



Moraga-Orinda Fire District

Board of Directors

AUDIT COMMITTEE MEETING

May 19, 2023 – 4:30 PM

CALL AND NOTICE OF A SPECIAL MEETING

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

This meeting will be conducted in person only.

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.

Written Public Comment can be provided via email at info@mofd.org.

- Emails received by **12pm** 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 1pm on the day of the meeting by following this link 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.

1. OPENING CEREMONIES

- Call the Meeting to Order
- Roll Call

2. 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.

3. CONSENT AGENDA

3.1 Audit Committee Meeting Minutes - April 6, 2023

Staff Recommendation: Receive and File

Attachment: [04-06-23 AUDIT Committee Minutes Draft](#)

4. REGULAR AGENDA

4.1 [Review and Discuss Proposals Received for Audit Services Contract; Discuss Next Steps to Determine Recommendation for Selection of Audit Firm or Determine Recommendation for Selection of Audit Firm for the Fiscal Years Ending June 30, 2023 through 2025 with an Option to Extend Two Additional Years](#)

1) Discuss; 2) Deliberate; 3) Determine next steps to proceed with the selection of a firm of certified public accountants to perform audit services or determine a recommendation to make to the Board for audit firm selection

[Attachment A: Maze & Associates Proposal.pdf](#)

[Attachment B: Badawi & Associates Proposal.pdf](#)

[Attachment C: Harshwal & Company Proposal May 2023.pdf](#)

[Attachment D: Audit RFP Proposal Results May 2023.pdf](#)

5. 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.

I hereby certify that this agenda in its entirety was posted on May 18, 2023, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45 and electronically at www.mofd.org/agendas. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Marcia Holbrook
District Secretary/Clerk