



Moraga-Orinda Fire District
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
April 19, 2023
(APPROVED MAY 17, 2023)

1. OPENING CEREMONIES

The Board of Directors convened Open Session at 5:31 p.m. on April 19, 2023, at the Sarge Littlehale Room, 22 Orinda Way, Orinda, California 94563. This meeting was conducted in a hybrid format with in-person and remote options for public participation. President Jex called the meeting to order, requested an attendance roll call, and led the pledge of allegiance.

Present were the following Directors and Staff (present in person unless noted):

President Jex	Dave Winnacker, Fire Chief
Director Danziger	Gloriann Sasser, Admin Services Director
Director Hasler	Marcia Holbrook, District Clerk
Director Jorgens (present via Zoom)	
Director Roemer (Absent)	

2. PUBLIC COMMENT – CLOSED SESSION ITEMS (audio 00:01:03)

President Jex opened Public Comment on the closed session items. There were no requests to address the Board. President Jex closed Public Comment.

Director Jorgens announced that Director Roemer had suffered a bereavement in his family and was unable to attend.

At 5:34 p.m., the Board adjourned to Closed Session.

3. CLOSED SESSION (audio 00:01:20)

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 the potential acquisition of the real properties concerning price and terms of payment. Real Property: 257-210-013-5

At 6:14 p.m., the Board adjourned the Closed Session.

At 6:18 p.m., the Board of Directors convened an Open Session of the Public Facilities Financing Corporation meeting. See the April 19, 2023, Financing Corp. Regular minutes.

At 6:28 p.m., The Board of Directors convened a Public Budget Workshop. See April 19, 2023, Special Agenda Public Budget Workshop minutes.

4. RECONVENE THE MEETING (audio 00:01:48)

President Jex reconvened the Moraga-Orinda Fire District Board of Directors' regular business meeting at 7:28 p.m. and requested an attendance roll call. Present were the following Directors and Staff (present in person unless noted):

President Jex	Dave Winnacker, Fire Chief	Jonathan Holtzman, District Counsel
Director Danziger	Gloriann Sasser, Admin Services Director	Imran Dar, District Counsel
Director Hasler	Jeff Isaacs, Fire Marshal	Marcia Holbrook, District Clerk
Director Jorgens - (present via Zoom)	Christine Russell, Human Resources Manager	
Director Roemer (absent)	Mary Smith, Finance Manager - (present via Zoom)	

5. REPORT OF CLOSED SESSION ACTION (audio 01:10:53)

President Jex stated that the Board took no reportable action on agenda items 3.1

6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 01:11:02)

President Jex opened Public Comment.

***Ms. Jacobson provided comment during the Public Facilities Financing Corporation meeting due to confusion regarding the meeting schedule. President Jex allowed the comment.*

****Michele Jacobson**, a representative of Orindans for Safe Emergency Evacuation, expressed concerns about the Plan Orinda Project, which includes downtown development and housing in Orinda. The group is concerned about how evacuation infrastructure is being considered in the plan and claims that the environmental impact report did not adequately address the issue of wildfire evacuation. The group also found the evacuation analysis prepared for the safety element to be lacking, as it did not evaluate a wildfire evacuation and did not consider the impact of the additional population on evacuation. The group has filed a lawsuit to address these issues.

Jonathan Goodwin, Canyon resident (attended by Zoom), opposed the Board discussing the preferential hiring policy in a Closed Session and felt the legal advice should have been discussed in an Open Session. Mr. Goodwin argued that the advice should be made public, not private, since it is a public policy.

District Counsel Holtzman responded that the preferential hiring policy was not discussed in a Closed Session, and that the advice was given to the District Staff. Mr. Holtzman acknowledged that the policy is public, but the legal advice is confidential and privileged.

Jacob Airola, Local 1230 Union Representative (attended in-person), read a statement regarding the Closed Session action reported on Staffing that took place on March 15, 2023. According to the statement, the Firefighters were disappointed in the Board's decision to take a public matter related to service levels and Staffing of the MOFD and change direction from the previous Board in a Closed Session meeting. While it may be legal, the Firefighters felt it was not a transparent and fair way to handle matters affecting all MOFD stakeholders. In response, they have asked the Board to reconsider and asked for a public vote to occur after discussion and input from the community.

There were no additional requests to address the Board.

7. PUBLIC HEARING (Audio 01:16:58)

7.1 Administrative Citation Hearing for Property Located at 1928 SAINT MARYS Road, APN 258140002, Administrative Citation Number 23-0134-001

1. Board Members Disclose any Ex Parte Communications

None were reported.

2. Staff Report

Mr. Imran Dar, Senior Associate at Renne Public Law Group, read the staff report into the record. According to the MOFD Administrative Citation Ordinance 21-01, any person who receives an Administrative Citation has the right to contest it if they believe there was no violation or they are not the responsible party. In this case, Saint Mary's College of California (SMC) is contesting Citation 23-0134-001. SMC contacted Bay Alarm on March 19, 2023, at 2:38 a.m. and instructed them to take a portion of the fire protection system for Mitty Hall, an occupied R2 residential dormitory building, offline. However, the required notification to the Fire Code Official was not given following this action, which is the basis of the violation and Citation. Mr. Dar reviewed the California Code of Regulations Title 24 Part 9 code provision which led to the alleged violation.

Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately, and where required by the fire code official, the building shall be either evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service.

Mr. Dar reviewed the incident details. In summary, MOFD responded to a St. Mary's College fire at 3:10 a.m. As a result of that fire, the fire alarm system for the dormitory was placed offline, and a fire watch was imposed. At 8:30 a.m., on-site MOFD Crews discovered that the fire alarm system for another dormitory (Mitty Hall) had been taken offline at 2:38 a.m. without notifying the Fire Code Official. This action is what led to the issuance of the Citation.

3. Board Questions for Staff

Director Hasler asked for clarification about the fire at one dorm while the alarm was offline at another. Mr. Dar confirmed the situation. At 2:38 a.m., the fire alarm at Mitty Hall was disconnected without notifying the Fire Code Official. At 3:10 a.m., a fire broke out at a different dorm, requiring MOFD to respond. District Counsel Holtzman explained that the entire system was not taken offline, only zone (zone 14), but had the effect of modifying the system. Director Jorgens asked if it was an actual fire or a false alarm. District Counsel Holtzman confirmed that it was a fire. Fire Chief Winnacker added that the fire activated two sprinkler heads in an occupied dormitory. This fire is not the subject of the Citation. MOFD Crews were on scene for this incident when the District

learned that the alarm system for a different dormitory had been taken out of service during a chance encounter with SMC staff.

Director Hasler asked why the alarm system was taken offline. District Counsel Holtzman explained that SMC suspected the system was being tampered with, and therefore directed Bay Alarm to take it offline. District Counsel emphasized that SMC was required by law to notify the Fire Chief or Fire Code Official in such cases. Only the Fire Chief had the authority to decide whether to post a fire watch, evacuate the dormitory, or take other necessary measures. MOFD was not informed, and therefore the Fire Chief was not given the opportunity to make that determination.

Director Danziger asked how the District would have been notified. Fire Chief Winnacker replied that various mechanisms are in place to handle such situations. For instance, calling 911 dispatch would have sufficed. The dispatcher would then inform the on-duty Battalion Chief, who would then make the determination to notify the Fire Chief. The Fire Code Official or his designee would determine measures such as posting a fire watch, evacuating the building, or taking other steps to mitigate the risk of an occupied dormitory not having a functional fire protection system.

Director Danziger inquired whether there was a six-hour window before MOFD became aware of the situation. Fire Chief Winnacker confirmed and that the information was relayed during an incidental conversation triggered by the fact that MOFD was on-scene managing the effects of the fire that happened in a different dormitory. It remains uncertain whether such notification would have taken place in the absence of the firefighters being on-site. Mr. Dar added that the fire in the dormitory was due to SMC having issues maintaining the fire watch because they had another one in the second building, where the system was taken offline.

4. President Jex opened the public portion of the hearing.

There were no requests to address the Board.

5. Presentation by Appellant (10 minutes) - Manjit Sappal, Executive Director of Public Safety and Transportation, Saint Mary's College

Mr. Sappal gave an overview of the situation. A fire broke out in one of the Residential Halls and was contained by MOFD. Prior to the fire, SMC received false alarms from room 115 in Mitty Hall dormitory. The supervisor on duty decided to remove that room from the fire protection zone and call Bay Alarm. SMC did not inform MOFD, which they admit was a mistake. They were not aware that they were required to make that notification until later on. SMC later found out that the false alarms were likely due to students tampering with the device. When the room was taken offline, SMC provided a fire watch for the building, despite the room being unoccupied and having no stoves. Cooking was banned, and a fire watch was in place. Although SMC admitted to not notifying MOFD in a timely manner and apologized for the oversight, they are contesting the Citation because they did provide a fire watch, and the Citation states that they did not. SMC is working on addressing issues with the fire alarms on campus, including replacing aging infrastructure and addressing student behavior. SMC may plan to return to the Board for some of the invoices received due to nuisance alarms.

6. Board questions for Appellant

Director Hasler inquired about the fire watch and whether it was initiated when SMC contacted Bay Alarm. Mr. Sappal confirmed that SMC implemented a fire watch for the entire building. The Fire Code is complicated, and its interpretation depends on the Fire Chief and his Staff. SMC was unclear if they were required to provide a fire watch for the entire building or just that particular room. Director Hasler asked if only one room was taken offline. Mr. Sappal confirmed.

President Jex inquired about how MOFD received the notification. Fire Chief Winnacker explained that it was through a chance conversation with the on-duty Battalion Chief, who had followed up with SMC regarding their challenges with the approved fire watch. In response, an SMC staff member mentioned that they were dealing with another building that was also in a fire watch, which led to the question of what other buildings were in a fire watch.

Director Hasler asked about the fire watch requirements, and Fire Chief Winnacker reviewed the California Fire Code 901.7 systems out-of-service regulations. It was emphasized that the fire department and the Fire Code Official must be notified immediately. Failure to comply with this regulation resulted in the Citation.

Director Danziger inquired if this was the first instance of such an occurrence at SMC. Fire Chief Winnacker replied that he was uncertain. To further clarify the matter, Director Danziger asked Mr. Sappal if something similar had occurred before. Mr. Sappal responded by stating that SMC had

no prior knowledge of the requirement to notify the Fire Chief, and it was probable that the college had not been making those notifications. SMC is now taking the necessary steps to notify the Fire Chief in the future.

Mr. Sappal mentioned that the college is facing a challenge as they have recently received another letter from MOFD which outlines all of the requirements that colleges and universities need to follow, as per the Fire Code in the State of California. The challenge lies in the fact that this information should have been shared long ago, as SMC was previously unaware of these requirements and now has to comply in various areas. However, SMC is taking steps to make the necessary improvements now that they are aware of the requirements.

Director Jorgens stated it is an interesting challenge. When you run an organization, you are responsible for ensuring people are safe and knowledgeable about the appropriate rules and regulations. It seems incumbent on the place providing those services of those facilities. Mr. Sappal stated having spent 26 years as a police officer and retired Police Chief believes that most organizations need help in becoming aware of these rules and regulations and rely on their public safety partners to help educate them. SMC is taking responsibility and actively working on resolving these issues.

7. Public comment

Jonathan Goodwin, Canyon resident, suggested that the District waive the Citation and engage in some joint collaborative agreement to be more productive going forward. Additionally, he proposed that the District require incoming first-year students to take a cooking class.

There were no additional requests to address the Board.

8. Rebuttal by Staff (5 minutes)

Mr. Dar stated it is the responsibility of the Fire Department and the Fire Marshal to ensure that buildings are safe for their occupants. This is especially important for high-risk buildings like dormitories. If the alarm system is compromised, the Fire Official determines the best course of action to protect the occupants. Based on regulations, the Fire Department and the Fire Marshal to determine if a fire watch should be implemented.

9. Rebuttal by Appellant (5 minutes)

Mr. Sappal reiterated that SMC is not disputing its failure to provide timely notification as required. However, the Citation cites an excerpt from California Fire Code 901.7 that not only mentions the requirement to immediately notify the Fire Department but also requires an evacuation of the building or fire watch. SMC believed that the Citation cited two violations: the failure to notify in a timely manner and the failure to provide a fire watch. While SMC does not dispute their lack of timely notification, they did take responsibility for ensuring the safety of residents by providing a fire watch. SMC has been providing fire watches for a long time but was unaware of the notification requirement and that the decision to implement a fire watch was at the discretion of the Fire Chief or designee. If the Citation is solely for the failure to notify in a timely manner, then SMC withdraws its objection and appeal. However, due to the wording of the Citation, it appears that SMC violated both requirements, which was not the case.

10. Final Board questions of Appellant

No questions were asked of the Appellant.

11. Final Board Questions of Staff

Director Jorgens inquired about the possibility of clarifying the Citation to indicate that SMC did not make the notification. Fire Chief Winnacker explained that the full section of the regulation was included in the Citation because that is how the code was written. It would not be appropriate to exclude a portion of the regulation. There is a misunderstanding of the fire code: the owner of or the occupant or person who owns or controls property is not authorized or has no discretion underneath the fire code to arrive at compliance through alternate means. The requirement to post a fire watch is intrinsically linked to the requirement to notify the Fire Code Official so that the Fire Code Official may determine what is required. The Citation establishes a clear record of what occurred and prevents any future occurrences. The violation in this instance was due to a failure to notify, which is a part of section 901.7.

District Counsel Holtzman suggested that the Motion could be specific to say that the Citation is upheld regarding the failure to notify Fire Chief. Director Jorgens favored the recommended Motion, and President Jex agreed. Director Hasler seconded the Motion. Director Danziger agreed and commended SMC for putting on the fire watch when the alarm system went offline.

12. President Jex closed the public portion of the hearing

13. Board discusses, deliberates, makes findings, and takes final action by Motion.

Director Jorgens motioned to approve the proposed language by District Counsel. Fire Chief Winnacker directed the Directors' attention to Resolution 23-09, which explicitly states that the Citation is for the failure to notify.

Motion by Director Jorgens and seconded by Director Danziger to 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. Said Motion carried a 4-0-1-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, and Jex; Noes: None; Absent: Roemer; Abstain: None)

8. ANNOUNCEMENTS (audio 01:44:00)

8.1 Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d)). No Report.

8.2 Questions and informational comments from Board members and Staff. No Report.

8.3 Communications Received. 1) Jonathan Goodwin; 2) Oakland Firesafe Council Jon Kaufman and Lisa Jacobs; 3) A thank-you from the 3rd Grade Rheem Elementary School; and 4) Chul Kim. President Jex inquired about placing the request for funding from the Oakland Firesafe Council on next month's agenda. Fire Chief Winnacker responded this agenda item should be requested under "future agenda items" later in the meeting.

8.4 Fire Chief Updates

a. Finance Report

Finance Manager Smith presented the status of OES reimbursements, attached to these minutes, as item 8.4(a). Other items reported: The audit is in process, with a draft Audit report expected the week of April 17, 2023. The PARS/OPEB contributions were made on March 3, 2023 (Pension \$2,362,470 and OPEB \$303,906). The District invested \$3M from LAIF in a 3-month treasury bill on March 27, 2023, with a yield of 4.727% (Maturity June 22, 2023, Cost \$2,966,577.50).

Fire Chief Winnacker noted the LAIF funds were earning a 2.7% return. Staff was able to increase the return by 2%. This action was made following Directors comments about seeking better returns. Staff reviewed the District's investment policy and is allowed to make investments that comply with the policy. The District can invest in treasury bills (T-bills) with a three-month return, which will yield additional returns beyond the 2%. The District recently received its property tax revenue; the low point over the next 90 days is projected to be \$8M. The Board can invest some percentage of this revenue in T-bills via the County Treasury. However, Staff does not recommend investing the full amount due to potential outflows beyond the projection that may cause a liquidation of the security prior to maturity. Staff recommended setting a percentage to invest of the low point during this 90-day period and requested feedback from the Board.

Director Jorgens inquired about the return rate on one-month T-bills. Fire Chief Winnacker replied that the return rate is significantly lower. Director Jorgens recommended that as long as the investment is turning more than 2%, the District should consider shorter-term options. Fire Chief Winnacker understood and asked if the Board had any other suggestions to help shape the investments within the bounds provided for by the existing investment policy.

Director Hasler inquired about the \$8M, questioning whether it included the \$3M already invested. ASD Sasser responded that Staff invested \$3M out of the total \$8M. President Jex then asked when the next largest expenditure could be expected. ASD Sasser stated that it would be on July 31, 2023. Director Jorgens suggested that Staff consider purchasing other one-month investments. ASD Sasser shared that she had requested a rate indication from Contra Costa County Treasurer's Office, but the three-month T-bills were the shortest ones the County quoted. She did not believe the one-month T-bill was a viable option through the treasury. Director Danziger then asked if the three-month T-bill would work for the District. ASD Sasser confirmed that it would. The three-month T-bill is expected to mature on or before July 20, 2023.

Director Jorgens questioned the County's ability to purchase one-month T-bills. ASD Sasser replied that she had not inquired about that with the County. The County did not provide any rate indications for one-month T-bills, which is why she did not think it was an option. Director Danziger favored the three-month option. President Jex agreed. Director Jorgens was fine with the three-month option but noted that the District could earn more money by investing more and leaving less of a buffer. Fire

Chief Winnacker mentioned that Staff would look into the availability of shorter maturities, and Director Hasler suggested investing more than \$3M in something with a higher rate.

Director Jorgens questioned the policy regarding the sale of investments before they reach maturity. Fire Chief Winnacker explained that the policy focuses on investing through maturity and low volatility and offered to provide a copy of the investment policy to the Directors. The policy could be placed on a future agenda if the Board wished to revisit the policy. Director Jorgens noted that there was minimal risk involved in buying one-month T-bills. Director Hasler asked for recommendations on how much money should be set aside for emergencies. Fire Chief Winnacker explained that investing was new to Staff and did not have a recommendation at this time. Staff made the investment that aligned with the Board's intentions and based on the current policy with an existing County account. Staff welcomed the Directors' input and will develop a more thorough approach based on that feedback. Fire Chief Winnacker cautioned the Board that Staff is not an investment professional and there are some limits on Staff's capability.

President Jex proposed investing \$4M into a three-month T-bill and the other million month-to-month. Director Hasler agreed. Director Jorgens mentioned that the worst-case scenario would be selling a one-month T-bill a little early, but there would be no downside. Director Hasler added even if the District has to sell a three-month T-bill early, the District would not lose a lot. Fire Chief Winnacker conveyed that the general sentiment was for Staff to maximize opportunities to invest the funds in a higher return bracket. All Directors agreed.

b. Human Resources

Human Resources Manager Russell provided an update that Firefighter Paramedic Christopher Sillers retired on March 30, 2023, after ten years of service. Additionally, she provided an update on recruitment for various positions.

1. **Firefighter Paramedic Trainee & Lateral**, the deadline to apply: 4/30/2023. Seventeen trainees and two lateral applications have been received to date.
2. **Fire Captain Paramedic – Promotional**, the deadline to apply: 5/30/2023. One application was received.
3. **Fuels Mitigation Specialist (Grant-funded)**, the deadline to apply: open and continuous. One candidate is going through the background check process.
4. **Tunnel East Bay Hills Fuel Break Project Project Coordinator**, the deadline to apply: open and continuous. Still accepting applications.

President Jex asked about the timeline for the Project Coordinator position and if it was time-sensitive. Fire Chief Winnacker replied that Staff has started recruiting at the appropriate time. Director Danziger inquired if there were two positions. Fire Chief Winnacker confirmed there is one Project Manager and one Project Coordinator. After the Project Manager is filled, Staff would like the Manager involved in the review and hiring process of the Coordinator. Director Danziger also asked if the grant-funded Fuels Mitigation Specialist job description was the same as the regular Fuel Mitigation Specialist. Fire Chief Winnacker confirmed.

c. Fire Marshal

Fire Marshal Isaacs provided the report and reviewed the monthly Fire Prevention report statistics, included in the Board packet, item 8.4(c). Current project includes: Re-inspections, Prescribed Fire Projects, Property Transfer Inspections, Chipping, the Pinehurst fuel break, Tunnel East Bay Hills Fuel break, prepping for 2023 inspection, and training new Staff on the new ordinances. Fire Marshal Isaacs reviewed the new exterior wildfire hazard abatement notice that was mailed to all residences in an envelope versus sending by postcard. President Jex commended the new look of the notice. Fire Marshal Isaacs reviewed the current year's Fire Prevention Priorities and described the month-to-month schedule outlined in the board packet.

Director Danziger inquired about the 68 open cases from the year 2022. Fire Marshal Isaacs responded that citations would be issued if voluntary compliance was not received. Director Danziger inquired about the status of the E-occupancy inspections. Fire Marshal Isaacs answered the inspections happen when the students are in session. Fire Chief Winnacker clarified that the inspections are reported on a calendar year and happen when the students are in the new school year. Director Jorgens stated that the E-Occupancy and R-Occupancy inspections should be a high priority for the District. Fire Chief Winnacker stated for the current academic year, the facilities have already been inspected. The second half of the year is when the District will inspect the facilities rather than having two inspections during the same school year.

d. Tunnel East Bay Hills Fuel Break Project

Fire Marshal Isaacs provided the report. Staff is getting ready to submit the paperwork to the State. Once approval is received, Staff will execute the project and hire the Project Coordinator.

Director Jorgens inquired if the District plans to hire the same professional crews as the last fuel break project. Fire Chief Winnacker answered there is a little bit of a change from the last fuel break project in 2019. Local providers are now available for hire, which is a change, and the District has contracts with three local companies. The District issued an RFP, and the Board awarded open contracts to these three providers, which included hand crews. The District is not planning to bring in an out-of-area provider mostly because of the cost and the requirement to house the workers, as was done in 2019 (cost of approximately \$24K per day). It is much more economical to hire a local crew who live in the local area.

e. Operations

Fire Chief Winnacker provided the report, attached to these minutes, as item 8.4(e).

- March 22, 2023, crews responded to assist Contra Costa County Fire Protection District with mutual aid to a structure fire in the City of Lafayette. Upon arrival, crews encountered a fire in the kitchen of an ADU. Crews quickly extinguished the fire and were able to confine the fire to the room involved. The scene was later turned over to the homeowners. The fire remains under investigation.
- March 27, 2023, crews discovered a washout in the Wildcat Canyon Road following a heavy rain system that affected the region. Wildcat Canyon Road remains closed from San Pablo Dam Road to Inspiration Point. Contra Costa County Public Works has not given any indications as to when this road is expected to reopen. MOFD is currently utilizing alternative routes to respond to emergencies in the Tilden Park area and mutual aid assistance from Berkeley Fire Department.

Director Jorgens asked if the road would be fixed in time for Fire Season. Fire Chief Winnacker responded the road is not used as an evacuation route for residents of the fire district. As for an emergency response in that area, (Tilden Park, Wildcat Canyon, and the SRA areas), the District will use Highway 24 to Fish Ranch or El Toyonal and across the Bailey Bridge as alternate means. It is unclear how long the County roads will take to repair, but Staff remains in contact with the County and will keep the Directors updated.

- On April 1, 2023, crews completed an interagency confined space drill at the East Bay Municipal Utilities District (EBMUD) water treatment facility in Orinda. MOFD crews worked collaboratively with EBMUD, construction contractors, and Contra Costa County Fire Protection District to provide confined space training under simulated conditions. The EBMUD water treatment facility is currently undergoing a multi-year project to update infrastructure within its intake and distribution facility. The second phase occurred on April 4, 2023, at the EBMUD Briones Reservoir. Crews participated in a confined space exercise and were able to insert a mannequin into the confined space associated with the pumping plant and then use a variety of equipment and techniques in conjunction with the contractors on site to extract the simulated victim. The exercises are done in anticipation that while the contractors are carrying out required confined space entry permit work, if someone gets stuck in one of these places, the MOFD crew will be prepared, members will be aware of the conditions, and this established relationship with Contra Costa County Fire Protection District who will bring specific technical rescue specialists to the problem.
- Fire Chief Winnacker shared photos of Firefighters from MOFD, CCCFPD, and EBMUD contractors working collaboratively to develop an awareness of the confined space project on the Briones Reservoir. With the assistance of recently acquired extrication equipment, MOFD crews have been able to recreate previous vehicle accidents and train on "best practices." Recreating incidents allows Firefighters to share experiences from previous emergencies and improve efficiencies.
- April 9, 2023, crews responded with Oakland Fire Department to the report of a vehicle fire in Bore 1 of the Caldecott Tunnel. Upon arrival, crews encountered a single vehicle fully engulfed inside the tunnel. Crews worked with Oakland Fire, Caltrans, and CHP to extinguish the fire and provide ventilation inside the tunnel for the vehicles that were forced to shelter in place.

- April 15, 2023, MOFD participated in an interagency drill with Oakland Fire, Caltrans, CAL Fire, Department of Transportation, and CHP inside the Caldecott tunnel. Crews participated in a simulated exercise to work through communications, traffic patterns, ventilation operations, and refresh on the water supply infrastructure.
- Fire Chief Winnacker concluded the report by sharing a photo of Truck 44 assisting the Moraga Boy Scout troops with hanging a new halyard on the Moraga Scout Hut flag pole on April 16, 2023.

President Jex opened Public Comment for items 8.1-8.4. There were no requests to address the Board.

9. CONSENT AGENDA (audio 02:21:15)

- 9.1 Meeting Minutes – March 15, 2023 (regular)**
- 9.2 Monthly Incident Report – March 2023**
- 9.3 Monthly Check/Voucher Register – March 2023**
- 9.4 Monthly Financial Report – March 2023**
- 9.5 Establish an Ad Hoc Investment Committee and Appoint Director Hasler and Direct 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.**

Jonathan Goodwin, Canyon resident, posted in the CHAT requesting item 9.2 be pulled. Director Danziger asked if a member of the public is allowed to pull an item. District Counsel Holtzman answered the public cannot pull an item but can request that a Director pull an item. Director Danziger requested item 9.2 be pulled from the Consent Agenda.

Motion by Director Jorgens and seconded by Director Danziger to approve Consent Agenda items 9.1, 9.3, 9.4, 9.5, and 9.6. Said Motion carried a 4-0-1-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, and Jex; Noes: None; Absent: Roemer; Abstain: None).

9.2 Monthly Incident Report – March 2023

Director Danziger stated that a member of the public had a question about the item and therefore pulled the item to give the member an opportunity to ask the question.

President Jex opened Public Comment.

Jonathan Goodwin, Canyon resident, opposed that the public is not allowed to pull an item or make public comment on the consent agenda. Mr. Goodwin referred to his correspondence sent to the Board and commented on the response times stating they are over the NFPA recommendations. Mr. Goodwin encouraged the Board to give the response times more attention and suggested Staff gather statistics for the SRA areas.

Director Jorgens replied that just because an item is on the Consent agenda does not mean the Board does not review the item. Director Jorgens did not think the response time in Orinda has ever been in the NFPA guidelines because of the location of the fire station and the distance between Dalewood and the station. The response time for that area is not a staffing issue, but a geography issue. Until the Board decides to have ambulances stationed in places other than fire station, it is not something that can be fixed.

Director Danziger expressed appreciation for Mr. Goodwin's correspondence to the Board and the link for the Berkeley Standards of Coverage report.

There were no additional requests to address the Board.

Motion by Director Jorgens and seconded by Director Danziger to approve Consent Agenda item 9.2. Said Motion carried a 4-0-1-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, and Jex; Noes: None; Absent: Roemer; Abstain: None).

10. REGULAR AGENDA

10.1 Adopt Resolution 23-08 Approving a ~~Prohibition~~ **Policy Against Use of the Moraga-Orinda Fire Protection District Public Facilities Financing Corporation Policy (audio 02:28:46)**

Administrative Services Director Sasser provided the report. At the March board meeting, the Board directed Staff to bring a future agenda item to adopt a policy to prohibit the future use of the Financing Corporation. Two versions of the Resolution and Policy were published with the amended packet. Staff recommended adoption of the amended version of Resolution 23-08 and the amended Policy. Director

Jorgens expressed support for the recommended action and its appropriateness of not using this organization.

President Jex opened the public comment. There were no requests to address the Board.

President Jex opened the public comment on the Motion. There were no requests to address the Board.

Motion by Director Hasler and seconded by Director Jorgens to Adopt Resolution 23-08 Approving a Prohibition Policy Against Use of the Moraga-Orinda Fire Protection District Public Facilities Financing Corporation Policy. Said Motion carried a 4-0-1-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, and Jex; Noes: None; Absent: Roemer; Abstain: None)

10.2 Quarter Three Financial Update and Budget Review (audio 02:32:32)

Administrative Services Director Sasser provided the report and presented a PowerPoint presentation, attached to these minutes, item 10.2. The updated projections through third quarter projected a General Fund surplus of \$694K. General Fund Revenue is projected to be less than the budget of \$227K due to lower ambulance revenue in the amount of \$357K. The decrease is due to fewer transports in February and additional write-offs in the third quarter. The ambulance revenue decrease is primarily offset by a projected increase in investment earnings due to the recent board direction to invest beyond LAIF in fixed-income securities in order to take advantage of increased interest rates. General Fund Expenditures are projected to be down by \$419K primarily due to overtime, and retirement contributions are less than budget.

ASD Sasser reviewed Strike Team activity is projected to have a surplus of \$437K. The District's monthly cash flow started the fiscal year with \$18.7M in unrestricted cash and investments. The cash and investments balance on March 31, 2023, was \$15.2M. The District started the fiscal year with \$15.1M in General Fund unrestricted fund balance. The projected surplus would increase the unrestricted fund balance to \$15.8M, which exceeds the Fund Balance Policy minimum of 17% but is less than the Policy goal of 50%. ASD Sasser concluded by reviewing the District's other funds:

- The Capital Projects Fund has a projected surplus of \$2.9M due to a budgeted transfer-in from the General Fund of \$3.1M.
- The Debt Service Fund has a planned use of reserves of \$1.7M due to the final pension obligation bond payment. The pension obligation bonds were paid-in-full on July 1, 2022.
- The Tunnel East Bay Hills Fuel Break Fund has a projected surplus of \$51K

Director Danziger commended Staff for the thorough financial reporting and the readability of the reports.

President Jex opened the public comment. There were no requests to address the Board.

At 8:52 p.m. President Jex called for a 5-minute recess. At 8:59 p.m., President Jex called the meeting back to order. All Directors named in Roll Call were confirmed present.

10.3 Long-Range Financial Forecast April 2023 (audio 02:42:19)

Administrative Services Director Sasser provided the report. The draft updated Long Range Financial Forecast (Forecast) was presented to the Board during a public workshop held during the March 15, 2023, Board meeting. At the March meeting, the Board directed the following changes:

- | <u>Revenue</u> | <u>Expenditures</u> |
|---|--|
| <ul style="list-style-type: none">• Fire risk reduction grant removed from General Fund• The vehicle charges portion of strike team revenue was moved to the Capital Projects Fund. The net strike team revenue was reduced by \$100K in General Fund and moved to Capital Projects Fund | <ul style="list-style-type: none">• Residential fuels mitigation/home hardening grants were increased to \$500K each year throughout the Forecast.• Station 41/Administration rebuild project \$1M in expenditures was moved from FY2023 to FY2024. |

Subsequent to the last Board meeting:

- CCCERA released projections that reflect 2022 investment earnings of -10.6% with projected rate changes as follows: Actual, +6.65%, +3.58%, +3.81%, +2.98%, +1.29%, -14.85%, GovInvest.

ASD Sasser explained the updated projections from CCCERA were used to calculate the pension costs in the Forecast and then clarified the calculations of the projections. The first calculation is the actual rate.

The actual rate for the FY2024 for CCCERA is 80.8% for the Safety Classic, and that actual 80.8% rate was used to prepare the budget for the FY2024, and that rate has been set, and it will not change. Next year, because of this big loss, the CCCERA Actuary is projecting that the 80% rate will increase another 6.65% to bring it to 87.45%. Then, the following year, another 3.58% increase would take it to 91%, and then 95%, and then 98%, and then 99%. It is significantly increasing, as expected, due to significant CCCERA investment losses.

President Jex asked about the percentages. ASD Sasser explained the District pays CCCERA based on a percentage of payroll.

Director Hasler asked if the District is almost up to 100% dollar-for-dollar. ASD Sasser answered that was correct. Fire Chief Winnacker stated that when combined with the 27% employee contribution, the full contribution is well over 100%. Director Hasler responded, so we are over 100%. Fire Chief Winnacker confirmed. President Jex asked how the implication of those changes would translate in terms of the fees the District would be paying. ASD Sasser showed a graph illustrating the projected Unrestricted Fund Balance for the next ten years based on the Forecast and stated that the projected Unrestricted Fund Balance incorporated the new rates. Fire Chief Winnacker stated for context the permanent salaries are about \$11M, so if you add up the percentages as a percent of \$11M. Director Hasler asked what the current percentage is. ASD Sasser answered 80.8% for 2024.

President Jex stated that would cause an increase in the District's payments to CCCERA. ASD Sasser confirmed. Director Jorgens commented the increase is the normal payment, and the unfunded part of it is also going up. ASD Sasser explained that the 80.8% rate includes both the normal baseline costs and the unfunded liability. Director Hasler said that that was assuming CCCERA would make their performance. Fire Chief Winnacker replied that the UAAL is backward-looking, and that is where the difference is made up.

Director Jorgens asked about the Actuaries. President Jex responded the District's share of the unfunded pension liability is unknown. ASD Sasser stated that that information was included in the calculations and was estimated by the GovInvest software. President Jex clarified he was talking about the calculation from CCCERA. ASD Sasser explained CCCERA measures that information once a year on December 31 and provides that information the following October. Director Jorgens asked if CCCERA's information includes the current year's numbers because the data is always at least a year out of date. ASD Sasser shared that the information was included in the Staff report as that question was raised at the last Board meeting about the date of the CCCERA returns, and the answer provided was the investment returns are within one month.

President Jex inquired about the number that is booked in the financial statements. ASD Sasser answered that number is received once every year. The most recent report that the District received in October 2022 reflects the most recent numbers as of December 31, 2021. The next report will be received in October 2023. President Jex asked if the 2022 numbers would be available for the upcoming financial statements. ASD Sasser answered the financial statements will reflect the most recent report as of December 31, 2021.

Director Jorgens asked if the -10.6% was final and based on December 31, 2021. ASD Sasser answered the FY2024 rates are based on the 2021 numbers, which is 80.8%. The five-year projections in the Forecast have been updated and are based on the interest returns for 2022 with the -10.6%. Director Jorgens was in disbelief that CCCERA knew what their returns were for 2022. Fire Chief Winnacker offered to share a letter received from Segal Consulting on March 24, 2023, which was the basis of the elements included in the Staff report. Staff does not know enough about how CCCERA operates to agree or disagree with the statements made and asked that the Board review the information provided by Segal and then frame follow-up questions for CCCERA or Segal Consulting on the basis of that email.

President Jex stated that the financial statements prepared by Staff will not accurately reflect CCCERA's poor performance and its impact on the unfunded pension liability. ASD Sasser explained that the reports are based on a specific point in time and can be shared. CCCERA issues a GASB 68 report every year through their auditors, which provides information for the District's audited financial statements.

Director Hasler inquired whether the report received last October 2022 would be used in the District's financial statement. ASD Sasser clarified that the audited financial statements, GASB 68 report dated as of June 30, 2022, would be presented at the May board meeting, using a measurement date of December 31, 2021. President Jex reiterated that the financial statements would not accurately reflect CCCERA's performance for 2022, to which ASD Sasser confirmed since the report is as of 2021. President Jex objected to including those numbers in the financial statements without disclosing to the public that they are not good numbers. ASD Sasser stated the Audit Committee discussed the disclosure statement and

direction was received from the Audit Committee. Staff provided the precise phrasing directed by the Audit Committee to the Auditor. The draft audited financial statements will contain the disclosure statement directed by the Audit committee.

Fire Chief Winnacker reviewed the statement from the Segal Consultant letter. The update reflects an estimated net market value investment return of about -10.5% in 2022, which is noted to be 17.25% less than the 6.75% invested resumed return. Segal included the 2022 *estimated* performance number. The language used in the letter is an *estimated market value* investment return for 2022. Fire Chief Winnacker did not know the methodology used, but Staff could explore in more detail from Segal if desired by the Board. Director Jorgens asked if the updated property tax revenue was updated on the Forecast and moving \$1M in the Capital Fund. ASD Sasser confirmed.

President Jex opened the public comment.

Daniel Elbanna, Local 1230 Union Representative, inquired about the unrestricted fund balance. ASD Sasser answered the unrestricted fund balance is the General Fund and the Capital Projects Fund. Mr. Elbanna also asked about the \$50M balance reflected in the Forecast and if the Forecast projections are from CCCERA or the District's GovInvest software.

Fire Chief Winnacker added that the growth in the unrestricted reserve should be viewed in context as a percentage relative to revenue and expenditures because the District's revenue and expenditures would go up as well, and explained that the graph represents the unrestricted fund balance which includes all funds like CCCERA payments, contributions to the Pension Rate Stabilization Trust fund, operating expenses, capital purchases, etc. The pension contributions are just one component of the District's outflows.

Director Jorgens mentioned that GovInvest and CCCERA provide inputs to the Forecast information, but the District uses its own Excel spreadsheet. He added that the District never sees the unrestricted balances every year, and that the numbers are inherently inaccurate. President Jex stated in examining the latest Forecast, it is apparent that the District will not reach the 50% goal in the General Reserve Fund during the next six years. Fire Chief Winnacker pointed out that the growth in the reserves were in large part because of the postponement of the Capital Projects in 2020, caused by uncertainty surrounding the COVID-19 pandemic. Those deferred projects contributed to the growth of the unrestricted reserves yet will require action and associated outflows in the near future.

Mr. Elbanna stated that the District's savings are due to budgeting for 57-line personnel when there are only 49. Director Jorgens agreed, stating that the Board understood the desire for firefighters to have overtime opportunities as a benefit. Although budgeting for 57 personnel may lead to over-budgeting, it often results in a surplus. Mr. Elbanna pointed out that the District could still achieve its 50% goal, as there is an intentional yearly surplus not reflected in the Forecast.

There were no additional requests to address the Board.

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 (audio 03:06:31)

Fire Chief Winnacker presented a report. The Fire Prevention Program Ad Hoc Committee requested information on adding gutter guards to the existing Home Hardening Grant program. Staff researched adding acceptable gutter guards to the program but found that gutter guards are not included in the California Building Code and/or the California Residential Code for approved ember-resistant materials and construction. In the absence of listed products, staff found that all metal gutter guards are inherently fire-resistant. As a result, staff recommended expanding the program to include in-kind metal gutter guards (only) and not cash reimbursements to avoid sift through applications without a standard to reference. Staff requested the board's direction on continuing the program in FY2024 and approving the expansion of the program to include in-kind metal gutter guards.

Director Hasler inquired about the standard size of gutters. Fire Chief Winnacker replied that 5" / 6" are the standard widths for gutters. However, staff members can exercise their discretion to deal with non-standard cases on a case-by-case basis. Director Hasler also asked about the \$1,000 limit, and Fire Chief Winnacker confirmed that it still applies.

Director Danziger expressed skepticism about adding gutter guards to the program and was unsure if he could support adding gutter guards without having a standard that the homeowner is installing them correctly. Fire Chief Winnacker clarified that the standard relates to the construction material, not the installation of them. The gutter guards are permanently installed gutter guards. They are either bolted or

an extension, and there are multiple ways they can be installed. The standard pertains to how the gutter guards are manufactured.

President Jex asked if the purpose was to keep leaves from going into the gutter and if that was the fire safety issue. Fire Chief Winnacker confirmed and stated the presence of combustible material in gutters has the effect of reducing the efficacy of fire-rated roof covering. The presence of leaves and needles on a roof correlates with increasing structure loss. Gutter guards are designed to reduce maintenance requirements by reducing the intrusion of needles and leaves into the gutter, where a receptive fuel bed could form. Director Jorgens favored the gutter guards and expressed it is one of the more important things a person can do to make their home less susceptible to being burned.

President Jex asked about the potential impact on Staffing. In response, Fire Chief Winnacker acknowledged that processing requests would be a burden but assured that Staff was equipped to handle the ordering of materials consistently and on time as with the mesh. President Jex then asked about the Mesh program, wondering if it had ever come close to spending the allotted \$500K. Fire Chief Winnacker explained that the current demand did not reach that level of spending and that the District has stockpiled several years of mesh due to its cost-effectiveness in ordering in bulk. Staff anticipates a similar demand for the new gutter guard at the beginning. The program is not expected to spend \$500K.

Director Jorgens stated his impression was the first year of the program was not well communicated. Orinda has hired two full-time people to perform full yard inspections to have more human interaction. Director Jorgens suggested sending the Ambassadors and Staff out to talk to people with the grant data in addition to giving their advice on what to do to make the house fire safe. Director Jorgens was in support of the program and felt it was the perfect time to communicate the program

Director Hasler inquired about the amount spent on the mesh, and Fire Chief Winnacker confirmed that it was sufficient to last another year. However, if the program is expanded to include gutter guards and approved by the Board, the cost of bulk purchasing them this year would be around \$48K. If the demand for gutter guards is similar to that of the mesh, it is possible that there will be minimal expenses for the following year. Director Jorgens expressed that it is important for the District to implement the program. The District has already done a great job with outreach within the community. However, when the District starts enforcing regulations such as moving bushes away from the two-foot area of the house, there may be some pushback. It would be helpful to have incentives to offer in addition to consequences.

Fire Chief Winnacker requested direction if the program would be expanded to include the distribution of gutter guards and if the gutter guards would be limited to in-kind distribution or if the Board desired to expand the program to cash distribution. President Jex favored limiting the program to in-kind distribution and not cash distribution. Director Jorgens agreed.

President Jex opened the public comment. There were no requests to address the Board.

Director Jorgens motioned to amend and expand the Home Hardening Grant Program to include in-kind Metal Gutter Guards. Director Hasler seconded the Motion. Director Danziger requested to amend the Motion to include approval for one year and reevaluate the program after one year. Director Hasler agreed. Director Jorgens responded that budgets are only good for one year, so that is already part of it. Fire Chief Winnacker stated the current program was approved for one year. The Motion would need to include extending the program for the FY2024 if the Board desired.

President Jex opened the public comment on the Motion.

Jacob Airola expressed opposition for the Home Hardening Grant program.

There were no additional requests to address the Board.

Amended Motion by Director Jorgens and seconded by Director Hasler to approve to extend the continuation of the Home Hardening Grant Program in Fiscal Year 2023-24; amend and expand the Home Hardening Grant Program to include in-kind Metal Gutter Guards immediately. Said Motion carried a 4-0-1-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, and Jex; Noes: None; Absent: Roemer; Abstain: None)

10.5 Help form a Moraga Orinda Firesafe Council (audio 03:28:24)

Fire Chief Winnacker provided the report. At the previous meeting, the Board directed pursuing providing staff support to look into the idea that the Orinda Firewise Counsel could turn into a Fire Safe Council. Firewise is NFPA's program of record for community designations. Using a trademark name in this manner is not correct, and a Fire Safe Council would be more appropriate to the work that this group and other groups in the area are doing. Fire Safe councils are organized under the California Fire Safe Council in our area. There are several affiliates, primarily the Diablo Fire Safe Council, which Fire Marshal Isaacs

sits as a member of the Board. There are now two new fire safe councils in the City of Berkeley, the existing Oakland Fire Safe Council that we receive correspondence from and a newly formed Fire Safe Council in West County that includes portions of the city of Richmond and El Sobrante. Fire Chief Winnacker spoke with representatives of the California Fire Safe Council and with Berkeley and the Orinda Firewise Council, who have done this before and have put them all together. The Staff's work has been done. Should the local group choose to pursue a Fire Safe Council designation, Staff could provide the path forward. The biggest limiting factor is that a Fire Safe Council must be a 501(c)(3) charity and the Firewise Council is not so organized. The application acceptance process beyond that is not much more complicated than a phone call.

Director Jorgens stated he had heard there was interest in moving forward; however, they are still looking for people to file the paperwork for the 501(c)(3). Director Hasler asked if it would be all Moraga and Orinda or separate groups. Fire Chief Winnacker said all of the MOFD jurisdiction, with Canyon and Bollinger, made sense. The area would have a single Fire Safe Council through which grant funds can be disbursed, similar to the Diablo Fire Safe Council model.

Director Danziger asked if this would duplicate what the Diablo Fire Safe Council already does. If the District is already a member of the Diablo Fire Safe Council, what would be the benefit of creating a new group? Director Jorgens stated we are not really a member. The new group would be to focus resources on our particular District. The Diablo Fire Safe Council covers a huge geographic area. Director Danziger asked if the present Orinda Firewise group does not have to buy into this idea. They could just keep on doing what they are doing. Director Jorgens responded this would be a new organization.

Fire Chief Winnacker stated if the Board was interested in pursuing developing this organization, we would need a partner, and that partner would need to be organized and have an interest in pursuing it. The Fire District is not well-positioned to create a community organization. Director Danziger asked if MOFD would staff the organization. Fire Chief Winnacker confirmed the District could neither staff it nor create such an organization. Director Jorgens stated the District would be supporting its creation and facilitating its creation with the various agencies that already exist. Director Danziger asked what the role was of the Board. Fire Chief Winnacker stated the item was information only.

President Jex opened the public comment. There were no requests to address the Board.

11. COMMITTEE REPORTS (audio 03:34:55)

- 11.1 **Standing Audit Committee** (Directors Jex & Hasler). President Jex reported that the Committee convened and decided that none of the proposals submitted for Audit Services were satisfactory. In response, the District will release a new RFP with more specific requirements. District Counsel Holtzman noted revisions to the Purchasing Ordinance are necessary, but will not delay the release of the updated RFP.
- 11.2 **Ad Hoc Committee Develop Plans for Expanding the Fire Prevention Program** (Directors Hasler & Jorgens). No Report.
- 11.3 **Ad Hoc Facilities Station 41** (Directors Danziger & Jex). No Report.
- 11.4 **Ad Hoc Committee Investments** (Directors Hasler and Jorgens). Director Jorgens announced that due to the ability of the District to invest with the County, the Committee is no longer necessary and should be dissolved.
- 11.5 **Ad Hoc Committee Joint Fire Prevention w/City of Orinda** (Directors Jorgens & Roemer). Director Jorgens reported the Committee is scheduled to meet on May 4, 2023.

President Jex opened the public comment. There were no requests to address the Board.

12. ANNOUNCEMENTS (audio 03:37:00)

12.1 Future Agenda Items

Director Jorgens asked for the Ad Hoc Committee for Investments to be dissolved. Director Hasler requested a discussion on the policy for the Pension Rate Stabilization Trust Fund. President Jex requested a discussion on the funding request submitted by the Oakland Firesafe Council, as well as the adequacy of the Fund Balance policy concerning the 17% and the goal of 50% in the General Fund Balance reserves.

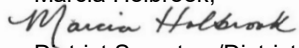
President Jex opened the public comment. There were no requests to address the Board.

13. ADJOURNMENT

Director Danziger requested to adjourn the meeting in recognition of Public Safety Telecommunication Week.

At 09:58 p.m., Director Jorgens motioned and seconded by Director Danziger to adjourn the meeting. Said Motion carried a 4-0-1-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, and Jex; Noes: None; Absent: Roemer; Abstain: None)

Marcia Holbrook,



District Secretary/District Clerk

*A copy of all Zoom CHAT messages related to this meeting is attached to these minutes.
For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting at www.mofd.org/agendas.*

03:35:27 Jonathan Goodwin: Please pull item 9.2.



Moraga-Orinda Fire District
Board of Directors

Finance Report
April 19, 2023

Strike Team Reimbursement - OES

• Strike Team Receivable Update:

	Estimated <u>2022-2023</u>
OES Strike Team Receivable	\$1,073,298
OES Payments Received	<u>\$1,006,319</u>
Net Receivable Outstanding	\$ 66,979

- The remaining outstanding receivable is for the flood preposition assignment in January/March.

Other Items

- FY22 Audit – Audit is in process with draft Audit report expected the week of April 17.
- PARS/OPEB contributions made on 3/3/23: Pension \$2,362,470 and OPEB \$303,906
- County Investment: The District invested \$3.0 million from LAIF in a 3 month treasury bill on 3/27/23 with a yield of 4.727% (Maturity 6/22/23, Cost \$2,966,577.50).



Moraga-Orinda Fire District Board of Directors

Human Resources Update - April 17, 2023

RECRUITMENTS

Position

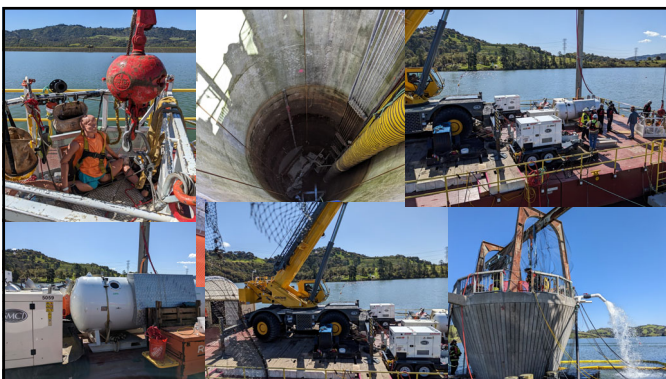
- | | |
|---|-------------------|
| ▪ Firefighter Paramedic Trainee & Lateral | 4/30/2023 |
| ▪ Fire Captain Paramedic – Promotional | 5/30/2023 |
| ▪ Fuels Mitigation Specialist (Grant-funded) | Open & Continuous |
| ▪ Project Coordinator (Limited Term),
Tunnel East Bay Hills Fuel Break Project | Open & Continuous |

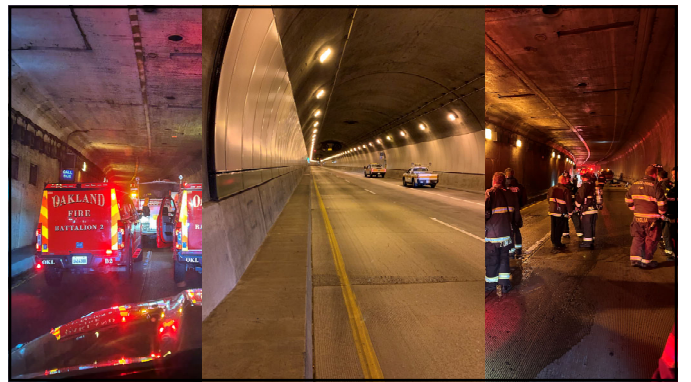
Application Deadline

EMPLOYMENT CHANGES

- Firefighter Paramedic Christopher Sillers – retirement 3/30/2023

MOFD Board Update April 19, 2023







Financial Update Quarter Three

July 1, 2022 – March 31, 2023

Quarter Three General Fund Surplus Projections

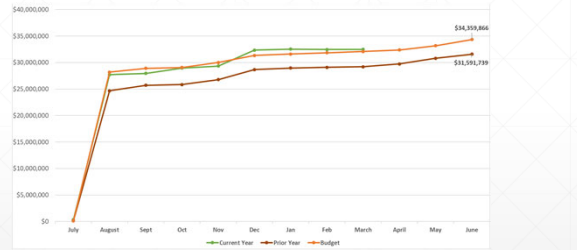
- Budget surplus \$292K
- Projected surplus \$694K

	Budget June 2022	Projected After Quarter Three
Revenue	\$33.5M	\$34.1M
Expenditures	\$30.1M	\$30.3M
Transfer out to Capital Projects Fund	\$3.1M	3.1M
Surplus	\$292K	\$694K

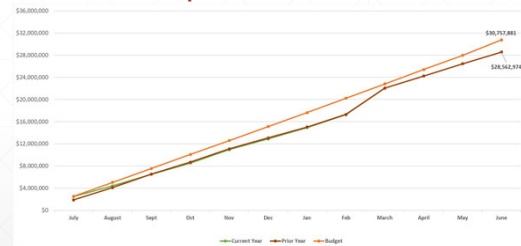
Quarter Three Financial Update

- Revenue – Less than budget \$227K Expenditures – Less than budget \$419K
- Property tax exceed budget +\$24K
 - Investment earnings exceed budget +\$100K
 - Ambulance services -\$357K
 - Salaries less than budget \$33K
 - Overtime less than budget \$150K
 - Retirement contributions less than budget \$95K due to vacancies
 - Operating expenses less than budget \$37K

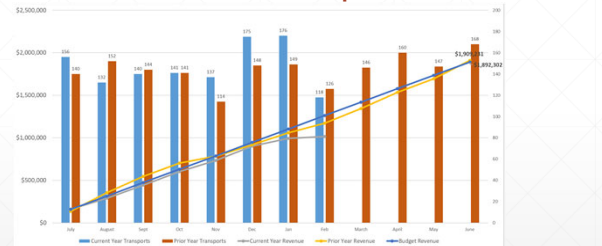
General Fund Revenue



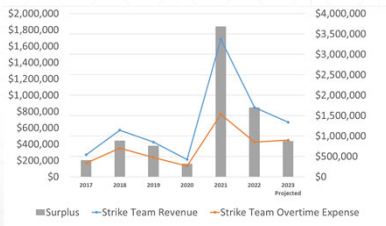
General Fund Expenditures



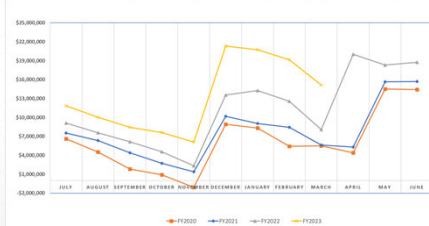
Ambulance Revenue & Transports



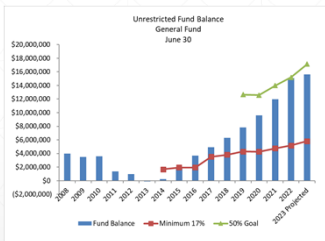
Strike Team Activity



Unrestricted Cash and Investments



General Fund Unrestricted Fund Balance



Other Funds

- Capital Projects Fund – Projected surplus \$2.9M
- Debt Service Fund – Projected deficit \$1.7M
- Tunnel East Bay Hills Fuel Break Fund – Projected surplus \$51K

Financial Update Plan FY2023

