMFPO checking and savings accounts were approximately \$3,600 and \$136,500, respectively. The organization remains financially sound.

Treasurer Delahay presented the proposed 2019 budget. He noted that a new computer and software would be purchased for \$3,500. Postage increased 11%, and printing 5%. Graphic design decreased by \$1,800. An office staff fee increase is also included. The total budget is \$79,640, a \$4,000 increase over last year.

**The Board accepted the DMFPO 2019 Budget as presented.**

- d. Membership – Director Evans reported membership for 2018 at 1,398 (v. 1,339 in 2017). A meeting to discuss the DMFPO presentation slideshow to be displayed on screen at events was held December 11<sup>th</sup>. Photo collection and layout refining continues. The next meeting is scheduled for Tuesday, January 22<sup>nd</sup> at 2:30 pm in the PBCSD training room.
- e. Newsletter – Director Abercrombie reported the January-March 2019 newsletter was mailed out. Memberships are coming in as a result. Articles are lined up for the April-June issue.
- f. Nominations/By-laws – President Van Roekel reported that he and Director Carlton had recently met and reviewed board member suggested changes to the bylaws. Changes being considered are: a two year term limit for both the president and vice president; ending hold-over terms and instead having director terms begin on the first day of the month appointed, with subsequent rewording of the election section of the bylaws to accommodate hold-over terms if adopted; annual reports and management letters will be removed as options from the audit section; and the board having “up to” 12 members instead of “12 members.” Director Carlton will present a redline version at a future board meeting.
- g. Presentations/Seminars – Director Lyon met with Director Fobes to develop a list of seminar topics. The board concurred to have the topic at a March Sunday Seminar be the Forest Maintenance Initiative. Mr. Niccum suggested all the agencies involved with the forest initiative – PBCSD, PBC, and Del Monte Forest Conservancy – be present at the seminar.
- h. Roads and Traffic – Director Bruno reported the next meeting is scheduled for February 21, 2019 at 4pm in the training room.
- i. Safety – Director Carlton was absent.
- j. Semiannual Meeting – President Van Roekel has confirmed with David Stivers that PBC will be featured at the May 19<sup>th</sup> semiannual meeting speaking on the US Open and the PBC 100 year anniversary.

- k. Hiking and Equestrian Trails – Chair Roland provided minutes of the HETC meeting held January 9, 2019 with notes and photographs of recent trail maintenance efforts. The first *Friends of the Trails* certificate was awarded to Bruce and Judy Cowan at the beginning of the meeting. The next trail maintenance day is scheduled for January 22, 2019.
  - l. Website – Chair Abercrombie has updated board directors and committee chairs.
8. **Pebble Beach Community Services District:** General Manager Niccum thanked DMFPO for including the article on planned fire fuel reduction efforts in the January – March 2019 DMFPO newsletter.
9. **Pebble Beach Company:** Dawn Mathes reported plans for the US Open are gearing up and preparations for the AT&T Pro-Am are underway. PBC will host town hall meetings for residents during the months leading up to the US Open and would like to partner with DMFPO for outreach and requested announcement space in the April-June newsletter regarding ticketing, parking, etc. The ribbon cutting for the affordable housing was successful; twenty three of twenty four units are occupied, the 24<sup>th</sup> planned for an on-site property manager. Additional PBC forestry position recruitment is underway to handle intensified fuel load reduction efforts.
- In response to concerns raised by OSAC member Jeff Froke with regard to tourists accessing coastal rocks, disrupting the safety and habitat of wildlife, PBC will place stake and threaded line fencing in pilot areas on the coast side of the trail along 17 Mile Drive. The first pilot area is Bird Rock where nesting Black Oyster Catcher birds are being disrupted; the second site either at the turnout on the Pacific Grove side of Bird Rock, or possibly at China Rock for safety reasons more than environmental sensitivity.
10. **Del Monte Forest Conservancy:** Director Van Roekel reported that the Conservancy applied for a \$400,000 grant from Cal Fire and the California Climate Initiative to help fund fire fuel load reduction; PBCSD will match the \$400,000 if awarded to the Conservancy.
11. **Old Business:** None
12. **New Business:** It was moved by Director Evans, seconded by Director Fobes, and unanimously carried to approve the contract with Paxton Associates allowing for an annual percentage fee increase based on the CPI percentage increase announced in February, retroactive to January each year.
13. **Closed Session:** The Board adjourned to closed session at 4:47 p.m.
14. **Adjournment:** The Board reconvened open session at 4:56 p.m. There was no action taken by the Board in closed session and the meeting was adjourned at 4:56 p.m.

*Respectfully submitted by Laura Paxton for Secretary Lucy Carlton*

NEXT MEETING

**Monday, February 11, 2019 – 4:00 PM**

**Pebble Beach Community Services District Boardroom - Forest Lake and Lopez Roads**