



# Moraga-Orinda Fire District

## Board of Directors

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### **REGULAR MEETING** **April 19, 2023 – 5:30 PM**

5:30 p.m. CLOSED SESSION

6:00 p.m. FINANCING CORPORATION MEETING  
(see April 19, 2023 Financing Corp. Regular Agenda)

6:15 p.m. PUBLIC BUDGET WORKSHOP  
(see April 19, 2023 Special Agenda)

7:00 p.m. OPEN SESSION

MEETING LOCATION:  
Sarge Littlehale Room  
22 Orinda Way  
Orinda, CA 94563

To access the meeting remotely:  
please click the link below to join the webinar by Zoom:  
<https://us02web.zoom.us/j/87377157176>  
or By Phone: 1-669-900-6833  
Webinar ID: 873 7715 7176  
note: \*disclaimer below\*

#### **NOTICE OF TELECONFERENCED MEETING:**

Pursuant to Government Code Section 54953, Subdivision (b), this meeting will include teleconference participation by Board Member Craig Jorgens from:  
8525 Ocean View Drive  
Emerald Isle, NC 28594

This Notice and Agenda will be posted at the teleconference location. Public comment on the agenda from this address shall be allowed pursuant to Government Code Section 54954.3

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#### **Public Participation**

This meeting will be conducted in a hybrid format with in-person and remote options for public participation. \*Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. The meeting will not be cancelled if any technical problems occur during the meeting. If you are participating via the Zoom meeting link (i.e. web platform), and experience personal technological difficulties, please re-join the meeting by phone via phone number provided above.

**For In-person Attendees**, face coverings are strongly encouraged and attendees are encouraged to be up-to-date on the COVID-19 vaccine. Social distance should be maintained when practical. If you are feeling sick, please do not attend the meeting in person.

**SPEAKER CARDS:** If you would like to speak during the public forum or on an item listed on the agenda, you are invited to submit a speaker card to the District Clerk. You will be permitted to speak even if you elect not to submit a speaker card or decline to provide information requested on the card. After the Board of Directors has heard from everyone who submitted speaker cards, anyone electing not to submit a speaker card may form a line at the lectern. Public comment is limited to 3 minutes per speaker per agenda item.

**For Remote Attendees**, by joining via the ZOOM link or the dial-in information above. You can access the meeting 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 3:00 p.m. 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 5:00 p.m. 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. Emails received during the meeting will be made a part of the public record and available to view by 5:00 p.m. the following day of the meeting by following this link [mofd.org/agendas](http://mofd.org/agendas)

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
- Pledge of Allegiance

2. **PUBLIC COMMENT - CLOSED SESSION ITEMS**

3. **CLOSED SESSION**

3.1 **Conference with Real Property Negotiators**

(Government Code Section 54956.8)

Agency Negotiator: David Winnacker

Negotiating parties: Moraga School District

Under Negotiations: Consideration of and authorization to proceed with real estate negotiations by the Fire Chief regarding potential acquisition of the real properties concerning price and terms of payment. Real Property: 257-210-013-5

4. **RECONVENE THE MEETING**

- Call the Meeting to Order
- 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 **[Administrative Citation Hearing for Property Located at 1928 SAINT MARYS Road, APN 258140002, Administrative Citation Number 23-0134-001](#)**

**Staff Recommendation:** 1) Discuss; 2) Deliberate; 3) Open and Conduct the Administrative Citation Hearing; 4) Adopt Proposed Resolution 23-09, a Resolution of the Moraga-Orinda Fire Protection District upholding Administrative Citation NO. 23-0134-001 issued on March 21, 2023 for violation of California Code of Regulations Title 24 Part 9, Section California Fire Code 901.7, on the property located at 1928 SAINT MARYS RD APN 258140002.

**[Attachment A: 03.19.2023 Letter Fire watch requirements.pdf](#)**

**[Attachment B: 03.21.2023 1928 St. Mary's Rd. Citation #23-0134-001.pdf](#)**

**[Attachment C: 04.04.2023 Appeal Letter from St. Mary's College.pdf](#)**

**[Attachment D: 23-0134 Code Enforcement Case printed at 3pm 4-7-23.pdf](#)**

[Attachment E: 04-07-23 SAINT MARY'S COLLEGE OF CALIFORNIA HEARING NOTIFICATION \(v. 2 MMM 4-6-22\).pdf](#)

[Attachment F: Resolution 23-09 Resolution Administrative Citation Hearing 1928\\_SAINTE\\_MARYS\\_RD.\\_\\_\\_APN\\_258140002.docx](#)

## 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 Communications Received

[Attachment: 01-Jonathan Goodwin\\_Redacted.pdf](#)

[Attachment 02-Oakland Firesafe Council Jon Kaufman and Lisa Jacobs.pdf](#)

[Attachment 03-Thank you 3rd Grade Rheem Elementary School](#)

[Attachment-04-Chul Kim\\_Redacted.pdf](#)

### 8.4 Fire Chief Updates

#### a. Finance Report

#### b. Human Resources

#### c. Fire Marshal

#### d. Tunnel East Bay Hills Fuel Break Project

#### e. Operations

[Attachment: Fire Marshal Report: CY23 Prevention Priorities.docx](#)

[March 2023 Fire Prevention Report.docx](#)

## 9. CONSENT AGENDA

### 9.1 Meeting Minutes – March 15, 2023 (regular)

Staff Recommendation: Approve and File

[Attachment: 03-15-23 Regular Minutes DRAFT.pdf](#)

### 9.2 Monthly Incident Report – March 2023

Staff Recommendation: Approve and File

[Attachment: Monthly Incident Report March 2023](#)

### 9.3 Monthly Check/Voucher Register – March 2023

Staff Recommendation: Approve and File

[Attachment: Check Register March 2023.pdf](#)

### 9.4 Monthly Financial Report – March 2023

Staff Recommendation: Approve and File

[Balance Sheet March 31, 2023.pdf](#)

[Income Statement March 31, 2023](#)

### 9.5 Establish an Ad Hoc Investment Committee and Appoint Director Hasler and Direct Jorgens to Serve on the Ad Hoc Investment Committee

Staff Recommendation: 1) Establish an Ad Hoc Investment Committee; 2) Appoint Director Hasler and Director Jorgens to serve on the Ad Hoc Investment Committee

### 9.6 Authorize Establishment of Fire Risk Reduction Grant Special Revenue Fund; Authorize FY2023 Fire Risk Reduction Grant Special Revenue Fund Budget Adjustment Revenue Increase in the Amount of \$60,000; Authorize FY2023 Fire Risk Reduction Grant Special Revenue Fund Budget Adjustment Expenditure Increase in the Amount of \$60,000; Authorize FY2023 General Fund Budget Adjustment Revenue Decrease in the Amount of \$60,000; Authorize FY2023 General Fund Expenditure Budget Adjustment Decrease in the Amount of \$60,000

Staff Recommendation: Authorize Establishment of Fire Risk Reduction Grant Special Revenue Fund; Authorize FY2023 Fire Risk Reduction Grant Special Revenue Fund Budget Adjustment Revenue Increase in the Amount of \$60,000; Authorize FY2023 Fire Risk Reduction Grant Special Revenue Fund Budget Adjustment Expenditure Increase in the Amount of \$60,000; Authorize FY2023 General Fund Budget Adjustment Revenue Decrease in the Amount of \$60,000; Authorize FY2023 General Fund Expenditure Budget Adjustment

Decrease in the Amount of \$60,000

[Attachment A: Grant Subaward Moraga-Orinda Fire District](#)

**10. REGULAR AGENDA**

**10.1 Adopt Resolution 23-08 Approving a Prohibition Against Use of the Moraga-Orinda Fire Protection District Public Facilities Financing Corporation Policy**

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution 23-08 Approving a Prohibition Against Use of the Moraga-Orinda Fire Protection District Public Facilities Financing Corporation Policy

[Attachment A: Resolution 23-08 Prohibition Against Use of the Public Facilities Financing Corporation Resolution.docx](#)

[Attachment B: Prohibition Against Use of the Public Facilities Financing Corporation.docx](#)

**10.2 Quarter Three Financial Update and Budget Review FY2023**

Staff Recommendation: 1) Information Only

[Attachment A - Quarter Three Financial Update.pdf](#)

**10.3 Long Range Financial Forecast April 2023**

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

[Attachment A - LRFF April 2023.pdf](#)

[Attachment B - Capital April 2023.pdf](#)

[Attachment C - Apparatus April 2023.pdf](#)

**10.4 Expand the Home Hardening Grant Program to Include Metal Gutter Guards; Provide Direction Regarding the Continuation of the Home Hardening Grant Program in Fiscal Year 2023-24**

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve to amend and expand the Home Hardening Grant Program to include Metal Gutter Guards; Provide Direction Regarding the Continuation of the Home Hardening Grant Program in Fiscal Year 2023-24

[Attachment A - Home Hardening Grant Program.pdf](#)

**10.5 Help form a Moraga Orinda Firesafe Council**

Staff Recommendation: 1) Info only

**11. COMMITTEE REPORTS**

**11.1 Standing Audit Committee (Directors Hasler and Jex)**

**11.2 Ad Hoc Committee Develop Plans for Expanding the Fire Prevention Program (Directors Hasler and Jorgens)**

**11.3 Ad Hoc Committee Facilities Station 41 (Directors Danziger and Jex)**

**11.4 Ad Hoc Committee Investments (Directors Hasler and Jorgens)**

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

**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, and available on our website at [www.mofd.org/agendas](http://www.mofd.org/agendas).

I hereby certify that this agenda in its entirety was posted on April 13, 2023, 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