

**Riviera Association Board Meeting (draft)
McVeagh House, January 29, 2007**

The meeting began at 5.20 PM.

Members present: Paul Cashman, Michael Cooper, Chuck Croninger, Brigitte Forsell, Helena Hill, Ron Hirst, Frank Hotchkiss, Bob Johnson, Art Kvaas, Christine Oliver, Muriel Ridland, Jan Tyler.

John Alhman of the City Fire Dept was our guest to talk about the Evacuation Drill of the Riviera district on April 28, 2007. The Deputy Fire Chief, Michael Cooper, John Alhman and Paul Cashman meet once a week to plan this event. They have also had meetings with representatives of all the agencies that will be involved, CHP, USFS, Police, the City and County Fire Departments and both City and County emergency systems etc.. The aim is 50% training in planning for such events, and 50% education of local residents. It will provide a model for evacuations all over the County. The Riviera Association can help get others interested.

1. The drill will test the alerting systems, primarily Reverse 911 calling. John explained that a computer map can be delineated to show a certain boundary and then all the phones in that area get called by the Reverse 911 technology. There are one thousand houses included in this drill.
2. It will alert residents to the issues generally encountered in an emergency evacuation.
3. It will provide information to the planning agencies about traffic patterns, which routes people take to evacuate, where there need to be checkpoints, reveal potential traffic conflicts with responding emergency vehicles, and highlight issues concerning time of day, weather, and road conditions.

The drill date is April 28 and the phones will ring at 9.00 AM asking residents to evacuate. It is proposed to have a windshield sticker or a window hanger for each car in a household, with a detachable section to hand in at the police check points. A second portion will act as a ticket for the raffle of a Plasma TV or some other such item, whose winner will be announced at the General Meeting. "Must be present to win" was suggested by a member of the membership committee! The third section will contain a brief set of questions pertaining to the evacuation to gather information for the participating agencies. The remaining section will allow residents to re-enter the area without being pulled over by the police. All unmarked cars found in the area will be pulled over. This will help ensure the safety of houses and their contents during the evacuation drill.

The residents will be informed of the drill by means of four mailers:

March 26, there will be a letter from the Mayor's Office and the Fire Chief explaining the drill and asking people to participate

April 9, an oversized post card from the Riviera Association urging people to take part and informing them of the drawing for the TV

April 16, a letter from the Fire Chief with the drill date and time and the window hangers or stickers, and finally:

April 23, an oversize postcard again as a last reminder from the Riviera Association.

It has not been decided to whether to do it rain or shine, or postpone a week to May 5 if there is bad weather.

There was discussion about people being alerted to taking their pets with them, and the problems for getting out the disabled. Could we somehow register these folk so we know how to help them in an evacuation? EasyLift and the MTD know people that need assistance and might help us. Our websight could perhaps register people who need help. Brigitte pointed out that we need to know our neighbors and be ready to help on an individual personal basis.. It was agreed we should talk to our neighbors about the drill and find out about elderly or disabled people who would need assistance in an evacuation. It was noted the Office of Emergency Services is now in the Fire Dept., not the Police Dept. It was staffed with only a part-time position in the Police Dept. so it has more capability now. The Sheriff's Dept may be able to have a County helicopter out overhead. There was some discussion of the use of sirens and media, but Paul pointed out that what the drill will illuminate is what we have now and what further means we need in the future to deal with an emergency.

When John Alhman left, there was a brief break for refreshments provided by Christine.

At 6.20 PM the regular meeting began. It was moved Jan and seconded Brigitte to approve the Agenda. Passed. Moved Michael and seconded Ron to approve the Minutes with the correction that Helena, not Frank, represent us with Franceschi.

Moved Frank and seconded Brigitte to accept the year end Treasurer's Report. Both passed.

Allied: Frank asked to be removed from being Allied Rep, to join the Newsletter Committee instead. Michael will replace Frank as Allied Rep.

Fire and Safety: No report from Paul, since the preceding discussion of the Drill covered everything. The Newsletter Committee has to be sure there is a report in the Newsletter on how the Wildland Fire District Assessment money is being spent. This was a promise made to the members.

Franceschi: As of the last committee meeting, there has been a reduction in parking places, after a survey of the property lines of the houses above the park, which reduced the amount of land belonging to the park. There will 6 for the Park and 13 for the house landscaper's plan has not been completed either. There is a need for a brochure to help call for volunteer assistance and for publicity for the park. Brigitte hoped the Board would be willing to pay \$500-\$600 for such a brochure. Moved Christine, seconded Frank, to pay for a brochure, which would

acknowledge our sponsorship. There is a new member of the Franceschi Committee who is working on the format and is very capable. Ron suggested we could put our website into the brochure. Passed.

Hospitality: Paul thanked Christine for the wine and snacks for this meeting. For the General Meeting he suggested Christine get the snack plates at Ralph's and the wine at Costco, as Paul has done in the past. He has usually paid about \$8.00 a bottle.

Newsletter: Paul asked for another date for the General Meeting, as it has to be later than April. May 20 was chosen, and the bye-laws specify the Newsletter should be ready 20 days before the General Meeting. Brigitte showed the Board the Mission Canyon newsletter which was folded and sealed, without a covering envelope. This format would be a great money savings. The newsletter must be ready by the 13th, to get it to MailWorks by the 16th, so it can be mailed in time. First, the committee needs to contact Rebecca, the designer, on April 1, who will lay out the time line. The articles which have been contributed are put together and given to Paul and then given to Rebecca to integrate into a newsletter. She puts it out in a PDF file which is taken to Bill's Copy Shop to be printed. The box of printed newsletters is then taken to MailWorks which folds them, puts on the address labels and mails them. Paul stressed that the Newsletter Committee needs to get together early in April, or the last week of March to start this process. It was agreed that the Committee members, Frank, Helena, Jan and Paul would meet in Paul's office at 9.00 AM on Friday March 30. The cost is not in the mailing but in the paper and production of the Newsletter itself. Brigitte pointed out that Paul could remind Board members to put articles in, at the March 26 Board Meeting.

Streets: Nothing to report.

Membership: Bob reported we have 465 paid members. This is more than 100 more than last year. 75% of them have provided email addresses. Some discussion followed of how to reach more residents, including listing the members by streets so we could contact neighbors on those streets who are not members, preferably with newsletters or copies of the History of the Association left over from the Anniversary. The numbers have been carefully checked and this is now a very accurate list.

Website: Ron reported that considerable progress has been made. The links to local agencies have been updated, the old site has been turned off. The "Contact Us" page has the latest Board members and committees, and a point to click on and send in comments. It has been set up to record every time someone looks up the site or each page. We need a hidden page for Board business, accessed only with a password. On the local page, we could have some ads in boxes. We need to decide on the price and the guidelines for ads so nothing offensive is aired—Marymount School, the El Encanto are likely advertisers. Ron is finding the designer is difficult to work with, and slow. He may not have the technical skills to finish this adequately. He is a

student at the University Extension, with oversight from the instructor, but he has 70% of the skills needed, not 90%. It was agreed that Ron should have a template for the design to get clear all the details of everything we want to do to present a possible new designer. If we need more money for a different designer Paul will ask for authorization by email. At the moment Ron cannot get control of the site and anything to be added has to go to the designer.

Byelaws: Jan said that the byelaws need to be brought up to date, but not enormous changes. What do the present ones not cover? The amount of money pre-authorized for use by the President needs to be upped, and if we want the Vice-President to automatically become the next President, the bye-laws need to be changed to permit that. The committee will present proposed changes to the Board. How to authorize them will be in the present byelaws! Paul pointed out that the present byelaws are very simple and flexible and only a few changes will be needed to come up to present customary practices. Art Kvaas was added to the committee on byelaws at Jan's request. Jan said that they will rewrite the bye-laws, rather than making amendments, in order to make them simpler and more easily accessible.

El Encanto: The Historic Landmarks Commission disapproved of the increased wall height for the hotel that has resulted from modern duct work. Frank suggested that the Board could write to the City in defense of the Hotel. Paul was asked to talk to Clive, Manager, about whether this would help.

Jorgensen Ranch: Muriel agreed to check with the Christiansens to find out what was happening with the development plans for the ranch, and to attend any hearings that might come up.

Santa Barbara Mission Parklands: Nothing to report.

Sewer Laterals: The City is still working out how to deal with leaking laterals. It is presently identifying them and buyer and sellers may have to deal with the issue. As yet is it not a formal "Point of Sale" demand, but at least there may be enforced disclosure.

The Meeting adjourned at 7.13 PM