

Topanga Canyon Boulevard Roadside Committee

Wednesday, July 12, 2016, 10:00 – Noon
Topanga Library on Topanga Canyon Blvd, Topanga, CA 90290
Large Conference Room



DRAFT MEETING MINUTES:

- Approved Approved With Changes

Attendees:

Ed Aguilar	Lauren Gallant	Scott Houston (WBMWD)
Beth Burnam	James Grasso	Joseph Rosendo
Bill Carrier	Timothy Lippman	Matt Saddler (SCE)
Carrie Carrier	Fiona Nagle	Ed Siribodhi
Patrick Chandler	Tim Pershing	Clark Stevens
Ron Durbin	Roger Pugliese	
Jim Fowler	Gus Meza (WBMWD)	

I. Introductions and Review of Minutes

Introductions were made. The minutes from the April 13, 2016 meeting were approved as is.

II. Timeline: Lauren Gallant

Per Fiona's "Assessment Timeline" document, all data to be collected from the Assessment Sub-committee groups by this October 12, 2016. By the January 11, 2017, meeting, we aim to have a "Data Summary Report," and by November 2017, we aim to have a "Data Analysis" report. Drafting new 5 yr plan will begin in Jan 2018. By March 2018, we aim to have a final plan drafted. Ultimate Goal: May 2018- Final 5-year Workplan to be signed.

III. Assessment Reports

a. Fire Safety Assessment (Ron Durbin)

- Ron: a lot of work needs to be done. Some private owners have started doing clearance. Very spotty. All the green fuels are now cured/dry. This could make for fuel starts for potential fires. Risky scenario: Entrado fire. Last fire in San Gabriel-car fire. That first 10 feet is so critical. We need to push right now.
- Stumbling block: How? Consent letter (see section "b" below) – Ed Siribodhi recommends getting the homeowners to work on the right-of-way for 1-2 day period allowed by "Consent Letter."

Reaching out to Homeowners about Clearing Frontage

- Carrie is asking for permission to circulate a group consent letter that people could just sign on to (with address).
- Some additional considerations/questions/concerns related to "Consent Letters":*
- Jim F generally keeps an individual file on each person/entity signing up to volunteer via "Consent Letter."
- Possible liability issues (though not elaborated upon) with not having an individual-level letter.
- Tim P & Beth B: Putting aside the individual letter question-what about timeframe? What if the "Consent Letter" allowed for a longer timeframe in which the volunteer could do work? Say it had a start date & end date of two months? (Note: since the work that volunteers are allowed to do won't require or allow any road closures/control, community traffic disturbance not an issue.
- We also would like to be able to have this letter apply for more than one year (due to the difficulty of collecting signatures). Maybe have it be annually for at least the duration of the Workplan (i.e. a 5 year period).
- Also, be sure to highlight the safety precautions in "Consent Letter," e.g. wearing orange vests, working off the roadway-up to 10 feet up the hill. The Workplan appendix specifies which areas are recommended for potential self-clearing by volunteers/the parcel owner.
- In terms of administration, we have to fax or email the form to Jim Fowler's office (Jim has to review them and needs a reasonable amount of time to review and approve them, roughly 1 to 2

weeks):

- Roger found his experience getting a "Consent Letter" approved letter approved (for the tree he adopted) pretty easy.
- Tim Pershing summarized "Consent Letter" discussion: We need some revisions to the letter that indicate commitment. Give consent. Re-upped every year for a one to two-month period (with star & end date specified). Handle through this Committee.
- Modeling this approach for other places as well.
- Ron Durbin mentioned the MRCA parallel – blanket permit annually.
- **[ACTION ITEM]** Fiona SUGGESTED – Why don't Beth & Carrie write up a proposal of what the modified group consent letter would look like for this process and send it to Fiona & Timothy to review? (DONE).
- **[ACTION ITEM/QUESTION]** Ed S: The other thought I had: weed abatement notices. The right-of-way of from edge of pavement varies. Is there a mechanism that the Fire Dept could use to mandate that the homeowner handle that 5 ft? (it's hard to know where the property line is...)
- **[ACTION ITEM]** Ed S. and Ron D. to connect afterwards to discuss which areas still needs to be done. Timothy L. mentioned that there is community concern due to recent fires.
- **[ACTION ITEM]** Beth B & Carrie to drive the Blvd together to assess which areas have been done by homeowners and which areas haven't. (DONE)

c. Erosion Control (Rosi via Clark)

- Walking report has not happened yet. (per Rosi). Timothy: will this happen before October?
- **[ACTION ITEM]** To follow up with Rosi
- Since Ben is leaving Topanga, we need to find another Erosion Committee member. Any TCWC member with expertise/knowledge of this? (At subsequent TCWC meeting, no one seemed to feel prepared to take on this roll. Does anyone else on the Committee feel like they could add some insight here? Can we have just one community person (Rosi) on the Erosion sub-committee)?

d. Environmental Toxicity: (Timothy L & Roger P.)

- Edison hasn't sprayed since 2012. Some growth over last 3 yrs that has not been taken care of. Now they're doing it mechanically.
- Matt S: our pole clearing program involves clearing the base of poles of certain equipment in high fire areas. They hire a vendor (who uses hand tools & herbicide). In 2012, Matt's manager agreed to not use herbicide. But part of that agreement was also that community would pitch in & help out.
- There's a booklet that details which poles are exempt and which are not. It's not just old poles versus new.
- In terms of community volunteers, we don't have to file a "Consent Letter" with SCE. Joseph: Are the poles an opportunity to get more community involvement? (If the poles are in the Caltrans easement/right-of-way) area, we technically still do need Consent Letters if in the right of way). Fiona says that volunteers should be encouraged to only do what they can (not always possible to clear up to 10 ft due to topography issues).
- Fiona clarified that weed mats are potentially being considered by Caltrans for poles...up to 10 ft diameter.
- In terms of pole evaluation, Roger-has done one entire side of Canyon (for poles). Yellow reflector tags indicate that there needs to be work done around the base.
- **[ACTION ITEM]** Weed mats: timeline for when Caltrans gets them: 1 to 2 yrs. (*Ed S. offered to set up Matt with a sample for pilot and to give him the name of the manufacturer contact*)
- Roger to continue survey of poles.

e. Worker Safety: (Ed S.)

- Mats & mulching to maintain areas under guardrail. (Fiona: any issues with workers?)
- Orange Vests for road clearance (by volunteers): Caltrans can contribute/lend these as needed. We can contact Ed S, and he will get them to us.
- The "Consent Letter" outlines the safety precautions that volunteers must take.

f. Satisfaction: (Fiona & Tim P)

- How can we improve or change? It's a questionnaire/survey. It's done (5 pages, take about 15 mins to complete, anonymous).
- Tim P: some of the questions don't apply directly to your position within the Committee. A pilot evaluation.
- **[ACTION ITEM]** Deadline for us to complete: third week of August, Fiona to email (DONE).

g. Outreach: (Stacy, Beth, Carrie)

- **[ACTION ITEM]** Media ideas. Videotaping the workshop. Public Works has huge PIO-media office (County can handle the videotaping).
- Other ideas: media coverage, blogging, WWD#29 retailer and WBMWWD. (invite WWD#29 up) |

- Patrick C.: Outreach & One Topanga is great. With respect to the Hwy. asked if the Water agencies would be present at future meetings. Patrick C. would like to have Water folks here more regularly. (WWD#29) Partners on other projects in the past: Gus Meza, Ron Durbin & Forestry.

[ACTION ITEM] Consider inviting Water Agency/WBMWD to future meetings.

-Also, look at garden at RCD HQ.

- **[ACTION ITEM]** Carrie mentioned Landscape Architect selection. Fiona to send name. Beth suggested Clark, potentially UCLA. Carrie to follow up (DONE).

h. Costs:

- Ed A: doing cost assessment over 4 year period, 2013-now. They're taking an average. (2013 through this year-when this year is over). Gus wanted to include the CHP numbers too as a separate column. 2012: \$151,000. Has to be separated out by line items so that we can compare apples to apples.

- Timeframe: success in clearing each year by June 1 deadline. Some extenuating circumstance this year, so we haven't met the targets yet.

- Roger mentioned noticing lots of garbage along roadside.

IV. Storage of Documents - Assessments Process

- Fire Assessment.

- **[ACTION ITEM]** Hosting place for Assessment docs.(Timothy L. will look into it. Perhaps in the COEA, Marge's office. Electronic version. Hardcopy version? Timothy L. will consider). Caltrans (Jim) has a central office location where they store docs.

V. Next Meeting: October 12th, 2016