

Wildfire Prevention Assessment District Citizens' Advisory Committee Meeting

THURSDAY, JUNE 21, 2012 7:00 P.M.

Richard C. Trudeau Center ~ 11500 Skyline Boulevard Oakland, CA (Wheel Chair Accessible)

David Kessler, Chair; Bob Sieben, Vice Chair; Don Mitchell, Financial Liaison; Chris Candell; Doug Wong Dee McDonough; Dinah Benson; Diane Hill; Sean Walsh

Present: D. Kessler, B. Sieben, D. Mitchell, D. McDonough, D. Benson

Absent: D. Wong, D. Hill, S. Walsh

Staff: L. Griffin, D.Hom, P. Feng, C. Rodgers, Y.Altes

Guests: 11

Minutes JUNE 2012

Call to Order 7:08

1. Roll Call & Determination of Quorum

2. Open Public Forum

- John Beverly requested assistance related to blight and excessive fines; his situation was referred to Planning.
- Mike Petouhoff Friends of Montclair Railroad Trail and previous WPAD committee member wants multiyear contracting to work under direction of an arborist and wants a formal update. Because the WPAD expires in 2014 he suggested this as an opportunity to demonstrate a district accomplishment.
- Adrienne Bryant Shepherd Canyon Vegetation Management Coordinator in Shepherd Canyon Park. To set an example for other property owners, she wants clearing to start in March or April before vegetation goes to seed.
- Lin Barron Neighbor of A. Bryant and M. Petouhoff, on the board of Montclair Railroad Trail, and Vegetation Committee, wants to engage the neighborhood and residents along the trail and area that are not being cleared in a timely fashion and going into seed. She also wants work with a biologist to eradicate other than cutting and clearing which allows re-growth. Her committee and board want to remove French broom and encourage more appropriate vegetation in the area and along the trail.
 - L. Griffin responded that in late Feb., Shepherd Canyon, Garber Park and Beaconsfield went out for a two-year proposal. Bids required contractors to use a biologist; six different bids were returned with six different biologists. Request For Quote/RFQ for biologist is to work for the Fire Dept. and with contractors. The strategy and primary goal is safety; road side is the first that's viewed to eliminate that ignition source. The second phase is to go after non-compliant properties. Work fluctuates with weather and previous incidents in these areas.

Shepherd Canyon – A study was performed to meet environmental document and determine fire risk. It targeted egress and structures. Another California Environmental Quality Act/CEQA document will be needed. Biologist will use the document as a guide for a vegetation plan. Same analysis was done for Skyline Blvd. Projects are moving forward; there's a commitment to meet with the community when a biologist is hired.

C. Rodgers – Reported that contracts are put out on Monday for right-of-ways in Shepherd Canyon. Starting tomorrow, a contract will begin from Shelterwood Dr., down to Snake. Work is being done at Becansfield, Garber Park, and Shepherd Canyon.

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3. Approval of Minutes May 17, 2012 Meeting

Minutes accepted

4. Financial Report & Budget Adjustments – D. Hom & P. Feng

• Monthly Financial Update - FY 2011-12

Financial reports are on the WPAD website – www.OaklandWPD.org

June statement and annual budget engineering reports were disturbed and explained by D. Hom.

Each year the budget is established by programs. When funds are not spent, all is carried to the next year. This is based on City Council's resolution that gave the power to the Advisory Committee when the district was formed. The three powers of the Advisory Committee are to allocate an amount for programs, to adjust line items among programs, and readjust after year-end.

A beginning fund balance is projected in Feb. In April, the proposed budget is scheduled to be heard by the City Council for the year. The Engineering Report is approved once a year by City Council and is adopted starting July 1st. Whatever closes in June goes into the following year's beginning fund balance. Interest income \$3,500 increased from last year. Fee charged by Alameda County is 1.7%.

Funds are allocated for WPAD programs such as goat grazing, chipping, vegetation management, fire education, and training staff. Roving patrol is weather driven; on high hazard days, additional staffing may be needed. Other costs include temporary staff that performs data entry, supplies/materials needed for outreach, the creation of CD's, etc. An annual audit is required each year; the engineering firm is compensated for producing the document. There are also committee expenses for victuals, supplies, and education materials. Performance review is allocated and we designated a reserve pending grants. Chabot Space Science Center and Skyline project has been funded. We also funded \$190k for Public Outreach of which \$150k for electronic signage and \$40k for duplicating services.

5. Wildland Fire Behavior - Carol Rice

Rescheduled for when new committee members join.

6. Skyline Project – Cheryl Miller, Executive coordinator of Diablo Firesafe

This was the same presentation that was given to the Hillcrest Home Owner's Association. The Skyline project starts and includes both sides of Skyline between Redwood Road to Keller. This is with \$125k matching dollars with Western Wildland Urban Interface Program.

The first priority is to keep the community safe within the high severity fire danger zone and beyond. Fire history was reviewed along with an overview of weather topography, fuel, and conditions in the area. The project consists of reduction of potential crown fire, thinning vegetation, and slowing the rate of spread on slopes. There's a need to protect the only evacuation route which is for Skyline High School and surrounding homes.

The scope of work for this project includes an arborist who will identify dead and dying tress for removal. Also, the vegetation close to power lines and the boxes will be identified. Chips from trees will be used to prevent weed growth and erosion. There will be community involved work days for chipping, defensible space, and follow-up re-planting. The anticipated time frame and City Council (this month), need project permits and California Environmental Quality Act/CEQA review, work days/chipping, contractor procurement, fuel treatment, and follow-up weed control. The money needs to be spent by end of grant, April 2013. There are CEQA issues measured from community, biological resources, hazards, hazardous materials, aging trees, geology/soil, erosion, traffic control, noise, and aesthetics; the WPAD will be used for monthly updates. It's a multi-year ongoing process; first phase is to remove dead and dying trees. Second phase is to space trees, open canopy, give bay

laurels a chance to return while keeping the growth of broom down. Discussion continued about replanting; it is not part of the grant; funding is for fuel reduction.

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7. Education/Outreach & Sub Committee Reports

- Annual Notices we're mailed
- Target Solutions (online training) was made available to all firefighters
- Inspection forms will be delivered to fire stations next Monday.
- Inspections start June 29th. A discussion continued about the 27,000 inspections and number of parcels with or without structures.
- Discussion & Action To fund the reproduction of 25,000 copies of new WPAD DVD's not to exceed \$15,000. Three bids will be needed, one was received, Doug Wong has a contact, and Barry Pilger to research another.
 - It was suggested that 500 DVD's be copied to market the WPAD by distribution during National Night Out. All were in favor of the motion not to exceed \$750.
- Orientation Binder Sub Committee A draft Orientation Binder was passed among committee members to view

8. Staff Report – AFM L. Griffin / Supervisor C. Rodgers

• 2012 Inspection Program Work Plans (Open Space, Grazing, Roadside)

Open space starting with road side treatments & goat grazing is ahead of schedule for this year.

The process was started to develop a grazing plan for Knowland Park. With the zoo expansion, there are issues about critical plants, California Red Legged Frog and Alameda Whipsnake.

The Inspection program is in transition to use accounting software, One Step. It will improve tracking for all city properties with structures. A sample printout was shared with parcel number, the fire station assigned for its inspection, and complete inspection tally. Also listed as a query field is the address, city owned parcels, when a parcel is scheduled for inspection, when completed, and it shows the result. A monthly tally will be provided with vegetation management reports to the chief that includes a cross reference, what shifts are assigned, what was completed, when, and compliance status.

• Community Partnership Projects Update

Garber Park, Shepherd Canyon, and Beaconsfield are moving ahead next week.

Chabot Science Center, does not need to go to full council, the project is to start soon.

Skyline was also briefly discussed.

Work is being conducted with Diablo Firesafe and another vegetation management grant within the city.

- FEMA Grant Update First draft of biological assessment is moving forward. On July 24th, Oakland, City of Berkeley, EBRPD, will sit with FEMA, National Fisheries, all stakeholders that need to respond will be at FEMA head quarters to complete the East Bay hill final review. It's 160 pages with text and maps. Key is the review about use of herbicides for fire management. It's important for City of Oakland to change policy, Council wants environmental use for fire management.
- WPAD Audit Status The audit is ongoing; documents are at Deputy Chief's level for review.

• <u>Defensible Space Inspection Program Update</u>

C. Rodgers reviewed the process, database, staffing with temps, and tally.

24,000 inspections were done, the entire WPAD is comprised of 28,000 parcels. About 20,000 were in compliance and 1,700 out-of-compliance in the first round. After the 2nd inspection and before it goes to contract, wooden stakes with red signs are posted with the date that the property is scheduled for abatement. There were 125 properties put out to contract for \$54-\$55,000. When those property owners leave their dogs out or lock gates, contractors cannot enter. 150 properties went to bid that contractors couldn't get access. Some may require a warrant, which costs about \$500; it entails police and animal services. A program may be created for seniors and disabled with financial constraints not allowing them to abate. There was a suggestion to request the media when abating with a warrant.

9. Pending List of Future Agenda Items

- WPAD's July 19th meeting and attendance four can attend, the chair and co-chair will be out and two others may not be available.
- Carol Rice has a presentation that may be deferred until Aug. especially if July doesn't have a quorum.
- It was suggested that a goat grazing schedule be published for the general public.
- Posting a schedule for inspections of an area was discussed with pros & cons. Because firefighters are conducting inspections, it's difficult to know what day they will be where; when they receive a 9-1-1 call, it can take them out of service for six hours/the day. Also mentioned is that residents need to remain in compliance year 'round.

10. Old & New Business

There was a brief discussion to clarify status and terms of advisory committee members. Most hold a two-year term from July first to June 30th. Some have a 3 year term. Many terms are renewed for a second session that's two years long. Each year, half of the board's terms finish in June. Council Members should appoint either an 'A' or 'B' group in May of each year.

11. Advisory Committee Comments & Announcements

D. McDonough announced that Diablo Firesafe Council wants WPAD's support to apply for a grant. It covers community presentations, brown bag seminars, seed funds for neighborhood projects (fuel load reduction/chipping), and updates about the Community Wildfire Prevention Plan that was approved. There was a request for the WPAD Chair to sign a letter supporting the application for a grant; the motion was made, seconded and all approved.

Adjournment 8:55 PM

Next Meeting July 19, 2012 - 7 PM

Note: Type in blue underline indicate	es a link to a report attachmen	t available at <u>www.Oaklan</u>	dnet.com/WildfirePrevention
City of Oakland	June 21, 2012		Fire Prevention Bureau