

DEL MONTE FOREST PROPERTY OWNERS (DMFPO)

Board of Directors Meeting
Monday, April 11, 2022 – 4:00 PM
Zoom Video/In-Person

MINUTES

DIRECTORS PRESENT: Kendra Evans – President
Lucy Carlton- Vice President
Charles Delahay- Treasurer*
Lynn Anderson- Secretary*
Bart Bruno
Jacqueline Fobes

Lisa Huntley
Bob Ogle
Katie Spitz
Ned Van Roekel
Hy Rothstein*

DIRECTORS ABSENT: LeBon Abercrombie

OTHERS PRESENT:

Nick Becker, District Engineer, Pebble Beach Community Services District (PBCSD)
Dawn Mathes, Environmental/Governmental Affairs Director, Pebble Beach Company (PBC)
Laura Paxton, Board Clerk

Alayna Gocke, Administrative Assistant*

**Denotes virtual attendance*

1. **Call to Order:** President Evans called the meeting to order at 4:00 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 March 14, 2022 meeting were approved as presented.
6. **Reports of Representatives & Observers**
 - a. **Architectural Review Board (ARB):** Director Spitz provided minutes for the meeting held March 17th and reported on the meetings held March 17th and April 7th. Five of the six projects presented were approved.
 - b. **County Land Use Advisory Committee (LUAC):** Director Bruno reported on the meeting held April 7th.
 - c. **Community Advisory Board (CAB):** The next CAB meeting will be held June 1st.
 - d. **Pebble Beach Community Services District:** Director Fobes reported on the meeting held March 25th. The fire department reported three chimney fires in March. A vehicle hit a tree at the intersection of Stevenson Drive and Forest Lake Road. Fire hydrant testing is complete with 80 assessed. Fire personnel continue drone training. Fire safety lot clearance inspections begin May 1st. The goats will be here for two months initially in the area of the Carmel Hill Fire Station. The PBCSD 1620 a.m. radio

station has been decommissioned, replaced with the Code Red Emergency Notification System. Mr. Becker presented the District Long-term Capital Outlay Program including fire, wastewater, undergrounding of overhead utilities, and District 1/3 share of Carmel Area Wastewater District treatment costs. The annual cost of the 15-year program is approximately \$67 million. Expenses are down 7% from last year. The next PBCSD board meeting is April 29th.

- e. **Open Space Advisory Committee:** The next OSAC meeting is May 25th.

7. Accept Reports of Officers and Committees

- a. President Evans had no report.
- b. Secretary Anderson had no report.
- c. Treasurer Report
 - i. Treasurer Delahay reported on the fiscal (calendar) year through March 31, 2022. The organization remains in a solid financial position: revenues were \$7,200 above budgeted projections and expenses were only \$200 over budget. The balances in Chase checking and savings accounts are \$57,813 and \$131,596 respectively.
- d. Membership – Secretary Anderson reported membership through March at 1,273, 44 ahead of this time last year with 55 first-time members. Donations are 50% ahead of this time last year.
- e. Newsletter – Director Van Roekel reported that the April – June 2022 newsletter has been distributed and the July - September issue is underway.
- f. Website – Chair Abercrombie was absent however provided the monthly website activity report.
- g. Nominations/Bylaws & Safety – Chair Carlton was absent.
- h. Presentations/Semiannual Meeting – Chair Fobes reported that speakers for semiannual meetings and seminars are set. Supervisor Adams has requested that any questions be sent to her in advance of the May 22 semiannual meeting. Committee members will meet with the Spanish Bay caterers April 12th and dates for next year’s semiannual meetings will be set.
- i. Roads and Traffic – The next Roads and Traffic Committee meeting is May 26th.
- j. Hiking and Equestrian Trails (HETC) – Chair Ogle reported Monterey Peninsula Country Club (MPCC) will maintain the surface of Bart’s Bridge as a lot of their vehicles use it regularly. PBC and MPCC will meet regarding responsibility for the rest of the bridge structure. The next HETC meeting is April 13th.

- 8. **Pebble Beach Community Services District:** District Engineer Becker reported mechanical fire prevention work in the area of Fire Road 24 and the addition of a fire break is complete. The 6-month golf course irrigation season has begun, dropping Forest Lake Reservoir capacity slightly from full. The FY 2022/23 preliminary budget will be presented in April, with hearing/final acceptance at the June board meeting. Most of the

conduit construction for the current phase of undergrounding overhead utility lines is complete. AT&T, Comcast, and PG&E are now beginning to thread overhead lines through the underground conduit. Roads will be repaved along the construction route in the fall.

9. **Pebble Beach Company:** Dawn Mathes reported that striping work is underway on recently paved roads. At the last ARB meeting, a new line item was added to the ARB fee schedule - \$450, considered on a case-by-case basis, for Simple Exterior Work (*e.g., driveways, fences, roofs, exterior paint*) Plan Review, reduced from \$900.
10. **Del Monte Forest Conservancy (DMFC):** Chair Anderson reported that the DMFC Forest Youth Education Program has begun and is successful; contact Secretary Anderson if anyone is interested in observing a class session. The next DMFC meeting is May 18th.
11. **Old Business:** President Evans sought board approval to appoint an ad hoc committee or task force to address board policy and procedure documentation.

Moved by Director Ogle, seconded by Director Fobes, and unanimously carried to approve establishing an ad hoc committee of five members to determine a starting point for policies and procedures documentation.
12. **New Business:** President Evans advised that office staff requested the board consider a proposed procedure for establishing board policy. Staff made the request so as to be made aware in advance of board policies being formulated that involve staff time and resources. There was board consensus not to consider the procedure presented.
13. **Closed Session:** There was no closed session held.
14. **Adjournment:** The meeting adjourned at 5:00 p.m.

Respectfully submitted by Laura Paxton for Secretary Lynn Anderson

Next Meeting: Monday, May 9, 2022 – 4:00 PM
Pebble Beach Community Services District Board Room