



**MOUNT VEEDER FIRE SAFE COUNCIL  
DRAFT  
MEETING MINUTES**

**DATE:** Saturday, February 23, 2013

**LOCATION:** Dry Creek – Lokoya Firehouse, 5900 Dry Creek Road

**ATTENDANCE:** Gary Green, Carole Meredith, Bill Robertson, Kelly Wallace, Evangeline James, Gary Margadant

**REVIEW OF THE MINUTES:** January 26 minutes were approved with a correction to Amy Head's responsibility with regard to the Delta Camp Crew.

**ADDITIONS/REVISIONS TO AGENDA:** None

**CHAIRPERSON'S REPORT:** Kelly Wallace expressed appreciation to Gary Green for keeping the process going between meetings for the Old Ridge Road Shaded Fuel Break Project. He also said that it was good to have committee meetings between full MVFSC meetings. And he encouraged Carole Meredith to post meeting minutes and agendas on NextDoor.

**TREASURER'S REPORT:** In Ken Van Oeveren's absence, Gary Green gave the report. He presented the 2013 budget but it needs correction, specifically line item 700.6, which should be zero instead of \$32,510. The total budgeted income for 2013 should be \$36,010 and the net income for 2013 should be shown as -\$4,240. Ken Van Oeveren will bring an updated budget to the next meeting.

The group approved setting aside \$10,000 for a reserve fund. Kelly Wallace is in favor of this amount. Since there is approximately \$25,000 in the MVFSC bank account, putting \$10,000 in the reserve fund and spending \$10,000 on the Old Ridge Road project will leave \$5,000 for operating capital.

Kelly Wallace has not yet drafted a policy for the use of the reserve fund but will do so for the next meeting.

Ken Van Oeveren has requested a debit card tied to the MVFSC checking account but has not yet received it.

## COMMITTEE REPORTS:

### 1. Grants:

- a. **Napa Valley Community Foundation:** Gary Green reported that the NVCF has identified one donor who has agreed to fund MVFSC in the amount of \$1,500. They are still waiting to hear back from two other potential donors.
- b. **1,000 Safer Places Challenge:** Steven Gort forwarded information about the National Fire Protection Association "1,000 Safer Places: Firewise Communities/USA Recognition Program Challenge". At the end of the year, we can submit our accomplishments and compete for up to \$5,000 in monetary awards.
- c. **Trader Joe's:** Kelly Wallace will submit a proposal to them. He has also talked to Whole Foods and will submit a proposal to them and report back.  
  
Kelly asked that information on any other funding sources be forwarded to him so that he can follow up.
- d. **Firewood sales as a means of fundraising:** Agenda item for next meeting.

### 2. Events:

- a. **2013 Golf Tournament:** Kelly Wallace reported that the Golf Tournament sub-committee (Gary Green, Kelly Wallace, Greg Holquist, Anita Holquist) has met. Greg Holquist will be responsible for the golf tournament itself. He has a contract with Eagle Vines Golf Club. And Greg will also be responsible for recruiting participants.  
  
Gary Green will be responsible for public relations. He has already sent the press release to Napa Valley Marketplace and will continue with other local publications as well as KVON radio. Gary will print golf tournament advertising postcards on 130# cardstock on his home printer.  
  
Kelly Wallace will be responsible for student volunteers. Everyone else will be responsible for donations and getting golfers.  
  
Kelly Wallace will submit the required ABC form for the Golf Tournament.

### 3. Project Updates:

- a. **Old Ridge Road Shaded Fuel Break:** Gary Green reported that the Delta Camp crew will begin work on 3/18. They will work that week and the week of 3/25. The week of 4/1 is tentative and the week of 4/8 is possible. Our budget will cover 45 days of Delta Camp work. John Layton (Cal Fire) wants to come up and see the project.  
  
This year's work will include part of the segment of Lagier Meredith property that was worked on last year, to clean up material that the masticator couldn't get to because of the steep slope.

Cal Fire is fully supportive of chipping the material removed in our project. However the Napa County chipper may not be available because the county chipping program begins on 3/18. A chipper is available from Davey Tree but would be prohibitively expensive.

Evangeline James reported that she had inquired at the county about our general type of project with regard to CEQA and the use of a masticator and was told that the main concerns would be setback from blue line streams, biological issues, and neighbors. But this year we will not be using a masticator and we don't have any CEQA issues. Next year we may need to seek a professional environmental review.

- b. **Update on moving fire prevention sign at Dry Creek and Orchard:** Gary Margadant reported that he has talked to Tony Spleen and Tony is amenable to the use of a blind to conceal the sign. Gary Margadant will do that. Gary will also apply to the county for an encroachment permit for the proposed new location near the Napa city limits.
- c. **Green reflective signs:** Gary Green reported that these have not yet been ordered because we don't yet have the debit card that will enable us to order online. The Mayacamas Fire Department is also promoting address signs in its neighborhood.

#### **OLD BUSINESS:**

- 1. **Fire road access point update:** Gary Margadant reported that he is still working on this.
- 2. **Possible bicycle ride fundraiser:** No further progress has been made. Gary Green reported that Bike Monkey has not responded to requests for meetings. This item will be removed from future agendas.
- 3. **Website updates:** Gary Green has not yet purchased Adobe Dreamweaver because we do not yet have a MVFSC debit card for online purchases. He has subscribed to Lynda.com, a free online software training service.

Sue Santos can add a Donation button to the MVFSC website for about \$20 to \$40. We will need an Intuit account for this. The group approved asking Ken Van Oeveren to establish an Intuit account for MVFSC.

It was suggested that we might be able to use the same button for Golf Tournament payments and also for residents to purchase green reflective signs.

- 4. **Follow up on documenting in-kind services as done by Circle Oaks Home Association:** Bill Robertson reported that each individual property owner estimated the number of hours spent on vegetation removal.

It was proposed that we could poll Mount Veeder residents to ask how many hours they have spent on clearing defensible space on their properties.

It was also suggested that we could use the county chipping records to identify property owners who have requested chipping and then ask them how much time they spent. Kelly Wallace will pursue this possibility with the county. Gary Green

found some chipping data on the Napa Communities Firewise Foundation website and will forward it to the group.

Another suggestion was to pose the question on NextDoor to find out how much time people spent on clearing for fire safety on their property.

5. **Email addresses for other Napa County Fire Safe Councils:** Steven Gort has provided contact info for the other Napa County Fire Safe Councils. Kelly will contact the other Fire Safe Councils and report back at the next meeting.
6. **Water tanks:** What has the Fire Department done to encourage additional water storage on private property? Kelly Wallace will ask Larry Russell.

#### **NEW BUSINESS:**

1. **How to motivate residents to clear defensible space on their property:** Could we reward them with a green reflective sign?
2. **Water storage:** Evangeline James was asked to pursue the question of whether MVFSC should promote increased water storage capacity (i.e., water tanks) on private property and whether our CWPP should be amended to include this goal.

**OTHER BUSINESS FOR THE GOOD OF THE ORDER:** None

**ADJOURNMENT:** 11:10 am

**Next Meeting:** Saturday March 30, 2013 at 9:00 am  
Gary Green's house, 5410 Dry Creek Road

#### **TO DO LIST:**

##### **Kelly Wallace:**

- a. Draft policy regarding use of reserve fund
- b. Submit proposals requesting financial support to Trader Joe's and Whole Foods.
- c. Submit the ABC form for the Golf Tournament
- d. Follow up with Napa County to see if we can use chipping records to identify property owners who have cleared defensible space and requested chipping.
- e. Contact the other Napa County Fire Safe Councils and report back at next meeting
- f. Ask Larry Russell what Fire Department has done to promote additional water storage capacity on private property.

##### **Gary Green:**

- a. Purchase 200 green reflector signs as soon as a MVFSC debit card is available

- b. Purchase Dreamweaver on behalf of MVFSC as soon as a MVFSC debit card is available
- c. Ask Sue Santos to add a donation button to the MVFSC website, to be linked to a new MVFSC PayPal account

**Gary Margadant:**

- a. Install a blind on the fire prevention road sign on Dry Creek Road and confirm that it is acceptable to Tony Spleen.
- b. Apply for an encroachment permit for the possible new location for the fire prevention road sign on Dry Creek Road near the city limits.
- c. Investigate whether the old fire road access points are still viable

**Ken Van Oeveren:**

- a. Obtain a debit card for the MVFSC checking account
- b. Establish a PayPal account for MVFSC to enable us to accept donations through our website

**Evangeline James:**

- a. Pursue the question of whether MVFSC should undertake to increase water storage capacity on private property by encouraging residents to install additional water tanks. Consider whether our CWPP should be amended to incorporate this goal.