

DEL MONTE FOREST PROPERTY OWNERS (DMFPO)

Board of Directors Meeting
Monday, March 14, 2022 – 4:00 PM
Zoom Video/In-Person

MINUTES

DIRECTORS PRESENT: Kendra Evans – President Lisa Huntley
Charles Delahay- Treasurer Katie Spitz
LeBon Abercrombie Ned Van Roekel
Bart Bruno
Lucy Carlton
Jacqueline Fobes

DIRECTORS ABSENT: Lynn Anderson, Hy Rothstein, Bob Ogle

OTHERS PRESENT:

Mike Niccum, General Manager, Pebble Beach Community Services District (PBCSD)
Rick Verbanec, Chair, Open Space Advisory Committee / Director, PBCSD
Dawn Mathes, Pebble Beach Company (PBC)
Laura Paxton, Board Clerk
Alayna Gocke, Administrative Assistant

1. **Call to Order:** President Evans called the meeting to order at 4:02 p.m.
2. **Change/Approve Agenda:** The agenda was approved as presented.
3. **Special Agenda Items:** None
4. **Public Comment:** None
5. **Minutes:** The minutes of the February 14, 2022 meeting were approved as presented.
6. **Reports of Representatives & Observers**
 - a. **Architectural Review Board (ARB):** Director Spitz reported on the meeting held March 3rd where three projects were reviewed by the board. One plan review involved adding a 427 square foot accessory dwelling unit (ADU). State law requires the County review ADU plans within 30 days; must allow 850 square feet; only a 4-foot setback is required; the ADU must contain a kitchen; and an ADU cannot be placed over a garage however a garage can be converted into an ADU. Director Spitz can provide the booklet of full State ADU governance to anyone interested.
 - b. **County Land Use Advisory Committee (LUAC):** Director Bruno provided agendas and reported on meetings held February 17th and March 3rd. He reminded that LUAC focuses on code violations as opposed to architectural elements. All projects were recommended for approval including the contentious Feather Mansion remodel.

- c. **Community Advisory Board (CAB):** President Evans provided draft minutes and reported on the meeting held March 3rd.
- d. **Pebble Beach Community Services District:** Director Fobes reported on the meeting held February 25th. The PBCSD June 2022 Open House and Safety Day has been canceled. Two new fire engines have arrived. On January 29th, there was a kitchen and attic fire on Sloat Road. It was quickly resolved. On February 6th, a resident volunteer had a cardiac emergency while working the Pro-Am Tournament—he was attended to immediately and has made a full recovery. Drone training and hydrant testing continue. The goats are arriving soon and will be here for 12-15 weeks with a budget of \$100,000 shared with Cypress Fire. The PBCSD 1640AM radio station has been deemed obsolete, to be replaced by more modern forms of emergency notification. Undergrounding of utilities continues along Drake and Sombrero Roads. The reservoir capacity is dropping rapidly due to a lack of rain. The reservoir mixer has been replaced after 15 years of 24/7 service. Sewer line replacement will commence in the fall for approximately 18 months and a budget of \$130,000. Three of the six maintenance department employees are newly hired. CHP services have been extended to June 2023 at a cost of \$307,000 for 40 hours a week. Administrative office space is being reconfigured to allow more offices. A little library has been placed at employee housing on SFB Morse Drive and book donations are welcomed. The next PBCSD board meeting will be held Friday, March 25th.
- e. **Open Space Advisory Committee:** Director Spitz provided draft minutes and reported on the meeting held February 23rd. She and her habitat restoration group performed weeding on January 16th at Croker Grove, on February 20th in the area of Indian Village, and more events are planned. The next OSAC meeting is scheduled for Wednesday, May 25th.

7. Accept Reports of Officers and Committees

- a. President Evans announced that she has appointed Secretary Anderson chair of the Policy and Procedures Committee.
- b. Secretary Anderson was absent.
- c. Treasurer Delahay reported on cumulative year financials through February 28, 2022. Revenues were \$6,400 below budgeted projections and expenses were \$6,846 over projected. Treasurer Delahay reported on his review of the DMFPO commercial liability policy—the policy appears reasonable and comes with coverages not needed but included with the package. The weeding event volunteers are not covered by the policy. The insurance agent suggested DMFPO obtain a workers compensation policy from the State for roughly \$750 per year. President Evans is conferring with other organizations associated with the weeding group to best address volunteer risk.
- d. Membership – President Evans reported membership in February 2022 at 1,021 members, 36 of which were first-time members. Donations have significantly surpassed this time last year.
- e. Newsletter – Director Van Roekel is awaiting a newsletter proof.

- f. Website – Chair Abercrombie provided the monthly website activity report. A DMFPO website survey link is being developed for member input on newsletter and/or membership renewal by email instead of regular mail. A notice asking members to participate in the survey will appear in the upcoming newsletter.
 - g. Nominations/Bylaws & Safety – Chair Carlton had no report.
 - h. Presentations/Semiannual Meeting – Director Fobes reported Supervisor Mary Adams will be the keynote speaker for the May 22nd semiannual meeting. She has requested audience questions be reported to her a week prior to the event. Neal Hotelling has agreed to speak at the October 30th semiannual meeting. For Sunday Seminars, Monterey historian Tim Thomas will speak on June 12th, and Dr. Rafael Payan, general manager of the Monterey Peninsula Regional Park District on June 26th. California Highway Patrol’s Age Well Drive Smart older driver workshop will be held on August 28th. The flu clinic is tentatively scheduled for October 7th. Director Fobes suggested DMFPO provide a small gift to speakers not affiliated with a political position.
 - i. Roads and Traffic – Chair Bruno provided draft minutes and reported on the meeting held February 24th. Shawn Casey had provided a list of road paving and drainage projects that are to be completed this year. An application has been submitted by PBC for a 4-way stop at Forest Lake and Stevenson Roads; the project is stalled by the required County Vehicle Code revision process. Chair Bruno is working to improve communications between the committee, residents, and PBC and will come back to the board with his recommendations.
 - j. Hiking and Equestrian Trails (HETC) – Chair Ogle was absent. The next HETC meeting will be held on Wednesday, April 13th.
- 8. Pebble Beach Community Services District:** General Manager Niccum reported the budgeting process has begun for PBCSD. The long-term capital outlay and financial plan will be presented at the next meeting. A consultant is being hired to help complete remaining Site-specific Resource Management Plans that govern maintenance of open spaces in the forest. There are food scrap buckets available at the PBCSD front office. The landfill is looking into using food waste to create natural gas or energy. The next focus of main-line undergrounding is being considered in high-hazard forested areas.
- 9. Pebble Beach Company:** Dawn Mathes reported on new road paving and drainage projects on Lopez Road, Congress from Morse Drive to Forest Lodge Road, Majella Road, and Palmero Way. The Sticks patio is being expanded and upgraded. PBC will be mask optional starting on March 30th, COVID restrictions allowing.
- 10. Del Monte Forest Conservancy (DMFC):** The next meeting will be held Wednesday, March 16th. Rick Verbanec reported an easement of land opened up by the Feather Mansion reconstruction will be offered to DMFC.
- 11. Old Business:** None.

12. New Business: Director Fobes reported on a group called Pebble Beach Transportation working through The Inn at Spanish Bay that offers services for guests and residents. Director Fobes expressed her and her neighbors' concerns regarding ARB fees for minor improvements inside the current footprint of their homes. Blight homes may increase due to the cost prohibitive fees for upkeep projects. Chair Spitz recommended a difference in fees for projects of new design versus maintenance purposes. Dawn Mathes encouraged a meeting to discuss possible fee reprieve for minor maintenance. The fee structure is based on both a home's value and the renovation cost.

Consider Approving Revised 2022 DMFPO Budget: Chair Spitz had submitted a budget of \$250 per month and \$2,500 total for her habitat restoration events. The funds for these events would be drawn from the DMFPO reserve fund. Director Fobes suggested asking if PBC could provide lunches at a reduced cost.

It was moved by Director Van Roekel, seconded by Director Fobes, and unanimously carried to amend the 2022 DMFPO budget to include \$250 per month beginning in March for a total of \$2,500 to fund habitat restoration events led by Director Spitz.

Director Van Roekel addressed Treasurer Delahay's concern regarding budget overage noting that newsletter costs are frontloaded each year. Further, Ms. Paxton advised a \$5,500 bulk purchase of stationery and envelopes was made early in the year for all membership renewal mailings in order to save money over the course of the year. The purchase was unanticipated when the 2022 budget was set in late 2021.

13. Closed Session: There was no closed session held.

14. Adjournment: The meeting adjourned at 5:27 p.m.

Respectfully submitted by Laura Paxton for Secretary Lynn Anderson

Next Meeting: Monday, April 11, 2022 – 4:00 PM
Pebble Beach Community Services District Board Room