



# Moraga-Orinda Fire District

## Board of Directors

REGULAR MEETING

February 15, 2017

**7:00 p.m. OPEN SESSION**

Hacienda Mosaic Room  
2100 Donald Drive  
Moraga, CA 94556

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### 1. OPENING CEREMONIES

- 1.1. Call the meeting to Order
- 1.2. Roll Call
- 1.3. Core Values – Service, Honor, Integrity

### 2. PUBLIC COMMENT

The public is invited to speak on any matter not appearing on the agenda, and within the subject matter jurisdiction of the District. Comments should be limited to three minutes. Please state your name and address for the record.

### 3. CELEBRATION OF LIFE AWARD

A Celebration of Life Award from the Contra Costa Country EMS Agency to Matthew Scanlan

### 4. CONSENT AGENDA

- 4.1. **Meeting Minutes – January 18, 2017**  
Staff Recommendation: Receive and File
- 4.2. **Monthly Incident Report for January, 2017**  
Staff Recommendation: Receive and File
- 4.3. **Monthly Check/Voucher Register for January 2017**  
Staff Recommendation: Receive and File
- 4.4. **Quarterly Treasurer's Report**  
Staff Recommendation: Receive and File
- 4.5. **Quarterly Ambulance Billing Report**  
Staff Recommendation: Receive and File

### 5. COMMITTEE REPORTS

- 5.1. **Finance Committee (Directors Anderson and Barber)**
- 5.2. **Ad Hoc Pension Review Committee (Directors Barber and Jorgens)**
- 5.3. **Ad Hoc Financial Reporting Committee (Directors Jex and Jorgens)**

### 6. REGULAR AGENDA

- 6.1. **Authorize Investment in the PARS Public Agencies Post-Employment Benefits Trust Passively Managed Capital Appreciation Portfolio for Pension Funds, Authorize Transfer of OPEB Trust Funds from the Actively Managed Capital Appreciation Portfolio to the Passively Managed Capital Appreciation Portfolio, Approve the Investment Guidelines Documents for the Pension and OPEB Plans and Authorize a Pension Contribution in the Amount of \$256,000 to the PARS Trust in Fiscal Year 2016/17**

Staff will present information to the Board regarding Investment in the PARS Public Agencies Post-Employment Benefits Trust Passively Managed Capital Appreciation Portfolio for Pension Funds, Transfer of OPEB Trust Funds from the Actively Managed Capital Appreciation Portfolio to the Passively Managed Capital Appreciation Portfolio, the Investment Guidelines Documents for the Pension and OPEB Plans and a Pension Contribution in the Amount of \$256,000 to the PARS Trust in Fiscal Year 2016/17.

Staff Recommendation: 1) Receive; 2) Discuss; 3) Authorize investment in the PARS Public Agencies Post-Employment Health Care Plan Trust passively managed Capital Appreciation portfolio for the pension funds, authorize transfer of OPEB trust funds from the actively managed Capital Appreciation portfolio to the passively managed Capital Appreciation portfolio, approve the Investment Guidelines Documents for the Pension and OPEB plans and authorize a pension contribution in the amount of \$256,000 to the PARS trust in fiscal year 2016/17.

6.2. **Formation of an Ad Hoc Committee to Update Policy 11 Board of Directors and Fire Chief Roles and Responsibilities, and Resolution 11-03, Adopting Rules of Procedures for Board Meetings and Related Functions and Activities**

The Board will discuss the formation of an Ad Hoc Committee to update Policy 11 Board of Directors and Fire Chief Roles and Responsibilities, and Resolution 11-03, Adopting Rules of Procedures for Board Meetings and Related Functions and Activities

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

6.3. **Mid-Year Budget Review 2016/17, Approve Budget Adjustments and Long Range Financial Plan Update**

Staff will present the Mid-Year Budget Review 2016/17, Budget Adjustments and Long Range Financial Plan Update.

Staff Recommendation: 1) Approve an increase in the General Fund revenue budget in the amount of \$323,948; 2) Approve an increase in General Fund expenditure appropriations in the amount of \$387,516; 3) Approve an increase in the Capital Projects Fund revenue budget in the amount of \$2,960,024; 4) Approve a decrease in the Capital Projects Fund expenditure appropriations in the amount of \$13,394; 5) Approve an increase in the Debt Service Fund revenue budget in the amount of \$3,000.

6.4. **Annual Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016**

Staff will present information to the Board regarding the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016.

Staff Recommendation: 1) Receive the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016, the Gann Appropriation Limit Schedule and the Communication With Those Charged With Governance and Communication of Internal Control Related Matters June 30, 2016.

6.5. **Audit Services Contract for Fiscal Year 2016/17**

Staff will present information to the Board regarding the Audit Services Contract for Fiscal Year 2016/17.

Staff Recommendation: 1) Provide direction to staff regarding the audit contract for fiscal year 2016/17

7. ANNOUNCEMENTS

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

(Government Code Section 53232.3(d))

7.2. **Questions and informational comments from Board members and Staff**

8. 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) 258-4599, 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 February 10, 2017, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Grace Santos, District Clerk