



San Luis Obispo County FireSafe Council

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NOTES

Executive Committee Meeting
9:00 AM -11:00 AM October 28, 2013

4th Floor, Community Conference Room
County Government Center, SLO

Agenda:

Welcome and Introductions

Present: Pres. Mecham, V Pres Harrison, V Pres Dulitz, Dir. Goldin, Dir. Martin Scott
Staff: Alan Peters, Greg Alex, Dan Turner
Guests: Brian Talley, Brian Scott, Phill Veneris

1. Minutes

- a) August 22 2013 E-Committee meeting notes (attached) 1-A
- b) October 10, 2013 Board of Directors Minutes (attached) 1-B

Action: Motion to approve

Motion by Dulitz to approve notes and minutes as presented;; Second: Goldin Vote: 4-0

2. Brian Talley - Las Ventanas Development-Focus Group interest

Action: Receive presentation and request; make recommendation to full Board (attached) 2-A, B,C

Brian Talley and Brian Scott from Las Ventanas and SLO FSC Director Martin Scott provided a request, power point presentation and multi-year plan to create a new FSC Focus Group at LAS Ventanas including Brown and neighboring properties. After discussion by Executive Committee members and staff: Motion by Dulitz To strongly recommend add the Las Ventanas Focus Group as an official focus group. Second: Harrison Vote: 4-0

3. Los Osos project update and scope change request-Phill Veneris, Battalion Chief, CAL FIRE

Action: Receive report and make recommendation to Board of Directors

CAL FIRE Battalion Chief Phill Veneris provided a presentation regarding the current status of the Cabrillo Estates project and a request to expand the scope to include hazardous fuel removal in the county owned Monarch Grove eucalyptus stand adjacent to Sea Pines golf course. The stand includes a Monarch Butterfly habitat conservation area the project will enhance. Veneris, Alan Peters and Dan Turner attended a field trip tour of the Monarch Grove project site on Sunday October 20. Monarch Butterfly expert, Dr. Kingston Leone from Cal Poly, provided a report on the current butterfly habitat and said the proposed hazardous fuel project will enhance the habitat. Several community members also attended the tour and presentation.

Cabrillo Estates project will come in significantly under budget and can add Monarch Grove project with existing funding.

Motion by Harrison to approve the scope change; Second Dulitz; VOTE 4-0



4. YTD Financial status –Turner

- a) 2013 Grant and Internal Operating Budget (attached) 4-A

Action: Motion to approve

Business Manager Turner presented current grant and internal operation s budget status. Motion by Harrison to approve finance report as presented; Second by Dulitz: VOTE 4-0

- b) Working capital/reserve fund or budget line item

Action: Receive report and provide direction

Turner requested direction on how to create and display a “Working Capital Fund” line item or separate budget account. The FSC has funds that are “unallocated” that have historically been used to temporarily pay for essential grant expenditures while we wait for reimbursement payments from granting agency (CA FSC). There needs to be greater transparency on where the temporary payment funds are expended and reimbursed.

After discussion, motion by Harrison to re-label the Operations budget line item “UNALLOCATED” to “Working Capital Fund” and use that line item to expend temporary payments to cover essential grant expenditures pending grant reimbursements and to prepare a policy describing this process; Second Dulitz; Vote 4-0

- c) Mission Community Bank: New account set up for Western States WUI grant-New letters of authority for officers and business manager

- 1) Corporate Authorization Resolution to establish and authorize new account

Action: Motion to approve resolution and direct signatures (attached) 4-C-1

Turner presented that a new bank account was opened at Mission Community Bank (MCB) for the Lake Nacimiento WUI grant so that we do not comingle funds with other grants. MCB requires that SLO FSC officers approve and sign a corporate resolution for the new account. Motion by Harrison to approve and sign corporate resolution; Second by Dulitz; Vote 4-0

- 2) Approve letters authorizing Dan Turner, Business Manager and Rob McCann, accountant to perform specific function s for bank account. (attached) 4-C-2 & 3

Action: Motion to approve letters and direct signatures

Letters specifically authoring Business Manager Dan Turner and Accountant Rob McCann to perform specific transaction; neither is authorized to withdraw funds, write checks, or approve electronic payments.

Motion by Harrison to approve and sign letters; Second Dulitz; Vote 4-0

- d) Discussion: Mission Community Bank acquired by Heritage Oaks Bank

Action: Direction to business manager

General discussion regarding the reported acquisition of Mission Community Bank (MCB) by Heritage Oaks Bank and potential impacts on SLO Fire Safe council accounts. MCB was previously acquired and it resulted in no impact on our accounts. No further action is required at this time.



5. 2013 Western States WUI grant-Lake Nacimiento area update-Turner

Action: receive report

Turner provided a brief update on status of this grant. All grant paperwork approvals are in place and work is beginning. Alan Peters stated that High Blye at Chimney Rock Ranch has conceptually approved the fuel break and will finalize soon.

6. 2013 State Fire Safe Council Grant

- a) Grant Budget status (attached) 6-A
- b) Project allocation of \$22,000 balance for 2014 (attached) 6-B

Action: Receive report and provide direction

Executive Committee discussed allocation of remaining unallocated \$22,500 of the CA FSC 2103 grant (13-UFS-0051) and any potential savings from the Cabrillo Estates project. Greg Alex presented a \$22,000 project request from Pismo Heights to complete the next phase of their hazardous fuel reduction plan. The area has previously obtained \$5,000 in community donations towards match.

Motion by Harrison to allocate \$17,500 to Pismo Heights and balance and any savings from Cabrillo Estates to go into County wide hazardous fuel reduction line account. Second: Mecham; Vote: 4-0

7. 2014 Western States WUI grant application

- a) Report from Dan Turner regarding status of this grant

Action: receive report

Turner provided update on grant application status; grant reviews were suspended during federal government shutdown delaying decisions on awards. Anticipate hearing information from State FSC in November.

8. November 21, 2013 Board of Directors meeting

- a) Location: Santa Margarita Community Center
- b) Date: Thursday November 21, 2013 9 – 11 AM
- c) Program: Parkhill projects

9. Roundtable

- Discussion regarding recent Air Pollution Control District action to issue violation to CA State Parks and Recreation for a control burn on the north coast near San Simeon. Suggestion was to invite APCD staff and fire agency staff to discuss issue and potential solutions at annual meeting in January.

NOTES provided by Dan Turner, Business Manager