



Moraga-Orinda Fire District

Board of Directors

REGULAR MEETING
January 20, 2016
6:00 p.m. CLOSED SESSION
7:00 p.m. OPEN SESSION

PLEASE NOTE NEW MEETING ADDRESS:

Orinda Community Center
Room 7
28 Orinda Way
Orinda, CA 94563

1. OPENING CEREMONIES
 - 1.1. Call the meeting to Order
 - 1.2. Roll Call
 - 1.3. Core Values – Service, Honor, Integrity
2. CLOSED SESSION
 - 2.1. **Public Employee Performance Evaluation**
(Government Code Section 54957)
District Counsel
3. RECONVENE THE MEETING
 - 3.1. Call the meeting to Order
4. REPORT OF CLOSED SESSION ACTION
5. PUBLIC COMMENT

The public is invited to speak on any matter not appearing on the agenda including Closed Session, 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.
6. PUBLIC HEARING
 - 6.1. **Opportunity for public comments contesting weed abatement notification given by the Fire District. The Board of Directors will consider approval of Resolution 16-03, confirming, and adopting the reported costs incurred by the Moraga-Orinda Fire District (“District”) in abating public nuisances on certain property within the District pursuant to Health and Safety Code section 14912.**
Staff Recommendation: Adopt Resolution 16-03, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912.
7. CONSENT AGENDA
 - 7.1. **Meeting Minutes – January 6, 2016**
Staff Recommendation: Receive and File
 - 7.2. **Monthly Incident Report – December 2015**
Staff Recommendation: Receive and File
 - 7.3. **Monthly Financial Reports – December 2015**
Staff Recommendation: Receive and File
 - 7.4. **Monthly Check/Voucher Register – December 2015**
Staff Recommendation: Receive and File

8. COMMITTEE REPORTS

8.1. **Finance Committee** (*Directors Barber & Weil*)

9. ANNOUNCEMENTS

9.1. **Brief information only reports related to meetings attended by a Director at District expense**
(Government Code Section 53232.3(d))

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

9.3. **District Updates – December 2015**

10. 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 January 15, 2016, 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



Moraga-Orinda Fire District

MEMORANDUM

TO: The Board of Directors

FROM: Kathy Leonard, Fire Marshal

DATE: January 20, 2016

SUBJECT: Item 6.1 - Proposed Confirmation of Report for Cost of Abatement, 2015 Season

BACKGROUND

In accordance with the California Health and Safety Code, the Board of Directors must hold a public hearing to confirm the costs of abatement incurred by the Fire District in abating separate parcels of land. The purpose of the hearing is to review any objections from property owners legally responsible to be assessed. The confirmation of the costs includes the passing, approval, and adoption of Resolution 16-03, which includes the necessary documents to be submitted to the Contra Costa County Auditor-Controller Tax Division for enrollment on the property tax roll.

On April 15, 2015, notices to abate vegetation were sent to all properties within the boundaries of the Fire District with a compliance date of after June 15, 2015. Property owners who were non-compliant and received notices to abate vegetation hazards were given a minimum of 15 days (as required by ordinance) to remove the vegetation. If such removal was not completed by the requested removal date, the Fire District, after inspection and proper second and final notice, conducted the required abatement of the property. A contracted company, in accordance with the instructions from the Office of the Fire Marshal and the vegetation clearance standards, conducted the removal. After the work order was executed, the property owners were billed for the work and had an opportunity to pay prior to the District processing a lien on the property.

CONCLUSION

After hearing public comment, and approving the attached documents, the Fire District will be permitted to enroll (on the property tax roll) the costs incurred for abatement during the 2015 Exterior Hazard Control Season.

Weed Abatement Parcel List

Parcel Number	Amount of Lien
255-502-014-4	708.75
256-070-010-2	4200.00

RECOMMENDATION

It is recommended that the Board of Directors:

- 1) Open the Public Hearing and Hear Public Comment.
- 2) Confirm the Report for Costs of Abatement incurred by the Fire District in abating public nuisances on separate parcels of land within the Moraga-Orinda Fire District boundaries.
- 3) Adopt Resolution 16-03, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912.

ATTACHMENTS

1. Attachment A – Resolution 16-03, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District (“District”) in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912.

RESOLUTION NUMBER 16-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF MORAGA-ORINDA FIRE DISTRICT CONFIRMING AND ADOPTING THE REPORTED COSTS INCURRED BY THE MORAGA-ORINDA FIRE DISTRICT (“DISTRICT”) IN ABATING PUBLIC NUISANCES ON CERTAIN PROPERTY WITHIN THE DISTRICT PURSUANT TO HEALTH AND SAFETY CODE SECTION 14912.

WHEREAS, the Moraga-Orinda Fire District (“District”) previously identified public nuisances, which exist on certain parcels of land described in the District’s “Abatement Report on Abatement Costs incurred by the Moraga-Orinda Fire District on or after June 15, 2015,” (“the Abatement Report”) attached is Exhibit “A” and incorporated herein by reference; and,

WHEREAS, after giving all forms of notice required by law and conducting a hearing regarding the removal of the nuisances, the Board of Directors of the District (“Board”), acquired jurisdiction to proceed with the removal of such nuisances from the property identified in Exhibit “A”; and,

WHEREAS, the **DISTRICT** subsequently abated the nuisances in the manner authorized by law on or after June 15, 2015; and,

WHEREAS, the District has duly noticed and agendized a hearing to be held on January 20, 2016, at 7:00 pm., or as soon thereafter as may be heard, at which the Board shall receive and consider the report of costs incurred by the District for abating the nuisances as set forth in the Abatement Report and shall hear any objections or protests of the property owners to be assessed for the costs of the abatement performed by the District; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the Moraga-Orinda Fire District that:

1. The Board hereby orders the Abatement Report to be confirmed and further orders that the abatement costs identified therein shall constitute special assessments against the respective parcels of land identified in the Abatement Report and shall be a lien on such parcels for the amounts of the respective assessments.
2. The District Chief is hereby directed to record a certified copy of this Resolution with the County Recorder pursuant to Health and Safety Code section 14912, less any payment made prior to this date required for submission to the county Recorder.

PASSED, APPROVED and ADOPTED by the Board of Directors of the Moraga-Orinda Fire District at the regular meeting of the District Board held on the 20th day of January 2016, at 1500 Saint Mary’s Road, Moraga, CA 94556, on motion made by Director _____, seconded by Director _____, and duly carried with the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attachment A

Dated January 20, 2016

Stephen Anderson, President
Board of Directors

ATTEST:

Grace Santos
District Secretary/District Clerk



Moraga-Orinda Fire Protection District

BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

January 6, 2016

1. Opening Ceremonies

The Board of Directors convened in Open Session at 6:00 P.M. on January 6, 2016 in the Sarge Littlehale Conference Room at 22 Orinda Way, Orinda, California. Director Evans was absent. President Anderson called the meeting to order.

Present were the following Directors and Staff:

President Anderson	Stephen Healy, Fire Chief
Director Barber	John Bakker, District Counsel
Director Famulener	Gloriann Sasser, Admin Services Director
Director Weil	Grace Santos, District Clerk

2. Public Comment

There were no comments.

3. Closed Session

At 6:00 P.M., the Board adjourned into Closed Session.

4. Reconvene the Meeting

President Anderson reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:04 P.M. Present were the following Directors and Staff:

President Anderson	Stephen Healy, Fire Chief	Grace Santos, District Clerk
Director Barber	John Bakker, District Counsel	
Director Famulener	Gloriann Sasser, Admin Services Director	
Director Weil	Jerry Lee, Battalion Chief	

5. Report of Closed Session Action

There was no reportable action taken during Closed Session on items 3.1 Public Employee Performance Evaluation – Fire Chief and 3.2 Public Employee Performance Evaluation – District Counsel.

6. Public Comment

Jonathan Goodwin, Canyon resident, said that he resigned as the Canyon community representative. Mr. Goodwin revisited the September 2, 2015 meeting and commented on the meeting minutes.

7. Consent Agenda

Director Weil asked to remove Item 7.3 – Monthly Financial Reports to discuss separately.

Motion by Director Barber and seconded by Director Famulener to receive and file Items 7.1 – Board Meeting Minutes, 7.2 – Monthly Incident Report, 7.4 – Monthly Check/Voucher Register. Said motion carried a 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

Director Weil asked if staff believed that the District would meet or exceed the budgeted amount in property taxes, and total taxes in general. Administrative Services Director Sasser stated that at this time, she felt that the District would meet or exceed the property tax revenue projections. Staff will present the mid-year budget review to the Board in February, which will include the District's financial status through December 31, 2015, and projections through the end of the fiscal year. The Board could then analyze it to determine if there will be any significant variances to expect.

Motion by Director Weil and seconded by Director Barber to receive and file Item 7.3 – Monthly Financial Report. Said motion carried a 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

8. Regular Calendar

8.1 Resolution No. 16-01 Declaration of Official Intent

On November 18, 2015, the Board authorized the issuance of a direct placement lease agreement in the amount of \$4,000,000 for a 20-year term to finance the Station-43 rebuild. The debt issuance is planned to occur in May 2016. Currently the District is incurring costs related to the Station-43 rebuild for preliminary costs such as architectural, engineering, permits and similar expenditures.

In order to use debt proceeds to pay for project costs incurred prior to the debt issuance, it is necessary to adopt a resolution declaring the District's official intent to reimburse the District from the debt proceeds for the preliminary expenditures. The resolution states the principal amount of the obligations to be issued will not exceed \$5M. The projected project cost is \$4M. However, this amount is still being finalized. The District will also incur costs of issuance for the debt. The resolution is written to provide a cushion for the amount of debt issuance if the project costs exceed \$4M.

Motion by Director Famulener and seconded by Director Weil to adopt Resolution 16-01 Declaration of Official Intent. Said motion carried a 3-1 roll-call vote (Ayes: Barber, Famulener and Weil; Noes: Anderson; Absent: Evans).

8.2 Resolution No. 16-02 Authorizing Investment of Monies in Local Agency Investment Fund

The District uses the State of California Local Agency Investment Fund (LAIF) for the investment of District funds. One of the requirements of participation in LAIF is for the Board to confirm the authority of District officers to order the deposit or withdrawal of funds in LAIF. Due to the recent election of new Board officers, it is necessary to update the officers authorized to deposit or withdraw monies.

Motion by Director Famulener and seconded by Director Weil to adopt Resolution No. 16-02 authorizing District officials to order the deposit and withdrawal of monies in the Local Agency Investment Fund. Said motion carried a 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

8.3 Elect New Finance Committee Members

Each year, the Board of Directors elects new officers, Standing and Ad Hoc Committee Members and District Liaisons. At the December 2, 2015 meeting, the Board directed staff to wait until the next meeting in January to elect the new Finance Committee members. The current Finance Committee members are Directors Anderson and Barber.

Motion by Director Famulener and seconded by President Anderson to elect Directors Barber and Weil as the new Finance Committee members to be effective January 7, 2016. Said motion carried a 3-0 roll-call vote (Ayes: Anderson, Barber and Famulener; Absent: Evans; Abstain: Weil).

8.4 Station 45 Emergency Repair – Update

In December, the wastewater pipes under Station-45 failed, requiring emergency repair. Raw sewage was leaking into the exercise room, turnout and CERT storage area, and file storage room. Wastewater was backing up into other portions of the drainage system.

Staff called a special Board of Directors meeting on December 9, 2015 to bypass the normal competitive solicitation process because there was not time to wait until January 6, 2016 for approval and then bid the project.

Staff received three (3) estimates: \$25K, 35K, and 68K. Guaranteed Plumbing was selected and completed the work on December 18, 2015. Their customer service and the quality of their work was very high. The final cost (with one change order) was \$26,660.

Motion by Director Weil and seconded by Director Barber to receive report and declare the emergency action complete. Said motion carried a 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

President Anderson asked staff about updates to the Purchasing Ordinance. Administrative Services Director Sasser stated that she and District Counsel would begin working on the updates in February.

8.5 Strategic Planning Update

In 2015, staff began working on an updated strategic plan with the goal of completion in late 2015. This process was placed on hold during the Station-46 program. When this program was tabled, staff re-started the process. Phase-1 has now been completed; which consisted of document review, meeting with the proposed facilitator, developing the framework for the process, setting expectations, and planning an inclusive process that ensures participation by all levels of the organization.

Phase-2 will consist of facilitator-lead workshops with internal stakeholders beginning in April or May 2016. During this phase, data will be analyzed and core strategies will be developed. Staff will then create a draft plan for review by the Board of Directors. The public will be asked to review and comment on the draft document at that time.

Phase-3 will follow. It will consist of plan completion and the development of the Business Plan, which will assign responsibilities within the Strategic Plan.

Chief Healy reported that staff would like to get the Strategic Plan completed as soon as possible but it will depend on the facilitator's schedule. Staff is hoping to have a rough draft completed by summer.

9. Committee Reports

9.1 Finance Committee (*Directors Anderson & Barber*)

There was nothing to report.

10. Announcements

10.1 Brief information only reports related to meetings attended by a Director at District expense

(Government Code Section 53232.3(d))

Director Weil reported that he attended the Contra Costa County Fire Commissioners Association Meeting at the Hilton in Concord. County EMS Director Dr. Goldstein was the speaker.

10.2 Questions and informational comments from Board members and Staff


Director Weil thanked Battalion Chief Lee and Firefighter Trumpf for their help installing a child safety seat in his car on New Year's Eve.

10.3 District Updates for November 2015

There were no comments.

11. Adjournment

At 8:05 P.M., President Anderson called for adjournment of the regular meeting.



Grace Santos
Secretary to the Board

MOFD Response Time Summary by Incident Type (grouped) for All Code 2 and Code 3 Responses.

Will only show Incident Types that are applicable. EMS/Rescue - Structure Fires (actual type is in structure) - Vegetation Fires - Other Types Grouped (Alarms/Hazards/Pub Svc/Etc) Data Based On Completed RMS Incident Report Data entered by Company Officer - Not based on Raw CAD Data...

	December, 2015			Totals
	Structure Fires	All Other Types	EMS / Rescue	
Incident Totals	3	109	176	288
Median Turnout	1.92	1.95	1.55	1.67
Median Resp Time	7.58	6.02	5.95	6.02
Resp Time (90th%)	15.46	9.68	10.71	10.70

Code 3 Response Time Summary by City and Incident Type. Times shown are based on the First Responding Units Arrival at Scene of Emergency.

		December, 2015			
		Incident Totals	Median Turnout	Median Resp Time	Resp Time (90th%)
Orinda	EMS / Rescue	79	1.40	5.30	8.31
	Structure Fires	1	1.97	7.58	7.58
	All Other Types	14	1.66	5.83	9.22
	Totals for City	94	1.43	5.32	8.38
Moraga	EMS / Rescue	53	1.42	4.50	7.02
	Structure Fires	1	2.38	4.37	4.37
	All Other Types	18	1.62	4.78	7.01
	Totals for City	72	1.48	4.51	7.02
Lafayette	EMS / Rescue	12	1.56	5.79	7.44
	All Other Types	3	2.07	9.50	10.58
	Totals for City	15	1.65	5.82	9.50
Overall Total		181	1.48	5.12	7.73

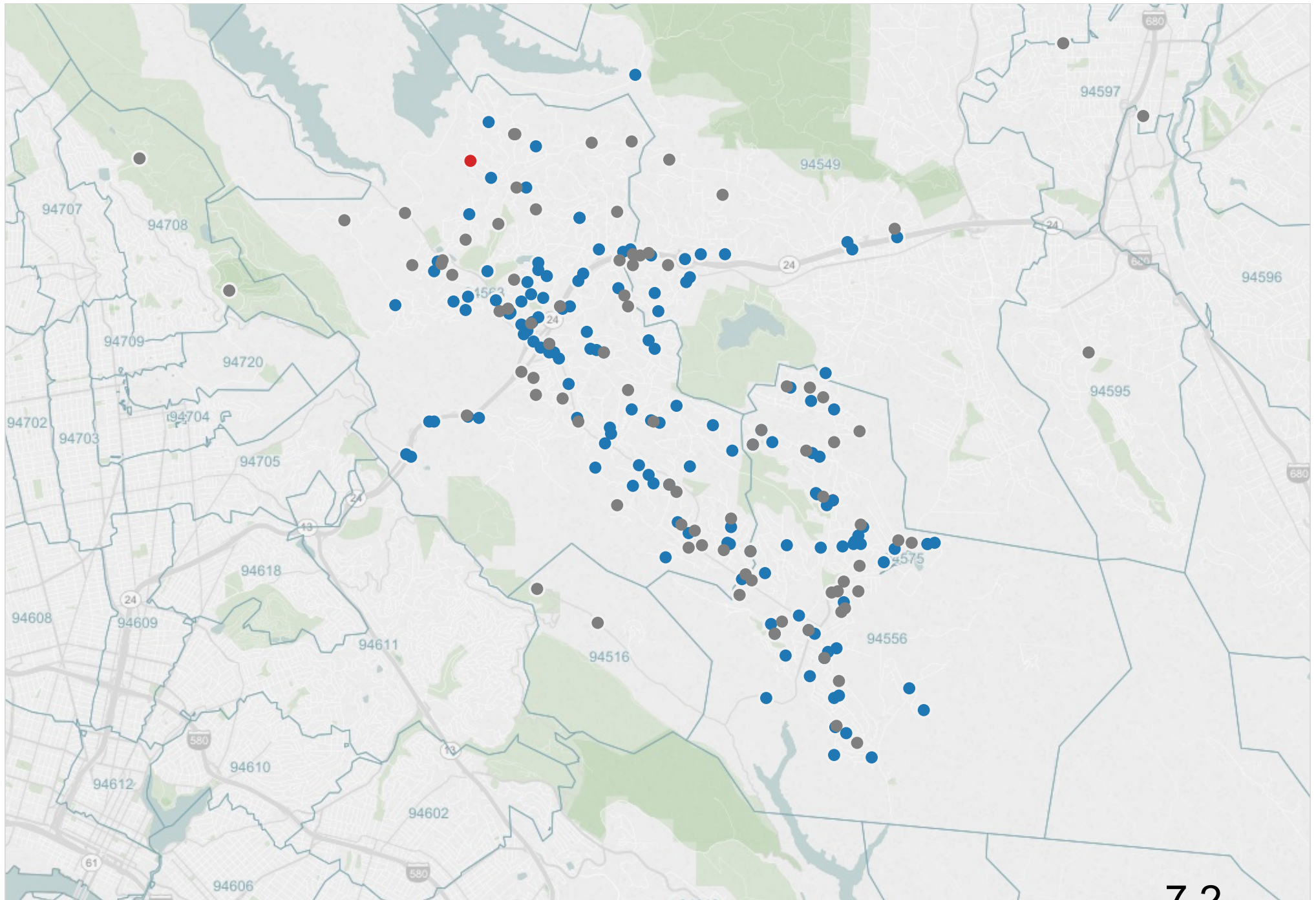
Response Totals By Incident Type

	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Total
All Others (Alarms / Pub Service / Etc.)	104	86	99	95	107	108	112	89	128	107	109	111	1,255
EMS / Rescue	180	148	133	138	149	146	158	148	187	153	162	150	1,852
Structure Fires	1	3	1	2	2	1	2	1	4	1	2	3	23
Technical Rescues						1	2	1					4
Vegetation Fires			1			4	9	6	1	1	1		23
Vehicle Accidents	14	11	11	16	10	14	25	18	10	14	17	24	184
Total	299	248	245	251	268	274	308	263	330	276	291	288	3,341

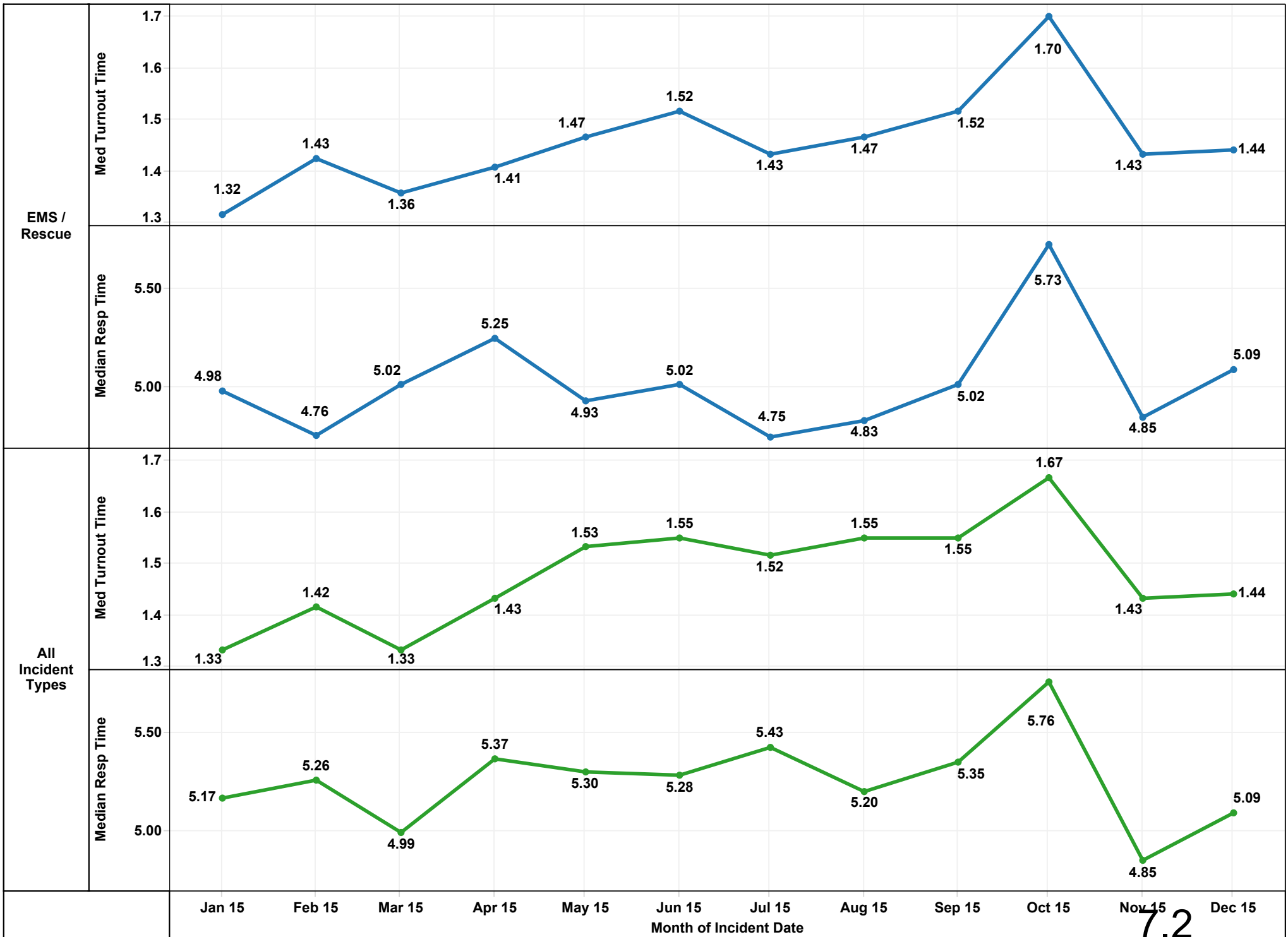
Incident Types

- All Others (Alarm..
- EMS / Rescue
- Structure Fires
- Vehicle Accidents

Incident Location Map for MOFD December 2015



Run Chart for MOFD EMS / Rescue and All Incident Types for the last full 12 months. Median Turnout and Response Times By Month for First At Scene Units



7.2

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - Capital Projects Fund Actual to Budget-15/16
From 7/1/2015 Through 12/31/2015

		Current Period Actual	YTD Budget - Original	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenue					
Taxes					
Fire Flow Tax	4066	1,070,213.78	1,068,288.00	1,925.78	0.18%
Total Taxes		1,070,213.78	1,068,288.00	1,925.78	0.18%
Use of Money & Property					
Investment Earnings	4181	(446.97)	0.00	(446.97)	0.00%
Total Use of Money & Property		(446.97)	0.00	(446.97)	0.00%
Charges for Service					
Impact Mitigation Fees	4743	12,000.00	0.00	12,000.00	0.00%
Total Charges for Service		12,000.00	0.00	12,000.00	0.00%
Other Revenue					
Other Financing Sources-Lease...	4970	0.00	424,554.00	(424,554.00)	(100.00)%
Misc Rebates & Refunds	4975	544.12	0.00	544.12	0.00%
Total Other Revenue		544.12	424,554.00	(424,009.88)	(99.87)%
Total Revenue		1,082,310.93	1,492,842.00	(410,531.07)	(27.50)%
Expenditures					
Operating Expense					
Professional Services	6327	570.00	7,390.00	6,820.00	92.29%
Total Operating Expense		570.00	7,390.00	6,820.00	92.29%
Other Expense					
Bank Fees	7510	65.00	100.00	35.00	35.00%
Fire Flow Tax Collection Fees	7531	12,610.46	11,500.00	(1,110.46)	(9.66)%
Buildings-Station #45-Fixed Ass...	7700	24,571.20	75,950.00	51,378.80	67.65%
Fire Fighting Equip-Fixed Asset ...	7701	10,954.50	20,000.00	9,045.50	45.23%
Lease Apparatus/Vehicles-Fixed...	7702	44,609.16	100,000.00	55,390.84	55.39%
Apparatus/Vehicles-Fixed Asset...	7703	17,758.17	479,554.00	461,795.83	96.30%
Computer Equip & Software-Fix...	7704	0.00	21,823.75	21,823.75	100.00%
Buildings-Station #41-Fixed Ass...	7705	5,352.37	50,000.00	44,647.63	89.30%
Buildings-Station #43-Fixed Ass...	7706	11,145.97	329,000.00	317,854.03	96.61%
Misc. Equipment Expense	7709	34,048.81	60,675.00	26,626.19	43.88%
Station 46- Construction in Prog...	7711	12,029.59	45,000.00	32,970.41	73.27%
Total Other Expense		173,145.23	1,193,602.75	1,020,457.52	85.49%
Total Expenditures		173,715.23	1,200,992.75	1,027,277.52	85.54%
Excess of Revenues Over/ (Under) Expenditures		908,595.70	291,849.25	616,746.45	211.32%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 15/16
From 7/1/2015 Through 12/31/2015

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Revenue					
Taxes					
Property Tax-Current Secured	4010	16,440,128.55	16,247,015.00	193,113.55	1.19%
Property Tax-Supplemental	4011	101,735.95	228,000.00	(126,264.05)	(55.38)%
Property Tax-Unitary	4013	203,699.11	178,000.00	25,699.11	14.44%
Property Tax-Curr Unsecured	4020	561,494.41	657,000.00	(95,505.59)	(14.54)%
Prop Tax- Prior Secured	4030	(61,010.11)	(51,413.00)	(9,597.11)	18.67%
Prop Tax-Prior Supplement	4031	(25,262.41)	(27,525.00)	2,262.59	(8.22)%
Prop Tax Prior Unsecured	4035	<u>11,549.84</u>	<u>(16,362.00)</u>	<u>27,911.84</u>	<u>(170.59)%</u>
Total Taxes		<u>17,232,335.34</u>	<u>17,214,715.00</u>	<u>17,620.34</u>	<u>0.10%</u>
Use of Money & Property					
Investment Earnings	4181	(291.95)	0.00	(291.95)	0.00%
Total Use of Money & Property		<u>(291.95)</u>	<u>0.00</u>	<u>(291.95)</u>	<u>0.00%</u>
Intergovernmental Revenue					
Homeowners Relief Tax	4385	0.00	158,000.00	(158,000.00)	(100.00)%
Intergovernmental	4437	193,339.00	135,000.00	58,339.00	43.21%
Revenue-Federal Grants					
CA FF JAC Training Funds	4440	25,091.41	33,615.00	(8,523.59)	(25.36)%
Other/In Lieu of Taxes	4580	0.00	1,000.00	(1,000.00)	(100.00)%
Measure H-Emerg Med Ser Subsid	4896	0.00	85,748.00	(85,748.00)	(100.00)%
Total Intergovernmental Revenue		<u>218,430.41</u>	<u>413,363.00</u>	<u>(194,932.59)</u>	<u>(47.16)%</u>
Charges for Service					
Permits	4740	1,604.00	1,900.00	(296.00)	(15.58)%
Plan Review	4741	85,592.00	171,360.00	(85,768.00)	(50.05)%
Inspection Fees	4742	16,691.00	21,000.00	(4,309.00)	(20.52)%
Weed Abatement Charges	4744	3,465.02	9,000.00	(5,534.98)	(61.50)%
CPR/First Aid Classes	4745	558.00	3,000.00	(2,442.00)	(81.40)%
Reports/ Photocopies	4746	120.50	339.00	(218.50)	(64.45)%
Other Charges for Service	4747	<u>1,730.00</u>	<u>2,500.00</u>	<u>(770.00)</u>	<u>(30.80)%</u>
Total Charges for Service		<u>109,760.52</u>	<u>209,099.00</u>	<u>(99,338.48)</u>	<u>(47.51)%</u>
Charges for Service - Ambulance					
Ambulance Service Fees	4898	453,586.19	1,067,000.00	(613,413.81)	(57.49)%
Ambulance Service Fee Reimbursements	4899	(24,683.00)	(157,000.00)	132,317.00	(84.28)%
Ambulance Collection Recovery Payments	4900	92.40	4,000.00	(3,907.60)	(97.69)%
Total Charges for Service - Ambulance		<u>428,995.59</u>	<u>914,000.00</u>	<u>(485,004.41)</u>	<u>(53.06)%</u>
Other Revenue					
Other Revenue-Strike Team Recovery	4971	18,401.04	548,000.00	(529,598.96)	(96.64)%
Other Revenue & Financing Sources	4972	8,820.00	62,000.00	(53,180.00)	(85.77)%
Other Revenue-Misc.	4974	279.80	500.00	(220.20)	(44.04)%
Misc Rebates & Refunds	4975	737.97	1,000.00	(262.03)	(26.20)%
Sale of Surplus Property	4980	<u>355.00</u>	<u>1,000.00</u>	<u>(645.00)</u>	<u>(64.50)%</u>
Total Other Revenue		<u>28,593.81</u>	<u>612,500.00</u>	<u>(583,906.19)</u>	<u>(95.33)%</u>
Total Revenue		<u>18,017,823.72</u>	<u>19,363,677.00</u>	<u>(1,345,853.28)</u>	<u>(6.95)%</u>
Expenditures					
Salaries & Benefits					
Permanent Salaries	5011	3,698,527.85	7,343,278.00	3,644,750.15	49.63%
Temporary Salaries	5013	88,005.60	166,800.00	78,794.40	47.24%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 15/16
From 7/1/2015 Through 12/31/2015

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Overtime	5014	1,053,781.44	1,984,000.00	930,218.56	46.89%
Deferred Compensation	5015	51,677.58	106,578.00	54,900.42	51.51%
Overtime - Strike Team	5016	137,003.83	274,000.00	136,996.17	50.00%
Contract Services	5018	35,216.72	180,000.00	144,783.28	80.44%
Worker's Compensation Recovery	5019	(35,543.06)	(65,000.00)	(29,456.94)	45.32%
Payroll Taxes -FICA,SUI	5042	79,198.30	158,044.00	78,845.70	49.89%
Payroll Processing Fees	5043	6,753.46	20,000.00	13,246.54	66.23%
Retirement Contributions	5044	2,039,780.96	4,136,778.00	2,096,997.04	50.69%
Life/Health Insurance-Permanent Employees	5060	470,042.49	1,003,944.00	533,901.51	53.18%
Employee's-Health Insurance Contribution	5061	(99,075.09)	(195,038.00)	(95,962.91)	49.20%
Retiree Health Insurance	5062	587,374.47	1,311,000.00	723,625.53	55.20%
Retiree-Health Insurance Contribution	5063	(155,001.05)	(413,000.00)	(257,998.95)	62.47%
Unemployment Insurance	5064	3,250.14	10,000.00	6,749.86	67.50%
Retiree-Health OPEB Contribution	5065	94,000.00	94,000.00	0.00	0.00%
Workers' Compensation Insurance	5070	393,768.00	785,612.00	391,844.00	49.88%
Flexible Benefits/ Section 125 Outside Contractor	5080	300.00	750.00	450.00	60.00%
Total Salaries & Benefits		8,449,061.64	16,901,746.00	8,452,684.36	50.01%
Operating Expense					
Office Supplies	6100	5,361.46	19,850.00	14,488.54	72.99%
Postage	6101	1,503.86	5,950.00	4,446.14	74.73%
Books & Periodicals	6102	931.73	4,950.00	4,018.27	81.18%
Printer Ink Cartridges	6103	2,962.58	5,000.00	2,037.42	40.75%
Telephone/Communication	6110	19,304.58	45,000.00	25,695.42	57.10%
Dispatch/Comm Center Services w/ AVL MDT	6111	138.00	170,000.00	169,862.00	99.92%
Utilities- Sewer	6120	3,432.64	2,640.00	(792.64)	(30.02)%
Utilities-Garbage	6121	7,238.64	14,720.00	7,481.36	50.82%
Utilities-PG&E	6122	26,043.55	66,890.00	40,846.45	61.07%
Utilities-Water	6123	4,935.97	15,020.00	10,084.03	67.14%
Utilities-Medical Waste	6124	1,185.00	2,070.00	885.00	42.75%
Small Tools & Instruments	6130	0.00	750.00	750.00	100.00%
Minor Equipment/Furniture	6131	917.13	2,250.00	1,332.87	59.24%
Computer Equipment & Supplies	6132	371.09	10,000.00	9,628.91	96.29%
Gas Power Chain Saw/Other Equipmen	6133	7,642.05	13,000.00	5,357.95	41.22%
Fire Trail Grading	6135	4,816.72	10,500.00	5,683.28	54.13%
Fire Fighting Equipment & Supplies	6137	1,988.90	20,000.00	18,011.10	90.06%
Fire Fighting Equipment-Hoses & Nozzles	6138	1,610.87	7,500.00	5,889.13	78.52%
Fire Fighting Equipment-Class A Foam	6139	0.00	500.00	500.00	100.00%
Medical & Lab Supplies	6140	47,239.33	60,000.00	12,760.67	21.27%
Food Supplies	6150	494.55	7,500.00	7,005.45	93.41%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 15/16
From 7/1/2015 Through 12/31/2015

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Safety Clothing & Personal Supplies	6160	24,241.92	80,000.00	55,758.08	69.70%
Non-Safety Clothing & Personal Supplies	6161	550.00	2,000.00	1,450.00	72.50%
Household Expense	6170	9,064.17	18,820.00	9,755.83	51.84%
Household Expense-Linen	6171	6,437.19	14,730.00	8,292.81	56.30%
Public & Legal Notices	6190	779.16	4,750.00	3,970.84	83.60%
Dues, Memberships & Professional Fees	6200	8,065.50	19,390.00	11,324.50	58.40%
EMT/Paramedic Licensure Fees	6201	1,133.29	5,500.00	4,366.71	79.39%
Rent & Leases (Equipment)	6250	20,755.20	39,140.00	18,384.80	46.97%
Computer Software & Maintenance	6251	25,092.97	59,875.00	34,782.03	58.09%
Website Development & Maintenance	6252	0.00	1,700.00	1,700.00	100.00%
EPA ID# Verification Fee	6264	150.00	200.00	50.00	25.00%
CCC HazMat Plan (CUPA)	6265	2,519.00	3,000.00	481.00	16.03%
BAAQMD & Environmental Health Fees	6266	0.00	750.00	750.00	100.00%
Air Monitor Maintenance & Replacement	6269	0.00	2,000.00	2,000.00	100.00%
Maintenance -- Equipment	6270	21,117.69	60,675.00	39,557.31	65.20%
Central Garage Repairs	6271	55,614.40	160,000.00	104,385.60	65.24%
Central Garage Gasoline & Oil	6272	25,277.11	80,000.00	54,722.89	68.40%
Central Garage Tires	6273	2,737.16	15,000.00	12,262.84	81.75%
Service/Repair Fuel System Dispensers	6274	2,118.27	4,500.00	2,381.73	52.93%
Aerial Ladder & Pump Testing	6275	0.00	800.00	800.00	100.00%
Smog Inspections	6276	400.00	500.00	100.00	20.00%
Air Compressor Quarterly Service	6278	0.00	1,500.00	1,500.00	100.00%
Hydro Test SCBA & Oxy Cylinder	6279	0.00	2,000.00	2,000.00	100.00%
Tank Testing	6280	0.00	3,000.00	3,000.00	100.00%
Maintenance -- Building	6281	26,929.67	57,165.00	30,235.33	52.89%
Maintenance -- Grounds	6282	1,800.50	10,650.00	8,849.50	83.09%
Meetings & Travel Expenses	6303	13,975.16	26,200.00	12,224.84	46.66%
Employee Assistance Program	6309	2,406.95	4,300.00	1,893.05	44.02%
Medical - Pre-Emp Processing and Annual Exams	6311	34,463.28	43,000.00	8,536.72	19.85%
Ambulance Billing Administration Fees	6312	20,675.24	65,000.00	44,324.76	68.19%
Outside Attorney Fees	6313	22,581.66	60,000.00	37,418.34	62.36%
Outside CPR Instructors	6314	1,320.00	2,500.00	1,180.00	47.20%
CCC County Tax Administration Fee	6316	0.00	172,000.00	172,000.00	100.00%
Professional Services	6317	6,866.82	45,750.00	38,883.18	84.99%
Professional Services - Labor Negotiator	6318	202.00	10,000.00	9,798.00	97.98%
Professional Services - Technology	6319	69,930.00	180,000.00	110,070.00	61.15%
Professional Services - Pre-Employment Investigations	6320	0.00	15,000.00	15,000.00	100.00%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 15/16
From 7/1/2015 Through 12/31/2015

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Professional Services - Promotional Exams & Recruitment	6321	23,726.50	49,000.00	25,273.50	51.58%
Professional Services-OPEB Actuarial Valuation	6322	0.00	2,000.00	2,000.00	100.00%
Exterior Hazard Removal	6323	3,092.50	12,000.00	8,907.50	74.23%
Professional Services-Prop Tax Audit & Forecasting	6326	6,300.00	12,600.00	6,300.00	50.00%
Professional Services	6327	0.00	10,000.00	10,000.00	100.00%
Burn Trailer Grant Maintenance	6352	0.00	3,000.00	3,000.00	100.00%
Testing Materials & Training Props	6354	313.53	4,000.00	3,686.47	92.16%
Career Development Classes	6357	6,488.44	26,200.00	19,711.56	75.23%
Target Safety Online Training	6359	0.00	6,195.00	6,195.00	100.00%
Training & Education Classes-Paramedic & EMT CE	6360	2,545.75	5,500.00	2,954.25	53.71%
District Sponsored Training-Mandated	6361	10,864.73	20,000.00	9,135.27	45.68%
Educational Courses/Conferences Board	6377	0.00	2,200.00	2,200.00	100.00%
Recruiting Costs	6470	0.00	55,000.00	55,000.00	100.00%
Strike Team Supplies	6474	11,705.27	9,500.00	(2,205.27)	(23.21)%
Recognition Supplies	6478	6,728.66	8,200.00	1,471.34	17.94%
Other Special Departmental Exp	6479	35,007.13	62,000.00	26,992.87	43.54%
Public Education Supplies	6480	1,636.67	10,500.00	8,863.33	84.41%
CPR Supplies	6481	1,216.10	3,000.00	1,783.90	59.46%
LAFCO	6482	9,942.78	10,500.00	557.22	5.31%
Emergency Preparedness Expense	6484	3,804.16	8,800.00	4,995.84	56.77%
Misc. Services & Supplies	6490	8,699.96	39,000.00	30,300.04	77.69%
Property & Liability Insurance	6540	44,684.00	53,000.00	8,316.00	15.69%
Total Operating Expense		<u>722,079.14</u>	<u>2,167,680.00</u>	<u>1,445,600.86</u>	<u>66.69%</u>
Other Expense					
Bank Fees	7510	2,915.44	5,000.00	2,084.56	41.69%
Interest on County Teeter Account	7520	0.00	100.00	100.00	100.00%
County Tax Collection Fees	7530	252.91	300.00	47.09	15.70%
Total Other Expense		<u>3,168.35</u>	<u>5,400.00</u>	<u>2,231.65</u>	<u>41.33%</u>
Total Expenditures		<u>9,174,309.13</u>	<u>19,074,826.00</u>	<u>9,900,516.87</u>	<u>51.90%</u>
Excess of Revenues Over/ (Under) Expenditures		<u>8,843,514.59</u>	<u>288,851.00</u>	<u>8,554,663.59</u>	<u>2,961.62%</u>

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - Debt Service Fund Actual to Budget-15/16
From 7/1/2015 Through 12/31/2015

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Revenue					
Taxes					
Property Tax-Current Secured	4010	3,069,093.00	3,069,093.00	0.00	0.00%
Total Taxes		3,069,093.00	3,069,093.00	0.00	0.00%
Total Revenue		3,069,093.00	3,069,093.00	0.00	0.00%
Expenditures					
Other Expense					
Pension Obligation Bond Principal Payment	7900	1,855,000.00	1,855,000.00	0.00	0.00%
Pension Obligation Bond Interest Payment	7901	532,962.00	1,017,509.00	484,547.00	47.62%
Total Other Expense		2,387,962.00	2,872,509.00	484,547.00	16.87%
Total Expenditures		2,387,962.00	2,872,509.00	484,547.00	16.87%
Excess of Revenues Over/ (Under) Expenditures		681,131.00	196,584.00	484,547.00	246.48%

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 12/1/2015 Through 12/31/2015

Check Number	Check Date	Name	Check Amount	Transaction Description
22747	12/1/2015	Peter Nowicki	4,190.62	Retirement Replacement Benefit-December 2015
22748	12/10/2015	CCCERA Retirement	155,072.90	November 2014 Employee Contributions
22749	12/10/2015	Moraga-Orinda Fire Dist...	1,361.66	M/O Fire District-Section 125
22750	12/10/2015	IAFF Local 1230 Insura...	1,577.94	IAFF Local 1230 Insurance
22751	12/10/2015	IAFF Local 1230 Dues	9,475.50	IAff Local 1230 Dues
22752	12/10/2015	AFSCME Council 57	157.13	AFSCME Local 2700 Dues
22753	12/10/2015	Contra Costa Federal C...	757.63	Contra Costa Federal Credit Union
22754	12/10/2015	ADP, Inc.	392.04	ADP Payroll Fees ending 10/31/15
	12/10/2015	ADP, Inc.	866.31	HR/Benefits Workforce process & Payroll Fees ending...
22755	12/10/2015	Airgas USA, LLC	755.55	Oxygen-Station 41- #2118770
22756	12/10/2015	ALSCO - American Line...	1,466.31	November 2015 linen
22757	12/10/2015	American Messaging	141.76	Paging Service December 2015
22758	12/10/2015	AT&T Mobility	1,515.44	Phone Acct #287016079073 10/16/15-11/15/15 and 2 ...
22759	12/10/2015	Bandwidth.com, Inc.	416.69	Service 12/1/15-12/31/15
22760	12/10/2015	Benefit Administration C...	60.00	November 2015
22761	12/10/2015	Biomedical Waste Disp...	79.00	Nov. 2015 Medical Waste A/C #0349
	12/10/2015	Biomedical Waste Disp...	79.00	Nov. 2015 Medical Waste A/C #0350
22762	12/10/2015	Classic Graphics	1,911.03	Reflective chevrons installed-Unit 409
22763	12/10/2015	Comcast	84.13	8155 40 005 0208428 Station 41-11/29/15-12/28/15
22764	12/10/2015	Jared Costanza	576.00	Per Diem 12/6/15-12/11/15 and 12/13/15-12/16/15 cla...
22765	12/10/2015	Definitive Networks, Inc.	13,966.00	Service coverage for November 2015
22766	12/10/2015	Dell Financial Services	571.84	Rental & Admin Fee 12/13/15-01/12/16 A/C #001-840...
22767	12/10/2015	Dan Elbanna	50.00	Shoes
22768	12/10/2015	Far Western Trophy & A...	25.19	Door sign for Comm Support
22769	12/10/2015	Federal Express	41.34	Envelope to GFOA
22770	12/10/2015	Jonathan Ford	200.00	Paramedic Licence renewal-J. Ford
22771	12/10/2015	Andrew Hess	148.75	PALS-Hess
22772	12/10/2015	HomeTeam Pest Defen...	53.00	Pest Control A/C #1035425-Lorinda
	12/10/2015	HomeTeam Pest Defen...	44.60	Pest Control A/C #916501
22773	12/10/2015	The KSD Group, Inc.	836.00	Management Services 10/26/15-11/25/15
22774	12/10/2015	Michael Lacy	500.00	Reimb 3 classes -Fresno Training Symposium
22775	12/10/2015	Lucas Pavings, Inc.	3,195.00	Repair asphalt damaged by tree roots
22776	12/10/2015	Managed Health Network	343.85	December 2015- EAP - 65 @ \$5.29
22777	12/10/2015	Moraga Hardware & Lu...	49.25	Surge protector and floor heater for Admin
22778	12/10/2015	Office Depot	57.59	Copy paper and cleaning supplies
	12/10/2015	Office Depot	6.01	Pen refills
22779	12/10/2015	Paymentus Group, Inc.	33.77	Credit card fees-November 2015
22780	12/10/2015	Premier COMP Medical ...	2,470.00	5 Annual Exams
22781	12/10/2015	Republic Services	623.97	December 2015 Trash A/C#302100093245
	12/10/2015	Republic Services	79.73	December 2015 Trash A/C#302100094052
	12/10/2015	Republic Services	423.01	December 2015 Trash A/C#302100095331
	12/10/2015	Republic Services	79.73	December 2015 Trash A/C#302100108522
22782	12/10/2015	Claudia Samson	43.39	Reimb. for Wall coat rack for Admin office
22783	12/10/2015	Staples Advantage	74.92	Misc. supplies-Station 41
22784	12/10/2015	Pete Stathakos	39.60	Reimb. -lunch for Interview Board
22785	12/10/2015	Kenneth L. Akins	5,025.00	Salary survey
22786	12/10/2015	U.S. Bank	39.43	A/C #4246-0445-5564-6748 10/22/15 J. Bensley
22787	12/10/2015	Verizon Wireless	1,153.33	Account 623714059-00001 Service 10/24/15-11/23/15
22788	12/10/2015	World Point ECC, Inc.	1,033.55	CPR supplies
22789	12/18/2015	ADP, Inc.	367.17	ADP Payroll Fees ending 11/30/15
22790	12/18/2015	Airgas USA, LLC	137.24	Tank Rental-Station 41- #2118770 -November 2015
	12/18/2015	Airgas USA, LLC	27.14	Tank Rental-Station 44- #2902766 -November 2015
	12/18/2015	Airgas USA, LLC	201.14	Tank Rental-Station 45- #2867225 -November 2015
22791	12/18/2015	Alameda County Fire D...	495.00	Services October 02, 2015 to October 07, 2015
	12/18/2015	Alameda County Fire D...	4,092.72	Services September 24, 2015 to October 6, 2015
22792	12/18/2015	AT&T	429.52	Emergency landlines

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 12/1/2015 Through 12/31/2015

Check Number	Check Date	Name	Check Amount	Transaction Description
22793	12/18/2015	Daryle Balao	300.00	PHTLS-Balao and shoes
22794	12/18/2015	Bruce J. Budge	50.00	Shoes
22795	12/18/2015	Burton's Fire, Inc.	5,582.15	2008 Pierce Arrow repair from acciden-Insur. reimb. in...
22796	12/18/2015	CCAC	160.00	Annual dues-G. Santos
22797	12/18/2015	CCC Fire Commissione...	140.00	Meeting 12/17/15-F Weil, J. Lee, G. Sasser, Dr. Peter ...
22798	12/18/2015	Comcast	84.07	8155 40 006 0191002 Station 44-12/14/15-01/13/16
	12/18/2015	Comcast	84.07	8155 40 006 0191028 Station 43-12/14/15-01/13/16
22799	12/18/2015	Concord Uniforms	430.55	Colored Class B patches
22800	12/18/2015	Creative Supports, Inc.	754.10	2 Weston chairs-Admin office
22801	12/18/2015	C.R. Fireline, Inc.	1,384.00	Fire Extinguisher Maintenance-Stations 41
22802	12/18/2015	EBMUD	115.44	Water 09/30/15-11/30/15
	12/18/2015	EBMUD	159.57	Water 10/02/15-12/03/15 3/4" meter
	12/18/2015	EBMUD	392.28	Water 10/02/15-12/03/15 6" meter
22803	12/18/2015	Uriel Garcia	1,710.00	GIS services 10/29/15-12/15/15
22804	12/18/2015	HomeTeam Pest Defen...	42.90	Pest Control A/C #1029632
	12/18/2015	HomeTeam Pest Defen...	53.00	Pest Control A/C #1035425-Lorinda
	12/18/2015	HomeTeam Pest Defen...	40.90	Pest Control A/C #1133175
	12/18/2015	HomeTeam Pest Defen...	42.90	Pest Control A/C #914925
22805	12/18/2015	Hunt & Sons, Inc.	977.37	Fuel A/C #72371
	12/18/2015	Hunt & Sons, Inc.	697.57	Fuel A/C #72372
	12/18/2015	Hunt & Sons, Inc.	379.93	Fuel A/C #72373
	12/18/2015	Hunt & Sons, Inc.	395.42	Fuel A/C #72375
22806	12/18/2015	Industrial Safety Supply	378.00	14 Scott hydrostatic tests
22807	12/18/2015	Lynn Card Company	117.95	100 District holiday cards
22808	12/18/2015	McKim Co.	3,960.00	Grading 45-6,8,11,13 and 42-8
	12/18/2015	McKim Co.	24,310.44	Wilder fire trails-reimb. by Orinda Gateway LLC- chec...
22809	12/18/2015	Brittany Bare	200.00	Paramedic Licence renewal-B. McMahon
22810	12/18/2015	Office Depot	97.12	Copy paper and pens
	12/18/2015	Office Depot	164.79	Laminating pouches and pens and cleaning supplies
22811	12/18/2015	Brian Oliver	95.00	Principles of Modern Fire Attack-Trainer
22812	12/18/2015	Pacific Gas & Electric	227.58	11/02/15-12/02/15 Station 43
	12/18/2015	Pacific Gas & Electric	1,035.12	11/02/15-12/03/15 Station 45 Electric
	12/18/2015	Pacific Gas & Electric	738.33	11/03/15-12/03/15 Station 44
	12/18/2015	Pacific Gas & Electric	740.88	11/04/15-12/06/15 Station 41
	12/18/2015	Pacific Gas & Electric	303.43	11/04/15-12/06/15 Station 41- Admin
	12/18/2015	Pacific Gas & Electric	708.08	11/04/15-12/06/15 Station 42 Electric
	12/18/2015	Pacific Gas & Electric	594.76	11/05/15-12/07/15 Station 42 Gas
22813	12/18/2015	Gloriann Sasser	76.27	Reimb mileage and tolls 11/4/15-12/17/15
22814	12/18/2015	Shell Fleet Plus	20.03	A/C #079-018-347 11/30/2015
22815	12/18/2015	Shred-it	66.00	December 2015 pick-up
22816	12/18/2015	Staples Advantage	129.41	Misc. supplies-Station 41
22817	12/18/2015	Stryker Sales Corporation	34,048.81	2 Power PRO XT gurneys
22818	12/18/2015	Thomson Reuters/Barcl...	145.00	CCR Title 19-Public Safety Update Service
22819	12/18/2015	The UPS Store	10.30	Air sample sent for SCBA trailer
22820	12/18/2015	Zoll Data Systems	4,750.00	Maint FireRMS Enterprise & Telestaff interface 1/1/-12...
22821	12/23/2015	Airola Jacob	10.00	Tolls for district sponsored class
22822	12/23/2015	Air Systems, Inc.	479.46	Repair HVAC drain system
22823	12/23/2015	Bay Alarm Company	138.00	St.#42 Qtrly monitoring-A/C #3654324 01/01/16-04/0...
	12/23/2015	Bay Alarm Company	138.00	St.#44 Qtrly monitoring-A/C #3645624 01/01/16-04/0...
22824	12/23/2015	Bound Tree Medical, LLC	83.92	Fentanyl
	12/23/2015	Bound Tree Medical, LLC	414.60	Midazolam
	12/23/2015	Bound Tree Medical, LLC	5,753.14	Misc supplies
22825	12/23/2015	C.R. Fireline, Inc.	329.57	Fire extinguisher maint.-Station 41
22826	12/23/2015	Mark DeWeese	133.29	EMT re-certification-Mark DeWeese
22827	12/23/2015	Herff Jones	409.59	10 year service pins
22828	12/23/2015	Andrew Hess	245.00	PHTLS renewal-A. Hess

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 12/1/2015 Through 12/31/2015

Check Number	Check Date	Name	Check Amount	Transaction Description
22829	12/23/2015	Hunt & Sons, Inc.	206.50	Fuel for generator
22830	12/23/2015	Greg Kennedy	1,740.00	EMS training- Sept. and Oct.
22831	12/23/2015	Lafayette Automotive S...	27.35	Wiper blades for Medic 41
22832	12/23/2015	L.N. Curtis & Sons	368.42	Structure helmet-Barreto
	12/23/2015	L.N. Curtis & Sons	378.79	Wildland coat-Martinez
22833	12/23/2015	Moquin Press, Inc.	2,708.99	CERT Trailer graphics
22834	12/23/2015	Moraga Hardware & Lu...	87.58	Floodlight bulbs
22835	12/23/2015	Office Depot	28.62	Folders and cleaning supplies
	12/23/2015	Office Depot	95.08	Restroom supplies
22836	12/23/2015	Orinda Motors, Inc.	916.85	Repair charging system and replace dead battery-Unit...
22837	12/23/2015	Pacific Gas & Electric	208.43	11/17/15-12/16/15 Station 45 Gas
22838	12/23/2015	SGK Home Solutions, Inc	2,292.93	Admin window replacement
22839	12/23/2015	Sprint	219.95	Phone 11/12/15-12/11/15 A/C #825945022
22840	12/23/2015	William Svozil	4,669.85	Services 11/24/15-12/17/15
22841	12/23/2015	U.S. Bank	0.00	A/C #4246-0445-5564-6748 11/23/15
22842	12/23/2015	Christina Vargas	18.06	Reimb. -food for interviews
22843	12/23/2015	Verizon Wireless	28.10	12-lead modem wireless 11/11/15-12/10/15
22844	12/23/2015	U.S. Bank	10,059.44	A/C #4246-0445-5564-6748 11/23/15
CF1220...	12/22/2015	Chase Equipment Finan...	44,609.16	Ambulance lease payment
CP019	12/9/2015	Calif. Public Employees'	159,380.08	CalPers Health Ins
DD019	12/9/2015	Delta Dental Plan of Calif.	14,908.62	Delta Dental ACH payment
Report Total			555,875.31	



Moraga-Orinda Fire District

Fire Chief Stephen Healy

TO: Board of Directors

FROM: Stephen Healy, Fire Chief

DATE: January 20, 2016

SUBJECT: Item 10.3 – District Update and Activity Report: December 2015

OPERATIONS DIVISION

1. INCIDENT RESPONSE: 288
 - a. 150 EMS/Rescue
 - b. 3 Structure Fire,
 - c. 0 Technical Rescue
 - d. 0 Vegetation Fires
 - e. 24 Vehicle Accidents
 - f. 111 Other (hazardous conditions, false alarms)

2. OPERATIONS:
 - a. Attended IMT Planning meetings: Super Bowl 50
 - b. Conducted New Recruit Hiring Interviews
 - c. District Mapping Project (ongoing)
 - d. Policy Revisions

3. COMMUNICATONS
 - a. Nothing to report

FIRE PREVENTION

Fire Prevention Software Update

The software was activated January 1. Staff has been working extensively with the vendor to finalize the custom program that will greatly improve efficiency and accountability for permitting, plan review, conditions of approval information, and invoicing.

Fee Impact Study

The final draft with the recommendations should be ready by the end of the month. Staff will evaluate the next steps to implement a new policy for developer impact fees.

Valley Fire Tour

The Fire Marshal, along with other fire officials, Cal Fire representatives, and members representing Fire Safe Councils from the Bay Area, traveled to Lake County for a tour of the area burned in the Valley Fire this last fall. The fire burned 76,067 acres, destroyed 1958 structures, with 4 fatalities and 4 serious firefighter injuries. Lessons learned included the need for a fire emergency plan, early evacuation, the importance of vegetation clearance, protection of ember intrusion into homes, and adequate clearance of vegetation over roadways for incoming fire equipment.

DISTRICT PROJECTS

1. Via Moraga

The 17 single-family home project on the old bowling site in Moraga is grading for roads and will be construction with a model home soon.

2. Rancho Laguna II

The 26-lot subdivision planned along Rheem Blvd. is currently grading and will be constructing 2 models homes. All of the initial grading is completed for the roads going back to the 2 courts that are in the rear of the project.

3. Camino Ricardo

The 26-lot subdivision is finishing grading, installing retaining walls, and will be constructing 3 models homes towards the front-side of the project.

4. Palos Colorados

The final map for the 124-lot subdivision in Moraga near Sky Hy Ranch has been approved. Grading is expected to commence this spring.

TRAINING

1. Completed annual hose testing
2. Personnel performance evaluations in progress
3. Attended Contra Costa County Training Officer's meeting
4. Established SFM Company Officer course schedule for Contra Costa County

EMS

1. Submitted County CQI plan to County EMS agency for review
2. Regional grant for ambulance gurneys submitted
3. Completed 4th Quarter EMS training

4. Completed County EMT recertification for all EMTs

EMERGENCY PREPAREDNESS

1. On December 2, staff attended the Local Hazard Mitigation Planning meeting at Contra Costa County OES. The county hopes to receive grant funding to update Local Hazard Mitigation Plans. The Lamorinda Cities have been invited to participate in the process. Staff will coordinate gathering the data to support the plan.
2. On December 3, Staff attended the East Bay Incident Management Team's year-end meeting. Staff is working with the team as one of its Public Information Officers.
3. On Saturday, December 5, staff hosted the MOFD Communications-Support Unit meeting at Station-45. Eight (8) members of the team attended the meeting. Agenda items included: staffing and operating the MOFD Department Operations Center (DOC), activating the DOC for a winter storm event, "Go Bag" inventories, and an after action review of CoCo radio interference response. The group also set unit goals for 2016.
4. On Saturday, December 5, staff attended the Orinda Citizen Corps Council meeting. The council discussed emergency preparedness projects and community events being planned for 2016.
5. On Wednesday evening December 9, staff attended Lafayette Emergency Preparedness Commission meeting. Staff reported on emergency preparedness projects and activities at MOFD and in Moraga and Orinda. The commission continues to work on annexes to the Lafayette Emergency Operations Plan.
6. On December 14, staff represented MOFD at the Recycle Smart, Debris Management Plan meeting. Grant funding has been approved to hire a consulting firm to develop a regional debris management plan. The overall plan will include specific plans for each municipality. All of the Lamorinda cities are also participating in the process.
7. On Wednesday evening, December 16, staff attended the Lamorinda Radio Interest Group (K6ORI) meeting at Orinda City Hall. 15 local HAM radio operators attended the meeting. The members heard a presentation by Matthew Vurek (MOFD Communications-Support Unit) about historical maritime radio stations along the California coast. Members also discussed plans for 2016 community events, assisting the Lamorinda Cities in disasters, "AUX-COM" training, and emergency communications.
8. On December 17, staff facilitated the annual Emergency Operations Center exercise at Saint Mary's College. The scenario ran from 8:00 am to 1:00 pm and was based on a wildland fire forcing campus evacuations. College staff had to sweep and secure all buildings, coordinate the response to an injury, and manage evacuations with the Moraga Police Department. They also had to make recommendations to the College's

senior staff regarding cancellation of classes and events and they facilitated repopulating the campus. The exercise included several MOFD Communications-Support Unit volunteers.

ADMINISTRATIVE SERVICES

1. Hired bond counsel for the direct placement lease for the financing of Station-43 Construction.
2. Implemented December 1 salary schedule adjustments
3. Conducted oral interviews for Firefighter Paramedic
4. Completed annual update to Investment Policy
5. Filed the Single Audit report with the Federal Audit Clearinghouse
6. Continued training, compiled information, and continued set-up in the Human Resources system to complete and file the new IRS Forms 1094 and 1095 for the Affordable Care Act.
7. Processed two employee separations
8. Attended Government Tax Seminar
9. Attended Contra Costa County Fire Commissioner's meeting
10. Attended Administration Committee meeting

SUPPORT SERVICES DIVISION

1. Apparatus:
 - a. Facilitated annual service and repairs on Engine-345, Engine-143 and Ford pickup trucks.
 - b. Completed purchase of Mobile Data Terminals and equipment for new medic units.
 - c. Attended Apparatus Committee meeting on specifications for engine and truck (FY 2017/18).
2. Facilities:
 - a. Received and reviewed updated plans with project manager for Station-41 apparatus wash pad.
 - b. Completed repairs of HVAC system at Station-42
 - c. Facilitated awing repairs for Station-42 estimates
 - d. Completed waste water line repair/replacement at Station-45
 - e. Presented proposal to *Rescue One Foundation* for Station-45 training room improvements.
3. Air/Oxygen:
 - a. Continued Hydro tested SCBA bottles

OFFICE OF FIRE CHIEF

1. Provided (on-going) framework and draft implementation plan for Strategic Plan

2. Provided (on-going) staff support related to Station-43 re-activation and temporary fire station relocation site acquisition.
3. Provided (on-going) staff support related to Station-41 Wash Pad project and training grounds master planning.
4. Provided (on-going) staff support to HR (Firefighter-Paramedic process and Career Development Guide updates).
5. Provided staff support to EMS Division with EMS CQI policy and LEMSA
6. Provided staff support to Admin Division with legal matters
7. Provided staff support for East Bay Incident Management Team
8. Attended East Bay Incident Management Team meeting
9. Attended CCC Executive Chiefs meeting
10. Attended Moraga Mayor's Liaison meeting
11. Attended Orinda Mayor's Liaison meeting
12. Hosted Management Team meetings
13. Hosted Special District meeting (Emergency repairs at Station-45)
14. Continuing applied research project on Earthquake Operations for USFA