



Fire and Emergency Services Committee
Tuesday, November 7, 2017
7:00 p.m.
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Holly Morrison (HM), Vice Chair Ellie Wooten (EW) and
Alternate Director Margaret Mohr

Staff: Interim General Manager Richard J. Ramirez, Battalion Chief Mike Smith

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

1. Updates

- Weed Abatement Program
- Fire Prevention Fees Resolution No. 2017-14
- Fire Impact Fees
- Activities with CalFire
- Public Outreach Activities/Events

2. Items for December Committee Agenda

3. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT



Fire and Emergency Services Committee
Tuesday, July 11, 2017
7:00 p.m.
2502 Country Club Drive, Cameron Park

DRAFT Conformed Agenda

Members: Chair Director Holly Morrison (HM) and Vice Chair Director Scott McNeil (SM)
Alternate Director Amy Blackmon (AB)

Staff: Interim General Manager Richard J. Ramirez, Battalion Chief Bob Counts, Battalion Chief Mike Smith

CALL TO ORDER – 7:14 p.m.

ROLL CALL – HM, AB SM absent

ADOPTION OF AGENDA - Adopted

APPROVAL OF CONFORMED AGENDA – Move to the Board of Directors

OPEN FORUM - None

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

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DEPARTMENT MATTERS

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1. Updates

- Weed Abatement Program
- Summer Spectacular Wrap-up
- Fire Impact Fees
- Fire Ad Hoc Committee
- Activities with CAL Fire
- Public Outreach Activities/Events

2. Transfer Funds from El Dorado County Prevention Fund 9 to Cameron Park Prevention Fund 8

3. Items for August Committee Agenda

- *Weed Abatement Program*
- *Fire Impact Fees*
- *Fire Ad Hoc Committee*
- *Activities with CAL Fire*
- *Public Outreach Activities/Events*

4. Items to take to the Board of Directors

- *Adding hours to the Weed Abatement Team*

MATTERS TO AND FROM COMMITTEE MEMBERS

- *Kudos to Fire staff for their service*

ADJOURNMENT – 7:39 p.m.



OCTOBER FIRE COMMITTEE WEED ABATEMENT UPDATE

- Calls and messages are documented on the 2017 Weed Abatement Call Log and in each individual vacant lot file.
- Phone calls to date:
 - 305 since letters sent 4/6/17
 - 356 calls total since 2/6/17
- Completed 16 lot re-inspections with 5 more lots in compliance.
- FINAL NUMBERS FOR 2017 WEED ABATEMENT: Out of 396 lots, 304 are in compliance with the ordinance. 58 lots are not in compliance, 6 lots are not accessible, and there are 29 lots with discrepancies from what is stated in county records and our visual findings. This brings our current totals to **84%** in compliance and **16%** not in compliance.
- Walk in, phone calls or emails regarding Weed Abatement issues for July/August/September. We followed up with each caller and contacted the property owners to try to get the properties cleared.

UPDATE:

- La Canada/La Crescentia/Old Meder—several owners who reside in various countries. For the first time in many years we have made progress towards finally getting this very large lot cleared. Property is now owned by a trust out of Fresno. We are in contact with the Trustee. He stated that the property will be cleared in next few weeks. We sent him vendor information and ordinance clearance requirements.
- La Crescentia- partial clearance done on the end lot next to apartments. We contacted owner to thank him for starting the process of clearing but more clearance must be done since the lot is less than two acres. Specifically, the area along the fence lines must be cleared of all weeds. He said he would get his contractor back out there, however that has not happened.
- Oxford Drive – Complaint from neighbor that vacant lot is overgrown with weeds. And, people are dumping garbage, large amounts of brush on property. Contacted out of state owner. Sent him list of vendors to weed clearance. He suspects that he knows who is doing the dumping and will attempt to get in touch with them to clean it up.
- Cameron Park Drive – County setback near Sudbury – Informed caller that active discussions are taking place between the Board, GM and county to work out a solution to get this area along CP drive cleared
- Knollwood/Montclair – Neighbor is concerned about piles of brush in front of a house across the street. Brush Cleared a short time later
- Topaz Lane – Issue is on HOA Common Area drove by and there is a small pile of branches. Contacted HOA and asked them to clear.

- Cameron Park Drive—County setback – At Board Level
- Green Valley Road—County setback – At Board Level

- Third letter, “Notice of Hazardous Conditions,” sent to 3 more property owners (for a total of 28) whose vacant lots were not in compliance and where we had no response to our previous letters. We have received call backs and sent our “Vendor List’ to those callers requesting information to help them in getting their properties cleared.

- Audrey and Melissa put together a step by step “Lien Process” procedure for Weed Abatement to follow once the Ordinance is updated with the correct terminology and code references so that the lien process is enforceable. They are also preparing a list of possible changes to the current “Weed and Rubbish Abatement” No. 2016.03.16 to present to the Board for review.

Cameron Park Fire Department

In Cooperation with

CAL FIRE



3200 COUNTRY CLUB DRIVE
CAMERON PARK, CA 95682
Weed Abatement (530)-672-7358
Business (530) 677-6190

SEPTEMBER FIRE COMMITTEE WEED ABATEMENT UPDATE

- Calls and messages are documented on the 2017 Weed Abatement Call Log and in each individual vacant lot file.
- Phone calls to date:
 - 290 since letters sent 4/6/17
 - 341 calls total since 2/6/17
- Completed 37 lot re-inspections with 12 more lots in compliance.
- Out of our total of 396 lots, 299 are in compliance with the ordinance. 62 lots are not in compliance, 6 lots are not accessible, and there are 29 with discrepancies from what is stated in county records and our visual findings. This brings our current totals to **83%** in compliance and 17% not in compliance. We are continuing to follow up with vacant lot property owners and working with them to get their lots in compliance with the Ordinance.
- Research and prepare information requested per GM regarding the five properties/areas in Cameron Park Fire District with the highest fire danger. Properties are:
 - Rancho Tierra
 - Green Valley/Cameron Park Drive – county setback
 - Cameron Park Drive- county setback
 - Ravenwood/Chelsea
 - Cameron Park Drive next to County Courthouse
- Fire at 3635 Millbrae, vacant lot. On August 13, 2017 at approximately 1:30 p.m., a fire broke out on a vacant lot on Millbrae. The vacant lot has a steep upward slope and is located in a densely populated area surrounded by several homes. Between the quick action of the Cameron Park Fire Department and the fact that the lot was in compliance with the Weed & Rubbish Abatement Ordinance, the fire was kept to approximately ¼ acre.
- Walk in, phone calls or emails regarding Weed Abatement issues for July. Field complaints via phone and emails. We are in process of following up with each caller and contacted the property owners to try to get the properties cleared. **UPDATE:**
 - Colina/Woodleigh—DONE
 - La Canada/La Crescentia/Old Meder—not done, owners out of country
 - Crazy Horse—DONE
 - Twin Oaks—3rd letter sent - DONE

- New complaints received in August:
 - La Crescenta – in progress
 - Garden Circle – No issue found
 - Colina/Woodleigh – DONE
 - Baron Court - DONE
 - Twin Oaks - DONE
 - Cameron Park Drive—County setback – At Board Level
 - Green Valley Road—County setback – At Board Level
 - Topaz Ln – Issue is on HOA Common Area
 - Behind 43XX Crazy Horse- Not our district
 - Montclair/Knollwood – no issue found

- Audrey and Melissa have been making phone calls and inspected these properties to follow up with vacant lot owners still not in compliance. They are still receiving phone calls & emails from local residents with complaints regarding weed abatement, completed and logged research on these properties tried to contact the individual lot owners and contacted the residents to let them know the status of the research. In some cases, the properties are not in our jurisdiction so the information was forwarded to the correct department.

- Third letter, “Notice of Hazardous Conditions,” sent to 9 more property owners (for a total of 25) whose vacant lots are still not in compliance and had no response to our previous letters. We have received call backs and sent our “Vendor List’ to those callers requesting information to help them in getting their properties cleared. We will continue sending out these letters as needed and follow up accordingly.

- We received a call from the owners of a property located on Holly Hills. This is one of the vacant lots on our “potential lien list”. We sent a vendor list to the owner. The owner sent out two vendors to get a price on having the lot cleared. Both vendors had an encounter with the neighbor and were told to leave the property. The neighbor stated that she owned the property and would get it cleared. She called both vendors after they left and was harassing them, telling them that it was her property. She also called the Fire Station several times as well as the CSD. Chief Smith did an inspection and called the neighbor, left a message and has not heard back. We verified the county records to make sure our owner information is correct. The property has belonged to the current owners for approximately 10 years and stated they have had problems with the neighbor since they purchased the property. **UPDATE:** the property is not in compliance.

- Audrey and Melissa have been working on updating the lien process preparing for the 2017/2018 season. They are putting together a step by step procedure to simplify the lien process to make sure it is completed in a timely manner. They are also preparing a list of possible changes to the current “Weed and Rubbish Abatement” No. 2016.03.16 to present to the Board for review.

- Discussing extension of Weed Abatement Specialists part time through mid-October. Per GM Ramirez, if the need remains to staff the Weed Abatement position and hours are insufficient to keep them on thru October, then Board action will be required to extend hours. The hours available for the position are sufficient to keep the position in place thru October. The Board was notified of the need to extend the hours and no action was taken.



WEED ABATEMENT SPECIALIST UPDATE FOR AUGUST FIRE COMMITTEE

- Calls and messages are documented on the 2017 Weed Abatement Call Log and in each individual vacant lot file.
- Phone calls to date:
 - 256 since letters sent 4/6/17
 - 317 calls total since 2/6/17
- Completed 37 lot re-inspections with 12 more lots in compliance.
- Out of our total of 396 lots, 293 are in compliance with the ordinance. 68 lots are not in compliance, 6 lots are not accessible, and there are 29 with discrepancies from what is stated in county records and our visual findings. This brings our current totals to **81%** in compliance and 22% not in compliance. We are continuing to follow up with vacant lot property owners and working with them to get their lots in compliance with the Ordinance. We are emailing owners vendor lists, Ordinance copies and other resources that they may ask for. We also have met with lot owners at their property to provide them with further instructions and what work needs to be completed on their lots. With continued follow up and support to property owners, our compliance percentage continues to rise.
- Created a list of properties for potential lien process. Prepared an agenda transmittal for a total of 5 properties to potentially lien, which includes a detailed property description, time spent on inspections, etc. The 5 properties chosen present as a severe fire hazard to various Cameron Park neighborhoods. In addition, we have been unsuccessful in gaining contact with the property owners to work out solutions. **UPDATE:** Still not done. Property on Holly Hills has attempted to clear but having issues with neighbor.
- Walk in, phone calls or emails regarding Weed Abatement issues for June. Field complaints via phone and emails. We are in process of following up with each caller and contacted the property owners to try to get the properties cleared. **UPDATE:**
 - Colina/Woodleigh—in process
 - La Canada/La Crescentia/Old Meder—not done
 - Crazy Horse—contacted owner, will clear
 - Mira Loma—inspected, no issue
 - Twin Oaks—3rd letter sent
 - Cambridge/Estepa—done near fence line & townhomes
 - Spill Way--done
 - Country Club--done
 - Robin Lane—done

- New complaints received in July:
 - La Crescenta
 - Garden Circle
 - Colina/Woodleigh
 - Baron Court
 - Twin Oaks
 - Raben-Ito Ct. –not in our area
 - Cameron Park Drive—County setback
 - Green Valley Road—County setback

- Audrey and Melissa have been making phone calls and inspected these properties to follow up with vacant lot owners still not in compliance. They have also received several phone calls & emails from local residents with complaints regarding weed abatement, completed and logged research on these properties tried to contact the individual lot owners and contacted the residents to let them know the status of the research. In some cases, the properties are not in our jurisdiction so the information was forwarded to the correct department.

- Created a third letter, “Notice of Hazardous Conditions” sent to 16 property owners whose vacant lots are still not in compliance and had no response to our previous letters. We have received call backs and sent our “Vendor List” to those callers requesting information to help them in getting their properties cleared. We will continue sending out these letters as needed and follow up accordingly.

- We received a call from the owners of the property located on Holly Hills. This is one of the vacant lots on our “potential lien list”. We sent a vendor list to the owner. The owner sent out two vendors to get a price on having the lot cleared. Both vendors had an encounter with the neighbor and were told to leave the property. The neighbor stated that she owned the property and would get it cleared. She called both vendors after they left and was harassing them, telling them that it was her property. She also called the Fire Station several times as well as the CSD. Chief Smith did an inspection and called the neighbor, left a message and has not heard back. We verified the county records to make sure our owner information is correct. The property has belonged to the current owners for approximately 10 years and stated they have had problems with the neighbor since they purchased the property. To date, the property is still a severe fire hazard.

- Audrey and Melissa have been working on updating the lien process preparing for the 2017/2018 season. They are putting together a step by step procedure to simplify the process to make sure it is completed in a timely manner. They are also preparing a list of possible changes to the current “Weed and Rubbish Abatement” No. 2016.03.16 to present to the Board for review.

- Discussing extension of Weed Abatement Specialists part time through October.

RESOLUTION No. 2017-14
of the Board of Directors
of the Cameron Park Community Services District
, 2017

RESOLUTION TO COMBINE ALL PARCELS WITHIN THE CPCSD
INTO ONE SINGLE LOCAL RESPONSIBILITY AREA BY THE
STATE OF CALIFORNIA FOR FIRE PREVENTION FEES

WHEREAS, the Cameron Park Community Services District Board receives property tax revenue from all parcels within the District, and

WHEREAS, the Cameron Park Community Services District uniformly provides fire services through a fully equipped and staffed Fire Department to all parcels within the Cameron Park Community Services District, and

WHEREAS, Cameron Park Community Services District has been bifurcated between a Local Responsibility Area and a State Responsibility Area in administering the State of California's Fire Prevention Fee legislation,

NOW, THEREFORE, BE IT RESOLVED, the Cameron Park Community Services District requests that all parcels within the Cameron Park Community Services District be consolidated into a single Local Responsibility Area by the State of California.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting held on the day of 2017, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Director Holly Morrison, Vice President
Board of Directors

Interim General Manager Richard J. Ramirez
Secretary to the Board