



Wildfire Prevention Assessment District
Citizen's Advisory Committee

Draft Meeting Minutes for
Thursday, December 15, 2016 @ 7:00 pm



Trudeau Center, 11500 Skyline Blvd, Oakland CA (Wheel Chair Accessible)

Committee Members Present:

Sue Piper, Chair: (District 1)
Martin Matarrese, Vice Chair: (District 7)
Doug Wong: (At Large)
Lin Barron, (District 4)
Glen Dahlbacka (District 6)

Staff Present:

Miguel Trujillo, OFD Fire Marshal
Anette Boulware, OFD Program Analyst
Teresa DeLoach Reed, OFD Chief
Cesar Avila, Assistant Fire Marshal
Adam Ball, OFD Fire Suppression District Inspector

Absent:

Mike Petouhoff (District 4)
Steve Hanson (District 1)

Meeting called to order at 7:23 p.m. by Chair Sue Piper- will not be here

1. Approval of draft minutes for November 17, 2016 WPAD meetings

Motion: Vice Chair Martin Matarrese made the motion to accept November minutes, Lin Barron 2nd, all in favor motion passed.

Lin Barron- Asked for a correction to her District she is not District 1 she is District 4.

2. Open Public Forum (Speakers must fill out a speaker card for Open Forum or for a specific agenda item. Comments limited to three minutes)

NONE

3. Approval of Financials

a. As of December 1, 2016

Ask Pat Lee about providing a letter or something in writing (a note to file) that states the dollar amount that is in the fund from the previous district approximately \$490,000.

Motion: Glen made the motion to accept the December Financials with minor changes, Doug Wong 2nd, all in favor motion passed.

4. November Vegetation Management Statistics: Fire Marshal Trujillo read the report.

- a. Status of inspections of public properties
- b. Goat Grazing
- c. Road side clearance
- d. Residential Property Inspections

Chair Sue Piper requested to know what percentages of the residential properties who are non-compliant that are going to billing or not cooperating by making their properties compliant.

e. Overview of Inspections Timeline /Process (Flowchart)

5. November Vegetation Management Report

- a. Update on Caltrans Clearance Along 24/13/580& EBRP tree removal at Lake Temescal
- b. Update on status of hauling contract for Chabot Space & Science Center project (\$216,000)
- c. Status of Vegetation Management Plan Progress and Work Schedule

Chair Sue Piper provided an update on the results of their meeting with elected officials. They met to talk about extending the WPAD or advisory committee and they agreed that it will be better for this group to dissolve.

d. Procedures for protected species

e. Progress on implementing GIS systems for vegetation management

- GIS mapping Ahsan's group is reviewing the information that the WPAD committee members submitted, to see how to move forward.
- Accela money has been identified to fund the module that will be used by the Fire Dept. Ahsan is putting the resolution together to go before City Council. **Chair Sue Piper** asked to be notified so they can attend the Council hearing and speak in favor of the project.

f. City of Oakland Contract Compliance Requirements and Vegetation Management Contracts

Civic Corp- Assistant Fire Marshal Cesar Avila shared the he met with Deborah Barnes of Contract Compliance and she advised that if we are able to let the contract for under \$40,000 we can do a sole source contract. His next step it to go to Civic Corp to see what they can do.

Chair Sue Piper suggested that when the Fire Marshal Trujillo meets with Deborah Barnes inquire about what City rules can be waived, so that more contractors can participate in the work that is available.

6. WPAD Public Hearing –Saturday February 25, 2017 from 9:00 am- 12:30 pm- Trudeau Center

Fire Marshal Miguel Trujillo advised that the room reservation cost \$450.00. WPAD committee members approved the meeting proposal and the costs associated with hosting. Chair Sue Piper responded to go ahead and pay the invoice.

7. Support of Oakland Urban Forestry Forum's Campaign for Urban Forestry Funding in next 2 year budget cycle (Attachment) - FOR ACTION.

New letter handed out by Chair Sue Piper, who advised there is no need to make additional edits only need to put the cost associated with the project so WPAD sign on to support this.

MOTION- Lin Barron made the motion to accept this letter as post signature to the Urban Forest Group, Vice Chair Martin Matarrese 2nd, All in Favor motion passed.

8. Grant Applications:

1) Gordon Piper - Oakland Landscape Committee @ North Oakland Sports Field.

Chair Sue Piper recused herself and gave gavel Chair Martin Matarrese - Gordon Piper gave presentation of the scope of the entire project. Gordon Piper proposed doing a phase 2 by submitting a second WPAD grant (separate grant application) on the area due to the contractor offering a discounted rate to continue the work farther East and on the South end of the project area. Projected start date would be after January 8, 2017 volunteer date.

MOTION- Lin Barron made the motion to accept this grant application, Glen Dahlbacka 2nd, all in favor motion passed.

2) Wendy Tokuda- Police Activities League (PAL) Camp - Wendy gave presentation of the scope of entire project.

MOTION- Doug Wong made the motion to accept this grant application, Vice Chair Martin Matarrese 2nd, All in Favor motion passed.

Announcements

- **Volunteer opportunity-** 100 people volunteered from the Church of Oakland to pull broom and they are looking for 5 team leaders to guide teams some to spread chips and some to pull broom.
- Chair Sue Piper requested to put on the Agenda for next month, a 2 year budget report. *The request is to have the Fire Marshal provide a report of the Fire Departments best assessment of what they will need in the next 2 year budget cycle to do vegetation management. The committee would like to know what services this money will cover so they can help advocate for it, since the WPAD will dissolve. Basically go through the financial report and mark what we will keep or eliminate & the cost in those areas.*

9. Adjournment 8:29 p.m.