



Moraga-Orinda Fire District

Board of Directors

REGULAR MEETING
September 21, 2016
7:00 p.m. OPEN SESSION

PLEASE NOTE NEW MEETING ADDRESS:

Hacienda Mosaic Room
2100 Donald Drive
Moraga, CA 94556

1. OPENING CEREMONIES

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

2. 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.

3. CONSENT AGENDA

3.1. **Meeting Minutes – July 20, 2016**

Staff Recommendation: Receive and File

3.2. **Monthly Incident Report – July & August 2016**

Staff Recommendation: Receive and File

3.3. **Monthly Check/Voucher Register – July & August 2016**

Staff Recommendation: Receive and File

3.4. **Monthly Financial Report – July 2016**

Staff Recommendation: Receive and File

3.5. **Quarterly Treasurer's Report**

Staff Recommendation: Receive and File

3.6. **Quarterly Ambulance Billing Report**

Staff Recommendation: Receive and File

3.7. **Public Agency Retirement Services (PARS) Annual Account Report**

Staff Recommendation: Receive and File

3.8. **Part-Time Fire Inspector/Plans Examiner Salary Range**

Staff Recommendation: Approve increase in hourly rate and work hours for Part-time Fire Inspector/Plans Examiner

4. REGULAR CALENDAR

4.1. **Approval of Side Letters of Agreement with Local 1230, AFSCME Local 2700, and Moraga-Orinda Fire Chief Officers Association; Effective January 1, 2017**

Staff will present information to the Board regarding Side Letters of Agreement with IAFF Local 1230, AFSCME Local 2700, and Moraga-Orinda Fire Chief Officers Association


Staff Recommendation: 1) Receive Report; 2) Deliberate; 3) Approve Side Letter of Agreement with Local 1230, AFSCME Local 2700, and Moraga-Orinda Fire Chief Officers Association

- 4.2. **Resolution 16-14 , A Resolution of the Moraga-Orinda Fire Protection District of Contra Costa County, Amending the District Conflict of Interest Code**
Staff will present information to the Board regarding Resolution 16-14, A Resolution of the Moraga-Orinda Fire Protection District of Contra Costa County, Amending the District Conflict of Interest Code
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution 16-14
- 4.3. **Public Hearing on Fire Code Adoption - Public Hearing on Fire Code Adoption - Introduction and First Reading of Ordinance 16-02 adopting the 2016 California Fire Code and the 2015 International Fire Code with Fire District Amendments; consideration of findings of fact pursuant to Section 18941.5 of the Health and Safety Code**
Staff will present information to the Board regarding Ordinance 16-02 adopting the 2016 California Fire Code and the 2015 International Fire Code with Fire District Amendments; consideration of findings of fact pursuant to Section 18941.5 of the Health and Safety Code.
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adoption of finding of fact; 4) Introduction and First Reading of Ordinance 16-02
5. COMMITTEE REPORTS
 - 5.1. **Finance Committee (*Directors Barber & Weil*)**
6. ANNOUNCEMENTS
 - 6.1. **Brief information only reports related to meetings attended by a Director at District expense**
(Government Code Section 53232.3(d))
 - 6.2. **Questions and informational comments from Board members and Staff**
 - 6.3. **District Updates – July & August 2016**
7. 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 September 16, 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 Protection District

BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

July 20, 2016

1. Opening Ceremonies

The Board of Directors convened in Open Session at 7:00 P.M. on July 20, 2016 at the Moraga-Orinda Fire District Administration Office, 1280 Moraga Way, Moraga, California. President Anderson and Director Evans were absent. Director Weil called the meeting to order.

Present were the following Directors and Staff:

Director Barber

Director Famulener

Director Weil

Stephen Healy, Fire Chief

Gloriann Sasser, Admin Services Director

Grace Santos, District Clerk

2. Public Comment

Bill Granados, President of the Contra Costa County Fire Commissioners Association, stated that the Association was misnamed and instead should be called the "Contra Costa County Fire Boards and Commissioners Association" because the majority of the Fire Districts in the county has a fire board and only the Contra Costa County Fire Protection District has fire commissioners. The Association meets quarterly to discuss important fire-related issues within the County. Mr. Granados explained that the Association is a very important organization and urged MOFD Board members to attend every meeting. There will be a roundtable discussion titled, "We're all in this Together" at the next meeting on September 22, 2016. The Board thanked Mr. Granados for commenting.

Richard Olsen, resident of Moraga, gave an update on the City Ventures project. He sent a memo to the Fire Chief and the Board with updated information on the project. The Board thanked Mr. Olsen for his thorough report.

3. Consent Agenda

Motion by Director Barber and seconded by Director Famulener to receive and file all items – 3.1 Meeting Minutes, 3.2 Monthly Incident Report, 3.3 Monthly Check/Voucher Register, and 3.4 Monthly Financial Report. Said motion carried a unanimous 3-0 roll-call vote (Ayes: Barber, Famulener and Weil; Absent: Anderson and Evans).

4. Committee Reports

4.1 Finance Committee (*Directors Barber & Weil*)

There was nothing to report.

5. Announcements

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

(Government Code Section 53232.3(d))

There was nothing to report.

5.2 Questions and informational comments from Board members and Staff

Director Weil announced that he would not be running for another term due to personal reasons.

5.3 District Updates

There were no comments.

6. Closed Session

At 7:12 P.M., the Board adjourned into Closed Session.

7. Reconvene The Meeting

Director Weil reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:38 P.M. Present were the following Directors and Staff:

Director Barber

Director Famulener

Director Weil

Stephen Healy, Fire Chief

Gloriann Sasser, Admin Services Director

8. Report of Closed Session Action

There was no reportable action taken during Closed Session on items 6.1 Conference with Labor Negotiator, 6.2 Conference with Labor Negotiator, and 6.3 Conference with Labor Negotiator.

9. Public Comment

There were no comments.

10. Adjournment

At 7:38 P.M., Director Weil called for adjournment of the regular meeting.



Grace Santos
Secretary to the Board

DRAFT

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...

	<i>July, 2016</i>			<i>Totals</i>
	Structure Fires	All Other Types	EMS / Rescue	
Incident Totals	2	118	164	284
Median Turnout	1.92	1.52	1.40	1.45
Median Resp Time	11.48	6.15	5.80	5.95
Resp Time (90th%)	12.73	9.82	10.77	10.80

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

		<i>July, 2016</i>			
		Incident Totals	Median Turnout	Median Resp Time	Resp Time (90th%)
Orinda	EMS / Rescue	64	1.35	4.78	8.45
	Structure Fires	1	1.92	4.28	4.28
	All Other Types	12	1.39	5.28	7.65
	Totals for City	77	1.36	4.82	8.40
Moraga	EMS / Rescue	49	1.35	4.68	6.48
	All Other Types	6	1.70	5.82	6.69
	Totals for City	55	1.43	4.70	6.58
Lafayette	EMS / Rescue	11	1.05	7.85	8.72
	All Other Types	3	2.17	6.68	7.03
	Totals for City	14	1.08	7.28	8.72
Overall Total		146	1.35	5.01	8.23

Response Totals By Incident Type

	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul 16	Total
All Others (Alarms / Pub Service / Etc.)	90	128	105	108	97	97	89	104	83	102	116	118	1,237
EMS / Rescue	148	187	155	163	162	154	121	162	157	158	159	147	1,873
Structure Fires	1	4	1	2	3	1	4	2	2	2	5	2	29
Veg Fires	6	1	1	1			1			3	4	5	22
Vehicle Accidents	18	10	14	17	26	10	8	29	15	21	10	12	190
Grand Total	263	330	276	291	288	262	223	297	257	286	294	284	3,351

Incident Types

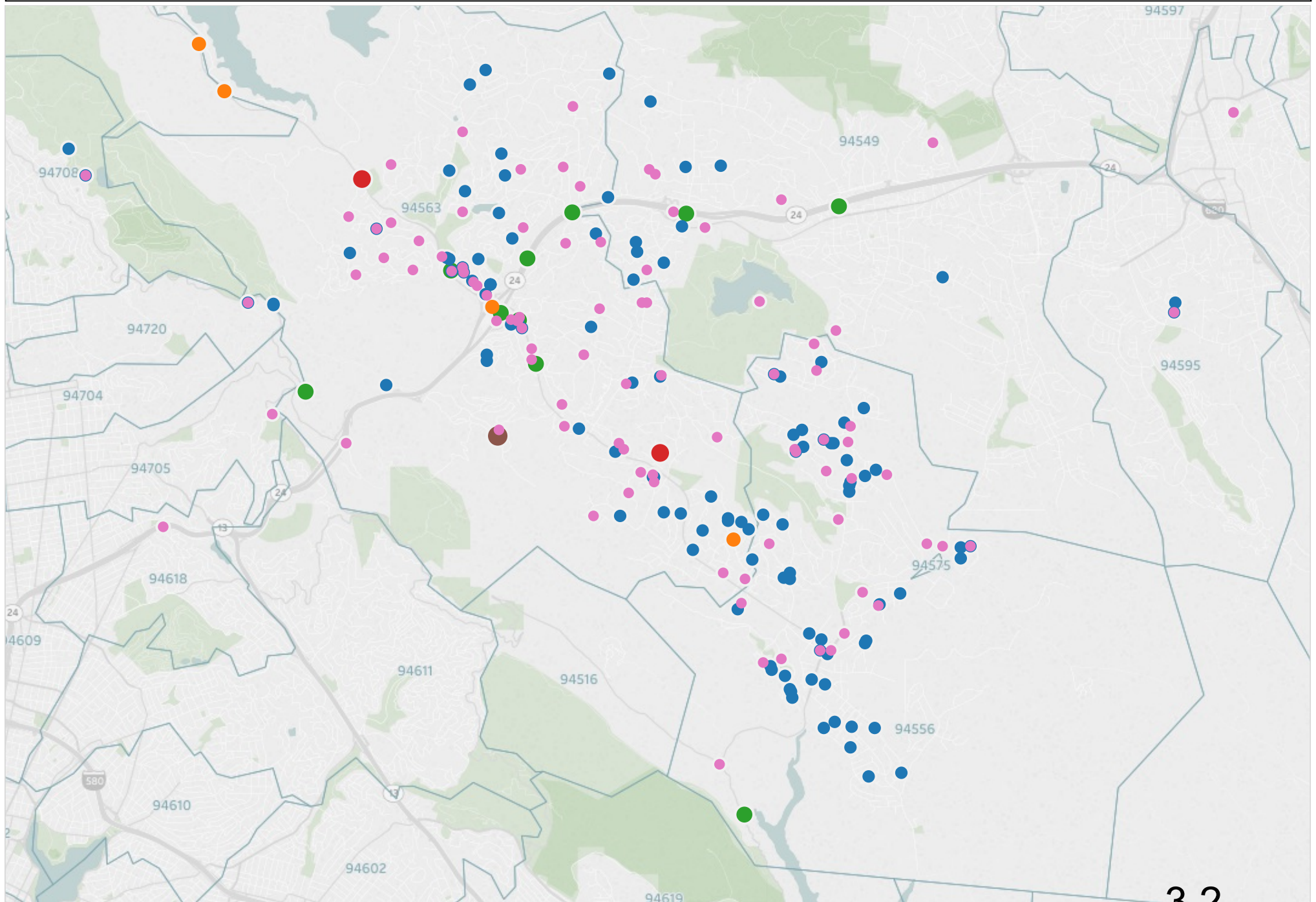
■ All Others (Alarms / Pub Service / Etc.) ■ EMS / Rescue

■ Veg Fires

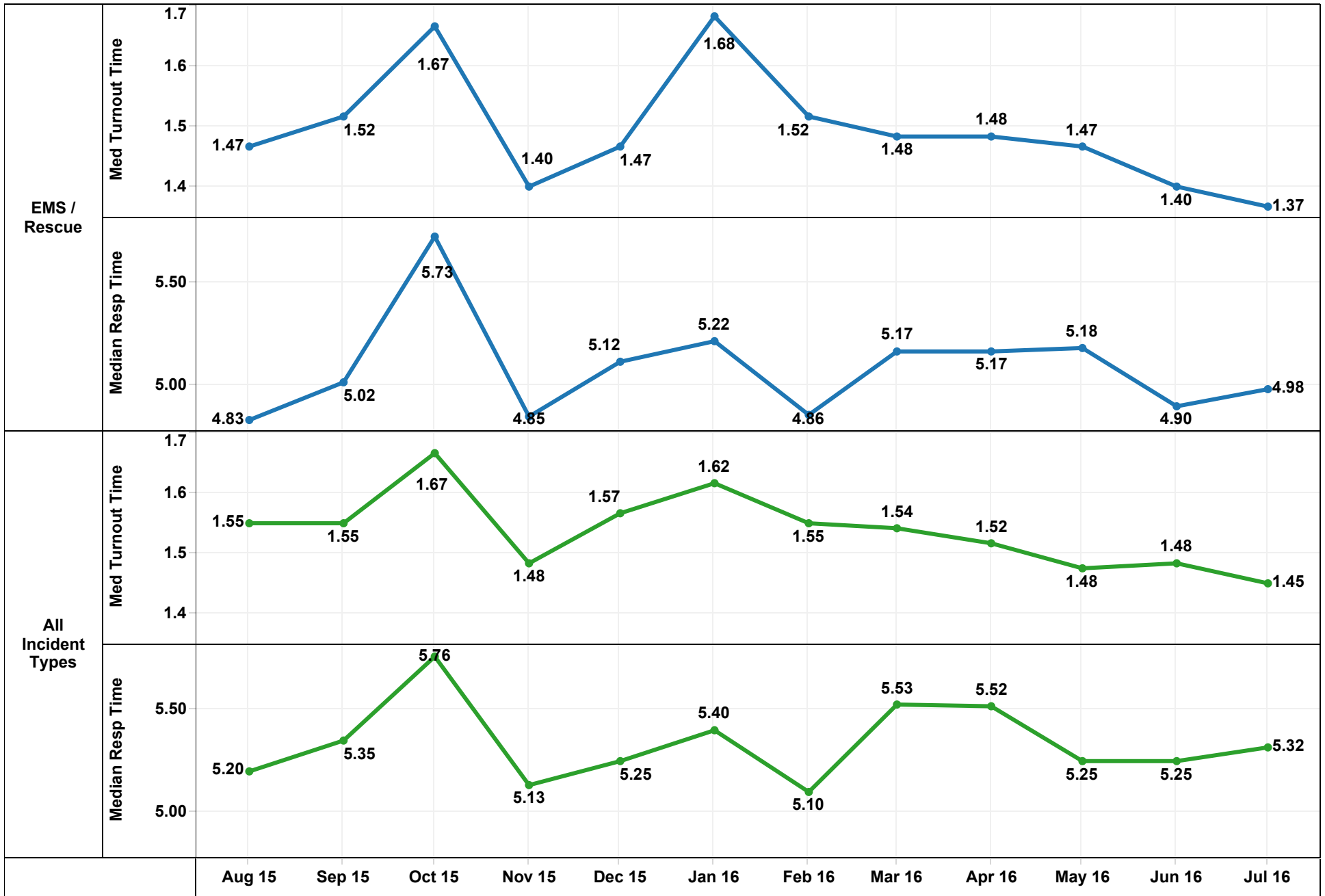
■ Vehicle Accidents

■ Structure Fires

Incident Location Map for MOFD July 2016



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



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...

	<i>August, 2016</i>			<i>Totals</i>
	Structure Fires	All Other Types	EMS / Rescue	
Incident Totals	2	86	119	207
Median Turnout	1.65	1.58	1.45	1.48
Median Resp Time	9.22	5.71	6.28	6.08
Resp Time (90th%)	10.70	11.60	11.08	11.12

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

		<i>August, 2016</i>			
		Incident Totals	Median Turnout	Median Resp Time	Resp Time (90th%)
Orinda	EMS / Rescue	43	1.38	5.30	8.08
	Structure Fires	1	1.22	9.22	9.22
	All Other Types	19	1.70	5.22	7.84
	Totals for City	63	1.44	5.26	8.33
Moraga	EMS / Rescue	39	1.35	4.83	7.93
	All Other Types	4	1.54	6.22	7.17
	Totals for City	43	1.37	4.87	7.28
Lafayette	EMS / Rescue	4	1.38	7.01	8.97
	Structure Fires	1	2.22	8.55	8.55
	Totals for City	5	1.38	7.12	8.97
Overall Total		111	1.40	5.08	8.47

Response Totals By Incident Type

	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul 16	Aug 16	Total
All Others (Alarms / Pub Service / Etc.)	128	105	108	97	97	89	104	83	102	115	114	90	1,232
EMS / Rescue	187	155	163	162	154	121	162	157	158	160	151	104	1,834
Structure Fires	4	1	2	3	1	4	2	2	2	5	2	2	30
Veg Fires	1	1	1			1			3	4	5		16
Vehicle Accidents	10	14	17	26	10	8	29	15	21	10	12	11	183
Grand Total	330	276	291	288	262	223	297	257	286	294	284	207	3,295

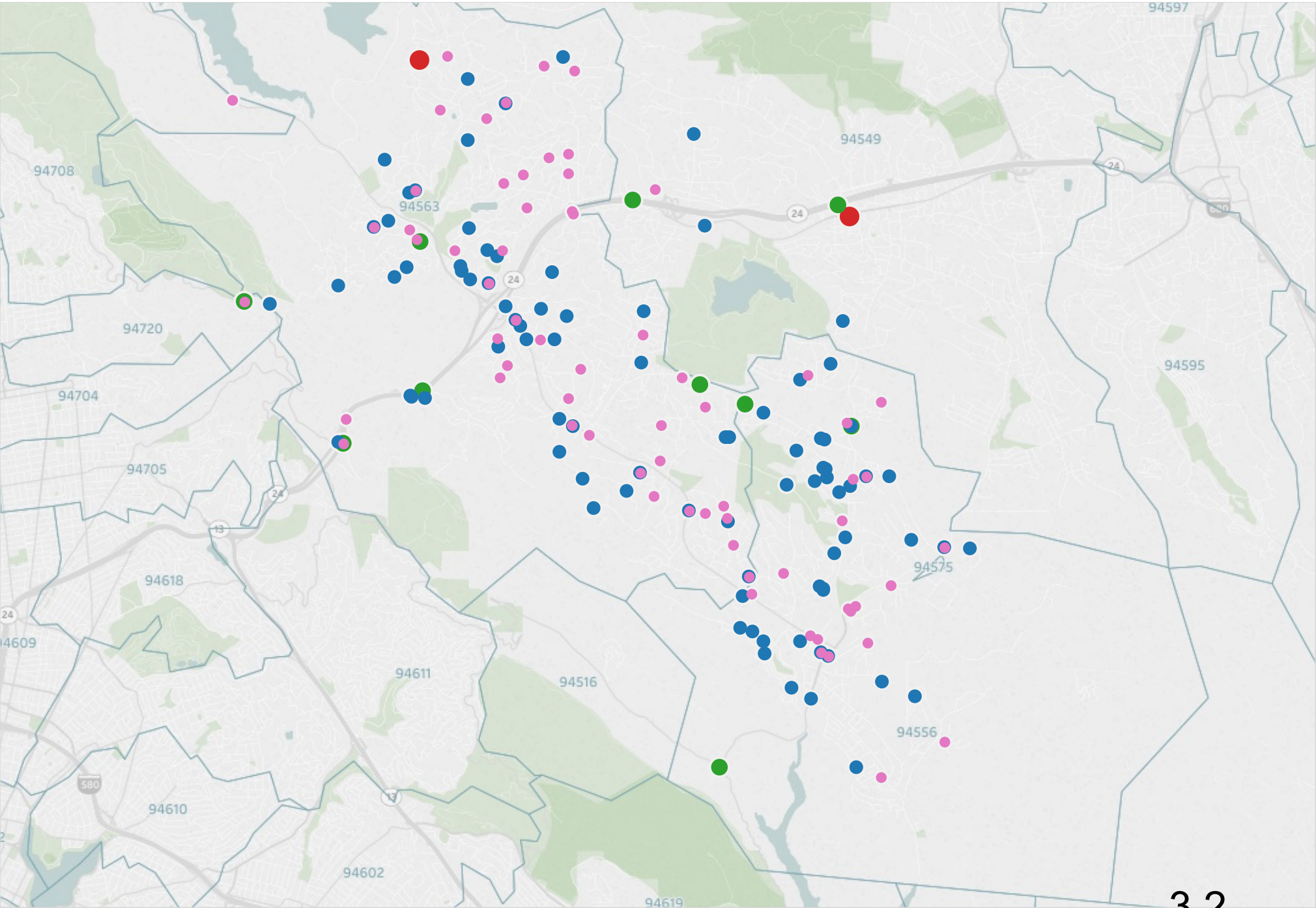
Incident Types

■ All Others (Alarms / Pub Service / Etc.) ■ EMS / Rescue

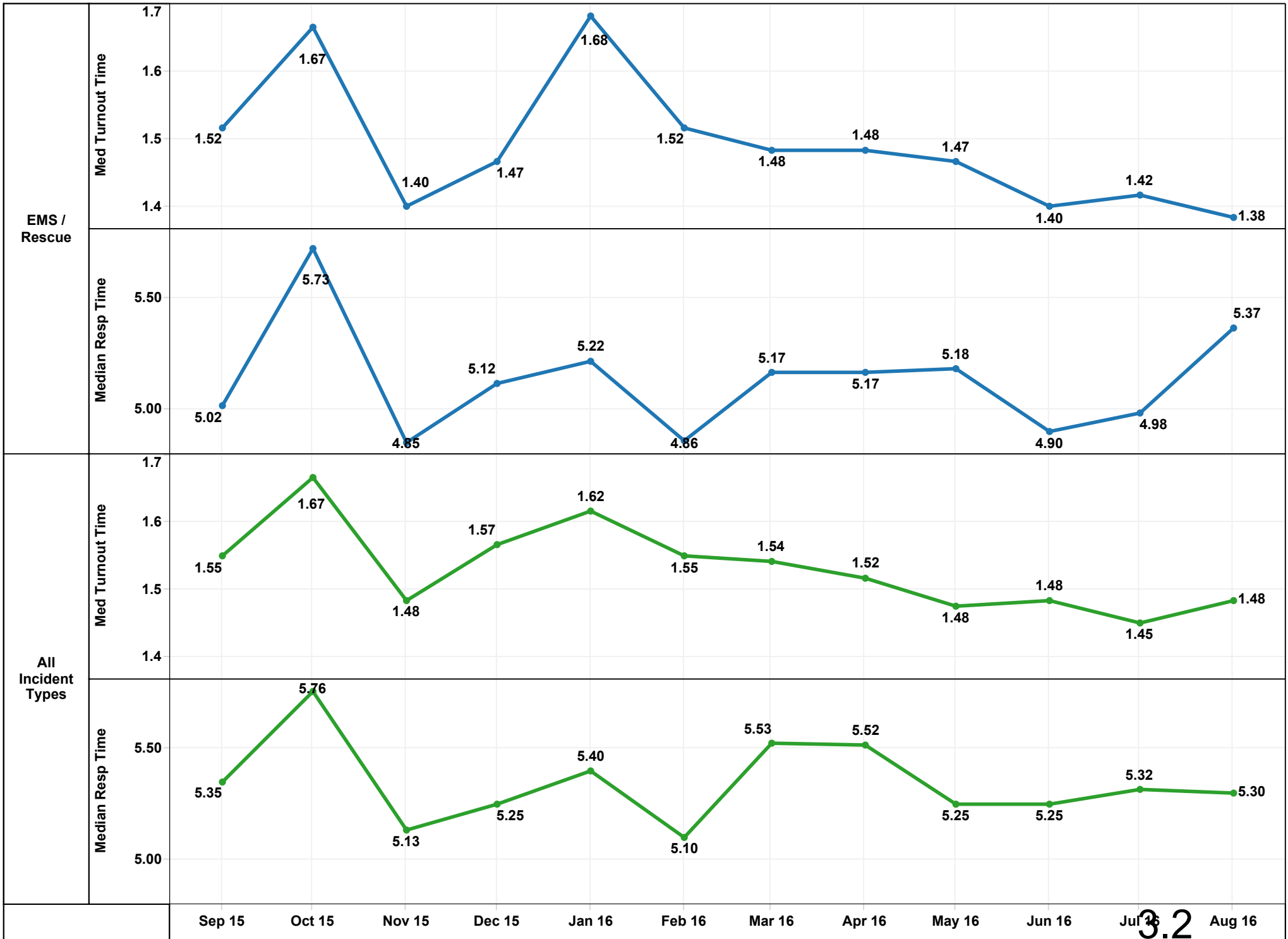
■ Vehicle Accidents

■ Structure Fires

Incident Location Map for MOFD August 2016



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



3.2

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 7/1/2016 Through 7/31/2016

Check Number	Check Date	Name	Check Amount	Transaction Description
23623	7/7/2016	AFSCME Council 57	157.40	Period Ending 06/30/16
23624	7/7/2016	ALSCO - American Linen Divi...	1,184.88	June 2016 linen
23625	7/7/2016	American Fidelity	2,163.49	Period ending 6/30/16
	7/7/2016	American Fidelity	1,263.26	Supplemental deductions-Period ending 6/30/16
23626	7/7/2016	Bound Tree Medical, LLC	1,139.80	Adenosine
	7/7/2016	Bound Tree Medical, LLC	4,434.70	Misc supplies
	7/7/2016	Bound Tree Medical, LLC	(298.55)	Return from 052916 order
23627	7/7/2016	CCCERA Retirement	134,597.66	June 2016 Employee Contributions
23628	7/7/2016	Contra Costa Federal Credit ...	1,485.25	Period Ending 06/30/16
23629	7/7/2016	Concord Garden Equipment	36.28	Misc. repair parts
	7/7/2016	Concord Garden Equipment	1,305.68	MS 461 saw and 20" bars and chain
23630	7/7/2016	Definitive Networks, Inc.	14,166.00	Service coverage for June 2016
23631	7/7/2016	Dan Elbanna	345.00	Command 1C
23632	7/7/2016	IAFF Local 1230 Dues	7,514.64	Period Ending 06/30/16
23633	7/7/2016	IAFF Local 1230 Insurance	1,864.19	Period Ending 06/30/16
23634	7/7/2016	Kathy Leonard	50.00	Shoes
23635	7/7/2016	L.N. Curtis & Sons	866.55	3 vent chains
23636	7/7/2016	Moraga-Orinda Professional F...	520.00	Period ending 06/30/16
23637	7/7/2016	NBS	237.50	Consulting services through June 30, 2016
23638	7/7/2016	Office Depot	53.84	Copy paper, rubberbands and pen refills
	7/7/2016	Office Depot	12.03	Photo paper
23639	7/7/2016	Pacific Color Graphics	1,155.53	50 CC EMS books
23640	7/7/2016	Pacific Gas & Electric	13.20	06/03/16-06/17/16 Lorinda Lane-Final
23641	7/7/2016	Premier COMP Medical Grou...	110.00	Pre-employment exam
	7/7/2016	Premier COMP Medical Grou...	50.00	Return to work exam
23642	7/7/2016	Santiago Martinez	1,000.00	Temp station 43 services-Progress payment
23643	7/7/2016	Mike Rattary	200.00	Paramedic license renewal-M. Rattary
23644	7/7/2016	Grace Santos	210.72	Reimb. mileage 4/13/16-6/30/16 and shoes
23645	7/7/2016	Shred-it	66.00	June 2016 pick-up
23646	7/7/2016	South Bay Regional Public Sa...	1,040.00	S-234 Ignition Operations class-F. Barreto and D. Dick
23647	7/7/2016	Stewart Enterprises II	4,182.02	Reimb. of expenses
23648	7/7/2016	William Svozil	13,917.75	Services 6/01/16-6/29/16
23649	7/7/2016	Tablet Command	3,580.00	Tablet Command set-up, support and on-site training
23650	7/7/2016	U.S. Bank	17,133.14	A/C #4246-0445-5564-6748 05/23/16
23651	7/7/2016	Verizon Wireless	1,152.49	Account 623714059-00001 Service 05/24/16-06/23/16
23652	7/15/2016	ADP, Inc.	374.71	ADP Payroll Fees ending 06/30/16
23653	7/15/2016	American Messaging	151.46	Paging Service July 2016
23654	7/15/2016	Bandwidth.com, Inc.	415.11	Service 07/1/16-07/31/16
23655	7/15/2016	Biomedical Waste Disposal	79.00	July 2016 Medical Waste A/C #0349
	7/15/2016	Biomedical Waste Disposal	79.00	July 2016 Medical Waste A/C #0350
23656	7/15/2016	CC County Auditor-Controller	9,743.86	LAFCO FY16/17
23657	7/15/2016	CCC Fire Commissioners Ass...	100.00	Association Dues 07/01/16-06/30/17
23658	7/15/2016	CCSDA	100.00	FY16/17 Dues
23659	7/15/2016	Citrix Systems Inc.	1,190.00	Annual renewal to 06/26/17 #45827369
23660	7/15/2016	Dell Financial Services	571.83	Rental & Admin Fee 07/13/16-08/12/16 A/C #001-840...
23661	7/15/2016	FAIRA	41,620.92	FY2016-17 FAIRA Coverage
23662	7/15/2016	Fire Districts Assoc. of Calif	412.50	2016-2017 Membership Dues
23663	7/15/2016	FirstOnScene, LLC	17,500.00	Contract services through 06/30/17
23664	7/15/2016	Hunt & Sons, Inc.	1,139.09	Fuel A/C #72371
	7/15/2016	Hunt & Sons, Inc.	1,151.79	Fuel A/C #72372
	7/15/2016	Hunt & Sons, Inc.	655.87	Fuel A/C #72375
23665	7/15/2016	The KSD Group, Inc.	774.85	Management Services 05/26/16-06/25/16
23666	7/15/2016	Labor Relations Information S...	150.00	Renewal-Public Safety Labor News-G. Sasser 2016-2...
23667	7/15/2016	Lucas Lambert	334.33	Reimb. lodging and per diem-Border Fire 6/21/16-6/27...
23668	7/15/2016	Managed Health Network	343.85	July 2016- EAP - 65 @ \$5.29
23669	7/15/2016	Mike Marquardt	343.30	Reimb. Wildland boots

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 7/1/2016 Through 7/31/2016

Check Number	Check Date	Name	Check Amount	Transaction Description
23670	7/15/2016	Northern Calif Fire Prevention...	55.00	Annual membership 2016-2017 K. Leonard
23671	7/15/2016	Brad Nygard	200.00	Paramedic licence renewal-B. Nygard
23672	7/15/2016	Paymentus Group, Inc.	95.24	Credit card fees-June 2016
23673	7/15/2016	PLIC- SBD Grand Island	93.60	July 2016
23674	7/15/2016	Santiago Martinez	0.00	Temp station 43 services-Progress payment #2
23675	7/15/2016	Smart Clean Building Mainten...	245.00	July cleaning service
23676	7/15/2016	Snowy River EMS Production...	5,310.00	Module #3 EMPACT instruction
23677	7/15/2016	Stewart Enterprises II	11,437.51	Reimb Underground Utilities construct. & manhole pla...
	7/15/2016	Stewart Enterprises II	3,202.99	Services 6/29/16-7/12/16
23678	7/15/2016	Wycom Systems, Inc.	150.00	Maintenance 8/28/16-8/28/17
23679	7/21/2016	Airgas USA, LLC	184.85	Tank Rental-Station 41- #2118770 -June 2016
	7/21/2016	Airgas USA, LLC	30.75	Tank Rental-Station 44- #2902766 -June 2016
	7/21/2016	Airgas USA, LLC	220.55	Tank Rental-Station 45- #2867225 -June 2016
23680	7/21/2016	Jacob Airola	50.00	Shoes
23681	7/21/2016	Air Systems, Inc.	563.91	HVAC repair
23682	7/21/2016	Alameda County Fire Depart...	5,514.24	Misc repairs-Unit 407
	7/21/2016	Alameda County Fire Depart...	949.10	R/S wheel seal leak repaired-Unit 410
	7/21/2016	Alameda County Fire Depart...	658.47	Ses light repair-Unit 424
23683	7/21/2016	Alameda County EMS	30.00	Car Seat recertification-S. Woods
23684	7/21/2016	Bay Alarm Company	144.90	St.#42 Qtrly monitoring-A/C #3654324 07/01/16-10/0...
	7/21/2016	Bay Alarm Company	144.90	St.#44 Qtrly monitoring-A/C #3645624 07/01/16-10/0...
23685	7/21/2016	Bomac's Inc.	225.00	Repair to back Admin door
23686	7/21/2016	California Diesel & Power	1,510.00	Generator maintenance
23687	7/21/2016	CCCERA Retirement	4,800,000.00	2016/17 Pre-paid Retirement Contribution
23688	7/21/2016	Central Contra Costa Sanitary...	1,120.00	Inspection fee-manhole/tap/lateral-Washpad-Station 41
23689	7/21/2016	Contra Costa Health Services	388.00	CCC Haz Mat Permit-Station 41
	7/21/2016	Contra Costa Health Services	388.00	CCC Haz Mat Permit-Station 42
	7/21/2016	Contra Costa Health Services	388.00	CCC Haz Mat Permit-Station 44
	7/21/2016	Contra Costa Health Services	1,355.00	CCC Haz Mat Permit-Station 45
23690	7/21/2016	Dell Financial Services	302.99	Rental & Admin Fee 08/01/16-08/31/16 A/C #001-840...
23691	7/21/2016	EBMUD	472.44	Water 05/01/16-07/01/16 2"
	7/21/2016	EBMUD	392.76	Water 05/04/16-07/01/16 6"
	7/21/2016	EBMUD	205.68	Water 5/02/16-06/29/16
23692	7/21/2016	ECMS, Inc.	5,601.47	PPE cleaning and repair
23693	7/21/2016	Daniel Giffin	159.96	Reimb. mileage and meals-Trench Rescue class 5/9/1...
23694	7/21/2016	HomeTeam Pest Defense, LLC	45.00	Pest Control A/C #1029632 Inv. 46599260
	7/21/2016	HomeTeam Pest Defense, LLC	45.00	Pest Control A/C #1035425 Inv. 46599261
	7/21/2016	HomeTeam Pest Defense, LLC	42.90	Pest Control A/C #1133175 Inv. 46599298
	7/21/2016	HomeTeam Pest Defense, LLC	45.00	Pest Control A/C #914925 Inv. 46599259
	7/21/2016	HomeTeam Pest Defense, LLC	46.80	Pest Control A/C #916501 Inv. 46598681
	7/21/2016	HomeTeam Pest Defense, LLC	47.30	Pest Control A/C #916501 Inv. 46600053-Misc. pest
23695	7/21/2016	JJACPA, Inc.	750.00	2016-2017 Fire Flow Tax spreadsheet
23696	7/21/2016	Berry Brothers Towing	450.00	Tow Unit 437 to Dublin for repairs
23697	7/21/2016	Pacific Gas & Electric	380.62	06/02/16-06/30/16 Station 43
	7/21/2016	Pacific Gas & Electric	794.32	06/03/16-07/04/16 Station 44
	7/21/2016	Pacific Gas & Electric	1,778.01	06/03/16-07/04/16 Station 45
	7/21/2016	Pacific Gas & Electric	1,071.25	06/06/16-07/05/16 Station 42 Electric
	7/21/2016	Pacific Gas & Electric	395.16	06/06/16-07/05/16 Admin
	7/21/2016	Pacific Gas & Electric	891.70	06/07/16-07/06/16 Station 41
23698	7/21/2016	Santiago Martinez	5,400.00	Temp station 43 services-Progress payment #2
23699	7/21/2016	Dennis Rein	67.75	Reimb. food for meetings
23700	7/21/2016	Republic Services	676.12	July 2016 Trash A/C#302100093245
	7/21/2016	Republic Services	81.56	July 2016 Trash A/C#302100094062
	7/21/2016	Republic Services	432.82	July 2016 Trash A/C#302100095331
	7/21/2016	Republic Services	81.56	July 2016 Trash A/C#302100108522
23701	7/21/2016	Safeway, Inc	57.50	Fire Prevention lunch

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 7/1/2016 Through 7/31/2016

Check Number	Check Date	Name	Check Amount	Transaction Description
	7/21/2016	Safeway, Inc	28.47	Strategic planning workshop
	7/21/2016	Safeway, Inc	22.23	Volunteer Appreciation dinner
	7/21/2016	Safeway, Inc	35.38	Water and ice for 4th of July
	7/21/2016	Safeway, Inc	5.39	Water for Board meeting
23702	7/21/2016	Shah Kawasaki Architects	5,944.98	Services 06/01/16 thru 06/30/16
23703	7/21/2016	Shell Fleet Plus	40.00	A/C #079-018-347 07/06/2016
23704	7/21/2016	Ken Tamplen	810.00	Parcel #256-082-015-7, 112 Donald Drive
	7/21/2016	Ken Tamplen	157.50	Parcel #271-160-008-6, 626 Moraga Way
23705	7/21/2016	WFCA: The Daily Dispatch	250.00	Employment Ad- Fire Inspector/Plans Examiner
23706	7/29/2016	ADP, Inc.	332.23	ADP Payroll Fees ending 07/15/16
23707	7/29/2016	Alameda County Fire Depart...	495.00	Headsets not working-Installed new hardware-290 OES
23708	7/29/2016	Alert-All Corporation	1,949.10	Balloons, Key tags, Fire hats and water bottles
23709	7/29/2016	A T and T	349.10	Acct# 9391035207 06/12/16-07/11/16
	7/29/2016	A T and T	10.62	Acct#0011712900145 06/01/16-06/30/16 Conference ...
23710	7/29/2016	Brittany Bare	345.00	Fire Command 1A
	7/29/2016	Brittany Bare	200.00	Fire Instructor 1B
	7/29/2016	Brittany Bare	200.00	ICS-300
23711	7/29/2016	Bay Area Air Quality Manage...	617.00	BAAQM permit-B6975-St #44 8/1/16-8/1/18
23712	7/29/2016	Cheyenne Electric Inc	10,850.00	Electrical work for Temp. Station 43
23713	7/29/2016	Coffelt Construction & Transp...	12,560.00	Connect double wide & install tiedowns and piers-Tem...
23714	7/29/2016	Comcast	86.32	8155 40 005 0208436 Station 42-07/24/16-08/23/16
	7/29/2016	Comcast	86.25	8155 40 006 0190996 Station 45-07/23/16-08/22/16
	7/29/2016	Comcast	86.25	8155 40 006 0191002 Station 44-07/14/16-08/13/16
	7/29/2016	Comcast	86.25	8155 40 006 0191028 Station 43-07/14/16-08/13/16
23715	7/29/2016	Cooler Living Systems	4,250.00	Components and installation for Temp. St. 43
23716	7/29/2016	C.R. Fireline, Inc.	318.12	11 bottles hydro tested
23717	7/29/2016	Dell Financial Services	571.83	Rental & Admin Fee 08/13/16-09/12/16 A/C #001-840...
23718	7/29/2016	Clive Devenish	283.00	Refund-Cancelled submittal
23719	7/29/2016	Dan Elbanna	50.00	Shoes
23720	7/29/2016	Federal Express	22.21	Envelope to CCCERA
23721	7/29/2016	Uriel Garcia	6,570.00	GIS services 6/27/16-7/21/16
23722	7/29/2016	HdL Coren & Cone	3,150.00	Contract services-Property taxes 07/01/16-09/30/16
23723	7/29/2016	Jeff Keena	50.00	Shoes
23724	7/29/2016	Kronos Incorporated	3,898.19	Telestaff Contract and WebAccess usage fee 2016/20...
23725	7/29/2016	Lafayette Automotive Supply	51.55	4 Halogen bulbs
	7/29/2016	Lafayette Automotive Supply	455.50	Oil supplies
23726	7/29/2016	L.N. Curtis & Sons	713.79	Misc. hose equipment
23727	7/29/2016	Managed Health Network	365.01	August 2016- EAP - 69 @ \$5.29
23728	7/29/2016	Meyers,Nave,Riback,Silver,Wi...	3,499.37	June 2016-Client Matter 1025.001
	7/29/2016	Meyers,Nave,Riback,Silver,Wi...	2,089.71	June 2016-Client Matter 1025.005
	7/29/2016	Meyers,Nave,Riback,Silver,Wi...	674.10	June 2016-Client Matter 1025.029
23729	7/29/2016	Moraga Hardware & Lumber	58.53	Supplies for staking properties-Exterior Hazard propert...
	7/29/2016	Moraga Hardware & Lumber	4.37	Velcro for apparatus repair
23730	7/29/2016	Pitney Bowes	169.14	St 41 Postage Machine Rental A/C #17220373 04/30/...
23731	7/29/2016	Reserve Account	900.00	Reserve postage -Acct. 33928102
23732	7/29/2016	PLIC- SBD Grand Island	109.20	August 2016
23733	7/29/2016	Ricoh USA, Inc.	4,336.20	Copier Rental 08/01/16-10/30/16 A/C #200-3002747-...
	7/29/2016	Ricoh USA, Inc.	725.35	Copies 04/14/16-07/13/16 Contract #3105240
23734	7/29/2016	Sprint	219.95	Phone 06/12/16-07/11/16 A/C #825945022
23735	7/29/2016	Stewart Enterprises II	4,019.82	Reimb. misc. vendor payments 6/22/16-7/22/16
	7/29/2016	Stewart Enterprises II	3,953.08	Services 7/13/16-7/26/16
23736	7/29/2016	U.S. Bank	30.73	A/C #4246-0445-5564-6748 05/23/16
23737	7/29/2016	Christina Vargas	12.48	Reimb. mileage and parking-mtgs. 6/28/16 and 7/26/16
23738	7/29/2016	Verizon Wireless	56.24	12-lead modem wireless 06/11/16-07/10/16
23739	7/29/2016	Wittman Enterprises, LLC	3,990.89	June 2016
CP026	7/9/2016	Calif. Public Employees'	168,233.58	CalPers Health Ins

Moraga-Orinda Fire District
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<u>Check Number</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
DD026	7/9/2016	Delta Dental Plan of Calif.	<u>15,679.89</u>	Delta Dental ACH payment
Report Total			<u><u>5,414,571.50</u></u>	

Moraga-Orinda Fire District
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Check Number	Check Date	Name	Check Amount	Transaction Description
23740	8/11/2016	AFSCME Council 57	228.15	Period ending 7/31/16
23741	8/11/2016	Airgas USA, LLC	190.78	Tank Rental-Station 41- #2118770 -July 2016
	8/11/2016	Airgas USA, LLC	31.57	Tank Rental-Station 44- #2902766 -July 2016
	8/11/2016	Airgas USA, LLC	227.77	Tank Rental-Station 45- #2867225 -July 2016
23742	8/11/2016	Air Systems, Inc.	2,266.96	AC repair
	8/11/2016	Air Systems, Inc.	3,398.00	Dorm room AC-replace compressor and misc. repairs
	8/11/2016	Air Systems, Inc.	211.00	July 2016 HVAC Maint-St. #41
	8/11/2016	Air Systems, Inc.	410.00	July 2016 HVAC Maint-St. #42
	8/11/2016	Air Systems, Inc.	192.00	July 2016 HVAC Maint-St. #43
	8/11/2016	Air Systems, Inc.	397.00	July 2016 HVAC Maint-St. #44
	8/11/2016	Air Systems, Inc.	431.00	July 2016 HVAC Maint-St. #45
23743	8/11/2016	ALSCO - American Linen Divi...	1,179.60	July 2016 linen
23744	8/11/2016	American Fidelity	2,263.49	Period ending 7/31/16
	8/11/2016	American Fidelity	1,096.10	Supplemental deductions-Period ending 7/31/16
23745	8/11/2016	American Messaging	150.28	Paging Service August 2016
23746	8/11/2016	Arrow International, Inc.	1,494.73	Needles
23747	8/11/2016	A T and T Mobility	2,382.56	Acct #287016079073 6/16/16-7/15/16 & 3 phones for ...
23748	8/11/2016	Bandwidth.com, Inc.	415.17	Service 08/1/16-08/31/16
23749	8/11/2016	Bauer Compressors	750.00	Annual service on Mako Air Trailer
23750	8/11/2016	Bound Tree Medical, LLC	218.95	BLS red bag
	8/11/2016	Bound Tree Medical, LLC	55.38	Head immobilizers
	8/11/2016	Bound Tree Medical, LLC	3,487.44	Misc supplies
	8/11/2016	Bound Tree Medical, LLC	4,028.46	Misc. supplies
	8/11/2016	Bound Tree Medical, LLC	91.85	Safety glasses
	8/11/2016	Bound Tree Medical, LLC	26.81	Syringes
23751	8/11/2016	Kevin Brashem	1,304.79	Reimb class fee,hotel, mileage & per diem-Driver/Op ...
23752	8/11/2016	FASIS - Calif Bank and Trust	176,564.00	1st Qtr FY16/17 Workers Comp
23753	8/11/2016	CCCERA Retirement	149,466.67	July 2016 Employee Contributions
23754	8/11/2016	Contra Costa Federal Credit ...	1,485.25	Period ending 7/31/16
23755	8/11/2016	Coffelt Construction & Transp...	2,000.00	Final payment- install tiedowns and piers-Temp St. 43
23756	8/11/2016	Comcast	86.32	8155 40 005 0208428 Station 41-07/29/16-08/28/16
23757	8/11/2016	Concord Uniforms	76.14	District Aide uniforms
23758	8/11/2016	Definitive Networks, Inc.	14,016.00	Service coverage for July 2016
23759	8/11/2016	EBMUD	146.15	Water 04/21/16-06/20/16 Lorinda Lane-Final Bill
23760	8/11/2016	Employee Benefits Specialist...	844.24	July and August 2016 vision
23761	8/11/2016	Employment Development De...	6,252.00	UI-04/01/16-06/30/16
23762	8/11/2016	Federal Express	26.46	Envelope to CCCERA
23763	8/11/2016	Grainger, Inc.	(95.67)	Return supplies for tiller training
	8/11/2016	Grainger, Inc.	431.29	Supplies for tiller training
23764	8/11/2016	Honey Bucket	422.60	ADA compliant port-a-potty-meeting 7/20/16
23765	8/11/2016	Hunt & Sons, Inc.	947.69	Fuel A/C #72371
	8/11/2016	Hunt & Sons, Inc.	1,257.74	Fuel A/C #72372
	8/11/2016	Hunt & Sons, Inc.	390.32	Fuel A/C #72373
	8/11/2016	Hunt & Sons, Inc.	511.45	Fuel A/C #72375
23766	8/11/2016	IAFF Local 1230 Dues	7,380.67	Period ending 7/31/16
23767	8/11/2016	IAFF Local 1230 Insurance	1,828.94	Period ending 7/31/16
23768	8/11/2016	L.N. Curtis & Sons	392.27	2 Belt weather kits
	8/11/2016	L.N. Curtis & Sons	194.45	2 Rescue stuff bags, 80 feet of cord and 2 carabiners
23769	8/11/2016	Mail Stream Direct	598.44	Postcards for Station 43 relocation
23770	8/11/2016	Moraga-Orinda Professional F...	510.00	Period ending 7/31/16
23771	8/11/2016	Office Depot	121.05	Copy paper and cleaning supplies
	8/11/2016	Office Depot	220.52	Copy paper, file boxes, wireless mouse and ink cartrid...
	8/11/2016	Office Depot	92.52	Copy paper, rubberbands and batteries
23772	8/11/2016	Brian Oliver	210.00	S-330AR
23773	8/11/2016	Paymentus Group, Inc.	89.83	Credit card fees-July 2016
23774	8/11/2016	Steve Rogness	50.00	Shoes

Moraga-Orinda Fire District
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Check Number	Check Date	Name	Check Amount	Transaction Description
23775	8/11/2016	Safeway, Inc	21.67	Board meeting 7/20/16
	8/11/2016	Safeway, Inc	4.74	Water for Special Board meeting- 4/27/16
23776	8/11/2016	Shah Kawasaki Architects	2,371.89	Services 07/01/16 thru 07/31/16
23777	8/11/2016	Shred-it	66.00	July 2016 pick-up
23778	8/11/2016	Staples Advantage	175.65	Misc. supplies-Station 41
	8/11/2016	Staples Advantage	135.75	Misc. supplies-Station 45
23779	8/11/2016	Stewart Enterprises II	14,692.14	Reimb. expenses 7/21/16-8/10/16
23780	8/11/2016	William Svozil	10,163.70	Services 7/01/16-7/31/16
23781	8/11/2016	The UPS Store	41.85	Shipping for EMS-J. Lee
23782	8/11/2016	U.S. Bank	15,892.10	A/C #4246-0445-5564-6748 06/22/16
23783	8/11/2016	Verizon Wireless	1,152.12	Account 623714059-00001 Service 06/24/16-07/23/16
23784	8/18/2016	ADP, Inc.	372.06	ADP Payroll Fees ending 07/31/16
	8/18/2016	ADP, Inc.	572.76	HR/Benefits Workforce processing fees ending 7/25/16
23785	8/18/2016	Airgas USA, LLC	0.00	Tank Rental-Station 41- #2118770 -July 2016
	8/18/2016	Airgas USA, LLC	0.00	Tank Rental-Station 44- #2902766 -August 2016
23786	8/18/2016	Alameda County Fire Depart...	500.12	90 day inspection-Unit 438
	8/18/2016	Alameda County Fire Depart...	1,924.87	Annual service-Unit 435
	8/18/2016	Alameda County Fire Depart...	457.49	Annual service-Unit 436
	8/18/2016	Alameda County Fire Depart...	1,834.25	Annual service-Unit 437
	8/18/2016	Alameda County Fire Depart...	9,373.28	Annual service-Unit 442
	8/18/2016	Alameda County Fire Depart...	396.83	Aux. pump motor leaking-Unit 417
	8/18/2016	Alameda County Fire Depart...	825.00	Engine running rough-Unit 420
	8/18/2016	Alameda County Fire Depart...	1,197.83	Misc. repairs-Unit 406
	8/18/2016	Alameda County Fire Depart...	395.39	Retarder not working-Unit 409
	8/18/2016	Alameda County Fire Depart...	2,210.68	Semi-annual service -Unit 421
23787	8/18/2016	Allied Propane Services, Inc	1,457.41	Propane service installation-12 Via Las Cruces
23788	8/18/2016	Astral Communications, Inc.	20.00	Repair of 3 modems
	8/18/2016	Astral Communications, Inc.	30.00	Repair of modem
	8/18/2016	Astral Communications, Inc.	20.00	Repair of two modems
23789	8/18/2016	A T and T	101.23	Acct# 9391053307 07/01/16-07/31/16 Emergency lan...
23790	8/18/2016	Biomedical Waste Disposal	79.00	August 2016 Medical Waste A/C #0349
	8/18/2016	Biomedical Waste Disposal	79.00	August 2016 Medical Waste A/C #0350
23791	8/18/2016	The Blackrock Group	1,200.00	Background investigation
	8/18/2016	The Blackrock Group	2,791.25	Background investigations
23792	8/18/2016	Bound Tree Medical, LLC	185.99	Alcohol swabs
23793	8/18/2016	Cheyenne Electric Inc	700.00	Phone/data wiring-12 Via Las Cruces
	8/18/2016	Cheyenne Electric Inc	216.00	Reroute 3 CAT 6E cables and stub wires-12 Via Las C...
23794	8/18/2016	Coffelt Construction & Transp...	3,500.00	Install new perimeter skirting-12 Via Las Cruces
23795	8/18/2016	Diablo Rapid Print	68.36	Business cards-Fire Prevention
23796	8/18/2016	EBMUD	190.73	Water 06/03/16-08/02/16 3/4" meter
	8/18/2016	EBMUD	413.79	Water06/03/16-08/02/16 6" meter
23797	8/18/2016	Far West Sanitation and Stora...	918.30	Holding tank-Weekly service-12 Via Las Cruces
23798	8/18/2016	Uriel Garcia	1,800.00	GIS services 8/01/16-8/05/16
23799	8/18/2016	HdL Coren & Cone	745.00	2015-2016 CAFR Statistical reports package
23800	8/18/2016	HomeTeam Pest Defense, LLC	42.90	Pest Control A/C #1133175 Inv. 47056635
	8/18/2016	HomeTeam Pest Defense, LLC	45.00	Pest Control A/C #914925 Inv. 47056597
	8/18/2016	HomeTeam Pest Defense, LLC	46.80	Pest Control A/C #916501 Inv. 47055996
23801	8/18/2016	IAFC Membership	254.00	Annual membership-K. Leonard 10/27/16-10/26/17
23802	8/18/2016	The KSD Group, Inc.	3,480.57	Management Services 06/26/16-07/25/16
23803	8/18/2016	L.N. Curtis & Sons	2,483.02	Turnouts-Lacy
23804	8/18/2016	Meyers,Nave,Riback,Silver,Wi...	2,797.52	July 2016-Client Matter 1025.001
	8/18/2016	Meyers,Nave,Riback,Silver,Wi...	876.33	July 2016-Client Matter 1025.005
	8/18/2016	Meyers,Nave,Riback,Silver,Wi...	235.94	July 2016-Client Matter 1025.029
23805	8/18/2016	Office Depot	117.14	Copy paper, file folders and 3" binder
23806	8/18/2016	Brian Oliver	190.00	Reimb. Strike Team -per diem 7/25/16-8/4/16
23807	8/18/2016	Orinda Motors, Inc.	571.13	Misc repairs-Utility 41

Moraga-Orinda Fire District
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Check Number	Check Date	Name	Check Amount	Transaction Description
	8/18/2016	Orinda Motors, Inc.	114.17	Oil change-Chevy Tahoe-D. Rein
	8/18/2016	Orinda Motors, Inc.	512.21	replace two rear tires-2007 Ford Expedition
23808	8/18/2016	Pacific Gas & Electric	456.63	07/01/16-08/01/16 Station 43
	8/18/2016	Pacific Gas & Electric	745.39	07/05/16-08/03/16 Station 44
	8/18/2016	Pacific Gas & Electric	1,806.95	07/05/16-08/03/16 Station 45
	8/18/2016	Pacific Gas & Electric	974.58	07/06/16-08/04/16 Station 41
	8/18/2016	Pacific Gas & Electric	1,211.48	07/06/16-08/04/16 Station 42 Electric
	8/18/2016	Pacific Gas & Electric	412.62	07/06/16-08/04/16 Admin
23809	8/18/2016	Santiago Martinez	3,620.00	Addition Simpson Post bases-12 Via Las Cruces-Final...
23810	8/18/2016	Dennis Rein	52.34	Reimb. supplies for mtgs. 6/3, 8/1 and 8/6/16
23811	8/18/2016	Republic Services	638.32	August 2016 Trash A/C#302100093245
	8/18/2016	Republic Services	81.56	August 2016 Trash A/C#302100094052
	8/18/2016	Republic Services	432.82	August 2016 Trash A/C#302100095331
	8/18/2016	Republic Services	81.56	August 2016 Trash A/C#302100108522
23812	8/18/2016	Reliable Pharmaceutical Retur...	157.50	Pharmaceutical disposal
23813	8/18/2016	Shell Fleet Plus	65.01	A/C #079-018-347 08/05/2016 J. Lee-FEMA class
23814	8/18/2016	Smart Clean Building Mainten...	245.00	August cleaning service
23815	8/18/2016	Pete Stathakos	320.00	CPR class-OIS 8/17/16
23816	8/18/2016	Stewart Enterprises II	11,845.16	Services 7/27/16-8/16/16
23817	8/18/2016	U.S. Bank	357.69	A/C #4246-0445-5564-6748 06/22/16
23818	8/18/2016	Steven Woods	320.00	CPR class-OIS 8/17/16
23819	8/23/2016	Cornelius-Lemley Fire Rescue	30,000.00	Purchase 1989 Seagrave Aerial Tiller truck-Trainer
23820	8/26/2016	ADP, Inc.	334.89	ADP Payroll Fees ending 08/15/16
	8/26/2016	ADP, Inc.	549.54	HR/Benefits Workforce processing fees ending 6/25/16
23821	8/26/2016	Airgas USA, LLC	921.72	Tank Rental-Station 41- #2118770 -July 2016
	8/26/2016	Airgas USA, LLC	353.72	Tank Rental-Station 44- #2902766 -August 2016
23822	8/26/2016	Air Systems, Inc.	510.00	A/C repair
	8/26/2016	Air Systems, Inc.	877.50	A/C transformer repair
23823	8/26/2016	A T and T	384.81	Acct# 9391035207 07/12/16-08/11/16
23824	8/26/2016	A T and T Mobility	1,231.71	Phone Acct #287016079073 07/16/16-08/15/16
23825	8/26/2016	Bay Valley Appliance Service	285.00	Oven repair
23826	8/26/2016	Bound Tree Medical, LLC	2,453.36	Misc supplies
23827	8/26/2016	Comcast	86.32	8155 40 005 0208436 Station 42-08/24/16-09/23/16
	8/26/2016	Comcast	86.25	8155 40 006 0190996 Station 45-08/23/16-09/22/16
	8/26/2016	Comcast	86.25	8155 40 006 0191002 Station 44-08/14/16-09/13/16
	8/26/2016	Comcast	86.25	8155 40 006 0191028 Station 43-08/14/16-09/13/16
23828	8/26/2016	Dell Financial Services	302.99	Rental & Admin Fee 09/01/16-09/30/16 A/C #001-840...
	8/26/2016	Dell Financial Services	571.83	Rental & Admin Fee 09/13/16-10/12/16 A/C #001-840...
23829	8/26/2016	Daniel Dick	64.00	Per diem reimb-moving to temp station 43-no kitchen
23830	8/26/2016	Employee Benefits Specialist...	2,757.46	Sept. billing and July and Aug. 2016 revisions
23831	8/26/2016	Happy Pixel Studio, LLC	1,620.00	Website maintenance and hosting 4/27/16-3/26/17
23832	8/26/2016	HomeTeam Pest Defense, LLC	45.00	Pest Control A/C #1035425 Inv. 47056599
23833	8/26/2016	Hunt & Sons, Inc.	1,056.23	Fuel A/C #72371
	8/26/2016	Hunt & Sons, Inc.	900.50	Fuel A/C #72372
	8/26/2016	Hunt & Sons, Inc.	564.44	Fuel A/C #72375
23834	8/26/2016	Lucas Lambert	375.20	Reimb. Strike Team exp.- 8/1/16-8/7/16-Goose Fire
23835	8/26/2016	Andrew Leach	64.00	Per diem reimb-moving to temp station 43-no kitchen
23836	8/26/2016	Managed Health Network	375.59	September 2016- EAP - 71 @ \$5.29
23837	8/26/2016	Office Depot	163.77	Copy paper, desk lamp, pens and binder clips
	8/26/2016	Office Depot	65.68	Laminating pouches
	8/26/2016	Office Depot	133.14	Misc office supplies and cleaning supplies
	8/26/2016	Office Depot	2.65	Scissors
23838	8/26/2016	Brian Oliver	50.00	Shoes
23839	8/26/2016	OpenGov, Inc.	6,000.00	7/1/16-6/30/17
23840	8/26/2016	Orinda Motors, Inc.	112.59	Oil change-BC4511
	8/26/2016	Orinda Motors, Inc.	138.78	Oil change-BC4512

Moraga-Orinda Fire District
 Check/Voucher Register - Check Register
 From 8/1/2016 Through 8/31/2016

Check Number	Check Date	Name	Check Amount	Transaction Description
	8/26/2016	Orinda Motors, Inc.	3,705.21	Replace air compressor and turbo unit-Unit 428
23841	8/26/2016	PLIC- SBD Grand Island	109.20	September 2016
23842	8/26/2016	Santiago Martinez	6,400.00	Temp station 43 services-Ramps
23843	8/26/2016	Republic Services	22.26	6/23/16-6/30/16 Trash A/C#302100132312-Final
23844	8/26/2016	Setcom Corporation	131.63	Repair Setcom headset for E41
23845	8/26/2016	Shred-it	66.00	August 2016 pick-up
23846	8/26/2016	Society for Human Resource ...	190.00	Annual membership-G. Sasser 10/01/16-09/30/17
23847	8/26/2016	Trio Systems LLC	323.03	Soniclear software support renewal 9/26/16-9/26/17
23848	8/26/2016	Sprint	219.95	Phone 07/12/16-08/11/16 A/C #825945022
23849	8/26/2016	Staples Advantage	282.14	Misc. supplies-Station 42
	8/26/2016	Staples Advantage	91.31	Misc. supplies-Station 43
	8/26/2016	Staples Advantage	100.39	Misc. supplies-Station 44
23850	8/26/2016	Verizon Wireless	56.28	12-lead modem wireless 07/11/16-08/10/16
23851	8/26/2016	John Whittington	128.00	Per diem reimb-moving to temp station 43-no kitchen
23852	8/26/2016	Wittman Enterprises, LLC	5,109.05	July 2016
CP027	8/9/2016	Calif. Public Employees'	166,414.28	CalPers Health Ins
DD027	8/9/2016	Delta Dental Plan of Calif.	15,679.89	Delta Dental ACH payment
OPE...	8/9/2016	U.S. Bank PARS Account 674...	118,000.00	OPEB Trust 2016-17 Contribution
Report Total			878,972.54	

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - Capital Projects Fund Actual to Budget-16/17
From 7/1/2016 Through 7/31/2016

		Current Period Actual	YTD Budget - Original	YTD Budget Variance - Original	Percent Total Budget Remaining - Original
Revenue					
Taxes					
Fire Flow Tax	4066	0.00	1,070,214.00	(1,070,214.00)	(100.00)%
Total Taxes		0.00	1,070,214.00	(1,070,214.00)	(100.00)%
Use of Money & Property					
Investment Earnings	4181	850.19	1,000.00	(149.81)	(14.98)%
Total Use of Money & Property		850.19	1,000.00	(149.81)	(14.98)%
Charges for Service					
Impact Mitigation Fees	4743	0.00	10,000.00	(10,000.00)	(100.00)%
Total Charges for Service		0.00	10,000.00	(10,000.00)	(100.00)%
Total Revenue		850.19	1,081,214.00	(1,080,363.81)	(99.92)%
Expenditures					
Other Expense					
Bank Fees	7510	0.00	100.00	100.00	100.00%
Fire Flow Tax Collection Fees	7531	750.00	11,500.00	10,750.00	93.48%
Capital Contingency-Facilities, ...	7700	0.00	150,000.00	150,000.00	100.00%
Fire Fighting Equip-Fixed Asset ...	7701	0.00	20,000.00	20,000.00	100.00%
Apparatus/Vehicles-Fixed Asset...	7703	0.00	144,700.00	144,700.00	100.00%
Buildings-Station #41-Fixed Ass...	7705	1,120.00	50,000.00	48,880.00	97.76%
Buildings-Station #43-Fixed Ass...	7706	63,825.75	4,477,000.00	4,413,174.25	98.57%
Misc. Equipment Expense	7709	0.00	179,770.00	179,770.00	100.00%
Total Other Expense		65,695.75	5,033,070.00	4,967,374.25	98.69%
Total Expenditures		65,695.75	5,033,070.00	4,967,374.25	98.69%
Excess of Revenues Over/ (Under) Expenditures		(64,845.56)	(3,951,856.00)	3,887,010.44	(98.36)%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 16/17
From 7/1/2016 Through 7/31/2016

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Revenue					
Taxes					
Property Tax-Current Secured	4010	0.00	17,556,871.00	(17,556,871.00)	(100.00)%
Property Tax-Supplemental	4011	0.00	300,000.00	(300,000.00)	(100.00)%
Property Tax-Unitary	4013	0.00	203,699.00	(203,699.00)	(100.00)%
Property Tax-Curr Unsecured	4020	0.00	605,000.00	(605,000.00)	(100.00)%
Prop Tax- Prior Secured	4030	0.00	(61,010.00)	61,010.00	(100.00)%
Prop Tax-Prior Supplement	4031	0.00	(25,262.00)	25,262.00	(100.00)%
Prop Tax Prior Unsecured	4035	0.00	(10,000.00)	10,000.00	(100.00)%
Total Taxes		<u>0.00</u>	<u>18,569,298.00</u>	<u>(18,569,298.00)</u>	<u>(100.00)%</u>
Intergovernmental Revenue					
Homeowners Relief Tax	4385	0.00	158,000.00	(158,000.00)	(100.00)%
CA FF JAC Training Funds	4440	0.00	25,091.00	(25,091.00)	(100.00)%
Other/In Lieu of Taxes	4580	0.00	902.00	(902.00)	(100.00)%
Measure H-Emerg Med Ser Subsid	4896	0.00	86,592.00	(86,592.00)	(100.00)%
Total Intergovernmental Revenue		<u>0.00</u>	<u>270,585.00</u>	<u>(270,585.00)</u>	<u>(100.00)%</u>
Charges for Service					
Permits	4740	0.00	2,364.00	(2,364.00)	(100.00)%
Plan Review	4741	47,439.00	170,000.00	(122,561.00)	(72.09)%
Inspection Fees	4742	0.00	24,000.00	(24,000.00)	(100.00)%
Weed Abatement Charges	4744	0.00	6,774.00	(6,774.00)	(100.00)%
CPR/First Aid Classes	4745	153.00	2,000.00	(1,847.00)	(92.35)%
Reports/ Photocopies	4746	27.00	350.00	(323.00)	(92.29)%
Other Charges for Service	4747	0.00	8,650.00	(8,650.00)	(100.00)%
Total Charges for Service		<u>47,619.00</u>	<u>214,138.00</u>	<u>(166,519.00)</u>	<u>(77.76)%</u>
Charges for Service - Ambulance					
Ambulance Service Fees	4898	79,886.25	1,048,120.00	(968,233.75)	(92.38)%
Ambulance Service Fee Reimbursements	4899	31.61	(67,980.00)	68,011.61	(100.05)%
Ambulance Collection Recovery Payments	4900	0.00	3,000.00	(3,000.00)	(100.00)%
Total Charges for Service - Ambulance		<u>79,917.86</u>	<u>983,140.00</u>	<u>(903,222.14)</u>	<u>(91.87)%</u>
Other Revenue					
Other Revenue-Strike Team Recovery	4971	0.00	332,718.00	(332,718.00)	(100.00)%
Other Revenue & Financing Sources	4972	0.00	46,174.00	(46,174.00)	(100.00)%
Other Revenue-Misc.	4974	0.00	1,000.00	(1,000.00)	(100.00)%
Misc Rebates & Refunds	4975	0.00	1,000.00	(1,000.00)	(100.00)%
Sale of Surplus Property	4980	0.00	1,000.00	(1,000.00)	(100.00)%
Total Other Revenue		<u>0.00</u>	<u>381,892.00</u>	<u>(381,892.00)</u>	<u>(100.00)%</u>
Total Revenue		<u>127,536.86</u>	<u>20,419,053.00</u>	<u>(20,291,516.14)</u>	<u>(99.38)%</u>
Expenditures					
Salaries & Benefits					
Permanent Salaries	5011	632,318.53	8,015,911.00	7,383,592.47	92.11%
Temporary Salaries	5013	11,581.77	174,950.00	163,368.23	93.38%
Overtime	5014	200,299.60	1,860,025.00	1,659,725.40	89.23%
Deferred Compensation	5015	11,520.90	105,887.00	94,366.10	89.12%
Overtime - Strike Team	5016	59,622.49	276,730.00	217,107.51	78.45%
Contract Services	5018	10,163.70	100,000.00	89,836.30	89.84%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 16/17
From 7/1/2016 Through 7/31/2016

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Worker's Compensation Recovery	5019	(4,513.72)	(40,000.00)	(35,486.28)	88.72%
Payroll Taxes -FICA,SUI	5042	13,669.90	166,110.00	152,440.10	91.77%
Payroll Processing Fees	5043	332.23	20,000.00	19,667.77	98.34%
Retirement Contributions	5044	353,855.65	4,440,332.00	4,086,476.35	92.03%
Life/Health Insurance-Permanent Employees	5060	84,099.92	1,107,452.00	1,023,352.08	92.41%
Employee's-Health Insurance Contribution	5061	(18,834.47)	(262,140.00)	(243,305.53)	92.82%
Retiree Health Insurance	5062	100,860.59	1,300,000.00	1,199,139.41	92.24%
Retiree-Health Insurance Contribution	5063	(29,507.47)	(430,000.00)	(400,492.53)	93.14%
Unemployment Insurance	5064	0.00	10,000.00	10,000.00	100.00%
Retiree-Health OPEB Contribution	5065	0.00	118,000.00	118,000.00	100.00%
Vision Insurance	5066	0.00	13,000.00	13,000.00	100.00%
Workers' Compensation Insurance	5070	176,564.00	706,005.00	529,441.00	74.99%
Total Salaries & Benefits		1,602,033.62	17,682,262.00	16,080,228.38	90.94%
Operating Expense					
Office Supplies	6100	369.13	18,150.00	17,780.87	97.97%
Postage	6101	1,159.66	8,500.00	7,340.34	86.36%
Books & Periodicals	6102	150.00	6,850.00	6,700.00	97.81%
Printer Ink Cartridges	6103	50.96	7,500.00	7,449.04	99.32%
Telephone/Communication	6110	4,774.01	45,000.00	40,225.99	89.39%
Dispatch/Comm Center Services w/ AVL MDT	6111	0.00	170,000.00	170,000.00	100.00%
Utilities- Sewer	6120	0.00	3,800.00	3,800.00	100.00%
Utilities-Garbage	6121	1,272.06	14,870.00	13,597.94	91.45%
Utilities-PG&E	6122	0.00	67,040.00	67,040.00	100.00%
Utilities-Water	6123	0.00	15,120.00	15,120.00	100.00%
Utilities-Medical Waste	6124	158.00	2,150.00	1,992.00	92.65%
Small Tools & Instruments	6130	392.27	21,250.00	20,857.73	98.15%
Minor Equipment/Furniture	6131	0.00	2,000.00	2,000.00	100.00%
Computer Equipment & Supplies	6132	0.00	10,000.00	10,000.00	100.00%
Gas Power Chain Saw/Other Equipmen	6133	0.00	12,000.00	12,000.00	100.00%
Fire Trail Grading	6135	0.00	20,500.00	20,500.00	100.00%
Fire Fighting Equipment & Supplies	6137	0.00	12,300.00	12,300.00	100.00%
Fire Fighting Equipment-Hoses & Nozzles	6138	0.00	16,500.00	16,500.00	100.00%
Fire Fighting Equipment-Class A Foam	6139	0.00	1,500.00	1,500.00	100.00%
Medical & Lab Supplies	6140	9,459.86	110,000.00	100,540.14	91.40%
Food Supplies	6150	0.00	8,500.00	8,500.00	100.00%
Safety Clothing & Personal Supplies	6160	0.00	65,000.00	65,000.00	100.00%
Non-Safety Clothing & Personal Supplies	6161	200.00	2,000.00	1,800.00	90.00%
Household Expense	6170	663.40	22,825.00	22,161.60	97.09%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 16/17
From 7/1/2016 Through 7/31/2016

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Household Expense-Linen	6171	1,179.60	15,330.00	14,150.40	92.31%
Public & Legal Notices	6190	0.00	4,750.00	4,750.00	100.00%
Dues, Memberships & Professional Fees	6200	667.50	19,790.00	19,122.50	96.63%
EMT/Paramedic Licensure Fees	6201	0.00	5,500.00	5,500.00	100.00%
Rent & Leases (Equipment)	6250	8,613.17	42,950.00	34,336.83	79.95%
Computer Software & Maintenance	6251	22,738.19	78,875.00	56,136.81	71.17%
Website Development & Maintenance	6252	0.00	1,700.00	1,700.00	100.00%
EPA ID# Verification Fee	6264	0.00	200.00	200.00	100.00%
CCC HazMat Plan (CUPA)	6265	2,519.00	3,000.00	481.00	16.03%
BAAQMD & Environmental Health Fees	6266	617.00	750.00	133.00	17.73%
Air Monitor Maintenance & Replacement	6269	0.00	2,000.00	2,000.00	100.00%
Maintenance -- Equipment	6270	829.54	67,975.00	67,145.46	98.78%
Central Garage Repairs	6271	0.00	160,000.00	160,000.00	100.00%
Central Garage Gasoline & Oil	6272	3,040.20	80,000.00	76,959.80	96.20%
Central Garage Tires	6273	0.00	15,000.00	15,000.00	100.00%
Service/Repair Fuel System Dispensers	6274	0.00	4,500.00	4,500.00	100.00%
Aerial Ladder & Pump Testing	6275	0.00	800.00	800.00	100.00%
Smog Inspections	6276	0.00	500.00	500.00	100.00%
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	8,065.76	64,660.00	56,594.24	87.53%
Maintenance -- Grounds	6282	0.00	12,650.00	12,650.00	100.00%
Meetings & Travel Expenses	6303	1,829.29	34,200.00	32,370.71	94.65%
Employee Assistance Program	6309	708.86	4,300.00	3,591.14	83.51%
Medical - Pre-Emp Processing and Annual Exams	6311	0.00	43,000.00	43,000.00	100.00%
Ambulance Billing Administration Fees	6312	0.00	60,000.00	60,000.00	100.00%
Outside Attorney Fees	6313	0.00	96,000.00	96,000.00	100.00%
Outside CPR Instructors	6314	0.00	3,500.00	3,500.00	100.00%
CCC County Tax Administration Fee	6316	0.00	175,000.00	175,000.00	100.00%
Professional Services	6317	0.00	41,773.00	41,773.00	100.00%
Professional Services - Labor Negotiator	6318	0.00	10,000.00	10,000.00	100.00%
Professional Services - Technology	6319	14,016.00	262,000.00	247,984.00	94.65%
Professional Services - Pre-Employment Investigations	6320	0.00	15,000.00	15,000.00	100.00%
Professional Services - Promotional Exams & Recruitment	6321	250.00	29,000.00	28,750.00	99.14%
Professional Services-OPEB Actuarial Valuation	6322	0.00	13,000.00	13,000.00	100.00%

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - General Fund Actual to Budget 16/17
From 7/1/2016 Through 7/31/2016

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Exterior Hazard Removal	6323	967.50	12,000.00	11,032.50	91.94%
Professional Services-Prop Tax Audit & Forecasting	6326	3,150.00	12,600.00	9,450.00	75.00%
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	335.62	10,000.00	9,664.38	96.64%
Career Development Classes	6357	0.00	26,000.00	26,000.00	100.00%
Target Safety Online Training	6359	0.00	6,195.00	6,195.00	100.00%
Training & Education Classes-Paramedic & EMT CE	6360	0.00	10,000.00	10,000.00	100.00%
District Sponsored Training-Mandated	6361	0.00	60,000.00	60,000.00	100.00%
Educational Courses/Conferences Board	6377	0.00	2,200.00	2,200.00	100.00%
Election Expense	6465	0.00	18,000.00	18,000.00	100.00%
Recruiting Costs	6470	0.00	30,000.00	30,000.00	100.00%
Strike Team Supplies	6474	0.00	12,550.00	12,550.00	100.00%
Community Emergency Response Team	6475	0.00	11,000.00	11,000.00	100.00%
Exercise Supplies/Maint.	6476	0.00	9,100.00	9,100.00	100.00%
Recognition Supplies	6478	0.00	16,300.00	16,300.00	100.00%
Other Special Departmental Exp	6479	134.67	72,000.00	71,865.33	99.81%
Public Education Supplies	6480	1,979.10	9,500.00	7,520.90	79.17%
CPR Supplies	6481	0.00	3,000.00	3,000.00	100.00%
LAFCO	6482	9,743.86	10,500.00	756.14	7.20%
Emergency Preparedness Expense	6484	0.00	8,500.00	8,500.00	100.00%
Misc. Services & Supplies	6490	6,570.00	38,700.00	32,130.00	83.02%
Property & Liability Insurance	6540	41,620.92	53,000.00	11,379.08	21.47%
Total Operating Expense		<u>148,225.13</u>	<u>2,481,703.00</u>	<u>2,333,477.87</u>	<u>94.03%</u>
Other Expense					
Bank Fees	7510	95.17	5,000.00	4,904.83	98.10%
Interest on County Teeter Account	7520	0.00	100.00	100.00	100.00%
County Tax Collection Fees	7530	0.00	300.00	300.00	100.00%
Total Other Expense		<u>95.17</u>	<u>5,400.00</u>	<u>5,304.83</u>	<u>98.24%</u>
Total Expenditures		<u>1,750,353.92</u>	<u>20,169,365.00</u>	<u>18,419,011.08</u>	<u>91.32%</u>
Excess of Revenues Over/ (Under) Expenditures		<u>(1,622,817.06)</u>	<u>249,688.00</u>	<u>(1,872,505.06)</u>	<u>(749.94)%</u>

Moraga-Orinda Fire District
Statement of Revenues and Expenditures - Debt Service Fund Actual to Budget-16/17
From 7/1/2016 Through 7/31/2016

		Current Period Actual	Total Budget \$ - Original	Total Budget \$ Variance - Original	Percent Total Budget Remaining - Original
Revenue					
Taxes					
Property Tax-Current Secured	4010	0.00	3,219,473.00	(3,219,473.00)	(100.00)%
Total Taxes		0.00	3,219,473.00	(3,219,473.00)	(100.00)%
Total Revenue		0.00	3,219,473.00	(3,219,473.00)	(100.00)%
Expenditures					
Other Expense					
Pension Obligation Bond Principal Payment	7900	2,100,000.00	2,383,359.00	283,359.00	11.89%
Pension Obligation Bond Interest Payment	7901	484,546.50	993,089.00	508,542.50	51.21%
Total Other Expense		2,584,546.50	3,376,448.00	791,901.50	23.45%
Total Expenditures		2,584,546.50	3,376,448.00	791,901.50	23.45%
Excess of Revenues Over/ (Under) Expenditures		(2,584,546.50)	(156,975.00)	(2,427,571.50)	1,546.47%

**MORAGA-ORINDA FIRE DISTRICT
TREASURER'S QUARTERLY INVESTMENT REPORT
JUNE 30, 2016**

Type of Investment	Financial Institution	Date of Maturity	Par Value/ Original	Market Value	Rate of Interest	Fiscal Year-to-Date Income
Cash	Contra Costa County	N/A	771,523	771,523	0.00%	0
Cash	Citibank	N/A	419,742	419,742	0.00%	0
Cash	Citibank	N/A	35,539	35,539	0.00%	0
Local Agency Investment Fund	Local Agency Investment Fund	N/A	8,405,096	8,410,317	0.55%	8,700
Money Market	Wells Fargo Bank Advantage Cash Investment Fund	N/A	2,587,350	2,587,350	0.01%	2,541
Money Market	Deutsche Bank Lease Escrow	N/A	0	0	0.01%	26
Money Market	Citibank	N/A	4,003,704	4,003,704	0.25%	977
Total			16,222,954	16,228,175		12,244

Average Weighted Yield 0.35%

Market values obtained from monthly statements issued by Citibank and Wells Fargo Bank

Sufficient funds exist to meet the District's financial obligations for the next six months using the County of Contra Costa's "Teeter Plan". In 1949, the California Legislature enacted an alternative method for the distribution of secured property taxes to local agencies known as the "Teeter Plan". The "Teeter Plan" is a tax distribution procedure by which secured tax tolls are distributed to the District on the basis of the tax levy, rather than on the basis of actual tax collections. While the County bears the risk of loss on delinquent taxes that go unpaid, it benefits from the penalties associated with these delinquent taxes when they are paid. In turn, the "Teeter Plan" provides the District with stable cash flow and the elimination of collection risk.

The June 2016 investments are in accordance with the District adopted investment policy.



7-27-2016

Gloriann Sasser
Administrative Services Director

Date

Wittman Enterprises LLC
Moraga-Orinda Fire District
Ambulance Billing-Fiscal Year 2015/2016-Revenue to Date
as of 06/30/16

	GROSS REVENUE(1)	MEDICARE WRITE OFFS (2)	MEDI-CAL WRITE OFFS (3)	RESIDENT WRITE OFFS (4)	OTHER CONTRACTUAL WRITE OFFS (5)	NET REVENUE (6)	CASH RECEIPTS (7)	REFUNDS (8)	NET RECEIPTS (9)	BAD DEBT WRITE OFFS (10)	ADJUSTMENTS (11)	NEW A/R BALANCE (12)
JULY '15	\$ 205,317.60	\$ 88,399.25	\$ 8,053.87	\$ 30,052.49	\$ 2,929.58	\$ 75,882.41	\$ 85,589.65		\$ 85,589.65	\$ 8,236.65	\$ (0.63)	\$ 394,924.26
AUGUST '15	\$ 165,251.85	\$ 71,948.99	\$ 5,136.59	\$ 15,455.33		\$ 72,710.94	\$ 75,790.41	\$ 293.25	\$ 75,497.16	\$ 4,346.37	\$ 4.44	\$ 387,796.11
SEPTEMBER '15	\$ 244,477.60	\$ 104,584.80	\$ 9,101.42	\$ 7,648.83	\$ 1,928.64	\$ 121,213.91	\$ 62,953.24	\$ 333.27	\$ 62,619.97	\$ 9,086.93		\$ 437,303.12
OCTOBER '15	\$ 187,897.85	\$ 63,288.90	\$ 10,892.55	\$ 16,571.89		\$ 97,144.51	\$ 96,168.82		\$ 96,168.82	\$ 2,627.00	\$ 50.44	\$ 435,702.25
NOVEMBER '15	\$ 182,868.50	\$ 85,100.64	\$ 5,496.57	\$ 4,557.60	\$ 1,079.27	\$ 86,634.42	\$ 72,712.22	\$ 2,489.08	\$ 70,223.14		\$ (440.30)	\$ 451,673.23
DECEMBER '15	\$ 148,614.05	\$ 63,177.80	\$ 11,630.59	\$ 18,337.73	\$ 1,149.85	\$ 54,318.08	\$ 88,963.88		\$ 88,963.88	\$ (435.00)	\$ (359.47)	\$ 417,102.96
JANUARY '16	\$ 208,666.85	\$ 84,528.62	\$ 12,039.70	\$ 14,661.96		\$ 97,436.57	\$ 61,238.98		\$ 61,238.98		\$ (116.54)	\$ 453,184.01
FEBRUARY '16	\$ 147,001.00	\$ 57,425.96	\$ 9,976.04	\$ 15,591.16		\$ 64,007.84	\$ 76,179.80	\$ 1,979.91	\$ 74,199.89	\$ 19,502.32		\$ 423,489.64
MARCH '16	\$ 205,588.70	\$ 86,976.48	\$ 5,771.21	\$ 15,805.47	\$ 1,510.61	\$ 95,524.93	\$ 56,986.76		\$ 56,986.76		\$ 144.23	\$ 462,172.04
APRIL '16	\$ 176,217.20	\$ 60,273.68	\$ 4,335.23	\$ 14,805.83		\$ 96,802.46	\$ 109,289.85	\$ 2,292.54	\$ 106,997.31		\$ (409.09)	\$ 451,568.10
MAY '16	\$ 229,539.95	\$ 91,696.86	\$ 14,979.41	\$ 11,406.51	\$ 1,653.52	\$ 109,803.65	\$ 87,038.55		\$ 87,038.55		\$ 1.59	\$ 474,334.79
JUNE '16	\$ 163,023.50	\$ 63,110.03	\$ 16,857.58	\$ 16,542.38	\$ 446.00	\$ 66,067.51	\$ 75,299.73		\$ 75,299.73		\$ 16.07	\$ 465,118.64
YEAR TO DATE TOTALS	\$ 2,264,464.65	\$ 920,512.01	\$ 114,270.76	\$ 181,437.18	\$ 10,697.47	\$ 1,037,547.23	\$ 948,211.89	\$ 7,388.05	\$ 940,823.84	\$ 43,364.27	\$ (1,109.26)	
YTD PERCENTAGE OF REVENUE		40.65%	5.05%	8.01%	0.47%	45.82%	41.87%	0.33%	41.55%	1.91%	-0.05%	
YTD PERCENTAGE OF NET REVENUE									90.68%			

1. GROSS REVENUE – Charges billed within the month.
2. MEDICARE WRITE OFFS – Contractual write down that MOFD is obligated to take as a Medicare provider
3. MEDI-CAL WRITE OFFS - Contractual write down that MOFD is obligated to take as a Medi-Cal provider
4. RESIDENT WRITE OFFS – Write Downs that are taken according to MOFD’s resident policy
5. OTHER CONTRACTUAL WRITE OFFS – Contractual write downs that are taken for other federal or state agencies
6. NET REVENUE – Revenue after all contractual obligations are taken
7. CASH RECEIPTS – Payments that are received in month.
8. REFUNDS – Overpayments that are refunded.
9. NET RECEIPTS – Payments after refunds have been removed.
10. BAD DEBT – Accounts that have been sent to the collection agency.
11. ADJUSTMENTS – Any adjustment that has been made to a previously billed account, (for example, incorrect mileage).
12. NEW A/R BALANCE – Balance of all accounts in system at the end of the month and in general ledger account #1051-Receivables – Ambulance Billing.

MORAGA-ORINDA FIRE PROTECTION DISTRICT
PARS OPEB Trust Program

Annual Account Report for the Period
7/1/2015 to 6/30/2016

Gloriann Sasser
Administrative Services Director
Moraga-Orinda Fire Protection District
1280 Moraga Way
Moraga, CA 94556

Account Summary

Source	Beginning Balance as of 7/1/2015	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 6/30/2016
Employer Contribution	\$83,052.73	\$94,000.00	\$144.52	\$760.20	\$0.00	\$0.00	\$176,437.05
Totals	\$83,052.73	\$94,000.00	\$144.52	\$760.20	\$0.00	\$0.00	\$176,437.05

Investment Selection

Capital Appreciation HighMark PLUS

Investment Objective

The primary goal of the Capital Appreciation objective is growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.

Investment Return

1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
			3-Years	5-Years	10-Years	
-0.25%	1.78%	-1.11%	-	-	-	5/19/2015

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees



Moraga-Orinda Fire District

TO: The Board of Directors
FROM: Stephen Healy, Fire Chief
DATE: September 21, 2016
SUBJECT: Item 3.8 – Part-time Fire Inspector/Plans Examiner Salary Range

Background

On June 15, 2016, the Board of Directors approved a part-time Fire Inspector/Plans Examiner position. The salary range for this position was \$33.20 to 40.35 per hour, with a 20-hour work-week. The District received only five applications, one qualified. This indicated that the salary range was set too low to attract quality candidates. Additionally, the 20-hour work-week was potentially problematic.

Staff had a salary survey conducted for this position, using the same methodology as the 2015/16 surveys. The data indicated that the average salary range for this position should be \$47.11 to 52.20.

Conclusion

The salary range and work hours for the Part-time Fire Inspector/Plans Examiner should be adjusted to \$47.11 to 52.20; and 24-hour of work-week.

Because the position was not implemented on July 1, 2016, sufficient funds are presently available to fund the position without a budget adjustment.

Staff Recommendation

1) Receive report; 2) Deliberate; 3) Approve increase in hourly rate and work hours for Part-time Fire Inspector/Plans Examiner.

ATTACHMENTS

1. Attachment A – Proposed Salary Range for Part-time Fire Inspector/Plans Examiner

**MORAGA ORINDA FIRE DISTRICT
SALARY SCHEDULE MONTHLY
EFFECTIVE OCTOBER 1, 2016**

CLASSIFICATION	RANGE	BASE SALARY	FIRE RETIREMENT ALLOTMENT	TOTAL BASE SALARY	EDUCATIONAL INCENTIVE	HOURLY RATE	OVERTIME RATE	UNIFORM PAY
FIRE INSPECTOR/ PLANS EXAMINER	3	8,707	341	9,048		52.20	78.30	
	2	8,252	323	8,575		49.48	74.22	
	1	7,857	308	8,165		47.11	70.67	



Moraga-Orinda Fire District

TO: The Board of Directors
FROM: Stephen Healy, Fire Chief
DATE: September 21, 2016
SUBJECT: Item 4.1 – Approval of Side Letter of Agreement with Local 1230, Local 2700, and MOFCOA; Effective January 1, 2017

BACKGROUND

In 2014, the District negotiated new memorandums of understandings (MOU) with the three (3) MOFD bargaining groups: Local 1230, Local 2700, and MOFCOA. These MOU's resulted in capped medical premium amounts for active and retired employees. Retired employee medical premiums remain capped, which has lowered the District's post-retirement unfunded liabilities (OPEB).

In an effort to keep pace with other fire service agencies in the Bay Area (regional job market), the Board of Directors directed the staff to negotiate side-letters of agreement with the bargaining units, who represent the active employees. The latest District salary survey data was used to determine what the average employer-paid premiums were. These amounts were agreed among the bargaining units and the District and are as follows:

Employee Only	\$575.44	\$684
Employee +1	\$1,150.85	\$1,368
Employee + 2 or more	\$1,496.11	\$1,778

Conclusion

Since 2014, the District's economic outlook has continued to improve.

As directed, staff has negotiated a Side Letter of Agreement with Local 1230, Local 2700, and MOFCOA.

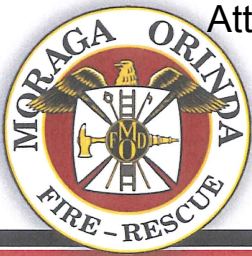
The cost of these side-letters is approximately \$76,000 in FY 2016/17 and \$153,000 in FY 2017/18.

RECOMENDATION

1) Receive report; 2) Deliberate; 3) Approve Side Letter of Agreement with Local 1230, Local 2700, and MOFCOA.

ATTACHMENTS

1. Attachment A – Side Letter of Agreement with Local 1230
2. Attachment B – Side Letter of Agreement with Local 2700
3. Attachment C – Side Letter of Agreement with MOFCOA
4. Attachment D – Proposed MOFD Insurance Premium Schedule for all bargaining units



Moraga-Orinda Fire District

Side Letter of Agreement Between Moraga-Orinda Fire District and United Professional Firefighters of Contra Costa County IAFF Local 1230, AFL-CIO

The Moraga-Orinda Fire District (District) and Local 1230 agree to amend Sections 13.1, 13.2 and 13.5 of their January 1, 2011 to June 30, 2018 MOU (the current MOU), *effective for the period January 1, 2017 through June 30, 2018 only*, as set forth in this Side Letter below. Effective January 1, 2017, this Side Letter supersedes the Side Letter of Agreement approved by the District Board of Directors on February 4, 2015, which previously amended the District's health contributions to active employees for a limited/stated duration, which February 4, 2015 Side Letter shall be void effective January 1, 2017. Effective close of business June 30, 2018, the parties agree that the enhanced District contributions to benefits described in this Side Letter shall revert to the District contribution levels and provisions set forth in the 2011-2018 MOU. This Side Letter shall not become effective unless and until signed by the parties indicated below, and approved by the District's Board of Directors.

13.1 Medical

Effective following Board approval of this MOU, the District's monthly medical contribution will be set at the PERS minimum contribution level (currently \$128/month and as subsequently adjusted by PERS and/or statute). The District's maximum further obligation for medical related expenses shall be the difference between the following and the PERS minimum health contribution:

Employee only	\$684
Employee +1	\$1,368
Employee +2 or more	\$1,778

The difference will be placed in a "Premium Expense Account" of the IRS Section 125 Flexible Benefits Plan of Moraga-Orinda Fire District. The "Premium Expense Account" allows participants to use tax-free dollars above the PERS minimum contribution level to pay for health care premiums under the various insurance programs offered by the District above. (See Flexible Benefits Plan Document and Summary Plan Description for full details.) Thus, the District's obligation with respect to District contributions that may be used toward medical premiums is capped as set forth in this section. The District assumes no responsibility regarding the tax consequences of any benefit provided under this MOU.

13.2 Dental Program: The District's maximum obligation toward dental premiums for employees shall be the following:

Employee only	\$51.20/month
---------------	---------------

Attachment A

Employee +1	\$90.12/month
Employee +2 or more	\$136.35/month

The District's maximum obligation toward dental premiums for retirees shall be the following:

Employee only	\$46.68/month
Employee +1	\$81.00/month
Employee +2 or more	\$116.98/month

13.5 Retiree Medical Coverage


13.5.1 Employees hired prior to April 15, 2014 will receive retiree medical insurance contributions from the District when retiring with CCCERA in an amount equal to the PERS minimum medical insurance contribution level (currently \$128/month and as subsequently adjusted by PERS and/or statute), plus an additional amount for a total District contribution obligation of:

Employee only	\$458.42
Employee +1	\$916.82
Employee +2 or more	\$1,191.87

13.5.2 Employees hired on or after April 16, 2014 will receive retiree medical insurance coverage when retiring with CCCERA in an amount equal to the PERS minimum health insurance contribution as set forth by PERS and/or applicable statute.


13.5.3 Retiree medical coverage is subject to PERS rules and regulations and applicable law.

For Moraga-Orinda Fire District

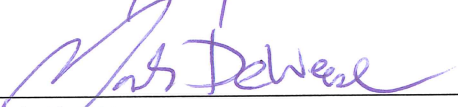


Stephen Healy
Fire Chief
Dated: 8-18-16

For Local 1230



Vince Wells
President
Dated: 8/23/16



Mark DeWeese
Representative
Dated: 8/23/16



Moraga-Orinda Fire District

Side Letter of Agreement Between Moraga-Orinda Fire District and United Clerical, Technical & Specialized Employees AFSCME, Local 2700

The Moraga-Orinda Fire District (District) and Local 2700 agree to amend Sections 18.1, 18.2 and 18.6 of their January 1, 2011 to June 30, 2018 MOU (the current MOU), *effective for the period January 1, 2017 through June 30, 2018 only*, as set forth in this Side Letter below. Effective close of business June 30, 2018, the parties agree that the enhanced District contributions to benefits described in this Side Letter shall revert to the District contribution levels and provisions set forth in the 2011-2018 MOU. This Side Letter shall not become effective unless and until signed by the parties indicated below, and approved by the District’s Board of Directors.

18.1 Medical

Effective following Board approval of this MOU, the District’s monthly medical contribution will be set at the PERS minimum contribution level (currently \$128/month and as subsequently adjusted by PERS and/or statute). The District’s maximum further obligation for medical related expenses shall be the difference between the following and the PERS minimum health contribution:

Employee only	\$684
Employee +1	\$1,368
Employee +2 or more	\$1,778

The difference will be placed in a “Premium Expense Account” of the IRS Section 125 Flexible Benefits Plan of Moraga-Orinda Fire District. The “Premium Expense Account” allows participants to use tax-free dollars above the PERS minimum contribution level to pay for health care premiums under the various insurance programs offered by the District above. (See Flexible Benefits Plan Document and Summary Plan Description for full details.) Thus, the District’s obligation with respect to District contributions that may be used toward medical premiums is capped as set forth in this section. The District assumes no responsibility regarding the tax consequences of any benefit provided under this MOU.

18.2 Dental Program: The District’s maximum obligation toward dental premiums for employees shall be the following:

Employee only	\$51.20/month
Employee +1	\$90.12/month
Employee +2 or more	\$136.35/month

Attachment B

The District's maximum obligation toward dental premiums for retirees shall be the following:

Employee only	\$46.68/month
Employee +1	\$81.00/month
Employee +2 or more	\$116.98/month

18.6 Retiree Medical Coverage

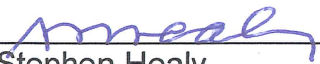
Employees hired prior to April 15, 2014 will receive retiree medical insurance contributions from the District when retiring with CCCERA in an amount equal to the PERS minimum medical insurance contribution level (currently \$128/month and as subsequently adjusted by PERS and/or statute), plus an additional amount for a total District contribution obligation of:

Employee only	\$458.42
Employee +1	\$916.82
Employee +2 or more	\$1,191.87

Employees hired on or after April 16, 2014 will receive retiree medical insurance coverage when retiring with CCCERA in an amount equal to the PERS minimum health insurance contribution as set forth by PERS and/or applicable statute.


Retiree medical coverage is subject to PERS rules and regulations and applicable law.

For Moraga-Orinda Fire District




Stephen Healy
Fire Chief
Dated: 8-29-16

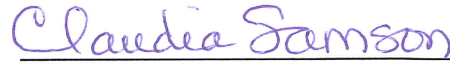
For AFSCME, Local 2700



Suzie Griffith
Business Agent
Dated: 8-23-16



Grace Santos
Dated: 8-23-16



Claudia Samson
Dated: 8-23-16



Moraga-Orinda Fire District

Side Letter of Agreement Between Moraga-Orinda Fire District and Moraga-Orinda Fire Chief Officer's Association

The Moraga-Orinda Fire District (District) and Moraga-Orinda Fire Chief Officer's Association (MOFCOA) agree to amend Sections III-A of their July 1, 2012 to June 30, 2018 MOU (the current MOU), *effective for the period January 1, 2017 through June 30, 2018 only*, as set forth in this Side Letter below. Effective close of business June 30, 2018, the parties agree that the enhanced District contributions to benefits described in this Side Letter shall revert to the District contribution levels and provisions set forth in the 2012-2018 MOU. This Side Letter shall not become effective unless and until signed by the parties indicated below, and approved by the District's Board of Directors.

III

A. Medical

Effective following Board approval of this MOU, the District's monthly medical contribution will be set at the PERS minimum contribution level (currently \$128/month and as subsequently adjusted by PERS and/or statute). The District's maximum further obligation for medical related expenses shall be the difference between the following and the PERS minimum health contribution:

Employee only	\$684
Employee +1	\$1,368
Employee +2 or more	\$1,778

The difference will be placed in a "Premium Expense Account" of the IRS Section 125 Flexible Benefits Plan of Moraga-Orinda Fire District. The "Premium Expense Account" allows participants to use tax-free dollars above the PERS minimum contribution level to pay for health care premiums under the various insurance programs offered by the District above. (See Flexible Benefits Plan Document and Summary Plan Description for full details.) Thus, the District's obligation with respect to District contributions that may be used toward medical premiums is capped as set forth in this section. The District assumes no responsibility regarding the tax consequences of any benefit provided under this MOU.

Dental Program: The District's maximum obligation toward dental premiums for employees shall be the following:

Employee only	\$51.20/month
Employee +1	\$90.12/month
Employee +2 or more	\$136.35/month

Attachment C

The District's maximum obligation toward dental premiums for retirees shall be the following:

Employee only	\$46.68/month
Employee +1	\$81.00/month
Employee +2 or more	\$116.98/month


Retiree Medical Coverage: Employees hired prior to April 15, 2014 will receive retiree medical insurance contributions from the District when retiring with CCCERA in an amount equal to the PERS minimum medical insurance contribution level (currently \$128/month and as subsequently adjusted by PERS and/or statute), plus an additional amount for a total District contribution obligation of:

Employee only	\$458.42
Employee +1	\$916.82
Employee +2 or more	\$1,191.87

Employees hired on or after April 16, 2014 will receive retiree medical insurance coverage when retiring with CCCERA in an amount equal to the PERS minimum health insurance contribution as set forth by PERS and/or applicable statute.

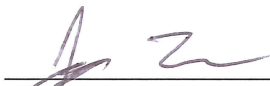
Retiree medical coverage is subject to PERS rules and regulations and applicable law.

For Moraga-Orinda Fire District



Stephen Healy
Fire Chief
Dated: 8-18-16

For MOFCOA



Jerry Lee
President
Dated: 8-29-16



Moraga-Orinda Fire District

Medical Plan Rates									
Employees									
Bay Area Monthly Medical Plan Rates Effective 01/01/2017									
MEDICAL PLAN	EMPLOYEE ONLY			EMPLOYEE + 1			EMPLOYEE + 2 or More		
	Employee Share	District Share	Total Premium	Employee Share	District Share	Total Premium	Employee Share	District Share	Total Premium
Anthem Select HMO	99.46	684	783.46	198.92	1,368	1,566.92	259.00	1,778	2,037.00
Anthem Traditional HMO	306.05	684	990.05	612.10	1,368	1,980.10	796.13	1,778	2,574.13
BSC Access+ (HMO)	340.85	684	1,024.85	681.70	1,368	2,049.70	886.61	1,778	2,664.61
HealthNet Smart Care (HMO)	49.29	684	733.29	98.58	1,368	1,466.58	128.55	1,778	1,906.55
Kaiser Permanente (CA)	49.39	684	733.39	98.78	1,368	1,466.78	128.81	1,778	1,906.81
PERS Choice (PPO)	146.30	684	830.30	292.60	1,368	1,660.60	380.78	1,778	2,158.78
PERS Select (PPO)	52.27	684	736.27	104.54	1,368	1,472.54	136.30	1,778	1,914.30
PERSCare (PPO)	248.39	684	932.39	496.78	1,368	1,864.78	646.21	1,778	2,424.21
Unitedhealthcare	378.26	684	1,062.26	756.52	1,368	2,124.52	983.88	1,778	2,761.88



Moraga-Orinda Fire District

MEMORANDUM

TO: The Board of Directors

FROM: Stephen Healy, Fire Chief

DATE: September 21, 2016

SUBJECT: Item 4.2 – Resolution 16-14 - A Resolution of the Moraga-Orinda Fire Protection District of Contra Costa County, Amending the District Conflict of Interest Code

BACKGROUND

All local government agencies are required by statute to adopt a Conflict of Interest Code that include provisions designating the positions within the agency that will be required to report certain financial interests, the manner of reporting those financial interests, and standards for when the employees will be disqualified from participating in the making of certain decisions.

Conflict of Interest Codes must specifically list positions that make or participate in making decisions for or on behalf of the District. Typically, positions that involve voting on matters, negotiating contracts, or making recommendations on purchases without substantive review must be included in codes.

A primary purpose of the Code is to require disclosure of those types of investments, interests in real property, sources of income and business positions that designated positions may affect in their decision-making.

At a regular Board meeting on April 16, 2014, the Board of Directors adopted Resolution 14-04 – a Resolution of the Moraga-Orinda Fire Protection District of Contra Costa County Adopting a Conflict of Interest Code.

District Staff has conducted the required biennial review of the Conflict of Interest Code and has determined to delete one position and add three new positions and associated disclosure categories to the list of “Designated Positions” in the Code. In accordance, Section 2 of Resolution 16-14 Amending the District Conflict of Interest Code and the Conflict of Interest Code has been amended to delete “Fire Prevention Specialist”, and add three new positions of “Administrative Services Director”, “Fire Inspector/Plans Examiner” and “Human Resources Manager”.

Attached to this Staff Report is both a “clean” version of the Code proposed to be adopted, as well as a “redlined” version to allow the Board of Directors to see what changes have been made from the District’s existing Code.

RECOMMENDATION

Staff recommends that the Board adopt Resolution 16-14 – a Resolution of the Moraga-Orinda Fire District of Contra Costa County, Amending the District Conflict of Interest Code.

ATTACHMENTS

1. Attachment A – Resolution 16-14 A Resolution of the Moraga-Orinda Fire Protection District of Contra Costa County, Amending the District Conflict of Interest Code
2. Attachment B – 2016 Conflict of Interest Code – Red-lined Version
3. Attachment C – 2016 Conflict of Interest Code – Clean Version

RESOLUTION 16-14

**A RESOLUTION OF THE MORAGA-ORINDA FIRE
PROTECTION DISTRICT OF CONTRA COSTA COUNTY,
AMENDING THE DISTRICT CONFLICT OF INTEREST CODE**

WHEREAS, the Conflict of Interest Code of the Moraga-Orinda Fire Protection District was originally adopted in 2010 by Board Resolution 10-12 and most recently amended by the Board’s adoption of Resolution 14-04; and

WHEREAS, District staff has conducted the required biennial review of said Conflict of Interest Code and has determined that one position should be deleted, and three positions should be added to the list of “Designated Positions” in the Code.

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

SECTION 1. Section 2 of Resolution 14-04 is hereby amended to replace “Fire Prevention Specialist” with “Fire Inspector/Plans Examiner” in the list of Designated Positions and the disclosure category for this position shall be 3 (H) (I) (J) (K) (M) (N) (O) (Q).

SECTION 2. Section 2 of Resolution 14-04 is hereby amended to add “Administrative Services Director” and “Human Resources Manager” to the list of Designated Positions and the disclosure category for these positions shall be 1&2.

SECTION 3. All other provisions of Resolution 14-04 Amending a Conflict of Interest Code shall remain in full force and effect.

SECTION 4. Effective Date

This Resolution shall become effective upon the date of approval and ratification by the code reviewing body of the County of Contra Costa.

PASSED, APPROVED and ADOPTED this 21st day of September, 2016 at the regular meeting of the District Board of Directors held on September 21, 2016 at 2100 Donald Drive, Moraga, California, 94556, on a motion made by Director seconded by Director , and duly carried with the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attachment A

Dated: September 21, 2016

Stephen L. Anderson, President
Board of Directors

I certify that this is a full, true and correct copy of the original document which is on file in my office, and that was passed and adopted by the Moraga-Orinda Fire Protection District on the date shown.

ATTEST:

Grace Santos
District Clerk

APPROVED AS TO FORM:

John Bakker, District Counsel

APPROVED AS TO CONTENT:

Stephen Healy, Fire Chief

**MORAGA-ORINDA FIRE DISTRICT
OF CONTRA COSTA COUNTY
CONFLICT OF INTEREST CODE
~~April 2014~~September 2016**

SECTION 1. Purpose

Pursuant to the provisions of Government Code sections 87300 et seq., the Moraga-Orinda Fire Protection District of Contra Costa County hereby adopts the following *Conflict of Interest Code*. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code § 81000). The provisions of this Code are additional to Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the provisions of said Act and regulations adopted pursuant thereto are incorporated herein and this code shall be interpreted in a manner consistent therewith.

SECTION 2. Designated Positions

The positions listed below are designated positions. Officers and employees holding these positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Member of the Board of Directors	1&2
Chief Administrator, Fire Chief	1&2
Battalion Chiefs	1&2
Fire Marshal, Chief of Fire Prevention	1&2
Assistant Fire Marshal	1& 2
<u>Administrative Services Director</u>	<u>1&2</u>
Fire Prevention Specialist	
Fire Inspector/Plans Examiner	_____ 3 (H) (I) (J) (K)
(M) (N) (O) <u>(Q)</u>	
<u>Human Resources Manager</u>	<u>1&2</u>
Fire District Legal Counsel	1&2
Consultant	4

Attachment B

SECTION 3. Disclosure Categories

General Rule.

An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of the employee's positions.

Designated Employees in Category "1" must report:

All investments, interests in real property and income, and any business entity in which the person is a director, officer, partner, trustee, employee or holds any position of management. Financial interests are reportable only if located within Moraga-Orinda Fire Protection District or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee) or has done business within the District at any time during the two years prior to the filing of the statement.

Designated Employees in Category "2" must report:

Investments in any business entity, and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which has within the last two years contracted or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services, supplies, materials, machinery, or equipment to such district.

Designated Employees In Category "3" must report:

Investments in any business entity and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which has been within the last two years contracted, or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services supplies, materials, machinery or equipment which are related to the following areas:

- (A) Motor Vehicle Equipment Service & Supplies
- (B) Communications Equipment Service & Supplies
- (C) Building & Grounds Material Equipment Service & Supplies
- (D) Material, Equipment Service & Supplies for Stations
- (E) Canvas Service & Supplies
- (F) Air systems Equipment Service & Supplies
- (G) Aircraft Equipment Service & Supplies
- (H) Material & Service for Weed Abatement Program
- (I) Material & Service for Building Construction
- (J) Material & Service for Water Supply for Fire Protection
- (K) Fire Protection Equipment, Services & Supplies
- (L) Hose Service Supplies
- (M) Mapping Service & Supplies
- (N) Photograph Equipment Service & Supplies
- (O) Public Education Material Service & Supplies
- (P) Office Equipment Service & Supplies
- (Q) Real Property within the District

Attachment B

Designated Employees In Category "4" must report:

Consultants shall disclose all of the interests required to be disclosed pursuant to Disclosure Categories 1 and 2, subject to the following limitation: The Chief Administrator may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements of the broadest disclosure category, but instead must comply with more tailored disclosure requirements specific to that consultant. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Administrator’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

SECTION 4. Statement

Designated positions shall be assigned to one or more of the disclosure categories set forth above. Each designated employee shall file an annual statement disclosing that employees' interest in investments, real property and income, designated as reportable under the category to which the employee's position is assigned.

SECTION 5. Place and Time of Filing

- (a) All designated employees required to submit a statement of financial interest shall cause the same to be filed with the Clerk or Secretary of the District.
- (b) The Clerk or Secretary of the District which receives the statement of financial interest shall make and retain a copy and forward the original to the Clerk of Contra Costa County.
- (c) A designated employee required to submit a statement of financial interest shall submit an initial statement within thirty (30) days after the effective date of this Code.
- (d) All employees appointed, promoted or transferred to designated positions shall file initial statements not less than ten (10) days before assuming office, unless an earlier assumption of office is required by emergency circumstances, in which case the statement shall be filed within thirty (30) days thereafter.
- (e) Annual statements shall be filed during the month of February by all designated employees. Such statement shall cover the period of the preceding calendar year.
- (f) A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

SECTION 5. Scope and Manner of Reporting

All persons required by this Conflict of Interest Code to file statements of economic interests shall comply with the provisions of 2 California Code of Regulations section 18730 (and as that section may be amended), which contains detailed instructions regarding the scope of interests to

Attachment B

be reported as well as the manner of reporting them. The regulation can be found online at: <http://www.fppc.ca.gov/legal/regs/current/18730.pdf>.

SECTION 6. Disqualification

Designated employees must disqualify themselves from making or participating in the making of any decisions in which they have reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without his participation.

SECTION 7. Effective Date

This code, unless otherwise provided by the Political Reform Act of 1974, shall become effective upon the date of approval and ratification by the code reviewing body of the County of Contra Costa.

**MORAGA-ORINDA FIRE DISTRICT
OF CONTRA COSTA COUNTY
CONFLICT OF INTEREST CODE
September 2016**

SECTION 1. Purpose

Pursuant to the provisions of Government Code sections 87300 et seq., the Moraga-Orinda Fire Protection District of Contra Costa County hereby adopts the following *Conflict of Interest Code*. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code § 81000). The provisions of this Code are additional to Government Code section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the provisions of said Act and regulations adopted pursuant thereto are incorporated herein and this code shall be interpreted in a manner consistent therewith.

SECTION 2. Designated Positions

The positions listed below are designated positions. Officers and employees holding these positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Member of the Board of Directors	1&2
Chief Administrator, Fire Chief	1&2
Battalion Chiefs	1&2
Fire Marshal, Chief of Fire Prevention	1&2
Assistant Fire Marshal	1& 2
Administrative Services Director	1&2
Fire Inspector/Plans Examiner	3 (H) (I) (J) (K) (M) (N) (O) (Q)
Human Resources Manager	1&2
Fire District Legal Counsel	1&2
Consultant	4

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SECTION 3. Disclosure Categories

General Rule.

An investment, interest in real property, or income is reportable if the business entity in which the investment is held, the interest in real property, or the income or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of the employee's positions.

Designated Employees in Category "1" must report:

All investments, interests in real property and income, and any business entity in which the person is a director, officer, partner, trustee, employee or holds any position of management. Financial interests are reportable only if located within Moraga-Orinda Fire Protection District or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee) or has done business within the District at any time during the two years prior to the filing of the statement.

Designated Employees in Category "2" must report:

Investments in any business entity, and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which has within the last two years contracted or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services, supplies, materials, machinery, or equipment to such district.

Designated Employees In Category "3" must report:

Investments in any business entity and income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which has been within the last two years contracted, or foreseeably may contract, with Moraga-Orinda Fire Protection District to provide services supplies, materials, machinery or equipment which are related to the following areas:

- (A) Motor Vehicle Equipment Service & Supplies
- (B) Communications Equipment Service & Supplies
- (C) Building & Grounds Material Equipment Service & Supplies
- (D) Material, Equipment Service & Supplies for Stations
- (E) Canvas Service & Supplies
- (F) Air systems Equipment Service & Supplies
- (G) Aircraft Equipment Service & Supplies
- (H) Material & Service for Weed Abatement Program
- (I) Material & Service for Building Construction
- (J) Material & Service for Water Supply for Fire Protection
- (K) Fire Protection Equipment, Services & Supplies
- (L) Hose Service Supplies
- (M) Mapping Service & Supplies
- (N) Photograph Equipment Service & Supplies
- (O) Public Education Material Service & Supplies
- (P) Office Equipment Service & Supplies
- (Q) Real Property within the District

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Designated Employees In Category "4" must report:

Consultants shall disclose all of the interests required to be disclosed pursuant to Disclosure Categories 1 and 2, subject to the following limitation: The Chief Administrator may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements of the broadest disclosure category, but instead must comply with more tailored disclosure requirements specific to that consultant. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Administrator’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

SECTION 4. Statement

Designated positions shall be assigned to one or more of the disclosure categories set forth above. Each designated employee shall file an annual statement disclosing that employees' interest in investments, real property and income, designated as reportable under the category to which the employee's position is assigned.

SECTION 5. Place and Time of Filing

(a) All designated employees required to submit a statement of financial interest shall cause the same to be filed with the Clerk or Secretary of the District.

(b) The Clerk or Secretary of the District which receives the statement of financial interest shall make and retain a copy and forward the original to the Clerk of Contra Costa County.

(c) A designated employee required to submit a statement of financial interest shall submit an initial statement within thirty (30) days after the effective date of this Code.

(d) All employees appointed, promoted or transferred to designated positions shall file initial statements not less than ten (10) days before assuming office, unless an earlier assumption of office is required by emergency circumstances, in which case the statement shall be filed within thirty (30) days thereafter.

(e) Annual statements shall be filed during the month of February by all designated employees. Such statement shall cover the period of the preceding calendar year.

(f) A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

SECTION 5. Scope and Manner of Reporting

All persons required by this Conflict of Interest Code to file statements of economic interests shall comply with the provisions of 2 California Code of Regulations section 18730 (and as that section may be amended), which contains detailed instructions regarding the scope of interests to

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be reported as well as the manner of reporting them. The regulation can be found online at: <http://www.fppc.ca.gov/legal/regs/current/18730.pdf>.

SECTION 6. Disqualification

Designated employees must disqualify themselves from making or participating in the making of any decisions in which they have reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated employee shall be required to disqualify himself with respect to any matter which could not be legally acted upon or decided without his participation.

SECTION 7. Effective Date

This code, unless otherwise provided by the Political Reform Act of 1974, shall become effective upon the date of approval and ratification by the code reviewing body of the County of Contra Costa.



Moraga-Orinda Fire District

MEMORANDUM

TO: The Board of Directors

FROM: Kathy Leonard, Fire Marshal

DATE: September 21, 2016

SUBJECT: Item 4.3 – Public Hearing on Fire Code Adoption - Introduction and First Reading of Ordinance 16-02 adopting the 2016 California Fire Code and the 2015 International Fire Code with Fire District Amendments; consideration of findings of fact pursuant to Section 18941.5 of the Health and Safety Code

BACKGROUND

California adopts a new fire code every three years from the International Fire Code. The Fire Code as Adopted by the State of California is the minimum requirements for fire and life safety. A local Jurisdiction or District may adopt and add more restrictive requirements based on three conditions that would justify a more restrictive Code. These conditions are based on climatic, geological and geographical conditions that are unique to the local jurisdiction. Collectively, these are called a Findings of Fact and must be filed along with the proposed Ordinance with the State of California.

The Moraga-Orinda Fire District is unique with a climate of hot, dry and windy conditions, geographical and geological conditions that include an abundance of combustible vegetation, difficult access to structures with narrow steep roads and a water supply that, in certain areas, are substandard for effective firefighting. The District is also on the eastern side of where the Oakland fire storm of 1991 destroyed over 3000 homes.

Draft Ordinance 16-02 represents more restrictive fire codes in an effort to increase public safety, reduce property loss and minimize disruption to the community. This Ordinance was also based on several months' collaborative work between MOFD, the Contra Costa Building Department, Contra Costa Fire Department and San Ramon Valley Fire District. The goal was to have justifiable and reasonable code requirements that allowed for community growth, but ensured that the code requirements would provide for the highest level of public safety.

RECOMMENDATION

Open the public hearing and accept comments from the public. Adopt findings, introduce and pass for first reading the proposed amendments for the 2016 California Fire Code and the 2015 International Fire Code.

ATTACHMENTS

1. Attachment A – Draft Ordinance 16-02
2. Attachment B – Finding of Facts

ORDINANCE NO. 16-02

AN ORDINANCE OF THE MORAGA-ORINDA FIRE DISTRICT OF CONTRA COSTA COUNTY, CALIFORNIA, ADOPTING, THE 2016 EDITION OF THE CALIFORNIA FIRE CODE (WITH CERTAIN AMENDMENTS) AND BY REFERENCE, THE INTERNATIONAL FIRE CODE, 2015 EDITION, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL.

The Board of Directors, as the governing Body of the Moraga-Orinda Fire District does ordain as follows:

Part 1 ADOPTION OF THE CALIFORNIA FIRE CODE.

For the purpose of prescribing regulations governing conditions hazardous to life and property from fire, explosion or hazardous substances, materials and devices, and from conditions hazardous to life and property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the Moraga-Orinda Fire District are hereby referred to adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 2 of this ordinance.

The Moraga-Orinda Fire District does hereby adopt the California Fire Code, 2016 edition, including Appendices A, B, C, D, E, F, H, I and J and by reference, the International Fire Code as published by the International Code Council being particular the 2015 edition and thereof and whole thereof, save and except such portions as are hereinafter added, modified or amended by Part 2 of this ordinance is hereby adopted pursuant to Section 13869 of the California Health and Safety Code and incorporated as fully as if set out at length herein, and from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the Moraga-Orinda Fire District, in the state of California, Repealing Ordinance No. 13-01 of the Moraga-Orinda Fire District; and all other Ordinances and parts of the Ordinances in conflict therewith.

SECTION 1. ADOPTION OF THE CALIFORNIA FIRE CODE.

~~That a certain document, three (3) copies of which are on file in the District, Fire Prevention Division offices 1280 Moraga Way, Moraga, CA, being marked and designated as the California Fire Code, 2013 edition, including Appendix Chapters A, B, C, E, F, G, H, I, J, and the International Fire Code, 2012 Edition, as published by the International Code Council,~~

~~be and is hereby adopted as the Fire Code of the Moraga-Orinda Fire District, in the State of California, regulating and governing the safeguards of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the Moraga-Orinda Fire District are hereby referred to adopted, and made a part hereof, as if fully set out in this ordinance,~~

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~~with the additions, insertions, deletions and changes, if any, prescribed in Section 2 of this ordinance.~~

Part 2. AMENDMENTS TO THE CALIFORNIA FIRE CODE.

The 2016 California Fire Code is amended by the changes, additions and modifications set forth in this Section 2. Chapter and Section numbers used below are those of the 2016 International Fire Code.

Chapter 1 Administration:

Section 101.1 is amended to read:

101.1 Title. These regulations shall be known as the Fire Code of the Moraga-Orinda Fire District, hereinafter referred to as "this code." .

Section 102.1 is amended by adding item 5 to read:

102.1 Construction and design provisions. The construction and design provisions of this code shall apply to:

5. Where not otherwise limited by law, the provisions of this Code shall apply to vehicles, ships, boats, and mobile vehicles when fixed in a specific location within the boundaries of this jurisdiction.

Section 105.4.3 **Applicant Responsibility** has been amended to ~~add 105.4.3.1:~~ **read**

105.4.3.1 Responsibility of Permittee. ~~It shall be the responsibility of the applicant to ensure that the construction documents include all of the fire protection requirements and that the shop drawings are complete and in compliance with the applicable codes and standards.~~ Building Permits shall be presumed by the city ~~District~~ to incorporate all of the work that the applicant, the applicant's agent, employees and/or contractors shall carry out. Said proposed work shall be in accordance with the approved plans and with all requirements of this code and any other laws or regulations applicable thereto. No City, ~~Town or County~~ approval shall relieve or exonerate any person from the responsibility of complying with the provisions of this code nor shall any vested rights be created for any work performed in violation of this code.

Section 105.6 is amended to read:

105.6 Required operational permits. The fire code official is authorized to issue operational permits for the operations set forth in Sections ~~105.6.48 through 105.6.53~~ **105.6.1 through 105.6.53**

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Section ~~105.6.48~~ **105.6** is amended to add subsections ~~106.6.48 through 105.6.53:~~

105.6.50 through 105.6.53:

~~**105.6.48**~~ **105.6.50 Battery Systems.** A permit is required to operate stationary lead acid battery systems having a liquid capacity of more than 50 gallons (189L) pursuant to Section 608.

~~**105.6.49**~~ **105.6.51 Christmas tree sales.** A permit is required to use a property for the purpose of selling cut Christmas trees.

~~**105.6.50**~~ ~~**Firework aerial display.**~~ A permit is required to conduct a firework display regulated by California Code of Regulations, Title 19 and Chapter 56 of this code.

~~**105.6.51**~~ **105.6.52 Model rockets.** A permit is required to sell or launch model rockets pursuant to California Code of Regulations Title 19, Division 1 Article 17.

~~**105.6.52**~~ **105.6.53 Temporary water supply.** A permit is required to use a temporary water supply for construction of residential projects or subdivisions pursuant to Section ~~33.21~~ **33.12.1**

Section 105.7 is amended to read:

105.7 Required construction permits. The fire code official is authorized to issue construction permits for operations set forth in Chapter 1, Sections 105.7.1 through ~~105.7.16~~ **105.7.23**

Section ~~105.7.3.1~~ **105.7.19** has been added to read:

~~**105.7.3.1**~~ **105.7.19 Medical gas systems.** A construction permit is required for the installation of or modification to a medical gas system pursuant to Section 5306.

Section ~~105.7.12~~ is amended to read:

~~**105.7.12**~~ ~~**Private water systems and fire hydrants.**~~ A construction permit is required for the installation or modification of private fire water supply systems and fire hydrants

Section ~~105.7.17~~ **105.7.20** is amended to add: **has been added to read:**

~~**105.7.17**~~ **105.7.20 Access for fire apparatus.** A construction permit is required to install, improve, modify or remove public or private roadways, driveways, gates and bridges for required fire apparatus access.

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Section ~~105.7.18~~ **105.7.21** **has been** is added to read:

105.7.18 105.7.21 Construction, alteration, or renovation of a building for which a building permit is required. A construction permit is required to construct, add to, alter, renovate, rebuild, or move into the jurisdiction a structure for which a building permit is required.

~~**105.7.20 Security gates.** A construction permit is required to install a gate across a fire apparatus access road, see Section 503.~~

Section 105.7.19 ~~105.7.22~~ is added to add: **has been added to read:**

105.7.19 105.7.22 Subdivision of land. A construction permit is required for any subdivision of land within the District. Plans shall be submitted for all land developments and/or improvements proposed within the District.

Section 105.7.22 **105.7.23** has been added to read:

105.7.22 105.7.23 Water supply for fire protection. A construction permit is required for water supply for fire protection. Plans shall be submitted to determine adequate water supplies and fire hydrants are provided for all facilities, buildings or portions of buildings either constructed or moved into the District pursuant to Section 501.3.

Section 108.1 is amended to read:

108.1 Board of Appeals established. In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there is hereby created a Board of Appeals. The Board of Appeals is comprised of the Board of Directors. The fire code official shall be an ex officio member of said board but shall have no vote on any matter before the board. The board shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

Section ~~109.3~~ is amended to read: **Section 109.4 is amended to read:**

109.4. Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, *or* of a permit or certificate used under provisions of this code, shall be subject to the criminal sanctions set forth in Health and Safety Code section 13871. Each day that a violation

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continues after such due notice has been served shall be deemed a separate offense.

Section 111.4 is amended to read:

111.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than 500 dollars or not more than 5,000 dollars.

Chapter 2 Definitions

Section 202 is amended by adding the following definitions:

Administrator. ~~The~~ Fire Chief ~~or his/her designee.~~

All weather driving surface. A roadway designed to carry the imposed weight loads of fire apparatus with an ~~approved~~ minimum finish of one layer of asphalt, ~~or concrete~~ ~~or other approved surface.~~

Board of Directors. ~~Shall mean the~~ ~~The~~ governing body of the District.

Central business district. ~~Is a downtown area of a city or business parks having a cluster of buildings generally 3 or more stories in height.~~

Chief, ~~Shall mean the fire code official.~~

Cost of abatement. ~~All~~ expenses incurred by the jurisdiction in its work of abatement undertaken and administrative costs pursuant to Section ~~325.5.4~~ of this Ordinance.

Corporation counsel. ~~Shall mean the~~ ~~The~~ Attorney for the District.

District Board. ~~Shall mean the~~ ~~The~~ Board of Directors of the District.

Emergency Vehicle Access (EVA). Shall mean an approved access meeting the requirements for fire district apparatus use and shall be restricted for the use of emergency vehicles.

Firebreak. Shall mean a continuous strip of land upon and from which all rubbish, weeds, grass or other growth that could be expected to burn has been abated or otherwise removed in order to prevent extension of fire from one area to another.

Firetrail. ~~Is a~~ **A** graded firebreak of sufficient width, surface, and design to provide access for personnel and equipment to suppress and to assist in preventing a surface extension of fires.

Nuisance fire alarm. ~~The activation of any fire protection or alarm system which results in the response of the Fire District and is caused by malfunction, improper maintenance, negligence, or misuse, of the system by an owner, occupant, employee, or agent, or any other activation not caused by excessive heat, smoke, fire or similar event.~~

Parcel. **A** portion of land of any size, the area which is determined in the records of the County Assessor (Reference Health and Safety Code 14883).

Person. Includes; individuals, firms, partnerships, and corporations

Public nuisance. **A** declaration by the fire code official that the presence of combustible materials on a parcel creates a fire hazard (Health and Safety Code 14875 and 14876).

Response Time. **The** elapsed time from receipt of call to the arrival of the first unit on scene.

Rubbish. **Waste** matter, litter, trash, refuse, debris and dirt on streets, or private property in the jurisdiction which is, or when dry, **is combustible and** may become a fire hazard.

Rural area. **An** area generally designated for agricultural or open space uses with parcels over 10 acres (4.046873ha) in size.

Rural residential area. **An** area generally designated for single family residential use with parcels between 3 (1.2140619ha) and 10 (4.046873ha) acres in size.

Running time. **The** calculated time difference between leaving the first-due station and arriving on the emergency scene.

Sky Lantern. ~~Is an untethered device with a fuel source that incorporates open flame in order to make the device airborne.~~

Streets. Includes alleys, parkways, driveways, sidewalks, and areas between sidewalks and curbs, highways, public right of ways, private roads, trails, easements, and fire trails.

Substantial addition of expansion. **An** addition, expansion, remodel, or renovation of any structure where the new fire area exceeds fifty percent of the existing fire area.

Suburban area. **An** area generally designated for single family residential use with residential and non-residential uses generally less than 3 stories in height, and parcels up to 3 acres (1.2140619ha) in size.

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Temporary fire department access road for construction. An approved temporary roadway for emergency vehicle use during construction. ~~of a residential subdivision projects.~~

Temporary water supply. A water source stored for firefighting purposes in an approved aboveground tank during combustible construction.

Tree litter. Any limbs, bark, branches and/or leaves in contact with other vegetation or left to gather on the ground.

Urban area. A commercial or residential area having clusters of buildings generally 1 to 3 stories in height including primarily commercial areas of cities and clusters of apartment buildings or condominiums, and commercial corridors along major arterials.

Weeds. All weeds growing upon streets or private property in this jurisdiction and includes any of the following:

1. Weeds, which bear seeds of a fluffy nature or are subject to flight.
2. Sagebrush, chaparral, and any other brush or weeds which, attains such large growth as to become, when dry, a fire menace to adjacent improved property.
3. Weeds which are otherwise noxious or dangerous.
4. Poison oak and poison sumac when the conditions of growth are such as to constitute a menace to public health.
5. Dry grass, stubble, brush, litter, or other flammable materials that endanger the public safety by creating a fire hazard.

Wildland-Urban interface area. A geographical area where structures and other human development meet or intermingle with wildland or vegetative fuels.

Chapter 3 General Precautions Against Fire

~~Section 304.1.2 is amended to read:~~ Section 304.1. is amended to add:

304.1(h) Vegetation. Weeds, grass, vines, diseased or dead trees, ~~or other combustible growth, debris or rubbish~~ capable of being ignited and endangering property shall be cut down by the owner or occupant of the premises. ~~Vegetation Clearance of combustibles~~ upon default of the owner or occupant shall be in accordance with Section 325 .

Section 308.1.6.3 is added to read:

~~**308.1.6.3 Sky Lanterns.** No person shall release or cause to be released an untethered sky lantern.~~

~~**311.2 Safeguarding vacant premises.** Section 311.2.2 is amended by deleting exception number 1.~~

Chapter 3 is amended to add Section 325 as follows:

325 Exterior Fire Hazard Control.

325.1 Scope This section provides provisions intended to identify hazard areas and mitigate the risk of life and structures from intrusion of fire from wildland fire exposures and fire exposures from adjacent structures and to mitigate fires from spreading to wildland fuels that may threaten to destroy life, overwhelm fire suppression capabilities, or result in large property loss.

325.1.2 Purpose. The purpose of this section is to establish minimum requirements in wildland-urban interface areas that will increase the ability of a building to resist the intrusion of flame or burning embers by a vegetation fire, including the identification of hazardous fire areas that require applicable defensible space provisions as set forth within and enforced by the fire code official and applicable state and local fire resistive building standards that are enforced by the local building official.

325.1.3 Jurisdictional authority. The Board of Directors as the supervising, legislative and executive authority of this jurisdiction has the authority to act pursuant to Part 5 (commencing with Section §14875), Division 12, of the State of California Health and Safety Code, to clear or order the clearing of rubbish, litter or other flammable material where such flammable material endangers the public the safety by creating a fire hazard. Such fire hazard abatement shall be conducted in accordance with the provisions of said Part 5 and/or this Ordinance. In the application of the provisions of said Part 5 to fire hazard abatement proceeding under this Ordinance and the Fire Protection District Law of 1961, the terms "Board of Directors" or "Board" when used in Part 5, shall mean the Board of Directors of this jurisdiction under this article; and the officer designated in Section §14890 of Part 5 shall mean the Fire Chief or his/her designee

325.1.4 Contract for services. This Board of Directors reserves and retains the power to award a contract for such fire hazard abatement work where the employees of this jurisdiction are not used to perform such abatement work.

Section 325.2 has been amended to read:

325.2 Definitions.

The following definitions are defined in Chapter 2

All weather driving surface.

Cost of abatement.

Parcel

Person.

Public nuisance.

Rubbish.

Streets.

Tree litter

Weeds.

Wildland-Urban interface area

325.3 Public nuisance. The Board of Directors, **Fire Chief or his/her designee** may declare that all hazardous fire areas, including any combustible materials and dead trees, upon private property or streets in this jurisdiction and all rubbish on private property or streets in this jurisdiction are public nuisances. Such weed nuisance is seasonal and recurrent.

325.3.1 Weeds and rubbish. The Board hereby declares that all dead trees or weeds growing upon private property or streets in this jurisdiction and all rubbish on private property or streets in this jurisdiction are public nuisances. Such weed nuisance is seasonal and recurrent.

3.25.3.2 Seasonal and recurrent nuisance. If the nuisance is seasonal and recurrent, the Board of Directors shall so declare. Thereafter, such seasonable and recurring weeds shall be abated every year without any further hearing.

325.4 Unlawful Disposal. Every person who places, deposits or dumps combustible material on a parcel whether or not he/she owns such parcel, or whether or not he/she so places or dumps on such parcel with the consent of the owner, thereof, is subject to the criminal sanctions set forth in Health and Safety Code Section 13871.

325.5 Abatement of hazard.

325.5.1 Weeds, dead trees and rubbish to be destroyed or removed. **Parcels are to be maintained free of hazardous vegetation and rubbish.**

325.5.2 Prohibition. No person who has any ownership or possessory interest in or control of parcel of land shall allow to exist thereon any hazardous rubbish or weeds, trees, or other vegetation, which constitutes a fire hazard.

325.6 General abatement requirements. The provisions of this section shall govern the abatement of combustible material creating a fire hazard upon premises (reference Government Code 51175-51189 and Public Resources Code 4291). The District shall

develop minimum abatement standards for land in residential, business, industrial areas, or land which is unused or vacant, in rural or rural residential areas, or regardless of the area in which the property is located. Such standards shall be approved by the Board of Directors and may be modified periodically as circumstances dictate.

325.6.1 Clearance of brush or vegetative growth from street. The fire code official is authorized to required areas within 3 feet on each side and ~~13 feet, 6 inches~~ **15 feet** in height of fire apparatus roads and driveways to be abated of flammable vegetation and other combustible growth.

Exception: Single specimens of trees, ornamental vegetative fuels or cultivated ground cover, such as green grass, ivy succulents or similar plants used a ground cover, provided that they do not form a means of readily transmitting fire and not lower than ~~13 feet, 6 inches~~ **15 feet** vertical clearance in height from the roadway surface.

325.6.2 Clearance of brush, vegetative growth and combustible material from parcels. All parcels declared a public nuisance by the Board of Directors shall be cleared entirely of combustible material. If the fire code official determines this impractical, the provisions of **325.6.2** may be used.

325.6.2.1 Remove from parcel all dead trees **vegetative growth and rubbish that are** deemed a fire hazard.

325.6.2.2 Parcels one acre or less (43,530 square feet) shall require abatement of the entire parcel.

325.6.2.3 Parcels over one acre (43,560 square feet) may be required to comply with the following requirements:

1. Parcels shall provide 30-foot fuel breaks along the perimeter of the property line.
2. Parcels 10 acres or more shall provide a 30-foot cross break to divide the parcel into approximately 5-acre sections.

325.6.3 Clearance of brush or vegetative growth from structures. Any person owning, leasing, controlling, operating or maintaining any building in, upon, or adjoining any hazardous fire area shall at all times maintain defensible space around and adjacent to such building by removing and clearing away all combustible material for a distance not less than 100 feet from all portions of the structure. Distances may be increased or decreased by the fire code official based on site specific analysis of local conditions.

Exception: Single specimens of trees ornamental vegetative fuels or cultivated ground cover, such as green grass, ivy succulents or similar plants used a ground cover, provided that they do not form a means of readily transmitting fire.

325.6.3.1 Remove that portion of any tree that extends within 10 feet of the outlet of any chimney or stovepipe.

325.6.3.2 Maintain any tree, shrub, or other plant adjacent to or overhanging any building free of dead limbs, branches or other combustible material.

325.6.3.3 Maintain the roof of any structure and roof gutters free of leaves, needle, or other combustible materials.

325.6.3.4 Maintain trees within 100 feet of any building or structure or within 10 feet of any portion of any highway, street, ally, or driveway which is improved or used for vehicle travel or other vehicular purposes, so that leafy foliage, twigs or branches are within 5 feet of the ground.

325.6.3.5 Maintain 5 feet of vertical clearance between roof surfaces and portions of trees overhanging any building or structure.

325.7 Fire Management Plan. A Fire Management Plan shall be prepared by the applicant when required by the fire code official.

325.8 Cost The cost of the Fire Management Plan preparation and review shall be the responsibility of the applicant.

325.9 Abatement procedures.

325.9.1 Abatement order. The fire code official of this jurisdiction may order the abatement of weeds, trees, and rubbish as described in Sections ~~304.1.2~~ 304.1 and 325.2. On making the order, the fire code official of this jurisdiction shall mail a copy of a notice to the owner of the affected property as he/she and his/her address appear upon the current and last county equalized assessment roll as of January 1 of each calendar year, or as his/her address is known to this jurisdiction. As an alternative to mailing, the notice may be posted upon the affected property and published in this jurisdiction, not less than ten (10) days prior to the date of the abatement hearing. Copies of the notice shall be headed with the words "Notice to Abate Weeds and Rubbish" in letters at least one inch high. The notice shall be in substantially the following form:

NOTICE TO ABATE WEEDS, DEAD TREES AND RUBBISH

You are hereby notified that weeds, dead trees, and rubbish constitute a fire hazard on the following described property owned by you:

(Describe property by common street designation, by metes and bounds, Assessor's code area and parcel number, or by reference to attached map).

You are hereby notified to remove the weeds, dead trees and rubbish within ten (10) days from the date of this notice. If you fail to do so, the Moraga-Orinda Fire District will remove it and the cost of the abatement, including administrative costs, will be collected as property taxes and will be a lien on your property until paid. The lien may prevent the sale of the property and it shall be the responsibility of the property owner upon payment of the property taxes to have the lien removed. Contact the Fire District for a release of lien that must be filed by the property owner at the County Recorder's Office.

You are hereby further notified that the Board of Directors has declared that such weeds, dead trees and rubbish constitute a public nuisance and that such weeds also constitute a seasonal and recurring nuisance.

You may appear before the Board of Directors of this jurisdiction on (time and date) at (place-room, street, address, and city) to show cause why this order should not be enforced. (Signed): (Name of fire code official of name of jurisdiction)

325.9.2 Notice for seasonal and recurring nuisance. In the case of weeds, **dead vegetation or rubbish**, which have previously been declared to constitute a seasonal and recurring nuisance, a fire code official will mail a post card notice to the owner(s) of the property at the address as it appears on the current assessment roll. The notice will state that dangerous **weeds vegetation or rubbish** of a seasonal and recurrent nature are growing on, **collecting on**, or in front of the property and that they constitute a public nuisance that must be abated by removal. If the nuisance is not removed, it will be abated by the Moraga-Orinda Fire District, in which case the costs of removal, **plus an administrative fee** will be assessed from the land upon which or in front of which the weeds were removed. The cost will constitute a lien upon the property until paid. No hearing will take place.

325.9.3 Immediate hazard. When, in the opinion of the fire code official, the Fire Chief, or the Board of Directors, an extreme fire hazard exists which constitutes an immediate threat to public health, safety, and welfare, and it is deemed necessary to abate such hazard as promptly as possible, said fire hazard shall be removed or abated within five (5) days of the posting of the Notice to Abate on the affected parcel or within five (5) days of receiving by mail the Notice to Abate. Nothing herein shall authorize the entry upon private property not otherwise open to the public, without the owner's consent or possession of an abatement or inspection warrant unless it is determined that there is an immediate and eminent threat of injury or death to any person if immediate action is not taken.

325.9.4 Hearing date. A date for hearing on the notice shall be set at least ten (10) days after the date of this notice. The date of the notice is the date on which the notice is placed in the United States mail or the date on which it is posted on the property. At the hearing, the property owner or his agent may appear to show cause why the order shall not be enforced. For good cause shown, the Board of Directors may extend the time for compliance with the order or may rescind the order.

325.9.5 Contract award. If the owner fails to comply with the order, the fire code official of this jurisdiction may have the weeds and rubbish abated either by employees of this jurisdiction or by contract. If a contract is awarded, it shall be by public bid, awarded to the lowest responsible bidder. A contract may include work on more than one parcel. **An administrative fee will be attached to the cost of the contracted work to the violator.**

325.9.6 Abatement report of costs. The fire code official or his or her designee abating the nuisance shall keep an account of the cost of abatement in front of or on each separate parcel of land and shall render an itemized report in writing the Board of Directors showing the cost of removing the weeds, dead trees and rubbish on or in front of each separate lot or parcel of land, or both. Before the report is submitted to the Board of Directors, a copy of it shall be posted for at least three days on or near the chamber door of the Board with a notice of the time and when the report will be submitted to the Board for confirmation. Said report and notice shall also be posted for the said three days in two other public places in the District. At the time fixed for receiving and considering the report, the Board of Directors shall hear it and any objections of any of the property owners liable to be assessed for the work of abatement.

Thereupon, the Board of Directors may make such modifications in the report, as it deems necessary, after which by order of resolution, the report shall be confirmed. The amounts of the cost, including administrative costs, for abating the nuisance in front of or upon the various parcels of the land mentioned in the report as confirmed shall constitute special assessment against the respective parcels of land, and are a lien on the property for the amount of the respective assessments. Such lien attaches upon recordation in the office of the County Recorder of the County in which the property is situated of a certified copy of the Resolution of Confirmation.

325.9.7 Cost assessments. Upon confirmation of the report of cost by the Board of Directors of this jurisdiction and the recordation of the Resolution of Confirmation by the administrator, a copy of the report of cost shall be sent to the County Auditor, who shall enter the amount of the assessments against the parcels. Thereafter the amount of the assessments shall be collected at the same time and in the same way as County taxes are collected. The owners are subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary county taxes. All laws applicable to the levy, collection, and enforcement of county taxes are applicable to these assessment taxes.

325.9.8 Alternate mitigation.

325.9.9 Firebreaks/fuelbreaks. In lieu of ordering abatement as provided in Section 325.9.1, the fire code official of this jurisdiction may order the preparation of firebreaks/fuelbreaks around parcels of property where combustible weeds, crops, or brush are present. In determining the proper width for firebreaks/fuelbreaks, the fire code official shall consider the height of the growth, weather condition, topography, and the accessibility to the property of fire protection equipment. The procedure set forth in Section 325.9.1 for the abatement of weeds and rubbish shall apply to the preparation of firebreaks/fuelbreaks.

325.9.10 Fire Management Plans. In lieu of vegetation abatement the property owner shall submit a Fire Management Plan for the property. The plan shall be specific to the property and shall describe ways to minimize, mitigate and/or eliminate potential for loss from wildfire exposure. The plan shall be developed and approved by the Fire District and the property shall be verified as compliant with the plan throughout the year. Verification of compliance shall be completed by a third party individual or firm knowledgeable in such matters and approved by the Fire District each year.

325.11 Subsurface fire, penalties therefore.

325.11.1 Peat fire. It is the duty of each person, firm, corporation, or association not to permit a peat fire in or a fire involving combustible vegetable materials under the surface of the natural ground to remain upon his property. It is hereby declared that it is the

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duty of any person as herein defined to take all necessary precautions to extinguish any subsurface fire involving peat or vegetable material at his own cost and expense.

325.12 Fire suppression costs. If there exists upon the lands of any person as herein defined a subsurface fire involving the burning or combustion of peat or vegetable matter and the owner or occupant thereof has not taken reasonable precautions within a reasonable time to extinguish or minimize such fire or combustion, this jurisdiction may, in addition to its regular duties to extinguish or minimize such fire or combustion, go upon the lands of any person as herein defined and extinguish such fire or combustion. Any costs incurred by the Fire District in fighting the fire and for the cost of providing rescue or emergency medical services shall be a charge against said person. The charge shall constitute a debt of that person and is collectable by the Fire District incurring those costs in the same manner as in the case of an obligation under a contract, express or implied. (See State of California Health & Safety Code §13009)

Chapter 4 Emergency Planning and Preparedness.

Section 401.5 is amended to add:

401.5.1 False/nuisance alarm fee. A fee may be charged for false/negligent alarms according to the adopted fee schedule of the District.

Chapter 4 is modified by deleting the following sections;

~~—Section 404 deleted in its entirety.~~

~~—Section 405 deleted in its entirety.~~

~~—Section 406 deleted in its entirety.~~

~~—Section 408 deleted in its entirety.~~

Chapter 5 Fire Service Features

Section 502 is amended to add the following definition. The following term is defined in Chapter 2:

All weather driving surface

~~**Section 503 Fire Apparatus Access Roads**~~

Section 503.1.1 Buildings and facilities.

~~Section 503.1.2 is amended add exception 4:~~

Section 503.1.1 is amended add exceptions 1.4 and 1.5:

Exception 1.4. The decision to modify, and the extent of any such modification shall be in accordance with minimum standards established by the fire code official.

Exception 1.5 Buildings or portions of buildings exceeding 35 feet (10668 mm) in height above the lowest level of fire department access shall be provided with approved fire apparatus access roads capable of accommodating fire department aerial apparatus. Overhead utility and power lines shall not be located within the aerial fire apparatus access roadway.

~~Section 503.1.2 is amended to add subsections 503.2.1.1, 503.2.1.2, and 503.2.1.3 as follows:~~

503.1.2 Additional access. Section 503.1.2 is amended to add Sections 503.1.2.1, and 503.1.2.2 as follows:

Section 503.1.2 is amended to add:

503.1.2.1 Required additional access roads for residential developments. The minimum number of access roads serving residential development(s) shall be based upon the number of dwelling units served as follows:

- 1-25 units, one public or private access road
- 26-150 units, one public or private access road and one emergency access road
- 151+ units, a minimum of two public or private access roads

503.1.2.2 Access to open spaces. When access to open land/space or fire trail systems maintained for public or private use is obstructed by new development of any kind, the developer shall provide alternate acceptable access into the area that is sufficient to allow access for fire personnel and apparatus. The alternate means of access must be approved by the fire code official.

Section 503.2.1 is amended to add:

Section 503.2.1 **Dimensions** Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than **15 feet (4572mm)**.

Section 503.2.1.1 is added to read:

~~503.2.1.3~~ **503.2.1.1 Road widths for fire department access roads serving 1 or 2 dwelling units.** A fire department access road serving less than three dwelling units may be a minimum of 16 feet (4877 mm) in width if no parking is permitted on the roadway.

Section 503.2.1.2 is added to read:

503.2.1.2 Outsets. A fire department access road designed to be a minimum 20 feet (6096 mm) in width shall be provided with outsets adjacent to and in front of fire hydrants providing a 28 foot (8535 mm) wide roadway for at least 20 feet (6096 mm) in both directions measured from centerline of the fire hydrant.

Section 503 is amended to add:

~~503.2.1 Width.~~ Fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm) in the immediate vicinity of any building or portion of building more than 35 feet (10 668 mm) in height.

Section 503.2.1.3 building height is added to read:

503.2.1.3 Building height. Fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm) in the immediate vicinity of any building or portion of building more than 35 feet (10 668 mm) in height.

Section 503.2.1.4 Proximity to building is added to read:

~~503.2.1.4~~ **503.2.1.4 Proximity to building.** At least one of the required access routes meeting this condition shall be located within a minimum of 20 feet (6096 mm) and a maximum of 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building.

Exception: Access routes serving structures greater than 75 feet (22 860 mm) in height and designed to high-rise standards.

~~503.2.1.2 Parking of vehicles on fire apparatus access roads.~~ For the parking of vehicles on a fire apparatus access road, roadway widths shall be increased to accommodate the parking of vehicles as follows:

- ~~1. Roadways 20 feet (6096 mm) in width, no parking permitted,~~
- ~~2. Roadways 28 feet (8534 mm) in width, parking permitted on one side only. Parking is permitted on the side of the street absent fire hydrants, and~~
- ~~3. Roadways 36 feet (10 973 mm) in width when parking is not restricted.~~

~~**Exception:** The fire code official is authorized to decrease the dimension of 20 feet where there are no more than two Group R-3 occupancies or any group U occupancies and there is no parking on the required access.~~

503.2 Specifications.

Section 502.3 is amended to read:

~~**503.2.3 Surface.** When required by the fire code official, fire apparatus roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities. Fire apparatus access surface shall be designed, installed and maintained to support a minimum load of 40,000 pounds, and in accordance with Cal Trans Design Standard H-20.~~

Section 502.3 is amended to read:

503.2.4 Minimum turning radius. A fire department access road shall have a minimum standard turning radius of 28 feet (6096 mm) inside and a 48 foot (12 192 mm) outside diameter.

~~**503.2.5 Dead ends.** Dead end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus.~~

Section 503.2.7 is amended to read:

503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus. A Fire department access road having a grade of 16% and 20% shall be designed to have a finished surface of grooved concrete to hold ~~40,000~~ **75,000** pounds (~~18,144 kg~~) **(34019kg)** (H-20 Cal-Trans Design Standard). Design for grooved concrete shall be ½ inch (6mm) by ½ inch (6mm) and 1-1/2 inch (38mm) on center. Grades exceeding 20 percent and cross slopes of greater than 8 percent are not permitted unless authorized in writing by the fire code official.

Exception: Other approved all weather surfaces may be used if the skid resistance is equivalent to or greater than grooved concrete as certified by a registered engineer, in accordance with ASTM E274 and approved by the fire code official.

~~Section 503.2. is amended to modify Section 503.2.8 and add Section 503.2.9 to read:~~

Section 503.2.8 is amended to read:

503.2.8 Angles of approach and departure. The angles of approach and departure for any means of access shall not exceed 10 percent at 10 feet of the grade break.

505 Premises Identification.

Section 505 is amended by adding Section ~~505.3.1.1~~ **505.1.2** to read:

505.1.2 Street names and addressing. Street names and addressing shall be submitted for review and approval to the District, approval not to be unreasonably withheld.

Section 507.2 is amended to read: ~~amended by adding Sub-Section 507.2.3 to read:~~

507.2 Type of water supply. A water supply shall consist of reservoirs, pressure tanks, elevated tanks, water mains or other fixed systems capable of providing fire flow. Swimming pools and ponds and underground cisterns which would require a drafting operation for purposes of Section 507.1 Design criteria for water supply delivery shall be approved by the Fire District.

Chapter 6 Building Services and Systems

603.6 Chimneys.

Section 603.6 is amended by adding subsection ~~603.2.1~~ **603.6.6** to read:

~~603.2.1~~ **603.6.6 Sparks from chimneys.** Chimneys used with fireplaces or heating appliances in which solid or liquid fuel is used shall be maintained with a spark arrester as required for incinerators by the Mechanical Code.

Chapter 9 Fire Protections Systems

Section 902.1 is amended to add:
The following definition is defined in chapter 2:
Substantial addition or expansion

Section 903.1 is amended to read:

903.1. General. Automatic sprinkler systems shall comply with this section. For the purposes of this section, fire walls shall not be considered as creating separate buildings.

Section 903.2 is amended to read:

903.2 Where required. Approved automatic sprinkler systems shall be installed in new buildings with a gross floor area that exceeds 5000 square feet and in the locations set forth in section 903.4.

Exceptions:

1. Systems which are required to mitigate deficiencies shall be installed in accordance with requirements as deemed necessary by the fire code official.

Section 903.2.8 Group R is amended to add exception 5.

An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area.

Exceptions:

1. See California Fire Code
2. See California Fire Code.
3. See California Fire Code.
4. See California Fire Code.
5. Detached Group U private garages accessory to a Group R-3 occupancy.

Section 903.3.1.2.3 is added to read:

903.3.1.2.3 Undeclared use and tenant space. In buildings of undeclared use or with tenant space areas; the fire sprinkler system may be required to conform to the design density of the most hazardous occupancy use allowed within the building.

Where a subsequent occupancy requires a system with greater capability, it shall be the responsibility of the owner/and or tenant occupant to upgrade the system.

903.3.5 Water supplies.

Section 903.3.5 is amended to add subsection 903.3.5.3 to read:

903.3.5.3 Non-permissible water supply storage. Swimming pools, ponds, and underground cisterns shall not be considered water storage for the purposes of Section 903.3.5.

Exception: Secondary water supplies for fire pumps in commercial buildings where the primary water supply is provided by a municipal water purveyor.

Section ~~903.3.8~~ **903.3.10** is added to read:

903.3.3.19 System Risers. The location of system risers shall be approved by the fire code official. System risers shall be located in common area of the protected premises with regards to firefighter access. System risers located inside buildings shall either be located in stairways or in riser closets accessible from common areas.

903.6 Where required in existing buildings and structures.

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Section 903.6.1 has been added to read:

903.6.1 Substantial Remodel In an existing building, if a substantial remodel occurs, the entire building shall be protected by an automatic sprinkler system in accordance with section 903 and **Chapter 11**

Section 903.6.2 is added to read:

903.6.2 Substantial Remodel or Expansion Group R-3. An automatic sprinkler system shall be provided throughout all existing R-3 dwellings where a substantial remodel or expansion occurs **and** the new total fire area of the structure exceeds 3600 feet.

Section 903.6.3 is added to read:

903.6.1 Change in occupancy classification. Existing non-residential buildings which undergo a change in occupancy classification to higher hazard occupancy shall require the entire building be protected by an automatic sprinkler system installed in accordance with Section 903.3. The requirements of Section 903.2 shall not be required when a change of occupancy classification is made to an equal or lesser hazard category.

Chapter 10 Means of Egress

Section **1028.5** is amended to add:

1028.5.1 Exit discharge surface. Exterior exit pathway surfaces shall be suitable for pedestrian use in inclement weather and terminate at a public way as defined in the *California Building Code*.

Chapter 33 Fire Safety During Construction and Demolition

Section 3301.3 is added to read:

3301.3 Construction documents. Construction documents and schedule for demolition must be submitted to the fire code official when required by the building code official. Where such information is required, no work shall be done until such construction documents or schedule, or both, are approved by the fire code official.

Section 3301.4 Permits is added to read:

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*Section 3301.3 Permits

3301.3 Temporary fire department access road for construction. A permit is required to utilize a temporary fire department access road for construction regulated by Section 3301.1 ~~2~~ see Section 105.7

Section 3301.4 is added to read:

3301.4 Temporary fire department access road for construction of one (1) residential (Group R-3) unit. A permit is required to utilize a temporary fire department access road for construction regulated by Section 3301.2, see Section 105.7

Section 3301.5 is added to read:

3301.5 Temporary water supply. A permit is required to utilize a temporary water supply for construction of residential projects or subdivisions regulated by Section 3312.1, see Section 105.7.

~~**3310.1 Required access.** Approved emergency vehicle access for fire and other emergencies shall be provided to all construction or demolition sites in accordance with this section.~~

Section 3310.2 is added to read:

~~**3310.1.1**~~ **3310.2 Permit.** A permit is required for a temporary fire department access road, see Section 105.7.12.

Section ~~**3310.1.2**~~ **3310.3** is added to read:

~~**3310.1.2**~~ **3310.3 Temporary fire department access road for construction.** The use of a temporary roadway in lieu of permanent roadways is limited to April 15th through October 15th. Timelines may be modified by the fire code official depending on inclement weather conditions.

Section ~~**3310.3**~~ **3310.4** is added to read:

3310.4 Obstructions to access roads. Staging of building materials, placement of equipment or parking of worker vehicles shall not take place within the required width of a fire department access road.

Section ~~**3310.3.2**~~ **3310.5** is added to read:

3310.5 Construction site locks. Site security gates shall be provided with a District padlock. Application for a District padlock is made through the Fire Prevention Office.

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3312 Water supply for fire protection.

Section 3312 is amended to add: Sections 3312.1.1 and 3312.1.2 to read:

3312.1.1 Permit. A permit is required for temporary water supplies, see Section 105.7.12.

3312.1.2 Temporary water supply for subdivisions. For construction of residential projects or subdivisions temporary water supplies are permitted only for construction of model units.

Chapter 33 is amended to add Section ~~3318~~3308.3.3 to read:

Section ~~3318~~ 3308.3 Demolition of structures

~~3318.1~~ **3308.3 Construction documents.** Construction documents and schedule for demolition must be submitted to the fire code official when required by the building code official. Where such information is required, no work shall be done until such construction documents or schedule, or both, are approved by the fire code official.

Chapter 50 Hazardous Materials-General Provisions

~~Section 5001.5 is amended to add Section 5001.5.3 to read:—~~

Section 5001.5.3 is added to read:

5001.5.3 Emergency response support information. Floor plan, material safety data sheets, Hazardous Materials Inventory Statements (HMIS), Hazardous Materials Management Plan, (HMMP) and other information must be stored at a readily accessible location, as determined by the fire code official. This location may be stored in cabinets outside of facilities or buildings. Information may be required in a specific electronic media format to facilitate computer aided dispatching.

Chapter 56 Explosives and Fireworks

~~Section 5601 is amended to add Sections 5601.2, 5601.3, 5601.3.1, 5601.4, and 5601.5 to read:~~

Section 5601.3 is amended to read:

~~56.01.2~~ **5601.3 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks are prohibited.** The possession, manufacture, storage, sale, handling and use of fireworks or pyrotechnic materials within the jurisdiction of the District are prohibited.

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Exceptions:

1. Firework storage within the jurisdiction of the District is limited to aerial fireworks in conjunction with an approved and permitted aerial display, in accordance with California Code of Regulations, Title 19, Chapter 6.
2. Snap Caps and Party Poppers as classified by the Office of the State Fire Marshal as pyrotechnic devices.

Section 5601.3 is added to read:

5601.2.1 5601.3.2 Prohibited and Limited Acts. The storage of explosive materials is prohibited in any central business district and in all zoning districts except districts zoned of industrial or agricultural uses. In districts where storage of explosive materials is permitted, the quantities of explosives and distances shall be in accordance with International Fire Code Sections 5601.8.1 and 5601.8.11.

Section ~~5601.2.3~~ **5601.3** is added to read:

5601.3.3 Permit restrictions: The storage of explosive materials is prohibited in any central business district and in all zoning districts except districts zoned of industrial or agricultural uses. In districts where storage of explosive materials is permitted, the quantities of explosives and distances shall be in accordance with International Fire Code Sections 5601.8.1 and 56 01.8.1.1.

Section 5601.2.4 is amended to read:

5601.2.4 Financial responsibility. Before a permit is issued, as required by Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of \$1,000,000 or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

Section ~~5601.2.4.3~~ is added to read:

~~**5601.2.4.3 Rocketry.** The storage, handling and use of model and high-power rockets shall comply with the requirements of *California Code of Regulations, Title 19, Article 17* and when appropriate NFPA 1122, NFPA 1125, and NFPA 1127.~~

~~**5601.3.1 Ammonium nitrate.** The storage and handling of ammonium nitrate shall comply with the requirements of Chapter 40 and NFPA 490.~~

~~**Exception:** Storage of ammonium nitrate in magazines with blasting agents shall comply with the requirements of NFPA 495.~~

~~**5601.4 Residential uses.** No person shall keep or store, nor shall any permit be issued to keep or store, any explosives, fireworks or pyrotechnic material at any place of habitation, or within 100 feet (30 480mm) thereof.~~

~~**Exception:** Storage of smokeless propellant, black powder, and small arms primers for personal use and not for resale in accordance with International Fire Code Section 5606.~~

~~**5601.5 Sale and retail display.** The possession, manufacture, storage, sale, handling and use of fireworks or pyrotechnic materials within the jurisdiction of the District is prohibited.~~

~~**Exception:** Snap Caps and Party Poppers as classified by the Office of the State Fire Marshal as pyrotechnic devices.~~

~~**5608 Fireworks display.** Section 5608 is amended by adding Sections 5608.2, 5608.2.1, and 5608.3 to read:~~

~~**5608.2 Permit required.** Permits to conduct an aerial display shall be required as set forth in Section 105.6.47 and regulated in accordance with California Code of Regulations, Title 19, Chapter 6 and this section.~~

~~**5608.2.1 Prohibited and Limited Acts.** Storage of explosive materials is prohibited within the limits established by law as the limits of districts in which such storage is prohibited, see Section 7. In districts where the storage of explosive materials is permitted the quantities of explosives and distances shall be in accordance with International Fire Code Sections 5601.8.1 and 5601.8.1.1.~~

Chapter 57 Flammable and Combustible Liquids

Section 5704.2.9.5.1 is amended to add an exception to read:

~~**5704.2.9.6.1 Locations where above-ground tanks are prohibited.** Storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited within the limits established by law as the limits of districts in which such storage is prohibited, see Section 3.~~

~~**Exception:** Protected aboveground tanks constructed in accordance with UL 2085 standards, for the purpose of emergency power generator installations in areas zoned commercial, industrial, agricultural, central business district, rural or rural residential, and for facilities on an individual basis consistent with the intent of this provision. Tank size not to exceed 500 gallons (1892 L) of either Class I or II liquids or 1,000 gallons (3785 L) for Class III liquids.~~

~~**SECTION 3.** That the geographic limits referred to in certain sections of the 2016 California Fire Code are hereby established as follows:~~

~~3.1 The limits referred to in Section 5704.2.9.6.1 of the California Fire Code in which storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited, are hereby established as follows: Any area which is zoned for other than commercial, industrial, or agricultural use.~~

~~3.2 The limits referred to in Section 5706.2.4.4 of the California Fire Code in which storage of Class I and II liquids in above-ground tanks is prohibited, are hereby established as follows: Any area which is zoned for other than commercial, industrial, or agricultural use.~~

~~3.3 The limits referred to in Section 5506.2 of the California Fire Code in which the storage of flammable cryogenic fluids in stationary containers is prohibited is hereby established as follows: Any area which is zoned for other than industrial use.~~

~~3.4 The limits referred to in Section 6104.2 of the California Fire Code, in which storage of liquefied petroleum gas is restricted, are hereby established as follows: Any central business district area as defined by this code, any area which is zoned for other than commercial, industrial, rural, or agricultural use.~~

SECTION 4. REPEAL OF CONFLICTING ORDINANCES.

13.1 Repeal. The following Ordinance previously adopted by the Board of Directors is hereby repealed: Ordinance #13-01, Moraga-Orinda Fire District with amendments from the California Fire Code (2013 Edition).

SECTION 5. VALIDITY.

14.1 Validity. The Board of Directors of the District hereby declares that should any section, paragraph, sentence or work of this Ordinance 16-02 or of the California Fire Code, 2013 2016 Edition and the International Fire Code, 2012 2015 Edition as adopted and amended herein be declared for any reason to be invalid, it is the intent of the Board of Directors of the District that it would have passed all other portions or provisions of this Ordinance independent of the elimination here from any such portion or provision as may be declared invalid.

SECTION 6. MORE RESTRICTIVE REQUIREMENTS.

15.1 More restrictive requirements. In the event the City of Orinda, Town of Moraga, or Contra Costa County, adopt more restrictive requirements, or amend those provisions contained herein, those more restrictive or amended requirements shall only apply within the jurisdiction adopting such requirements.

SECTION 7. DATE OF EFFECT.

16.1 Date of effect. This Ordinance shall become effective on January 1, 2017 and within fifteen (15) days of passage, shall be published once with the names of the Directors voting for and against it, in the Contra Costa Times, a newspaper of general circulation in this District. Passed and Adopted on XXXXXX, by the following Vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____

Grace Santos, Secretary
Board of Directors

Steven L. Anderson, President
Board of Directors

2016 MOFD Ordinance 16-02 Finding of Fact Marix

Section	Title	Added to CFC	Deleted From CFC	Amended From CFC	Justification (See Key Below)
102	Applicability	X		X	A,B,C,D
105	Permits	X		X	B,C,D
108	Board of Appeals			X	AB,C,D
109	Violation Penalties			X	B,C,D
111	Failure to Comply			X	A,D
325	Exterior Hazard Control	X			A,B,C,D
401	General	X			B,C,D
503	Additional access	X		X	B,C,D
503	Specifications	X		X	B,C,D
505	Premise Identification	X			B,C,D
606	Chimneys			X	B,C,D
903	General			X	A,B,C,D
903	Where required	X		X	A,B,C,D
903	Group R	X			A,B,C,D
903	Change in Occupancy Classification			X	A,B,C,D
903	Undeclared use and tenant space	X			A,B,C,D
903	Substantial remodel	X			A,B,C,D
903	Group R-3 substantial remodel or expansion	X			A,B,C,D
1028	Exit Discharge			X	B,C,D
3310	Temporary fire department access road for construction	X			A,C
3310	Obstructions to access roads	X			A,D
3310	Access to structures	X			A,B,D
3312	Temporary water supply for subdivisions	X			A,B,D
5001	General	X			B,C,D
5601	General	X		X	A,B,C,D

Attachment B

Key to Justificatiosn for Amendments to Title 24 of the California Code of Regulations	
A	<p>This amendment is necessary for administrative clarification of the California Fire Code pursuant to California Health and Safety Code Sections 17958, 17958.5, 17958.7. The October 1991 firestorm that occurred in the Oakland/Berkeley hills was a harbinger of the potential for a similar fire that could occur within Fire District. Many of the same conditions that contributed to the loss of life and property in the Oakland/Berkeley hill fire exist within a major portion of the Fire District. In addition, there is a significant amount of un-grazed open space on the surrounding undeveloped hillsides of the Fire District. Either a wildfire or structure fire could initiate a firestorm with the potential for a huge loss of life and property for the City of Orinda, the Town of Moraga, and in the unincorporated areas within Contra Costa County that are covered by the Moraga-Orinda Fire District.</p>
B	<p>This amendment is justified on the basis of a local geological condition. The Fire District climate, location and topography encouraged early development as a vacation home area. Since World War II the fire District has continued to be a primarily residential area. The development occurred and continues to occur on the valley floor and hillsides. The street system within the northern portion of the Fire District reflects the earlier development with narrow, steep and curve roadways. Residences have been built on long narrow cul-de-sacs, dead-end roads and adjacent to grasslands and chaparral areas. Areas that were once grazing areas are no longer suitable for cattle grazing, thus the fuel supply in these areas continues to increase. As areas are developed additional forms of combustible vegetation and man-made structures have increased. The topographic and geologic conditions in a large portion of the Fire District have not permitted the establishment of an infrastructure, which permits adequate fire protection to be provided when a new development occurs. It is difficult to widen existing streets to meet present standards for emergency operations. Fire hydrants, especially in the hillside areas, often have less than optimum water pressure levels and the terrain often causes emergency response time to exceed minimum standards. In summary, large portions of the Fire District do not have adequate water supplies or roadways that delay the response of emergency equipment and extinguishment of a fire allowing the fire to increase in area. In order to mitigate the above situation that hinders the quick response to a fire, built-in automatic fire-extinguishing systems are required over and above state code requirements. The requirement and installation of such a system will allow for occupants to evacuate and allow the fire to be controlled before the Fire District arrives. This control of the fire also illuminates the potential for fire to spread beyond the structure into the vegetation. This geological condition within the District creates hazardous conditions for which departure from the California Fire Code is required.</p>

Attachment B

Key to Justificatiosn for Amendments to Title 24 of the California Code of Regulations	
C	<p>This amendment is justified on the basis of a local climatic condition. The Fire District is the gateway to the central Contra Costa County. It is located in a valley created by the Berkeley/ Oakland hills to the west and the rolling hills of central Contra Costa County to the east. Due to its location, the Fire District climate is more varied than that of its neighbors. The Fire District receives a little more rainfall than areas further inland and often, during the summer months, portions of the Fire District are enveloped in fog as the heat in the Central Valley draws cool air in from the San Francisco Bay. However, the Fire District also experiences the hot, dry summer weather that is characteristic of central Contra Costa County. This climate has promoted the growth of native grasslands, chaparral, oaks and other indigenous plant species for the area. The climate has encouraged the development of the Fire District, with the addition of primarily residential uses within the Fire district and the tremendous addition of non-indigenous plant species. The seasonal climatic conditions during the late summer and fall create severe fire hazards to the public health and welfare within the District. The hot, dry weather in combination with the geological characteristics of the hills within the District create hazardous condition for which departure from the California Fire Code is required.</p>
D	<p>This amendment was justified on the basis of a local topographical condition. District topography includes significant hillsides with narrow and winding access, which makes timely response by fire suppression vehicles difficult. Conditions in a large portion of the Fire District have not permitted the establishment of an infrastructure, which permits adequate fire protection to be provided when a new development occurs. It is difficult to widen existing streets to meet present standards for emergency operations. Fire hydrants, especially in the hillside areas, often have less than optimum water pressure levels and the terrain often causes emergency response time to exceed minimum standards. In summary, large portions of the Fire District do not have adequate water supplies or roadways that delay the response of emergency equipment and extinguishment of a fire allowing the fire to increase in area. In order to mitigate the above situation that hinders the quick response to a fire, built-in automatic fire-extinguishing systems are required over and above state code requirements. The requirement and installation of such a system will allow for occupants to evacuate and allow the fire to be controlled before the Fire District arrives. This control of the fire also illuminates the potential for fire to spread beyond the structure into the vegetation. This topographical condtion within the District create hazardous condition for which departure from the California Fire Code is required.</p>



Moraga-Orinda Fire District

Fire Chief Stephen Healy

TO: Board of Directors

FROM: Stephen Healy, Fire Chief

DATE: September 21, 2016

SUBJECT: Item 6.3 – District Update and Activity Report: July 2016

OPERATIONS DIVISION

1. INCIDENT RESPONSES: 284
 - a. EMS – 147
 - b. Structure Fires – 2
 - c. Veg Fires – 5
 - d. Vehicle Accidents - 12
 - e. All other calls – 118
2. Completed doc prep for ISO Visit
3. Staff support for Standards of Cover (on-going)

FIRE PREVENTION

1. July 4th Parade, Community Events and Fireworks:

The 4th of July parade and community events in Orinda and Moraga in the morning were well attended with no major incidents. Rescue One had an information table at both events. The weather was favorable for a successful aerial fireworks display in the evening in Moraga. Volunteers from and CS-245 Communications team assisted with fire watch during the event. MOFD, MPD and other local agencies worked together to insure the highest level of safety for the public.

2. ISO Document Review:

Staff provided supportive documentation to the Fire Chief for the ISO review of the District. The District has added and improved programs and services relating to Fire Prevention that should have a positive effect on the ISO review.

3. Diablo Fire Safe Council:

Staff attended the monthly meeting for Diablo Fire Safe council (DFSC). DFSC approved two grants for fuels reduction projects in Orinda. One is on EBMUD property, which will reduce the vegetation fuel load surrounding a communications tower on Grizzly Peak and the other is on school property next to Sleepy Hollow School.

4. Underground Tank Removal at St. Mary's College:

The Fire Marshal, in collaboration with CCC Haz-mat, SMC and the licensed contractor, witnessed the safe removal of two 6500 gallon fuel tanks that were buried near the old power plant. Staff ensured that all requirements were followed for the safe removal of the tanks. The tanks had been in the ground since the 1940s, but no leaks were detected in the surrounding soil after removal.

5. Fire Code Adoption:

The Fire Marshal is working with local neighboring fire districts and the Contra Costa Building Department for the upcoming adoption process of the new California Fire Code and updated MOFD Ordinance. The meetings are to improve the communication between local agencies for code adoption. The new code will go into effect in January 2017.

6. District Projects

a. Via Moraga (Moraga):

A model home has been constructed and the underground improvements have been completed for the 17-lot subdivision located at the old bowling site in Moraga on Moraga Road.

b. Rancho Laguna II- Bella Vista (Moraga):

Staff approved a 3-pad site and temporary water supply for the model homes that will be constructed closest to Rheem Boulevard. Two model homes will be built and the third site will be an area for fire equipment access to the water supply. Rheem Boulevard continues to be closed to the public, but MOFD emergency access is available if needed.

c. Camino Ricardo (Moraga):

The 26-lot subdivision has constructed two model homes and a paved the street into the project. Fire Prevention staff has reviewed all of the initial building plans for the new homes.

d. Wilder:

Davidon Homes has submitted plan sets for the 67 lots that they purchased near the sales office in Wilder.

Staff is working with the City of Orinda and the builder on plans for the new Garden center near the ballfields.

TRAINING

1. Assumed Training Division Functional Supervisor responsibilities
 - a. Completed Engine Company hydrant annual service
 - b. Conducted MRA drill with EBRP Fire, El Cerrito Fire
 - c. Completed Train-the-Trainer TDA (Tractor Drawn Aerial) training
 - d. Participated in Training Committee meeting

EMS

1. Completed 3rd Quarter EMS training – Contra Costa County infrequent skills verification
2. Continued monitoring of iPad tablet ePCR trial
3. Hosted quarterly meeting with Contra Costa EMS Authority
4. Monitoring ambulance compliance (on-going)
5. Auditing CQI & PCR (on-going)
6. Ordered and inventoried EMS supplies(on-going)
7. Created draft Medical event standby policy

EMERGENCY PREPAREDNESS

1. On July 4, staff assisted the City of Orinda by coordinating their Emergency Operations Center Communications Unit in the Sarge-Littlehale room at City Hall. Volunteer amateur radio operators (HAMS) staffed the Communications Unit and utilized the morning's events as an opportunity to exercise new radio equipment the city has purchased. The Communications Unit coordinated radio traffic for Orinda's Fun Run, Pancake Breakfast, Parade and Community Center Activities.
2. On Monday evening, July 4, staff assisted the Town of Moraga with their fireworks display at the Moraga Country Club. Ten (10) MOFD Communications-Support Unit volunteers and four (4) Lamorinda Radio Interest Group volunteers staffed fire watch on Donald Drive, Alta Mesa and Augusta Drive. Staff noted that there was minimal illegal fireworks activity this year.
3. On Saturday, July 9, staff attended the MOFD Communications-Support Unit meeting at Station-45. The attendees checked and reorganized the equipment and supplies in Support-241. They also went through the supplies in the Communications-Support Unit lockers and will be adding water to the cache that's ready to support our firefighters out on the line.
4. On July 11, staff attended the CERT monthly update training at the Garden Room at the Orinda Community Center. This month's topic was "Dealing with Asthma and

Anaphylaxis in Children During a Disaster”. Mary Frazier from Children’s Hospital was the presenter to the 22 CERT members that attended.

5. On Wednesday evening, July 13, staff attended the Moraga Town Council meeting to accept the Council’s proclamation for National Night Out. Several National Night Out events are being planned for Tuesday, August 2. The Council is encouraging Moraga residents to join the neighborhood events to get better acquainted with their neighbors and first responders.
6. On Wednesday evening, July 13, staff also attended the Lafayette Emergency Preparedness Commission meeting. The Commission discussed annexes to the City Emergency Plan, tested Disaster foods, and began planning for the Lafayette Art & Wine Festival.
7. On July 14, staff attended the Contra Costa County Cities Citizen Corps Council Committee (C8) Meeting at the County Emergency Operations Center in Martinez. The group listened to presentations from Volunteers Organized to Assist in Disasters (VOAD). The group also discussed the need for training additional CERT instructors in the county. Staff will be working with San Ramon Valley Fire to present a Train-the-Trainer course in January 2017.
8. On July 15, staff attended the Statewide Training and Education Advisory Committee meeting in Sacramento. Staff addressed the committee regarding the need to add hours for the existing *Firing Methods and Procedures* course.
9. On Saturday, July 16, staff worked with four members of the MOFD Communications Support Unit to program the county emergency radio cache. The District manages the County cache and is responsible for updating the radio program, replacing batteries and verifying the inventory. Volunteers also performed maintenance on the District’s other emergency radio equipment.
10. On July 20, staff met with representatives from the Community of Canyon to discuss the Roads and Trails map for the Canyon Emergency Response Map. There were several corrections made to the map that will be used by MOFD when responding to incidents in Canyon. The group plans to meet with the County in August.
11. On July 25, the CERT Steering Committee met at the Lafayette City offices. The Committee discussed the September CERT training in Orinda that already has 44 residents signed up. The group also reviewed the Lamorinda CERT Foundation’s community emergency water drum distribution program. The foundation processes orders for emergency drinking water containers and then distributes the materials from the parking lot at Station-41. The program has been very successful, with over 500 drums distributed since its inception.

ADMINISTRATIVE SERVICES

1. Completed fire flow tax assessments for 2016-17
2. Implemented salary increases and new CCCERA rates effective July 1, 2016
3. Began fiscal year end close process
4. Completed prepayment of CCCERA contributions in order to take advantage of prepayment discount.
5. Began applicant tracking software selection process
6. Began implementation of financial transparency software
7. Provided administrative support to the Station-43 Reconstruction project
8. Attended webinar “Avoiding Payment and Performance Problems on Your Construction Project.”
9. Attended Administrative Committee meeting
10. Attended California Society Municipal Finance Officers meeting

SUPPORT SERVICES DIVISION

Facilities:

1. See addendum
2. Coordinated Station-43 move into temporary station. Presently, there are no major issues.
3. Coordinating with construction manager on Station-43 re-build (on-going)
4. Provided facilities maintenance support (on-going)
5. Evaluating district vendor list – recommendations to follow
6. Conducting facilities needs assessment – recommendations to follow

OFFICE OF FIRE CHIEF

1. Provided (on-going) staff support related to Station-43 re-construction and temporary fire station relocation site.
2. Provided (on-going) staff support with updated Standards of Cover (SOC) project
 - a. Supporting 12-week internship for GIS support
3. Provided staff support to Admin Division with legal matters
4. Provided staff support for Support Services Division with apparatus deployment and acquisition.
5. Attended annual MOFD 4th of July events
6. Attended Orinda Mayor’s Liaison meeting
7. Attended Admin Committee Meeting
8. Hosted Management Team meetings
9. Applied research project for USFA/NFA (ongoing)
10. Completed doc prep for ISO visit



Moraga-Orinda Fire District

Fire Chief Stephen Healy

TO: Board of Directors

FROM: Stephen Healy, Fire Chief

DATE: September 21, 2016

SUBJECT: Item 6.3 – District Update and Activity Report: August 2016

OPERATIONS DIVISION

1. INCIDENT RESPONSES: 207
 - a. EMS – 104
 - b. Structure Fires – 2
 - c. Veg Fires – 0
 - d. Vehicle Accidents - 11
 - e. All other calls – 90
2. Staff support for Standards of Cover (on-going)
3. Attended CISM County meeting
4. Communications:
 - a. Programed Fleet Radios (Mobiles and Portables)
 - b. Attended County Communication MDT User meeting

FIRE PREVENTION

1. Weed Abatement, Community Risk Reduction:

Fire prevention staff and the Fire Marshal followed up on complaints received by the public regarding possible violations of the Exterior Hazard Control Standards for weed abatement within the District. Properties found to be in violation were red tagged and staff has worked to ensure compliance. The Fire Marshal met with several individuals to discuss methods that would reduce fire risk to the community through vegetation management.

2. SMC R-2 Inspections:

Staff inspected all student housing and dorm buildings on the campus of St. Mary's College. SMC and MOFD have worked together closely to improve safety for the

students and this year's inspections yielded only minor violations that were quickly resolved.

3. R-2 Inspections- Apartments, multi-family dwellings:

Fire Prevention staff and the Fire Marshal started the inspection of all multi-dwelling units within the District. This includes townhouses, apartments, and duplexes. Only common areas are inspected to insure the highest level of public safety.

4. E-Education Inspections:

Fire Prevention staff inspected all public and private schools up to the 12th grade. Generally, compliance was good, but staff followed up to ensure that all life safety codes were in compliance before students returned to class.

5. Diablo Fire Safe Council:

Staff worked with the Emergency Preparedness Coordinator to obtain grant money from the Diablo Fire Safe Council (DFSC) for a hazardous vegetation removal project at the radio communications tower on Grizzly Peak above Orinda. The towers support communications from Orinda Schools and CERT, but was surrounded by a thick grove of Eucalyptus trees. A grant for removal was approved and work was scheduled for September.

6. Bollinger Canyon Road Slope Stabilization Project:

Staff met with representatives from the Town of Moraga, engineers and contractors to discuss the project to stabilize the rock slope on Bollinger Canyon Road. The project involved some temporary road closures and lane restrictions. The Fire Marshal worked with the Town and MOFD Battalion Chiefs to insure that timely response for emergencies would be assured at all times during the work project.

7. Fire Code Adoption:

Staff began preliminary work on updating the MOFD Ordinance based on the new California Fire Code. The adoption process takes place this fall for an effective date of January 1, 2017.

8. District Projects:

a. Via Moraga (Moraga)

The model home has been completed and several of the homes in the project are in various stages of completion. The 17-lot subdivision is located at the old bowling site in Moraga on Moraga Road.

b. Rancho Laguna II- Bella Vista (Moraga)

The Fire Marshal approved a 3-pad site and temporary water supply for the model homes will be constructed closest to Rheem Boulevard. Two model homes are under construction at this time and the access area for fire equipment, water supply is in place. Rheem Boulevard continues to be closed to the public until December of this year, but MOFD has emergency access if needed.

c. Camino Ricardo (Moraga)

The 26-lot subdivision has constructed two model homes and has paved the street into the project. Fire prevention staff has reviewed all construction plans for similar proposed homes. Construction of the homes is well underway at this time. Fire Prevention has received and reviewed plans for the fire sprinklers for all of the homes in the project. The homes are now subject to final inspections

d. Wilder

Staff is still working with the City of Orinda and the builder on plans for the new Garden Center to be located near the ballfields. Fire Prevention staff has received a large amount of building and fire sprinkler plans for new homes in Wilder.

e. Staff is working with Brookstreet on finalizing the EVA's, gates, and other access points into Wilder.

9. Infill projects

The District continues to see a large volume of residential remodel projects, tear down/remodel residential projects, and tenant Improvement projects for commercial properties. Plan review volume is up and the demand for plan review and inspection services has increased. Fire prevention staff continues to works hard to provide quality customer service to the public.

TRAINING

1. Coordinated training schedule and logistical support for training
2. Participated in training area grounds improvement discussions
3. Conducted multi-company drill with Con Fire
4. Coordinated transport and purchase of training TDA
5. Hosted Training Committee meeting

APPARATUS

1. Completed annual service and repairs on Medic units, Spare Engine, Ford Rangers
2. Coordinated apparatus shuttle to and from ALCO and Peterson Trucks
3. Hosted Apparatus and Truck Subcommittee meetings
4. Coordinated transition of SharePoint Software apparatus repair reporting system

EMS

1. Continued monitoring of iPad tablet ePCR trial
2. Monitoring ambulance compliance (on-going)
3. Auditing CQI & PCR (on-going)
4. Ordered and inventoried EMS supplies (on-going)

EMERGENCY PREPAREDNESS

1. On Tuesday evening, August 2, staff attended several *National Night Out* events in Moraga and Orinda. There were eight (8) gatherings in Orinda and five (5) in Moraga. The guests were given a chance to meet their fire/EMS and law enforcement first responders. They shared stories and learned about emergency preparedness. The events were organized at the neighborhood-level and coordinated by volunteers from the community. Cathy Dausman and Diana Graham organized for Moraga; Patti Young orchestrated the events in Orinda. Neighbors, firefighters, police officers, city staff, and elected officials all had a great evening.
2. On August 4, staff met with representatives from the community of Canyon and the Contra Costa County Planning Department Staff regarding the Canyon Emergency Response Mapping Project. Staff will be working with the community and county staff to upload the information into the county geographic information system where it can be easily accessed by first responders.
3. On Saturday morning, August 6, staff met with the District's Communications Support Group. The unit is working on building capacity to support our firefighters logistically in the field. Emergency food and hydration supplies have been added to the cache at Station-45. In addition the Department Operations Center (DOC) Communications Unit has undergone renovation. The group continues to work to support the District at major incidents and events.
4. On August 8, staff attended the monthly CERT update training in the Garden Room at the Orinda Library. Around 25 local CERT members listened to two presentations: Police Chief Eric Christensen from Lafayette talked about community policing issues; and MOFD's Jacob Airola, Dan Dick and Anthony Stevens discussed how best to interface with emergency responders during a medical emergency. Both presentations were very well received.
5. On August 10, staff participated in the City of Lafayette's emergency evacuation exercise at the Lafayette Veteran's Hall. City staff, volunteers and cooperating agencies exercised the Emergency Operations Center plan to support an evacuation of the Happy Valley area during a simulated wildland fire incident. The exercise went well and several opportunities for continued improvement were noted.

6. On August 12, staff assisted the Hills Emergency Forum with a presentation on Mutual Aide at the 1991 Tunnel Fire for the 2016 US Forest Service International Programs- Disaster Management Seminar. See below for additional information.
 - a. On August 22, staff worked with the US Forest Service International Programs- Disaster Management Seminar group to present a sand table exercise for the 2016 Disaster Management Seminar participants. The US Forest Service hosted Emergency Managers from around the world during the three-week seminar. Participants were from Bhutan (2), Botswana, Ethiopia, Guatemala, Haiti, India, Montenegro, Morocco, Namibia (2), Nepal, Serbia, South Africa, Tunisia, and Zambia. Their backgrounds included Ministry of Agriculture and Rural Development, Ministry of Forest and Soil Conservation, General Directorate national offices, USAID, provincial levels, local government, fire service, forestry, and the Red Cross. All of the participants had an interest in using the Incident Command System and other Disaster Management tools to deal with earthquakes, landslides, tsunamis, floods, droughts, medical emergencies, hazardous materials, rescues, food supply, etc.
 - b. MOFD's role in hosting the sand table exercise on their last full day of the seminar was to give the participants a "final" opportunity to pull all of their experiences together. The seminar's coordinator, Taya Levine wrote:

“. . . The sand table session yesterday could not have been better. It truly was a delight to see how far the participants had come since the beginning of the program – those simulations gave them an opportunity to recognize how much THEY had learned and to really ground that learning in their bones, so to speak. Thank you so much for the thoughtfulness with which you prepared a great learning opportunity. Please extend our thanks again to your volunteers as well – what a great group of people! I hope we'll have the chance to involve you again next year. . .”

ADMINISTRATIVE SERVICES

1. Completed fiscal year-end close process
2. Contracted with NeoGov for applicant tracking software – began implementation
3. Continued implementation of financial transparency software
4. Provided administrative support to the Station-43 reconstruction project
5. Began planning for the Battalion Chief recruitment process

SUPPORT SERVICES DIVISION

1. Coordinated Station-43 move into temporary station. Presently, there are no major issues. See addendum.
2. Coordinating with Construction Manager on Station-43 build (on-going)
3. Provided facilities maintenance support (on-going)

4. Evaluating district vendor list – recommendations to follow
5. Conducting facilities needs assessment – recommendations to follow

OFFICE OF FIRE CHIEF

1. Provided (on-going) staff support related to Station-43 re-construction and temporary fire station relocation site.
2. Provided (on-going) staff support with updated Standards of Cover (SOC) project
 - a. 12-week internship for GIS support completed
3. Provided staff support to Admin Division with legal matters
4. Provided staff support to Admin Division with Fire Inspector/Plans Examiner recruitment
5. Provided staff support for Support Services Division with apparatus deployment and acquisition.
6. Supported Con Fire at UWSI grant presentation for new Mobile Data Terminals (County-wide). Grant approved. MOFD will receive 18 new MDT's on IOS or Tablet platform.
7. Provided staff support for 2016 Battalion Chief examination
8. Completed feedback analysis from Phase-2 of Strategic Planning process
9. Hosted Management Team meetings
10. Hosted ISO staff visit to MOFD. ISO is now on a 4-year site-visit cycle (was previously 10 years).
11. Applied research project for USFA/NFA (ongoing)
12. Attended symposium at Stanford re PTSD
13. Attended CCC Executive Chief's meeting

