

MORAGA-ORINDA FIRE DISTRICT DISTRICT POLICY

01

REGARDING USE OF DISTRICT FACILITIES AND SOLICITATION OF DISTRICT FUNDS

PURPOSE:

Because of the periodic receipt of requests for both utilization of District facilities for functions not directly related to the provisions for fire service under which the District operates [Fire Protection District Act of 1987, Health and Safety Code section 13800 et seq.], it is necessary to, on a uniform basis, establish how District facilities would be used and when District funds may be utilized for District purposes, when solicitations for use of those funds are presented from members or organizations of the public.

It is recognized that the Fire Protection District Law specifically limits the services, which can be provided by a District to fire suppression, prevention, hazardous materials, response, and ambulance or emergency medical services. Associated with each of these services is the obligation of education regarding hazards associated with life and property threatening incidents.

Based on the condition precedent that any use of the District's facilities (for example, public meetings or workshops of other local or regional governmental agencies or charitable organizations), must in the first instance, be scheduled so that they do not interfere or impede District functions, but also fulfill a District purpose. For example, any use of District facilities for a workshop on planning aspects of the City or Town, or by a charitable youth organization or a charitable foundation such as the Cancer Society, should be combined with an educational function of the District, such as distributing weed abatement recommendations or fire prevention materials.

Likewise, any utilization of District funds should be accomplished only if they are consistent with a District purpose, for example, facilitating the educational function of the District at a City or Town function such as renovating a particular park.

PROCEDURE:

Upon receipt of a request for the use of District facilities or solicitation of District funds, the Chief, or the Chief's designee, shall evaluate the request and if it is feasible for the District to combine an educational presentation with the use of District facilities or make known a District purpose in conjunction with the use of District funds, the request shall be presented to the District Board of Directors ("Board") with the analysis and recommendation to that effect. The Board shall retain discretion to approve or deny the Staff recommendation. In no event shall utilization of District funds exceed the amount of \$100.00.