



# Moraga-Orinda Fire District

## Board of Directors

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**REGULAR MEETING**  
**May 18, 2022 – 6:00 PM**  
6:00 p.m. CLOSED SESSION  
7:00 p.m. OPEN SESSION

**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/82326960229>  
Webinar ID: 823 2696 0229

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**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 feature. If participating by phone, dial \*9 to *raise your hand*. Staff will call on participants by the name provided or last 4 digits of phone number for dial-in attendees. When your name or number is called, a notification is sent requesting that you unmute your microphone. Participants will be called in the order of hands raised 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 [mofd.org/agendas](http://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.

If you are participating via meeting link (i.e. web platform), and experience technological difficulties, please re-join the meeting by phone via phone number provided above. In the event the meeting broadcast is disrupted, or if a technical issue on the agency's end disrupts public comment, the board will pause the meeting and will not take any further action on items on the agenda until access is restored. The meeting will be live streamed via the [MOFD YouTube Channel](#). A link is accessible via the District's website.

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1. OPENING CEREMONIES

- Call the Meeting to Order
- Roll Call

2. CONSENT AGENDA

2.1 **Adopt Resolution 22-13 Re-Ratifying Findings and Determining A Need to Continue Holding Remote Meetings By Teleconference**

Staff Recommendation: Adopt Resolution 22-13 Re-Ratifying Findings and Determining A Need to Continue Holding Remote Meetings By Teleconference

Attachment: [Resolution 22-13 AB 361 Re-Ratifying Subsequent Resolution](#)

3. 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.

4. CLOSED SESSION

4.1 **Conference with Legal Counsel - Existing Litigation**

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: *Nowicki v. Contra Costa County Employees' Retirement Association et al.*, U.S.

5. RECONVENE THE MEETING

- Call the Meeting to Order
- Roll Call
- Pledge of Allegiance

6. REPORT OF CLOSED SESSION ACTION

7. 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.

8. ANNOUNCEMENTS

8.1 **Brief information only reports related to meetings attended by a Director at District expense.**

(Government Code Section 53232.3(d))

8.2 **Questions and informational comments from Board members and Staff**

8.3 **Fire Chief Updates**

- a. **Finance Report**
- b. **Human Resources**
- c. **Fire Marshal**
- d. **Operations**

[Attachment: April Fire Prevention Report.pdf](#)

8.4 **Communications Received**

9. CONSENT AGENDA

9.1 **Meeting Minutes – April 20, 2022 (Regular)**

Staff Recommendation: Approve and File

[Attachment: 04-20-22 Regular Minutes DRAFT](#)

9.2 **Monthly Incident Report – April 2022**

Staff Recommendation: Approve and File

[Attachment: Operations Report April 2022](#)

9.3 **Monthly Check/Voucher Register – April 2022**

Staff Recommendation: Approve and File

[Check Register April 2022.pdf](#)

9.4 **Monthly Financial Report – April 2022**

Staff Recommendation: Approve and File

[Capital Projects Fund Actual to Budget.pdf](#)

[Debt Service Fund Actual to Budget - 2122.pdf](#)

[Statement of Revenue & Expenditures - General Fund - 04.30.22.pdf](#)

[Tunnel East Bay Hills Actual to Budget-2122.pdf](#)

9.5 **Approval of Salary Schedule Unrepresented Employees Effective July 1, 2022**

Staff Recommendation: Approve and File Salary Schedule Unrepresented Employees Effective July 1, 2022

[Attachment: Salary Schedule-Unrepresented Effective 07012022.pdf](#)

9.6 **Quarterly Investment Report**

Staff Recommendation: Approve and File

[Investment Report March 2022.pdf](#)

10. REGULAR AGENDA

10.1 **Adopt Resolution 22-14, A Resolution of the Board of Directors of the Moraga-Orinda Fire**

**Protection District of Contra Costa County Honoring the Moraga-Orinda Fire Protection District**

[25 Years of Service.](#)

Staff Recommendation: Adopt Resolution 22-14, A Resolution of the Board of Directors of the Moraga-Orinda Fire Protection District of Contra Costa County Honoring the Moraga-Orinda Fire Protection District 25 Years of Service.

[22-14 25th Anniversary Celebration Resolution.pdf](#)

10.2 [Increased Suppression Staffing](#)

Staff Recommendation:

To provide Direction to Staff to:

1. Maintain status quo of 17 suppressing members per day with 2 vacation relief positions per shift.
2. Increase staffing to 19 suppression members per day with existing authorized positions.
3. Increase staffing to 19 suppression members per day with 2 additional vacation relief positions per shift.
4. Develop proposal to implement single role paramedic staffing.

[Attachment A: April 2020 Staff Report Increased Suppression Staffing](#)

10.3 [Home Hardening Grants Pilot Program Options](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide Direction to Staff

10.4 [Proposed Annual Operating Budget FY2023](#)

Staff Recommendation: Staff requests Board provide direction regarding the proposed Annual Operating Budget Fiscal Year 2023.

[Attachment: Draft Budget FY2023 Board Meeting May 2022.pdf](#)

10.5 [Financing Options for Station 41/Administration Construction Project](#)

**1) Discuss; 2) Deliberate; 3) Provide Direction to Staff Regarding Financing Options for the Station 41/Administration Construction Project**

[Attachment: Moraga-Orinda Fire District Debt Issuance Information.pdf](#)

10.6 [Authorize Engagement Letter for Audit Services with Eide Bailly, LLP for the Fiscal Year Ended June 30, 2022 in the Amount Not to Exceed \\$35,000](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Authorize Engagement Letter for Audit Services with Eide Bailly, LLP for the Fiscal Year Ended June 30, 2022 in the Amount Not to Exceed \$35,000

[Attachment A Engagement Letter-Financial Statements.docx](#)

11. COMMITTEE REPORTS

11.1 **East Bay Hills Wildfire Prevention and Vegetation Management Joint Powers Agency Meetings (Directors Danziger and Jorgens)**

11.2 **MOFD 25th Anniversary Celebration Ad Hoc Committee (Directors Danziger and Jex)**

11.3 **Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)**

11.4 **Audit Committee (Directors Danziger and Jex)**

11.5 **Joint Fire Prevention Ad Hoc Committee w/City of Orinda (Directors Donner and Jorgens)**

12. ANNOUNCEMENTS

12.1 **Future Agenda Items**

13. 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, 2022, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45 and electronically at [www.mofd.org/agendas](http://www.mofd.org/agendas). Agenda provided to the Moraga Town

Office (Hacienda) and Orinda City Hall.

A handwritten signature in black ink that reads "Marcia Holbrook". The signature is written in a cursive, flowing style.

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Marcia Holbrook  
District Secretary/Clerk