



Wildfire Prevention Assessment District

Citizens' Advisory Committee
Meeting Minutes for
Thursday, August 20, 2015, 7:00PM



Trudeau Center, 15500 Skyline Blvd., Oakland CA (Wheel Chair Accessible)

Committee Members in Attendance:

Susan Piper, Chair (District 1)
Doug Wong, Vice Chair (At Large)
Steve Hanson (District 1)
Mike Petouhoff (District 4)
Clint Johnson (District 6)
Martin Matarrese (District 7)

OFD Staff in Attendance:

Vince Crudele, Acting Asst. Fire Marshall & Vegetation Management Inspector Supervisor

Council Rep in Attendance:

Nayeli Maxson, Council Aide and Community Liaison, District 4

Committee Member Absent:

Lin Barron, Recording Secretary (District 4)

Meeting called to order at 7:00pm

1. APPROVAL OF WPAD DRAFT MEETING MINUTES FOR July 16, 2015

The Board M/S/P the "Draft WPAD Meeting Minutes" from July 16th 2015 meeting with corrections.

2. OPEN PUBLIC FORUM

Russ Aubrey, 693 Charing Cross Rd: brush on City property abuts against his fence, but it has not been cleared. AAFM Crudele: Has assigned Inspector Mark Grissom to follow-up on this matter. Possible explanations – a) Power lines have been undergrounded and brush has been cleared at street-level & cut to 4 inches or less. b) There may be a seasonal stream; City Environmental Services may have it designated as a stream. If so, the brush cannot be cleared. (In the past, everything was cut.) c) People park cars at bottom of hill. d) The site has not been reported to the Vegetation Management hotline.

3. REVIEW OF FINANCIALS

a) Chair Piper reviewed current financial report as of August 1, 2015 with the Board and AAFM Crudele. There were no questions.

b) Project Budget Review:

Vegetation Management spending was \$450,000 less than previous years.

- c) Annual Audit: Is available on-line should anyone want to review it.
<http://www2.oaklandnet.com/oakca1/groups/fire/documents/report/oak054388.pdf>

4. PUBLIC OUTREACH

- a) FEMA Grant Communication: The City is preparing a “Fact Sheet” for the public.
- b) Parking: Nayeli Maxson (City Council District 4 office) reported that the City is forming a committee of staff and citizens to produce public outreach materials on parking in the WPAD. There was further discussion about the large number of vehicles that are parked along streets within the WPAD area; few residents use their garages or driveways for parking. There must be at least 11’ of clearance at all times for emergency vehicles. Because there are no curbs, it is very difficult to cite anyone who parks and obstructs the 11’ clearance. It was suggested that building concrete curbs might be a solution because vehicles must park within 18” of a curb.
- c) High Fire Danger, No Smoking signs: signs have been requested along the Montclair Railroad Trail near Montclair Village where people smoke. These signs would supplement the existing park signs

5. STAFF REPORT

Please see attached, “Oakland Fire Department Prevention Bureau Vegetation Management Unit Staff Report”, August 20, 2015, submitted by Acting Asst. Fire Marshall Vincent Crudele.

- a. High Fire Danger Sign Project status:
- b. District wide Vegetation Management Plan status: The City has contracted with Carol Rice as a project manager for both the District wide vegetation management plan and the FEMA Grant CEQA. A request for proposal is being finalized and will go out shortly. We estimate that completion of the Vegetation Management Plan, its CEQA and the CEQA for the FEMA Grant will take 2 to 3 years.
- c. Hills Vegetation Management Update (FEMA): (see above)
- d. Staffing: Vince noted that there are only 3 inspectors at the moment because two inspectors were promoted to other positions. His wish would be 11 full-time Inspectors with tools (ie: actual equipment such as radios, and a game plan delineated in a Vegetation Management Plan) in the next version of a WPAD.
- e. Vegetation Management Schedule and Status report
- i Goat grazing: continues throughout district based on hazard priority.
 - ii Roadside Clearance: Fuel breaks have been extended to 50 feet from roadway, whereas in the past it was 15 feet.
 - iii Contracts: Spending \$450,000 less than prior years: more competition, better efficiency. A lot of invoices have not come in. Bid costs have been lower because of the drought. Have done more clearing in the past. Due to weather conditions and growth, more work done late last (calendar) year so more expenditures came at the end of the year. Everything used to be cut early so there were 2 contracts a season. Now there is better planning for the most benefit.
 - iv Chipping Program: There a lot of requests in May and June with another push in August, usually a result of second inspections for violations. Consider having a May 1st to November program; peak months are May through September. Staff time, during lower volume months, is not fiscally responsible to offer chipping in February.

- v Chipping Contracts: Need a minimum of 10 pick-ups for bids and to put out a contract. The target is to pay \$200 or less per pick-up. It's a better deal with four calls for chipping than one call. It is typically a two-to three week period for a chipping pick-up.
- vi Inspections status: Lengthy discussion about the first inspections that were conducted by the engine companies. How inspection reports are filed or stored at each station varies station by station, making it difficult to find reports for follow-up. OFD has a database program, but the City decided not to pay for data loggers. Second inspections are 66% complete; approximately 400-500 properties fail first inspection.

6. MISCELLANEOUS

Is it legal to designate collected funds to the Fire Prevention Bureau?

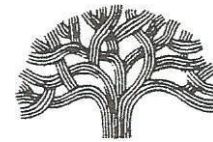
Council will get an answer.

North Hills Community Association meeting 8/27 at Montclair Presbyterian Church

Creek to Bay Day event 9/19 at the Gateway *Emergency* Preparedness Exhibit Center

ADJOURNMENT at 8:40pm

CITY OF OAKLAND



250 FRANK H. OGAWA PLAZA • 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Fire Department
Fire Prevention Bureau
Office of the Fire Marshal

(510) 238-3851
PAX: (510) 238-6739
TTY: (510) 238-8884

August 20th, 2015

Oakland Fire Department Fire Prevention Bureau Vegetation Management Unit Staff
Report

WPAD Board Members,

Fire Suppression District Inspector Staffing;
Vegetation Management Supervisor - Acting Assistant Fire Marshal Vincent Crudele
Fire Suppression District 1 Mark Grissom (TPT)
Fire Suppression District 2 Vacant (FT)
Fire Suppression District 3 David Davis (FT)
Fire Suppression District 4 Manuel Pinto (TPT)
Fire Suppression District 5 Vacant

Inspector Orduna is no longer assigned to the Vegetation Management Unit. As such the unit is once again down to 1 full time Fire Suppression District Inspector. A job offer made to fill a vacant TPT position was turned down by the candidate. We are awaiting a response from another qualified candidate.

Program Analyst II;
I would like to introduce and welcome Anette Boulware. Anette has started working within the Fire Prevention Bureau as our Program Analyst. She has already become a valued member of our staff and is currently in training. WELCOME ANETTE!!!

TPT Administrative Staff;
We have 3 TPT Administrative staff now working daily in the Fire Prevention Bureau entering inspection reports into our data base.

Annual Inspections;
Vegetation Inspections began on Saturday June 13th 2015. 1st round inspections have been completed. 2nd round inspections have been completed in 7 of 11 engine Companies with inspections remaining in Stations 6, 24 & 25 response areas.

Fire Suppression District Inspectors are conducting vacant lot parcel inspections as well as roadside clearance and City parcel inspections daily.

Vegetation Contracts as of August 20th;
Debris piles / Chipping - 2 contracts
Right of way - Merriewood
Private Property - El Caminito
Right of Way Broadway / Patton
Right of Way Old Redwood Road
Right of Way Mountain Blvd @ Leona Lodge
Right of Way - Thornhill Rd
City Lots - Skyline @ Manzanita
Right of Way Claremont Avenue
Right of Way Skyline Blvd - CSSC to Joaquin Miller Rd
Right of Way / City Lots - Thornhill (2nd Contract)

FEMA Grant;

City Staff is working with Contract Compliance to draft an RFP for management of the grant and its implementation. Today's meeting with Planning Department and City Attorney began to outline all of the RFP needs. IN PROGRESS

District Wide Vegetation Management Plan (DWVMP) ;

The DWVMP will be **by** RFP process. An invitation will go out to DWVMP committee members next week asking those involved to attend a meeting with AAEM Crudele and Deputy Director Darin Ranelletti to review content. IN PROGRESS

High Fire Danger Sign;

The vendor is not in the City "Oracle" vendor system. The sign was approved for order and we are awaiting Contract Compliance notification to pay / deliver.

Goat Grazing;

Ongoing throughout City based on hazard priority.

Thank you,

Vincent Crudele
Acting Assistant Fire Marshal
510-238-7391 Office
vcrudele@oaklandnet .com