AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Memorandum of Understanding; CPAW

Action Requested: County Manager Signature

Parties to the Agreement: Communities for Wildfire Assistance (CPAW) & Gunnison County

Term Begins: **Term Ends:** 12/31/2019 **Grant Contract #:**

Summary:

Community PLanning Assistance for Wildfire program MOU for services

Fiscal Impact: 0

Submitted by: Cathie Pagano **Submitter's Email Address:** cpagano@gunnisoncounty.org

Finance Review: ○ Required ◉ Not Required

Comments:

Reviewed by: Discharge Date:

County Attorney Review: ◉ Required ○ Not Required

Comments:
ok db 12/12/18

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 12/12/2018 Certificate of Insurance Required

Yes ○ No ◉

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 12/12/2018

◉ Consent Agenda ○ Regular Agenda ○ Worksession Time Allotted: 0

Agenda Date: 12/18/2018

Revised April 2015

Memorandum of Understanding

Overview

This Memorandum of Understanding ("Memorandum") is dated December 4, 2018 and is between Wildfire Planning International ("Consulting Team") and Gunnison County, Colorado ("Community"), acting by and through the Gunnison County Community and Economic Development Department. This Memorandum is valid through December 31, 2019, unless otherwise extended in writing by both signatories.

Purpose and Intent

In November 2018, the Community was competitively selected to receive technical assistance through the Community Planning Assistance for Wildfire (CPAW) program. The purpose of this Memorandum is to clarify roles, responsibilities, and expectations associated with participation in CPAW, and serve as a mechanism to facilitate increased communication and project understanding between the Consulting Team and the Community during the CPAW project term. This Memorandum does not create a binding and legally enforceable agreement between the Consulting Team and the Community.

Community Planning Assistance for Wildfire Program

CPAW supports local adaptation to wildfire by providing technical assistance to communities. Technical assistance varies based on community needs and may be in the form of land use planning recommendations, risk assessment, research, and capacity-building activities. CPAW services are provided at no financial charge to selected communities. CPAW is a voluntary program; there is no contractual relationship between the Consulting Team and the Community to participate in the program.

CPAW was co-founded by Headwaters Economics and Wildfire Planning International in 2015. CPAW is funded by the USDA Forest Service and private foundations. In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Roles and Responsibilities

Community

By accepting this Memorandum and participating in CPAW, the Community commits to working with the Consulting Team on the following tasks:

- Provide background information, plans, regulations, wildfire data and related documentation, and knowledge of local issues to help the Consulting Team identify and understand appropriate planning and wildfire challenges facing the community;
- Provide two key points of contact committed to responding to inquiries from the Consulting Team (a representative for the planning department, and a representative for the fire or emergency services department);
- Schedule and host community site visit(s), in coordination with the Consulting Team, to help the Consulting Team meet with local stakeholders to discuss planning and wildfire topics;
- Engage in the document review process by discussing draft recommendations with the Consulting Team and providing timely feedback on final deliverables, as requested;
- Liaise with other local stakeholders, elected officials, and the public, as appropriate, to engage them in the CPAW process and share final recommendations;
- If needed, provide a point of contact or referral within the Community's Geographic Information Systems (GIS) department to assist the Consulting Team with their mapping needs, including the acquisition of data layers.

Consulting Team

Wildfire Planning International engages the technical services of additional organizations to provide CPAW services. All Consulting Team members who work directly with the Community will be clearly identified throughout the CPAW process, including on draft and final deliverables.

To fulfill the purposes of CPAW, the Consulting Team commits to providing the following assistance to the Community:

- Coordinate CPAW calls, meetings, and site visit(s) with local stakeholders, including Community planning staff, fire department officials and other points of contact as designated by the Community;
- Review and assess how wildfire is currently addressed in key planning documents, typically including, but not limited to: General/Comprehensive Plan, Development Code, Community Wildfire Protection Plan, and Local Hazard Mitigation Plan;
- Draft recommendations that are intended to reduce wildfire risk through applicable plans and regulations;
- Determine the extent to which additional technical services, such as risk mapping, can support wildfire planning efforts and coordinate those services, as available through CPAW;
- Discuss recommendations with the Community to ensure stakeholders understand the intention and rationale of each recommendation;
- Provide a final deliverable to the Community that includes recommendations, a rationale for each recommendation, and strategies for implementation.

Implementation

The Community maintains all responsibility for developing and implementing Community plans and land use regulations, and for authorizing actions to implement regulatory requirements and plan goals, policies and actions for all property under its jurisdiction. Further, the Community is under no obligation to implement any CPAW recommendations provided by the Consulting Team. The Community may determine under its own timeframe which recommendations, if any, it seeks to implement in part or in whole. Final deliverables created by CPAW will be provided to the Community and may also be shared publicly.

Contact

Questions or concerns related to this Memorandum should be directed to:
Molly Mowery, AICP (President, Wildfire Planning International)
Email: molly@wildfireplanning.com
Phone: 303-358-9589

Signatures

Molly Mowery, AICP President Wildfire Planning International LLC	Community Representative Name Title Organization
Date	Date