



# Moraga-Orinda Fire District

## Board of Directors

### REGULAR MEETING

May 19, 2021

**6:00 p.m. CLOSED SESSION**

**7:00 p.m. OPEN SESSION**

*Pursuant to Executive Order N-29-20, Teleconferencing Restrictions of the Brown Act have been suspended.*

#### **PLEASE NOTE TELECONFERENCE MEETING INFORMATION:**

To join the Meeting:

By Phone: 1-669-900-6833

Please click the link below to join the webinar by Zoom:

<https://us02web.zoom.us/j/87209619931>

Webinar ID: 872 0961 9931

**Public Participation** is encouraged by joining via the ZOOM link or the dial-in information above. You can access it either via a smartphone or computer App (Zoom) or via phone.

Live Public Comment can be provided via the Zoom app (during public comment) by the raise hand or chat function. If participating by phone, dial \*9 to raise your hand. Staff will unmute participant to allow comment. Participants will be unmuted in the order of hands raised or chat request to comment.

Written Public Comment can be provided via email at [info@mofd.org](mailto:info@mofd.org).

- Emails received by **3pm** on the day of the meeting will be forwarded to the Board of Directors. Emails will be made a part of the public record and available to view by 5pm on the day of the meeting by following this link [www.mofd.org/agendas](http://www.mofd.org/agendas)
- Comments may also be submitted by e-mail during the meeting up until the closure of the public comment period on the relevant agenda item. These will be read into the record by staff at their normal cadence and will be limited to a maximum of 3 minutes. To be read into the record, email must contain in the subject line "Public Comment – Not on the Agenda" or "Public Comment – Agenda Item #" with the relevant agenda item indicated.

The meeting will be live streamed via the MOFD YouTube Channel. A link is accessible via the District's website.

#### 1. OPENING CEREMONIES

- 1.1. Call the Meeting to Order
- 1.2. Roll Call

#### 2. PUBLIC COMMENT

General public comment on any closed session item that will be heard. Comments may be limited to no more than three minutes pursuant to board policy.

#### 3. CLOSED SESSION

##### 3.1. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Donna Williamson

Employee Organization: Local 1230, International Association of Firefighters IAFF

##### 3.2. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Jonathan Holtzman

Employee Organization: Unrepresented Employees

##### 3.3. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Donna Williamson

Employee Organization: Moraga-Orinda Fire Chief Officers' Association

#### 4. RECONVENE THE MEETING

- 4.1. Call the Meeting to Order
- 4.2. Roll Call

#### 5. REPORT OF CLOSED SESSION ACTION

6. PUBLIC COMMENT – ITEMS NOT ON THE AGENDA

At the beginning of each regular District Board meeting, any member of the public may address the District Board concerning any item **not** on the Board's agenda but within the subject matter jurisdiction of the Board. Speakers will be limited to three (3) minutes unless otherwise specified by the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Board may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Presiding Officer or the Board.

7. PUBLIC HEARING

7.1. **Public Hearing on Second Reading and Adoption of Ordinance 21-01 Moraga-Orinda Fire District of Contra Costa County, California, Adopting an Administrative Citation Program.**

Staff will conduct the Second Reading of the Administrative Citation Ordinance 21-01 which provides for Administrative Citations, which are in addition to all other legal remedies, criminal or civil, that the District may pursue to address a violation of the Code or other public nuisances

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Conduct a public hearing; 4) Waive the Second reading of Ordinance 21-01 an Ordinance of the Moraga-Orinda Fire District of Contra Costa County Adopting the Administrative Citation Program; 5) Adopt Ordinance 21-01 an Ordinance of the Moraga-Orinda Fire District of Contra Costa County Adopting the Administrative Citation Program.

8. CONSENT AGENDA

8.1. **Meeting Minutes – April 21, 2021 (Regular)**

Staff Recommendation: Approve and File

8.2. **Monthly Incident Report – April 2021**

Staff Recommendation: Approve and File

8.3. **Monthly Check/Voucher Register – April 2021**

Staff Recommendation: Approve and File

8.4. **Monthly Financial Report - April 2021**

Staff Recommendation: Approve and File

8.5. **Quarterly Treasurer's Investment Report – January 2021-March 2021**

Staff Recommendation: Approve and File

8.6. **Approval of Payment to Contra Costa County Fire Protection District for Dispatching and Communications Services**

Staff Recommendation: Approve and File

9. REGULAR AGENDA

9.1. **EBMUD Fire Hydrant Maintenance Program**

EBMUD staff will present information on their hydrant repair and replacement program

Staff Recommendation: 1) No action required; Informational purposes only

9.2. **Consolidation with Contra Costa County Fire Protection District**

Staff Recommendation: 1) No action required; Informational purposes only

9.3. **Resolution 21-09, a Resolution of the Moraga-Orinda Fire District of Contra Costa County to urge the California Department of Transportation to mitigate combustive vegetation in state owned lands traversing the District**

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution 21-09, a Resolution of the Moraga-Orinda Fire District of Contra Costa County to urge the California Department of Transportation to mitigate combustive vegetation in state owned lands traversing the District

9.4. **Proposed Annual Operating Budget Fiscal Year 2022**

Staff will present information to the Board about the Proposed Annual Operating Budget Fiscal Year 2022.

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide Direction Regarding the Proposed Annual Operating Budget Fiscal Year 2022

9.5. **Resolution 21-08 – Adopting revised Rules of Procedure for Board Meetings and related Functions and Activities Board Rules & Procedures**

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution 21-08 – Adopting revised Rules of Procedure for Board Meetings and related Functions and Activities Board Rules & Procedures

- 9.6. **Approval of Grant Management Policy to Allow the Fire Chief to Accept No-Match Fuel Reduction Grants For Services Up to \$200,000**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve the Grant Management Policy to allow the Fire Chief to accept no-match fuel reduction grants for services up to \$200,000
10. COMMITTEE REPORTS
  - 10.1. **Audit Committee (Directors Danziger and Jex)**
  - 10.2. **Finance Committee (Directors Danziger and Jorgens)**
  - 10.3. **Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)**
  - 10.4. **Joint Fire Prevention Ad Hoc Committee (Directors Danziger and Jorgens)**
11. ANNOUNCEMENTS
  - 11.1. **Brief information only reports related to meetings attended by a Director at District expense**  
(Government Code Section 53232.3(d))
  - 11.2. **Questions and informational comments from Board members and Staff**
  - 11.3. **Fire Chief Updates**
    - 11.3.1. **Operations**
    - 11.3.2. **Fire Adaptive Community Ambassador Program**
    - 11.3.3. **Human Resources**
    - 11.3.4. **Finance**
    - 11.3.5. **Fire Marshal**
  - 11.4. **Communications Received**
  - 11.5. **Future Agenda Items**
12. ADJOURNMENT

*The Moraga-Orinda Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the District Chief's office, (925) 258-4501, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.*

Any disclosable public records related to an open session item on a Regular meeting agenda and distributed by the Moraga-Orinda Fire District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspections at 1280 Moraga Way, Moraga, during normal business hours.

I hereby certify that this agenda in its entirety was posted on **May 12, 2021**, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Marcia Holbrook  
District Secretary/Clerk