
From:
Sent: Tuesday, May 2, 2023 11:47 AM
To:
Cc:
Subject: FW: Update for Creating a FireSafe Council in Orinda / Moraga - Sharing with MOFD
Attachments: Email_Pre-Read Information from OFC to BFSC - Becoming a FireSAFE Council (28Apr2023).pdf; Email_Request information from Diablo FireSafe Council regarding Creating FireSafe Council in Orinda_Moraga (02May2023).pdf

FYI regarding the 2x2

From: marc.evans6@yahoo.com <marc.evans6@yahoo.com>
Sent: Tuesday, May 2, 2023 11:40 AM
To: David Winnacker <dwinnacker@mofd.org>; Jeff Isaacs <jisaacs@mofd.org>; Greg Hasler <gahtax@aol.com>; Craig Jorgens <craig.jorgens@gmail.com>; Mike Roemer <mikeroemer@gmail.com>
Cc: Steve Hoyt <stevehoyt02@gmail.com>; Paula Reinman <paulareinman@gmail.com>; Melanie Light <melanie@melanielight.com>; Sue Wecht <swecht@comcast.net>; Rachelle Latimer <no2merchantparkingonbates@yahoo.com>; Micki Cronin <MCronin@cityoforinda.org>; James Duff <jduff@cityoforinda.org>
Subject: Update for Creating a FireSafe Council in Orinda / Moraga - Sharing with MOFD

Chief Winnacker, Fire Marshall Isaacs, Directors Hasler, Jorgens and Roemer,

The next Fire Prevention Ad Hoc Meeting on May 4, between MOFD and City of Orinda, includes the following agenda item:

Agenda Item #2: Discuss the establishment of an Orinda/Moraga Fire Safe Council and how to fund and utilize it.

As you may know, Steve Hoyt (Campolindo (Moraga) Firewise Leader) and myself are researching the steps, and quantifying the effort, to create a new FireSafe Council in Orinda and Moraga. I would like to share status of our recent efforts:

- A. Zoom meeting scheduled with Berkeley FireSafe Council on May 9. Chief Winnacker provided us with this introduction. Please see attached email of 28Apr2023 for further information.
- B. Requested meeting with Diablo FireSafe Council Executive Director Cheryl Miller. Please see attached email of 02May2023 for further information. We have received confirmation that Cheryl Miller is available week of May 8 to share information with us.
- C. Completed first pass review of the California FireSafe Council website, and downloaded reference documents for further review.

Based on our review of information we have collected to date, Steve and I are confident we can create a non-profit 501(c)(3) non-profit FireSafe Council in 2023. We welcome your suggestions and advice on this effort. Specifically, we would like feedback on the following:

1. Purpose: Management of Wildfire Prevention Projects with residents residing within MOFD boundaries. The projects will primarily focus on Fire Fuel Reduction and Home Hardening Projects.
 - a. This FireSafe Council will focus on high priority projects on private properties to reduce wildfire risk. Prioritization method for awarding grants will be approved by the the FireSafe Council Board of Directors.
2. Funding: Large grants shall be awarded to this new FireSafe Council by MOFD, City of Orinda, Town of Moraga (??), and other California State Agencies. Exact amounts to be determined based on availability of funds. Aspirational Goal of spending \$1 - \$2 MM annually. Initial funding likely will come from MOFD and City of Orinda.
3. Project Management: This FireSafe Council will award and manage smaller grants (\$10,000 to \$20,000 each) to individual recognized Firewise Neighborhoods within MOFD Boundaries.
 - a. This FireSafe Council will start with the work processes developed by the Diablo FireSafe Council (including typical 50% cost sharing of awarded grant and residents), and adjust as required, to support accounting / reporting requirements of MOFD, City of Orinda, Town of Moraga, California State and Federal tax authorities.
 - b. Work on private properties will be performed by licensed and insured contractors. The proposed FireSafe Council will require liability insurance.
 - c. Each awarded neighborhood grant will require a Primary Resident contact, who is a member of the selected Firewise Neighborhood. This contact will be responsible for coordinating work with the participating residents and provide the necessary information to pay the contractors and reimburse residents.
 - d. Intent is to manage multiple projects simultaneously; as the work processes are fined tuned and relationships with qualified contractors are established, goal is to manage / execute 50 – 100 projects annually.
4. Board of Directors – suggest total of 7 members as follows:
 - a. (1) MOFD Representative (employee or Director?)
 - b. (1) City of Orinda Representative (employee or City Council Member?)
 - c. (1) Town of Moraga Representative (employee or City Council Member?)
 - d. (4) Firewise Leaders of NFPA USA Firewise Recognized Neighborhoods in Good Standing within the MOFD boundaries (e.g., either from Orinda or Moraga) – due to the larger number of Firewise Neighborhoods currently in Orinda suggest start w 3 from Orinda and 1 from Moraga.
 - e. Additional board members? Pros and cons?
 - f. Recommend against Board Members from Government or Local Agencies – coordination with these groups are best handled by MOFD or City of Orinda / Town of Moraga.
5. Proposed Names:
 - a. Orinda-Moraga FireSafe Council
 - b. Moraga-Orinda FireSafe Council
 - c. Morinda FireSafe Council

- d. FireSafe Orinda-Moraga
 - e. FireSafe Moraga-Orinda
 - f. Other?
6. Relationship with Orinda Firewise Council (OFC)
- a. OFC is currently a volunteer only organization with a primary focus of Outreach and Education.
 - [Orinda Firewise Neighborhoods Map](#)
 - [OFC New Firewise Neighborhood Starter Kit](#)
 - [OFC 2023 Roadmap \(27Mar2023\)](#)
 - b. OFC 2023 / 2024 focus area is the creation of new Firewise Neighborhoods in Moraga and Orinda.
 - c. The current plan is to maintain OFC as a separate volunteer organization from the proposed FireSafe Council non-profit organization. One area of overlap may be sharing of information including maintenance of the OFC website. This will be discussed further within OFC.
 - d. It is likely that some members of the OFC will be involved with the proposed FireSafe Council, including as Board Members.
7. Staffing of the proposed FireSafe Council will include paid staff. Current assumptions:
- a. Executive Director – salaried employee with part-time work schedule. Primary role will be manage Projects, obtain funding grants, and manage all finances associated with executed neighborhood Projects.
 - b. Communications / Project Support – contract employee with part-time work schedule

Closing comments: we realize creation of a local FireSafe Council is being discussed both by MOFD and City of Orinda. We are sharing information now, but have been researching the effort required for about six weeks. However, we (members of OFC) are strongly motivated to help MOFD, City of Orinda and Town of Moraga through a FireSafe Council – it is shown to be an effective approach to increase wildfire resiliency in communities, working through neighborhood groups.

We look forward to your feedback and support of our common goals.

Marc Evans
OFC Chairperson
(925) 876-4820

Request information from Diablo FireSafe Council regarding Creating FireSafe Council in Orinda/Moraga

From: marc.evans6@yahoo.com (marc.evans6@yahoo.com)

To: dfscmiller@sonic.net

Cc: stevehoyt02@gmail.com; jisaacs@mofd.org

Date: Tuesday, May 2, 2023 at 12:26 PM GMT+2

Cheryl,

The Orinda Firewise Council was approached by the Moraga-Orinda Fire District's Board of Directors (MOFD BoD) to create a FireSafe Council that mimics the district boundaries. MOFD currently has \$500,000 in available wildfire resiliency grant funding that expires June 30, 2023 and they forecast about \$100,000 will be used. The primary reason is the grants are currently distributed to individual residents with financial limits of grants due to IRS tax reporting requirements (e.g., less than \$600 / grant). It is likely this level of funding will be approved again for MOFD Fiscal Year starting Jul 1, 2023.

Currently, I am working with Steve Hoyt [Campolindo (Moraga) Firewise Leader] to determine the value and effort to develop a Firesafe Council. This new FireSafe Council [for now we will label it the Orinda Moraga FireSafe Council (OMFSC)] has a tighter focus than other Firewise Councils in California. We are fortunate to have a proactive Fire District who has been rallying the communities of Orinda and Moraga to become more resilient to wildfires. We are also fortunate the City of Orinda Residents approved a sales tax increase in November 2020 (Measure R) that is focused on wildfire prevention.

Since I have been allowed to attend as an Advisor on the Diablo FireSafe Council Board this year, I have observed the procedures and processes you have in place are effective for working with community organizations to spend grant money in an efficient and transparent manner. Specifically, I have observed that you have demonstrated success across multiple locations simultaneously on Fire Fuel Reduction Projects.

Here is background why we believe this proposed FireSafe Council will have a narrower focus than other California FireSafe Councils.

The volunteer Orinda Firewise Council (OFC, started in 2019) focuses on Education and Outreach. OFC currently coordinate the activities of 25 Firewise Neighborhoods in Orinda, representing ~2,800 homes or 30% of Orinda private properties. Here is a link to our [OFC 2023 Roadmap \(27Mar2023\)](#) that we developed to explain the purpose of our organization. I point this out because the proposed OMFSC will not focus on Education and Outreach.

Additionally, the City of Orinda created a Wildfire Safety Outreach and Education Coordinator position, funded by Measure R Sales Tax revenue; James Duff started in this position effective in November, 2022. The OFC is coordinating with the City of Orinda Education and Outreach activities; another reason why we do not believe the OMFSC does not need to focus in this area.

As you know, in our area we have the established Lamorinda Community Emergency Response Team (CERT). They support efforts across Lafayette, Orinda and Moraga. This is an excellent

volunteer organization that works closely with MOFD, City of Orinda, Town of Moraga and City of Lafayette. We coordinate closely with Lamorinda CERT and have a number of OFC members who are also members. City of Orinda has been active recently with Measure R funds to improve communication about Emergency Preparedness and Response and specifically about Red Flag Days with parking restrictions. I point this out as our proposed OMFSC will not focus on Emergency Preparedness and Response.

FYI: The OFC also coordinates with Moraga Firewise Neighborhoods and we will be working together to increase the number of Firewise Neighborhoods in Moraga with the support of MOFD. Potentially we will transition OFC to the Orinda Moraga Firewise Council.

Clarifying that Steve Hoyt and I are interested in creating a non-profit FireSafe Council that covers the Moraga-Orinda Fire District (MOFD) boundaries. This will allow us to receive large grants (from MOFD, City of Orinda, Town of Moraga, and potentially CA state organizations) that we then intend to distribute to recognized Firewise Neighborhoods within the MOFD boundaries, for fire fuel reduction and home hardening projects. Please note MOFD Fire Chief Dave Winnacker supports this approach.

At this time, we intend to keep the Orinda Firewise Council and the Orinda Moraga FireSafe Council separate; I believe there is some overlap (primarily around information sharing), but the feedback from the OFC members is not everyone is interested in being involved in a non-profit organization. Additionally, if we go forward, we will hire staff (likely Executive Director and Communication Support) to manage activities associated with OMFS but believe the OFC will continue as a volunteer only organization.

Based on the above, the focus of our proposed OMFS will be primarily to work closely with Firewise Neighborhoods on fire fuel reduction and home hardening improvement projects. We have been provided feedback from both the City of Orinda and MOFD that we would be eligible to receive large grants from each organization (estimated between \$500,000 to \$1,000,000 annually) that we would then distribute to smaller "resident cost sharing" grants. We are considering starting at \$10,000 grants each to recognized Firewise Neighborhoods (e.g., each grant would be for up to \$20,000 in improvements with a 50% neighborhood share). Several Firewise Neighborhoods in Orinda and Moraga have received similar grants from your Diablo FireSafe Council (\$5,000 limit) so we have experience in managing the fuel reduction work associated with these grants.

To summarize, our intent with the OMFSC is to be a partner with MOFD, City of Orinda and Town of Moraga, working directly with Firewise Neighborhoods to increase wildfire resiliency. In parallel, the OFC will also partner with these organizations via Outreach and Education including supporting residents across the MOFD to create new, or join existing, Firewise Neighborhoods. Both MOFD and City of Orinda support the concept that residents need to be in recognized Firewise Neighborhoods to receive grant funding from OMFSC.

Below are a list of [Questions / Topics](#) Steve Hoyt and I would like to discuss with you based on your leadership as the Diablo FireSafe Council Executive Director for the last 12 years. Please note we are networking with other FireSafe Councils including Berkeley and Oakland FireSafes Council as we evaluate becoming a FireSafe Council.

Please let me know when you may have time to discuss. Thanks in advance for your time.

Marc Evans
OFC Chairperson

DFSC Advisor
(925) 876-4820

DFSC Board of Directors

1. How did you select / recruit your Board of Directors? Criteria? Different perspectives / background?
 - a. *I have read the backgrounds of each of the Directors on the DFSC website – it is a mix of Fire District and Neighborhood Leaders across Alameda and Contra Costa County.*
 - b. For the proposed OMFSC I recommend sourcing the Directors as follows:
 - i. MOFD Representative (1)
 - ii. City of Orinda Representative (1)
 - iii. Town of Moraga Representative (1)
 - iv. Firewise Leaders (4) from both Orinda and Moraga
 - v. Others??
2. How did you determine the number of Board Members (currently 11)? Pros / Cons making it larger or smaller?
3. I have run across some information that suggests the Board should have a minimum of 7 members. Please provide advice on the positions the proposed OMFSC Board should have such as:
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Fundraising / Grant Writing (committee?)
 - e. Project Oversight (committee?)

Creating a non-profit 501 (c) (3) FireSafe Council

1. Resources you used to prepare your 501 (c)(3) non-profit application?
2. Potential sharing of documents you prepared for your 501 (c)(3) application?
 - a. Articles of Incorporation
 - b. Bylaws
 - c. Other?
3. Tips or traps associated with your 501 (c)(3) non-profit application?
4. How long did it take to prepare application?
5. How long did the approval of your application take?

Operation of a non-profit 501 (c) (3) FireSafe Council

1. How often do you have Board Meetings? *Monthly*
2. Can you share Board Meeting Rules? *I have copies of Agenda and Meeting Notes.*
3. Applications of Fire Fuel Reduction Grants? *Available on DFSC website.*
4. Written work process for managing fire fuel reduction or home hardening grants?
5. How did you manage your website before you began using Rob Millis?
6. What is the annual operating budget for DFSC?
7. Can you share the administrative cost for your Executive Director and Robert Millis Communication Director positions?
8. Tips on preparing annual 501 (c)(3) non-profit tax returns?

Pre-Read Information from Orinda Firewise Council - Becoming a FireSAFE Council @ Tue May 9, 2023 2pm - 3pm (PDT) (marc.evans6@yahoo.com)

From: marc.evans6@yahoo.com (marc.evans6@yahoo.com)
To: cyschen@comcast.net; htdenero@gmail.com; marcus.von.engel@pwc.com
Cc: stevehoyt02@gmail.com; info@firesafeberkeley.org
Date: Friday, April 28, 2023 at 11:35 AM GMT+2

Henry, Marcus and Cynthia,

Clarifying that Steve Hoyt and I are interested in creating a non-profit FireSafe Council that covers the Moraga-Orinda Fire District (MOFD) boundaries. This will allow us to receive large grants (from MOFD, City of Orinda, Town of Moraga, and CA state organizations) that we then intend to distribute to recognized Firewise Neighborhoods within the MOFD boundaries, for fire fuel reduction and home hardening projects.

We believe this new FireSafe Council [for now we will label it the Orinda Moraga FireSafe Council (OMFSC)] has a tighter focus than other Firewise Councils in California. We are fortunate to have a very progressive Fire District who has been rallying the communities of Orinda and Moraga to become more resilient to wildfires. We are also fortunate the City of Orinda Residents approved a sales tax increase in November 2020 (Measure R) that is focused on wildfire prevention.

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I will end with a list of [Questions / Topics](#) we would like to discuss with the Berkeley FireSafe Council. Please note we are networking with other FireSafe Councils including Diablo FireSafe Council as we begin our journey to create OMFSC.

BFSC Board of Directors

1. How did you select / recruit your Board of Directors? Criteria? Different perspectives / background?
2. Do you have any Board Members who work for the City of Berkely or Berkeley Fire Department?
3. Do you have paid staff on BFSC?

Creating a non-profit 501 (c) (3) FireSafe Council

1. Resources you used to prepare your 501 (c)(3) non-profit application?
2. Potential sharing of documents you prepared for your 501 (c)(3) application?
 - a. Articles of Incorporation
 - b. Bylaws
 - c. Other?
3. Tips or traps associated with your 501 (c)(3) non-profit application?
4. How long did it take to prepare application?
5. How long did the approval of your application take?

Operation of a non-profit 501 (c) (3) FireSafe Council

1. How often do you have Board Meetings?
2. Notice you have several sub-committees; how often do sub-committees the meet?
3. Can you share Board Meeting rules, agenda, meeting notes?
4. How do you manage fire fuel reduction or home hardening grants?
5. Who manages your website? Do you pay for this?
6. What is the annual operating budget for BFSC?
7. Tips on preparing annual 501 (c)(3) non-profit tax returns?

We look forward to speaking with you on May 9.

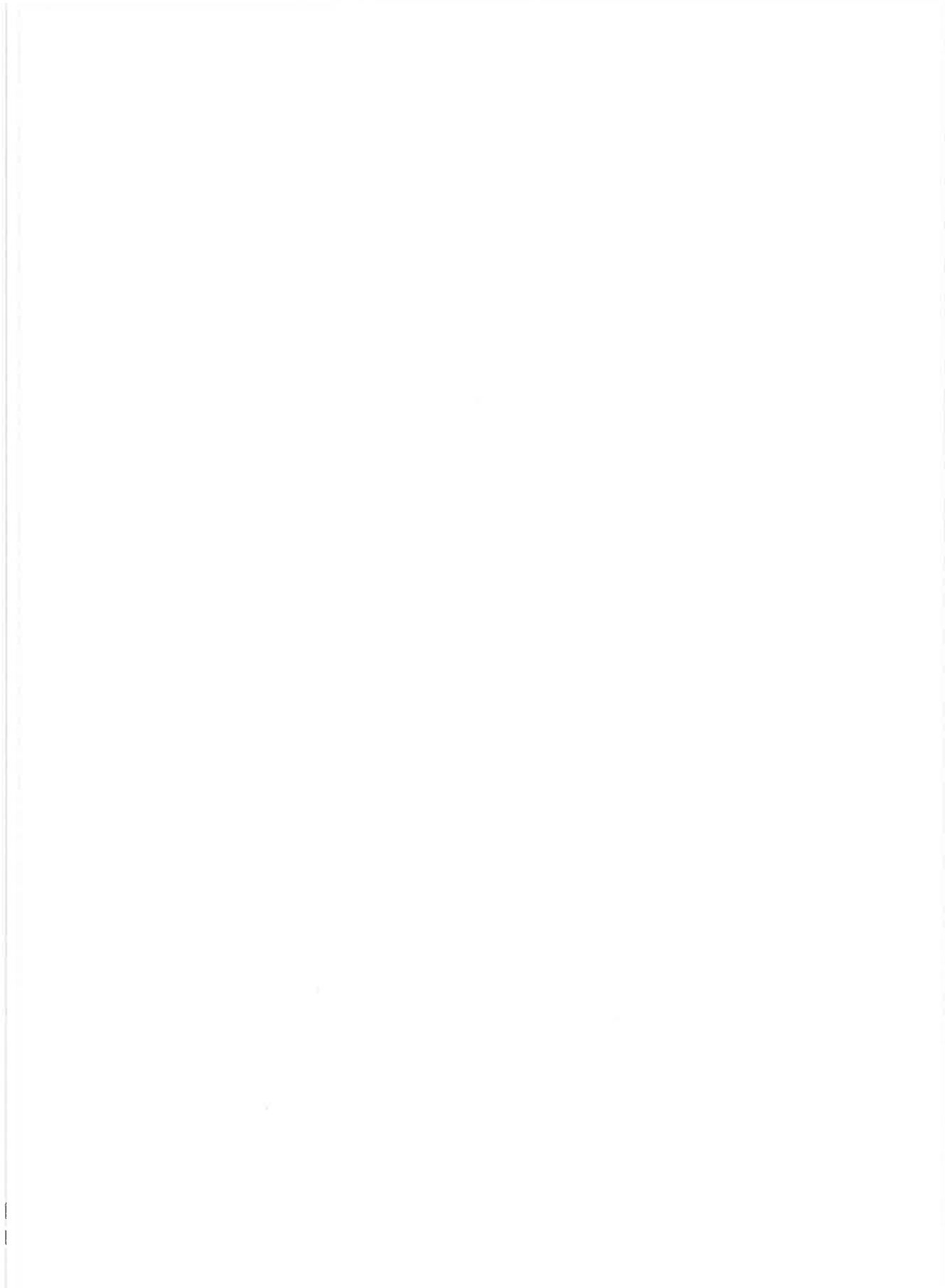
Marc Evans
OFC Chairperson
(925) 876-4820

On Thursday, April 20, 2023 at 01:55:34 AM GMT+2, info@firesafeberkeley.org <info@firesafeberkeley.org> wrote:

This event has been updated with a note:

"Updated invite title"

Changed: title



Join Zoom Meeting

<https://us02web.zoom.us/j/3571808480>

Meeting ID: 357 180 8480

Passcode: Scales68

One tap mobile

+16699009128,,3571808480# US (San Jose)

On Apr 18, 2023, at 15:22, Henry DeNero wrote:

I can do either time.

Marcus?

Cynthia?

On Apr 18, 2023, at 11:14 AM, Marc Evans wrote:

Henry,

Prefer May 9th please. 1 pm, 2 pm, or 5 pm all work. Whatever is best for Cynthia, Marcus and you.

Marc Evans

Sent from Yahoo Mail for iPhone

On Monday, April 17, 2023, 6:32 PM, Henry DeNero wrote:

Steve,

Just take a look at our website. It pretty much explains what we are doing. You may also want to look at the Oakland Fire Safe Council's site. They have been around a lot longer and have a broader set of resource links.

Let's wait for Marc to pick a date and time on the 9th or 19th.

Henry

<https://www.berkeleyfiresafecouncil.org/home>

<https://oaklandfiresafecouncil.org/>

On Apr 17, 2023, at 8:16 AM, Steve Hoyt wrote:

Henry and Marc,

May 9 and 10 are good for me.

Henry, is there something I can be doing in the meantime while Marc is off tasting Chianti?

On Sat, Apr 15, 2023 at 6:19 AM Henry DeNero wrote:

Marc,

Thanks for the quick response, and while on vacation. It is nice to e-meet you (and Steve).

May 9 or 10 work well. How about a Zoom meeting 5/9 1:00 to 3:00 or 5:00; or 5/10 1:00 to 3:30?

I am copying our VP and Treasurer, Marcus and Cynthia in case they are also available.

Best regards,

Henry

On Apr 14, 2023, at 11:45 PM, marc.evans6@yahoo.com wrote:

Henry,

Thank you for reaching out to us. I also received an email message from MOFD Fire Chief Dave Winnacker sharing that you are available to help us. Please note the following:

Orinda Firewise Council is not currently a 501C3 non-profit organization

Steve Hoyt, Leader of the Moraga Campolinda Firewise Neighborhood is co-leading the effort of creating a new FireSafe Council. I am the Leader of the Orinda Greater Monte Vista Firewise Neighborhood.

Our intent is to create a FireSafe Council that mimics the Moraga-Orinda Fire District boundaries

Jeff Isaacs introduced me to the Diablo FireSafe Council DFC; I am now an adviser to this council and we will also use DFC as a resource.

Henry: I am currently away on holiday in Italy, returning in May. Are you available to meet between Mon May 8 through Wed May 10? We can meet in person or via Zoom, whichever you prefer.

Thank you,

Marc Evans

Orinda Firewise Council (OFC) Chairperson

(925) 876-4820

Invitation from [Google Calendar](#)

You are receiving this email because you are an attendee on the event. To stop receiving future updates for this event, [decline this event](#).

----- Forwarded Message -----

From: [Squarespace](#)

Forwarding this invitation could allow any recipient to send a response to the organizer, be added to the guest list, invite others, regardless of their own invitation status, or modify your RSVP. [Learn more](#)

Sent: Thursday, April 13, 2023 at 11:39:02 AM PDT

Subject: Form Submission - Contact Us - Becoming a Fire Wise Council

Sent via form submission from Orinda Firewise Council

Name: Henry DeNero

Email: htdenero@gmail.com

Subject: Becoming a Fire Wise Council

Message: Mark, Chief Winnacker contacted us and we had a long and productive conversation. He will send you the contacts and materials to become a Fire Wise Council. It is super-easy if you are already a 501.c.3 and are focused on fire safety. I would love to set up an introductory Zoom with you and your team. We have done this with the Oakland Fire Safe Council and are planning collaborations that you could join. Let me know a good date and time. My group seems to like late afternoon or early evenings. Henry

Does this submission look like spam? Report it here.

--

Thanks,
Steve

When

Tuesday May 9, 2023 · 2pm – 3pm (Pacific Time - Los Angeles)

Guests

info@firesafeberkeley.org - organizer
stevhoyt02@gmail.com
cyschen@comcast.net
htdenero@gmail.com
Marcus von Engel (US)
marc.evans6@yahoo.com

[View all guest info](#)

Reply for marc.evans6@yahoo.com