



## **AGENDA**

### **Regular Meeting**

**Subcommittee:** Cloverdale Fire Protection District/City of Cloverdale  
**Special Meeting Date:** Monday, June 14, 2021  
**Meeting Time:** 5:30 p.m.  
**Meeting Location:** Virtual Meeting by Teleconference

#### **IMPORTANT**

**THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC, THE MEETING WILL BE BROADCASTED VIA TELECONFERENCING OR OTHER ELECTRONIC MEANS**

In order to minimize the spread of the COVID 19 virus, this Regular Meeting will be conducted pursuant to the provisions of the Governor’s Executive Order N-29-20, which suspended certain requirements of the Brown Act.


All Members of the subcommittee will be participating in the meeting remotely via teleconferencing or other electronic means consistent with Executive Order N-29-20. If you would like to provide public comment, we encourage you to submit them via email to the City Clerk: [iwerby@ci.cloverdale.ca.us](mailto:iwerby@ci.cloverdale.ca.us).

**Please refer to the end of the agenda for instructions on how to view the meeting and provide public comment using Zoom: <https://us02web.zoom.us/j/86278530965>**

#### **Subcommittee Members – City Staff – CFD Board Members:**

Mayor Marta Cruz, Chair  
Vice Mayor Todd Lands, Vice Chair  
Police Chief Jason Ferguson  
City Manager David Kelley

Fire District Board Member Nancy Avansino  
Fire District Board Member Carol Giovanatto  
Fire Chief Jason Jenkins

- 1. Call to Order:**
- 2. Communications:** None.
- 3. Public Comment:** Members of the public may comment on any matter not on this agenda. Please limit comments to three minutes. Members of the public may comment on items on the agenda when the subcommittee considers that item. To make a public comment, use the “raise hand”  icon on your smart device or desktop computer, or dial \*9 if you are using just your telephone.
- 4. Approval of Minutes:** February 8, 2021.
- 5. Current Items for Discussion**
  - a. Update on Vegetation Management Activities in the City and District
  - b. Update on Fire Season
  - c. Enforcement of No Parking in Private driveways (obstruction of fire lanes)
- 6. Information Only Memos:**
- 7. Future Agenda Items (subject to change):**

**8. Pending Items:**

**9. Good of the Order**

**10. Adjournment:** Adjourn to Monday, October 11, 2021, at 5:30 p.m., or alternate date as requested.

**IMPORTANT NOTICE REGARDING THIS SUBCOMMITTEE MEETING**

**This Meeting will be conducted pursuant to the provisions of the Governor’s Executive Order N-29-20, which suspended certain requirements of the Brown Act.**

**In order to minimize the spread of the COVID 19 virus, please do the following:**

- Attendees may join the meeting through the use of Zoom at: <https://us02web.zoom.us/j/86278530965>  
**Webinar ID: 862 7853 0965, or by calling US: +1 669-900-6833**
- Attendees will be muted until they are called upon for Public Comment. To make a public comment, use the “raise hand” 🙋 icon on your smart device or desktop computer, or dial \*9 if you are using just your telephone. Please listen carefully for the Chair or City Clerk to address you by name (or phone number) and for the audible Zoom notification that you have been unmuted. Once you begin your public comment, your three (3) minutes will begin.
- If you would prefer to submit public comment in writing, please email your comments to [iwerby@ci.cloverdale.ca.us](mailto:iwerby@ci.cloverdale.ca.us). If you are commenting on a specific agenda item or items, please state the agenda item number(s) in the subject line of the email. All comments received via email will be provided to the Subcommittee in writing and included as a part of the record of the meeting.
- The City of Cloverdale thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

**CERTIFICATION** – Pursuant to Government Code § 54954.2, the agenda for this meeting was properly posted on or before 5:30 p.m., 06/11/2021



**DRAFT MINUTES**  
**Regular Meeting**

**Subcommittee:** Cloverdale Fire Protection District/City of Cloverdale  
**Special Meeting Date:** Monday, February 8, 2021  
**Meeting Time:** 5:30 p.m.  
**Meeting Location:** Virtual Meeting by Teleconference

**Subcommittee Members – City Staff – CFD Board Members:**

Vice Mayor Marta Cruz, Chair	Fire District Board Member Nancy Avansino
Councilmember Todd Lands, Vice Chair	Fire District Board Member Carol Giovanatto
Police Chief Jason Ferguson	Fire Chief Jason Jenkins
City Manager David Kelley	

1. **Call to Order:** Chair Cruz called to order the regular meeting at 5:30p.m. Present at the meeting were Fire District Board Member Giovanatto, Cloverdale Fire Protection District Fire Chief Jenkins, Vice Chair Lands, Cloverdale Police Chief Ferguson, City Manager Kelley and City Clerk Camacho-Werby.
2. **Communications:** None.
3. **Public Comment:** None.
4. **Approved Minutes:** October 15, 2020.
5. **Current Items for Discussion**
  - a. Update on Vegetation Management Activities in the City and District.  
City Manager Kelley reported meeting with Wayne Diggs, Cloverdale resident, CalFire and Cloverdale Fire Protection District staff to discuss interest in vegetation management education by Clover Springs and neighboring areas.

The subcommittee discussed potential vegetation management strategies in open space properties. Fire Chief Jenkins shared with the subcommittee that the District is at a disadvantage to building a comprehensive plan as the land is often county land, outside of City limits, and would require granted authority.

The subcommittee continued to discuss the item.

Public Comment: None.

Action: City parks staff will conduct initial vegetation management activities near the trail head and in partnership with the Fire District and CalFire take steps to address the concerns regarding vegetation management.

Fire District Board Member Avansino entered the meeting at this time.

Fire Chief Jenkins reported control burns are scheduled between now and fire season, outside of City limits. Public messaging and education efforts will be pushed out.

Chair Cruz recommended Fire Chief Jenkins coordinate with Police Chief Ferguson on NIXLE alerts.

b. Update on Fire Season.

Fire Chief Jenkins reported fire season has not begun. However, the time of year is drier than average years. With rain in the forecast, it is difficult to determine threats at this time.

Public Comment: None.

c. Completion of the City's Emergency Operations Plan (EOP) and Evacuation Zone Maps.

Police Chief Ferguson reported completion of an EOP for the City. Due to the COVID-19 Pandemic, one of the benefits included in the EOP is the mass sheltering component. The evacuation plan for the incorporated City of Cloverdale has been established and in working with Fire Jenkins have identified the best primary and secondary routes in each zone.

Action: Present the EOP to the City Council for approval. Staff will push out to the community so they can familiarize themselves with the evacuation zone maps, including working with Resilient Cloverdale and providing to the Sonoma County geographic information system (GIS) mapping system.

The subcommittee continued to discuss the item.

Fire District Board Member Giovanatto thanked both Chiefs and the City for updating the EOP.

Public Comment: None.

**6. Information Only Memos:** None.

**7. Future Agenda Items (subject to change):** None.

**8. Pending Items:** None.

**9. Good of the Order:** City Manager Kelley acknowledged the significant work done by Police Chief Ferguson and his efforts to put together an updated EOP.

**10. Adjournment:** Chair Cruz adjourned the meeting at 6:11 p.m. to the next regular meeting scheduled for Monday, June 14, 2021, at 5:30 p.m., or alternate date as requested.