

**PLUMAS COUNTY FIRE SAFE COUNCIL
COORDINTAION**

FINAL REPORT

Submitted to the Sacramento Regional Foundation

For the

Bureau of Land Management

as part of the

2001 National Fire Plan

Submitter

**Plumas County
Office of Emergency Services, Fire Warden**

July 2003

FINAL REPORT
Community-Based Wildfire Prevention Grants Program

State: California
Grant Year: 2001
Grant Expiration Date: April 30, 2003 (Extended until June 30, 2003)
Dates Covered by this Report: September 2001 – June 2003

Grant #: 01-BLM0139
Organization Name: Plumas Fire Safe Council
Program Name: Plumas County Fire Safe Council Coordination

Program Objectives

The project were:

- Provide administrative support to include meeting coordination and communications in the form of newsletter/web development.
- Provide educational outreach in the form of Firewise Communities workshops to foster firewise awareness within the communities.
- Work closely with the State and Federal fire and fuel management planning.
- The Coordinator will also support current grant activities, develop future grant proposals and may assist with the development of materials to seek 501 c3 status with the Secretary of State.

Accomplishments Summary

Excellent progress occurred on this Grant during the term. Activity occurred in all four of the task areas, with the majority of work focused on providing support to the Fire Safe Council and increasing educational outreach. Community participation on the Plumas County Fire Safe Council increased with new members of the public at each meeting. There are close to 100 residents who have come to at least one meeting of the Council. Monthly attendance averaged at least 20 persons.

Formalized incorporation and provisional approval for tax exempt status of the Council has occurred; the Council prepared an educational display and participated in a number of County events and homeowner association meetings providing a fire safe message to Plumas County residents and visitors; and the Council aggressively sought additional funding for homeowner education, council coordination, and hazardous fuel reduction. The Plumas County Portion of the Butte Ranger Unit Plan was refined and incorporated into their 2002 and 2003 plans.

Accomplishment Reconciliation

- 1) Select and hire a coordinator via the Plumas County Fire Warden. In December 2001, Jerry Hurley, a private consultant, was the successful bidder for Plumas County's request for proposals. The selected contractor is a retired district fire management officer from the Plumas National Forest. The Plumas County Board of Supervisors approved his selection and contract with the County on January 22, 2002.

2) Assign the Coordinator the following tasks/responsibilities:

There are four task areas, which the contracted Coordinator worked on. Specific accomplishments are listed by task. Tasks and accomplishments are:

A. Provide administrative support to include meeting coordination and communications in the form of agendas/notes and newsletter/web development.

The Coordinator provided agendas, meeting notes, newspaper articles promoting the Council encouraging public participation at the meetings. Copies of the agendas, council minutes and press releases can be viewed on our website and routine communications through e-mail and phone calls. He has also participated in other Fire Safe Council meetings and activities within Plumas County.

A successful Plumas County Fire Safe Council website, plumasfiresafe.org, was developed as part of the Coordinator's contract. The coordinator with assistance of the project director hired a local web designer who is also a member of a local volunteer fire department and member of the Fire Safe Council. As of June 23, 2003 the site has had 2361 "hits". (See **Appendix 1 for a copy of the website homepage**). At the site, council members and others can access information about Council activities, signup for helping staff Council displays at County events, get fire and fire weather information, review and download upcoming agendas and past meeting minutes, or link to a variety of other fire safe related sites.

Community participation and membership continues to increase with new citizens and business, attending the Council meetings.

B. Provide educational outreach in the form community events, workshops, news media releases to foster firewise awareness within the communities with the long-range goal of increasing home survivability and coordinated hazard fuel reduction work utilizing community participation.

The Coordinator and project director in cooperation with the Plumas National Forest and California Department of Forestry & Fire Protection conducted a Firewise workshop in Graeagle, for the eastern part of the County. A couple others were tried, but community support and interest was lacking. More are planned in the future for other communities. See **Appendix 2 for workshop outreach and agenda, pictures and follow-up press release**. Council members also attend five homeowner association meetings to share educational information on home ignitions and survivability. At the meetings, the video "Wildfire Preventing Home Ignitions" which features Jack Cohen, a fire researcher at the USDA FS Fire Sciences Lab in Missoula, was shown. Information on Council activities and hazard mitigation opportunities was also shared. As a result, a couple of these homeowner associations have begun wildfire mitigation projects in their community.

The Council and Coordinator developed a display board for use at community events across the County. This display was at the Plumas County Fair in an area that had high public access. The fair had an estimated attendance of 28,000. Volunteers from the Council staffed the Council's booth. The display board was also used at a large group picnic for one of the local utility companies. Jim Pickering, Public Affairs Officer, from the California State BLM office in Sacramento continues to work with the Council on improving the display. See **Appendix 2 for pictures of the display**.

The Council has also created and distributed copies of a "Homeowner's Checklist", which was downloaded from the California Fire Safe Council's site and customized with Plumas

County's Council's information. These will continue to be distributed at community events and local business. **See Appendix 2 for a copy of the Checklist.**

Additional information efforts such as press releases and radio Public Service Announcements (PSA's) were prepared. **See Appendix 2 for a copy of the PSA's.** There have been an average of two press releases per month in the County's weekly paper, with a distribution of over 9,000. The press releases both announced monthly Council meetings, Council activities and provided educational information on things such as creating defensible space and safe burning. (Press releases can be views by visiting our website and going to Council Activities, then Press Releases) The project Director, Coordinator and another Council member participated in a radio talk show for ½ hour at the local radio station. The Council members discussed council activities, and efforts that homeowners can do to make their homes and properties safer in the event of a wildland fire. The show was run live on a Tuesday morning, on the AM station, and ran tape delayed on a Sunday morning on their FM sister station. The two stations combined have about 65% of the listenership for the County

C. Work closely with the State and Federal fire and fuel management planning staff.

Much of the work on this task has currently been incorporated into the other tasks listed in this grant or is part of other grant activities. There has been extensive communication with representatives of the CDF, BLM, and USFS fire management personnel. Projects of both hazardous fuel treatment, homeowner consultations and better coordination of community events have been discussed. The Coordinator worked closely with US Forest Service personnel and participated in a public meeting to support implementation of a hazardous fuel reduction project adjacent to the community.

The Plumas County portion of the CDF Butte Ranger Unit Fire Plans was enhanced during this project and included in both the 2002 and 2003 Fire plans for Butte Ranger Unit. **See Appendix 3 for a copy of Plumas County's Portion of the Butte Ranger Unit Fire Plan.**

D. Manage current grant activities, develop future grant proposals and assist with the development of materials to seek 501 c3 status with the Secretary of State.

The Council adopted By-Laws in June and selected a Board of Director's at their July meeting. The Secretary of the State of California accepted the Articles of Incorporation and assigned corporation status to the Council on September 9, 2002. **See Appendix 4 for a copy of the By-Laws, Articles of Incorporation, and the Secretary of State's Letter acknowledging Incorporation.**

The Council was also successful in obtaining tax-exempt status from the State Franchise Tax Board (FTB) and the Internal Revenue Service (IRS). **See Appendix 4 for copies of the letters from the FTB and IRS .**

The Project Director, and Coordinator with assistance from Plumas Corporation, a County economic development company, prepared 20 project grant proposals. Funds were requested from BLM through the Sacramento Regional Foundation, the US Forest Service, Plumas NF and from County HR 2389, Payments to the States Title II & Title III, monies. Projects are to treat hazardous fuels around at risk communities, initiate a elderly & disabled

citizen defensible space cleanup program, provide homeowner consultations, enhance project planning for additional project proposals and to continue Plumas County's Fire Safe Council Coordination and educational activities. See Appendix 5 for a summary of all Council Grants and their status.

Budget Activity Summary

1. Funds expended on the project were \$XXXXX.xx.
2. Total funds expended to date are: \$ XXXX.xx (51%) with a balance of \$ XXXX.xx (49%).

The table below summarizes the in-kind contribution by project partners to date.

Who	Cum. Hours	\$ Value	Match	% of Match
Mike De Lasaux	86.50	\$4,757.50	\$2,500	190%
John Sheehan	58.00	\$3,190.00	\$3,080	104%
David Hawks	23.00	\$1,265.00	\$1,250	101%
Andy Anderson	14.75	\$811.25	\$1,250	65%
Total	182.25	\$10,023.75	\$8,080.00	124%

Summary

The project is complete. Interest, participation and fire safe educational activities have increased tremendously as a result of National Fire Plan funding from the Bureau of Land Management.

FINAL REPORT

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APPENDICES OF FINAL PRODUCTS

APPENDIX 1

Plumas County Fire Safe Council's website homepage

APPENDIX 2

Fire Safe Educational Products

- A. Gracagle Firewise Workshop
 - 1. Workshop Participant Outreach Letter
 - 2. Workshop Agenda
 - 3. Pictures of workshop
 - 4. Workshop follow-up Press release
- B. Display Pictures
- C. Plumas County Fire Safe Council's "Homeowners Checklist"
- D. Plumas County Fire Safe Council's Public Service Announcements (PSA's)

APPENDIX 3

Plumas County Portion of the Butte Ranger Unit Fire Plan

APPENDIX 4

Council Incorporation and tax-exempt status

- A. Council By-Laws
- B. Articles of Incorporation
- C. CA Secretary of State letter certifying PC FSC Incorporation
- D. CA Franchise Tax Board acknowledging tax exempt status
- E. Internal Revenue Service acknowledging tax exempt status

APPENDIX 5

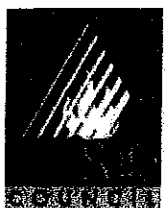
PC FSC Grant Summary Table

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APPENDIX 1

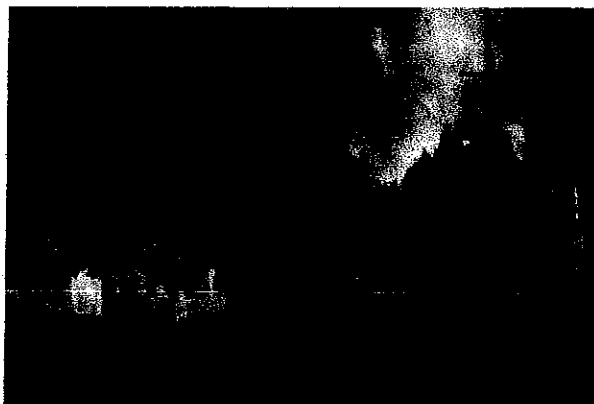
Plumas County Fire Safe Council's website homepage



Plumas County Fire Safe Council

- **Council Activities**
- **Firewise**
- **Fire Sites**
- **Links**

Free DHTML scripts provided by [Dynamic Drive](#)



Board of Directors

Mike De Lasaux, Chair
Jim Graham, Vice Chair
Richard Cox, Treasurer
John Sheehan, Secretary
Andy Anderson
Bruce Livingston
Frank Stewart
David Hawks
Chuck Thayer
John Gay



To contact Board

Mission Statement

"To reduce the loss of natural and manmade resources caused by wildfire through pre-fire activities."

NOTICES

FireSafe Council Meeting:

June 11, 2003 9:00am

Quincy Fire Department Station 1

505 Lawrence St.

"Wildfire Preventing Home Ignitions"

Video to be available soon for Homeowners to view FREE, copies will be available at local libraries and video stores, watch for display

June 7, 2003

Check out our exhibit at the County Picnic

If you want to help Bruce staff the booth, leave a message on the Plumas Firesafe Council phone

283-0829.

**Plumas Fire Safe Council
P.O. Box 1225
Quincy, CA 95971
530-283-0829
800-973-3320 CA Only**



To Download Adobe Reader



Contact:

Coordinator Webmaster Consultations

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APPENDIX 2

Fire Safe Educational Products

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Plumas County Fire Safe Council



Plumas County Firewise Communities Workshop

Hosted by the Plumas County Fire Safe Council at the Graeagle Community Hall

Thursday, March 20, 2003, 9 am to 4 pm

- 9:00 to 9:30 Workshop Registration
- 9:30 to 9:45 Opening *FIREWISE* presentation
- 9:45 to 10:00 Welcome, Introduction & Workshop Objectives
- 10:00 to 10:20 Keynote Address: Plumas County Fire Safe: Accomplishments Opportunities
- 10:20 to 10:30 Break
- 10:30 to 11:30 Planning Process Overview (Role Play)
- 11:15 to 12:00 Preventing Home Ignitions by (video)
- 12:00 to 12:30 Lunch
- 12:30 to 3:30 Interactive Planning Exercise
- A review of the Great Bend Fire
 - Examine Falls County
 - Discussion of each participant's role
 - Begin working on Falls County Supervisor's request
 - Local Planning Design Evaluation
- 3:30 to 3:40 Break
- 3:40 to 4:00 Evaluation & Wrap-up

*Making Sensible
Choices in the
wildland/urban
interface*

FIREWISE WORKSHOPS

Through dynamic presentations and with workshop tools including state-of-the-art mapping and wildfire simulations, nearly 30 community leaders and professionals will learn first hand the complexities involved in building communities (and citizenries) that are prepared for the inevitable effects of unwanted wildland fire.

Participants will learn how to:

- recognize interface fire hazards
- design Firewise homes and landscapes
- deliver fire education
- and incorporate Firewise planning into existing and developing areas of communities





Fire Wise Workshop in Graeagle, CA 3/20/03



Fire Wise Workshop in Graeagle, CA 3/20/03

PRESS RELEASE
Community Residents Attend Firewise Workshop

On Thursday March 20, 2003 the University of California Cooperative Extension and the Plumas County Fire Safe Council conducted a Firewise Workshop in Graeagle for community members in the eastern portion of the County. Invitations were extended to County Supervisors, realtors, insurance companies, community services districts and homeowner association members. The one-day workshop was possible with a grant from the Bureau of Land Management, as part of the National Fire Plan and Plumas-Sierra Rural Electric Cooperative who provided lunch

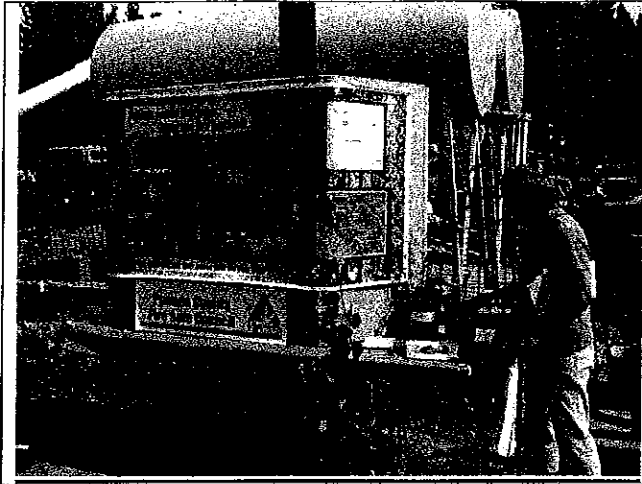
Local Firewise workshops are part of a nationwide effort of the National Fire Protection Association designed to share what has been learned about the "*wildland/urban interface problem*" since it was identified in 1985, when 1,400 homes were lost to wildfire.

Local participants worked through state-of-the-art simulation and mapping exercises to learn first hand of the complexities involved in creating communities and citizenries that are prepared for the inevitable effects of wildfire. Participants learned about wildland fire interface fire hazards; designing Firewise homes and landscaping; and incorporating Firewise planning in to existing and developing communities.

Participants now better understand that it isn't always the flames directly adjacent to the structures that cause the home to be lost. It is often the ember blizzard, with tens of thousands of sparks, frequently traveling up to ¼ mile away when trees and brush explode in flame. It is these embers that land in receptive fuelbeds such as shake roofs; pine needles or through openings into an attic, or under a deck; that cause many homes to burn and threaten communities. Actions taken by residents can have a dramatic effect on the resulting property damage and loss from these catastrophic wildfires. According to research in southern California, homes with non-combustible roofs and at least 30 feet of defensible space have a survival rate of 85%. By increasing defensible space to 60 feet, the survival rate goes to 95%.

Plumas County residents are and will continue to be "at risk" of wildland fires. Many have experienced the threat from wildland fires in the past, such as the: Willow Fire-1987, Portola Fire-1988, Layman Fire 1989, Greenhorn Fire 1990, Cemetery Fire-1999, Mt Hough Complex fires-1999, Horton Fire-1999, Storrie Fire-2000 and Stream Fire-2001.

For more information you can you can visit the Plumas County Fire Safe Council's web site at www.plumasfiresafe.org. Residents are also are invited to become members and attend the monthly County Fire Safe Council meetings, on the second Wednesday of each month at 9:00 am at the Quincy Fire Hall.



*Plumas County Fire Safe Council's Display at the Rural Electric Assoc. annual picnic
9/02*

Why do homes burn?

**What do you see...
after the fire passes?**

Firesafe Council Activities

List of communities and projects

List of who's on Council

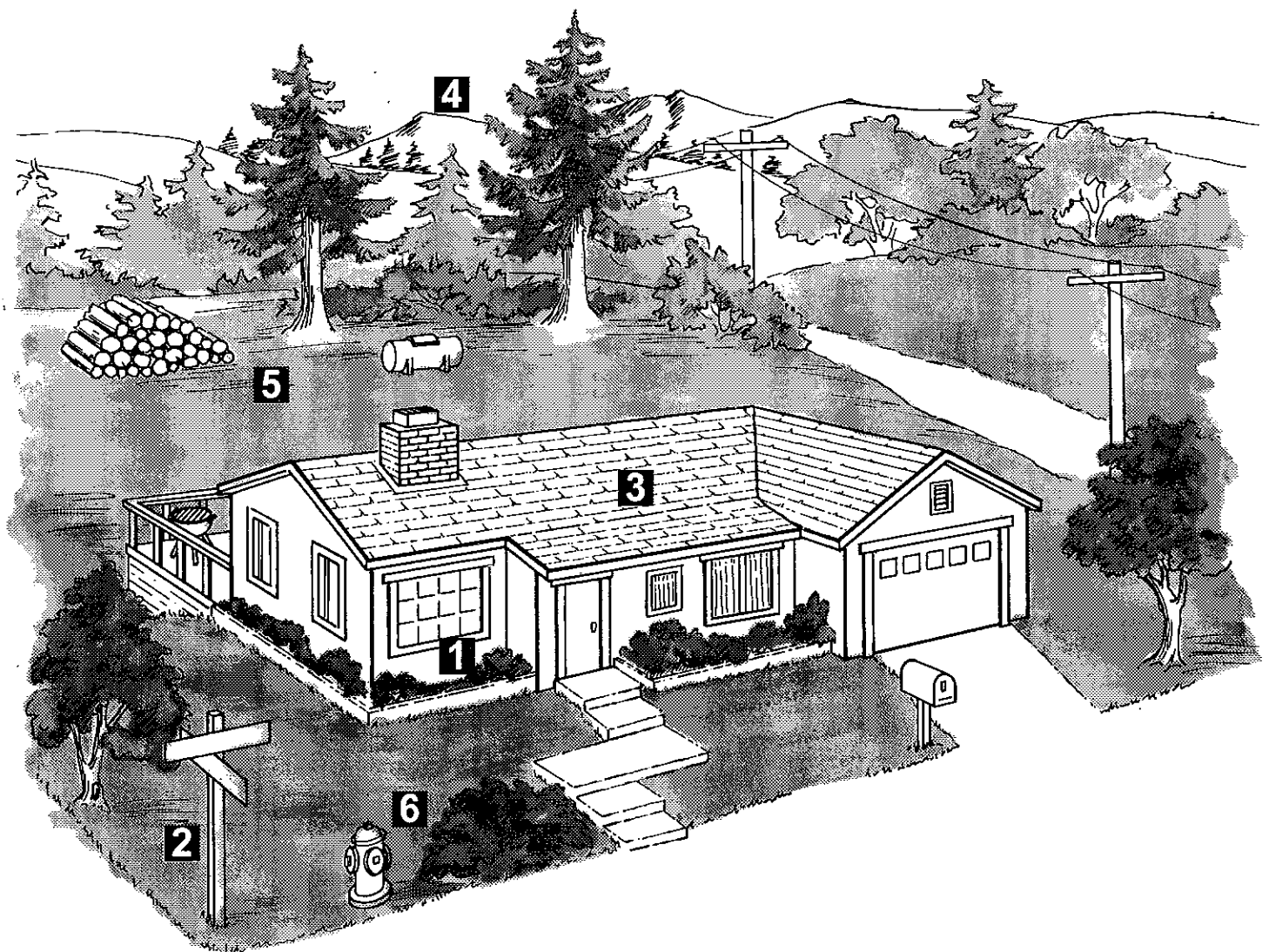
We can't do this with out your help

Plumas County Fire Safe Council

Mockup of Plumas County Fire Safe Council's display

Homeowner's Checklist

How to make your home Fire Safe



*Plumas County Fire Safe Council
P.O. Box 1225
Quincy, CA 95971
283-0829 or 800-973-3320
plumasfiresafe.org*

OUTSIDE

1 Design/Construction

- Consider installing residential sprinklers
- Build your home away from ridge tops, canyons and areas between high points on a ridge
- Build your home at least 30-100 feet from your property line
- Use fire resistant materials
- Enclose the underside of eaves, balconies and above ground decks with fire resistant materials
- Try to limit the size and number of windows in your home that face large areas of vegetation
- Install only dual-paned or triple-paned windows
- Make sure that electric service lines, fuse boxes and circuit breaker panels are installed and maintained as prescribed by code
- Contact qualified individuals to perform electrical maintenance and repairs

2 Access

- Identify at least two exit routes from your neighborhood
- Construct roads that allow two-way traffic
- Design road width, grade and curves to allow access for large emergency vehicles
- Construct driveways to allow large emergency equipment to reach your house
- Design bridges to carry heavy emergency vehicles, including bulldozers carried on large trucks
- Post clear road signs to show traffic restrictions such as dead-end roads, and weight and height limitations
- Make sure dead-end roads, and long driveways have turn-around areas wide enough for emergency vehicles
- Construct turnouts along one-way roads
- Clear flammable vegetation at least 10 feet from roads and five feet from driveways
- Cut back overhanging tree branches above roads
- Construct fire barriers such as greenbelts
- Make sure that your street is named or numbered, and a sign is visibly posted at each street intersection
- Make sure that your street name and house number are not duplicated elsewhere in the county
- Post your house address at the beginning of your driveway, or on your house if it is easily visible from the road

3 Roof

- Remove branches within 10 feet of your chimney and dead branches overhanging your roof
- Remove dead leaves and needles from your roof and gutters

— Install a fire resistant roof. Contact your local fire department for current roofing requirements

— Cover your chimney outlet and stovepipe with a non flammable screen of 1/2 inch or smaller mesh

4 Landscape

- Create a "defensible space" by removing all flammable vegetation at least 30 feet from all structures
- Never prune near power lines. Call your local utility company first
- Landscape with fire resistant plants
- On slopes or in high fire hazard areas remove flammable vegetation out to 100 feet or more
- Space native trees and shrubs at least 10 feet apart
- For trees taller than 18 feet, remove lower branches within six feet of the ground
- Maintain all plants by regularly watering, and by removing dead branches, leaves and needles
- Before planting trees close to any power line contact your local utility company to confirm the maximum tree height allowable for that location

5 Yard

- Stack woodpiles at least 30 feet from all structures and remove vegetation within 10 feet of woodpiles
- Locate LPG tanks (butane and propane) at least 30 feet from any structure and maintain 10 feet of clearance
- Remove all stacks of construction materials, pine needles, leaves and other debris from your yard
- Contact your local fire department to see if open burning is allowed in your area; if so, obtain a burning permit
- Where burn barrels are allowed, clear flammable materials at least 10 feet around the barrel, cover the open top with a non-flammable screen with mesh no larger than 1/4 inch

6 Emergency Water Supply

- Maintain an emergency water supply that meets fire department standards through one of the following:
 - a community water/hydrant system
 - a cooperative emergency storage tank with neighbors
 - a minimum storage supply of 2,500 gallons on your property
- Clearly mark all emergency water sources
- Create easy firefighter access to your closest emergency water source
- If your water comes from a well, consider an emergency generator to operate the pump during a power failure

Plumas County Fire Safe Council



P.O. Box 1225 - Quincy, CA 95971

530 283-0829 - 800 973-3320

plumasfiresafe.org

- If you are a resident of Greenhorn, Meadow Valley, Bucks Lake, or adjacent to timberlands in the Quincy area, there is a **free** service available to you. The Plumas County Firesafe Council, in conjunction with your local fire department, is offering a **Firewise** home owner consultation. This consultation will provide a trained Firewise Consultant to look at your residence and surrounding area to provide an overview of your **Fire Risk** from a Wildland fire. Call 283-0829
- Don't let wildfire 'Brand' your house. Visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- Will your house still be there for you after wildfire visits' your neighborhood? Be prepared by visiting the Plumas County Firesafe Council website at plumasfiresafe.org.
- Help your house survive a wildfire; visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- Can your house stand alone in the face of a wildfire? Answer this question by visiting the Plumas County Firesafe Council website at plumasfiresafe.org.
- Do your part to prepare your house to meet wildfire if it comes knocking. Visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- Is your house ready for a visit from Mr. Firebrand? Visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- Can your house survive a visit from Mr. Firebrand? Find the answer, visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- After wildfire visits, if the fire department can't be there, will your house? Find out at the Plumas County Firesafe Council website at plumasfiresafe.org.
- The Plumas County Firesafe Council reminds you to make your house firesafe. To find out how, visit the Plumas County Firesafe Council website at plumasfiresafe.org.

- The Plumas County Firesafe Council doesn't want your house 'branded' a wildfire loser. Visit our website at plumasfiresafe.org to learn how to brand your house a wildfire survivor.
- Can your house win in a battle with wildfire? Find out by visiting the Plumas County Firesafe Council website at plumasfiresafe.org.
- Is your house ready to win a fight with wildfire? Find out by visiting the Plumas County Firesafe Council website at plumasfiresafe.org.
- What can you do to prepare your house to survive a wildfire? The answer are at the Plumas County Firesafe Council website at plumasfiresafe.org.
- Don't let wildfire 'brand' your house a loser; do what you can now to protect your investment from the destructive effects of wildfire and its deadly firebrands. Find out by visiting the Plumas County Firesafe Council website at plumasfiresafe.org.
- Your house is like a child; you are responsible for it's safety. When wildfire comes knocking at the door, have you done what is necessary for your house to stand firm on its foundation? Visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- Prepare your house for a visit from wildfire by:
 - ✓ Replacing shake roofs with non flammable roofing
 - ✓ Removing flammable material adjacent to house
 - ✓ Moving woodpiles away from house
 - ✓ Removing flammables from under decks
 - ✓ Screening vents
 - ✓ Cleaning needles from roofs and gutters
 - ✓ Thinning vegetation
 - ✓ Removing 'ladder' fuels
 Visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- The future of your house is in your hands. You can help your family keep a roof over their head by:
 - ✓ Replacing shake roofs with non flammable roofing
 - ✓ Removing flammable material adjacent to house
 - ✓ Moving woodpiles away from house
 - ✓ Removing flammables from under decks
 - ✓ Screening vents
 - ✓ Cleaning needles from roofs and gutters
 - ✓ Thinning vegetation
 - ✓ Removing 'ladder' fuels
 Visit the Plumas County Firesafe Council website at plumasfiresafe.org.
- Will your Volunteer Firefighters be safe protecting your home from wildfire? Find out how to increase their safety by visiting the Plumas County Firesafe Council website at plumasfiresafe.org.

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APPENDIX 3

Plumas County Portion of the Butte Ranger Unit Fire Plan

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APPENDIX 4

Council Incorporation and tax-exempt status

- A. Council By-Laws
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Bylaws of the Fire Safe Council of Plumas County

1 ARTICLE 1. OFFICES

2 **Section 1. Principal Office:** The corporations' principal office is fixed and located at
3 326 Main Street, Quincy, CA 95971.

4 The Board of Directors (herein called the Board) is granted full power and authority to
5 change said principal office from one location to another. Any such changes shall be
6 noted in the bylaws, and this section may be amended to state the new location

7 ARTICLE 11. MISSION STATEMENT AND GOALS

8 Section 1. Mission Statement:

9 The mission of the Fire Safe Council is to reduce the loss of natural and manmade
10 resources caused by wildfire through pre-fire activities.

11 The goals of the Fire Safe Council of Plumas County are:

- 12 1. Serve community and neighborhood fire safety needs.
- 13 2. Improve fire safety by reducing dangerous fuel loads.
- 14 3. Reduce the potential for fire loss damage.
- 15 4. Educate the public about fire threat and fire prevention measures.
- 16 5. Improve circulation for evacuation.
- 17 6. Coordinate a County-wide Fire Plan, with the cooperation of local fire
18 agencies.
- 19 7. Assist local fire departments in meeting their mission and goals
- 20 8. Operate through in-kind donations and financial contributions.
- 21 9. Promote a healthy forest.
- 22 10. Improve air and water quality.
- 23 11. Reduce vegetation waste stream to landfills.

24 ARTICLE III. MEMBERSHIP

25
26
27 **Section 1. MEMBERS:** The Fire Safe Council shall have Members from all elements of
28 the community. Persons shall be recognized as Members after attending two meetings.
29 ~~All Members are eligible to vote and are encouraged to participate in and develop this~~
30 ~~council.~~

31 ARTICLE 1V. DIRECTORS

32
33
34 **Section 1. Powers:** Subject to the limitations of the articles and these bylaws, the
35 activities and affairs of this corporation shall be conducted, and all corporate powers
36 shall be exercised by or under the direction of the Board. The Board may delegate
37 management of the activities of the corporation to any person or persons, a
38 management company, or committee, however composed, provided that the activities
39 and affairs of the corporation shall be managed and all corporate powers shall be
40 exercised under the ultimate direction of the Board. Without prejudice to such powers,
41 but subject to the same limitations, it is expressly declared that the Board shall have the
42 following powers enumerated in these bylaws:

Bylaws of the Fire Safe Council of Plumas County

1 a) To select and remove all other officers, agents, and employees of the
2 corporation, prescribe powers and duties for them as may not be inconsistent with law,
3 the articles, or these bylaws, and require from them security for faithful service.

4 b) To adopt, make and use a corporate seal, and to alter the seal from time to
5 time, as the Board deems best.

6 **Section 2. Number of Directors:** The authorized number of directors shall be no less
7 than 5 and no more than 15, until changed by amendment to these bylaws. The actual
8 number of Directors shall be determined by a majority vote of the Members. The
9 following list is for the purpose of identifying various agencies, associations,
10 communities, private sector professions and other job descriptions, which may be drawn
11 from for this council's Board. This list may be added to, changed, or reduced, by
12 approval of the Board. The Members shall consider the experiences and background of
13 potential candidates, and shall strive to provide representation from all stakeholder
14 groups, as well as provide the Board with the skills needed to effectively carry out its
15 Mission Statement.

16

- | | |
|-------------------------------|-------------------------------------|
| 17 • Local Fire Agencies | 21 • Private Business Sector(which |
| 18 • State Agencies | 22 includes insurance and realty |
| 19 • Federal Agencies | 23 companies) |
| 20 • Air and Water Management | 24 • County Agencies |
| | 25 • Members at Large |
| | 26 • Homeowner Associations |

1 **Section 3. Term of Office:** The Board of Directors shall be selected by a majority vote
2 of the Members. Directors shall be elected biannually at any regular or special Board
3 meeting held for that purpose.

4 Each Director shall hold office for two (2) years until the second Annual Meeting for
5 election of the Board of Directors as specified in these bylaws, and until his or her
6 successor is elected and qualifies, or the Board of Directors declares that a Director's
7 position is vacant by reason of death, resignation or removal of the Director. The first
8 Board shall decide which Board Members shall serve a one-year term, and which will
9 serve a two-year term. This will effectively help the Board to never be without
10 experienced Directors at any given time.

11 Each Director shall be eligible to be elected to two consecutive full terms. A Director
12 who is appointed to fill a vacancy on the Board shall be eligible to be elected to two
13 consecutive full terms in addition to the time served as an appointed Director.

14 **Section 4. Vacancies:** Subject to provisions of Section 5226 of the California Nonprofit
15 Public Benefit Corporation Law, any Director may resign effective upon providing written
16 notice to the Chairperson of the Board, the Vice Chairperson, or Secretary, unless the
17 notice specifies a later time for the effectiveness of such resignation. If the resignation
18 is effective at a future time, a successor may be selected before such time, to take
19 office when the resignation becomes effective.

Bylaws of the Fire Safe Council of Plumas County

1 Vacancies on the Board shall be filled by a majority vote of the Board. Each Director so
2 selected shall hold office until the next scheduled annual election regardless of term
3 expiration date.

4 A vacancy or vacancies on the Board shall be deemed to exist in the case of death,
5 resignation, or removal of any Director, or if the authorized number of Directors is
6 increased.

7 The Board may declare vacant the office of a Director who has been declared of
8 unsound mind by a final order of the Court, or convicted of a felony, or found by a final
9 order of judgment of any Court to have breached any duty arising under Article 3 of the
10 California Nonprofit Public Benefit Corporation Law.

11 No reduction of the authorized number of Directors shall have the effect of removing
12 any Director prior to expiration of the Director's term of office.

13 **Section 5. Nomination of Directors:** The Chairperson will appoint, at the November
14 meeting, a Nominating Committee consisting of two Members, and two Directors. The
15 Nominating Committee shall select a slate of individuals to fill the positions on the Board
16 then expiring, and shall submit its slate to the Members at the December meeting.
17 Subject to guidelines established by the Board, the committee will attempt to select
18 candidates who meet the same general qualifications as the Directors whose terms are
19 expiring. The committee will also strive to select individuals who possess skills and
20 qualifications needed to assist the Board to effectively carry out its Mission and Goals.
21 Each individual will be contacted beforehand and permission obtained to submit his or
22 her name as a candidate.

23 **Section 6. Election of Directors:** The Members shall elect Directors to fill the
24 vacancies then expiring at its Annual Meeting in January. Each candidate shall be
25 voted on individually by written ballot. A candidate shall be considered elected if he or
26 she receives a majority "yes" vote of the Members present and eligible to vote.
27 Immediately following the election, the new Directors shall be seated. The newly
28 constituted Board of Directors shall then elect its officers in accordance with the
29 procedure outlined in Article V. Section 2. Officers

30 **Section 7. Compensation:** Directors shall serve without compensation.

31 **Section 8. Right of Inspection:** Every member has the right to inspect all records,
32 books, and documents of every kind of the corporation of which such person is a
33 member.

34 **ARTICLE V. OFFICERS**

35 **Section 1. Officers:** The officers of the corporation shall be the Chair, Vice Chair,
36 Secretary, and Treasurer.

37 **Section 2. Election:** The officers of this corporation shall be chosen annually by a
38 majority vote of the Board at the Annual Meeting in January, following the election and
39 seating of the new Board of Directors. Officers shall serve at the pleasure of the Board,
40 and shall hold office until their resignation, removal, or other disqualification from
41 service, or until their respective replacements are elected.

Bylaws of the Fire Safe Council of Plumas County

1 **Section 3. Subordinate Officers:** The Board may elect, and may empower the
2 Chairperson to appoint, such other officers as the business of the corporation may
3 require.

4 **Section 4. Removal and Resignation:** Any officer may be removed, either with or
5 without cause, by the Board at any time with total consent of all remaining Board
6 Members. Any officer may resign at any time by giving written notice to the corporation.
7 Any such resignation shall take effect at the date of the receipt of such notice, or at any
8 time thereafter, as stated in the resignation notice.

9 **Section 5. Vacancies:** A vacancy in any office because of death, resignation, removal,
10 disqualification, or any other cause, shall be filled in the manner prescribed in these
11 bylaws for regular election or appointment to such office, provided such vacancies shall
12 be filled as they occur, and not on an annual basis.

13 **Section 6. Chairperson:** The Chairperson is the general manager and chief executive
14 officer of the corporation, and has, subject to the control of the Board, general
15 supervision, direction, and control of the business and officers of the corporation. The
16 Chairperson shall preside at all meetings of the Board. The Chairperson has the general
17 powers and duties of management usually vested in the office of Chairperson and
18 general manager of a corporation, and such other powers and duties as may be
19 prescribed by the Board.

20 **Section 7. Vice Chairperson:** In the absence or disability of the Chairperson, the Vice
21 Chairperson shall perform all necessary duties of the Chairperson. The Vice
22 Chairperson shall also perform such other duties as from time to time may be
23 prescribed by the Board.

24 **Section 8. Secretary:** The Secretary shall keep a book of minutes of all meetings of the
25 Board and its committees. The Secretary shall keep at the principal office in the County
26 of Plumas the original or a copy of the corporation's articles and bylaws, as amended to
27 date. The Secretary shall keep the seal of the corporation in safe custody, and shall
28 have other powers and duties as prescribed by the Board.

29 **Section 9. Treasurer:** The Treasurer is the chief financial officer of the corporation, and
30 shall keep and maintain adequate and correct records of all financial activities of the
31 corporation. The books of account shall at all times be open to inspection by any
32 Director or member of the Fire Safe Council. The Treasurer shall deposit all funds and
33 other valuables in the name and to the credit of the corporation with such depositories
34 that may be designated by the Board. The Treasurer shall disburse the funds of the
35 corporation as authorized by the Board, and shall render all records to the Board as
36 requested at any time. The Treasurer shall prepare an annual budget, and submit a
37 monthly financial report to the Board at each regular meeting. The Treasurer shall have
38 any other duties as may be prescribed by the Board.

39 **Article VI. Meetings:**

40 **Section 1. Place of Meeting:** Meetings of the Board of Directors shall be held at any
41 place within the county of Plumas that has been designated from time to time by the
42 Board. In the absence of such designation, regular meetings shall be held at the
43 principal office of the corporation.

Bylaws of the Fire Safe Council of Plumas County

1 **Section 2. Annual Meetings:** The Board shall hold an Annual Meeting for the purpose
2 of organization, selection of Officers, and transaction of other business. Annual
3 meetings of the Board shall be held with call or notice on a day in January set by the
4 Board.

5 **Section 3. Regular Meetings:** Meetings of the Board shall be held with call or notice on
6 such dates and at such time as may be fixed by the Board.

7 **Section 4. Special Meetings:** Special meetings of the Board for any purpose may be
8 called at any time by the Chairperson, Vice-Chairperson, Secretary, or any two
9 Directors.

10 **Section 5. Executive Sessions:** The Board, on the affirmative vote of a majority of the
11 Directors present at a meeting at which a quorum has been established, shall be
12 entitled to adjourn at any time for the purpose of reconvening in executive session to
13 discuss litigation in which the Council is or may become a part, personnel matters, or
14 business of a similar nature. Prior to adjourning into an executive session, the topic(s) to
15 be discussed in such session shall be announced, in general terms, to the Members in
16 attendance at the meeting. Nothing herein shall be construed to obligate the Board to
17 first call an open meeting before meeting in executive session with respect to the
18 matters described above.

19 **Section 6. Notice:** Notice of regular meetings shall be given to the Members not less
20 than 72 hours prior to the meeting. Notice of the time and place of meetings of the
21 Board of Directors shall be given by one of the following methods: (A) by personal
22 delivery of written notice; (B) by first class mail, postage prepaid; (C) by email; (D)
23 telephone communication, either to the Director or to a person at the Director's home or
24 office who would reasonably be expected to communicate such notice to the Director.
25 All such notices shall be given or sent to the Director's address, email address or
26 telephone number as shown on the records of the Council.

27 **Section 7. Agendas:** An agenda shall be prepared and given to the Members not less
28 than 72 hours prior to the meeting. Non-agenda items may be considered at the
29 meeting, with approval of a majority of the Board Members present, with the exception
30 of the following matters: (A) appointment to fill a vacancy on the Board or a committee
31 chairperson; (b) removal of a Director or committee chairperson; (C) adoption or
32 revision of a budget, or authorization for the expenditure of non-budgeted funds in
33 excess of \$500.

34 **Section 8 Quorum:** A majority of the authorized number of Directors constitutes a
35 quorum for the transaction of business, except to adjourn as provided in Section 9 of
36 this Article. Every act or decision done or made by a majority of the Directors present at
37 a meeting duly held at which a quorum is present shall be regarded as an act of the
38 Board.

39 **Section 9. Adjournment:** A majority of the Directors present, whether or not a quorum
40 is present, may adjourn a Director's meeting to another time and place. If the
41 adjournment is for more than 24 hours, notice must be given to all Directors, present or
42 not.

Bylaws of the Fire Safe Council of Plumas County

1 **Section 10. Action Without a Meeting:** Any action required or permitted to be taken by
2 the Board may occur without a meeting. All Directors must consent to the action taken
3 verbally, if not in writing. The action should then be ratified by the Board at its next
4 regular or special meeting, and the action taken recorded in the minutes of that meeting.

5 **Section 11. Robert's Rules of Order:** All meetings of the Board of Directors and
6 committees will be governed by Robert's Rules of Order, insofar as such rules are
7 consistent with these bylaws, the Articles of Incorporation of this Council, or with any
8 applicable provision of law.

9 **Article V11. Committees**

10 **Section 1. Committees:** The Board may appoint one or more committees, and
11 delegate to such committee any of the authority of the Board, except with respect to:

12 a) Approval of any action which the California Nonprofit Benefit Corporation
13 Law also requires approval of the Members, or approval of a majority of all
14 Members;

15 b) Filling of vacancies on the Board or any committee chairperson;

16 c) Amendment or repeal of the bylaws, or adoption of the new bylaws;

17 d) Amendment or repeal of any resolution of the Board which by its expressed
18 terms is not so amendable or repealable;

19 e) Appointment of other committees of the Board or the chairperson thereof;

20 f) Approval of any self-dealing transactions, as such transactions are defined in
21 Section 5233(a) of the California Nonprofit Public Benefit Corporation Law.

22 Any such committees must be created by resolution adopted by a majority of the
23 authorized number of Directors in office, provided a quorum is present. Unless the
24 Board or such committee shall otherwise provide, the regular and special meetings and
25 other actions of any such committee shall be governed by the provisions in these
26 bylaws. Minutes shall be kept for each committee and presented at the next Board
27 meeting.

28 **ARTICLE V111. INDEMNIFICATION**

29 **Section 1. Right of Indemnification:** To the fullest extent permitted by law, this
30 corporation shall indemnify its Directors, officers and other persons described in Section
31 7237(a) of the California Corporations Code, including persons formerly occupying any
32 such positions, against all expenses, judgments, fines, settlements and other amounts
33 actually and reasonably incurred by them in connection with any proceeding as that
34 term is used in that section, and including an action by or in the right of the corporation,
35 by reason of the fact that the person is or was described in that section. Expenses, as
36 used in these bylaws, shall have the same meaning as in Section 7237(a) of the
37 California Corporation Code.

38 **Section 2. Approval of Indemnity:** On written request to the Board by any person
39 seeking indemnification under Section 7237(a) or Section 7237(c) of the California
40 Corporation Code, the Board shall promptly determine under Section 7237(e) of the
41 California Corporation Code whether the applicable standard of conduct set forth in

Bylaws of the Fire Safe Council of Plumas County

1 Section 7237(b) or Section 7237(c) has been met, and if so, the Board shall authorize
2 indemnification. If the Board cannot authorize indemnification because the number of
3 Directors who are parties to the proceeding with respect to which indemnification is
4 sought prevents formation of a quorum of Directors who are not parties to that
5 proceeding, the Board shall promptly call a meeting of Members. At that meeting, the
6 Members shall determine under Section 7237(e) whether the applicable standard of
7 conduct set forth in Section 7237(b) or Section 7237(c) has been met, and if so, the
8 Members present at the meeting in person or by proxy shall authorize indemnification.

9 **Section 3. Advancement of Expense:** To the fullest extent permitted by law, and
10 except as otherwise determined by the Board in a specific instance, expenses incurred
11 by a person seeking indemnification under Sections 1 and 2 of this article, and of these
12 bylaws, in defending any proceeding, covered by these sections, shall be advanced by
13 the corporation before final disposition of the proceeding, on receipt by the corporation
14 of an undertaking by or on behalf of that person that the advance will be repaid unless it
15 is determined that the person is entitled to be indemnified by the corporation for those
16 expenses.

17 **ARTICLE 1X. INSURANCE**

18 **Section 1. Right to Purchase Insurance:** The corporation shall have the right to
19 purchase and maintain insurance to the full extent permitted by law on behalf of its
20 officers, Directors, or agents in such capacity, or arising out of the officers', Directors', or
21 agents' status as such.

22 **ARTICLE X. OTHER PROVISIONS**

23 **Section 1. Amendments:** These bylaws may be amended, or repealed and replaced,
24 by two-thirds approval of the Board Members present and eligible to vote, provided that
25 a quorum of the Board has been established.

26 **Section 2. Construction and Definitions:** Unless the context otherwise requires, the
27 general provisions, rules, construction and definitions contained the General Provisions
28 of the California Nonprofit Public Benefit Corporation Law shall govern the construction
29 of these bylaws.

30 **Section 3. Record of Revisions:**

Re v No.	DESCRIPTION OF REVISION	AUTHORITY FOR REVISION	EFFECTIVE DATE
1.	Approval of Bylaws	Members	June 12, 2002
2.			
3.			
4.			

31

Plumas County Fire Safe Council



Attention: Don Tresca
Corporation Documents Examiner
Business Programs
Legal Review Unit
1500 - 11th Street, Room390
Sacramento, CA 95814

RE: August 12, 2002, Plumas County Fire Safe Council, Inc.

Attached are the revised Articles of Incorporation and check in the amount of \$30.

Thank you for attending to this matter.

Sincerely,


Michael De Lasaux, Chair

enclosures

P. O. Box 1225, Quincy, CA 95971
(530) 283-0829 or 800-973-3320 (Ca only)
www.plumasfiresafe.org

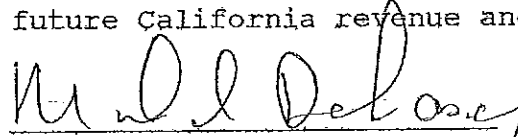
IV

1
2 A. No substantial part of the activities of this corporation
3 shall consist of carrying on propaganda, or otherwise attempting to
4 influence legislation, except as provided in Section 501(h) of the
5 Internal Revenue Code of 1986, and this corporation shall not
6 participate or intervene in (including publishing or distributing
7 statements) any political campaign on behalf of or in opposition to
8 any candidate for public office.

9 B. All property of the corporation is irrevocably dedicated to
10 the purposes set forth in Article II, above. No part of the net
11 income or assets of this corporation shall inure to the benefit of
12 any directors, officers, trustees, private shareholders or members,
13 or to the benefit of any individual.

14 C. Upon the dissolution of the corporation, after paying or
15 adequately providing for its debts, obligations and liabilities, the
16 remaining assets of this corporation shall be distributed to one or
17 more organization(s) organized and operated exclusively for
18 charitable purposes and which has established its tax exempt status
19 under Section 501(c) (3) of the Internal Revenue Code or the
20 corresponding provision of any future United States internal revenue
21 law, and which has established its tax exempt status under Section
22 23701d of the California Revenue and Taxation Code or the
23 corresponding provision of any future California revenue and tax law.

24
25 Dated: August 20, 2002



26 Michael De Lasaux, Incorporator
27

State of California



SECRETARY OF STATE

I, *BILL JONES*, Secretary of State of the State of California, hereby certify:

That the attached transcript of 2 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

SEP - 9 2002

Secretary of State



AUG 23 2002

BILL JONES, Secretary of State

ARTICLES OF INCORPORATION
OF
PLUMAS COUNTY FIRE SAFE COUNCIL, INC.

I

The name of the corporation is PLUMAS COUNTY FIRE SAFE COUNCIL, INC.

II

A. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes.

B. The specific purpose of this corporation is to support county-wide fire safe or firewise planning, education and fire risk reduction activities of the Plumas County Firesafe Council. The primary objectives of this corporation shall be to raise, obtain, invest and disburse funds for the Plumas County Fire Safe Council; and to receive funds and donations in order to carry on the purposes of the corporation; and to have and exercise all rights and powers now or hereafter conferred on non-profit corporations under the laws of the State of California.

C. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code or the corresponding provision of any future United States internal revenue law. Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation and the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c) (3) of the Internal Revenue Code or the corresponding provision of any future United States internal revenue law, or (b) by a corporation, contributions to which are deductible under Section 170(c) (2) of the Internal Revenue Code or the corresponding provision of any future United States internal revenue law.

III

The name and address in the State of California of this corporation's initial agent for service of process is:

Michael De Lasaux, P.O. Box 1225, Quincy, California, 95971.

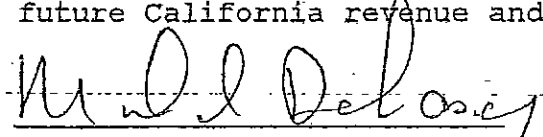
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7 statements) any political campaign on behalf of or in opposition to
8 any candidate for public office.

9 B. All property of the corporation is irrevocably dedicated to
10 the purposes set forth in Article II, above. No part of the net
11 income or assets of this corporation shall inure to the benefit of
12 any directors, officers, trustees, private shareholders or members,
13 or to the benefit of any individual.

14 C. Upon the dissolution of the corporation, after paying or
15 adequately providing for its debts, obligations and liabilities, the
16 remaining assets of this corporation shall be distributed to one or
17 more organization(s) organized and operated exclusively for
18 charitable purposes and which has established its tax exempt status
19 under Section 501(c) (3) of the Internal Revenue Code or the
20 corresponding provision of any future United States internal revenue
21 law, and which has established its tax exempt status under Section
22 23701d of the California Revenue and Taxation Code or the
23 corresponding provision of any future California revenue and tax law.

24
25 Dated: August 20, 2002


26 Michael De Lasaux, Incorporator
27

California Business Portal

Secretary of State Kevin Shelley

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Starting a Business
Secretary of State Home Page
Site Search

Corporations

The information displayed here is current as of "JUN 27, 2003" and is updated weekly. It is not a complete or certified record of the Corporation.

Business Search Corporations
<input type="text"/>
New Search
Corporations Main Page
FAQS
Search Tips
Field Definitions
Status Definitions
Corporate Records
Corporate Records Order Form
Certificates
Copies
Status Printouts

Corporation		
PLUMAS COUNTY FIRE SAFE COUNCIL, INC.		
Number: C2465643	Date Filed: 8/23/2002	Status: active
Jurisdiction: California		
Mailing Address		
PO BOX 1225		
QUINCY, CA 95971		
Agent for Service of Process		
MIKE DE LASAUX		
208 FAIRGROUND ROAD		
QUINCY, CA 95971		

Printer Friendly

New Search

- For information about certification of corporate records or for additional corporate information, please refer to **Corporate Records**.
- Blank fields indicate the information is not contained in the computer file.
- If the status of the corporation is "Surrender", the agent for service of process is automatically revoked. Please refer to California Corporations Code **Section 2114** for information relating to service upon corporations that have surrendered.

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STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 1286
RANCHO CORDOVA CA 95741-1286

In reply refer to
755:JCA

April 4, 2003

JERRY HURLEY
PO BOX 673
PORTOLA CA 96122

ENTITY ID : 2465643

Please see the enclosed copy of the letter mailed to:
PLUMAS COUNTY FIRE SAFE COUNCIL, INC.

J AMAYA
EXEMPT ORGANIZATIONS
BUSINESS ENTITIES SECTION
TELEPHONE (916) 845-6644

ENCLOSURE(S)

April 4, 2003
PLUMAS COUNTY FIRE SAFE COUNCIL, INC.
ENTITY ID : 2465643
Page 2

months) after the close of your accounting period. Please see annual instructions with forms for requirements:

You are not required to file state franchise or income tax returns unless you have income subject to the unrelated business income tax under Section 23731 of the Code. In this event, you are required to file Form 109 (Exempt Organization Business Income Tax Return) by the 15th day of the 5th month (4 1/2 months) after the close of your annual accounting period.

Please note that an exemption from federal income or other taxes and other state taxes requires separate applications.

A copy of this letter has been sent to the Registry of Charitable Trusts.

J AMAYA
EXEMPT ORGANIZATIONS
BUSINESS ENTITIES SECTION
TELEPHONE (916) 845-6644

ED :
CC :JERRY HURLEY

COPY

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 02 2003**

PLUMAS COUNTY FIRE SAFE COUNCIL INC
P. O. BOX 1225
QUINCY, CA 95971

Employer Identification Number:
74-3067126
DLN:
17053361026002
Contact Person:
THOMAS M KALLMAN ID# 31383
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
August 31
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3). We also determined that you are a private foundation within the meaning of section 509(a) of the Code.

Based on the information you submitted with your application, we have determined that you are likely to qualify as a private operating foundation described in section 4942(j)(3) of the Code. Accordingly, you are treated as a private operating foundation for your first year. After that, you will be treated as a private operating foundation as long as you continue to meet the requirements of section 4942(j)(3).

This ruling satisfies the good faith determination requirement of section 53.4942(b)-3(b)(2) of the Excise Tax Regulations.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know any changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA). However, since you are a private foundation, you are subject to excise taxes under Chapter 42 of the Code. You also may be subject to other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Letter 1075 (DO/CG)

PLUMAS COUNTY FIRE SAFE COUNCIL INC

Donors may deduct contributions only to the extent their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Publication 1391, which sets forth guidelines on when payments made by taxpayers for admission to, or other participation in fundraising activities for charity are deductible as charitable contributions.

You are required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as a Private Foundation. Form 990-PF must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make certain returns available for public inspection for three years after the later of the due date of the return or the date the return is filed. The returns required to be made available for public inspection are Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Nonexempt Charitable Trust Treated as a Private Foundation, and Form 4720, Return of Certain Excise Taxes on Charities and Other Persons Under Chapters 41 and 42 of the Internal Revenue Code. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents must be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If you did not enter an employer identification number on your application, we will assign a number to you and let you know. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum

Letter 1075 (DO/CG)

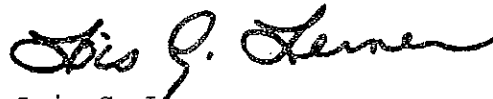
PLUMAS COUNTY FIRE SAFE COUNCIL INC

applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and private foundation status, you should keep it for your records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Charitable Contributions - Substantiation and Disclosure Requirements

UNDER THE NEW LAW, CHARITIES WILL NEED TO PROVIDE NEW KINDS OF INFORMATION TO DONORS. Failure to do so may result in denial of deductions to donors and the imposition of penalties on charities.

Legislation signed into law by the President on August 10, 1993, contains a number of significant provisions affecting tax-exempt charitable organizations described in section 501(c)(3) of the Internal Revenue Code. These provisions include: (1) new substantiation requirements for donors, and (2) new public disclosure requirements for charities (with potential penalties for failing to comply). Additionally, charities should note that donors could be penalized by loss of the deduction if they fail to substantiate. **THE SUBSTANTIATION AND DISCLOSURE PROVISIONS APPLY TO CONTRIBUTIONS MADE AFTER DECEMBER 31, 1993.**

Charities need to familiarize themselves with these tax law changes in order to bring themselves into compliance. This Publication alerts you to the new provisions affecting tax-exempt charitable organizations. Set forth below are brief descriptions of the new law's key provisions. The Internal Revenue Service plans to provide further guidance in the near future.

Donor's Substantiation Requirements

Documenting Certain Charitable Contributions. — Beginning January 1, 1994, no deduction will be allowed under section 170 of the Internal Revenue Code for any charitable contribution of \$250 or more unless the donor has contemporaneous written substantiation from the charity. In cases where the charity has provided goods or services to the donor in exchange for making the contribution, this contemporaneous written acknowledgement must include a good faith estimate of the value of such goods or services. Thus, taxpayers may no longer rely solely on a cancelled check to substantiate a cash contribution of \$250 or more.

The substantiation must be "contemporaneous." That is, it must be obtained by the donor no later than the date the donor actually files a return for the tax year in which the contribution was made. If the return is filed after the due date or extended due date, then the substantiation must have been obtained by the due date or extended due date.

The responsibility for obtaining this substantiation lies with the donor, who must request it from the charity. The charity is not required to record or report this information to the IRS on behalf of donors.

The legislation provides that substantiation will not be required if, in accordance with regulations prescribed by the Secretary, the charity reports directly to the IRS the information required to be provided in the written substantiation. At present, there are no regulations establishing procedures for direct reporting by charities to the IRS of charitable contributions made in 1994. Consequently, charities and donors should be prepared to provide/obtain the described substantiation for 1994 contributions of \$250 or more.

There is no prescribed format for the written acknowledgement. For example, letters, postcards or computer-generated forms may be acceptable. The acknowledgement does not have to include the donor's social security or tax identification number. It must, however, provide sufficient information to substantiate the amount of the deductible contribution. The acknowledgement should note the amount of any cash contribution. However, if the donation is in the form of property, then the acknowledgement must describe, but need not value, such property. Valuation of the donated property is the responsibility of the donor.

The written substantiation should also note whether the donee organization provided any goods or services in consideration, in whole or in part, for the contribution and, if so, must provide a description and good-faith estimate of the value of the goods or services. In the new law these are referred to as "quid pro quo contributions."

Please note that there is a new law requiring charities to furnish disclosure statements to donors for such quid pro quo donations in excess of \$75. This is addressed in the next section regarding Disclosure By Charity.

If the goods or services consist entirely of intangible religious benefits, the statement should indicate this, but the statement need not describe or provide an estimate of the value of these benefits. "Intangible religious benefits" are also discussed in the following section on Disclosure By Charity. If, on the other hand, the donor received nothing in return for the contribution, the written substantiation must so state.

The present law remains in effect that, generally, if the value of an item or group of like items exceeds \$5,000, the donor must obtain a qualified appraisal and submit an appraisal summary with the return claiming the deduction.

The organization may either provide separate statements for each contribution of \$250 or more from a taxpayer, or furnish periodic statements substantiating contributions of \$250 or more.

Separate payments are regarded as independent contributions and are not aggregated for purposes of measuring the \$250 threshold. However, the Service is authorized to establish anti-abuse rules to prevent avoidance of the substantiation requirement by taxpayers writing separate smaller checks on the same date.

If donations are made through payroll deductions, the deduction from each paycheck is regarded as a separate payment.

A charity that knowingly provides false written substantiation to a donor may be subject to the penalties for aiding and abetting an understatement of tax liability under section 6701 of the Code.

Disclosure by Charity of Receipt of Quid Pro Quo Contribution

Beginning January 1, 1994, under new section 6115 of the Internal Revenue Code, a charitable organization must provide a written disclosure statement to donors who make a payment, described as a "quid pro quo contribution," in excess of \$75. This requirement is separate from the written substantiation required for deductibility purposes as discussed above. While, in certain circumstances, an organization may be able to meet both requirements with the same written document, an organization must be careful to satisfy the section 6115 written disclosure statement requirement in a timely manner because of the penalties involved.

A quid pro quo contribution is a payment made partly as a contribution and partly for goods or services provided to the donor by the charity. An example of a quid pro quo contribution is where the donor gives a charity \$100 in consideration for a concert ticket valued at \$40. In this example, \$60 would be deductible. Because the donor's payment (quid pro quo contribution) exceeds \$75, the disclosure statement must be furnished, even though the deductible amount does not exceed \$75.

Separate payments of \$75 or less made at different times of the year for separate fundraising events will not be aggregated for purposes of the \$75 threshold. However, the Service is authorized to develop anti-abuse rules to prevent avoidance of this disclosure requirement in situations such as the writing of multiple checks for the same transaction.

The required written disclosure statement must:

- (1) inform the donor that the amount of the contribution that is de-

FINAL REPORT
PLUMAS COUNTY FIRE SAFE COUNCIL COORDINATION

Grant No. 01 BLM 0139

APPENDIX 5

PC FSC Grant Summary Table



Plumas County Fire Safe Council

[Home page](#)

Grant Summaries

Awarded Grants 2001				
PC FSC #	Name/Agency	Amount	Description	Status
01-1	Firewise Consultation and Education Grant-USFS	\$100,000	<ul style="list-style-type: none"> • Provide voluntary residential Firewise consultations and education for each of the participating communities. National Fire Protection Association methods and tools or equivalent is required. Homeowner consultations are expected to begin about 5/15 and last until 7/15/02. The Communities are: <ul style="list-style-type: none"> ○ Meadow Valley/ Bucks Lake ○ Greenhorn ○ Long Valley ○ Quincy ○ Grizzly Creek ○ Plumas Eureka • Develop community specific evacuation plans for each of the participating communities using the Butte county examples. • Create a feasibility study of a countywide community chipping program. • Identify other grant sources and develop proposals 	<p>January through September 2002</p> <p>Consultations started on 5/15</p> <p>Completed</p> <p>In Progress</p> <p>In Progress</p>
01-2	Fire Safe Council Coordination BLM Sacramento Regional Foundation	\$62,000	<ul style="list-style-type: none"> • Provide administrative support to include meeting coordination and communications in the form of agendas/notes and newsletter/web development. • Provide educational outreach in the form community events, 	<p>February 2002 through April 2003</p> <p>Ongoing</p>

	(SRF)		workshops, news media releases to foster Firewise awareness within the communities with the long-range goal of increasing home survivability and coordinated hazard fuel reduction work utilizing community participation. <ul style="list-style-type: none"> • Work closely with the State and Federal fire an fuel management planning staff • The Coordinator will also manage current grant activities, develop future grant proposals and may assist with the development of materials to seek 501 c3 status with the Secretary of State 	Ongoing Ongoing
Total Awarded 2001		\$162,000		
Awarded Grants 2002				
PC FSC #	Name/Agency	Amount	Description	Status
02-1	Hazardous Fuel Reduction 100 acres- Demonstration USFS - PNF	\$55,000	Treat 100 acres of Hazardous Fuels and create demonstration areas on undetermined non-industrial private lands and to hire a Registered Professional Forester to oversee the project. Plumas County Board of Supervisors contributed \$30,000 of Title III monies (02-III-1)	RPF Hired Project Selection beginning Almanor West 17 Selected
02-2	Hazardous Fuel Reduction 100 acres- Demonstration HR 2389 Title III	\$30,000	IN-KIND for USFS grant request to treat 125 acres of Hazardous Fuels on undetermined non-industrial private lands and to hire a Registered Professional Forester to oversee the project. (02-1)	
02-3	Upgrade County GIS Information HR 2389 Title III	\$90,000	Support for the County Planning Department and Assessor's Office to improve the quality & information of the GIS system for pre-fire planning.	County meetings to look at what other have and Companies can offer
02-4	Homeowner Consultations BLM - (SRF)	\$50,000	Provide homeowner consultations to an additional 1,700 homes in the communities of Sierra Valley, Portola, Graeagle, C-Road, Indian Valley and Peninsula of Lake Almanor.	First check to county on 10/24/02

	02BLM0119			
02-05	Hazardous fuel assessment strategy BLM - (SRF) 02BLM0120	\$50,000	Develop a hazardous fuel assessment strategy for Plumas County. To identify fuel profiles, tentative treatment methods and costs, and a comparative flammability of treated versus untreated and a suggested strategy for prioritizing treatments.	First check to county on 10/24/02
02-6	FSC publication materials BLM(SRF) 02BLM0121	\$10,000	Funds for the County Fire Safe Council to develop more professional educational displays and produce publication materials for handouts at County events and for homeowners	Check to county on 10/24/02
02-7	50 acres HFR-Plumas Eureka-PNF HR 2389 Title II	\$50,000	Treat Hazardous Fuels on USFS managed lands adjacent to Plumas Eureka. (Shared with 02-RAC-5)	PNF to begin studies & Environmental Assessment
02-8	50 acres HFR-Plumas Eureka-PNF HR 2389 Title II	\$32,200	Complete planning process and treat Hazardous Fuels on USFS managed lands adjacent to Plumas Eureka. (Shared w/02-7)	
Total Awarded 2002		\$367,200		
Total Awarded 2001 & 2002		\$529,200		
Grants Submitted and Pending Award				
PC FSC #	Name/Agency	Amount	Description	Status
02-RAC-3	Delleker/Portola HFR HR 2389 Title II	\$75,000	Treat 125 acres of Hazardous Fuels between Delleker & Portola, and to hire a Registered Professional Forester to design the project. Hand & Mechanical thinning- Adjoins public lands (shared w/ 02-BoS-6)	Presented to RAC 10/18/02
02-BoS-6	Delleker/Portola HFR HR 2389 Title III	\$10,000	Treat 125 acres of Hazardous Fuels between Delleker & Portola, and to hire a Registered Professional Forester to design the project. Hand & Mechanical thinning- Adjoins public lands (shared w/ 02-BoS-3)	Presented to PC 10/06/02
02-RAC-4	Graeagle Fuelbreak	\$57,000	Develop THP and treat 200 acres of Hazardous Fuels in a fuelbreak to a higher standard than required by CA	Presented to RAC 10/18/02

	HR 2389 Title II		State Forest Practices Act Adjoin Public lands (Shared w/ 02-BoS-6)	
02-BoS-7	Graeagle Fuelbreak HR 2389 Title III	\$15,000	Develop THP and treat 200 acres of Hazardous Fuels in a fuelbreak to a higher standard than required by CA State Forest Practices Act Adjoin Public lands (Shared w/ 02-BoS-4)	Presented to PC 10/06/02
02-RAC-5	Indian Falls Community HFR Defense Zone HR 2389 Title II	\$55,000	Treat 50 acres of Hazardous Fuels in Indian Fall community common area and to hire a Registered Professional to design the project. Hand & Mechanical thinning - Adjoins public lands (Shared w/02Bos-8)	Presented to RAC 10/18/02
02-BoS-8	Indian Falls Community HFR Defense Zone HR 2389 Title III	\$10,000	Treat 50 acres of Hazardous Fuels in Indian Fall community common area and to hire a Registered Professional to design the project. Hand & Mechanical thinning - Adjoins public lands (Shared w/02RAC-5)	Presented to PC 10/06/02
02-RAC-6	Camp Layman HFR HR 2389 Title II	\$47,500	Provide for the planning and treatment of 50 acres of HFR on public lands administered by the Plumas NF (Shared w/02BoS-9)	Presented to RAC 10/18/02
02-BoS-9	Camp Layman HFR HR 2389 Title III	\$22,500	Provide for the planning and treatment of 50 acres of HFR on public lands administered by the Plumas NF (Shared w/02RAC-6)	Presented to PC 10/6/02
02-RAC-7	Cromberg HFR HR 2389 Title II	\$84,000	Treat 350 acres of Hazardous Fuels in Long Valley community and to hire a Registered Professional to design the project. Hand & Mechanical thinning - Adjoins public lands (Shared w/02BoS-10)	Presented to RAC 10/18/02
02-BoS-10	Cromberg HFR HR 2389 Title III	\$84,000	Treat 350 acres of Hazardous Fuels in Long Valley community and to hire a Registered Professional to design the project. Hand & Mechanical thinning - Adjoins public lands (Shared w/02-RAC-7)	Presented to PC 10/6/02
02-RAC-8	Quincy CSD HFR HR 2389 Title II	\$15,000	Treat 17 acres of Hazardous Fuels by either chipping and/or burning small material along existing road surfaces, along southern side of Quincy, on Quincy Community Services District	Presented to RAC 10/18/02

			Lands (Shared w/02-BoS-11)	
02-BoS-11	Quincy CSD HFR HR 2389 Title III	\$5,000	Treat 17 acres of Hazardous Fuels by either chipping and/or burning small material along existing road surfaces, along southern side of Quincy, on Quincy Community Services District Lands (Shared w/02-RAC-8)	Presented tp PC 10/6/02
02-RAC-9	Elderly/Disabled Defensible Space Assistance HR 2389 Title III	\$50,000	Provide Assistance to elderly or disabled citizens who lack the physical or economic capacity to perform their defensible space to meet PRC 4291 IN COOPERATION with PRS Senior Connections (Shared w/02BoS-12)	Presented to RAC 10/18/02
02-BoS-12	Elderly/Disabled Defensible Space Assistance HR 2389 Title III	\$26,200	Provide Assistance to elderly or disabled citizens who lack the physical or economic capacity to perform their defensible space to meet PRC 4291 IN COOPERATION with PRS Senior Connections (Shared w/02RAC-9)	Presented to PC 10/6/02
Total grants Submitted and Pending Award		\$487,200		
2002 Grants Pulled From Consideration				
PC FSC #	Name/Agency	Amount	Description	Status
02-BoS-2	Hazardous fuel assessment strategy HR 2389 Title III	\$50,000	CONTINGENCY- Develop a hazardous fuel assessment strategy for Plumas County. To identify fuel profiles, tentative treatment methods and costs, a comparative flammability of treated versus untreated and a suggested strategy for prioritizing treatments. IF NOT CHOSEN FOR TREATMENT WITH BLM GRANT(02-BLM-2)	BoS approved if BLM does not fund FSC recommend dropping due to BLM funding
02-BoS-4	Programmatic CEQA for HFR HR 2389 Title III	\$15,000	County Planning Department to develop a programmatic CEQA for Hazardous Fuel Reduction (HFR)	Request pulled by FSC
2002 Grants Declined				
PC FSC #	Name/Agency	Amount	Description	Status
02-RAC-	35 acres HFR	\$40,000	CONTINGENCY -Treat Hazardous	RAC did not

2	Quincy CSD HR 2389 Title II		Fuels Along southern side of Quincy, on Quincy Community Services District Lands and other adjacent lands. IF NOT CHOSEN FOR TREATMENT WITH USFS GRANT (02-FS-1)	Recommend to USFS
02-FS-2	Community Protection Hazardous Fuel Reduction 17 acres USFS - LNF	\$21,000	Treat 17 acres of Hazardous Fuels in Almanor West community common area and to hire a Registered Professional Forester to design the project. Hand & Mechanical thinning- Adjoins private, industrial & public lands	Project Not Awarded Selected as a Demonstration Site see 02-1 & 2
02-FS-3	Community Protection Hazardous Fuel Reduction 748 acres USFS - PNF	\$300,000	Treat approximately 733 acres of Hazardous Fuels in five communities and hire a Registered Professional Forester(s) to design the project. Communities are: <ul style="list-style-type: none"> · Indian Falls - 50 ac · Graeagle - 238 ac. · Long Valley - 350 ac. · Greenhorn - 60 ac - CONTINGENCY (Greenhorn CSD request to USFS EAG FY02) · Quincy CSD - 35 ac. - CONTINGENCY (02-RAC-2) 	Project Not Awarded FSC Authorized repackaging for RAC & Title III See Grants Submitted Greenhorn funded by PNF EAG they applied of as a CSD

Grant Requests being Drafted

PC FSC #	Name/Agency	Amount	Description	Status
03-FS-1	Community Protection Hazardous Fuel Reduction 2,000 acres USFS-PNF	\$200,000	Treat approximately, 400 acres of Hazardous Fuels Countywide and hire a Registered Professional Forester(s) to design the project.	Applications Due 12/06/02
03-FS-02	Community Education and FSC Management National Fire Plan -	\$75,000	Coordination of the Fire Safe Council, Promoting Firewise education, website management, grant writing, existing grant management and to retain a Registered Professional Forester (Shared w/03BoS-1)	Applications Due 12/06/02

	Community Action Program			
	USFS-PNF			
03-BoS-1	Community Education and FSC Management HR 2389 Title III	\$25,000	Coordination of the Fire Safe Council, Promoting Firewise education, website management, grant writing, existing grant management and to retain a Registered Professional Forester (Shared w/03FS-2)	Board to be approached

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November 7, 2002