



*Proposal for  
Development of  
Albany Hill*  
**Vegetation Management Plan**  
to be included in the Albany Hill Creekside Masterplan

*to the*



**Recreation and Community Services Department**

*Submitted by*

**Cheryl Miller, RLA**

*in collaboration with*

**Bradford K. Gallup, GIS & Fire Consultant**

**Biotic Resources Group, Biological Consultant**

8 April 2011

Cheryl Miller, RLA  
CA Registered Landscape Architect #2560  
3311 39<sup>th</sup> Avenue  
Oakland, CA 94619  
phone 510.536.0134 email cmillerrla@comcast.net

April 8, 2011

Penelope Leach  
City of Albany  
1249 Marine Ave  
Albany, CA 94706

RE: Proposal for Development of  
Albany Hill Creekside Vegetation Management Plan

Dear Ms. Leach and Selection Committee:

Thank you for the opportunity to submit a proposal to develop a Vegetation Management Plan to be included in the Albany Hill Creekside Master Plan.

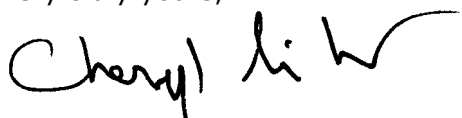
It is my understanding that you want to develop a plan with fire prevention as the primary element, balanced by the need to reduce impact on any sensitive species, such as Monarch butterfly. To help you reach that balance I have selected two colleagues to augment my professional skills. As Cheryl Miller, RLA, I will serve as prime contact, providing project management, meeting facilitation and leading the development of the long-term management plan. The individuals that will provide technical support are:

**Brad Gallup:** Brad will bring his background in GIS systems and his years of wildland fuels management and fire suppression. I have worked with Brad through the Hills Emergency Forum and when he provided technical and editorial review for the book *Managing Fire in the Urban Wildland Interface* - which I authored with Fire Chief Kenneth S. Blonski and Carol L. Rice.

**Kathy Lyons:** Kathy of Biotic Resources Group will add her expertise in biotic resources and CEQA compliance. She will be assisted by Dick Arnold who is an entomologist familiar with habitat requirements for the Monarch, as well as wildlife biologist Dana Bland. I have worked with Kathy on several riparian and wetland projects.

Enclosed is the information requested, supplemented by our team understanding and approach, qualifications, individual resumes. We also have prepared a preliminary scope of work, fee proposal and project schedule reflecting our initial approach. We look forward to discussing our ideas and working with you on this exciting project.

Very truly yours,

  
Cheryl Miller RLA

# Requested Information

## **A. Description of Company, Consultant**

Cheryl Miller, RLA is a California Registered Landscape Architect (CA RLA #2560) operating as a sole proprietor since 2009. She has provided consultant services to public agencies addressing wildland fire issues and vegetation management since 1989 as a partner at Amphion Environmental Inc. (the firm was closed in 2009).

## **B. Contracting Information**

Prime Consultant Cheryl Miller, RLA  
CA Registered Landscape Architect #2560  
3311 39<sup>th</sup> Ave  
Oakland, CA 94619

Phone: 510.536.0143  
Email: Cmillerrla@comcast.net

## **C. Project Team Contact Information**

Project Manager Cheryl Miller, RLA  
CA Registered Landscape Architect #2560  
Phone: 510.536.0143  
Email: Cmillerrla@comcast.net

GIS/ Fire Consultant Brad Gallup  
Phone: 510.374.8194  
E-mail: bradmap@yahoo.com

Biologist CEQA Kathy Lyons, Biotic Resources Group  
Phone: 831-476-4803  
Email: brg@cruzio.com

## **D. References for Cheryl Miller RLA**

Fire Chief Kenneth S. Blonski, East Bay Regional Park District  
Phone: 510.690.6601 e-mail: Kblonski@ebparks.org  
Projects: Co-author Managing Fire in the Urban Wildland Interface (Solano Press, 2010)  
Hills Emergency Forum, 1997 - present

Battalion Chief Michael Bond, El Cerrito Fire Department  
Phone: 510.812-4262 email: mbond@ci.el-cerrito.ca.us  
Projects: Diablo Fire Safe Council, 2010 - present

Deborah Chernin, Senior Planner City of Berkeley  
Phone: 510.981-6715 email: dchernin@ci.berkeley.ca.us  
Projects: Terrace View Park Master Plan, 2009  
Martin Luther King Civic Center Park Improvement Plans, 2007

Tom Klatt, UC Berkeley Facilities Mitigation Manager  
Phone: 510.847.7575 email: tklatt@berkeley.edu  
Projects: Hills Emergency Forum - Best Management Practices, 2008

Scott Hill, Watershed Manager East Bay Municipal Utilities District  
Phone: 510.287-2023 email: scotth@ebmud.com  
Projects: Fire Hazard Mitigation & Fuel Management Plan for the East Bay Hills, 1995

Fire Marshall Gary Piermattei, Lawrence Berkeley National Laboratory  
Phone: 510.486-6370 email: gpiermattei@lbl.gov  
Projects: LBNL Wildland Fire Fuel Reduction Around Buildings, 2009

## **References for Brad Gallup GIS/Fire Consultant**

Fire Chief Kenneth S. Blonski, East Bay Regional Park District

Phone: 510.690.6601      e-mail: kblonski@ebparks.org

Projects: Fire Management, 2006 to present

Assistant Fire Chief John Swanson, East Bay Regional Park District

Phone: 510.690.6603      e-mail: jrswanson@ebparks.org

Projects: Fuels Management, 2008 to present

Grants Manager Jeff Rasmussen, East Bay Regional Park District

Phone: 510.544.2204      e-mail: jrasmussen@ebparks.org

Projects: GIS and Project Scope Support for Fuels Management and Hazard Mitigation Grants, 2002 to present

Joseph E. DiDonato, Wildlife Consulting & Photography

Phone: 510.326.8175      e-mail: jdidonato@att.net

Projects: GIS and Fuels Management, 1993 to present

# Project Understanding and Approach

## **Understanding**

From reviewing the request for proposal (RFP) and discussing the project with Penelope Leach it is our understanding that City Council has authorized staff to hire a consultant to work with staff, the community and the Parks and Recreation Commission to draft a long-term vegetation management plan (LTMP) for Albany Hill. This LTMP will be a primary component of the the 1991 Albany Hill Creekside Master Plan update. (The update of the public access portion of the Master Plan will be a separate effort by others.) At the completion of this project the Parks and Recreation Commission will present the draft plan for the City Council's final approval.

Areas of Albany Hill contain sensitive habitat. The 1991 plan identifies that this "island of native vegetation" has several intact remnants of undisturbed "mini-ecosystems" including a riparian zone, upper and lower grasslands (with native grasses and wildflowers), oak woodland, eucalyptus forest (with some native understory) and toyon understory. The RFP identifies Monarch butterfly as a sensitive species. It is likely other Federal or State protected species, or species of local special concern, are also present or could be if their habitat was enhanced.

The RFP is clear that fire prevention is to be a primary element of the LTMP. Goals, strategies and action recommendations should keep fire prevention as a top priority. Fire prevention will focus on fuels management, but may also include recommendations for fire weather related park closures, improved access for suppression forces, coordination with the Albany Fire Department and neighboring jurisdictions, as well as inclusion in the Alameda County Community Wildfire Protection Plan that is currently under development.

Our team offers strength in fire prevention and vegetation management. Cheryl Miller, Registered Landscape Architect has teamed with GIS/ Fire consultant Brad Gallup and biotic resource consultant Kathy Lyon to provide you the full range of services you outlined in your RFP.

We think you will find our team unique in our background and in the additional skills we bring to your project. As you review our resumes and similar project experience you will see that we offer talents that many consulting firms cannot. Over the years the three of us have had extensive experience in implementing plans. The lasting value of our plan begins once City Council has approved it and the community begins implementation.

One of Cheryl Miller's current ongoing clients is the Diablo Fire Safe Council (DFSC) where she is tasked with funding wildfire protection activities through grants and coordinating neighborhood activities - DFSC currently has 17 volunteer neighborhood coordinators working in Contra Costa County. She also manages a right of entry agreement with DFSC, East Bay Regional Parks and Kensington residents to allow them to do fuel reduction on parklands adjacent to their homes. She has worked since 1994 with the Hills Emergency Forum developing relationships with nine agencies that work together for regional wildfire protection in the East Bay Hills. For over 25 years she has worked with public agencies developing not only implementation components of plans, but also construction documents, opinions of probable costs, technical specifications and providing construction support for parks and other civic improvements. She has prepared bid ready documents, worked with contractors and understands public contracting processes.

Brad Gallup is a GIS consultant and has first hand experience with both fire suppression and fuel mitigation projects. He has served as a leader in the East Bay Regional Park District fuels management program responsible for treatment of several thousand acres of wildland-urban interface within the East Bay Hills. He develops site prescriptions, budgets and timelines and administers contracts for eucalyptus, brush and ladder fuel reduction projects. He brings an in-depth understanding of a wide range of non-chemical approaches to vegetation management methods.

Kathy Lyons is a botanist with specialty in California Environmental Quality Act (CEQA). Her firm Biotic Resources Group, collaborates with resource specialists, with a particular focus on parks and open space. She will be joined by Dr. Richard Arnold (entomologist) and Dana Bland (wildlife biologist). They will evaluate the project actions relative to sensitive habitat and species. Biotic Resources Group will also provide other CEQA review as needed.

## **Team Approach**

We approach any long-term management plan looking for ways to build in sustainability. In our minds a sustainable solution must be technically feasible, economically viable, environmentally compatible and socially acceptable. But beyond those typical four factors, in our minds sustainability also means finding ways for all community members to take ownership and have meaningful on-going responsibilities. We will approach your planning effort with the additional goal of finding ways to enhance the project through partners. If active partners can see the value in protecting Albany Hill from wildfire the project will develop a life of its own. So who might these partners be?

Wildfire protection can be naturally linked to invasive plants or weeds removal. Volunteer groups throughout the Bay Area often have broom-pulling workdays. "Weeds and wildfire" is a catchy combo. It takes only a little effort to develop best management practices so fuel reduction activities can also enhance native plants, provide creek protection, habitat restoration and protect Monarch butterflies, migratory birds or other species of flora and fauna. It may be only a tiny further step to envision that the fire

protection efforts on Albany Hill could also be linked to community pride (the Hill is unique in the Bay Area), volunteer clean-ups, "Bay Friendly" programs, or "green" efforts. We see a future where your "Mad Science" summer camp program offered by the Recreation and Community Services Department could include fire science for Albany youth, or the Master Arborist could have a "Green Things" event about proper techniques for limbing up your oak for wildflowers and fire safety. In our wildest dreams we see corporate partnerships with Kaiser Permanente and Bayer for healthier citizens – rake eucalyptus leaves or pull a broom shrub as part of the exercise and outdoor recreation program aimed at obesity prevention (and fire protection). Or maybe Clorox, Chevron, or Mechanics Bank, who all have corporate volunteer programs, want to send a crew of 50 and your new problem is you don't know what to do with all that help!

We would love to be the team to help you with that problem too.

# Preliminary Scope of Services, Fee & Schedule

## **TASK 1 START-UP WORK SESSION**

**1.01 Start up work session preparation:** Prior to meeting with City Staff, Cheryl Miller will discuss with the City project manager the draft scope, schedule and cost presented in the proposal and update it to reflect comments from the selection committee. She will work via the phone/ email with the City project manager to develop an effective agenda for the start up work session.

**1.02 Staff start-up work session:** Cheryl Miller and Brad Gallup will attend the staff start up session and facilitate discussion of scope, schedule, cost and other project parameters, as well as the project completion strategy. We will also discuss any known issues or opportunities that should be incorporated into the planning efforts.

**1.03 Written Meeting Summary:** Following the work session, Cheryl will prepare a written meeting summary that identifies the next steps and establishes a tracking method for monitoring major items until completed. She will also update the scope, schedule and cost parameters to reflect staff consensus.

### **Products Task 1:**

- Project Plan and Timeline (delivered electronically to project manager)
- Written Meeting Summary (delivered electronically to project manager)

### **Meetings and Presentations**

- Staff start up working session

## **TASK 2 BASE DATA**

**2.01 Base Data:** Brad Gallup will take the lead on developing the base data from City records, existing drawings and reports, including aerial photographs from online or City sources. He will reduce or enlarge this information to provide base sheet(s) for City staff, team and report use. This information will include city provided private property boundaries and City easements. Note: No new topographic survey work or aerial photo flights are included in the fee proposal. Level of spatial accuracy of GIS files will be dependent on source material.

**2.02 Identify Additional Information Required and Sources:** During preparation of base data, B. Gallup and C. Miller will review the adequacy of available base data. Should data gaps be discovered they will identify a strategy for obtaining the information and discuss this with City Staff during Task 8.01.

**2.03 Provide Base Sheets:** B. Gallup will compile the base data to provide base sheets for report use in subsequent tasks.

**2.04 Prepare aerial photo map in GIS:** B. Gallup will also prepare the Albany Hill aerial photo map for report use in subsequent tasks.

### **Products Task 2:**

- Draft base map
- Aerial Photo map
- All maps will be submitted in electronic format compatible with City GIS system

### **Meetings and Presentations**

- See Task 8.0

## **TASK 3 FIRE PREVENTION AND FUELS MANAGEMENT (In conjunction with Task 4, 5, 6 and 7)**



**3.01 Identify preliminary goals and strategies for fire prevention and fuels management:** C. Miller and B. Gallup will identify preliminary goals and strategies for fire prevention. They will identify potential techniques and best management practices (to reduce the environmental impacts) of hazardous fuel treatments that are used throughout the region and identified in documents developed by the Diablo Fire Safe Council, Hills Emergency Forum and others. These will be discussed with staff and used as a starting point with the Park and Recreation Commission in Task 7.02 and 8.01

**Products Task 3:**

- In conjunction with Task 4, 5, 6 and 7

**Meetings and Presentations**

- In conjunction with Task 4, 5, 6 and 7

**TASK 4 PREPARE LONG TERM MANAGEMENT PLAN (In conjunction with Task 3, 5, 6, 7, 8 and 9)**

**4.01 – 4.08 Prepare Long Term Management Plan (LTMP)**

Cheryl Miller and Brad Gallup will prepare written information to be included in the Long Term Management Plan. The text will be supplemented as needed by GIS maps, aerial photos, photographs and diagrams. The following plan elements will be addressed (at a minimum):

- 4.01 Introduction
- 4.02 Existing/ baseline conditions – including a synopsis of the 1991 Albany Hill Creekside Master Plan developed by Wolfe Mason Associates in 1991. (developed during Tasks 5, 6 and 8)
- 4.03 Plan goals and objectives (developed during Task 7 and 8)
- 4.04 Management strategies and actions (developed during Task 6, 8 and 9)
- 4.05 Monitoring program (developed during Task 6, 8 and 9). As a key part of the monitoring program we will work with City Staff to identify potential issues related to compliance with the California Environmental Quality Act, Migratory Bird Treaty Act, Endangered Species Acts (Federal & State), Clean Water Act Section 404, California Fish and Game Code, Historic Preservation Acts (Federal & State) and ways potential impacts could be mitigated. We will identify any critical actions that may require further special studies or permits and discuss them with Staff and Commission during Tasks 8 and 9.
- 4.06 Detailed implementation plan, schedule and costs. (developed during Task 6, 8 and 9)
- 4.07 Appendices
- 4.08 Application of City Integrated Pest Management (IPM) policy. The plan will discuss the City IPM policy and various approaches to vegetation management including physical, mechanical, cultural, biological and education tactics. It our initial understanding that “least toxic chemical controls are used as a last resort” in Albany and that organic or natural methods are favored (ordinance #-08-01). We will bring to the projects the team’s in-depth knowledge of non-chemical approaches to vegetation management methods (including hand removal, grazing, mechanical operations and prescribed fire).

**Products Task 2:**

- See Preliminary Draft Plan and Final Draft Plan Tasks 8 and 9

**Meetings and Presentations**

- In conjunction with Task 8 and 9

**TASK 5 SITE RECONNAISSANCE**

**5.01 Site Verification of Vegetation:** Working from aerial photos and the vegetation plan developed for the 1991 Master Plan, Cheryl Miller and Brad Gallup will field verify vegetation within Albany Hill Creekside Park.

**5.02 Develop Vegetation Management Map:** Brad Gallup will update the vegetation map to reflect field conditions and serve as the draft vegetation management map. The map will identify such areas as riparian, lower grassland, oak woodland, eucalyptus, toyon understory, upper grasslands, and remnant stand of native vegetation initially identified in the 1991 Plan.

**5.03 Finalize Vegetation Management Map:** After reviewing the map with the biologist, Staff and Commission (During Tasks 6, 8 and 9), Brad will finalize the vegetation Map.

**Products Task 5:**

- Draft Vegetation Management Map
- Final Vegetation Management Map

**Meetings and Presentations**

- In conjunction with Task 8 and 9

**TASK 6 BIOLOGICAL SITE REVIEW**

**6.01 Site Reconnaissance with biologist:** Cheryl Miller and Brad Gallup will meet in the field with Biotic Resources Group’s biologists (Kathy Lyons and others as needed) to ensure the vegetation management plan considers the impact of any sensitive habitat or species, such as the Monarch butterfly. Dr. Richard Arnold will review the plan for sensitive insect issues.

**6.02 Review and refine preliminary management strategies and actions with biologist:** Following the site reconnaissance, Cheryl Miller and Brad Gallup will work with the Kathy Lyons, and entomologist Dick Arnold, to review the preliminary vegetation management strategies and actions. We will identify alternative action strategies and potential monitoring and mitigation measures for discussion with Staff during their second work session (Task 8.02)

**6.03 Finalize monitoring program with Biologist:** Following input from Staff and Commission, Kathy Lyons will finalize the monitoring program to be incorporated into the information developed in Task 4.05.

**Products Task 6:**

- Draft mitigation and monitoring program recommendations (incorporated in 4.05)
- Final mitigation and monitoring program recommendations (incorporated in 4.05)

**Meetings and Presentations**

- In conjunction with Task 8 and 9

**TASK 7 COMMISSION GOAL SETTING MEETING**

**7.01 Prepare for Commission Meeting:** Cheryl Miller will work with City Staff to develop appropriate materials for the Park and Recreation Commission.

**7.02 Meet with Park and Recreation Commission:** Cheryl Miller will meet with the Parks and Recreation Commission to discuss draft goals and objectives for the LTMP, share existing base data and potential management strategies and actions.

**Products Task 7:**

- To be incorporated into Task 4

**Meetings and Presentations**

- In conjunction with Task 8 and 9

**TASK 8 INITIAL DRAFT REVIEW**

**8.01 Staff Working Session #1:** Cheryl Miller and Brad Gallup will work with the Staff to review base data, draft vegetation management map, and preliminary strategies and actions. At this working session we will also discuss presentation materials for the Commission's goal setting meeting (Task 7.02).

**8.02 Staff Working Session #2:** Cheryl Miller and Brad Gallup will work with the Staff to review refined management strategies and actions, a preliminary monitoring mitigation program and a draft implementation plan (Task 4).

**8.03 Staff Working Session #3:** Cheryl Miller and Brad Gallup will work with the Staff to review a Draft Plan and presentation materials for the Commission's review of the Draft Plan (Task 9.01).

**Products Task 8:**

- See products under Task 6, 7 and 9

**Meetings and Presentations**

- Staff Working Session #1
- Staff Working Session #2
- Staff Working Session #3

**TASK 9 COMMISSION DRAFT REVIEW**

**9.01 Prepare Draft for Commission Review :** Cheryl Miller and Brad Gallup will prepare the draft Long Term Management Plan and incorporate comments from the Staff Working Session #3. Note: Materials will be provided electronically two weeks prior to the Parks and Recreation Commission meeting for inclusion in their packets.

**9.02 Present Draft to Commission:** Cheryl Miller will attend the Park and Recreation Commission Meeting to present the Draft LTMP and gather comments.

**9.03 Update Draft LTMP:** Following input from Staff and Commission, Cheryl Miller and Brad Gallup will update the LTMP and GIS information.

**9.04 Present Final Draft to Commission for Approval:** Cheryl Miller will attend the Park and Recreation Commission Meeting to present the Final Draft LTMP for approval. Note: : Materials will be provided electronically two weeks prior to the Parks and Recreation Commission meeting for inclusion in their packets. The attached fee proposal assumes that no additional changes will be required to the final draft as a result of the Commission meeting. Any additional substantive revisions will be prepared on a time and material basis.

**Products Task 9:**

- Preliminary Draft LTMP (see Task 4 for description)
- Final Draft LTMP for Commission Approval (see Task 4 for description)

**Meetings and Presentations**

- Park and Recreation Commission Meeting #1 – preliminary draft LTMP
- Park and Recreation Commission Meeting #2 – final draft LTMP

**TASK 10 CITY COUNCIL DRAFT REVIEW**

**10.01 City Council Draft Review:** Cheryl Miller will attend the City Council meeting with City Staff to present the final draft approved by the Parks and Recreation Commission.

**Products Task 10:**

- See Task 9.04

**Meetings and Presentations**

- City Council Presentation

Albany Hills Creekside Master Plan Update  
Vegetation Management Plan  
**Proposed Fee Schedule**

TASK NO.	DESCRIPTION OF WORK	C.Miller	B. Gallup	K. Lyons	Subtotal by Task
		\$100 /hr	\$100 /hr	\$150 /hr	
<b>TASK 1 Start up Work Session</b>					
1.01	Start up Work Session Preparation	4	0		\$ 400
1.02	Staff Start-up work session	4	2		\$ 600
1.03	Written Meeting Summary	4	0		\$ 400
<b>SUB TOTAL COSTS TASK 1</b>					\$ 1,400
<b>TASK 2 Base Data</b>					
2.01	Base data (Obtain from City)	0	32		\$ 3,200
2.02	Id additional information required & sources	2	4		\$ 600
2.03	Provide base sheets	0	24		\$ 2,400
2.04	Prepare aerial photo maps in GIS	0	8		\$ 800
<b>SUB TOTAL COSTS TASK 2</b>					\$ 7,000
<b>TASK 3 Fire Prevention &amp; Fuels Management (in conjunction with Tasks 4, 5, 6 and 7)</b>					
3.01	Identify preliminary goals and strategies for fire prevention and fuels management	4	4		\$ 800
3.02	Review action recommendations with staff	(see working session 8.01)			0
<b>SUB TOTAL COSTS TASK 3</b>					\$ 800
<b>TASK 4 Prepare Long Term Management Plan (In conjunction with Tasks 3, 5, 6 and 7)</b>					
4.01	Introduction	2	0		\$ 200
4.02	Existing/ Baseline Conditions	6	4		\$ 1,000
4.03	Plan goals and objectives	4	2		\$ 600
4.04	Management strategies & actions	32	4		\$ 3,600
4.05	Monitoring program	16	4		\$ 2,000
4.06	Detailed Implementation Plan/ Schedule/ Costs	32	4		\$ 3,600
4.07	Appendices	4	4		\$ 800
4.08	Application of IPM Policy	4	0		\$ 400
<b>SUB TOTAL COSTS TASK 4</b>					\$ 12,200
<b>TASK 5 Site Reconnaissance</b>					
5.01	Site verify vegetation from Aerial/ Masterplan	4	4		\$ 800
5.02	Develop draft vegetation map	2	16		\$ 1,800
5.03	Finalize vegetation map	2	8		\$ 1,000
<b>SUB TOTAL COSTS TASK 5</b>					\$ 3,600
<b>Task 6 Biological Site Review</b>					
6.01	Site reconnaissance with Biologist	4	4	8	\$ 2,000
6.02	Review and refine preliminary management strategies & actions with biologist	8	8	40	\$ 7,600
6.03	Review and finalize monitoring program	2	2	2	\$ 700
<b>SUB TOTAL COSTS TASK 6</b>					\$ 10,300
<b>TASK 7 Commission Goal Setting Meeting (in conjunction with Task 3)</b>					
7.01	Prepare for Commission Meeting	4	0		\$ 400
7.02	Meet with Parks & Recreation Commission	4	0		\$ 400
<b>SUB TOTAL COSTS TASK 7</b>					\$ 800
<b>Task 8 Initial Draft Review</b>					
8.01	Staff work session #1 to review base data, vegetation map and preliminary strategies and actions (includes prep time)	4	2		\$ 600
8.02	Staff work session #2 to review Monitoring program and draft implementation plan (includes prep time)	4	2		\$ 600

8.03	Staff work session #3 to review Admin Draft plan and Commission presentation materials (includes prep time)	4	2		\$ 600
<b>SUB TOTAL COSTS TASK 8</b>					\$ 1,800
<b>Task 9 Commission Draft Review</b>					
9.01	Prepare draft for Commission review (incorporate final staff comments)	32	4		\$ 3,600
9.02	Present draft to Commission	4	0		\$ 400
9.03	Update draft with Commission comments	16	4		\$ 2,000
9.04	Present Final Draft to Commission for Approval	4	0		\$ 400
<b>SUB TOTAL COSTS TASK 9</b>					\$ 6,400
<b>Task 10 City Council Draft Review</b>					
10.01	Present Final Draft to City Council for Approval	4	0		\$ 400
<b>SUB TOTAL COSTS TASK 10</b>					\$ 400

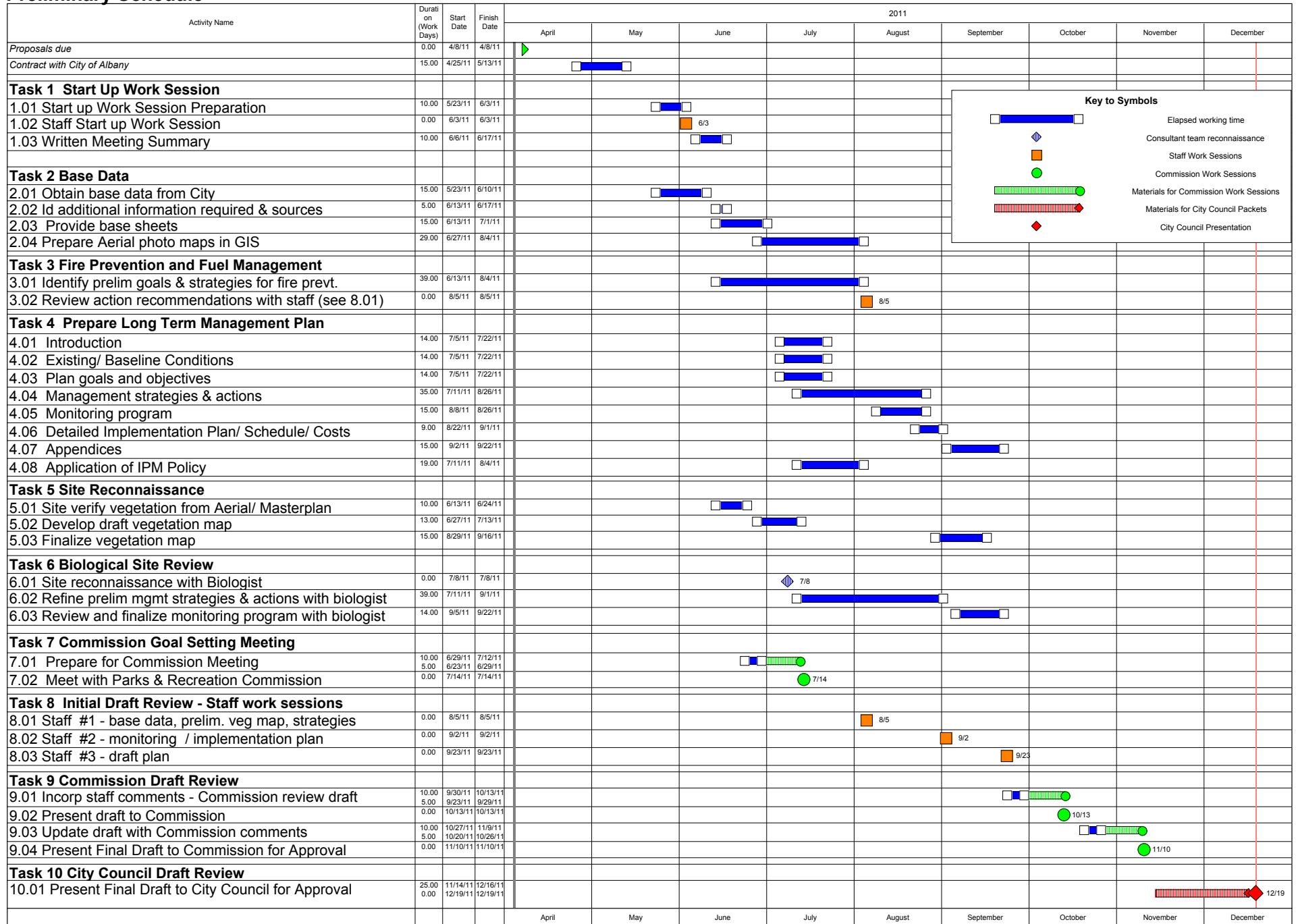
<b>Subtotal Hours</b>	220	152	50	
<b>SUBTOTAL LABOR</b>				\$ 44,700
Direct Expense Allowance				\$ 3,000
Mileage, meeting supplies, copies	\$2,000			
Plan printing	\$1,000			
Contingency			5%	2,250
<b>Total Fee Proposal Not to Exceed</b>				<b>\$ 49,950</b>

TRUE

**ASSUMPTIONS**

- 1 No new topographic survey work or aerial flights are required. Based data will be developed based on readily available information. Additional original base data will be prepared on a time and material basis. Level of spatial accuracy of GIS files will be dependent on source material.
- 2 Additional CEQA related services or documents to be determined during Task 9.0
- 3 No additional changes will be required to the final draft as a result of the Commission meeting. Any additional substantive revisions will be prepared on a time and material basis.

# Preliminary Schedule



**Key to Symbols**

- Elapsed working time
- ◆ Consultant team reconnaissance
- Staff Work Sessions
- Commission Work Sessions
- Materials for Commission Work Sessions
- Materials for City Council Packets
- ◆ City Council Presentation

Resume and Selected Projects  
**Cheryl Miller, RLA**



## Cheryl Miller, RLA

CA Registered Landscape Architect #2560

3311 39<sup>th</sup> Avenue

Oakland, CA 94619

phone 510.536.0134 • email [cmillerrla@comcast.net](mailto:cmillerrla@comcast.net)

California Registered Landscape Architect with more than 25 years providing professional services to public sector clients: prime consultant leading multi-disciplinary project teams, client relations, new business development, community involvement, project management and small business administration. Currently focused on regionally significant projects that promote wildfire safety in the urban wildland interface.

### Areas of Professional Expertise

- **Landscape Architecture**
- **Urban Wildland Interface**
- **Fire**
- **Community Facilitation**
- **Urban Design**
- **Environmental Planning**

### Education:

*Masters of Landscape Architecture,*  
1983

*University of California, Berkeley*

*B.S. Landscape Architecture, 1980*  
*University of Virginia*

### Registration:

*Landscape Architect*  
*California #2560, May 1983*

### Training & Certification

*XL Design Professional Liability*  
*Education (annual; 2002-2009)*

*Revegetation/Restoration*

*Planning Workshop, SERCAL May*  
*1993*

*Policies and Issues in Historic*  
*Landscape Preservation, NPS Field*  
*School, August 1988*

### Community Service

*California Firesafe Council*  
*Board of Trustees, 2003- 2009*

*Dunsmuir Historic Estate*

*Board of Trustees 1995-2002*

*Board President 2000-2002*

*Oakland Waterfront Charrette 1995*

*ASLA Oakland Walking Tours 1995*

*Project Firescape Gardens 1992*

*CEDAT Oakland/Berkeley*

*Fire 1991*

*Oakland/Berkeley Firestorm Mayor's*  
*Task Force 1991*

*ASLA Fire Recovery Task Force*  
*1991*

*Lake Merritt CAT Project 1988*

Cheryl Miller has experience with primary responsibility in all phases of projects from initial planning, design, and contracting documents to coalition building and implementation. . She brings a proven record of grant writing, effective community outreach and uses her communication skills with community, clients and team members. She currently serves as the Diablo Fire Safe Council Executive Coordinator managing two Federal grants.

Ms. Miller began her work related to wildland urban interface fire hazard mitigation by developing a pre-fire plan as a part of the Master Plan for Santa Clara County's 10,000-acre *Joseph D. Grant Park* in the early 1990s. Various community work followed the 1991 Tunnel fire in the Oakland Berkeley Hills and provided broad experience with key issues and stakeholders.

Cheryl was project manager for East Bay Hills Fire Hazard Mitigation Fuel Management Plan that encompasses 60 square miles of urban wildland interface. For this project, addressing issues resulting from the 1991 firestorm in Oakland, California, she oversaw a team of nine consulting firms and coordinated a client consortium of nine representatives from cities and agencies. This \$300,000 FEMA funded project was a first of its type and still viewed as a national model for regional management of public and private vegetation and structures in the urban wildland interface. Its 1995 adoption established many of the regional standards used today for fuel management projects.

Since 1997, Cheryl has served as staff support for the Hills Emergency Forum. This nine-member consortium is dedicated to on-going interagency cooperation to promote fire safety in the East Bay Hills. She has been responsible for meeting facilitation, media releases, correspondence, special projects such as compiling Best Management Practices, events, grant writing & management, mailing lists and maintaining the organization's continuity as the chair rotates among members.

Cheryl has worked with Carol Rice, Wildland Resource Management Inc., on a number of fire management projects:

- Palo Alto Foothill Fire Management Plan Update
- Wildfire Hazard Assessment for Montanero, Orinda
- Training Evacuation, Fire Protection & Safe to Stay Options Private Winery, Napa County
- Homeowner Education Program and Hazard Reduction Guidelines Development; Berkeley Fire

Ms. Miller's planning work extends to protection of natural and cultural resources. She identified compliance needs for many of her projects including agency consultation, field surveys, specialized expertise, legal and risk management opinions. She managed consultants to comply with CEQA, Endangered Species Act, air quality regulations, US ACE jurisdictional boundaries, California F&G stream alteration permits, Section 106 and State Historic Preservation Officer reviews, among others.

## WORK HISTORY

**Cheryl Miller, RLA**, Independent Consultant 2009 – Present.

Responsible for all aspects of facilitation, coalition building, planning and implementation focused on regionally significant projects that promote fire safety in the urban wildland interface. Current clients include East Bay Regional Park District, Diablo Fire Safe Council, Hayward Fire Department and Hills Emergency Forum. Work includes management of Federal grant funds, partner development, public outreach, grant writing, public education, meeting facilitation and Board of Directors management. During 2010 developed grants that successfully procured over \$500,000 in Federal funds for fuel reduction, community partnering, planning and assessment for safety from wildfire.

**Amphion Environmental Inc.**, Oakland California. Planning and Urban Design. (Firm closed 2009)

**Managing Principal/ Director** (1998 – 2009): Responsible for all phases of work including new business development, office policy and procedures, staff review, project management, presentations, proposal writing, community workshops, media outreach, sub-consultant management, cost estimating, construction documentation preparation and quality control. As Director on Amphion's board served as Vice President (2005-2007) and President (2007-2009) responsible for staffing decisions and strategic planning.

**Associate** (1992 – 1998): Responsible for oversight of multi-disciplinary team to deliver planning reports, cost estimates, construction documents and technical specifications. Managed staff and sub-consultants. New business development included establishing scope, schedule and budgets. Resolved issues. Facilitated public workshops, small groups and client staff meetings. Provided briefings to media.

**Project Manager** (1989 – 1992): Responsible for day to day management of multi-disciplinary team to deliver planning reports, cost estimates, construction documents and technical specifications. Managed staff and sub-consultants; establishing critical path schedule and budgets. Served as technical staff for community participation and public workshops, preparing outreach questionnaires, presenting alternatives and facilitating small groups and client staff meetings.

**Landscape Architect, Planner** (1986 -1989). Responsible for preparation of planning reports, cost estimates, construction documents and technical specifications. Coordinated with project managers and sub consultants.

**Greenscapes and Graphics**, Davis California (1984 – 1986). Landscape Designer. Award winning residential and commercial landscape design work.

## SELECTED PUBLICATIONS, PRESENTATIONS AND PROCEEDINGS

Miller, Cheryl with Kenneth S. Blonski and Carol L. Rice. "You Too Can Prevent Wildfires." *The Environmental Monitor*. Fall 2010: 4-8.

Blonski, Kenneth S., Cheryl Miller and Carol L. Rice. Practical Solutions for Urban Wildland Fire. Point Arena, CA: Solano Press, 2010.

Blonski, Kenneth S., Cheryl Miller and Carol Rice. "Get Real! Community Based Solutions for your WUI Issues: Using Collaboration Beyond Planning." Albuquerque, NM: *International Association of Fire Chiefs*. February 16–18, 2005. Paper presented and published proceedings.

Blonski, Kenneth S. and Cheryl Miller. "Collaboration - Finding solutions to the urban wildland interface fire issues through regional collaboration." Paper presented and published proceedings, *Disaster Resistant California*. San Jose, CA, April 21 – 23, 2003.

Rice, Carol L. and Cheryl Miller. "Working to have it all in the urban wildland interface: Ways to minimize environmental impacts of fuel reductions at the urban wildland interface." Paper presented and published proceedings, *Fire in California Ecosystems: Integrating Ecology, Prevention and Management*. San Diego, CA, November 17-20, 1997.

Rice, Carol L. and Cheryl Miller. "FARSITE modeling in the urban/wildland intermix." *International Association of Wildland Fire: 13th Conference on Fire and Forest Meteorology*. Lorne Australia, 1997: 561-570.

Riordan, Ray and Cheryl Miller. "Firestorm response: a multi-agency alliance." *Journal American Water Works Association* 88, no. 10 (October 1996): 46 - 52.



## BEST MANAGEMENT PRACTICES

*The Hills Emergency Forum facilitates a cooperative approach among nine governing organizations addressing urban wildland interface fire issues in the Oakland-Berkeley hills.*

HEF members' fuel reduction projects have been on-going in the East Bay hills for decades. These projects include many best management practices (BMPs) to reduce the potential of environmental impacts and comply with various laws and regulations. HEF members have varying policies and agreements that have led to these best management practices. Most have been formalized in documents in order to comply with the National Environmental Policy Act and the California Environmental Quality Act.

In 2008, Cheryl Miller, RLA worked with HEF members to develop a compendium of the various BMPs used in the region. These BMPs are drawn from published environmental documents and current practices. Each of the members continues to refine their practices as new equipment or innovative techniques become available and are shown to be effective. This working paper will be updated periodically as new adaptive management strategies are available and adopted by Hills Emergency Forum Members. The Best Management Practices paper is available on the HEF web site [www.hillsemergencyforum.org](http://www.hillsemergencyforum.org).

The compendium is divided into four sections:

- Project actions: Identifies the project actions and techniques often used for vegetation management.
- Potential impacts: Provides an overview and quick look-up matrix that identifies the potential environmental impacts that may be associated with various project actions
- Best Management Practice: Each impact includes a range of BMPs or Mitigations to reduce potential environmental impact, as well as timing considerations and comments
- Appendices.





## HEF AS A MODEL FOR COLLABORATION DISASTER RESISTANT CALIFORNIA CONFERENCE

May 17, 2005

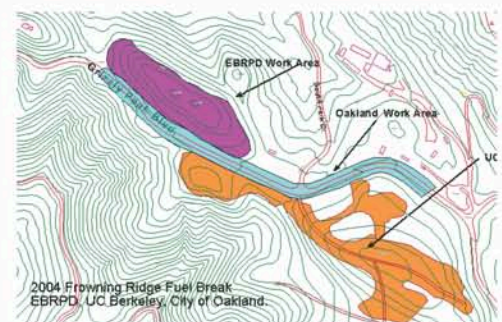
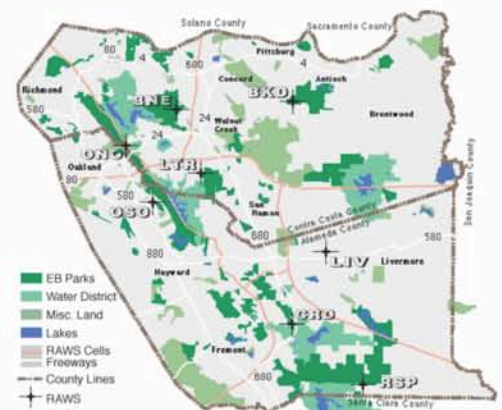
*The Hills Emergency Forum facilitates a cooperative approach among nine governing organizations addressing urban wildland interface fire issues in the Oakland-Berkeley hills*

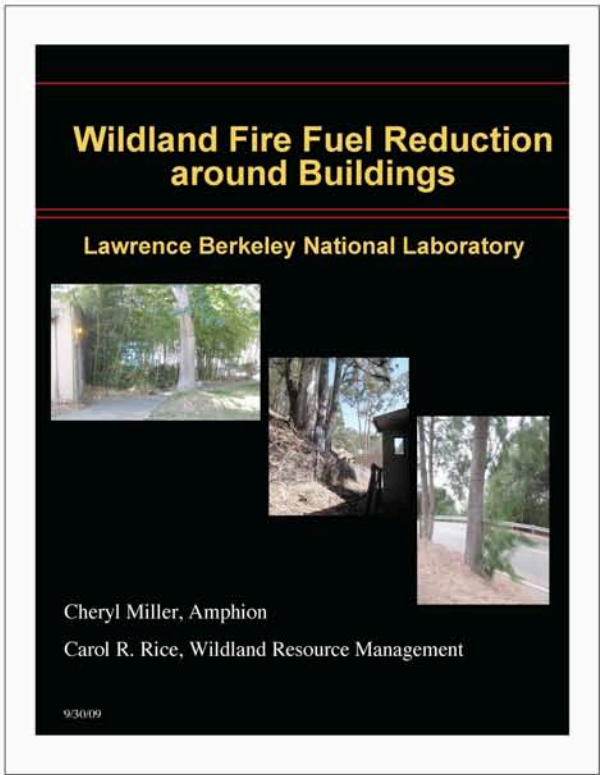
HEF participated in the Fifth Annual Disaster Resistant California Conference held May 15–18 in Sacramento. This premier west coast disaster mitigation conference offered an exciting exploration of topics with a goal of increasing coordination between the public and private sector in implementing hazard mitigation measures in California.

Cheryl Miller prepared a presentation and paper for Fire Chief Mark Scott, El Cerrito and Fire Chief Dennis Rein, East Bay Regional Park District to present the HEF as a model for regional collaboration for urban-wildland interface fire mitigation. They provided history of the forum's formation, its members and mission and highlighted the projects responsible for building the group's success. These included:

- ❑ Installation of remote automatic weather stations (RAWS) to allow the region to better watch the weather. High fire hazard weather now triggers local of local parks, restricts activities (use of bar-b-cues and certain maintenance practices), and increases fire department dispatch and patrol levels.
- ❑ Projects coordinated across traditional agency boundaries such as the coordinated fuel removal along Frowning Ridge between the City of Oakland, East Bay Regional Park District and University of California Berkeley.
- ❑ HEF continues to partner with other community groups such as the Claremont Canyon Conservancy, private property owners, public schools and individual companies for successful fuel reduction throughout the East Bay Hills.

A copy of the conference paper can be found on the HEF web site [www.hillsemergencyforum.org](http://www.hillsemergencyforum.org).





### Recommended Treatments

- Locations identified on aerial photographs
- Treatment identified by unique identifier (bldg #-treatment location #)
- Goal and measurable actions listed



### Select Recommended Treatments Fuel Adjacent to Buildings Reduction




6-7. Reduce fire ladders and fuel load below to building by removal or rejuvenation of plant material.

- ↳ Remove aged *Eurospora* from under redwoods and at edge of shrub beds
- ↳ Remove dead palm fronds
- ↳ Cut *Baccharis* brush to ground and allow to reseed
- ↳ Cut grass to 4" height. Native bunch grasses should be encouraged – manage to select against annual grasses.

69-1 Reduce aerial & ground fuels at bus stop island to protect vehicular access to facilities & reduce potential ignition from charging station. Provide non-flammable surface around outlet & picnic table.

- ↳ Remove needles from roof of structure
- ↳ Rake and remove *Pinus* needles from ground to maintain ~ 1" cover.
- ↳ Remove volunteer pines
- ↳ Remove any live or dead material (branches <3" in diameter, needles, twigs, loose bark etc.) for a height of 10'

**WILDLAND FIRE FUEL REDUCTION AROUND BUILDINGS**

Lawrence Berkeley National Laboratory  
Berkeley, California

**Amphion's Role:**

**Description:**

Prime Consultant – Cheryl Miller, Project Manager

Cheryl Miller, working with Carol Rice of Wildland Resource Management, developed a plan to reduce the threat of wildland fire and potential damage from ornamental landscape adjacent to lab structures. This plan will allow staff to effectively utilize year-end funds as they become available. The plan evaluated the hazards. It also created Building Worksheets to be used as "work orders" for grounds staff and contract fuel reduction crews to complete the fuel modification. Each building worksheet:

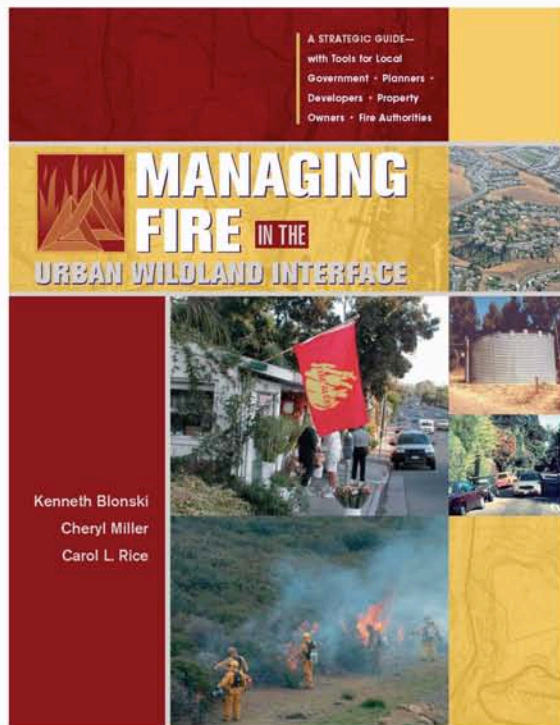
- Identified the hazards and special considerations.
- Provided detailed recommendations with goal and measurable actions
- Developed alternative follow-up treatments to sustain the effectiveness of the work

The plan assumed that fire is a natural part of the Lab ecosystem. A risk management approach was adopted with the goal that fire could burn through the property with low flame lengths and low heat output. Fires were anticipated both from off site as embers and from onsite structure or ground fires.

**CLIENT:**  
Lawrence Berkeley National Laboratory

**Cost:** \$15,000 (Professional fees)  
**Status:** Finalized September 2009

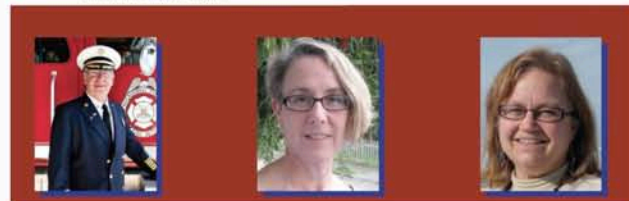
*Cheryl Miller, RLA  
while partner with Amphion*



North Berkeley Urban Wildland Interface in 1954.  
Photo Jerry Kent, East Bay Regional Park District.



North Berkeley Urban-Wildland Interface in 1995.  
Photo: Scott Stohler, Amphion.



**MANAGING FIRE IN THE URBAN WILDLAND INTERFACE**

Solano Press, 2010  
www.solano.com

**Articles and Awards**

March 2011 AEP (Association of Environmental Professionals )  
"Outstanding Environmental Resource Document"

The Environmental Monitor.

"You too can prevent wildfires."

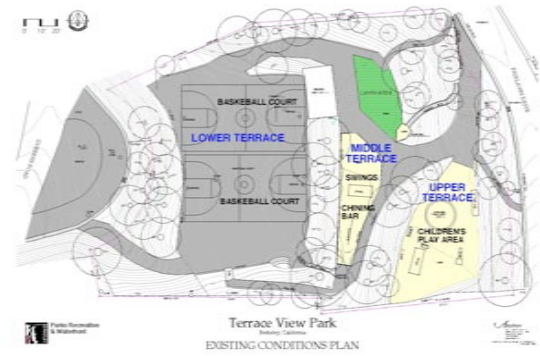
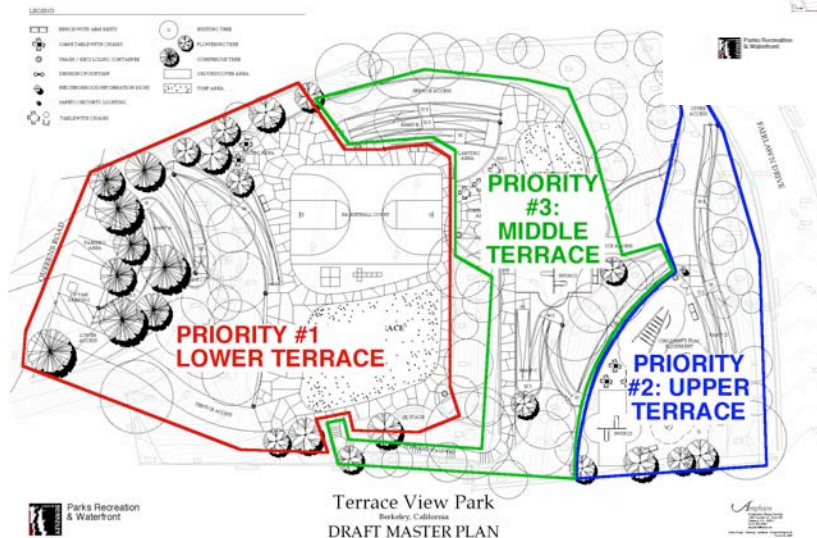
Fall 2010, pp 4-8.

This book is a unique guide to solutions and strategies for managing fire where human settlement has created communities that adjoin wildland areas; to recognize the force of fire and act to minimize the potential damage before a fire begins.

Offering analytical tools and comprehensive summaries not found in other references dealing with fire mitigation, Managing Fire in the Urban Wildland Interface draws on best practices from California, with lessons applicable nationwide. Designed as a reference, it provides information on codes and laws and includes case studies, tables, figures, suggested websites, and other source material.

The book is divided into four parts, beginning with an overview of the threat and key elements of urban wildland fire. Part two describes a range of threat assessment methods and illustrates the process of customizing solutions for local circumstances – whether for proposed or existing neighborhoods. Part three expands on practical solutions and best practices. Ten chapters focus on awareness and ignition prevention; policy planning and land use tools; community design solutions for new and existing communities; and emergency responses and residents response to fire. Part four provides strategies for implementation and ways to overcome common challenges: vested interests, environmental challenges, biomass utilization or disposal, behavior change, and funding.

Authors Kenneth S. Blonski, Cheryl Miller and Carol L. Rice bring extensive experience in working in the public and private sector, and professional organizations.



*Terrace View Park is located between Fairlawn Drive & Queens Road in the Berkeley Hills.*

**TERRACE VIEW PARK  
MASTER PLAN**  
Berkeley, California

**Amphion's  
Role:**

Prime Consultant – Cheryl Miller, Project Manager

**Description:**

This 1-acre neighborhood park is located on a very steep site in the Berkeley Hills. It currently has three terraced areas with sand play, a small lawn area, various play structures, basketball courts, stairways, fencing and a small parking lot. Many of the park features are in poor condition, not useable or do not meet current code and safety requirements.

The master plan was developed through a series of community workshops to guide the renovation of this 50 year old hillside neighborhood park. The key challenge was designing for ADA access to link the three terraced play areas and preserve the mature trees that define the character of the park. The renovated park plan includes children's play areas, community activities area, and active play with basketball court and areas for other games. The plan recommends a policy discussion regarding potential options for compliance with ADA for all of the Berkeley hillside parks. Due to the complexity and cost of renovation the \$1.97 million project was recommended to be completed in three phases..

**CLIENT:**  
City of Berkeley  
Parks, Recreation &  
Waterfront Dept.

**Size:**

1 acre

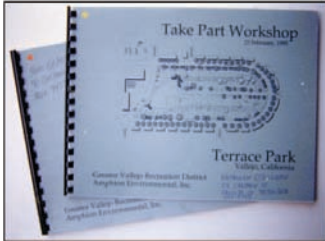
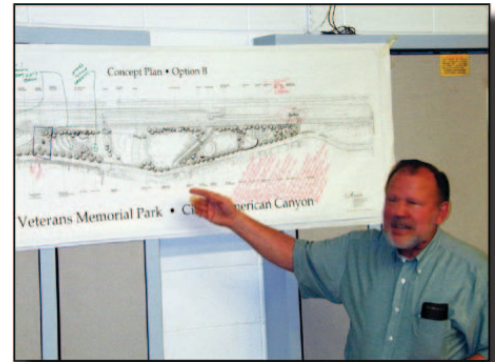
**Cost:**

\$68,680 (Professional fees)

**Status:**

Finalize Master Plan Summer 2009

*Cheryl Miller, RLA  
while partner with Amphion*



## **PUBLIC OUTREACH COMMUNITY FACILITATION**

### **SAMPLE CLIENTS:**

East Bay Regional Park  
Wildfire Hazard Reduction &  
Resource Management Plan,  
2010

City of Palo Alto  
Palo Alto Golf Course  
Renovation, 1995

City of Berkeley  
Terrace View Park  
Master Plan, 2009

City of Sunnyvale  
Plaza del Sol, 2005

City of Manteca  
Downtown Improvement Plan,  
2001

Santa Clara County  
County-wide Trails Master Plan,  
Joseph D. Grant Park Master  
Plan, 1993

City of Santa Monica  
Santa Monica Transit Mall

Stanislaus County  
County-wide Parks Master Plan,  
1998

BART  
West Pittsburg BART Station,  
1995

Many of the projects that Cheryl Miller managed while a partner at Amphion involved public involvement as a critical component. She has also work intensively with Task Forces and Working Groups. She brings expertise in public outreach, utilizing a variety of collaborative process tools including: workshops, presentations, questionnaires, personal contact, presentations to existing groups, media releases and posting information on the Web.

At Amphion Cheryl often employed a unique and long proven "Take Part" workshop process. The first step to success is the ability to hear the issues and concerns. Responding to those concerns with viable options or a reasonable explanation of realistic constraints is the second step. Our by-words throughout the design process are that while it is not possible for everyone to "get their way" it is important that they have the opportunity to "have their say." Creative solutions can meet multiple agendas, and still come in on-budget and on-schedule.

A key difference of the "Take Part" facilitation process lies in the fact Cheryl is not just a public involvement meeting facilitator. As a designer trained in group processes, she not only facilitate the meetings, but also guides preparation of the planning or design solutions. This integrated approach results in superior participation and products. The following provides an overview of this facilitation philosophy:

- Make public input an integral part of the planning process.
- Discover public needs and desires early in the design process, before designs are formulated, and long before public hearings.
- Arrive at a "consensus plan" which has broad-based support, as the first step in acceptance of the plan that finally evolves.
- Inform the public of the project and any over-riding considerations such as agreements, ordinances, environmental or market conditions. This common understanding enables the public to comprehend both the decisions and the decision-making process.
- Identify and air any controversial issues and to promote a dialogue among proponents of diverse positions.
- Help identify all information and concerns related to the project.
- Provide a hands-on process, a creative way for people to communicate in groups.
- Enable the public to enjoy more fully the future results of planning by early participation in the process.





*Garden Pavilion*



**GRANT WRITING & GRANT MANAGEMENT**

**SAMPLE CLIENTS:**

- Alameda County
  - MTC Transportation for Livable Communities (TLC)
- City of Hayward
  - State Fire Safe Council
  - Clearinghouse Grants
- City of Palo Alto
  - State Fire Safe Council
  - Clearinghouse Grants
- Diablo Fire Safe Council
  - Bureau of Land Management
  - Pacific Gas & Electric
  - State Fire Assistance – Western
  - Urban Interface Grant Program
  - State Fire Safe Council
  - Clearinghouse Grants
- Hills Emergency Forum
  - Bureau of Land Management
  - State Fire Assistance – Western
  - Urban Interface Grant Program
  - State Fire Safe Council
  - Clearinghouse Grants
- Santa Clara County Parks
  - Intermodal Surface
  - Transportation Efficiency Act (ISTEA/ TEA-21) Grants

Many clients look to leverage available budgets for programs, capital projects or maintenance efforts. We work closely with these clients to identify potential funding sources, solicitation strategies and supporting materials for fund-raising campaigns. Our master plans have been successfully used to arrange priorities, establish budgets and direct phased implementation to set funding goals. After adopting the master plan for the future of the Dunsmuir Historic Estate, the non-profit group built a successful campaign to fund the new garden pavilion (Plan prepared while on staff with Amphion)

We have prepared grant applications and collateral materials for a variety of funding requests. In 2010 for the Diablo Fire Safe Council we successfully developed a grant application for submittal to the California Fire Safe Council Clearinghouse. In 2011 the group was awarded \$75,246 to develop the Alameda County Community Wildfire Plan. The City of Hayward was recently awarded \$88,400 to develop community defensible space in Ward Creek Canyon from a grant application prepared in 2010. We also provided technical information to Santa Clara County Park’s staff to gain ISTE/ TEA-21 grant funding for trails and staging area improvements at Joseph D. Grant County Park.

Our client services continued with grant management and administrative support to ensure success. We provided scheduling, project management, meeting facilitation, record keeping, and completion of quarterly reports. For the Hills Emergency Forum in 2003 we were responsible for fiscal oversight, outreach and staffing for a multi-day Firewise Communities Workshop and Media Safety Day. We were able to expand the group’s base to partnership with 15 fire agencies, 6 media agencies, and 16 sponsors. Audience/ circulation estimates were well over 2 million community members.



## 2010 – 2011 Defensible Space Fuel Reduction Project Funding

### Help Create Your Neighborhood's Defensible Space

*Call and talk to DFSC staff today • (510) 536-0143*



There have been neighborhood wildfire prevention projects funded in nearby areas!

Is there a project in your back yard you would like help to achieve?

Email DFSC staff today • [DFSCMiller@comcast.net](mailto:DFSCMiller@comcast.net)



[www.diablofiresafe.org](http://www.diablofiresafe.org)

**2010 – 2011 Defensible Space  
Fuel Reduction Project Funding**

## **Program Description**

Lake Drive neighbors are working together behind their homes to prevent wildfires. McBryde Avenue residents are starting a chipping program for their street. Camp Herms Boy Scouts have teamed with the Civicorps crews to make their property safer for campers and their neighbors. How about you? Do you and your neighbors need assistance to get a fuel reduction project done?

The Diablo Fire Safe Council (DFSC) is sponsoring defensible space fuel reduction projects for 2010 – 2011 funded courtesy of a National Fire Plan grant from the USDA Forest Service through the California Fire Safe Council. Cost-share assistance of up to \$5,000 per project is available to groups or individuals to reduce fuel loads and create defensible space on their property, in their neighbor's yards and on community lands. You don't have to provide matching funds – you and your neighbors' work efforts and organizational skills count as matches.

Projects can include:

- Chipping or green waste removal of homeowner cut material,
- Mowing or “weed whacking”
- Tree thinning (cutting of small trees) or “limbing-up”
- Brush cutting
- Grazing

Emphasis will be on high wildfire hazard areas in Contra Costa County (such as Richmond Heights, El Cerrito and Kensington) where neighbors, homeowners associations, civic organizations and other groups are organized and available to promote fire safe efforts.

See Diablo Fire Safe Council web site [www.diablofiresafe.org](http://www.diablofiresafe.org)  
for more information on  
selection criteria and an application.

Or contact Cheryl Miller Executive Coordinator DFSC  
email: [DFSCMiller@comcast.net](mailto:DFSCMiller@comcast.net) Phone: (510) 536-0143

The next application deadline is Friday January 14<sup>th</sup> 2011.



## Woodland elves work wildlands

### *Elves in Kensington?*

Folktales proclaim elves live in hills and are not bound by physical limitations. Victorian literature illustrates tiny men and women of pointed ears and stocking caps. American tales focus on crafty Santa's helpers at the north pole. Modern images include skills with baking Keebler cookies or promoting Rice Krispies.

Kensington woodland elves are a unique subspecies. They live to work wildlands. The results of their labors can be seen in the 1.72 mile interface between homes in the unincorporated Contra Costa County town of Kensington, California (pop. 4,936) and the wildlands of Wildcat Canyon. Their mission is to lower the height and break up the continuity of fuels to reduce wildfire hazards.

In March 2008, Diablo FireSafe Council (DFSC) submitted a grant application to Pacific Gas and Electric (PG&E). The purpose of the \$15,000 project was to manage flammable vegetation behind 30 homes along Lake Drive, Los Altos Drive and Canon Drive at the top of the western slopes of Wildcat Canyon Regional Park. The elves would focus on pruning lower limbs and cutting brush below trees to eliminate "ladder fuels" that could carry a wildfire up into trees and nearby homes. Once materials were cut it would be chipped; with chips spread to reduce weed growth.

More writing was needed before work could begin. The East Bay Regional Park District created a Right of Entry agreement with DFSC to allow the elves to work on parklands. The agreement is the first of its kind between the District and residents. Facilitated by the Diablo Fire Safe Council, it formalizes a working relationship that is also supported by the Kensington Fire Protection District and El Cerrito Fire Department.

Diligently the elves worked adjacent to the two trailheads at Grizzly Peak Boulevard and Lake Drive. They also encouraged neighbors to manage their own properties. One neighbor slowly converted her back slope into a native fire resistant landscape with perennial bunch grass and buckeye trees. More neighbors worked with neighbors to clear adjacent vacant lots belonging to out of town owners. Discussions of removal of highly flammable masses of juniper shrubs led to cutting shrubs and removing lower branches of trees which effectively widening the narrow streets.

By 2010 the PG&E funds had been spent, but the work continues. 2011 sees four different elf coordinators focusing fuel management from Canon Drive to Purdue Avenue. Diablo Fire Safe Council is able to provide cost share to these groups' sweat equity with funding provided by a National Fire Plan grant from the USDA Forest Service through the California Fire Safe Council. There are elven plans afoot for future partnerships with the Beloit Dad's Club and expansion north to the El Cerrito Border.



For more information see our website at  
[www.diablofiresafe.org](http://www.diablofiresafe.org)

1/24/2011

## Tewksbury's first chipping day

The Tewksbury Heights neighborhood is nestled in the hills of Richmond, California near the Park Avenue entry to 2,430-acre Wildcat Canyon Regional Park, east of San Francisco Bay. From this entry McBryde Avenue winds 0.8 mile providing access to approximately 100 parcels before it reaches a dead end above Wildcat Creek.

McBryde Avenue neighborhood chipping project began when a few concerned neighbors attended the East Richmond fire safety workshop sponsored by Contra Costa Supervisor John Goia. They heard about what they could do to make their neighborhood more defensible from wildfires and about potential funding for community projects. After the workshop these few individuals began to talk to their neighbors. They asked if Supervisor Gioia would sponsor a workshop for their community. On April 26, 2010 approximately 25 neighbors filled the tiny community clubhouse at the bottom of the slope to learn about wildfires and talk about what they might do on their properties.

Next, eleven neighbors put their heads together and completed the application to participate in the DFSC Defensible Space Program. They received the ok for \$5,000 funding to support the neighbors efforts and began organizing their first chipping day. On just a few weekends these neighbors and others had cut brush, pulled vines, pruned the lower limbs of trees from around their homes and stacked piles along the edge of McBryde Avenue.

On a bright Thursday morning in mid November two Davey Tree Service workers began to make their way down the avenue. Within just a few hours all of the piles were gone. Chips were distributed where neighbors requested. All that was left were a few scattered leaves and twigs to tell the story of the Tewksbury neighborhood's first chipping day.

Thanks to all the neighbors who helped make the day a success! There are still funds in the Tewksbury neighborhood allocation for more neighborhood work.



For more information see our website at [www.diablofiresafe.org](http://www.diablofiresafe.org)

From: DFSCMiller <DFSCMiller@comcast.net>  
Subject: **DFSC Snapshot**  
Date: March 4, 2011 9:28:26 AM PST  
To: Katie Ziemann <kziemann@cafiresafecouncil.org>  
Bcc: DFSCMiller <dfscmiller@comcast.net>  
▶ 2 Attachments, 564 KB



January 2011

# DFSC Snapshot



## Community Projects: *Funding for Defensible Space*

The Diablo Fire Safe Council (DFSC) is sponsoring defensible space fuel reduction projects for 2010 – 2011 funded courtesy of a National Fire Plan grant from the USDA Forest Service through the California Fire Safe Council. Cost-share assistance of up to \$5,000 per project is available to groups or individuals to reduce fuel loads and create defensible space on their property, in their neighbor's yards and on community lands. [More](#)

## Contractor and Defensible Space Workshops

The annual contractor training on hazardous vegetation management proved popular once again. In 2010 DFSC worked with certified arborists, professional landscape designers, horticultural consultants, and others with talents in managing commercial landscapes, open space and residential gardens. Working with Supervisor John Gioia additional workshops were aimed at residents to spread the word about wildfire safety. Watch our website for 2011 workshop schedule. [More](#)

## Looking Forward to 2011

A Community Wildfire Protection Plan (CWPP) is a collaboratively developed plan that identifies wildland fire hazards, prioritizes way to reduce those hazards and recommends measures for homeowners and communities to reduce ignitability of structures. DFSC plans to spend 2011 and part of 2012 working with community members and agency partners to develop such a plan for Alameda County. [More](#)

### Updates

For updates visit our web site at:  
[www.diablofiresafe.org](http://www.diablofiresafe.org)

### Contact Us

Cheryl Miller  
Executive Coordinator  
PO Box 18616  
Oakland CA 94619  
877-725-6803  
[DFSCMiller@comcast.net](mailto:DFSCMiller@comcast.net)

To remove your name from our email list reply to this correspondence and type "unsubscribe" in the subject line, or email [DFSCMiller@comcast.net](mailto:DFSCMiller@comcast.net)

Resume and Selected Projects  
**Bradford K. Gallup**

# Bradford K. Gallup

## Geographic Information Systems (GIS)

## Fuels Management

### Highlights of Qualifications

Brad Gallup has over 27 years of Geographic Information Systems (GIS) experience in the public and private sector. He has designed and developed extensive geographic databases, prepared and led hands-on GIS software instruction, analyzed GIS data for watershed and natural resource management, and was a lead in the production division of a GIS software firm. As the GIS Coordinator for the East Bay Regional Park District, Brad created the District's GIS program incorporating infrastructure, hydrology, topography, natural resources, facilities, and aerial photography GIS layers. He designed and implemented the District's first computer network, delivering geospatial information to users throughout the organization. Brad has provided GIS consulting services to a variety of clients, including Lawrence Livermore National Lab, Ohlone Preserve, and Pacific Gas & Electric.

As a Fire Captain for the East Bay Regional Park District, Brad serves as an Incident Commander or Operations Section Chief on multi-agency wildland-urban interface fires, structure fires, and large prescribed fire and live-fire training events in the San Francisco East Bay. He is also a leader in the District's Fuels Management Program, responsible for wildland fuels assessment and treatment of several thousand acres of wildland-urban interface within the East Bay Hills. He develops site prescriptions, budgets and timelines, and administers contracts for eucalyptus, brush, and ladder fuel reduction projects.

### Education and Training

B.S. in Forestry,  
Pennsylvania State  
University (1981)

M.S. in Wildland  
Resource Science,  
University of  
California, Berkeley  
(1991)

Wildland Fire  
Behavior Courses  
S-190 and S-290

Ignition Operations  
Course S-234

### Selected GIS Consulting and Other Services (1988-present)

- **Wildland Resource Management** (Carol Rice) – Developed weather station data extraction procedure to help develop inputs for fire behavior modeling.
- **Ohlone Preserve** – Created GIS listed species habitat layers and overlay analysis of Alameda whipsnake, California red-legged frog, and California tiger salamander for conservation land bank.
- **Lawrence Berkeley National Laboratory** – Developed GIS suitability maps for future development; compiled fire response, geophysical, environmental, utility, and infrastructure layers; prepared wall map of Lab for emergency response center.
- **Pacific Gas & Electric** – Produced commercial forest land timber-type maps; developed GPS-based field mapping process for canal feature data collection.
- **UC Berkeley** – Mapped northern California oak woodlands using aerial photography, satellite imagery, and GIS as part of Master's thesis. Taught aerial photogrammetry and image processing classes.
- **Comarc Systems** – Trained staff and clients to use GIS software. Developed GIS layers for commercial timber companies. Wrote GIS training manuals. Performed quality control for new software products.
- **Editor** – Provided technical and editorial review for Managing Fire in the Urban Wildland Interface (Cheryl Miller, Kenneth Blonski, and Carol Rice), Solano Press 2010.

### Professional Experience

#### *Fire Captain – East Bay Regional Park District (2002-present)*

#### *Fuels Management:*

- Eucalyptus, ladder fuels, and brush removal projects – prepares proposals, plans, and scope of work for bids, estimates budgets, implements and evaluates projects, oversees contractors.

Bradford K. Gallup

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- Fire hazard assessments – developed methodology and point rating system to perform on-site assessments of proposed wildland-urban interface fuel reduction projects.
- Board presentations – provides fuels management project updates to the board of directors.
- Fuels management prescriptions – identifies vegetation management goals, establishes objectives, prepares initial entry work plan and 30 year sustainable maintenance plan for several hundred acres of wildland-urban interface.
- Post-treatment efficacy monitoring – visits previously treated sites to determine follow-up work and adapt future management strategies.
- Interdisciplinary field trips – plans and conducts site visits with biologists and resource analysts to coordinate initial entry and follow-up treatments.
- Fuels Management Group – represents Fire Department at interdepartmental monthly fuels management meetings to coordinate projects with park staff and biologists.
- Fuel modeling – applies Behave Plus software to predict wildland fire rate of spread and flame length.
- Defensible space - inspects fire clearance around structures and makes recommendations to management and staff.
- Community volunteer groups – acts as liaison for the District to coordinate with local communities for wildland-urban interface fuel reduction projects.

*Fire Management:*

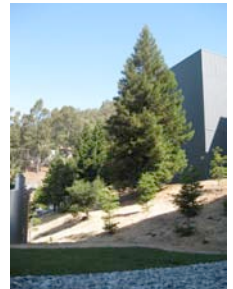
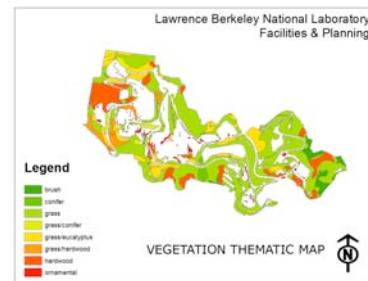
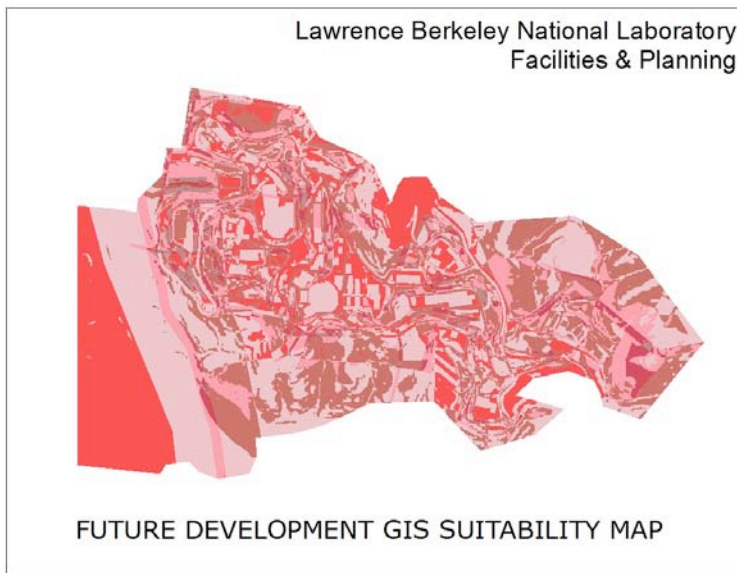
- Incident management – serves as incident commander and agency liaison on initial attack wildland and structure firefighting, multi-casualty incidents, hazmats.
- Prescribed fire – plans burn prescriptions, writes incident action plans, organizes and coordinates multi-agency projects, supervises 100+ acre burns.
- Multi-agency live fire training exercises – acts as live fire instructor, agency representative, safety officer.
- Hills Emergency Forum – represents District at meetings and provides updates on the fuels management program.

*GIS and Database Management:*

- GIS – maintains fire department GIS layers, produces annual project map books and large format presentation maps, analyzes GIS data to develop fuels management prescriptions.
- Database - Tracks progress of fuels management treatments through database inventory and annual efficacy monitoring.

***GIS Coordinator – East Bay Regional Park District (1993-2002)***

- Developed ESRI-based GIS of infrastructure, hydrology, topography, resources, facilities, aerial photography, and wildland fuels layers.
- Integrated GIS data from CAD drawings, parcel data, paper maps, and digital USGS layers.
- Established multi-user GIS system and customized software to automate map production.
- Designed and implemented the District's GPS field data collection program for trails, fence lines, sensitive plant species populations, pest species distributions, hazards.
- Fire hazard mitigation grants – wrote scope of work and prepared GIS maps.
- Wildfire Hazard Reduction & Resource Management Plan – provided technical advice during plan development.



## Lawrence Berkeley National Laboratory Facilities & Planning

### Development Suitability Analysis

The Facilities & Planning Division of Lawrence Berkeley National Lab hired Brad Gallup to construct a GIS database and site map of the entire facility and produce a Development Suitability Map. The process involved many distinct steps:

- 1 - Compilation of 45 GIS themes from disparate data sources including USGS, Dept of Fish & Game, City of Oakland, AutoCad drawings, aerial photography, GPS data collection, and field map inventories.
- 2 - Conversion of GIS themes into a common ESRI ArcInfo file format to be queried in ArcView software.
- 3 - Projection and registration of all themes into the UC Berkeley grid system.
- 4 - Documentation in metadata format for each theme's source file, processing and editing history.
- 5 - Creation of three intermediate suitability maps:
  - Geophysical Suitability – combination of geology, landslide potential, slope steepness, soil, and fault zone GIS themes.
  - Environmental Suitability – combination of vegetation, streams, fire risk, and sensitive species GIS themes
  - Built Suitability – combination of buildings, utility, street, and impervious GIS themes

Final development suitability was calculated using a weighted overlay analysis of Geophysical, Environmental, and Built suitability themes. This final Suitability Map shows relative suitability for future development of the site.

**Bradford K. Gallup**

• *Geographic Information Systems (GIS)* • *Fuels Management*

Resume and Selected Projects  
**Biotics Resources Group**

# Biotic Resources Group

Biotic Assessments ♦ Resource Management ♦ Permitting

**The Biotic Resources Group** specializes in the identification and management of sensitive biological resources and environmental analysis. Services include biotic assessments, habitat evaluations, endangered species surveys, open space and resource management, environmental documents, and regulatory permitting assistance.

The company is owned and managed by Kathleen Lyons, a plant ecologist with over 20 years of biological consulting and resource management experience. The Biotic Resources Group has prepared multi-disciplinary resource documents, wetland and riparian mitigation projects, resource management plans, and environmental documents. The company's principal, Kathleen Lyons, is active with land use and revegetation issues on public and private lands, and resource management plans for parks and open space. These planning projects often include working closely with technical advisory committees and consensus building with committees, agencies, and the public.

Ms. Lyons provides her clients with technical expertise in CEQA documentation and other regulatory permitting issues. She has conducted field surveys and prepared resource documents for many park and trail projects. Management strategies for sensitive habitat areas have also been addressed in these plans, including the removal of invasive, non-native plant species and management of native habitats.

Ms. Lyons often collaborates with other specialists in the field of wildlife biology, fisheries ecology, and environmental planning.

## **Selected Relevant Project Experience**

- Barkley Fields and Park Project - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* Town of Woodside.
- Sierra Azul Open Space Preserve - Resource Management Planning Study. *Client:* Midpeninsula Regional Open Space District.
- Almaden Quicksilver County Park Trails Master Plan - Initial Study and Mitigated Negative Declaration. *Client:* Santa Clara County Parks and Recreation Department.
- San Tomas Aquino/Saratoga Creek Trail Reach 6 - Biological Assessment and Riparian Mitigation Plan. *Client:* City of San Jose Department of Public Works
- Guadalupe River Trail, Reach 6 Master Plan - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* City of San Jose Department of Public Works
- Jack's Peak County Park Zipline Project – Biological Assessment – *Client:* ZipTrek, Inc.
- Valencia Creek Waterline Repair Project – Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* Soquel Creek Water District

- Iron Horse Trail Feasibility Study – Initial Study. *Client:* East Bay Regional Park District
- Conservation Easement Monitoring, Various Statewide Properties. *Client:* Save the Redwoods League
- Pt. Lobos State Reserve, Bird Island Trail Improvement Project – Botanical Survey. *Client:* California Department of Parks and Recreation
- Post Creek Trail Project - Botanical Survey. *Client:* California Department of Parks and Recreation and Save the Redwoods League
- Bay Area Ridge Trail Project, Huddart Park to Highway 92 – Biological Assessment. *Client:* San Mateo County
- Carmel River Pedestrian and Bicycle Bridge and Coastal Access Project - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* Monterey County Parks Department
- California Coastal Trail, Half Moon Bay Section - Biological Assessment. *Client:* California Coastal Conservancy
- Jesse Morrow Mountain Project - Biological Assessment for EIR. *Client:* Fresno County
- Frank Raines Off-Highway Vehicle Park Expansion Project and Park Trails Plan - Biological Assessment. *Client:* Stanislaus County
- Alum Rock Park Riparian Management Plan - Biological Assessment and Resource Management Plan. *Client:* City of San Jose Public Works Department
- El Corte Madera Open Space Preserve, Virginia Mill Trail Bridge Project - Biological Assessment and Initial Study. *Client:* Midpeninsula Regional Open Space District
- Lexington Reservoir Boat Ramp Construction Project - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* Santa Clara County Parks and Recreation Department
- Windy Hill Open Space Preserve Trail Study – Wetland Delineation. *Client:* Midpeninsula Regional Open Space District
- Sandy Wool Dam Embankment Repair - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* Santa Clara County Parks and Recreation Department
- Mirada Surf Coastal Trail Extension Project - Biological Assessment. *Client:* San Mateo County Parks and Recreation Department
- Calero County Park, Horse Stable Improvement Project - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* Santa Clara County Parks and Recreation Department
- Watsonville Sloughs Trails Master Plan - Biological Assessment, Initial Study and Mitigated Negative Declaration. *Client:* City of Watsonville
- Anderson Reservoir County Park, Live Oak Bridge and Toyon Picnic Area Improvements - Biological Assessment, Wetland Delineation, and Regulatory Permitting. *Client:* Santa Clara County Parks and Recreation Department

# Biotic Resources Group

Biotic Assessments ♦ Resource Management ♦ Permitting

## **KATHLEEN B. LYONS, M.A. - PLANT ECOLOGIST**

- EDUCATION:** M.A. Biological Sciences, San Jose State University. 1988.  
B.A. Biological Sciences, University of California, Santa Cruz. 1979.
- PROFESSIONAL EXPERIENCE:** Principal and Plant Ecologist, Biotic Resources Group, Soquel, CA 1997-present.  
Senior Associate Plant Ecologist, Habitat Restoration Group, Felton, CA. 1989-1997.  
Botanist, Harvey and Stanley Associates, Alviso, CA. 1979-1985 and 1986-1989.  
Project Coordinator, Santa Cruz Mountains Natural History Association, Felton, CA. 1984-1986.  
Field Biologist/Cartographer, Sempervirens Fund, Los Altos, CA. 1979- 1986.
- PROFESSIONAL MEMBERSHIPS:** California Native Plant Society (CNPS)  
Society of Ecological Restoration (SER)  
Association of Environmental Professionals (AEP)
- SPECIALIZED TRAINING:** Wetland Delineation Certification Training Program, 1996  
Wetland Problem Area Training Program, 1997

Kathleen Lyons is a plant ecologist responsible for the development and implementation of several biological and resource management studies along the central coast region of California. She specializes in the identification, restoration and management of sensitive habitats and has prepared a number of innovative plans for both public and private lands. Ms. Lyons is Principal and owner of the Biotic Resources Group, a woman-owned firm with an office in Santa Cruz County. Ms. Lyons has provided biological consulting services within the central coast region for over twenty five years.

Kathleen's involvement in natural systems includes habitat surveys and analysis, aerial photo interpretation, vegetation sampling and mapping, and focused species surveys. She is co-author of Plants of the Redwood Region, a regional guide to the flora of coastal California. Her consulting work has spanned the diverse plant communities of the region; detailed tree surveys of riparian woodlands, evaluation of coastal marshes, and inventories of oak woodland, redwood, and chaparral habitats. Ms. Lyons is proficient in evaluating the potential for rare and endangered species and conducting wetland delineations as per federal guidelines. In conjunction with her M.A. work through San Jose State University, she studied the demographics of the Santa Cruz cypress, a federally listed endangered species. This experience resulted in her preparing the **Santa Cruz Cypress Recovery Plan** for the US Fish and Wildlife Service.

As principal of the Biotic Resources Group, she manages multi-disciplinary resource projects, including biotic sections of EIRs and EISs, wetland and riparian mitigation projects, park master plans, and resource management plans. She has worked on several rail and highway project studies, including **Folsom Light Rail Wetland Delineation, Harkins Slough Road-Highway 1 Interchange Improvements, Boronda Road Overcrossing Assessment, Graham Hill Road Improvement Project, Highway 101 Bypass**

**Project, Highway 108 - Sonora Bypass, and the Amesti Road Landslide Repair Project.** Kathleen is active with land use and revegetation issues on public and private lands, and resource management plans for parks and open space; she prepared the **Almaden Quicksilver County Trails Master Plan Initial Study** for Santa Clara County Parks and Recreation Department, and contributed to the **Pogonip Open Space Master Plan EIR** for the City of Santa Cruz. Other park/open space projects include the **Pillar Point Open Space and Trail Plan, Cowell-Purisima California Coastal Trail Plan, Lake Cunningham Regional Skate Park Project, and Bay Area Ridge Trail, Huddart Park to Highway 92.**

Ms. Lyons has conducted several wetland delineations and biological analysis projects, such as the **Anderson Lake County Park Boat Facilities Expansion Plan, Sandy Wool Dam Embankment Repair Project, and Watsonville Slough Bridge Replacement Project.** Previous habitat and management projects include development of the **Adobe Creek Restoration Plan, Pajaro River Corridor Management and Enhancement Plan, Moro Cojo Slough Management and Enhancement Plan, Sierra Azul Open Space Preserve Resource Inventory and Interim Resource Management Plan, Tarplant Hill Restoration and Management Plan, and the Watsonville Wetlands Vegetation Management Plan.** These planning projects often include working closely with technical advisory committees and consensus building with committees, agencies and the public.

Ms. Lyons provides her clients with technical expertise in CEQA and NEPA documentation and other regulatory permitting issues. This expertise may be a biological analysis for an EIR, biotic assessment or other permitting action. She has conducted field surveys and prepared habitat mitigation plans for project sites supporting rare and endangered plant species, including the Santa Cruz tarplant, San Francisco popcorn flower, Ben Lomond spineflower, and Scotts Valley spineflower. Preparation of these plans has required consultation with regulatory personnel, such as California Department of Fish and Game, US Army Corps of Engineers and County planning departments. Management strategies for sensitive habitat areas have also been addressed in these plans, including the removal of invasive, non-native plant species, management of native habitats, and public access. These issues have been addressed in the **Santa Cruz Watershed Management Plan, Soda Lake Settling Basin Habitat Mitigation Plan, and Santa Cruz Gardens #12 Habitat Conservation Plan.**

Ms. Lyons has been involved with several habitat restoration projects, including coastal lagoon projects. She is particularly interested in the ecological interactions of streamflow, sediment deposition, groundwater levels and cyclic flood events on the growth and distribution of plant species along the region's streams and wetlands. Ms. Lyons has consulted on several revegetation projects, including the selection of planting lists, planting methodology, performance standards and monitoring criteria. She has provided planning and installation inspection services for several projects in the region, such as **Pelican Point Riverwall Dune Revegetation Plan, Bonny Doon Quarries Revegetation Plan, and the Story Road Wetland and Riparian Mitigation Project.** Ms. Lyons consults on numerous existing/proposed sand and rock quarry projects, such as the **McLaughlin – Homestake Tailing Facility, LeGrand Asphalt Plant Expansion, Pine Creek Rock Quarry, Jesse Morrow Mountain Quarry, and the 3M-Redding Quarry Project.** Kathleen has managed the development of several wetland and riparian creation/restoration designs that emphasize habitat values for select special status species. Some of her recent projects include specific design features to benefit anadromous fish and California red-legged frog. Ms. Lyons works closely with wildlife experts to incorporate specific plant species or other habitat features into a mitigation concept design, as exemplified in the **Alum Rock Park Riparian Management Plan and the Soda Lake Settling Basin Habitat Mitigation Plan.**