

DEL MONTE FOREST PROPERTY OWNERS
Board of Directors Meeting
Monday March 10, 2008 – 4:00 PM
PEBBLE BEACH COMMUNITY SERVICES DISTRICT BOARDROOM

MINUTES

DIRECTORS PRESENT: Al Budris – President
Jerry Verhasselt – Vice President
Linda Elliott – Secretary
Ned Van Roekle – Treasurer
Sandy Getreu
Janet Hayslett
Averil Nero
Paul Jordan
Richard Cassam

DIRECTORS ABSENT: Tobi Adams
Don Eastman – Vice President
Loran List

GUESTS: Mike Niccum – General Manager, PBCSD
Mark Verbonich – Vice President, PB Co
Lori Lietzke – DMFPO Member

- 1) **Call to Order:** President Budris called the meeting to order at 4:03 p.m.
- 2) **Approval of Agenda:** Agenda approved Getreu/Jordan/Carried
- 3) **Public Comment:** None
- 4) **Approve minutes** of the February 11, 2008 Board meeting. Correction to item 7 vi: remove “and will include one page on the fire safety code.” Getreu / Verhasselt/Carried
- 5) **Special Agenda:**
 - a) DMFPO Web Site and Committee Chair consideration – Staff to solicit quote for future web site maintenance and site design enhancement to compare to submitted proposal for \$75/month maintenance and \$75/hour design; get clarification on estimated extent of hours for design enhancement by Paxton Imaging. Director Hayslett suggested contacting the District newsletter designer for a possible quote. President Budris appointed Director Cassam as Web Site Committee Chairman.
 - b) DMFPO Mission Statement - Deferred until April 14th meeting to receive further comments from Directors. The president will email Board members on this.
 - c) Consider approval process for expenditures – ***Moved by Director Van Roekel, seconded by Director Jordan, and unanimously carried, to establish a process for notification of Board members by email for approval by majority vote of time sensitive expenditures for any unbudgeted amount in excess of \$250; otherwise, unbudgeted expenditures exceeding \$250 will be brought before the Board at the next Regular meeting for a vote.***

6) Reports of Representatives & Observers

- a) **ARB** – Rick Verbanec was not present.
- b) **LUAC** – Sandy Getreu submitted minutes of the latest meeting, and stated one minor rebuild was being reviewed.
- c) **OSAC** – Chairman Verhasselt and Director Elliott will be attending the meeting scheduled for March 18th.
- d) **CAB** – President Budris attended his first CAB meeting that covered its intent to maintain open communication with stakeholders in the Forest. Minutes are available from President Budris if desired.
- e) **PBCSD** – Director Verhasselt reported that Mike Niccum was approved as General Manager and Suha Kilic as Deputy General Manager/Chief Financial Officer. Niccum will continue as the District engineer. The General Manager will review the District organization structure for the next 6 months or so and report back to the District Board. The Fire Department Open House is scheduled for Saturday, June 21, 2008. The Board approved a budget item to upgrade the District 1620 AM radio station in the Forest by identifying optimum transmission locations for the antenna towers and to review the feasibility of using the RLS FM station during emergencies as well. The CERT program graduated its first class and a second class is underway. A list of surplus equipment available for auction later in the year will be available at pbcسد.org for bidding. General Manager Niccum announced that an emergency information newsletter would be mailed out soon that includes a tear-off response card for Reverse 911® and special needs contact during emergencies.

7) Regular Agenda Items:

- a) Officer Reports
 - i. President – Nothing further to report.
 - ii. Secretary Elliott reported calls received at the office: a dead goat was removed by PB Co; an individual wanted to donate a bench in honor of his family; a request for suggestions for a location for a backyard wedding; and other housekeeping calls. Directors Nero and Elliott are writing thank you letters to donors and new members. Mr. Verbonich stated that the bench donation program has been discontinued with the last 2 benches being installed not long ago. Public access allows weddings to be held at beaches without needing permission.
 - iii. Treasurer Van Roekel reported a cash balance of \$8,298.26 with \$56,651.81 in the money market fund as of 3/9/2008.

7) Committee Reports

- i. Administrative – Director Elliott had nothing further to report.
- ii. Land Use/Subdivision – Chair Getreu reported that the topic of the last meeting was the aesthetics and time limits of construction and removal of temporary structures in the Equestrian Center area, and how PB Co handles event parking and traffic issues. A special meeting of the LUC is scheduled for March 20, 2008 at 4 p.m. at the District to accommodate the schedule of a committee member. President Budris suggested that the Traffic and Safety Committee lead on this issue if there are quorum issues with the LUC. Directors Jordan, Budris, and Getreu to discuss the matter off-line.
- iii. Membership – Chairman Nero and Director Elliott continue to hand-write thank you letters to new members and those who have donated. Membership is at 677 to date; amounts received are in line with last year at this point due to the increase in dues however membership is down 169 in comparison. Only one complaint on the

- dues increase has been received; members have expressed delight with the invitation; new members and donations are encouraging. Chair Nero planned to arrange a follow up membership renewal postcard to be sent soon and, after the response is monitored, have Directors participate in a telephone campaign. Chair Nero to provide the president with a quote for the postcard production and mailing.
- iv. Neighborhood Representatives – Chair Adams was absent. Director Hayslett reported the next meeting is scheduled for March 26, 2008 with Joe and Sandy Monza, Red Cross, as speakers.
 - v. Nominating/Elections – Nothing new to report.
 - vi. Newsletter – Chair Hayslett reported that the newsletter is behind schedule and would not be out in time to notify of the Neighborhood Representatives meeting on March 26th. She suggested Director Adams consider using email addresses received on membership cards for notification purposes. The deadline for articles for the May/June newsletter is April 4. There may be room for a membership form in the current upcoming newsletter. An article on the District 1620 AM radio station, and on the DMFF strategic planning process from DMFF Director Bailey would be included in the May/June issue. Articles are needed on the Table Affair on April 24th, and the Semiannual Meeting May 4th. The newsletter would most likely not be ready in time for notification of the May 4th meeting.
 - vii. Traffic/Safety – Vice Chair Paul Jordan reported nothing significant at the latest meeting. Emergency issues were discussed, and a matter relating to discovering that Waste Management garbage collection in the Forest is restricted to *after 7a.m.*

8) Other New Business:

President Budris requested ideas and input on a speaker for the semiannual meeting. Director Cassam noted articles in the Bay Area press regarding pollution from fireplaces. District General Manager Niccum would check with fire department staff to see if there are pending issues in that regard in the Forest.

9) Closed Session: None.

10) Adjourn: President Budris adjourned the meeting at 4:59 PM.

Reviewed and respectfully submitted by Linda Elliott, Secretary

NEXT MEETING

Monday, April 14, 2008 – 4:00 PM

Pebble Beach Community Services District Boardroom