

**Mission Canyon Association  
Minutes of Board Meeting  
August 1, 2006**

A regular monthly meeting of the Board of directors of the Mission Canyon Association was held at the McVeigh House at the Museum of Natural History on August 1, 2006 beginning at 7:30 p.m. Present were Tim Steele, Ralph Daniel, Jenny Cushnie, Kathy Koury, Bill McCullough and Ray Smith. Guests were Dr. Bob Muller of the Botanic Garden and Milt Roselinsky a MC resident. Absent were Nancy Bertelson, Tom Jacobs, Ginger Sledge, Dorothy Vea and Jean Yamamura.

After Tim Steele called the meeting to order (6 of 11 current members were present thus constituting a quorum), it was noted that the Board needs to approve Minutes from May, June and July (which do not yet exist). Approval of said Minutes was tabled until the September meeting.

Bill McCullough presented a treasurers' report for the last quarter. The overall assessment is that we remain in good shape financially. Accounting for the Fire Grant was also discussed. Bill mentioned that the treasurer needed some information from Randy Reetz with respect to the Fire Grant Account. Ray Smith volunteered to contact Randy about this. It was noted that \$32,710.58 remains in the grant that ends 30 November. So far the folk hired to clear brush have worked 2.5 days at a cost of roughly \$3K per day. It was suggested that we double check the need &/or requirement for a no-cost extension and Jenny Cushnie agreed to do so. Tim also requested Jenny to make sure that the Fire Team provide the MCA Board with an accounting of hours worked and all charges on or before our regular October meeting. A motion was made (Ralph Daniel) and seconded (Kathy Koury) that we approve renewal for Director and Officer (D&O) Insurance at a cost of \$1,153 per year. It was noted that the D&O insurance was already budgeted and approved for payment by the Fire Grant. We have yet to receive a bill for Liability insurance and Ralph agreed to check on this. A bill (\$98.95) presented by Jenny for water & sandwiches provided to laborers and volunteers on brush clean up day was approved. The quarterly treasurers' report was approved unanimously.

\*\*\* note Rimo resigned from the MCA BOD - With respect to membership committee activities, Tim agreed to ask Remo Ruccione if he was willing to work on this.

A round table discussion regarding the status of the Mission Canyon Specific Plan update followed. Tim, Jenny, Tom and Ray attended a meeting with Supervisor Salud Carbajal on 24 August and received an update on the County's Mission Canyon Project Plan and Budget. The budget allocated is \$208,000. Key elements of the Mission Canyon Project Plan & Budget include (from Ray's notes and draft time line provided by County): (1) Forming a planning advisory body (Mission Canyon Planning Advisory Committee or MC PAC). County Planning and Development (P&D) will send out notices to all residents of Mission Canyon advising them of Project and how they can be involved. This information will also be broadcast via various SB news media. Also, the MCA BOD agreed to send out a one page MCA Newsletter providing information (see below).

Residents in MC will be invited to fill out an application to be a member of MC PAC and the County will select seven to nine volunteers for membership. It is envisioned that service on this committee will involve roughly 10-20 hours per month for roughly the next two years. Service will include County Counsel training with respect to the Brown Act as well as checking for possible conflicts of interest. The County will endeavor to include all MC stakeholders on MC PAC. Said notices are scheduled to be sent out on 15 August to be returned by 15 September.

(2) Draft Design Guidelines (Oct 06 – May 07) The MC PAC will hold meetings to discuss design guidelines for the project plan. This will include identifying current problems, identifying opportunities and possible solutions, identifying possible policy changes and reviewing proposed policy changes.

(3) Amend Specific Plan (June 07 – Dec 07). This entails a series of public hearings to discuss proposed policy changes and amendments to the specific plan.

(4) Board of Architectural Review (BAR) hearings (Dec 06 – June 07) Interaction between County BAR and MC PAC with respect to project, current guidelines, input of various information and internal (county) reviews.

(5) Board of Supervisor (BOS) hearings (June/July 07)

(6) Back to the drawing board discussions (July 07 – July 08)

(7) Mission Canyon Specific Plan (MCSP) adoption (fall 08)

Following the round table discussion on the Specific Plan update it was moved, seconded and passed that the MCA send out a one page newsletter announcing the County's approval to carry out the MC Project Plan for amending the MCSP. Tim will draft said letter, requesting Randy's help with the formatting of same, and Ralph and Bill will make sure that the letter gets to the printer (Pete) by Friday 4 August to be mailed early next week (8 August).

Jenny presented a summary of our recent brush clean up day. This year (Aug 2006) we had 12 dumpsters with a total of 33.03 tons. Jenny also reported how many tons of brush had been removed from the canyon in previous years: 2000, 25 tons; 2001, 31 tons; 2002, 39.5 tons; 2004, ??; 2005, 28 tons; 2006, 33 tons. Jenny noted that brush cleanup has been going on for at least two decades, but we have no records of earlier efforts. It was agreed that we need to have neighborhood signs up a few weeks prior to brush clean up day next year. Kathy Koury noted that this year we collected information from each person that brought brush to the clean up day regarding costs (direct and in personal labor) associated with each individual's brush clean up effort. Jenny and Kathy agreed to summarize this information as well as check what information would be most valuable for subsequent fire-related grant activity by our board. Bill will consider how this information might be entered directly on our web site by Canyon residents. Jenny will write a letter of thanks to the Botanic Garden for their help during brush clean up day. It was also noted that our Board members do not have authority to clear brush on private property without the owners consent.

The subject of archival of MCA historical material was discussed. It was moved, seconded and approved that the MCA BOD authorizes Ralph to rent a small storage

space for this material as soon as one comes available (cost roughly \$50/month). Once this is done, Jenny volunteered to sort and file this material.

Ray noted that we have accomplished several of our November, 2004 Mission Canyon Fire Plan objectives but that there were important “priority” items remaining. We agreed to list and discuss these items at our next regular meeting.

It was noted by all that we need to increase membership on our BOD. Ralph volunteered to draft a short recruitment letter for specific projects. Bill will send out this letter via email once it is drafted.

The next meeting of the Mission Canyon Association will be September 5, 2006 at 7:30pm.

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Ray Smith  
2<sup>nd</sup> string Secretary, MCA