



Moraga-Orinda Fire District

Board of Directors

REGULAR MEETING
May 6, 2015
6:00 p.m. CLOSED SESSION
7:00 p.m. OPEN SESSION

PLEASE NOTE NEW MEETING ADDRESS:

Moraga Library Community Room
1500 Saint Mary's Road
Moraga, CA 94556

1. OPENING CEREMONIES
 - 1.1. Call the meeting to Order
 - 1.2. Roll Call
 - 1.3. Core Values – *Service, Honor, Integrity*
2. CLOSED SESSION
 - 2.1. **Conference with Real Property Negotiators**
(Government Code Section 54956.8)
Agency Negotiator: Stephen Healy
Under Negotiations: Instructions to negotiator will concern price and terms of payment.
Real Property: 1035 Lorinda Lane, Lafayette, CA
Negotiating Parties: Contra Costa County Fire Protection District
 - 2.2. **Conference with Legal Counsel – Potential Litigation**
Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9: two (2) potential matters
 - 2.3. **Conference with Labor Negotiator**
(Government Code Section 54957.6)
Agency Designated Representative: Edward Kreisberg and Stephen Healy
Employee Organization: Association of Federated Firefighters IAFF, Local 1230
3. RECONVENE THE MEETING
 - 3.1. Call the Meeting to Order
 - 3.2. Pledge of Allegiance
4. REPORT OF CLOSED SESSION ACTION
5. PUBLIC COMMENT
The public is invited to speak on any matter not appearing on the agenda including Closed Session, and within the subject matter jurisdiction of the District. Comments should be limited to three minutes. Please state your name and address for the record.
6. CONSENT AGENDA
 - 6.1. **Board Meeting Minutes**
Minutes of March 4, 2015
Minutes of March 18, 2015
Minutes of April 15, 2015
Staff Recommendation: Receive and File
 - 6.2. **Quarterly Treasurers Report – March 2015**
Staff Recommendation: Receive and File
7. REGULAR CALENDAR
 - 7.1. **Resolution 15-08 Establishing the 2015/16 Fire Flow Tax Rates for the Orinda and Moraga Service Zones**
Staff will present information to the Board regarding Resolution 15-08 Establishing the 2015/16 Fire Flow Tax Rates for the Orinda and Moraga Service Zones.

Staff Recommendation: 1) Review; 2) Discuss; 3) Adopt Resolution 15-08 Establishing the 2015/16 Fire Flow Tax Rates for the Orinda and Moraga Service Zones

7.2. Resolution No. 15-09 Adopting a Modified Schedule of Cost Recovery Fees for Emergency Medical Services

Staff will present information to the Board regarding Resolution No. 15-09 Adopting a Modified Schedule of Cost Recovery Fees for Emergency Medical Services.

Staff Recommendation: 1) Receive report; 2) Deliberate; 3) Adopt Resolution No. 15-09 Adopting a Modified Schedule of Cost Recovery Fees for Emergency Medical Services

7.3. Authorization to Purchase Two 2016 Navistar, Terrastar Leader Ambulances From National Auto Fleet Group in the Amount Not to Exceed \$424,554 and Adoption of Resolution 15-10 Declaration of Official Intent

Staff will request authorization from the Board to purchase two 2016 Navistar, Terrastar Leader Ambulances from National Auto Fleet Group in the amount not to exceed \$424,554 and adoption of Resolution 15-10 Declaration of Official Intent.

Staff Recommendation: 1) Receive report; 2) Deliberate; 3) Authorize the purchase of two 2016 Navistar, Terrastar Leader ambulances from National Auto Fleet Group in the amount not to exceed \$424,554; 4) Adopt Resolution 15-10 Declaration of Official Intent

7.4. Authorization to Provide Sick Leave to Part-Time Employees

Staff will present information to the Board regarding providing sick leave to part-time employees.

Staff Recommendation: 1) Receive report; 2) Deliberate; 3) Authorize 24 hours of sick leave benefits to part-time employees effective July 1, 2015

7.5. PARS Public Agencies Post-Retirement Health Care Plan Trust Investment Strategy Selection

Staff will present information to the Board regarding PARS Public Agencies Post-Retirement Health Care Plan Trust Investment Strategy Selection

Staff Recommendation: 1) Receive report; 2) Deliberate; 3) Authorize investment in the PARS Public Agencies Post-Retirement Health Care Plan Trust actively managed Capital Appreciation portfolio and approve the Investment Guidelines Document

8. COMMITTEE REPORTS

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

8.2. Ad Hoc Committee Reports

8.2.1. Facilities Ad Hoc Committee (*President Evans & Director Weil*)

9. ANNOUNCEMENTS

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

(Government Code Section 53232.3(d))

9.2. Questions and informational comments from Board members and Staff

10. ADJOURNMENT

The Moraga-Orinda Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the District Chief's office, (925) 258-4599, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Moraga-Orinda Fire District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspections at 1280 Moraga Way, Moraga, during normal business hours.

I hereby certify that this agenda in its entirety was posted on May 1, 2015, 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
Clerk to the Board

Moraga-Orinda Fire Protection District

BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

March 4, 2015



1. Opening Ceremonies

The Board of Directors convened in Open Session at 6:45 P.M. on March 4, 2015 at the Moraga Library Community Room, 1500 Saint Mary's Road, Moraga, California. Director Evans was absent. Director Anderson called the meeting to order.

Present were the following Directors and Staff:

Director Barber	Stephen Healy, Fire Chief
Director Anderson	Gloriann Sasser, Administrative Services Director
Director Famulener	Grace Santos, District Secretary/Clerk
Director Weil	

2. Closed Session

At 6:50 P.M., the Board adjourned into Closed Session.

3. Reconvene the Meeting

Director Anderson reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:00 P.M. Present were the following Directors and Staff:

Director Barber	Stephen Healy, Fire Chief	Kathy Leonard, Fire Marshal
Director Anderson	Sean Perkins, Battalion Chief	
Director Famulener	Gloriann Sasser, Administrative Services Director	
Director Weil	Grace Santos, District Secretary/Clerk	

4. Report of Closed Session Action

Director Anderson reported that there was no reportable action taken during Closed Session.

5. Public Comment

There was no comment.

6. Consent Agenda

Chief Healy found errors in Item 6.2 - Monthly Incident Report for January 2015. Staff will make corrections and bring the item back to the next board meeting on March 18.

Motion by Director Anderson and seconded by Director Weil to receive and file Items 6.1, 6.3 and 6.4. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener, and Weil; Absent: Evans).

6.1 Board Meeting Minutes of January 21, 2015

Action: Receive and File.

6.2 Monthly Incident Report – January 2015

Action: Receive and File.

6.3 Monthly Financials Report – January 2015

Action: Receive and File.

6.4 Monthly Check/Voucher Register – January 2015

Action: Receive and File.

7. Regular Calendar

7.1 Comprehensive Annual Financial Report Award for the Fiscal Year Ended June 30, 2014

The District prepared a Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2014. The CAFR is designed to meet the requirements of the Government Finance Officers Association (GFOA). In 1945, the GFOA established the Certificate of Achievement for Excellence in

Financial Reporting Program to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles and to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure. The GFOA then recognizes individual governments that succeed in achieving this goal. The District's CAFR was submitted to the GFOA for consideration of a Certificate of Achievement for Excellence in Financial Reporting.

The CAFR includes four sections: Introductory, Financial, Statistical and Other Reports. The Introductory Section includes a letter of transmittal to the Board. The Financial Section includes Management's Discussion and Analysis, which provides an overview and analysis of the financial activities of the District. The Statistical Section provides operational, economic and historical data that provide a context for assessing the District's economic condition. The CAFR concludes with a report on internal control over financial reporting.

After reviewing the District's CAFR in comparison to an extensive 112-page checklist, GFOA has recognized the District with a Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ended June 30, 2014. This is the first year the District has earned this recognition.

There are 481 California public agencies that received this award (4,109 nationwide). There are 30 special districts in California that received the award. The District is the seventh California fire district to receive this award.

The Board congratulated Administrative Services Director Sasser for her hard work in putting the CAFR together. They received the Certificate of Achievement for Excellence in Financial Reporting and acknowledged the hard work that it represents.

President Evans joined the meeting at 7:09 P.M.

7.2 Contract with Delta Dental of California

The District provides dental insurance to employees and retirees. The District has contracted with Delta Dental of California since 1998. The current contract expires March 31, 2015.

In December 2014, Delta Dental provided renewal information that reflected a 3% rate increase. As a result of the proposed rate increase, staff identified an alternative provider and obtained quotations for comparable coverage from Cigna Healthcare. Staff met with Delta Dental, which provided updated pricing. However, Delta Dental would only guarantee the rates for a one-year period.

Staff provided the dental information to the District's three bargaining groups. Two of the bargaining groups elected to contract with Delta Dental; one bargaining group elected to contract with Cigna. However, Cigna requires a minimum of 50 participants and due to the size of the bargaining group that requested Cigna, the change was not permitted.

The District pays a fixed amount per employee and retiree for dental insurance. The additional cost of Delta Dental is entirely borne by the employee or retiree.

Based on the direction from the labor groups and no additional cost to the District, staff recommends the Board authorize a contract with Delta Dental of California.

Motion by Director Weil and seconded by Director Faulener to authorize a contract with Delta Dental of California for the period April 1, 2015 through March 31, 2016. Said motion carried a unanimous 5-0 roll-call vote (Ayes: Anderson, Barber, Evans, Famulener, and Weil).

8. Committee Reports

8.1 Finance Committee (Directors Anderson & Barber)

Director Anderson reported that the Finance Committee has not met since the last Board meeting.

8.2 Ad Hoc Committee Reports

8.2.1 Facilities Ad Hoc Committee (President Evans & Director Weil)

Director Weil reported that the Committee has not met. He and Chief Healy met briefly with staff at the Town of Moraga regarding the Board's decision on the City Ventures project.

9. Announcements

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

There was nothing to report.

9.2 Questions and informational comments from Board members and Staff

Director Famulener inquired on the Station 46 Project workshops dates. Chief Healy stated that no dates have been selected. Director Weil stated that the Ad Hoc Committee has not yet received a final proposal from the Contra Costa Fire Protection District.

The Board and staff discussed issues such as when to schedule the workshops, possible locations to hold the workshops in both Moraga and Orinda, ensuring that the workshops do not conflict with other agency meetings, sending mailers out to the entire District and using social media to get the word out.


9.3 District Update and Activity Report – January 2015

MOFD Captain Michael Marquardt gave a brief summary of a noteworthy call.

Director Famulener suggested that staff distribute the District Updates to both the Moraga Town and Orinda City Council members each month.

10. Adjournment

At 8:41 P.M., President Evans called for adjournment of the regular meeting.



Grace Santos
Secretary to the Board



Moraga-Orinda Fire Protection District

BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

March 18, 2015

1. Opening Ceremonies

The Board of Directors convened in Open Session at 6:45 P.M. on March 18, 2015 at the Hacienda de las Flores Mosaic Room, 2100 Donald Drive, Moraga, California. President Evans was absent. Director Anderson called the meeting to order.

Present were the following Directors and Staff:

Director Barber	Stephen Healy, Fire Chief
Director Anderson	Gloriann Sasser, Administrative Services Director
Director Famulener	Grace Santos, District Secretary/Clerk
Director Weil	

2. Closed Session

At 6:46 P.M., the Board adjourned into Closed Session.

3. Reconvene the Meeting

Director Anderson reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:00 P.M. Present were the following Directors and Staff:

Director Barber	Stephen Healy, Fire Chief
Director Anderson	Jerry Lee, Battalion Chief
Director Famulener	Gloriann Sasser, Administrative Services Director
Director Weil	Grace Santos, District Secretary/Clerk

4. Report of Closed Session Action

Director Anderson reported that there was no reportable action taken during Closed Session.

5. Public Comment

There was no comment.

6. Consent Agenda

Motion by Director Barber and seconded by Director Famulener to receive and file all items. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener, and Weil; Absent: Evans).

6.1 Board Meeting Minutes of February 4, 2015

Action: Receive and File.

6.2 Monthly Incident Report – January and February 2015

Action: Receive and File.

6.3 Monthly Financials Report – February 2015

Action: Receive and File.

6.4 Monthly Check/Voucher Register – February 2015

Action: Receive and File.

6.5 Approval of Payment to Contra Costa County Fire Protection District for Dispatching and Communications Services

Action: Approve payment to Contra Costa County Fire Protection District for dispatching and communications services in the amount of \$164,220.

7. Regular Calendar

7.1 Adoption of Resolution 15-06 Authorizing Participation in the PARS Public Agencies Post-Retirement Health Care Plan Trust, Approval of the Agreement for Administrative Services, Adoption Agreement and Master Plan

The Memorandums of Understanding adopted last year made significant reductions to retiree health benefits. The significant changes were:

- Established the District's monthly medical contribution at the PERS minimum contribution level.
- Capped the maximum medical and dental contributions at a fixed amount for all labor groups.
- Employees hired in the future receive only the minimum retiree health insurance contribution at retirement (currently \$122 per month).

These benefit changes resulted in a decrease in the District's unfunded actuarial accrued liability of \$7.2M or 30%.

To date, the District has paid for retiree healthcare benefits on a pay-as-you-go basis. In February 2015, the Board approved a 2014/15 Budget adjustment to fund the cost of Other Post Employment Benefits (OPEB) in the amount of \$84,000. The purpose of an OPEB trust is to accumulate funds for payment of the District's future OPEB costs. Funds deposited into a trust are invested and can only be used to pay OPEB costs. As money is accumulated in the trust, the investment returns help fund the benefits. Contributions to the trust are never required.

There are several advantages to funding OPEB including:

- Continued reduction of the District's net OPEB liability
- Earnings on investments help reduce future employer costs
- Use of a higher discount rate of return of 7.25% as opposed to 4%, which results in lower liabilities and lower annual required contributions.
- Strengthens the District's financial position

OPEB Trust Alternatives

Staff reviewed two major OPEB trust administered programs: California Employers' Retiree Benefit Trust Fund (CERBT) and Public Agency Retirement Services (PARS). These two organizations both manage California public agency funds in compliance with GASB 45 and Internal Revenue Code Section 115 requirements.

There are several advantages to using PARS for the District's OPEB trust account as follows:

- PARS has provided OPEB trust services for 19 years
- Highest net return over five years
- IRS approved Section 115 Trust
- Transparency of holdings in trust - the District will know the funds in the District's portfolio and can track them.
- Dedicated Portfolio Manager who provides onsite reviews, assists with investment policy and is accessible.
- Simpler investment approach – the Portfolio Manager recommends a strategy so the District has assistance in determining strategy.
- Full service approach to insure satisfaction – PARS includes a senior consultant, client service coordinator and portfolio manager to assist the District
- Thirty day termination option at any time with no fees

The full service approach provided by PARS will assist the District in managing OPEB. The item was presented and discussed at the Finance Committee meeting on March 11, 2015. Staff and the Finance Committee recommend the District contract with PARS to establish an OPEB trust account.

The next step in the process would be for the Board to adopt an investment policy for the OPEB trust account investments. This would occur at a future Board meeting.

Mitch Barker, PARS Executive Vice President, and Andrew Brown, Highmark Capital Management Senior Portfolio Manager, gave a brief presentation and answered questions from the Board.

Motion by Director Barber and seconded by Director Faulener to adopt Resolution 15-06 Authorizing

Participation in the PARS Public Agencies Post-Retirement Health Care Plan Trust; Approval of the Agreement for Administrative Services, Adoption Agreement and Master Plan Document. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener, and Weil; Absent: Evans).

7.2 Amendment No. 3 to Fire Chief Employment Agreement

In February 2015, the Board approved a Side Letter of Agreement with Local 1230 to increase the District's contribution for medical and dental insurance. Section 5.10 of the Fire Chief Employment Agreement provides the Fire Chief with the same District contribution for medical benefits as sworn employees (Local 1230) as of the effective date of the contract. The effective date of the contract is November 20, 2013. Therefore, the Fire Chief receives the 2013 District contribution for medical insurance, which is less than the contribution currently received by all other District employees.

All employees now receive the same District contribution for medical benefits, except for the Fire Chief. The proposed Amendment No. 3 would provide medical benefits to the Fire Chief equal to all other employees.

Motion by Director Weil and seconded by Director Faulener to adopt Amendment No. 3 to the Fire Chief Employment Agreement. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener, and Weil; Absent: Evans).

8. Committee Reports

8.1 Finance Committee (Directors Anderson & Barber)

Director Anderson reported that all information from the March 11 Finance Committee meeting has been presented to the Board.

Director Weil requested that all written correspondence from citizens is shared with all board members.

Director Famulener asked that the Finance Committee meeting time be set to 5:00 P.M. so that everyone could attend.

8.2 Ad Hoc Committee Reports

8.2.1 Facilities Ad Hoc Committee (President Evans & Director Weil)

There was nothing to report.

9. Announcements

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

There was nothing to report.

9.2 Questions and informational comments from Board members and Staff

Director Anderson expressed his appreciation to Chief Healy on his update on the recent Caldecott Tunnel fire.


Director Anderson asked that staff post on the website the reason why District flags are flown at half-mast. Chief Healy agreed and further explained that the reason why District flags were flown at half-mast recently was due to the tragic death of a Pinole Fire Captain due to job-related brain cancer.

9.3 District Update and Activity Report – February 2015

There was nothing to report.

10. Adjournment

At 8:08 P.M., Director Anderson called for adjournment of the regular meeting.


Grace Santos
Secretary to the Board



Moraga-Orinda Fire Protection District

BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

April 15, 2015

1. **Opening Ceremonies**

The Board of Directors convened in Open Session at 7:00 P.M. on April 15, 2015 at the Moraga Library Community Room, 1500 Saint Mary's Road, Moraga, California. President Evans called the meeting to order.

Present were the following Directors and Staff:

President Evans	Stephen Healy, Fire Chief
Director Barber	Gloriann Sasser, Administrative Services Director
Director Anderson	Grace Santos, District Secretary/Clerk
Director Famulener	Director Weil

2. **Public Comment**

John Robertson, Orinda resident, stated that he was concerned the Board was violating the Ralph M. Brown Act by discussing item 7.1 – Conference with Real Property Negotiators in Closed Session.

President Evans stated that the Board is acting on the advice of District Counsel.

3. **Consent Agenda**

Director Weil asked to remove items 3.1 and 3.2 from the Consent Agenda to discuss separately.

Motion by Director Weil and seconded by Director Anderson to receive and file 3.3 Monthly Check/Voucher Register. Said motion carried a unanimous 5-0 roll-call vote (Ayes: Anderson, Barber, Evans, Famulener, and Weil).

Item 3.1 – Monthly Incident Report for March 2015. Director Weil asked about the difference in response and turn out times between Moraga and Orinda. Chief Healy stated that since he has been with the District, the response times in Orinda have been a little longer than in Moraga and are consistent. The turn out times are a reflection of a number of different things – the most typical variances have to do with whether or not the computer that the firefighters push is connected and able to transmit that they're responding. It is not uncommon to see anomalies from time to time.

Director Weil asked if there was any difference in response times among the three stations in Orinda. Chief Healy stated that Station 45 has the largest area and if there were differences among the stations, Station 45 could be higher. Station 43 and 44's areas are smaller and Station 44 has engines on different sides of it. Station 45 would have more responses than the other two stations and can be longer because it has some areas that are a little further from the station.

Director Weil asked why there was a full minute difference between response times in Moraga and Orinda, if it was because of Station 45's large coverage area, or if there was something else going on. He stated that it should be consistent throughout the District.

Item 3.2 – Monthly Financials Report for March 2015. Director Weil commented that the revenue was a little behind what was originally projected and the secured property tax is \$.05 off. He also asked about the federal government SAFER Grant. Administrative Services Director Sasser stated that total property tax revenue will exceed budget and that the District will receive another \$75,000 more in the SAFER Grant money. Director Weil asked if the reason for the decrease in plan review revenue was due to a slow down in construction. ASD Sasser stated that it was not due to a slow down in construction – there is currently a lot of construction going on and a lot of plan reviews being submitted.

Motion by Director Weil and seconded by Director Famulener to receive and file Items 3.1 and 3.2 of the Consent Calendar. Said motion carried a unanimous 5-0 roll-call vote (Ayes: Anderson, Barber, Evans, Famulener, and Weil).

3.1 Monthly Incident Report – March 2015

Action: Receive and File.

3.2 Monthly Financials Report – March 2015

Action: Receive and File.

3.3 Monthly Check/Voucher Register – March 2015

Action: Receive and File.

4. Regular Calendar

4.1 Adoption of Resolution 15-07 Identifying the Terms and Conditions for Fire Department Emergency Response Away From Their Official Duty Station and Assignment to an Emergency Incident

Each year, personnel from the District are deployed on mutual aid assignments as participating members of the California Fire Service and Rescue Emergency Mutual Aid System. The California Fire Assistance Agreement (CFAA) is the negotiated reimbursement mechanism for local government fire agency responses under the Mutual Aid System. Reimbursement from the State of California is based on established pay scales and MOU language called "Pass-through Pay".

In an effort to ensure agencies are fully reimbursed in a timely manner, the State has asked each agency to provide a resolution that covers any and all response employees whom are eligible for pass-through pay with or without MOU language.

Authorizing portal to portal pay for employees ensures that the District will continue to be eligible for full reimbursement through the CFAA.

Motion by Director Weil and seconded by Director Famulener to adopt Resolution 15-07 Identifying the Terms and Conditions for Fire Department Emergency Response Away From Their Official Duty Station and Assigned to an Emergency Incident. Said motion carried a unanimous 5-0 roll-call vote (Ayes: Anderson, Barber, Evans, Famulener, and Weil).

4.2 Contract with Definitive Networks, Inc.

The District has contracted with Definitive Networks, Inc. (DNI) for information technology services since 2005. The District's approach to information technology has changed over the years. Previously the District owned its own servers and District personnel performed some of the information technology functions. In 2011, the District made significant changes to the way information technology services are obtained. These changes included use of hosted services for core technologies and outsourcing of all information technology functions. The District now employs no staff to perform any information technology functions. DNI performs all information technology services and provides the hosted servers. The contract with DNI expired in 2012.

The District's Purchasing Ordinance requires issuance of a request for proposals (RFP) for service contracts with an annual aggregate cost of \$100,000 or more. As a result, Staff engaged NexLevel Information Technology, Inc. (NexLevel) to assist in development of an RFP for information technology services. NexLevel provides technology consulting services to public agencies. NexLevel reviewed the way the District currently obtains information technology services and identified areas of vulnerability or weakness for the District. The RFP was developed to include important changes to improve the District's position. The RFP was issued on February 10, 2015 and sent to 37 information technology vendors and posted to the District website.

Improvements that were included in the RFP and that will be incorporated into the new contract include:

- Secure, off-site backup on a daily basis (The District does not currently have an off-site backup of any data. This was an audit finding from the June 30, 2014 audit.)
- Scheduled test restoration of the backups and written proof of successful test restoration.
- Maximum response times based on severity of issue
- Minimum uptime requirements for servers and the voice over IP phone system
- Mandatory Service Level Agreements (SLA) with designated liquidated damages associated with inadequate performance.

- Installation of all Microsoft Critical patches within 5 days of release, all other patches offered to the District for review and approval to load.
- Monthly meeting with the District and monthly SLA report
- All known security breaches must be reported to the District within two hours
- Annual updates to the cybersecurity plan and disaster recovery plan
- 60-day transition period for transition to a new information technology provider at end of contract.
- District form contract required

The District held a bidder's meeting via telephone on February 17, 2015. There were several vendors in attendance and the District received several subsequent inquiries from interested vendors. However, in the end only one proposal was received, from DNI.

The term of the contract is for a three year period (July 1, 2015 – June 30, 2018), with options to renew for two more years.

Motion by Director Anderson and seconded by Director Weil to authorize a contract with Definitive Networks Inc. for the period July 1, 2015 through June 30, 2018 in an amount not to exceed \$519,240. Said motion carried a unanimous 5-0 roll-call vote (Ayes: Anderson, Barber, Evans, Famulener, and Weil).

4.3 Approval of Salary Schedules Effective July 1, 2015

The current Memorandums of Understanding provide a 1% salary restoration for all employee classifications effective July 1, 2015. Salary schedules have been updated to reflect the increase.

Motion by Director Anderson and seconded by Director Barber to approve the Salary Schedules effective July 1, 2015. Said motion carried a unanimous 5-0 roll-call vote (Ayes: Anderson, Barber, Evans, Famulener, and Weil).

5. Committee Reports

5.1 Finance Committee (Directors Anderson & Barber)

Director Anderson reported that the next Finance Committee Meeting is on April 27, 2015 at 5:00 P.M. in the Sarge Littlehale Room at 22 Orinda Way, Orinda.

5.2 Ad Hoc Committee Reports

5.2.1 Facilities Ad Hoc Committee (President Evans & Director Weil)

Director Weil stated that the Committee has not met.

6. Announcements

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

Directors Weil and Famulener reported that they attended the Contra Costa County Fire Commissioners Meeting. Vince Wells, President of Contra Costa County Local 1230 Firefighters Union was the speaker.

6.2 Questions and informational comments from Board members and Staff

President Evans announced that it was Director Famulener's birthday and she was presented with an MOFD Challenge Coin.

Chief Healy stated that there will be a presentation at the next meeting about the recent Caldecott Tunnel fire.

6.3 District Update and Activity Report – March 2015

There was nothing to report.

7. Closed Session

At 7:45 P.M., the Board adjourned into Closed Session.

8. Reconvene the Meeting

President Evans reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 10:38 P.M. Present were the following Directors and Staff:


President Evans	Stephen Healy, Fire Chief
Director Barber	Gloriann Sasser, Administrative Services Director
Director Anderson	Director Weil
Director Famulener	John Bakker, District Council

9. Report of Closed Session Action

President Evans reported that there was no reportable action taken on Item 7.1 – Conference with Real Property Negotiators and 7.2 – Conference with Legal Counsel – Potential Litigation during closed session.

10. Adjournment

At 10:38 P.M., President Evans called for adjournment of the regular meeting.


Grace Santos
Secretary to the Board

DRAFT

**MORAGA-ORINDA FIRE DISTRICT
TREASURER'S QUARTERLY INVESTMENT REPORT
MARCH 31, 2015**

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	(1,608,594)	(1,608,594)	0.00%	0
Cash	Citibank	N/A	454,071	454,071	0.00%	0
Cash	Citibank	N/A	135,386	135,386	0.00%	0
Local Agency Investment Fund	Local Agency Investment Fund	N/A	23,978	23,987	0.26%	45
Money Market	Wells Fargo Bank Advantage Cash Investment Fund	N/A	2,388,146	2,388,146	0.01%	49
Total			1,392,987	1,392,996		94

Average Weighted Yield 0.01%

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

Sufficient funds exist to meet the Districts 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 March 2015 investments are in accordance with the District adopted investment policy.

Gloriann Sasser

4-15-2015

Gloriann Sasser
Administrative Services Director

Date



Moraga-Orinda Fire District

TO: Board of Directors

FROM: Gloriann Sasser, Administrative Services Director

DATE: May 6, 2015

SUBJECT: Item 7.1 – Resolution 15-08 Establishing the 2015/16 Fire Flow Tax Rates for the Orinda and Moraga Service Zones

BACKGROUND

Every year the District is required to set the rate for the Fire Flow Tax in each of the District's two service zones. In order to place the tax on the County Assessor's rolls for fiscal year 2015/16, the tax rate must be established by Board action and then levied against each parcel.

The 2014/15 Fire Flow Tax Rate was established at six cents (\$.06) in both Moraga and Orinda and yielded:

	Orinda Service Zone	Moraga Service Zone	Total 2014/15
Fire Flow Tax Revenue	\$533,380	\$534,908	\$1,068,288

RECOMMENDATION

Staff recommends the Board adopt Resolution No. 15-08 adopting the Fire Flow Tax rate of six cents (\$.06) in both the Moraga and Orinda service zones.

ATTACHMENT

- Attachment A – Resolution 15-08 - Adopting Fire Flow Tax Rates of Six Cents (\$.06) in the Moraga Service Zone and Six Cents (\$.06) in the Orinda Service Zone, for Fiscal Year 2015/16