



Moraga-Orinda Fire District
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
April 17, 2024
(APPROVED MAY 15, 2024)

1. OPENING CEREMONIES

The Board of Directors convened Open Session at 6:03 p.m. on April 17, 2024, at the Orinda Library Auditorium, 26 Orinda Way, Orinda, California 94563. This meeting was conducted in a hybrid format with in-person and remote options for public participation. The meeting included teleconference participation from Board Member Greg Hasler from Celebration, Florida.

President Roemer 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 with asterisks):

Board Members: Director Steven Danziger, Director Greg Hasler**(*arrived at 6:11 p.m.*), Director John Jex (*arrived at 6:34 p.m.*), Director Craig Jorgens, President Mike Roemer

Staff: Fire Chief Dave Winnacker**, Administrative Services Director Gloriann Sasser, Human Resources Manager Christine Russell, District Clerk Marcia Holbrook

District Counsel: Renne Public Law Group Founding Partner Jonathan Holtzman and Senior Analyst Luke Jensen

2. PUBLIC COMMENT – CLOSED SESSION ITEMS (audio 00:01:19)

There were no requests to address the Board.

At 6:04 p.m., the Board adjourned to Closed Session.

3. CLOSED SESSION

3.1 Conference with Labor Negotiator - Local 1230, IAFF

(Government Code Section 54957.6)

Employee Organization: Local 1230, International Association of Firefighters IAFF

Agency Designated Representative: Luke Jensen

3.2 Conference with Labor Negotiator – MOFCOA

(Government Code Section 54957.6)

Employee Organization: Moraga-Orinda Fire Chief Officers' Association

Agency Designated Representative: Luke Jensen

3.3 Conference with Labor Negotiator - Unrepresented Employees

(Government Code Section 54957.6)

Employee Organization: Unrepresented Employees

Agency Designated Representative: Luke Jensen

3.4 Conference with Legal Counsel - Existing Litigation

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

Name of Case: Sandia Pearson and Anita K. Pearson v. Moraga-Orinda Fire District

Case No. N23-2201

3.5 Item 3.5 Conference with Legal Counsel - Existing Litigation

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

Name of Case: Peter J. Nowicki v. Contra Costa County Employee' Retirement Association, Moraga-Orinda Fire District, and Does 1 - 25 inclusive

Case No. Case No. MSC17-01266

At 6:40 p.m., the Board adjourned the Closed Session.

4. RECONVENE THE MEETING (audio 00:02:29)

President Roemer reconvened the Moraga-Orinda Fire District Board of Directors regular meeting at **7:00 p.m.** Present were the following Directors and Staff (present in person unless noted with asterisks):

Board Member: Director Steven Danziger, Director Greg Hasler**, Director John Jex, Director Craig Jorgens, President Mike Roemer

Staff: ~~Fire Chief Dave Winnacker~~ (absent), Administrative Services Director Gloriann Sasser, Fire Marshal Jeff Isaacs, Battalion Chief Lucas Lambert, Finance Manager Mary Smith**, Human Resources Manager Christine Russell, District Clerk Marcia Holbrook

District Counsel: Renne Public Law Group Founding Partner Jonathan Holtzman

5. REPORT OF CLOSED SESSION ACTION (audio 00:02:50)

There was no reportable action regarding Items 3.1-3.5.

6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 00:02:57)

Jonathan Goodwin, Canyon resident (attended via Zoom), expressed concerns about the decision-making process regarding the Standards of Cover document. He mentioned that the Board was initially told it would be a board decision, but it turned out not to be, and the public was cut out of the process. He questioned whether this was in or out of line with the Brown Act or an ethical situation. Mr. Goodwin expressed frustration with the lack of transparency and analysis in the Board's decision-making process. He then referenced an article written by Fire Chief David Winnacker published in Dailydispatch.com on August 7, 2023, that questioned the evidence of the efficacy of fuel breaks, which coincided with the Fire Chief's advocacy for the MOFD Fuel Break Ordinance. Mr. Goodwin questioned this logic, and pondered whether the Board was fulfilling its duties, and recommended the Board get a second opinion on this matter.

President Roemer inquired if counsel wished to offer a brief response regarding whether the Board has the discretion to handle the Standards of Cover issue internally. District Counsel Holtzman responded that the Brown Act regulates communication for board members with each other and with the public. The issue of how the Standards of Cover is handled is not a Brown Act issue unless Mr. Goodwin asserts that more than two members of the Board (a quorum of the Board) got together impermissibly. Counsel has not received information to support that claim. Mr. Goodwin responded he appreciated the explanation provided.

Mr. Goodwin complained that he was receiving audio feedback that was affecting his speaking ability. District Clerk Holbrook acknowledged Mr. Goodwin's concern regarding the audio feedback and noted that Director Hasler had also reported some audio feedback.

At 7:06 p.m., District Clerk Holbrook requested that the meeting be paused to address the audio feedback issues. President Roemer paused the meeting. Adjustments were made to address the audio problems. District Clerk Holbrook requested Director Hasler to test his audio, seeking confirmation that the issue had been resolved. Director Hasler responded affirmatively, noting the improved sound quality and absence of audio feedback.

At 7:07 p.m., President Roemer resumed the meeting and confirmed that the audio issue had been resolved. He noted there was some audio feedback heard during Mr. Goodwin's comments but assured him that he was able to understand Mr. Goodwin's comments.

There were no additional requests to address the Board.

7. ANNOUNCEMENTS (audio 00:09:08)

7.1 Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d)). Director Jorgens mentioned that he and Fire Chief Winnacker participated in a meeting with the Orinda School District, which was not associated with any committee but was situated within his District. The purpose of the meeting was to discuss evacuation plans for Sleepy Hollow School, leading to an improved understanding of responsibilities. In general, there will be more community involvement and education.

7.2 Questions and informational comments from Board members and Staff. None.

7.3 Communications Received. President Roemer noted two communications had been received from Mr. Jonathan Goodwin and Ms. Valerie Colber. He acknowledged reading the communications and expressed gratitude for the input.

7.4 Fire Chief Updates

a. Finance Report

Finance Manager Smith provided the report covering the status of Office of Emergency Service (OES) reimbursements, the Tunnel East Bay Hills Fuel Break, and Treasury Bills updates. The presentation is attached to these minutes (item 7.4(a)). Director Jorgens expressed optimism about the increased cash return and noted the extension of terms beyond the fiscal year, which he considered favorable.

b. Human Resources

HR Manager Russell announced that five trainees are slated to graduate from the Con Fire Academy on May 20, 2024, with a sixth trainee beginning training at Alameda City on the same date. HR Manager Russell noted the recent promotional fire exam, which resulted in Firefighter-Paramedic Travis Dulli's promotion to Engineer-Paramedic 2 on April 15, 2024. Fuels Mitigation Specialist Roberto Sanchez also began employment on April 8, 2024.

Director Danziger requested that the Board be informed about the graduation details, including time and place, and asked to be invited if attendance was possible.

c. Fire Marshal

Fire Marshal Isaacs provided an update during the meeting, stating that fire prevention activities had been consistently busy over the past month. The inspection team focused on junipers, and inspectors worked with St. Mary's College and other schools. Fire Marshal Isaacs mentioned improvements in the inspections with the dorms at St. Mary's College with fewer violations due to increased education efforts. He also highlighted the decrease in nuisance alarm responses to St. Mary's College, attributing it to education and collaboration with Staff to address identified issues.

President Roemer expressed satisfaction with the progress, noting the longstanding nature of the issue and the positive strides made. Director Jex inquired about the resolution method, questioning if technology played a role. Fire Marshal Isaacs responded, stating that St. Mary's College hired a consultant to work with their facility staff and make changes to their systems. He mentioned education efforts directed towards dorm residents and identified factors contributing to nuisance alarms, such as fan blades and smoke detector placement. President Roemer acknowledged the progress made without significant investment in upgraded hardware, which Fire Marshal Isaacs confirmed.

Director Danziger noted the 15 juniper and bamboo violations listed in the report. He recalled a previous report in which hundreds of violations were reported and expressed curiosity about the status. He mentioned that bamboo still exists on Moraga Way and sought a general update. Fire Marshal Isaacs explained that Staff has been working with property owners, educating them about the ordinance requirements. Many have complied after understanding the necessity of the regulations. However, some property owners have resisted, refusing to remove the vegetation to 10 feet. Director Danziger asked if citations had been issued. Fire Marshal Isaacs responded that some citations have been issued, but many properties have complied or are working to comply and have received extensions where property owners have faced difficulties finding contractors. Director Danziger asked Fire Marshal Isaacs if he knew of the specific property he was referencing on Moraga Way with the juniper. Fire Marshal Isaacs responded negatively. Director Danziger offered to provide details later.

Director Danziger inquired about the property listed on the administrative citation report "Corte Royal." Fire Marshal Isaacs answered it was a street in the Campolindo neighborhood with issues related to dead trees. The property owner attributed the death of the trees to a vendor and was in litigation. However, the trees were recently removed, and the Owner has requested a fee waiver. Fire Marshal Isaacs discussed the process for how fee waivers are handled based on their amount. The discussion also covered the status codes in the GoGov and Data Ticket systems, the meaning of "FTB" (Franchise Tax Board), and ongoing issues with another property on Camino Don Miguel.

Director Jorgens raised concerns about vegetation management in previously treated areas in the north part of Orinda. Despite being categorized as green areas, there are still issues with shrubbery growing close to houses without proper trimming. Director Jorgens emphasized the importance of maintaining the two-foot clearance to protect the buildings. He inquired whether the District planned to revisit these properties to ensure compliance with vegetation management regulations.

Fire Marshal Isaacs confirmed that Staff are instructed to enforce the two-foot non-combustible zone during inspections and are prepared to revisit previously treated areas if needed. President Roemer inquired about tracking staff time spent on investigations that result in substantial fines, questioning whether there is a method to quantify this through software or estimation. Fire Marshal Isaacs answered yes; Staff can enter time in the GoGov system.

Director Jorgens expressed his support for not waiving fees in cases where significant staff time has been invested for the time spent enforcing rules.

President Roemer suggested that the amount of staff time spent on a case could be considered when evaluating appeals for relief from fines. While not determinative, it would be one of the criteria considered by the Board.

Director Jex inquired about the fee collection and the tendency to waive fees upon compliance. Fire Marshal Isaacs affirmed a third-party system collects the fines. He added that funds from the franchise tax board have also been received for unpaid fines. Director Danziger asked if these funds were in the budget. ASD Sasser confirmed the fees are deposited into the general fund under the administrative citation fee category, with current fiscal year collection of \$39K.

d. Tunnel East Bay Hills Fuel Break Project

Fire Marshal Isaacs provided the report. The first quarter is nearing completion, with billing documents and quarterly reports being prepared for submission to Cal Fire. Fuels Mitigation crews halted operations last month due to rain, particularly during pile-burning activities. Approximately 70 piles remain to be burned before the grass conditions change in the area. The project coordinator is expected to return in the first week of May to collaborate on completing the remaining tasks. Plans are underway to resume work in early to mid-May. The project is expected to be completed by October or November 2024.

e. Home Hardening Grant Program

Fire Marshal Isaacs updated the Board on the home hardening grant program, highlighting distribution of gutter guards on April 12 and 13, with 107 residents receiving materials and 47 remaining to collect theirs. Director Danziger inquired about the status of vent requests, to which Fire Marshal Isaacs noted a slowdown in requests, with most requests now for gutter guards. However, the Orinda Woods HOA requested vent mesh, receiving 200 feet. Director Jorgens mentioned nearly 5,000 feet of gutter guards for the houses in the Orinda Woods HOA, with more expected. The guards will be shipped directly for larger orders, such as those for Moraga Country Club, which has 500 homes.

f. Operations

Battalion Chief Lambert delivered the operations report, highlighting the recent promotional exam for the engineer's position, which included various exercises such as a cones course driving test and recognized Staff members who assisted with the test. The presentation is attached to these minutes (item 7.4(f)). Engineer Travis Dulli emerged as the top candidate and was promoted to fill an existing vacancy. He also discussed a recent incident involving a garbage truck fire and commended the crews' swift response. Additionally, Battalion Chief Lambert mentioned MOFD's participation in the first annual touch-a-truck event with the City of Orinda and announced upcoming similar touch-a-truck events. Battalion Chief Lambert spoke about increased responses to limited access rescues due to outdoor activities. He acknowledged the Rescue One Foundation's assistance in acquiring a Kubota skid mount unit for remote rescues. Battalion Chief Lambert concluded by inviting everyone to the Orinda open house on May 4.

g. Upcoming Calendar and Events - (next 30 days)

District Clerk Holbrook noted that the item was added to the agenda at the request of a director during the previous meeting. All MOFD and external events listed for the next 30 days are on the agenda.

President Roemer opened Public Comment. There were no requests to address the Board.

8. CONSENT AGENDA (audio 00:39:48)

- 8.1 Meeting Minutes – March 20, 2024 (regular)**
- 8.2 Monthly Incident Report – March 2024**
- 8.3 Monthly Check/Voucher Register – March 2024**
- 8.4 Monthly Financial Report– March 2024**

President Roemer Opened Public Comment. There were no requests to address the Board.

Motion by Director Danziger and seconded by Director Jorgens to approve Consent Agenda items 8.1-8.4. The Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None).

District Clerk Holbrook noted the updated rules of procedures for regular agenda items. According to Section 2.6 of the adopted rules and procedures, public comment will be taken after the board discussion. Subsequently, if there is a motion, the process will proceed directly to deliberation and voting.

9. REGULAR AGENDA

9.1 First Reading and Introduction of Ordinance No. 24-02, An Ordinance of the Moraga-Orinda Fire Protection District of Contra Costa County establishing and adopting a schedule of fees and collections policies for Ambulance Transport and Superseding Ordinance No. 01-01 (audio 00:40.24)

Fire Marshal Isaacs provided the report outlining the background of emergency medical services. Emergency medical services are partially paid for by ambulance transport, and non-transport emergency medical services cost recovery fees. The District's Ambulance Service Agreement with Contra Costa County EMS includes a provision for an annual modification to emergency medical services fees. Staff recommended the Board increase ambulance fees, as detailed in the staff report.

There was no discussion or questions by the Board.

President Roemer opened Public Comment. There were no requests to address the Board.

Motion by Director Jorgens and seconded by Director Danziger to adopt and waive the first reading of Ordinance No. 24-02 of the Moraga-Orinda Fire Protection District of Contra Costa County adopting a schedule of fees and collections policies for Ambulance Transport and Superseding Ordinance No. 01-01, effective July 1, 2024. The Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None)

9.2 Long-Range Financial Forecast April 2024 (audio 00:43:12)

Administrative Services Director Sasser provided the report and presentation, attached to these minutes as item 9.2. The Long-Range Financial Forecast (Forecast) was previously discussed in detail at the March board meeting. Subsequently, CCCERA provided six-year employer cost projections based on 2023 investment earnings of 9%. These projections were used in the scenarios. ASD Sasser presented a graph illustrating the projected unrestricted fund balance for the next ten years based on scenario A, with property tax revenue growth of 3.5%, and scenario B, with property tax revenue growth of 2.5%. Staff requested board direction regarding the Forecast.

Director Jorgens commented that the Forecast shows an assumed interest income of \$750K and asked about the rate used. ASD Sasser stated the District is expected to earn \$756K in the current fiscal year. As a result, \$750K was used throughout, which aligned with the current interest rate environment. Director Jorgens replied that the challenge is that the inflation rate used for the expenses (except for salaries) is around 3%. The assumed rate for interest income and expenses should be linked. Staff should either change the inflation rates or reduce the income. Director Jorgens also expressed skepticism about the assumed interest income of \$750K, which was used indefinitely as interest income. He opined that the interest earnings would decrease from 5% after a couple of years. Director Jorgens then pointed out that the Deputy Fire Chief and Office Specialist positions were included in the Forecast but have not been discussed by the Board. He wanted to ensure the Board was aware of this, as referenced in the staff report.

Director Danziger stated there are a lot of assumptions made in the Forecast, and it serves as a guide that adapts as actual data becomes available and expressed no objection to using \$750K as a placeholder for interest income. Director Jex agreed with Director Jorgens and suggested using a downward trend in interest rates over the next five years, from 5% to 4% within the following year. Director Jorgens proposed trending it down to 3% over the next two or three years and reemphasized the importance of aligning the interest rate with the District's balance sheet. ASD Sasser sought clarification on the Board's direction and asked if the Forecast should start with a 5% rate of return and gradually decrease it to 3% and inquired whether to maintain the 3% rate flat or adjust it further throughout the 10-year Forecast.

Director Jorgens stated that CCCERA currently operates with a 3.5% assumed rate of interest on their cash balances and salary increases in their models. He requested aligning the District's assumptions with CCCERA, considering that pension expenses constitute a significant portion of the District's overall expenses.

ASD Sasser noted that while CCCERA's assumptions are used for measuring pension liability and other calculations, the District's investments are in treasury bills, which differs from the CCCERA portfolio. ASD Sasser sought guidance on whether to proceed with the proposed trend from 5% down to 3% and then maintain it at 3%, assuming continued investment in treasury bills, and then asked for the Board's opinion on the future trajectory of treasury bills over the next ten years.

President Roemer echoed Director Jorgens' suggestion, advocating for either a 3.5% or 3% rate, with a preference for conservatism leaning towards 3%. President Roemer proposed a gradual decline from 5% this year to 4% next year and 3% the following year, seeking input from others. Director Danziger sought clarification and asked 3% or 4% of what. Director Jorgens suggested examining the average amount of money the District could keep invested over the past year or two based on the balances.

President Roemer asked if it was reasonable to assume that the investment scenario over the next five to ten years would resemble this year and echoed Director Danziger's question about the percentage. Director Jorgens explained the District ought to be able to calculate what percentage of the general fund balance can be invested and then take that percentage and multiply it times our general fund balance going forward and then multiply it by the interest rate. Director Danziger asked if Staff could perform the calculations as discussed. ASD Sasser confirmed she had received sufficient direction and could proceed with the calculations as requested.

Director Jorgens then commented on the importance of aligning the District's assumptions with CCCERA's for consistency. He noted that CCCERA used a 3.5% rate for pension calculations and suggested matching this rate to avoid conflicting assumptions. Director Jorgens acknowledged that 3.5% might not be ideal but stressed the need for consistency. The Board expressed no objections to using 3.5%.

ASD Sasser clarified that the forecast currently assumes a 3% salary increase for both safety and non-safety positions. ASD Sasser restated that the Board's direction is to align the salary increase assumption with CCCERA's 3.5% rate. Director Jorgens affirmed the alignment with CCCERA's assumptions, emphasizing consistency within the model. He acknowledged the potential for labor negotiation outcomes to influence these numbers but stressed the importance of current consistency with CCCERA's assumptions.

President Roemer invited any additional comments from the Board before concluding the discussion. Director Jorgens inquired about the plan moving forward regarding the discussed scenario. ASD Sasser explained that the Board does not formally vote to approve the Forecast. Staff presented a scenario last month and received direction to prepare a second scenario, which was presented tonight. Now, with further direction for additional changes, Staff will bring the Forecast back for a third time at the May meeting.

President Roemer acknowledged the update Staff provided on the property tax calculations at 2.5% and 3.5% and its significant impact over time, as illustrated on the graph. Director Jorgens commented on the impact of inflation and interest rates on housing affordability. He noted that assuming a 5% inflation rate and a 5% interest rate could lead to fewer people affording houses, especially with higher mortgage rates. He mentioned a recent slowdown in house turnover, resulting in reduced growth rates due to fewer houses being marked to market with Proposition 13. Director Jorgens explained that as houses which have low rates with Proposition 13 are sold, they get marked to market, resulting in fewer turnovers, which would eventually affect tax revenues, albeit with a lag, and start hitting the District in the future.

President Roemer opened Public Comment. There were no requests to address the Board.

9.3 Public Budget Workshop - Development of Annual Operating Budget FY2025 and Board Direction Regarding the Draft Budget, General Fund Discretionary Expenditure Budget, Staffing Including the Addition of One Deputy Fire Chief Position and One Office Specialist Position, Capital Projects Fund, Tunnel East Bay Hills Fuel Break Fund and Fire Risk Reduction Grant Fund Budgets. (audio 57:55)

Administrative Services Director Sasser presented a draft budget as the first step in the public budget process, attached to these minutes as item 9.3. A draft budget was prepared as the initial step in the public budget process. Following the Board's direction, the proposed budget will be returned for further input in May and adoption in June. The draft budget outlines General Fund revenue of \$36.7M and expenditures of \$33.3M, resulting in a surplus of \$410K after a \$3M transfer to the Capital Projects Fund. Revenue is projected to increase by \$1.3M, primarily from property tax and ambulance revenue increases. Expenditures include \$28.7M for salaries and benefits, with two new positions proposed: Deputy Fire Chief and Office Specialist. CCCERA costs are set to rise 10.5%, OPEB contributions at \$429K, and a \$1.2M Pension Rate Stabilization Trust contribution. Non-discretionary expenditures total \$29.4M, while discretionary expenditures cover significant variances, including increased retirement contributions, building maintenance, vehicle repairs, software purchases, and fuel mitigation projects. The Capital Projects Fund includes \$1.4M in expenditures, with a \$3M transfer from the General Fund for Station 41/Administration construction. Reserves are projected to increase, with General Fund

reserves rising by \$410K in 2025 and pension and OPEB trust funds also increasing. Staff requested board direction on the FY 2025 proposed budget.

President Roemer inquired about the details of the emergency preparedness/CERT budget, expressing surprise at its \$287,544 amount, as he thought it to be about half that figure. Director Danziger also inquired about the emergency preparedness CERT line item of \$287,544 and requested an explanation of its components beyond funding a halftime position. ASD Sasser responded, directing attention to page 177 of the board packet for details on the emergency preparedness proposed budget. Total emergency preparedness/CERT expenditures amount to \$404,544, primarily allocated to salaries and benefits. The breakdown includes permanent salaries of \$86K for the office specialist, hourly salaries of \$97,637 for the part-time position, and a significant portion, \$130K, for overtime related to the Incident Management Team, driving the total budget to \$400K.

Director Danziger requested more information on the Incident Management Team in emergency preparedness. ASD Sasser explained that the part-time emergency preparedness coordinator participates in incident management work during fires and that the District receives reimbursement for these costs. President Roemer inquired about the reimbursement percentage, and ASD Sasser clarified that it exceeds 100%, including the hourly rate, administrative surcharge, and vehicle cost. Director Danziger and President Roemer acknowledged the benefits of this arrangement.

Director Danziger then inquired about the CERT program and understood it served Lafayette, Moraga, and Orinda and asked if Lafayette contributed to the program. ASD Sasser explained that Lafayette no longer contributed funds to the program. Director Jorgens recalled that Lafayette ceased funding the program due to hiring their own personnel. Director Danziger requested a future agenda item for the next meeting to understand the CERT program and how the funding works. Director Jorgens suggested initiating a conversation with Lafayette, emphasizing that if they wish to continue their residents' participation in the program, they should clarify their level of involvement.

Director Danziger inquired about the body cameras in the budget and asked if it was a new request. ASD Sasser confirmed that the District currently does not have body cameras. Director Danziger asked if the body cameras would be exclusively for the fire prevention staff. Fire Marshal Isaacs confirmed. Director Danziger then requested an explanation on the necessity of body cameras. Fire Marshal Isaacs explained that the inclusion of body cameras in the proposed budget resulted from discussions between himself and the Fire Chief over the past few budget cycles. He cited instances where the Fuels Mitigation Specialists encountered situations where residents alleged discrepancies in compliance assessments or inappropriate behavior. Body cameras would document interactions and provide clarity regarding the situation at hand.

Director Danziger requested additional information regarding the use of body cameras, acknowledging that he had many questions on the topic, particularly regarding the need for policies and legal considerations. Director Jorgens agreed and added that the presence of body cameras could alter the dynamic of interactions with individuals, potentially hindering efforts to maintain a friendly dialogue when the presence of cameras is disclosed. Fire Marshal Isaacs affirmed the need for a comprehensive policy regarding the use of body cameras. He emphasized that Mr. Holzman's team would need to draft a policy to outline protocols for when inspectors wear the cameras, when they do not and what notifications are required when engaging with citizens.

President Roemer inquired about the practices of other fire departments regarding the use of body cameras and whether residents are notified and if Staff is required to provide permission before recording. Fire Marshal Isaacs responded that no other fire departments utilize body cameras for inspections, noting that this practice is more common in law enforcement. President Roemer acknowledged that while he understood the rationale for using body cameras, he emphasized the need to ask further questions and anticipate potential legal issues before approving the body cameras despite the seemingly reasonable cost. Director Jorgens requested the topic be added to a future agenda.

Director Danziger requested job descriptions regarding the roles and responsibilities of the deputy fire chief and office specialist positions. Director Jorgens echoed this sentiment, suggesting that these future agenda items be included as future agenda items before finalizing the budget. President Roemer agreed.

Director Jorgens raised concerns about the District's budgeting practices regarding capital expenditures. He noted that while the budget allocates funds annually for the capital budget, there's a lack of consideration for depreciation in the Forecast. He suggested that the District should reserve funds for future asset replacements by incorporating accumulated depreciation. Director Jorgens highlighted the need for a reserve fund that goes beyond immediate expenditure. He commented that the current

process arbitrarily allocates \$3M each year without considering the specific requirements. ASD Sasser answered the \$3M allocated for the Capital Projects Fund in the annual budget is derived from the Forecast. This amount has been consistent over several years and was initially determined based on the previous pension obligation bond payment. The allocation is not tied to depreciation. Director Jorgens pointed out that since that bond is paid off, that line item in the budget is no longer necessary.

ASD Sasser sought clarification on whether the \$3M contribution should remain in the FY 2025 budget and if the depreciation should be included in the Forecast. Director Jorgens stated that the income and balance sheet already accompany the budget. He suggested including an accumulated depreciation line in the balance sheet to guide the accumulation of capital funds, as the \$3M contribution currently appears arbitrary. Director Jex interpreted the \$3M as being earmarked for anticipated expenditures related to Station 41. ASD Sasser confirmed that the Forecast accounts for anticipated expenditures on significant capital projects like the Station 41 project. The transfers outlined in the Forecast ensure sufficient funds will be available to cover these expenses with cash.

Director Jorgens stressed the significance of integrating long-term capital planning into budgeting, emphasizing the need to consider the entire lifespan of assets based on a federal depreciation schedule. He recommended allocating funds annually to prepare for future replacement costs, ensuring that significant expenses are anticipated gradually rather than suddenly impacting the budget, mitigating future financial strain on the District.

Director Jorgens inquired about the significant increase in Strike Team revenue projections compared to previous years. ASD Sasser explained that the higher projection is a precautionary measure to ensure sufficient funds are allocated in case of increased demand or unexpected expenses. The decision to raise the revenue estimate was aimed at avoiding the need for budget adjustments during a busy year. Director Jorgens expressed concern that the significant increase in Strike Team revenue is not conservative, as it assumes a rosier financial outlook based on potential additional revenue. He suggested revising the projection downward to align with historical trends, proposing a 5% increase from the previous year or following the trend line from the past five or six years. ASD Sasser asked for clarification on the desired level of reduction for both Strike Team revenue and Overtime expenditures. Director Jorgens recommended using historical trends or averages and examining data from the past five or six years to determine the typical revenue increase, aiming for a 5% rise or aligning with a previous estimate of around \$400K-\$500K.

Director Jorgens inquired about the expenses related to computer software, particularly for tracking patient data, and asked if that expense was being passed on to customers through billing. ASD Sasser answered that the costs of new Patient Care Software are not factored into ambulance recovery costs. However, the budget includes funds for a new fee study, which will encompass ambulance fees, among other considerations. Director Jorgens inquired about the need for a comprehensive study.

President Roemer asked if the ambulance fees covered the additional record-keeping requirements. ASD Sasser stated the consultant would need to determine whether Patient Care Record software costs could be included in these fees. Director Jorgens suggested avoiding a comprehensive study. District Counsel Holtzman explained the necessity of periodic cost studies to justify fees under Proposition 218, emphasizing the importance of preventing expensive lawsuits. President Roemer expressed concern about the cost of the study. District Counsel Holtzman discussed the importance of preventing legal challenges.

Director Jorgens asked about the increase in Special Department expenses. ASD Sasser reviewed the expenses, of which a significant portion was related to additional fuels mitigation projects, detailed on page 169 of the packet. Director Jorgens questioned the substantial maintenance increase for buildings, especially for Station 45, undergoing a \$1M renovation. ASD Sasser reviewed the building maintenance details outlined in the budget by each station. ASD Sasser noted funds have been allocated for annual solar panel cleaning at the three stations equipped with solar panels and elevator servicing at Station 43. Director Jorgens also noted that Station 45 might not meet fire code standards for exterior hazard abatement. Director Jorgens suggested the District clean the solar panels themselves and proposed using the ladder trucks and hoses as training opportunities, highlighting their capability to access rooftops effectively.

Director Danziger inquired about a \$7K expense for a ventilation fan at one of the stations. ASD Sasser acknowledged the expense but was unsure about the specific station where the ventilation fan would be installed. Director Danziger questioned the proposed salary increases for the fuel mitigation specialists.

He questioned the basis for the recommended 10% increase and requested data to support salary adjustments.

Director Jorgens acknowledged the lack of market data but proposed examining whether higher-paying opportunities elsewhere prompted staff turnover. He agreed with Director Danziger's assessment that a 10% raise seemed substantial without supporting data. Director Danziger inquired whether the two grant-funded fuel mitigation specialists perform the same duties as the three regular ones. Fire Marshal Isaacs confirmed their responsibilities are identical, and there are no additional requirements for the grant-funded positions.

Director Danziger asked about the \$75K allocated for professional services under the Board of directors' budget. ASD Sasser clarified that this funding is designated for the Standards of Cover (SOC) report. Director Danziger expressed interest in asking more about the SOC report later and deferred further discussion. President Roemer mentioned possibly completing SOC in-house, but Director Danziger reiterated his intention to request a future agenda item later in the meeting. Director Danziger noted a minor correction on page 182 regarding firefighter paramedic Travis Dulli's position, indicating that he is now an engineer.

Director Danziger discussed improving the landscaping at Station 42 through a collaboration with the Moraga Garden Club and UC Master Gardeners. He noted the Fire Chief had been involved in the discussion. Director Danziger proposed a "fire-scaping" project involving volunteers. He requested funding, potentially around \$5K, for plants, irrigation, and other materials and mentioned exploring partnerships with organizations like East Bay Municipal Utility District. Director Danziger suggested revisiting the landscaping project next month when the Fire Chief is available to discuss further details. He proposed allocating funds, not to exceed \$5K, for the project and expressed willingness to collaborate with the Fire Chief and community organizations to develop a budget plan.

Director Jex inquired about the increase in permanent salaries and compensation benefits, questioning the 7% increase. ASD Sasser clarified that the budget accounted for all authorized positions, indicating full staffing, with overtime budgeted at \$1,816,000, reflecting a reduction due to the assumption of full staffing.

Director Jorgens suggested reconsidering the longstanding practice of budgeting for full staffing when it's not the reality, leading to a recurring surplus. He proposed aligning budget projections more closely with actual staffing levels to avoid misleading forecasts and better reflect the operational reality. ASD Sasser explained that with five individuals set to graduate from the fire academy in May and another person starting, only two vacant positions remain. The department is nearing complete staffing levels for FY 2025. Director Jorgens recommended that the budget should reflect the actual staffing numbers to prevent surprises like a million-dollar surplus midyear. ASD Sasser advised that funds are legally appropriated according to the Board's goals and authorized positions during the budget adoption process. ASD Sasser recommended to continue fully budgeting based on authorized positions.

Director Jorgens pointed out that while positions may be authorized, several remain unfilled for years. The budget should reflect the reality of expected spending rather than artificially inflating it based on authorized positions. He recommended that forecasting accurately is more important than adhering strictly to authorized positions, as it provides a clearer picture of actual financial needs.

ASD Sasser highlighted pages 152 and 153 in the board packet, emphasizing that all authorized positions are nearly filled, except in emergency operations, where two firefighter paramedic roles remain vacant. Other departments, such as human resources, finance, and administration, are fully staffed except for the two proposed new positions of deputy fire chief and office specialist in emergency preparedness. Director Jorgens discussed the distinction between allocating funds and directly authorizing hiring. Allocating funds does not automatically authorize hiring. A separate board action is needed to adjust staffing levels.

Director Jex inquired about the workers' compensation figures, noting a lower recovery despite a higher expenditure. ASD Sasser answered that the conservative estimate of \$100K for recovery was used, anticipating potentially higher amounts. Director Jex questioned the difference between the amount spent on workers' compensation and the recovery amount. ASD Sasser explained she was conservative in estimating the recovery amount, anticipating it to be higher. Director Jex then asked if the difference in figures between the two years was fixed and if the District was self-insured. ASD Sasser answered that the District is part of a joint powers agreement with other local government agencies and that their rates are determined by factors such as their historical costs over the last five years.

Director Jorgens clarified that the joint arrangement is a pool where they collectively purchase insurance at a group rate. He asked if the rate was determined by the District's specific history or the group's history. ASD Sasser confirmed that the rate is based on the District's history, not the group's. Director Jorgens pointed out that the group purchases insurance rather than being self-insured. ASD Sasser explained the pool is not strictly traditional insurance but rather a pooled arrangement. Each participating agency contributes funds to this pool, which operates as a separate local government agency. The pooled funds are then used to cover claims and related costs for all participating agencies.

Director Jex pointed out that their experience with recoveries surpasses the budgeted amount. ASD Sasser explained that in the current fiscal year 2024, the District expects to recover about \$450K from the Joint Powers Agency. Director Jorgens emphasized that the money they receive is essentially what the District has put into the pool in the first place and questioned why it isn't a zero-sum game at the end of the day, given that their costs are based on the District's history, and they contribute to a joint pool, and asked why there isn't a separate account where their recoveries accumulate. ASD Sasser responded that she would need to review the agreement to provide a more detailed explanation. The essence of the pooling agreement is to share risk among all participants, which theoretically leads to lower costs due to increased negotiating power and shared administration. Director Jorgens requested more information on workers' compensation, considering the significant financial implications. He requested a future agenda item to review the contract and analyze its historical data. He emphasized the importance of ensuring they receive the appropriate amount based on the District's history and costs without subsidizing other entities with worse historical records.

District Counsel Holtzman provided additional context regarding the components of workers' compensation. He explained that salary replacement is a small part of the process. There are other significant components, such as medical expenses and administrative costs. District Counsel Holtzman highlighted the complexity of workers' compensation, mentioning legal proceedings, contested cases, subject matter experts (SMEs), and examinations. He emphasized that the recovery mentioned by ASD Sasser pertains to the salary replacement component, but many other costs are involved in the overall workers' compensation process. Director Jorgens expressed concern about whether the District is receiving a fair deal from the pool and raised the possibility that if the District is grouped with organizations experiencing higher injury rates, the District may be subsidizing others through their premiums.

District Counsel Holtzman acknowledged that it would be beneficial to have a presentation to the Board about workers' compensation sooner rather than later to clarify how it works and what the workers are paying for. Director Jorgens continued drawing an analogy to paying the same medical insurance premium as individuals with higher medical bills. He emphasized the importance of ensuring they've negotiated the right deal and aren't on the losing end of the arrangement due to lower claim rates or a younger group.

Director Jorgens asked if salaries are assumed to have a zero increase. ASD Sasser explained that salaries are based on the current salary schedule and do not include any increases because the District is in ongoing labor negotiations. Until negotiations are finalized, any potential salary increases are not factored into the current budget discussions. ASD Sasser sought clarification regarding the absence of a salary increase in the current draft budget. The previous practice of adjusting the budget when new Memorandums of Understanding (MOUs) are brought to the Board for approval ensures transparency regarding the cost of the MOU to the public. ASD Sasser requested board direction to continue with this practice or incorporate a salary increase into the budget. President Roemer responded that the Board should gather more information before making adjustments because the information is currently unavailable, emphasizing the importance of having all relevant information before making decisions regarding budget adjustments. Director Jorgens agreed.

President Roemer opened Public Comment.

Jonathan Goodwin, Canyon resident (attended via Zoom), inquired about the workshop's nature. President Roemer explained that it is a forum for discussing issues and informing the Board, Staff, and the public. Mr. Goodwin mentioned that in the past, a three-minute rule has been absent, suggesting there was more opportunity for back-and-forth discussion. President Roemer explained the rule, expressing concern about prolonging the meeting excessively. Mr. Goodwin requested the clock be restarted and expressed frustration, feeling his time was being consumed unfairly. President Roemer agreed to restart the clock and encouraged Mr. Goodwin to comment without asking questions to utilize the remaining time effectively. Mr. Goodwin asserted his right to seek procedural clarification and noted his remaining time was nearly up. President Roemer agreed to extend the time.

Mr. Goodwin began his comments by addressing the issue of full staffing at Station 45, which he feels has been overlooked. He questioned whether the Board had determined a policy regarding this matter. Next, he expressed concerns about the Deputy Fire Chief position, emphasizing the need for more than just a job description. Mr. Goodwin believed the Board should understand the context and analyze what the position would accomplish, including identifying operational defects and comparing alternatives such as hiring a fourth battalion chief or an assistant fire marshal. He advocated for fiscal responsibility, suggesting that not every dollar taken in needs to be spent immediately and proposed setting aside funds for economic downturns and facility costs. Mr. Goodwin commented on the lack of analysis for various positions and initiatives, asserting that uninformed decisions may result from incomplete information. Mr. Goodwin further questioned CERT's efficacy and highlighted the issues with a retired individual working halftime for a substantial salary, drawing parallels to a past controversial scenario involving Pete Nowicki. In conclusion, he urged the Board to consider these points for informed decision-making and emphasized the importance of obtaining comprehensive analysis and information.

Director Jorgens provided a brief comment, noting that the District is not spending all of its money, as evidenced by the growth of the general fund balance, which is forecasted to reach \$60M in the next ten years.

There were no additional requests to address the Board.

9.4 Increase Expenditures for Fire Prevention and the Home Hardening Grant Program to Include Advertising; Provide Direction Regarding the Continuation of the Home Hardening Grant Program in Fiscal Year 2024-25. (audio 2:06:18)

Fire Marshal Isaacs provided the report. The program was approved during the fiscal year 2024 budget process and offers to reimburse residents for installing ember-resistant vents, free ember-resistant mesh, and gutter guards. The Board also approved the continuation of hiring external crews for brush cutting and burning, advertising the availability of screen and gutter guards, and extending the program of paying for outside chipper crews. Director Jorgens stated the answer to the question regarding advertising was already provided in the Staff report. Director Danziger expressed a desire to improve awareness of the program among residents. He noted that while advertising is already done on the website and in the City of Orinda's newsletters, residents are still unaware of the program. Director Danziger proposed including information about the program in the annual MOFD letter sent to property owners, ensuring that every property owner is reached. Director Jorgens suggested utilizing existing signage, such as those used to announce fire fuel abatement days on June 1, to advertise the availability of free gutter guards and screens at other times of the year. He proposed placing signs directing residents to call a specific number, visit a website, or scan a QR code for more information. Director Jorgens believed this method is cost-effective and efficient. Director Danziger agreed and suggested placing signs at BART stations.

Director Jorgens stated that his concern is about the allocation of funds that haven't been utilized yet. He explained that efforts should focus on proactive fire prevention measures, such as burning brush in high-risk areas identified by the Fire Chief, even if it requires hiring additional crews or utilizing available resources like Contra Costa County Crews. Director Jorgens believed that the excess budget allocation indicates insufficient work being done in fire prevention. He preferred simplifying the process of distributing resources by utilizing Firewise organizations or homeowner associations to manage distribution. Director Jorgens advocated prioritizing brush removal and burning to effectively mitigate fire risks rather than the reimbursement part of the grant program. He suggested allocating funds towards advertising and hiring crews for brush removal to enhance fire prevention efforts. Director Danziger agreed.

District Counsel Holtzman suggested hiring a public communications person. He highlighted the challenge leanly staffed districts face in effectively disseminating information to the public. He mentioned that jurisdictions, including Orinda, have employed external agencies to assist with public communications at a reasonable cost. These agencies primarily utilize social media, emails, and other digital platforms to push out messages and information. District Counsel Holtzman emphasized that such services are not expensive and can significantly enhance the District's ability to maintain consistent public information dissemination. He suggested considering this approach to address the challenge of limited staffing resources in driving effective public communication strategies.

Director Jorgens stated that despite existing efforts such as websites and mailings, many residents are unaware of the gutter guard giveaway program. He suggested a more proactive approach, having the Fuels Mitigation Specialists place sandwich boards at inspection sites to inform residents directly. However, he acknowledged the potential challenge of managing the increased response from residents. Director Jorgens proposed allocating resources to manage the increased response, suggesting options

like having a Fuels Mitigation Specialist dedicate an hour daily to listen to voicemails and compile information or implementing a system where residents can leave their information via QR code or phone call. He emphasized the importance of prioritizing resources towards physical fire prevention measures such as cutting down brush, which he sees as the most critical aspect of the budget allocation.

President Roemer opened Public Comment. There were no requests to address the Board.

9.5 Adopt Resolution 24-04 Approving a Capital Assets Policy and Increasing the Capitalization Threshold from \$5,000 to \$40,000. (audio 2:19:20)

Administrative Services Director Sasser provided the report. During a recent Audit Committee meeting, it was identified that the District's fixed assets policy needed revision and has not been updated in 15 years. The current policy requires purchases of \$5K or higher to be capitalized and depreciated. The Audit Committee recommends increasing this threshold to \$40K, considering \$5K as outdated and not reflective of the District's current materiality threshold. Director Hasler added that during the Audit Committee meeting, they thoroughly discussed the fixed assets policy. The committee consulted with the auditor to gather information on the practices of other jurisdictions and considered various threshold levels. After deliberation, the committee concluded that increasing the threshold to \$40K was more reasonable than the current \$5K threshold. This adjustment covers larger items and reduces the administrative burden associated with record-keeping.

President Roemer opened Public Comment. There were no requests to address the Board.

Motion by Director Jorgens and seconded by Director Jex to adopt Resolution 24-04 Approving a Capital Assets Policy and Increasing the Capitalization Threshold from \$5,000 to \$40,000. The Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None).

10. COMMITTEE REPORTS (audio 2:2:12)

10.1 Standing Audit Committee (Directors Jex & Hasler). Director Hasler reported the audit committee met on April 1, where they discussed the previous audit, and the status of the upcoming audit. The audit is in order and proceeding as planned, with an expected on-time delivery. Director Jex added that they asked the Auditors questions and were satisfied with the responses received. Director Jorgens emphasized the importance of keeping a record of the questions for future reference. Director Hasler noted that the questions are included in the minutes, and District Clerk Holbrook confirmed the questions are part of the meeting packet.

10.2 Ad Hoc Committee Joint Fire Prevention w/City of Orinda (Directors Jorgens & Roemer). Director Jorgens reported the committee held a meeting shortly after the last board meeting. He noted the meetings serve as status reports, covering grant programs, advertising ideas, chipper program progress, and collaborative emergency responses. Director Jorgens highlighted the importance of these meetings in educating city officials about fire prevention efforts and fostering coordination between different entities. He recommended extending this format to include the City of Moraga, emphasizing the benefits of mutual understanding and collaboration among stakeholders.

President Roemer opened Public Comment. There were no requests to address the Board.

11. REQUESTS FOR ITEMS ON FUTURE AGENDAS (audio 2:26:37)

Director Danziger requested two agenda items for future meetings. 1) A status report on the \$75K allocated in the budget for Standards of Cover. He stated the update could be provided during the Fire Chief's updates or as a separate agenda item; and 2) A discussion on the East Bay Hills Wildfire Prevention group's MOU, noting a recent email from the group. Director Jorgens requested clarity on what the group would expect financially and staff time if the District joins. President Roemer noted the \$3,500 contribution already made to the group and requested a cost-benefit analysis of further financial contributions.

President Roemer opened Public Comment. There were no requests to address the Board.

12. ADJOURNMENT

At 9:28 p.m., Director Jex motioned and seconded by Director Jorgens to adjourn the meeting. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jex, Jorgens, and Roemer; Noes: None; Absent: None; Abstain: None)

/s/ Marcia Holbrook
District Secretary/District Clerk

For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting at www.mofd.org/agendas.



Moraga-Orinda Fire District
Board of Directors

Finance Report
April 17, 2024

1

Strike Team Reimbursement - OES

- Strike Team Receivable Update:

	Estimated
	<u>2023-2024</u>
OES Strike Team Receivable	\$652,284
OES Payments Received	<u>\$632,450</u>
Net Receivable Outstanding	\$ 19,834
- Most recent payment was 4/8 (\$58k)

2

Tunnel East Bay Hills - Financial Update

- Tunnel East Bay Hills Financial Update:

Project Budget	\$6,380,563
Invoiced to Cal Fire through 12/31/23	\$2,131,192
Payments Received from Cal Fire	<u>\$ 1,178,650</u>
Outstanding Receivable – 4Q23 Invoice	\$ 952,542
1Q24 Expenses not yet billed	<u>\$ 138,482</u>
Total Expenses Outstanding	\$1,091,024


 - Invoice for 4Q23 submitted to Cal Fire on 1/31/24
 - Invoice for 1Q24 will be submitted in April (\$138k)

3

Treasury Bill Update:

- The District now has \$18,515,000 invested in Treasury Bills
- Treasury bill maturity:
 - \$1.3 million matures 5/23/24 @ 5.371%
 - \$1.0 million matures 5/23/24 @ 5.404%
 - \$12.4 million matures 6/13/24 @ 5.307%
 - \$1.0 million matures 7/2/24 @ 5.326%
 - \$2,815,000 matures 10/3/24 @ 5.346%
 - Staff will project cash flows to determine amount of reinvestment available when treasury bills mature

4



Moraga-Orinda Fire District
Board of Directors

Human Resources Update – April 17, 2024

RECRUITMENT UPDATE

- Firefighter Paramedic Trainee
- Promotional Fire Engineer/Fire Engineer Paramedic II
- Fuels Mitigation Specialist

EMPLOYMENT CHANGES

- New Employee – Fuels Mitigation Specialist Roberto Sanchez
- Employee Promotion – Travis Dull to Fire Engineer Paramedic II

5

MOFD Board Update April 17, 2024



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8



9



10

LONG RANGE FINANCIAL FORECAST UPDATES SINCE MARCH 2024 BOARD MEETING

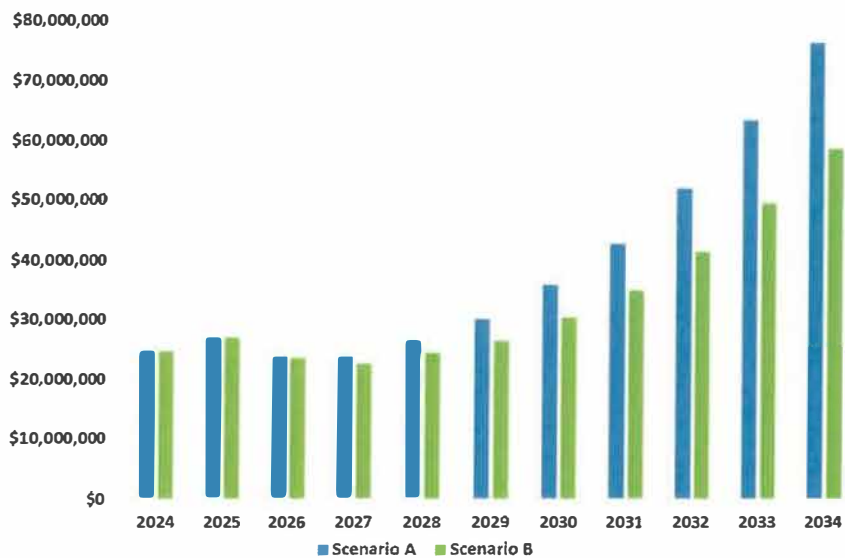
Expenditures

- CCCERA projections include 2023 investment earnings of +9.0% with projected employer cost changes as follows: Actual, +3.59%, +3.42%, +2.47%, +0.77%, -15.42%, -9.11%

New Scenario B: 2.5% annual property tax revenue increase throughout

1

FORECAST UNRESTRICTED FUND BALANCE



2

Moraga-Orinda Fire District
2025 Annual Operating Budget
Proposed

Board of Directors
Meeting
April 17, 2024

MORAGA-ORINDA FIRE DISTRICT

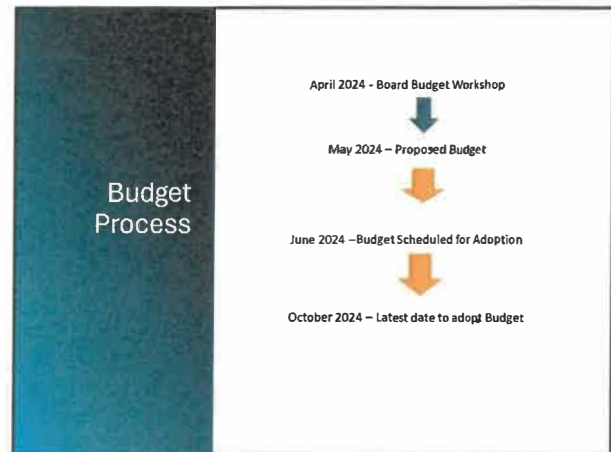
DRAFT

Annual Operating Budget
Fiscal Year 2025

PUBLIC BOARD
BUDGET WORKSHOP



1



2

General Fund Budget Overview Surplus \$410,203

General Fund Revenue	\$36.7M
Salaries and Benefits Expenditures	\$28.7M
Operating Expenditures	\$4.6M
Transfer to Capital Projects Fund	\$3.0M
Revenue in Excess of Expenditures	\$0.4M

3

General Fund Budget Overview Surplus \$410,203

General Fund Revenues: \$36.7M (+\$1.3M)

Property taxes: \$33.6M (+3.96%/\$1.3M)
 Ambulance fees: \$1.1M (+5%)
 Investment earnings: \$750K
 Strike team: \$830K

4

General Fund Budget Overview Surplus \$410,203

General Fund Expenditures: \$33.3M (+\$1.5M)

Salaries & benefits: \$28.7M
 Permanent Salaries: \$12.1M (+\$744K)

- No salary increase included (pending negotiations)
- Added Deputy Fire Chief position (\$494K total cost)
- Added Office Specialist position (\$117K)

CCCERA rate increase +10.5% (\$1.5M)
 OPEB Contribution: \$429K (full ADC)
 Pension Rate Stabilization Trust: \$1.2M (full amount 6.25% discount rate)

Operating: \$4.6M (+15%)

5

Proposed Budget FY2025 Authorized Positions

	FY2024	FY2025
Board	5	5
Finance	3.1	3.1
Human Resources	2.25	2.25
Information Technology	0.25	0.25
Emergency Operations	61	62
Fire Prevention	3	3
Fuels Mitigation	6	6
Emergency Preparedness	0.5	1.5
Tunnel East Bay Hills Fuel Break	2	2
Total	83.10	85.10

6

Proposed Budget FY2025 Non-Discretionary Expenditures

Salaries and benefits - Suppression staff	\$21.7M
Salaries and benefits - Administration staff	1.6M
Worker's compensation insurance	1.4M
Retiree health insurance	1.0M
Unemployment insurance	.005M
Operating Expenses	3.7M
Total non-discretionary	\$29.4M

7

Proposed Budget FY2025 Continuation of Effort/Discretionary

Pension rate stabilization trust contribution	\$1,151,960
Salaries and benefits - Fuels Mitigation staff	556,000
Home hardening grants	500,000
Add Deputy Fire Chief Position	494,280
OPEB trust contribution	428,662
Emergency Preparedness/CERT	287,544
Add Office Specialist – Emergency Preparedness	117,000
Fuels mitigation operating expenses	110,000
Fire chief contingency	100,000
Benefits review	25,000
Discretionary training	25,000
GIS mapping	22,000
Exercise equipment	16,500
Drones and supplies	11,400
Body cameras	10,000
Total discretionary	\$3,855,346

8

General Fund Budget Overview Significant Differences from 2024 to 2025 Budget

	Increase
Retirement Contributions	\$1,469,012
Workers Compensation Insurance	563,462
Building Maintenance	54,500
Vehicle Repairs	50,000
Computer Software	49,142
Other Special Expenses	42,750
Computer Equipment	21,000

9

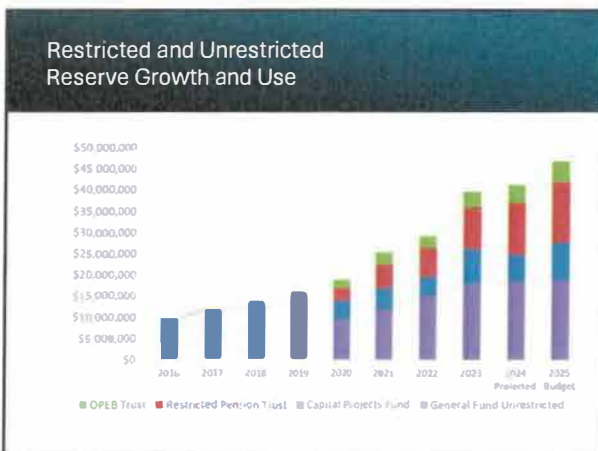
Capital Projects Fund Proposed Budget FY2025

Proposed Expenditures

Station 45 Remodel	\$1,000,000
Ambulances (quantity 2)	330,000
Fire Chief Vehicle	75,000
Ventilation Fan	7,000
Total	\$1,412,000

Proposed transfer from the General Fund to the Capital Projects Fund \$3.0M

10



11

- ### Board Direction Requested
- General Fund discretionary budget
 - Staffing – Additional Deputy Fire Chief and Office Specialist
 - Capital Projects Fund expenditures
 - Any other direction regarding the draft Budget

12