



MOUNT VEEDER FIRE SAFE COUNCIL MEETING MINUTES

Date: Saturday January 15, 2011

Location: Joanne Sutro and Wayne Cain's home at 4143 Dry Creek Road Napa

Time: 9:00 am

Members Present: Greg Holquist (Chair), Gary Green (Treasurer), Bill Robertson (Secretary) arrived at 9:40am, Anita Holquist, Wayne Cain, Joanne Sutro, Gary Margadant, Russell Van Dewark

Previous Meeting Minutes: November 20, 2010 Meeting Minutes were approved as read. Motion made by Gary Green and seconded by Joanne Sutro.

Additions or changes to Agenda: Bill Robertson added 2011-2012 Grant proposal and projects under Old Business.

Committee Reports:

Financials: There is \$14, 250 in the MVFSC Bank Account. Greg stated that he would like to purchase some more hats, shirts.

CWPP: There was discussion that Kelly Wallace and Bill Robertson will need to finish the change over to Napa Communitates Firewise Foundation 501c3 for financial oversight for grant writing purposes. This needs to be done with Steven Gort of the Napa Firewise Foundation as soon as possible because we are under a short time frame to apply for grant funding for the 2012 grant cycle for our projects. In order to be eligible we need a Fiscal Sponsor and a Letter of Commitment from them as part of the application package that is due at midnight April 1, 2011. Kelly wants to schedule the meeting by the end of next week. The proposed projects include The Old Ridge Road located on the ridge between Dry Creek Road and Mount Veeder Road, Oakville Ridge Road, Roadside Clearing, The Cove and the Lokoya Loop and possibly Wall Road fuel break. Greg thinks that the Oakville Ridge Road project needs to be coordinated with the new property owner who is constructing a new home. He thinks Kelly or Bill

should check with the new homeowner or the county to see when would be the best time to coordinate that project.

Joanne received a fund raising appeal from Napa Firewise Foundation that said their existence was in jeopardy for adequate funding was not received. This needs to be checked with Steven Gort because this may impact our relationship with Napa Communities Firewise Foundation as our new fiscal sponsor.

There was discussion on who would take responsibility for the grant writing effort. Gary Margadant is interested in being the lead and / or part of the team. It was assumed that Bill Robertson was the lead but he wasn't at the meeting to confirm during this discussion. Gary Green found meeting minutes that stated that Bill Robertson was the Chair for the Grant Writing Committee. Russell Van Dewark volunteered to assist with the grant writing as well as Gary Margadant. Bill should send out the draft CWPP to Russell Van Dewark and Gary Margadant.

Events:

Golf Tournament: This years Golf Tournament is scheduled for the first week of May to coincide with Wildfire Awareness Week. Greg Holquist is looking for committee members to help him as well as Corporate Sponsorships. He also will try to get Darren Drake the City of Napa Fire Marshal and Ernie Loveless retired Sonoma-Lake-Napa Unit Chief to help. Greg will draft a letter and get a list together. Joanne Sutro said she would help and will ask Beth Dewyer and Carole Meredith to help as well. Greg will hold a committee meeting to get moving on this since we only have about four months to plan this event.

Old Business:

Fiscal Sponsorship: It was discussed that due to inadequate funding for Napa Firewise Foundation and the financial situation with the State of California it might be better to stay with the Dry Creek-Lokoya Fire Department Board 501c3 for at least this grant cycle. Bill Robertson stated that because of the current situation there might not be enough resources or fiscal support for our projects. The Mount Veeder Fire Safe Council was successful in the past and awarded a few grants under the Dry Creek - Lokoya Fire Dept. Board and because of these unsure times it may be better to stay with them until the economic instability levels out.

Bylaws: There was discussion about the status of developing bylaws for the organization. Gary Margadant suggested using Dry Creek - Lokoya Fire Dept. Boards Bylaws as a template. Joanne Sutro suggested getting a copy of Circle Oaks Bylaws to use as a template as well.

New Business:

Election of 2011 Officers: Greg Holquist will send out an email to members to see who would be interested in the positions of Chair, Secretary and Treasurer. Joanne Sutro suggested a position of Vice Chair who could eventually become Chair. Currently the positions are held by Greg Holquist, Chair, Gary Green, Treasurer and Bill Robertson, Secretary. Bylaws need to be drafted and approved that will layout the role and responsibilities of the elected officers as well as their length of term.

Website Update: Gary Green brought up that we can design our own website and showed an example of what he had done with a 30 day free trial and for \$10 a month. It would give us control over what content is posted. Currently Sue Santos is hosting our site. Gary will contact Carole Meredith and Sue Santos to see if this would be feasible. It would make sense if we owned our own domain name of www.mountveederfiresafecouncil.org to post our information.

Fire Prevention Signs: Gary Green shared with the group a proposal to change the fire prevention signs to allow more space for the constantly changing messages. Greg mentioned possibly purchasing more signs one for up by Wall Road and perhaps one on Partrick Road. Gary Green will move forward with this.

Annual Celebration: Gary Green mentioned having the Annual Celebration and that the date, time and location needs to be decided. It was also mentioned that Dorian Greenow had offered to assist with this in the past. Greg Holquist mentioned holding it at Enchanted Hills.

Other business:

Home Winemakers Classic: The primary annual fundraiser for the Dry Creek-Lokoya Volunteer Fire Company will be held at Charles Krug Winery in St. Helena this year on July 16. Joanne Sutro mentioned having postcard advertisements for the HWC at the Golf Tournament.

Proposed Projects for this Grant Cycle: The proposed projects for this grant cycle are the Old Ridge Road, Oakville Ridge Road, and Roadside Clearing on Dry Creek Road and Mount Veeder Road. Bill Robertson emphasized that each project will need an Environmental Impact Report specific to each project if we are going for federal grant funding. Don Gasser could be hired to do this. Joanne Sutro said we should get other bids to do the same work. Since each project is very labor intensive we should scale down how many projects the MVFSC should apply for this year. Bill suggested that it be narrowed down to two. The Old Ridge Road and the Cove respectively. Bill has received a document that Don Gasser prepared for the Alta Heights project. Bill mentioned we might need these reports prior to applying for a grant. Bill Robertson made a motion to hire Don Gasser to do the EIR for the proposed projects for Grant Cycle 2012. Joanne Sutro had a

counter motion to find other bids for the like kind work. This would be for the Cove and the Old Ridge Road projects. The motion passed. Bill will research other companies who would do this kind of work. So far there is Don Gasser of FireSmart and Carol Rice of Wildland Resource Management that Bill will check with.

Computer Needs: Bill Robertson stated that the work required applying for and track grant funding requires a computer. His computer is old and sluggish and is unable to keep up with the transfer of information. It was recommended that the Mount Veeder Fire Safe Council obtains they're own computer that would be utilized just for Fire Safe Council business. JoAnne Sutro suggested TechSup as a resource but wasn't sure that they handled hardware. Or we could see if we could get a donation from Staples. Gary Margadant suggested getting a Hewlett Packard. Greg Holquist said he would check with PG&E to see if we could purchase a laptop that PG&E has surveyed out. Gary Margadant suggested that there is a contingency plan if a computer could not be obtained by donation and made a motion to set aside \$1,000 for the purchase of a new computer. The motion was seconded by Gary Green and passed.

Photo Opportunity for Bruce Turbeville: Bill Robertson had requested the Chair via email prior to this meeting that the MVFSC take a group photo to be sent in to the Statewide Fire Safe Council to be placed in a book to honor Bruce Turbeville for his dedication and hard work in developing the Fire Safe Council concept. Unfortunately this was forgotten and not acted upon.

Meeting Adjourned: 11:30 am

Next Meeting: February 19, 2011 at Russell Van and Vicki Dewark's home at 3369 Mount Veeder Road at 9:00am