



# Moraga-Orinda Fire District

## Board of Directors

### REGULAR MEETING

February 17, 2021

**5:00 p.m. CLOSED SESSION**

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

*Pursuant to Executive Order N-29-20, Teleconferencing Restrictions of the Brown Act have been suspended.*

#### **PLEASE NOTE TELECONFERENCE MEETING INFORMATION:**

To join the Meeting:

By Phone: 1-669-900-6833

Please click the link below to join the webinar by Zoom:

<https://us02web.zoom.us/j/84118515342>

Webinar ID: 841 1851 5342

**Public Participation** is encouraged by joining via the ZOOM link or the dial-in information above. You can access either via a smartphone or computer App (Zoom) or via phone.

Live Public Comment can be provided via the Zoom app (during public comment) by the raise hand or chat function. If participating by phone, dial \*9 to raise your hand. Staff will unmute participant to allow comment. Participants will be unmuted in the order of hands raised or chat request to comment.

Written Public Comment can be provided via email at [info@mofd.org](mailto:info@mofd.org). Emails will be read into the record by staff during public comment at their normal cadence and will be limited to a maximum of 3 minutes. To be read into the record, e-mail must contain in the subject line "Public Comment – Not on the Agenda" or "Public Comment – Agenda Item #" with the relevant agenda item indicated.

The meeting will be live streamed via the MOFD YouTube Channel. A link is accessible via the District's website.

#### 1. OPENING CEREMONIES

- 1.1. Call the Meeting to Order
- 1.2. Roll Call

#### 2. PUBLIC COMMENT

General public comment on any closed session item that will be heard. Comments may be limited to no more than three minutes pursuant to board policy.

#### 3. CLOSED SESSION

- 3.1. **Public Employee Performance Evaluation**  
(Government Code Section 54957)  
Public Employee Appointment Title: Fire Chief
- 3.2. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Jonathan Holtzman  
Employee: David Winnacker, Fire Chief
- 3.3. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Donna Williamson  
Employee Organization: Local 1230, International Association of Firefighters IAFF
- 3.4. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Jonathan Holtzman  
Employee Organization: Unrepresented Employees
- 3.5. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Donna Williamson  
Employee Organization: Moraga-Orinda Fire Chief Officers' Association

- 4. RECONVENE THE MEETING
  - 4.1. Call the Meeting to Order
  - 4.2. Roll Call

5. REPORT OF CLOSED SESSION ACTION

6. PUBLIC COMMENT – ITEMS NOT ON THE AGENDA

At the beginning of each regular District Board meeting, any member of the public may address the District Board concerning any item **not** on the Board's agenda but within the subject matter jurisdiction of the Board. Speakers will be limited to three (3) minutes unless otherwise specified by the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Board may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Presiding Officer or the Board.

7. PUBLIC HEARING

7.1. **Opportunity for public comments contesting weed abatement notification given by the Fire District for the following properties and Adopt Resolution 21-04, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912**

<u>Case #</u>	<u>Assessor Parcel #</u>	<u>Owner</u>	<u>Address</u>	<u>Amount of Lien</u>
20-1119	273-083-039	GU SELENE	103 BARBARA RD	\$6,000.00
20-0858	268-063-010	CANTAGALLO DAVID & BEVERLY	7 AUSTIN CT	\$3,750.00
20-0536	270-460-005	JANDALI NASSER	46 CEDAR TER	\$14,610.00
20-1108	273-083-033	ROACH MICHAEL & CHRISTINE	OAK RD	\$2,400.00
20-1111	273-083-032	ROACH MICHAEL & CHRISTINE	OAK RD	\$3,000.00
20-1115	273-083-031	ROACH MICHAEL & CHRISTINE	OAK RD	\$3,600.00

The Board of Directors will consider approval of Resolution 21-04, confirming and adopting the reported costs incurred by the Moraga-Orinda Fire District ("District") in abating public nuisances on certain property within the District pursuant to Health and Safety Code section 14912.

Staff Recommendation: 1) Open the Public Hearing and Hear Public Comment; 2) Discuss and Confirm the Report for Costs of Abatement incurred by the Fire District in abating public nuisances on separate parcels of land within the Moraga-Orinda Fire District boundaries; 3) Close the Public Hearing; 4) Adopt Resolution 21-04, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912.

7.2. **Second Public Hearing to consider the proposed revision to the Schedule of Fees for District Services.**

The Board of Directors will consider approval of Resolution 21-01, A Resolution of the Moraga-Orinda Fire District Revising a Schedule of Fees for District Services.

Staff Recommendation: 1) Open the Public Hearing and Hear Public Comment; 2) Discuss; 3) Close Public Hearing; 4) Adopt Resolution 21-01, a Resolution of the Moraga-Orinda Fire District Revising a Schedule of Fees for District Services.

8. CONSENT AGENDA

- 8.1. **Meeting Minutes – January 20, 2021 (Regular), January 20, 2021 (Special), January 22, 2021 (Special)**  
Staff Recommendation: Approve and File
- 8.2. **Monthly Incident Report – January 2021**  
Staff Recommendation: Approve and File
- 8.3. **Monthly Check/Voucher Register – January 2021**  
Staff Recommendation: Approve and File
- 8.4. **Monthly Financial Report - January 2021**  
Staff Recommendation: Approve and File
- 8.5. **Quarterly Treasurer’s Investment Report – October 2020-December 2020**  
Staff Recommendation: Approve and File
- 8.6. **Quarterly Ambulance Report – October 2020-December 2020**  
Staff Recommendation: Approve and File

9. REGULAR AGENDA

- 9.1. **Mid-Year Budget Review FY2021 and Approval of General Fund Revenue Budget Adjustment Increase in the Amount of \$3,069,285 and General Fund Expenditure Budget Adjustment Increase in the Amount of \$2,022,202**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approval of General Fund Revenue Budget Adjustment Increase in the Amount of \$3,069,285 and General Fund Expenditure Budget Adjustment Increase in the Amount of \$2,022,202.
- 9.2. **Determine the Amount of the OPEB Trust Contribution and the Amount of the Pension Rate Stabilization Program Trust Contribution for Fiscal Year 2021 and Authorize the Transfer of District Funds to Complete the Trust Contributions**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Determine the amount of the OPEB Trust Contribution and Pension Rate Stabilization Trust Contribution for Fiscal Year 2021 and Authorize the Transfer of District Funds to Complete the Trust Contributions.
- 9.3. **Determine Transfer of the Fund Balance in the North Orinda Emergency Fuel Break Fund Generated from the Administrative Fee for the State of California Fuel Break Contract in the Amount of \$446,887 and close the North Orinda Emergency Fuel Break Special Revenue Fund Effective June 30, 2021**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Determine the transfer of the fund balance in the North Orinda Emergency Fuel Break Fund in the amount of \$446,887 and close the North Orinda Emergency Fuel Break Special Revenue Fund effective June 30, 2021.
- 9.4. **Draft Community Wildfire Protection Plan (CWPP) Update**  
Staff will present an update of the Draft Community Wildfire Protection Plan  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide direction regarding date of CWPP public workshop.

10. COMMITTEE REPORTS

- 10.1. **Audit Committee (Directors Danziger and Jex)**  
10.2. **Finance Committee (Directors Danziger and Jorgens)**  
10.3. **Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)**  
10.4. **Joint Fire Prevention Ad Hoc Committee (Directors Danziger and Jorgens)**

11. ANNOUNCEMENTS

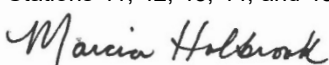
- 11.1. **Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d))**  
11.2. **Questions and informational comments from Board members and Staff**  
11.3. **Fire Chief Updates**  
    11.3.1. **COVID-19**  
    11.3.2. **Human Resources**  
    11.3.3. **Fire Marshal**  
11.4. **Communications Received**  
11.5. **Future Agenda Items**

12. 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) 258-4501, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.*

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

I hereby certify that this agenda in its entirety was posted on **February 12, 2021**, 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.



Marcia Holbrook  
District Secretary/Clerk



# Moraga-Orinda Fire District

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**TO:** The Board of Directors

**FROM:** Jeff Isaacs, Fire Marshal

**DATE:** February 17, 2021

**SUBJECT:** Item 7.1 – Proposed Confirmation of Report for Cost of Abatement, 2020 Season and Adopt Resolution 21-04, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912

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## **BACKGROUND**

In accordance with the California Health and Safety Code, the Board of Directors must hold a public hearing to confirm the costs of abatement incurred by the Fire District in abating separate parcels of land. The purpose of the hearing is to review any objections from property owners legally responsible to be assessed. The confirmation of the costs includes the passing, approval, and adoption of Resolution 21-04, which includes the necessary documents to be submitted to the Contra Costa County Auditor-Controller Tax Division for enrollment on the property tax roll.

On April 24, 2020, the District mailed to all property owners within the district an Exterior Hazard control postcard. This postcard provided information in regards to the requirements of MOFD Ordinance 20-01 and advised that all property owners are required to comply with the requirements in MOFD Ordinance 20-01 no later than June 15, 2020. Property owners who were non-compliant then received notices to abate vegetation hazards and were given a minimum of 15 days to remove the vegetation. When such removal was not completed by the requested removal date, additional pre-lien notice was sent to the property owner, which advised the property owner that if the vegetation hazards were not abated within 15 days, the property would be subject to a Public Hearing in which the MOFD Board of Directors would determine whether the property was to be declared a seasonal and recurrent nuisance and order the Fire Chief to abate. In which case, a contracted company, in accordance with the instructions from the MOFD, would conduct the removal. These properties were approved by the MOFD Board of Directors, and abatement was conducted by a District-approved contractor. After the work was executed, the property owners were billed for the work and had an opportunity to pay prior to the District processing a lien on the property.

## **CONCLUSION**

After hearing public comment, and approving the attached documents, the Fire District will be permitted to enroll (on the property tax roll) the costs incurred for abatement during the 2020 Exterior Hazard Abatement Season.

**Weed Abatement Parcel List – UPDATED 2/12/2021**

<b><u>Case #</u></b>	<b><u>Assessor Parcel #</u></b>	<b><u>Owner</u></b>	<b><u>Mitigation Cost</u></b>	<b><u>MOFD Admin Fee</u></b>	<b><u>Amount of Lien</u></b>
20-0858	268-063-010	CANTAGALLO DAVID & BEVERLY 7 AUSTIN CT, ORINDA CA	\$2,500.00	\$1,250.00	\$3,750.00
20-0536	270-460-005	JANDALI NASSER 46 CEDAR TER, ORINDA CA	\$9,740.00	\$4,870.00	\$14,610.00
20-1108	273-083-033	ROACH MICHAEL & CHRISTINE OAK RD, ORINDA CA	\$1,600.00	\$800.00	\$2,400.00
20-1111	273-083-032	ROACH MICHAEL & CHRISTINE OAK RD, ORINDA CA	\$2,000.00	\$1,000.00	\$3,000.00
20-1115	273-083-031	ROACH MICHAEL & CHRISTINE OAK RD, ORINDA CA	\$2,400.00	\$1,200.00	\$3,600.00
20-1119	273-083-039	GU SELENE 103 BARBARA RD, ORINDA CA	\$4,000.00	\$2,000.00	\$6,000.00

**STAFF RECOMMENDATION**

- 1) Open the Public Hearing and Hear Public Comment.
- 2) Confirm the Report for Costs of Abatement incurred by the Fire District in abating public nuisances on separate parcels of land within the Moraga-Orinda Fire District boundaries.
- 3) Close the Public Hearing.
- 4) Adopt Resolution 21-04, Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912.

**ATTACHMENTS**

Attachment A – Resolution 21-04 Confirming and Adopting the Reported Costs Incurred by the Moraga-Orinda Fire District (“District”) in Abating Public Nuisances on Certain Property within the District Pursuant to Health and Safety Code section 14912.

**RESOLUTION NO. 21-04**

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

**WHEREAS**, the Moraga-Orinda Fire District (“District”) previously identified public nuisances, which exist on certain parcels of land described in the District’s “Abatement Report on Abatement Costs incurred by the Moraga-Orinda Fire District on or after June 15, 2020,” (“the Abatement Report”) attached is Exhibit “A” and incorporated herein by reference; and,

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

**WHEREAS**, the **DISTRICT** subsequently abated the nuisances in the manner authorized by law on or after June 15, 2020; and,

**WHEREAS**, the District has duly noticed and agendized a hearing to be held on February 17, 2021, at 7:00 pm., or as soon thereafter as may be heard, at which the Board shall receive and consider the report of costs incurred by the District for abating the nuisances as set forth in the Abatement Report and shall hear any objections or protests of the property owners to be assessed for the costs of the abatement performed by the District; and,

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

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

**PASSED, APPROVED and ADOPTED** this 17<sup>th</sup> day of February 2021 at a regular meeting of the District Board of Directors held virtually due to the COVID-19 pandemic, on motion made by Director \_\_\_ and seconded by Director \_\_\_\_\_, and duly carried with the following roll call vote.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

Resolution 21-04  
Dated: February 17, 2021

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Craig Jorgens, President  
Board of Directors

**ATTEST:**

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Marcia Halbrook  
District Secretary/District Clerk

**EXHIBIT A**

**Weed Abatement Report – UPDATED 2/12/2021**

<u>Case #</u>	<u>Assessor Parcel #</u>	<u>Owner</u>	<u>Mitigation Cost</u>	<u>MOFD Admin Fee</u>	<u>Amount of Lien</u>
20-0858	268-063-010	CANTAGALLO DAVID & BEVERLY 7 AUSTIN CT, ORINDA CA	\$2,500.00	\$1,250.00	\$3,750.00
20-0536	270-460-005	JANDALI NASSER 46 CEDAR TER, ORINDA CA	\$9,740.00	\$4,870.00	\$14,610.00
20-1108	273-083-033	ROACH MICHAEL & CHRISTINE OAK RD, ORINDA CA	\$1,600.00	\$800.00	\$2,400.00
20-1111	273-083-032	ROACH MICHAEL & CHRISTINE OAK RD, ORINDA CA	\$2,000.00	\$1,000.00	\$3,000.00
20-1115	273-083-031	ROACH MICHAEL & CHRISTINE OAK RD, ORINDA CA	\$2,400.00	\$1,200.00	\$3,600.00
20-1119	273-083-039	GU SELENE 103 BARBARA RD, ORINDA CA	\$4,000.00	\$2,000.00	\$6,000.00



# Moraga-Orinda Fire District

**TO:** Board of Directors  
**FROM:** Jeff Isaacs, Fire Marshal  
**DATE:** February 17, 2021  
**SUBJECT:** Item 7.2 – Adopt Resolution 21-01 Revising a Schedule of Fees for District Services

## **BACKGROUND**

In 2013, the District established a new fee structure based on the results of an independent fee study analysis and in-house comparable agency survey. The fee schedule resolution includes a provision for an annual modification to fees based on the Consumer Price Index. The Board instructed staff to continue developing the fee structure or services and reflect the true cost of providing those services for revenue cycle improvement to the District.

The Consumer Price Index (CPI) for All Urban Consumers, San Francisco-Oakland-Hayward, California region, increased 1.1% effective October 2020 (most recent). In addition, new services are provided for Singular Permitted Activities, Fire Alarm and Communication Systems, and Hourly Services. The cost of providing those new services have been added to the fee schedule and are listed below.

Staff recommends adoption of Resolution 21-01 (Attachment A) adopting the new fee schedule for 2021 based on the 1.1% CPI increase and proposed new fees effective, February 18, 2021 as follows (Attachment B).

- Inspection – Singular Permitted Activities / Holiday Tree Lot Inspections - \$114
- Inspection – Singular Permitted Activities / Model Rockets - \$114
- Inspection – Singular Permitted Activities / Additional Tent Inspections - \$114
- Emergency Responder Radio Communication (ERRCS) System Plan Review - \$149
- Inspection ERRCS - \$105
- Elevator Communication System Plan Review - \$149
- Inspection Elevator Communication System - \$105
- Fire Marshal Hourly Rate - \$96
- Senior Inspector Hourly Rate - \$105
- Fire Inspector Hourly Rate - \$83

Staff has also adjusted the cost of the following fees to ensure that we are reflecting and recovering our cost. Due to COVID-19, the request for tent permits has increased. With the numerous requests, Staff has been able to accurately evaluate the true amount of time and cost of inspections and plan reviews of tent permits.

- Inspection – Singular Permitted Activities / Tents 400 and 5000 ft<sup>2</sup> in size, and canopies in excess of 700 s.f. - \$351 (increased from \$191)
- Inspection – Singular Permitted Activities / Tents greater than 5000 ft<sup>2</sup> in size - \$438 (increased from \$199)
- Inspection – Singular Permitted Activities / For use greater than 180 days re-inspection required - \$170 (decreased from \$261)

The California Fire Code (CFC) and California Code of Regulations Title 19 regulate the use of tents and establish permitting requirements. Tents with a canopy and wall greater than 400 sq. ft. or tent canopy that is 700 sq. ft. or greater are regulated by the CFC and Title 19 and require a plan review, inspection, and issuance of an operational permit prior to use.

During the January 20, 2021 board meeting, the board requested additional information regarding Tent permits and inspections and directed Staff to research and report their findings.

**2019 Singular Permitted Activities Permits & Inspections (Tents, Booths, Special Events)**

1. February 2019 - 1928 St. Mary's Rd – #OP195000012
2. July 2019 - 300 Moraga Road - #OP195000173- Campolindo High School
3. July 2019- 1928 St. Mary's Rod – #OP195000178 – St. Mary's Stadium
4. September 2019 - 520 San Pablo Dam Rd - #OP195000237 – EBMUD
5. December 2019- 1325 Moraga Way - #OP195000260 – Bay Area Ballplayers

**2020 Singular Permitted Activities Permits & Inspections (Tents, Booths, Special Events)**

1. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 1
2. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 2
3. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 3
4. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 4
5. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 5
6. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 6
7. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 7
8. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 8
9. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 9
10. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 10
11. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 11
12. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 12
13. August 2020 - 1928 St. Mary's Rd - #20-2666 – St. Mary's College, Tent 13
14. October 2020 - 51 Knickerbocker Ln - #20-2824 – Backyard wedding
15. November 2020 - 1398 Moraga Rd with tree lot - #20-2969 – Bob's Christmas Trees

**2021 Singular Permitted Activities Permits & Inspections (Tents, Booths, Special Events)**

1. January 2021- 1678 School St. - #21-0035 – Saklan School, Tent 1
2. January 2021- 1678 School St. - #21-0035 – Saklan School, Tent 2
3. January 2021- 1678 School St. - #21-0035 – Saklan School, Tent 3

**Singular Permitted Activities (Tents, Booths, Special Events) Annual Revenue**

- 2019 revenue - \$941
- 2020 revenue - \$390
- 2021 revenue - \$191

**Types of Occupancy Class for Singular Permitted Activities (Tents, Booths, Special Events).**

Tents are regulated by size not occupancy class. The majority of permits are for E, A Occupancies, with one permit for a residential back yard wedding. In the case of St Mary's and Saklan School, a single permit fee was charged due to the similarity and proximity of the tents. In the case of St Mary's the inspection was simplified by the fact that a single contractor erected and outfitted the tents resulting in identical conditions in each tent.

**RECOMMENDATION**

- 1) Open Public Hearing for the purpose of receiving public comment regarding the proposed revision to the Schedule of Fees for District Services.
- 2) Discuss
- 3) Close Public Hearing

4) Adopt Resolution 21-01 Revising a Schedule of Fees for District Services

**ATTACHMENTS**

Attachment A – Resolution No. 21-01 Revising a Schedule of Fees for District Services

Attachment B – Moraga-Orinda Fire District Permit and Plan Review Fee Schedule

Attachment C – Office of the State Fire Marshal Informational Bulletin

**RESOLUTION NO. 21-01**

**A RESOLUTION OF THE MORAGA-ORINDA FIRE DISTRICT  
REVISING A SCHEDULE OF FEES  
FOR DISTRICT SERVICES**

**WHEREAS**, on November 20, 2013, the Moraga-Orinda Fire District of Contra Costa County (“District”) enacted District Ordinance No. 13-02 (the “Ordinance”), which authorized the schedule of fees as provided in Fire Protection Law of 1987 (Health and Safety Code sections 13800 et seq., the “Act; and,

**WHEREAS**, Ordinance No. 13-02 set forth District fees and costs which are subject to reimbursement; and,

**WHEREAS**, it is necessary from time to time to revise the fees and charges that assist in defraying the costs of specific services provided by the Moraga-Orinda Fire Protection District (“District”); and,

**WHEREAS**, the District has given notice of its intent to increase such fees and charges contained in Ordinance No. 13-02 as may be adopted by Resolution and noticed in accordance with Health and Safety Code Section §13916 *et seq.*, and Government Code Section §6066; and,

**WHEREAS**, Health and Safety Code Section §13916 (d) provides that the schedule of fees established by Ordinance No. 13-02 must indicate an amount to be charged which is based on the estimated cost to provide the service and that schedule was made available to the public at least ten days before the adoption of this Resolution; and,

**WHEREAS**, the District has determined, based on the services provided, that it should increase fees and charges based on an annual adjustment each Jan. 1 based on the annual change in the Consumer Price Index (CPI) All Urban Consumers, San Francisco-Oakland-Hayward, CA region, measured as of October of each year; and,

**WHEREAS**, the annual change in the Consumer Price Index (CPI) All Urban Consumers, San Francisco-Oakland-Hayward, CA region, measured as of October, 2020 was determined to be 1.1 percent; and,

**WHEREAS**, the District has determined, based on the services provided, there is a need to add new fees for Singular Permitted Activities and Fire Alarm and Communication Systems; and,

**WHEREAS**, the fees and charges set forth in Exhibit A, attached hereto and made a part hereof, have been increased by a maximum of 1.1 percent rounded to the nearest whole number and found to be based upon the actual costs of performing such District services and are reasonable,

**NOW THEREFORE BE IT RESOLVED** by the District Board of Directors that:

1. Each of the recitals of this Resolution is found to be determinations of fact which are true and correct;
2. The fees and charges set forth in Exhibit A attached and incorporated by this reference shall be effective February 17, 2021;
3. The Board of Directors delegates its authority to the Fire Chief or designee to administer the fees and charges as set forth in Exhibit A;
4. The fees and charges authorized by this Resolution are statutorily exempt from review under the California Environmental Quality Act ("CEQA") as confirmed in CEQA Guidelines Section 15273.
5. New Fees are as follows:
  - Inspection – Singular Permitted Activities / Holiday Tree Lot Inspections - \$114
  - Inspection – Singular Permitted Activities / Model Rockets - \$114
  - Inspection – Singular Permitted Activities / Additional Tent Inspections - \$114
  - Fire Alarm & Communications Systems / Emergency responder radio communication (ERRCS) system Plan Review - \$149
  - Fire Alarm & Communications Systems / Inspection ERRCS - \$105
  - Fire Alarm & Communications Systems / Elevator Communication System Plan Review - \$149
  - Fire Alarm & Communications Systems / Inspection Elevator Communication System - \$105
  - Miscellaneous / Fire Marshal Hourly Rate - \$96
  - Miscellaneous / Senior Inspector Hourly Rate - \$105
  - Miscellaneous / Fire Inspector Hourly Rate - \$83

**PASSED, APPROVED AND ADOPTED** this 17<sup>th</sup> day of February 2021 at the regular meeting of the District Board held virtually due to the COVID-19 pandemic, on a motion made by Director \_\_\_\_, seconded by Director \_\_\_\_, and duly carried with the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

Dated: February 17, 2021

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Craig Jorgens, President  
Board of Directors

ATTEST:

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Marcia Holbrook  
District Secretary/District Clerk

MORAGA-ORINDA FIRE DISTRICT PERMIT AND PLAN REVIEW FEE SCHEDULE

EXHIBIT A

Effective February 18, 2021

Fee No.	Fee Description	Unit	2020	2021
<b>INSPECTION - SINGULAR PERMITTED ACTIVITIES</b>				
<b>T1</b>	<b>Special Events, Tents and Booths,</b>			
<b>T1.1</b>	Tents between <del>200</del> 400 and 5000 ft <sup>2</sup> in size, and canopies in excess of 400 s.f.	per permit	\$191	\$351
<b>T1.2</b>	Tents greater than 5000 ft <sup>2</sup> in size	per permit	\$199	\$438
<b>T1.3</b>	For use greater than 180 days reinspection is required	per permit	\$261	\$170
<b>T2</b>	Holiday tree lots	per permit		\$114
<b>T3</b>	Model rockets	per permit		\$114
<b>T1.4</b>	Additional tent inspections			\$114
<b>SE1</b>	Street Fairs, Carnivals, and Special Events/ <b>Plan Review and Inspection</b>	per permit (1)	\$351	\$355
<b>E1</b>	<b>Explosives - any kind</b>	per permit (3)	\$407	\$411
<b>FW</b>	<b>Fireworks</b>			
<b>FW1.1</b>	Fireworks Aerial	per permit (3)	\$812	\$821
<b>FW1.2</b>	Set Piece / Theatrical	per permit (3)	\$541	\$547
<b>HM1</b>	<b>Hazardous Materials</b>	per permit (3)	\$541	\$547
<b>BP1</b>	<b>Burn Permit - Recreational- Open Flame</b>	per permit	\$166	\$168
<b>SP</b>	<b>Singular Permits - Other/ Inspection</b>			
<b>SP1.1</b>	Change of Occupancy	per permit	\$331	\$335
<b>SP1.2</b>	Install/Maintain Acid Battery Systems > <b>CFC Table 1206.2</b>	per permit	\$338	\$342
<b>SP1.3</b>	Miscellaneous Permit (otherwise not listed above)	per permit	\$261	\$264
<b>INSPECTION</b>	<b>Annual Operating Permits/ Inspection Required</b>			
<b>API</b>	<b>LPG Dispense</b>	per permit	\$391	\$395
<b>AP2</b>	<b>Welding or Hot Works</b>	per permit	\$391	\$395
<b>AP3</b>	<b>Spraying Flammable Finishes</b>	per permit	\$391	\$395
<b>AP4</b>	<b>Compressed Gas / Cryogenics</b>	per permit		
<b>AP4.1</b>	Inert		\$391	\$395
<b>AP4.2</b>	Flammable		\$391	\$395
<b>AP4.3</b>	Cryogenics Portable Tanks		\$391	\$395
<b>AP4.4</b>	Cryogenics Portable Tanks Fixed System		\$391	\$395
<b>AP5</b>	<b>Flammable / Combustible Liquids</b>	per permit		
<b>AP5.1</b>	Flammable Liquid Storage Cabinet		\$391	\$395
<b>AP5.2</b>	Flammable Liquid Storeroom		\$391	\$395
<b>AP5.3</b>	Aboveground Storage Outside		\$407	\$411
<b>AP5.4</b>	Underground Storage Tank		\$407	\$411
<b>AP6</b>	<b>Engine Repair Facilities</b>	per permit		
<b>AP6.1</b>	1 - 4 Bays		\$391	\$395
<b>AP6.2</b>	5 - 8 Bays		\$391	\$395
<b>AP6.3</b>	9 + Bays		\$391	\$395
<b>AP7</b>	<b>Group A Places Of Public Assembly</b>	per permit		
<b>AP7.1</b>	Occupancy Load 50-100		\$324	\$328
<b>AP7.2</b>	Occupancy Load 101-200		\$391	\$395
<b>AP7.3</b>	Occupancy Load 201-299		\$518	\$524
<b>AP7.4</b>	Occupancy Load 300 +		\$518	\$524
<b>AP8</b>	<b>Group E Occupancies- Schools</b>	per permit		
<b>AP8.1</b>	Private Schools			
<b>AP8.1.1</b>	E-2 Occupant Load ≤ 150		\$434	\$439
<b>AP8.1.2</b>	E-1 Occupant Load > 150		\$541	\$547
<b>AP8.3</b>	Public Schools			
<b>AP8.3.1</b>	E-2 Occupant Load ≤ 150			
<b>AP8.3.2</b>	E-1 Occupant Load > 150			

<b>AP9</b>	<b>Group I Institutional (I-2.1, I-4)</b>	per permit		
AP9.1	Occupant Load 7-20		\$518	\$524
AP9.2	Occupant Load 21-99		\$586	\$592
AP9.3	Occupant Load 100 -249		\$586	\$592
AP9.4	Occupant Load 300 +		\$586	\$592
<b>AP10</b>	<b>Group R-2 Occupancies Apartments</b>	per permit		
AP10.1	Base Fee		\$156	\$158
AP10.1.1	3-12 units, per unit		\$156	\$158
AP10.1.2	13-30 units, per unit		\$3	\$3
AP10.1.3	31+ units, per unit		\$4	\$4
<b>AP10A</b>	<b>Group R-2 Assisted Living Facilities</b>			
AP10A.1	Base Fee		\$391	\$395
AP10A.1.2	per unit		\$4	\$4
<b>AP11</b>	<b>Group R-3.1 Daycare-Residential</b>	per permit		
AP11.1	R 3.1 Residential Day Care Occupant, Load 6 or Fewer			
<b>AP12</b>	<b>Group R-4 Adult &amp; Residential Care Facilities</b>	per permit		
AP12.1	R 4 Adult Residential Day Care (Non-Medical), Client Load 7+, max of 6 non-ambulatory		\$454	\$459
AP12.2	Licensed Facilities (includes R-2.1,R-4 )			
AP12.3	Occupant Load < 6		\$454	\$459
AP12.4	Occupant Load > 6		\$454	\$459
AP12.5	850 Form Fire Clearance Inspection		\$228	\$231
<b>AP13</b>	<b>Group R-4 Day Care Facilities-Commercial</b>	Per permit		
AP13.1	Occupant Load ≤ 50		\$433	\$438
AP13.2	Occupant Load > 50		\$486	\$491
<b>AP14</b>	<b>Annual Operational Permits - Other</b>			
AP14.1	Combustible Materials Storage	per permit	\$454	\$459
AP14.2	Change of Occupancy REMOVE	per permit	\$518	\$524
AP14.3	Install/Maintain Acid Battery Systems > 50 gallons REMOVE	per permit	\$518	\$524
AP14.4	High Pile Stock/Rack Systems	per permit	\$518	\$524
<b>PLAN REVIEW</b>				
<b>PR1</b>	<b>Site Access Review: Preliminary Plan Review, Consulting, and Meetings</b>			
PR1.1	Pre-project review	per proj (3)	\$541	\$547
PR1.2	Design Review			
PR1.2.1	Residential	per project	\$323	\$327
PR2.1.2	Commercial	per project	\$541	\$547
PR1.3	Residential Addition/Remodel	per project	\$323	\$327
PR3	Site / Water/ Access Review	per project	\$434	\$439
PR4	Cell Tower / Antenna/ Land Use Review/ Solar	per project	\$391	\$395
PR5	Street Numbering / Address Review	per project	\$202	\$204
<b>PR6</b>	<b>Residential and Building Construction - New Building</b>			
PR6.1	Plan Review			
PR6.1.1	0 - 5,000 s.f.	per project	\$518	\$524
PR6.1.2	Greater than 5,000 s.f.	hourly	\$130	\$131
PR6.2	Inspection			
PR6.2.1	0 - 5,000 s.f.	per inspection	\$391	\$395
PR6.2.2	Greater than 5,000 s.f.	hourly	\$130	\$131
<b>PR7</b>	<b>Building Construction - Tenant Improvement</b>			
PR7.1	Plan Review			
PR7.1.1	0 - 5,000 s.f.	per project	\$650	\$657
PR7.2.2	Greater than 5,000 s.f. (per hour with \$100 deposit)	hourly	\$130	\$131
PR7.3	Inspection			
PR7.3.1	0 - 5,000 s.f.	per inspection	\$518	\$524

PR7.3.2	Greater than 5,000 s.f.	hourly	\$130	\$131
<b>PR8</b>	<b>Fire Alarm and Communication System</b>			
PR8.1	Plan Review/	per project		
PR8.1.1	First 25 Devices		\$518	\$524
PR8.1.2	each additional 25 devices, or portion thereof		\$195	\$197
PR8.2	Inspection Fire Alarm	per inspection		
PR8.2.1	First 25 Devices		\$391	\$395
PR8.2.2	each additional 25 devices, or portion thereof		\$195	\$197
PR8.3	Emergency responder radio communication (ERRCS) system Plan Review	per project		\$149
PR8.4	Inspection ERRCS	per inspection		\$105
PR8.5	Elevator Communication System Plan Review	per project		\$149
PR8.6	Inspection Elevator Communication System	per inspection		\$105
<b>PR9</b>	<b>Fire Protection Systems - Residential - New or Modify</b>			
PR9.1	Plan Review	per project		
PR9.1.1	First 25 Heads		\$391	\$395
PR9.1.2	each additional 25 heads, or portion thereof		\$195	\$197
PR9.2	Inspections (Rough and Final)	per inspection		
PR9.2.1	First 25 Heads		\$391	\$395
PR9.2.2	each additional 25 heads, or portion thereof		\$195	\$197
<b>PR10</b>	<b>Fire Protection Systems - Commercial New</b>			
PR10.1	Plan Review	per project		
PR10.1.1	First 25 Heads		\$518	\$524
PR10.1.2	each additional 25 heads, or portion thereof		\$195	\$197
PR10.2.2	Inspection	per inspection		
PR10.2.2.1	First 25 Heads		\$518	\$524
PR10.2.2.2	each additional 25 heads, or portion thereof		\$195	\$197
PR10.2.2.3	Per additional Riser	per riser	\$130	\$131
<b>PR11</b>	<b>Fire Protection Systems - Commercial - Tenant Improvement</b>			
PR11.1	Plan Review	per project		
PR11.1.2	First 25 Heads		\$518	\$524
PR11.1.3	each additional 25 heads, or portion thereof		\$195	\$197
PR11.2	Inspection	per inspection		
PR11.2.1	First 25 Heads		\$434	\$439
PR11.2.2	each additional 25 heads, or portion thereof		\$195	\$197
<b>PR12</b>	<b>Fire Protection Systems - Miscellaneous/ Plan Review and Inspection</b>			
PR12.1	Additional Overhead Hydro Test	per test	\$518	\$524
PR12.2	Spray Booths Including Fire Protection System (New Install)	per permit	\$454	\$459
PR12.3	Fire Pumps & Related Equipment - Install or Modify (Non-Residential Applications)	per permit	\$454	\$459
PR12.4	Standpipe System/ AFES Underground	per permit	\$518	\$524
PR12.5	Pre-Action Fire Protection System	per permit	\$518	\$524
PR12.6	Hood and Duct Fire Protection system	per permit	\$518	\$524
PR12.7	Clean Agent Fire Protection System	per permit	\$586	\$592
PR12.8	Nitrous Oxide/Medical Gas System	per permit	\$586	\$592
PR12.9	Smoke Management System	per permit	\$586	\$592
PR12.10	Fire Hydrant Plan Review	per permit	\$454	\$459
PR12.11	Water Flow Field Test for Sprinkler Systems	per test	\$454	\$459
PR12.12	Inspection	Per inspection	\$518	\$524
<b>PR13</b>	<b>Tanks / Piping</b>			
PR13.1	Install/Remove Underground	per permit		
PR13.1.1	Plan Review		\$518	\$524
PR13.1.2	Inspection	Per inspection	\$518	\$524
PR13.2	Install/ Remove Aboveground Tank with Lines	per permit		
PR13.2.1	Plan Review		\$518	\$524
PR13.2.2	Inspection	Per inspection	\$518	\$524
PR13.3	Temporary Construction Tank (Install and Use per Location/ Site)	per permit		
PR13.3.1	Plan Review		\$518	\$524
PR13.3.2	Inspection	Per inspection	\$518	\$524
<b>PR14</b>	<b>Special Hazard - Hazardous Material</b>			
PR14.1	Hazardous Materials Approval for Use & Compliance	per project	\$650	\$657

PR14.2	Compressed Gas & Cryogenics (Initial plan review and install)	per project	\$650	\$657
<b>MISCELLANEOUS</b>				
ALT1	Alternative Means and Methods	per project (3)	\$677	\$684
ASP1	Additional Inspections	per inspection	\$261	\$264
ASP1.1	Fire Marshal	Hourly		\$96
ASP1.2	Senior Inspector	Hourly		\$105
ASP1.3	Fire Inspector	Hourly		\$83
PR1	Additional Plan Review/Permit Renewal/Resubmittal Fee	per submittal	\$261	\$264
SB1	After hours Inspections (2 Hour Minimum)	per project	\$391	\$395
MS1	Photocopies (per Page) Letter or legal Size	per copy	\$0.10	\$0
RS1	Research Fee	hourly (4)	\$130	\$131
IR1	Incident Report Request	per request	\$6	\$6
CP1	Instructional Services (CPR)	per student	\$91	\$92
MR1	Medical Records Request	per request	\$15	\$15
FA1	Repeated False Alarm Responses (per response after the 3rd response in 30 consec. days)	per response	\$178	\$180
WA1	Weld Inspections	per instance	\$391	\$395
DP1	Deposit processing fee	per project	\$66	\$67
SA1	Subpoena Fee	per employee per day (5)	\$275	\$278
RC1	Returned Check Charge	per check	\$30	\$30
WA2	Weed Abatement	per parcel	Cost + 50%	Cost + 50%
MF1	One-time Mitigation fee - Wilder Development	per parcel	\$2,000	\$2,000
PT1	Property Sale or Transfer Online Self Check	per parcel	no charge	no charge
PT2	Property Sale or Transfer On Site First Inspection Fee	per parcel	\$150	\$150
PT3	Property Sale or Transfer On Site Re-Inspection Fee	per parcel	\$200	\$200
PT4	Seller or Buyer Phone or Over the Counter Compliance Check Fee	per parcel	\$20	\$20
OP1	Online payment Debit and Credit Card User Fee - 2.45% of gross volume	per transaction	2.45%	2.45%
OP2	Online payment ACH/eCheck User Fee - \$1	per transaction	\$1	\$1

**[Notes]**

- [1] Does not include standby time. Separate fee would apply.
- [2] Actual Cost of photos not included. Separate fee would apply.
- [3] Minimum fee includes time shown. For service required in excess of standard, hourly rate would apply.
- [4] Fee for retrieval & formatting of records information above and beyond basic retrieval and copy of a public record.
- [5] A deposit of \$275 for each day that a specified employee is required to remain in attendance pursuant to the subpoena. The District shall then be reimbursed for traveling expenses and the full cost to the District of paying the employee. If the actual expenses should later prove to be less than \$275 per day tendered, the excess of the amount shall be refunded. If the actual expenses should later prove to be more than the amount deposited, the District may collect the balance from the party at whose request the subpoena is issued. California Government Code 68097.2.



## **CAL FIRE - Office of the State Fire Marshal Information Bulletin 20-007**

Issued: December 15, 2020

### **Use of Heaters in Temporary Tents & Awnings**

The use of tents and membrane structures have become prevalent within the State *Blueprint for a Safer Economy* for outdoor dining, beverage service, and events when such businesses are required to operate outdoors. CAL FIRE - Office of the State Fire Marshal (OSFM) encourages expedited approval of designated facilities and operations but reminds everyone that the California Code of Regulations Title 19 and Title 24 continue to remain in effect.

Given the critical nature of the COVID-19 pandemic outbreak, OSFM is providing expedited certification of tents, permitting tent and/or fabric manufacturers to field label tents after contacting the Office of the State Fire Marshal, and permitting tents to be field treated by a State Fire Marshal certified flame-retardant General Applicator.

The OSFM provides statewide fire prevention regulations for the use of tents, awnings, or other fabric enclosures. Below are some important elements of the statutes and regulations.

#### **Approval of Temporary Tents, and Membrane Structures:**

Based on the size of tent, a permit from the local fire department, or OSFM on state property, may likely be required. In addition to these regulations, all state and local public health directives shall also be followed.

#### **Tent and Membrane Structure Materials**

California regulations require that all tents manufactured, sold, rented, or used be made from nonflammable material or material treated with a flame-retardant chemical approved by OSFM. Title 19 CCR §1171

Each section of the top and sidewalls of large tents (ten or more occupants) shall have the State Fire Marshal seal of registration label. Small tents (nine or less occupants) may have a registration label meeting the provisions of CPAI-84; otherwise the State Fire Marshal seal of registration label is required. Title 19 CCR §335

#### **Fuel-Fired Heating Appliances**

Any heaters with open flame, open flame elements, or exposed heating elements are prohibited from being used inside a tent structure. Title 19 CCR §317. Per manufacture recommendations, these types of appliances should only be used in open outdoor space areas with plenty of air flow.

Information Bulletin 20-007 (Continued)

Examples of fuel fired appliances include:



Liquefied petroleum gas shall not be stored or used in connection with any tent unless the storage containers, equipment, fittings, appliances, placement, use, and operation comply with Title 19 CCR §325.

Forced air heaters may be used to heat tents and membrane structures as these units are positioned on the outside of a tent with heat pumped in through a duct under the sidewall of the tent. Examples are provided below:



**Electric heating appliances**

Portable electric heating appliances shall be listed for its specific use and labeled by an approved testing laboratory. All appliances shall be used per the appliance's listing for its approved location and use type. Portable electric heating appliances must also be equipped with a tip-switch cutoff and have concealed heating elements. Heating appliances shall be used in accordance with Title 19 CCR §3.17 and California Electric Code (CEC) Chapter 424.



**Code References for Location and Use of Tents, Canopies, and Membrane Structures:**

The State Fire Marshal shall prepare and adopt rules and regulations establishing minimum requirements for the prevention of fire and panic in connection with the use of tents, awnings, or other fabric enclosures. Health and Safety Code Section 13116

Information Bulletin 20-007 (Continued)

Outdoor spaces created on public property must have a permit issued for Temporary Membrane Structures and Tents. The fire code official shall issue a permit and inspect tents, canopies and membrane structures covering an aggregate area of 400 square feet or more. 2019 CFC §105.6.47

A building permit from the Building Department is required for membrane structures for use exceeding 180 days. 2019 CFC §105.3.1

NFPA 701 may be applied when recognized by the authority having jurisdiction. Title 19 CCR §1.09

Tents, canopies, and membrane structures shall not be installed within 20 feet of buildings unless approved by the fire code official. 2019 CFC §3103.8.2

Tents, canopies, and membrane structures shall be installed a minimum of 20 feet from parked vehicles or internal combustion engines. Title 19 CCR §312

There shall be a clearance of not less than 3 feet between the fabric sides of a tent, canopy or membrane structure and all contents located inside the tent, canopy, or membrane structure. 2019 CFC §3107.8

Extension cords serving a tent, canopy or membrane structure must be protected by a Ground Fault Circuit Interrupter (GFCI) and must be protected from damage. CEC Table 400.4

Tents and their appurtenances shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent against collapsing. Documentation of structural stability shall be furnished to the fire code official. 2019 CFC §3103.9

Means of egress shall always be maintained. Title 19 CCR §3.11

Flammable vegetation, materials and combustible waste is not permitted within 50 feet of the tent or membrane structure. Title 19 CCR §326

Smoking shall not be permitted in tents. Approved "No Smoking" signs shall be conspicuously posted. Title 19 CCR §316

Portable fire extinguishers shall be provided. Title 19 CCR §319

Generators and other internal combustion power sources shall be separated from tents, canopies, or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure, or other approved means. All generators must be bonded and grounded. 2019 CFC §3107.16

Liquids having a flash point below 200°F shall not be stored in any tent nor less than 50 feet from any tent. Title 19 CCR §324

For more information please visit our website <http://osfm.fire.ca.gov>

For assistance in obtaining an approved OSFM Certificate of Registration for tents and flame retardant material assistance, please contact Deputy Patricia Setter, OSFM Flame Retardant Program Coordinator at (916) 597-5703 or email: [patricia.setter@fire.ca.gov](mailto:patricia.setter@fire.ca.gov).



Moraga-Orinda Fire District  
**BOARD OF DIRECTORS**  
**REGULAR BOARD MEETING MINUTES**

January 20, 2021  
Approved: \_\_\_\_\_

**1. OPENING CEREMONIES**

The Board of Directors convened a teleconference Open Session at **5:04 p.m.** on **January 20, 2021**, via the Zoom application, <https://us02web.zoom.us/j/89062959419>, webinar id: 890 6295 9419 and by phone 669-900-6833. Pursuant to Executive Order N-29-20, teleconferencing restrictions of the Brown Act have been suspended. MOFD is closely following the latest Public Health Order from the Contra Costa Health Services issued on March 17, 2020. At this time, all formal public meetings will continue remotely.

President Jorgens called the meeting to order and requested an attendance roll call. Present were the following Directors and Staff:

President Jorgens	Director Donner	Jonathan Holtzman, District Council
Director Baitx	Director Jex	Gloriann Sasser, Admin. Services Director
Director Danziger	Dave Winnacker, Fire Chief	Marcia Holbrook, District Clerk

**2. PUBLIC COMMENT (audio 2:18)**

President Jorgens opened Public Comment on the closed session items. There were no requests to address the Board. President Jorgens closed Public Comment.

At **5:06 p.m.**, the Board adjourned to Closed Session.

**3. CLOSED SESSION**

**3.1 Public Employee Performance Evaluation**

(Government Code Section 54957)  
Public Employee Appointment Title: Fire Chief

**3.2 Conference with Labor Negotiator**

(Government Code Section 54957.6)  
Agency Designated Rep: Jonathan Holtzman  
Employee: David Winnacker, Fire Chief

**3.3 Conference with Labor Negotiator**

(Government Code Section 54957.6)  
Agency Designated Rep: Donna Williamson  
Employee Organization: Employee Organization:  
Local 1230, International Association of Firefighters IAFF

**3.4 Conference with Labor Negotiator**

(Government Code Section 54957.6)  
Agency Designated Rep: Jonathan Holtzman  
Employee Organization: Unrepresented Employees

**3.5 Conference with Labor Negotiator**

(Government Code Section 54957.6)  
Agency Designated Rep: Donna Williamson  
Employee Organization: Moraga-Orinda Fire Chief  
Officers' Association

**4. RECONVENE THE MEETING (audio 18:46)**

**4.1 Call the Meeting to Order**

**4.2 Roll Call**

President Jorgens reconvened the Moraga-Orinda Fire District Board of Directors' regular business meeting at **7:05 p.m.** and requested an attendance roll call. Present were the following Directors and Staff:

President Jorgens	Dave Winnacker, Fire Chief	Marcia Holbrook, District Clerk
Director Baitx	Gloriann Sasser, Admin. Services Director	
Director Danziger	Jeff Isaacs, Fire Marshal	
Director Donner	Jonathan Holtzman, District Council	
Director Jex		

**5. REPORT OF CLOSED SESSION ACTION (audio 19:19)**

President Jorgens stated that the Board took no reportable action on agenda items 3.1-3.5.

**6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 19:32)**

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

**7. PUBLIC HEARING (audio 20:13)**

**7.1 Public Hearing to consider the proposed revision to the Schedule of Fees for District Services.**

Fire Chief Winnacker provided the report. In 2013, the District established a new fee structure based on an independent fee study analysis and in-house comparable agency survey. The fee schedule resolution includes a provision for an annual modification to fees based on the Consumer Price Index. The Consumer Price Index (CPI) for All Urban Consumers, San Francisco-Oakland-Hayward, California region, increased 1.1% effective October 2020 (most recent). Due to COVID-19, the number of request for tent permits has increased and staff evaluated the true amount of time and cost of these inspections and plan reviews for tent permits. In addition to the CPI increase, Staff proposed increasing the below fees to ensure the District covers the full expense of time and resources to cover services performed.

<ul style="list-style-type: none"><li>• Tents from 200 and 5000 ft<sup>2</sup> in size, and canopies in excess of 400 s.f. - \$351</li><li>• Tents greater than 5000 ft<sup>2</sup> in size - \$351</li><li>• Extended period of use, up to 180 days per tent or air supported structure - \$351</li><li>• Holiday Tree Lot Inspections - \$193</li><li>• Model Rockets - \$193</li></ul>	<ul style="list-style-type: none"><li>• Emergency responder radio communication (ERRCS) system Plan Review - \$270</li><li>• Inspection ERRCS - \$135</li><li>• Elevator Communication System Plan Review - \$270</li><li>• Inspection Elevator Communication System - \$135</li></ul>
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**President Jorgens opened the Public Hearing. There were no requests to address the Board. President Jorgens closed the Public Hearing.**

Director Danziger asked for a description of tent inspections. Fire Chief Winnacker explained the long history of concern about tents, canopies, and fires that date back to a number of catastrophic loss of life events associated with circus tents. As a result of this history, the best practices and requirements associated with tents are really well developed. Tents are typically constructed of nylon or vinyl, which is very hard, if not impossible, to fireproof. The setup of tents have an irregular manner, and pathways to an exit, or electrical wiring, all have a temporary nature and can be moved around. The inspections ensure that the fire code is being followed. Typically, these tents are near established structures. The proximity of the tent and concerns about a fire that could start in or on a tent communicating to an existing structure in a way that existing automatic fire protection systems are not designed to overcome. Director Danziger inquired if the fees were for tents 200 square feet and above. Fire Chief Winnacker confirmed and stated anything under 10' by 20' is considered a small shade canopy or structure.

President Jorgens asked what if a series of small tents are used to form a larger tent. Fire Chief Winnacker deferred to the Fire Marshal but understood that a series of small tents set up in a manner to form a continuous cover will assume a larger tent's qualities and fire code requirements.

Director Baitx asked how many inspections were performed over last year and if the increase is the result of COVID-19 as mentioned in the staff report. Fire Chief Winnacker responded that Staff would try to provide the information before the end of the meeting.

President Jorgens commented that he has not seen many restaurants put up tents in the community. Fire Chief Winnacker stated that many businesses and agencies who had not previously used tents started to use tents in order to conduct business. Staff has engaged in education and outreach to ensure that the tents are being installed safely and have provided the businesses a pathway to maintaining their business amidst all the disease transmission.

Director Baitx requested the vote be delayed until Staff has an opportunity to provide the number of increased tent inspections and expressed concern that because of COVID19, businesses would not normally go to the tent model. Director Baitx stated that if the increase in inspections is not too high, the Board should consider not increasing tent inspection fees. President Jorgens agreed and added that the Board should consider waiving the tent inspection fee.

Director Jex commented that the tents used around Safeway at Christmas time are typically from commercial operations that require a tent.

President Jorgens suggested just waiving the fee for businesses installing tents due to the COVID19 pandemic. District Council Holtzman answered that District fees have to be applied the same across the board. Director Jorgens commented that it would be across-the-board, except for businesses that are a resident in the district, similar to how the ambulance fees are applied. District Council Holtzman responded that he would look into the rule. President Jorgens recommended putting a temporary, one-year waiver on tent fees. District Council Holtzman asked if the tent fee waiver would be for all tent inspections. President Jorgens confirmed.

Director Jex asked how much revenue came in from tent inspections for last year. Fire Chief Winnacker answered that Staff would need to pull the information and recommended pulling agenda item 7.1 and moving Item 7.1 to the February Regular Board meeting. District Council Holtzman concurred. President Jorgens added that the tents are an example, and other things that would be supporting our local businesses because of the hardships could be considered.

No further discussion by the Board.

**Motion by Director Baitx and seconded by Director Donner to pull item 7.1, Adopt Resolution 21-01 Revising a Schedule of Fees for District Services and placed on the February agenda. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**

## 8. CONSENT AGENDA (audio 34:07)

### 8.1 Meeting Minutes – December 16, 2020 (Regular)

Staff Recommendation: Approve and File

### 8.2 Monthly Incident Report – December 2020

Staff Recommendation: Approve and File

### 8.3 Monthly Check/Voucher Register - December 2020

Staff Recommendation: Approve and File

### 8.4 Monthly Financial Report - December 2020

Staff Recommendation: Approve and File

### 8.5 Contra Costa County Employees' Retirement Association Investment Performance Review Report for the Quarter Ended September 30, 2020

Staff Recommendation: Information only

Director Danziger requested that item 8.3 be pulled from the Consent Calendar.

**Motion by Director Danziger and seconded by Director Jex to approve Consent Agenda items 8.1, 8.2, 8.4, and 8.5. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**

### 8.3 Monthly Check/Voucher Register - December 2020

Director Danziger questioned the repair to engine 42 for \$11,613. Fire Chief Winnacker answered Engine 42 struck an object while deployed on the August Complex fire. Director Danziger asked if the expense was reimbursable. Fire Chief Winnacker replied it was not reimbursable because the damage did not happen while actively fighting fire. Director Danziger asked if the insurance covered the accident cost. Administrative Service Director Sasser confirmed.

President Jorgens asked how these accidents are accounted for in the Strike Team numbers. Fire Chief Winnacker answered that it is an evolving discussion and a portion of the Strike Team revenue should be used as a future payment towards vehicle replacement given the exchange for the wear and tear of the vehicles accrue while deployed. Staff is working on providing an itemized presentation of Strike Team Revenue as it is the single largest variable in the annual budget (2019, \$130,000 and in 2020, \$1.4 million). Based on the Board's direction, a future decision to assign the vehicle charges to Capital would go towards future vehicle replacement.

Director Danziger asked if the \$11,500 furnace repair at Station 41 was a repair or a new furnace. Fire Chief Winnacker answered that it was a repair.

**Motion by Director Jex and seconded by Director Danziger to approve Consent Agenda items 8.3. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**

**President Jorgens opened Public Comment. There were no requests to address the Board. President Jorgens closed Public Comment. No further discussion by the Board.**

## 9. REGULAR AGENDA

### 9.1 Community Warning System Presentation (audio 42:00)

Heather Tiernan, Community Warning System Manager, presented an overview of the Contra Costa County Community Warning System. Ms. Tiernan reviewed the activation process, when and how the CWS system is used, what information is included, and how areas are targeted. Ms. Tiernan reviewed how in the event of an emergency, the activation of the CWS system for the City of Orinda and Town of Moraga comes from

the Law versus Fire. President Jorgens inquired as to the reason. Ms. Tiernan explained that it is California Code and Fire will recommend where and when for evacuations, but Law is responsible for actually getting the people out of their houses, managing traffic, and security. Fire Chief Winnacker added that State law has the authority to order an evacuation and or close public streets, and that Fire does not have that authority. Ms. Tiernan described the many methods for sending notifications to residences; reviewed the various tools residences can use to receive notifications; and explained how to register devices to receive alerts via phone calls, text messages, and email messages. Ms. Tiernan expressed the importance to save the CWS contact information in your devices to ensure an alert can bypass the Do Not Disturb. Ms. Tiernan reviewed the other tools available to CWS when an emergency is on a larger scale, or if CWS is aware of a large scale communication failure, such as cell towers going down. The tools listed: 1) FEMA issues the wireless emergency alerts on iPod systems; 2) the emergency alert system issued on TVs and radios; and 3) the National Weather Service issued on weather radios. CWS encourages all residences to purchase a weather radio as a backup emergency alert system. Ms. Tiernan shared that CWS will only issue an alert if there is an imminent threat to human life or health and protective action is necessary for the community to take. The CWS does not use the alert system as an information notification system to notify PSPS, road closures, or red flag warnings. There must be an active threat to human life. Ms. Tiernan reviewed the CWS registrations for each city/town.

Director Donner asked if a neighborhood is evacuated, will the text, email, and phone messages go out simultaneously. Ms. Tiernan confirmed. Director Donner asked if a landline will work if the power is down. Ms. Tiernan confirmed.

President Jorgens asked if the CWS database could be sorted by unique addresses so CWS would know how many actual households have registered. Ms. Tiernan answered that the data is very complicated due to the mapping and cannot be sorted in that way. President Jorgens ask if CWS receives a confirmation that a text message has been delivered. Ms. Tiernan confirmed. President Jorgens asked if CWS has any input with the cell phone mobile companies regarding battery backups on their cell towers and if CWS can help lobby the State to require cell phone mobile companies to get more battery backups, and/or if CWS has a way to figure out which cell towers are not working. Ms. Tiernan explained that there has been legislation in the past couple of years helping to harden critical infrastructures like cell phone towers and for better communication with the locals by some of these big companies. The Board of Supervisors did receive a list of towers that went down in 2019. CWS did not see any towers go down in 2020.

**President Jorgens opened Public Comment.**

Written public comment statements were read into the record by Staff. Written public comments are attached to these minutes. 1) Cheryl Ku. Attachment A

Bernie Riff, Moraga resident, expressed concern about how CWS performs during a public safety power shutdown and if CWS headquarters has a power backup for their own system. Mr. Riff also inquired if the legislation required cell phone and internet providers to have emergency backup generators for cell towers or a requirement to provide service during power shutdowns.

Ms. Tiernan stated that all of the CWS software is web-based and does not require power backup. Ms. Tiernan answered that CWS does not send public safety power shut-off alerts or alerts for warnings that something could happen that would trigger an emergency. PG&E has encouraged people to register their information to receive PSPS notifications. Notifications about Red Flag Warnings is publicized on the news media and the National Weather Service. Ms. Tiernan reviewed that CWS did not hear of any communicating systems going down in 2020 and it was an issue in 2019 in the Merrill neighborhood. Ms. Tiernan reviewed the difference between the power being off and the communication channels being down. If the cell phones are working and you can get your cell phone on, you can still access some of the internet capabilities with cellular data to check for alerts on the CWS website. CWS recommends, especially for very high fire risk areas, to purchase weather radios to receive those notifications if communication channels go down. Ms. Tiernan is unaware of the local patrol cars and special sirens and explained that the officers would usually utilize their loudspeakers to instruct people to evacuate as well as door to door evacuations. Ms. Tiernan explained that she does not have the specifics on the legislation requirements for cell towers and/or other utilities to maintain coverage.

**There were no further requests to address the Board. President Jorgens closed Public Comment.**  
No further discussion by the Board.

**9.2 Adopt Resolution 21-02 A Resolution of the Board of Directors of the Moraga-Orinda Fire Protection District Approving an Investment Policy for District Funds (audio 88:04)**

Administrative Services Director Sasser provided the report. The District's Investment Policy requires the Board to review the District's Investment Policy annually. The Policy has been reviewed by staff. No changes are recommended. Staff recommended the Board adopt Resolution No. 21-02, A Resolution of the Board of Directors of the Moraga-Orinda Fire Protection District Approving an Investment Policy for District Funds.

**President Jorgens opened Public Comment. There were no requests to address the Board. President Jorgens closed Public Comment.** No further discussion by the Board.

**Motion by Director Danziger and seconded by Director Jex to Adopt Resolution 21-02, Approving an Investment Policy for District Funds. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**

**9.3 Adoption of Resolution No. 21-03 Authorizing Investment of Monies in Local Agency Investment Fund (audio 90:00)**

Administrative Services Director Sasser provided the report. Due to the new board officers, it is necessary to update the officers authorized to deposit or withdraw monies with the Local Agency Investment Fund (LAIF) for the investment of District funds. Staff recommended the Board adopt Resolution No. 21-03 authorizing investment of monies in Local Agency Investment Fund reflecting the new Board President and new Board Treasurer.

**President Jorgens opened the public comment. There were no requests to address the Board. President Jorgens closed Public Comment.** No further discussion by the Board.

**Motion by Director Jex and seconded by Director Donner to Adopt Resolution No. 21-03 Authorizing Investment of Monies in Local Agency Investment Fund. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None)**

**9.4 Authorize Acceptance of the Urban Areas Security Initiative Grant to Develop a Comprehensive Evacuation Support System and Authorize Capital Projects Fund Revenue and Expenditure Budget Adjustment Increases in the amount of \$300,000 (audio 91:44)**

Chief Winnacker provided the report. The District has been awarded a grant as a sub-recipient of an Urban Areas Security Initiative Grant (UASI) awarded to Contra Costa County in the amount of \$300,000. The grant's purpose is to contract the development of a comprehensive evacuation support system consisting of fire modeling, evacuation polygons, and an evacuation decision support tool. The project must be completed by December 31, 2021. Accepting grant funds requires a modification to the budget. A Capital Projects Fund budget adjustment is necessary to increase federal grant revenue and to increase equipment expenditures in the amount of \$300,000. Staff recommended the Board authorize acceptance of the Urban Areas Security Initiative Grant to Develop a Comprehensive Evacuation Support System and Authorize Capital Projects Fund Revenue and Expenditure Budget Adjustment Increases in the Amount of \$300,000.

Fire Chief Winnacker reviewed the need for evacuation preparedness and evacuation zones critical to the subdivision of a community to execute a prioritized and time-phased evacuation system. The grant will expand the system to be used on a countywide basis and allow evacuation plans to be coordinated to reduce multiple evacuations being executed independently and relying on the same surface street network. The grant is designed to produce a countywide system that will bring the best practices currently utilized in the district and the rest of the county. The County Chiefs Association asked MOFD to act as the lead for this grant because of our expertise in developing these evacuation polygons and evacuation decision support tools that have been put into place over the last several years. Once adopted, MOFD will go through an RFP process. MOFD has been involved in a significant amount of pre-discussions with UASI to ensure everything is done in accordance with their policies and no issues with reimbursement. After a vendor is selected, MOFD will oversee the execution of the development by a vendor. Best practices currently in place at MOFD will be interoperable with surrounding counties with similar systems.

Director Jex asked about the contract and type of vendor. Fire Chief Winnacker answered that the contract will be for the development of software.

President Jorgens inquired about the impact on staff time. Fire Chief Winnacker answered that some staff time will be associated with executing the RFP and the contracting process. The contractor will be responsible for producing the software to MOFDs specifications.

Director Jex asked who will manage the project after it has been implemented. Fire Chief Winnacker answered either OES will manage on a countywide basis or each jurisdiction would manage their own zones. Director Jex asked if there was any hardware associated with the system. Fire Chief Winnacker stated that there is no hardware.

Director Donner asked how the software will be different from Zonehaven. Fire Chief Winnacker answered potentially no difference and that the output will be the same.

**President Jorgens opened the public comment.**

Mark McCullah, Union Representative Local 1230, asked if there was a match to the grant. Fire Chief Winnacker answered no matching funds for the grant.

**There were no further requests to address the Board. President Jorgens closed Public Comment.**  
No further discussion by the Board

**Motion by Director Danziger and seconded by Director Baitx to Authorize Acceptance of the Urban Areas Security Initiative Grant to Develop a Comprehensive Evacuation Support System and Authorize Capital Projects Fund Revenue and Expenditure Budget Adjustment Increases in the Amount of \$300,000. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**

## 10. COMMITTEE REPORTS (audio 101:04)

### 10.1 Audit Committee (Directors Danziger and Jex)

No report.

### 10.2 Finance Committee (Directors Danziger and Jorgens)

No report.

### 10.3 Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)

No report.

### 10.4 Joint Fire Prevention Ad Hoc Committee (Directors Danziger and Jorgens)

Director Danziger reported that the Joint Fire Prevention subcommittee met in December. Assembly member Rebecca Bauer-Kahan and representative from State Senator Steve Glazer attended and addressed the subcommittee. No future meetings are scheduled at this time. President Jorgens commented the joint committee has been a good source of sharing information across the towns and the community.

**President Jorgens opened Public Comment. There were no requests to address the Board. President Jorgens closed Public Comment.** No further discussion by the Board.

## 11. ANNOUNCEMENTS (audio 102:51)

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

(Government Code Section 53232.3(d))

No report.

### 11.2 Questions and informational comments from Board members and Staff

No report.

### 11.3 Fire Chief Updates

#### 11.3.1 COVID-19

Fire Chief Winnacker provided the report. MOFD is supporting the Contra Costa County Health countywide efforts to increase vaccination in the community. Members are providing support with planning and staffing within the county. Five Members have deployed to Watsonville as part of the hospital support. Statewide, the Fire Service is being utilized to augment the hospital staff. The lack of availability of travel nurses due to demand and the increase in hospital populations has severely tested the system. Firefighter/Paramedics and Firefighter EMTs have been deployed throughout the state to support that need. MOFD has been able to maintain service levels despite all of the challenges specific to the increase in COVID activity. The department received a number of very nice cards and a much-appreciated box of chocolates from the community. The staff appreciates the feedback and validation that our Members continue to uphold the district's high standards that the community has come to expect.

President Jorgens asked if MOFD has any interest in setting up a vaccination center. Fire Chief Winnacker explained that MOFD is working in coordination with the County Health Department. The fire service has been asked to support vaccinations at two sites in the county. One location

is in San Ramon and the other in Contra Costa County. When the County Health Department is ready to open more sites, MOFD will certainly explore the support needed.

President Jorgens expressed that a lot of people in the community are anxious to have the vaccine information. If MOFD has a way to help communicate the San Ramon site's links, it would be helpful. Fire Chief Winnacker shared that on our website, under announcements, a Public Service Announcement - Vaccine Update can be found on our home page. There is a link to request an appointment and another link for information about the COVID-19 vaccination in Contra Costa County. MOFD encourages any community members who are interested in getting the shot to visit that link and schedule an appointment.

### 11.3.2 Human Resources

Fire Chief Winnacker provided the report. Human Resources will move forward with filling the open Fuels Mitigation Specialist position. Human Resources Benefits Manager Russell will meet with a candidate on Friday to move forward with the hiring and training. A new Fuels Mitigation Candidates list will be developed as the position will continue to change as many of the Fuels Mitigation Specialists pursue full-time long-term positions of increased responsibility with other agencies. The annual physicals for the Firefighters continue to be scheduled, and members are participating in the COVID vaccination process.

### 11.3.3 Fire Marshal

Fire Marshal Isaacs provided the report. Staff has been focused on the CWPP and preparing for the upcoming community meetings. Fire Prevention has been collaborating with Cal Fire Resource Management staff to work on the number of dead trees in the area. Staff is working on education and outreach to our citizens about dead trees and the need to remove them. MOFD is proud to announce that Tiffany Walls, Fuels Mitigation Specialist, is going to San Francisco City Fire Department as a Firefighter. Ms. Walls is pursuing her dream and goal to have a career in the fire service. Ms. Walls has been a key member of our team and a huge part of our success in the Chipping Program and Fuels Mitigation Program. The Board of Directors wished Ms. Walls the best and thanked her for her service to the MOFD. Fire Chief Winnacker expressed appreciation for Ms. Walls and her hard work.

The CWPP Community meetings will be on January 21, 2021. MOFD encourages community involvement and input. The information on how to participate is located on the MOFD website and calendar. MOFD looks forward to explaining the CWPP and facilitating community input to ensure that this document is meaningful and reflective of the community's concerns and understanding of fire. The guide will be something MOFD will use to guide community efforts for the next three years.

### 11.4 Communications Received

Fire Chief Winnacker commented on the legal information provided in the special meeting packet and communication regarding the proposed Wilder development, which is a planning element and falls under the City of Orinda purview. Staff received several commendatory items associated with the holidays, generally thanking the district. No further discussion from the board.

### 11.5 Future Agenda Items

No Report

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

**President Jorgens closed Public Comment.** No further discussion by the Board

## 12. ADJOURNMENT (audio 115:59)

**At 8:42 p.m., Director Donner motion and seconded by Director Danziger to adjourn the meeting. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**



Marcia Holbrook,  
District Secretary/District Clerk

**From:** [catwoman Lionsgate](#)  
**To:** [Info](#)  
**Subject:** "Public Comment"-Agenda #8.6 Meeting Dec.16th 2020.  
**Date:** Monday, December 14, 2020 1:06:10 PM

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Dear MOFD and Board Members I hope all are doing well at this time.

I would like to see if my comment can please be considered for Public Comment on Dec. 16th 2020 Meeting regarding Agenda #8.6. for the Community Warning System Overview Committee.

Please address how and when we as a community will be made aware of the following:

When will we as a community know what is going to be done about being able to receive an appropriate timely response on our cell phones by CWS for impending Preparation to evacuate, /Warning TO Evacuate during a PSPS event, High Fire Red-Flag Warning/High Wind Warning?

How and what can be done to make sure all Zones and areas have the capability to have messages received via cell phones? In the meantime, should residents invest in Radio devices?

While the CWS Overview Committee is working on this, can our community and the MOFD have the usage of a High-Low Signal on their Police and Fire Patrol Cars to help let the public know that they may need to evacuate due to a fire?

We are going to be dealing with the fire season getting longer, happening earlier, due to continued drought and Global Warming Patterns in CA. In the meantime, we need a reliable system for evacuation warnings for the upcoming year.

During the last PSPS, Red-Flag, High Wind Warning shut off, Power lines were de-energized, and so were the Cable Lines, for Internet access. Many, in the Lamorinda community, Orinda and Moraga were not able to receive Text notifications, updates, call out or receive phone calls.

I have heard that during the High Wind and Lightning Event that triggered the Santa Cruz -CZ Complex Fire, many residents there also did not receive CWS alerts to prepare to evacuate and or to evacuate the area due to the power being shut off.

I appreciate knowing that there is a Community Warning System Overview Committee now established to work on this matter for our community and CA.

Thank You,  
Sincerely,

Cheryl M. Ku, Veteran , Resident of Contra Costa County, Moraga, CA



Moraga-Orinda Fire District  
**BOARD OF DIRECTORS**  
**SPECIAL BOARD MEETING MINUTES**  
January 20, 2021  
Approved: \_\_\_\_\_

**1. OPENING CEREMONIES**

The Board of Directors convened a teleconference Open Session at **6:32 p.m.** on **January 20, 2021**, via the Zoom application, <https://us02web.zoom.us/j/89062959419>, webinar id: 890 6295 9419 or by phone 669-900-6833. Pursuant to Executive Order N-29-20, teleconferencing restrictions of the Brown Act have been suspended. MOFD is closely following the latest Public Health Order from the Contra Costa Health Services issued on March 17, 2020. At this time, all formal public meetings will continue remotely.

President Jorgens called the meeting to order and requested an attendance roll call. Present were the following Directors and Staff:

President Jorgens	Director Donner	Jonathan Holtzman, District Council
Director Baitx	Director Jex	Gloriann Sasser, Admin Services Director
Director Danziger	Dave Winnacker, Fire Chief	Marcia Holbrook, District Clerk

**2. PUBLIC COMMENT (audio 4:50)**

President Jorgens opened Public Comment on the closed session items. There were no requests to address the Board. President Jorgens closed Public Comment.

At **6:34 p.m.**, the Board adjourned to Closed Session.

**3. CLOSED SESSION**

**3.1 Conference with Legal Counsel – Existing Litigation**

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

Pacific Gas and Electric Company vs. Moraga-Orinda Fire Protection District, Contra Costa County Superior Court – Martinez

**4. RECONVENE THE MEETING (audio 10:35)**

**4.1 Call the Meeting to Order**

**4.2 Roll Call**

President Jorgens reconvened the Moraga-Orinda Fire District Board of Directors' special business meeting at **7:01 p.m.** and requested an attendance roll call. Present were the following Directors and Staff:

President Jorgens	Director Donner (late, 7:02 p.m.)	Gloriann Sasser, Admin. Services Director
Director Danziger	Director Jex	Jonathan Holtzman, District Council
Director Baitx	Dave Winnacker, Fire Chief	Marcia Holbrook, District Clerk

**5. REPORT OF CLOSED SESSION ACTION (audio 11:07)**

President Jorgens reported on Item 3.1, Conference with Legal Counsel – Existing Litigation, Pacific Gas and Electric Company vs. Moraga-Orinda Fire Protection District, Contra Costa County Superior Court – Martinez, that a Special Board Meeting would be held on January 22, 2021, at 4:00 p.m. to adopt potential changes to Urgency Ordinance 20-04, Requiring Electrical Utilities to Provide Notice of Work in High Fire-Risk Areas and Restricting Certain Electrical Utility Work during Red Flag Warning Periods. District Clerk Holbrook announced the agenda and board packet would be available on the district's website on January 21, 2021, by 4:00 p.m. There were no comments from the public on the Closed Session items.

**6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 12:13)**

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

**7. ADJOURNMENT (audio 13:11)**

At **7:03 p.m.**, Director Jex motion and seconded by Director Danziger to adjourn the meeting. Said motion carried **5-0** roll call vote (**Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None**).

*Marcia Holbrook*

Marcia Holbrook, District Secretary/District Clerk



Moraga-Orinda Fire District  
**BOARD OF DIRECTORS**  
**SPECIAL BOARD MEETING MINUTES**

January 22, 2021

Approved: \_\_\_\_\_

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**1. OPENING CEREMONIES**

The Board of Directors convened a teleconference Open Session at **4:01 p.m.** on **January 22, 2021**, via the Zoom application, <https://us02web.zoom.us/j/88230758441>, webinar id: 882 3075 8441 or by phone 669-900-6833. Pursuant to Executive Order N-29-20, teleconferencing restrictions of the Brown Act have been suspended. MOFD is closely following the latest Public Health Order from the Contra Costa Health Services issued on March 17, 2020. At this time, all formal public meetings will continue remotely.

President Jorgens called the meeting to order and requested an attendance roll call. Present were the following Directors and Staff:

President Jorgens	Director Donner (late, arrived 4:06 p.m.)	Jonathan Holtzman, District Council
Director Baitx	Director Jex	Gloriann Sasser, Admin Services Director
Director Danziger	Dave Winnacker, Fire Chief	Marcia Holbrook, District Clerk

**2. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 2:58)**

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

**3. SPECIAL AGENDA (audio 3:23)**

**3.1 Modification of Urgency Ordinance 20-04, Requiring Electrical Utilities to Provide Notice of Work in High Fire-Risk Areas and Restricting Certain Electrical Utility Work During Red Flag Warning Periods.**

**Motion by Director Jex and seconded by Director Danziger to Waive the Reading of Modification of Urgency Ordinance 20-04, Requiring Electrical Utilities to Provide Notice of Work in High Fire-Risk Areas and Restricting Certain Electrical Utility Work During Red Flag Warning Periods. Said motion carried 4-0-1-0 roll call vote (Ayes: Baitx, Danziger, Jex, and Jorgens; Noes: None; Absent: Donner; Abstain: None).**

Fire Chief Winnacker provided the report. In October 2020, MOFD adopted urgency Ordinance 20-04 requiring electrical utilities to notify the District when deploying SIPT teams within MOFD's jurisdiction and banning high risk non-emergency electrical work in high fire areas during Red Flag weather conditions. On December 18<sup>th</sup>, 2020, PG&E filed a reverse validation petition seeking declaratory or injunctive relief from this ordinance in Superior Court in Contra Costa County. These documents were provided to the District on December 23<sup>rd</sup>, 2020. District Council and staff have engaged in a series of meetings with PG&E in order to determine if modifications were acceptable to both parties, which preserve the spirit of Ordinance 20-04 while minimizing the compliance burden. Staff believes the changes outlined in the packet will accomplish this goal while avoiding litigation. In recognition of the dynamic nature of SIPT team deployments, staff recommends changing the current requirement of notification 48 hours in advance to no later than 0900 on the day of deployment. At PG&E's request, the SIPT team's definition is further clarified to ensure the ordinance does not apply to normal utility crews, some of whom may have training or prior experience as firefighters. The proposed change also clarifies that the District must be notified when such teams are deployed on Type VI fire apparatus.

Fire Chief Winnacker stated that Staff and District Council were involved in discussions with PG&E that allowed a better understanding of how PG&E deploys SIPT teams. The understanding included the dispatching, systems, and the deliberation process PG&E uses to determine where the SIPT teams should be located. The SIPT teams are used for other tasks that fall outside our area of concern. MOFD's focus is on high hazard electrical work in the high fire areas of the district. Staff is confident that the proposed changes preserve all of the elements that the district was concerned about while meeting PG&E valid concerns about how SIPT teams operate and sets the stage for future adoption, which will be beneficial for both the District and for PG&E and surrounding entities as we move towards a more standardized approach.

District Council Holtzman stated that MOFD engaged in significant discussion with PG&E's Council. A revised Ordinance 20-04 was developed with the Fire Chief's acceptance as the expert in what the District needs on the substance of the ordinance, and the general goals of Ordinance 20-04 were preserved. MOFD received from PG&E a signed agreement, pending signature from MOFD District Council. In exchange for making the proposed modifications, PG&E will withdraw its petition for declaratory relief with prejudice, understanding that if this Ordinance is changed, PG&E reserves its right to challenge any changes that are made.

Staff and District Council recommend adopting the Modification of Urgency Ordinance 20-04, Requiring Electrical Utilities to Provide Notice of Work in High Fire-Risk Areas and Restricting Certain Electrical Utility Work During Red Flag Warning Periods.

Director Danziger commended Staff and District Council for the due diligence and avoiding litigation with PG&E.

**President Jorgens opened Public Comment. There were no requests to address the Board. President Jorgens closed Public Comment.** No further discussion by the Board.

**Motion by Director Jex and seconded by Director Donner to Adopt Modification of Urgency Ordinance 20-04, Requiring Electrical Utilities to Provide Notice of Work in High Fire-Risk Areas and Restricting Certain Electrical Utility Work During Red Flag Warning Periods. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).**

**4. ADJOURNMENT (audio 12:12)**

At 4:11 p.m., Director Danziger motion and seconded by Director Donner to adjourn the meeting. Said motion carried 5-0 roll call vote (Ayes: Baitx, Danziger, Donner, Jex, and Jorgens; Noes: None; Absent: None; Abstain: None).

*Marcia Holbrook*

Marcia Holbrook, District Secretary/District Clerk

### 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 a structure) \ Vegetation Fires \ Other Types Grouped - Alarms/Hazards/Pub Svc/Etc... Data Is Based On Completed RMS Incident Report Data Entered by Company Officer. Resp. Data Based on "First Arriving Unit". "In District" = Moraga, Orinda, Canyon. "Out of District" = Lafayette & any Other City Aid Provided to.

	January, 2021							Totals
	All Others (Alarms / Pub Service / Etc.)		EMS / Rescue		Structure Fires	Vehicle Accidents		
	In District	Out of Dist.	In District	Out of Dist.	In District	In District	Out of Dist.	
Incident Totals	61	1	140	3	1	17	2	225
Median Turnout	1.48	1.97	1.20	0.83	0.73	0.93	1.63	1.22
Median Resp Time	6.12	9.75	5.22	7.85	10.68	5.57	7.07	5.59
Resp Time (90th%)	8.41	9.75	8.31	16.73	10.68	7.23	8.03	8.44

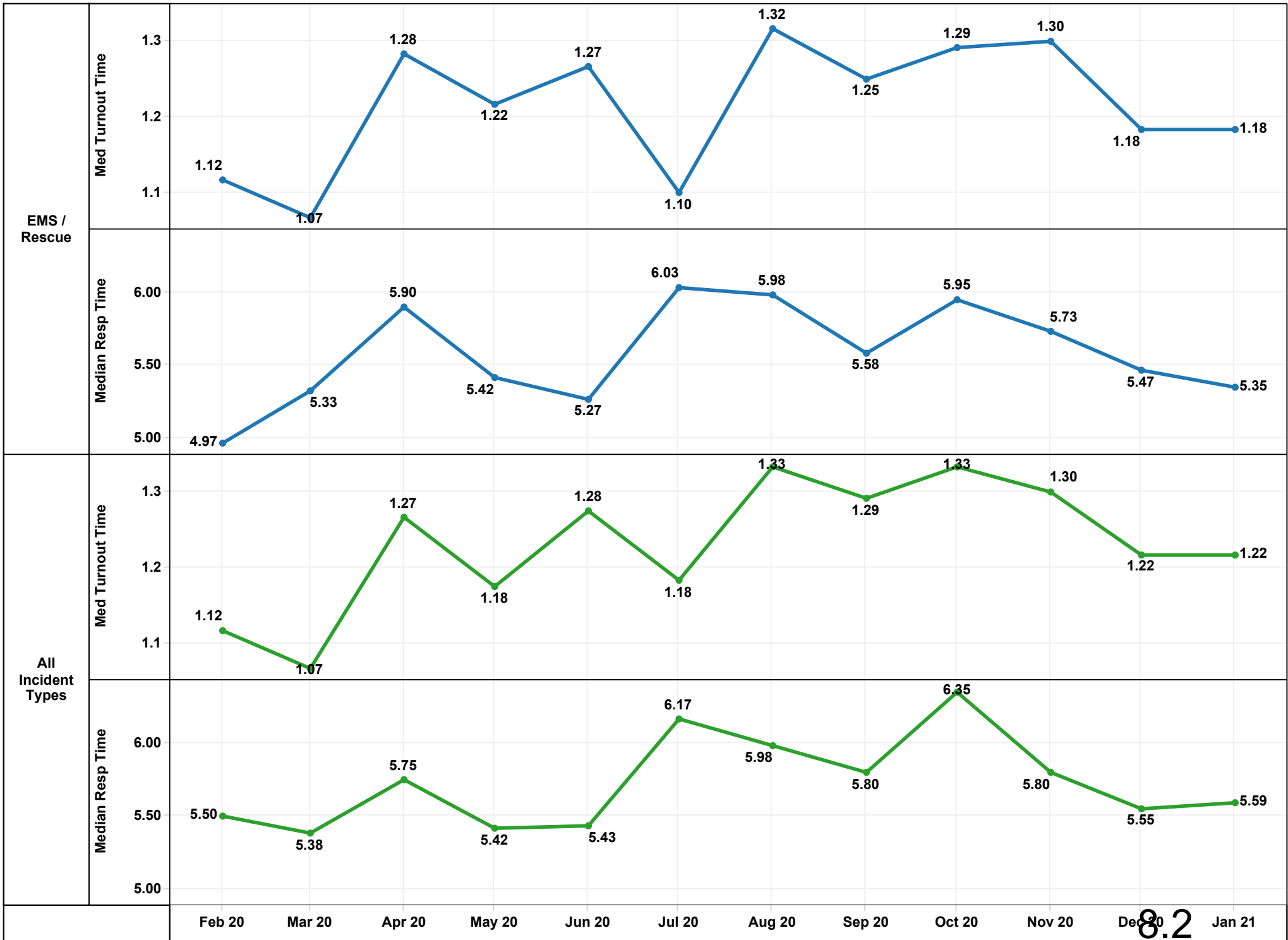
#### Code 3 Response Time Summary by City and Incident Type. Times shown are based on the First Responding Units Arrival at Scene of Emergency.

		January, 2021			
		Incident Totals	Median Turnout	Median Resp Time	Resp Time (90th%)
Orinda	EMS / Rescue	67	1.33	5.72	9.01
	All Other Types	8	1.02	5.00	6.87
	Totals for City	75	1.30	5.72	8.78
Moraga	EMS / Rescue	53	1.13	4.85	6.68
	All Other Types	5	1.02	8.37	9.68
	Totals for City	58	1.05	4.90	7.54
Lafayette	EMS / Rescue	3	1.40	6.35	8.03
	Totals for City	3	1.40	6.35	8.03
Canyon	EMS / Rescue	1	0.65	8.23	8.23
	Totals for City	1	0.65	8.23	8.23
<b>Overall Total</b>		<b>137</b>	<b>1.17</b>	<b>5.56</b>	<b>8.44</b>

#### Response Totals By Incident Type

	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Total
All Others (Alarms / Pub Service / Etc.)	88	87	75	79	93	100	120	110	102	85	99	90	1,128
EMS / Rescue	166	157	103	132	148	143	147	136	140	128	157	143	1,700
Structure Fires	3	1	2		7		3	4	3	4	2	1	30
Veg Fires	1		2	1	8	8	5	1	1	1			28
Vehicle Accidents	18	23	12	9	14	11	11	14	9	17	20	19	177
<b>Grand Total</b>	<b>276</b>	<b>268</b>	<b>194</b>	<b>221</b>	<b>270</b>	<b>262</b>	<b>286</b>	<b>265</b>	<b>255</b>	<b>235</b>	<b>278</b>	<b>253</b>	<b>3,063</b>

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



8.2

# Incident Types

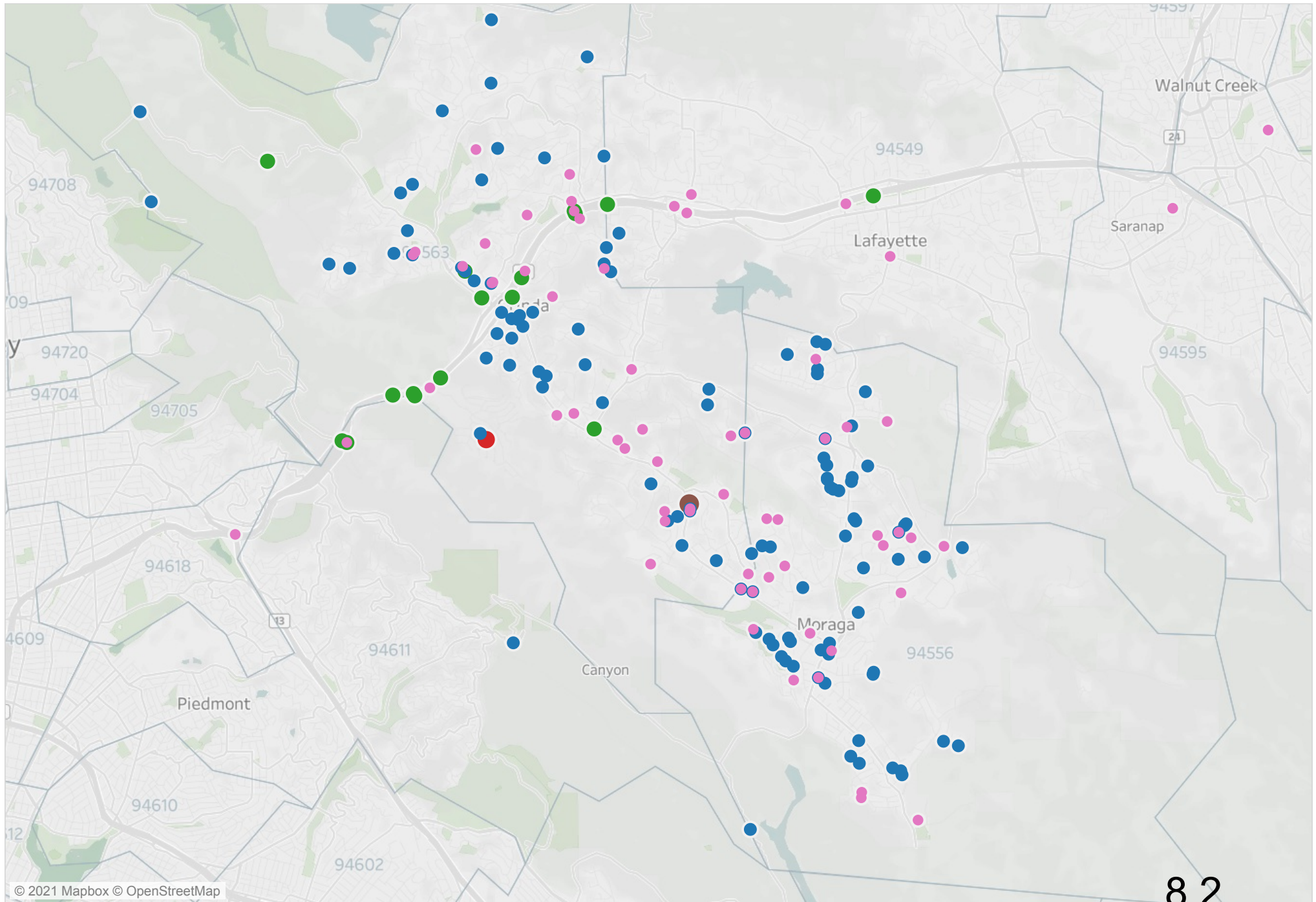
■ All Others (Alarms / Pub Service .. ■ EMS / Rescue

■ Vehicle Accidents

■ Structure Fires

■ Technical Rescues

## Incident Location Map for MOFD January 2021



**Moraga-Orinda Fire District**  
 Check/Voucher Register - Check Register  
 50 - General Fund  
 From 1/1/2021 Through 1/31/2021

Check Number	Check Date	Name	Check Amount	Transaction Description
CalPersACH...	1/11/2021	Calif. Public Employees'	204,409.80	Calpers - Jan
CCCERAAC...	1/7/2021		174,731.17	CCCERA - Jan
29515	1/21/2021	Alameda County Fire Depart...	59,341.92	Apparatus Repair
29508	1/14/2021	Renne Public Law Group, LLP	31,956.02	Legal Services -Nov 2020
29550	1/28/2021	Renne Public Law Group, LLP	28,642.63	Legal Services - Dec 2020
DeltaDental...	1/11/2021	Delta Dental Plan of Calif.	17,237.38	Delta Dental - Jan
29498	1/14/2021	Definitive Networks, Inc.	16,092.00	IT Service
USBANKACH...	1/14/2021	U.S. Bank	11,203.40	US Bank Pymt 1/14/21 for 12/22/20 Statment
29523	1/21/2021	Concern:EAP	9,800.00	EAP Annual Service 1/1-12/31/21
29519	1/21/2021	B & D. Trailer Sales, Inc.	8,095.99	2021 White Cargomate TA Cargo Trailer
29513	1/14/2021	West Coast Code Consultants	7,987.50	In-House Plan Review
CCCERAAC...	1/7/2021		7,956.72	IAFF Dues - Jan
GEMTEFTJan	1/28/2021	Department of Health Care S...	7,913.50	GEMT 2Q20 Payment
29508	1/14/2021	Renne Public Law Group, LLP	6,280.50	Legal Services - March 2020
29485	1/7/2021	R.S. Hughes	5,811.02	Regulator testing and repair
29552	1/28/2021	Wildland Resource Managem...	5,500.00	Wildland Resource Mgmt (HEF) contrat - Renewec 3/4/20 -
29488	1/7/2021	Type One Incident Support	5,276.00	Materials/supplies for Prescribed Fire Cache
29514	1/14/2021	Wittman Enterprises, LLC	5,041.91	Ambulance Billing Service - December
29475	1/7/2021	CPR Training Center	4,945.00	ACLS Renewal
29490	1/7/2021	Zoll Data Systems	4,750.00	FireRMS Telestaff Interface 1/1/21-12/31/21
29468	1/7/2021	Alameda County Fire Depart...	2,380.34	Apparatus repair/service - 11/25-12/21/20
29479	1/7/2021	Keenan & Associates	2,213.35	Life/Supplemental/VSP - January
29530	1/21/2021	Pacific Gas & Electric	2,209.71	Gas & Electric Service 12/5-1/5/21
CCCERAAC...	1/7/2021		2,085.00	MOPFA - Jan
29513	1/14/2021	West Coast Code Consultants	1,987.50	Fire inspector - December
CCCERAAC...	1/7/2021		1,971.75	IAFF Insurance - Jan
29497	1/14/2021	Berry Bros. Towing and Trans...	1,950.00	Towing from Moraga to ALCO repair
29532	1/21/2021	Sun Valley Heating & Air Con...	1,850.00	HVAC routine maintenance - All Stations
29506	1/14/2021	ParcelQuest	1,799.00	ParcelQuest renewal 1/1/21-12/31/22
CCCERAAC...	1/7/2021		1,702.20	Norcal CU - Jan
29549	1/28/2021	Pacific Gas & Electric	1,696.13	Gas & Electric 12/16-1/14/21
29470	1/7/2021	American Fidelity	1,448.94	Life Insurance - January
29507	1/14/2021	Pacific Gas & Electric	1,425.65	Gas & Electric - 12/4/20-1/4/21
29536	1/21/2021	A T and T Mobility	1,375.89	Mobile Service 12/3-1/2/21
29507	1/14/2021	Pacific Gas & Electric	1,337.04	Gas & Electric 12/4/20-1/4/21
29513	1/14/2021	West Coast Code Consultants	1,274.73	Senior Fire Inspector - December
29509	1/14/2021	Republic Services	1,263.72	Trash Service - January
29480	1/7/2021	Liebert Cassidy Whitmore	1,178.00	Fire Negotiations - through 11/30/20
29507	1/14/2021	Pacific Gas & Electric	1,005.20	Gas & Electric 12/6/20-1/6/21
29472	1/7/2021	Bandwidth.com, Inc.	989.96	Phone Service/VOIP - Nov-Jan
29525	1/21/2021	EBMUD	977.30	Water Service 10/29-1/5/21
29537	1/28/2021	ADP, Inc.	942.05	Payroll Service
29544	1/28/2021	Hunt & Sons, Inc.	935.41	Fuel - Station 44
	1/28/2021	Hunt & Sons, Inc.	899.92	Fuel - Station 41
29546	1/28/2021	L.N. Curtis & Sons	871.38	Hose pack/Shutoff Clamp/Fedco Pump 2 Liners
29471	1/7/2021	A T and T	855.33	Phone service
29524	1/21/2021	Dell Financial Services	845.24	Computer Rental - February
29541	1/28/2021	Jon Bensley	844.64	Reimbursement - OES HQ Covid 19 1/1-1/9/21
29544	1/28/2021	Hunt & Sons, Inc.	838.55	Fuel - Station 43
29543	1/28/2021	GelFire Systems	739.10	Gel Fire Hose Syste - 25'
29477	1/7/2021	GelFire Systems	739.10	Gel Fire Hose Syste - 25'
29526	1/21/2021	Steven Gehling	600.00	Reimburse - English Comp Course - AS Degree Fi Science
29536	1/21/2021	A T and T Mobility	575.58	iPads 12/3/19-01/2/2020
29473	1/7/2021	Co. Co. County Drain Cleaning	540.00	Station 41 - Food Disposal Replacement

**Moraga-Orinda Fire District**  
 Check/Voucher Register - Check Register  
 50 - General Fund  
 From 1/1/2021 Through 1/31/2021

Check Number	Check Date	Name	Check Amount	Transaction Description
29540	1/28/2021	A T and T Mobility	514.62	Internet 12/16-1/15/21
29512	1/14/2021	Verizon Wireless	501.89	Wireless 11/24-12/23/20
29501	1/14/2021	HomeTeam Pest Defense, LLC	460.00	Pest Control Service
29520	1/21/2021	Bound Tree Medical, LLC	447.50	EMS Supply
29481	1/7/2021	Michael Martinez	425.00	L-954 Safety Officer Class - State Fire Training
29520	1/21/2021	Bound Tree Medical, LLC	390.90	Medical Supplies
29539	1/28/2021	Jacob Airola	375.00	AH 330 Class - All hazard strike team leader
29494	1/14/2021	Airgas USA, LLC	361.66	Oxygen
29485	1/7/2021	R.S. Hughes	350.34	SCBA Parts
29502	1/14/2021	Lucas Lambert	350.00	Reimburse - Fire Helmet
29495	1/14/2021	ALSCO - American Linen Divi...	345.54	Linen Service - Dec
29544	1/28/2021	Hunt & Sons, Inc.	338.94	Fuel Station 45
29545	1/28/2021	Jeff's Mobile Glass Inc.	338.00	Windshield replacement E-45 Unit 462
29544	1/28/2021	Hunt & Sons, Inc.	327.14	Fuel - Station 42
29530	1/21/2021	Pacific Gas & Electric	326.80	Gas & Electric Service -12/5-1/5/21
29521	1/21/2021	Contra Costa Times	285.52	Fee Schedule Publication
29499	1/14/2021	EBMUD	271.64	Water Service 10/26-12/31/20
29535	1/21/2021	A T and T	247.25	Internet Services 12/12-1/11/21
29511	1/14/2021	Smart Clean Building Mainten...	245.00	Cleaning Service
29478	1/7/2021	Andrew Hess	235.00	PALS Recertification
29505	1/14/2021	Office Depot	229.41	Cube Divider
29487	1/7/2021	Lucas Trumpf	225.00	Paramedic Recert
29533	1/21/2021	TIAA Commercial Finance, Inc.	223.34	Copier Lease
29541	1/28/2021	Jon Bensley	211.70	Reimbursement - OES HQ Covid 11.27-12.02.20
29527	1/21/2021	Lucas Lambert	188.71	Reimburse - Per Diem OESHQ support
29484	1/7/2021	Pitney Bowes	182.99	Mail machine lease
29496	1/14/2021	A T and T	170.44	Internet 12/1-12/31/20
29546	1/28/2021	L.N. Curtis & Sons	142.72	Pick & Shovel Combination tool
29505	1/14/2021	Office Depot	133.78	Office supplies
29509	1/14/2021	Republic Services	113.85	Trash Service -January
29500	1/14/2021	Far Western Trophy & Award	112.47	Nameplates for Lucas Lambert
29495	1/14/2021	ALSCO - American Linen Divi...	106.78	Linen Service December
29494	1/14/2021	Airgas USA, LLC	106.31	Helium/Nitrogen/Oxygen
29538	1/28/2021	ADT Security Services	96.46	Security Services - Station 41
29495	1/14/2021	ALSCO - American Linen Divi...	95.78	Linen Service - December
29529	1/21/2021	Julie Luckenbach	92.32	Reimbursement - Lunch - Controlled Burn Painted Rock
29542	1/28/2021	Comcast	90.10	Modem Station 42
29474	1/7/2021	Comcast	90.10	Modem Station 41
29542	1/28/2021	Comcast	90.01	Modem Station 45
29548	1/28/2021	Occu-Med, Ltd.	83.95	Annual Physical - Mazaika
29483	1/7/2021	Occu-Med, Ltd.	83.95	Firefighter Series - Lambert
29531	1/21/2021	Shred-it	75.56	Shredding Service
29551	1/28/2021	US Bank Voyager Fleet Syste...	67.00	Fuel Cards Account 869471490 - Card fee/start up
29489	1/7/2021	US Bank Voyager Fleet Syste...	67.00	Fuel Cards Account 869471490 - Card fee/start up
29482	1/7/2021	Minuteman Press	60.50	Business Cards - Lucas Lambert
29547	1/28/2021	Minuteman Press	60.50	Business Cards - Lucas Lambert
29494	1/14/2021	Airgas USA, LLC	56.61	Argon/Oxygen
29534	1/21/2021	Verizon Wireless	56.20	Wireless 11/11-12/10/20
	1/21/2021	Verizon Wireless	56.16	Wireless Service 12/11-1/10/21
29518	1/21/2021	AT&T	53.50	Internet
29538	1/28/2021	ADT Security Services	43.99	Security Services - Admin
29503	1/14/2021	M & M Sanitary	30.00	Portal Poppy Service
29528	1/21/2021	L.N. Curtis & Sons	28.28	Double Male Adapter
29510	1/14/2021	Secretary of State	5.00	Fee for Certified Copy of Statement of Facts
29504	1/14/2021	Moraga Hardware & Lumber	3.59	Alkaline Battery

**Moraga-Orinda Fire District**  
 Check/Voucher Register - Check Register  
 50 - General Fund  
 From 1/1/2021 Through 1/31/2021

<u>Check Number</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
29522	1/21/2021	Comcast	0.00	Modem Station 41
	1/21/2021	Comcast	0.00	Modem Station 44 1/14-2/13/21
29486	1/7/2021	Staples Advantage	0.00	Misc. Household supplies
29469	1/7/2021	American Fidelity Assurance	0.00	FSA/DC - January
29467	1/20/2021	Verizon Wireless	(56.20)	Wireless 11/11-12/10/20
29482	1/28/2021	Minuteman Press	(60.50)	Business Cards - Lucas Lambert
29489	1/28/2021	US Bank Voyager Fleet Syste...	(67.00)	Fuel Cards Account 869471490 - Card fee/start up
29474	1/21/2021	Comcast	(90.10)	Modem Station 41
29458	1/20/2021	Julie Luckenbach	(92.32)	Reimbursement - Lunch - Controlled Burn Painted Rock
29477	1/28/2021	GelFire Systems	<u>(739.10)</u>	Gel Fire Hose Syste - 25'
		Total 50 - General Fund	676,886.75	

**Moraga-Orinda Fire District**  
 Check/Voucher Register - Check Register  
 60 - North Orinda Emergency Fuel Break  
 From 1/1/2021 Through 1/31/2021

<u>Check Number</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Amount</u>	<u>Transaction Description</u>
29476	1/7/2021	Expert Tree Service	35,000.00	Tree Work - Wagner Ranch 12/30/20 - NOSFB
		Total 60 - North Orinda Emergency Fuel Break	35,000.00	
Report Total			711,886.75	

Moraga-Orinda Fire District  
Statement of Revenues and Expenditures - General Fund Actual to Budget 20/21  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Budget \$ Budget \$	Budget \$ Variance	Percent Budget Remaining	Prior Year Current Period Actual	Prior Year Change	Prior Year % Change
Total Revenue		26,678,199.46	24,828,885.00	1,849,314.46		23,764,449.15	2,913,750.31	12.26
Total Expenditures		14,532,915.21	26,316,544.00	11,783,628.79	44.78%	12,365,323.12	2,167,592.09	17.53
Excess of Revenues Over/ (Under) Expenditures		12,145,284.25	(1,487,659.00)	13,632,943.25		11,399,126.03	746,158.22	6.55
Other Revenue-Strike Team Recovery		2,518,889.63	600,000.00	1,918,889.63	319.81%	352,911.51	2,165,978.12	613.75
Overtime - Strike Team		1,239,319.51	515,000.00	(724,319.51)	(140.64)%	236,093.77	1,003,225.74	424.93
Net Strike Team		1,279,570.12	85,000.00	2,643,209.14		116,817.74	1,162,752.38	995.36%
Revenue								
Taxes								
Property Tax-Current Secured	4010	22,091,655.48	22,080,300.00	11,355.48	0.05%	20,992,599.17	1,099,056.31	5.24
Property Tax-Supplemental	4011	37,869.02	300,000.00	(262,130.98)	(87.38)%	103,952.37	(66,083.35)	(63.57)
Property Tax-Unitary	4013	232,159.11	200,000.00	32,159.11	16.08%	228,633.18	3,525.93	1.54
Property Tax-Curr Unsecured	4020	644,331.22	625,000.00	19,331.22	3.09%	635,502.33	8,828.89	1.39
Prop Tax- Prior Secured	4030	(27,344.05)	(50,000.00)	22,655.95	(45.31)%	(36,642.93)	9,298.88	(25.38)
Prop Tax-Prior Supplement	4031	(538.56)	(40,000.00)	39,461.44	(98.65)%	(2,352.61)	1,814.05	(77.11)
Prop Tax Prior Unsecured	4035	4,447.47	(10,000.00)	14,447.47	(144.47)%	4,959.13	(511.66)	(10.32)
Fire Flow Tax	4066	0.00	0.00	0.00	0.00%	(26.54)	26.54	(100.00)
Total Taxes		22,982,579.69	23,105,300.00	(122,720.31)	(0.53)%	21,926,624.10	1,055,955.59	4.82
Use of Money & Property								
Investment Earnings	4181	10,835.20	35,000.00	(24,164.80)	(69.04)%	10,591.54	243.66	2.30
Total Use of Money & Property		10,835.20	35,000.00	(24,164.80)	(69.04)%	10,591.54	243.66	2.30
Intergovernmental Revenue								
Homeowners Relief Tax	4385	73,701.90	149,000.00	(75,298.10)	(50.54)%	0.00	73,701.90	100.00
State Mandated Costs Reimbur	4436	11,171.30	0.00	11,171.30	0.00%	0.00	11,171.30	100.00
Intergovernmental Revenue-Fec	4437	166,570.36	232,821.00	(66,250.64)	(28.46)%	306,745.50	(140,175.14)	(45.70)
Other/In Lieu of Taxes	4580	978.21	900.00	78.21	8.69%	967.52	10.69	1.10
Measure H-Emerg Med Ser Sub	4896	0.00	85,514.00	(85,514.00)	(100.00)%	0.00	0.00	0.00
Total Intergovernmental Revenue		252,421.77	468,235.00	(215,813.23)	(46.09)%	307,713.02	(55,291.25)	(17.97)
Charges for Service								
Permits	4740	3,381.00	500.00	2,881.00	576.20%	1,506.00	1,875.00	124.50
Plan Review	4741	143,939.00	50,000.00	93,939.00	187.88%	161,615.00	(17,676.00)	(10.94)
Inspection Fees	4742	1,566.00	2,000.00	(434.00)	(21.70)%	11,361.00	(9,795.00)	(86.22)

Moraga-Orinda Fire District  
Statement of Revenues and Expenditures - General Fund Actual to Budget 20/21  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Budget \$ Budget \$	Budget \$ Variance	Percent Budget Remaining	Prior Year Current Period Actual	Prior Year Change	Prior Year % Change
Weed Abatement Charges	4744	52,549.00	20,000.00	32,549.00	162.75%	0.00	52,549.00	100.00
CPR/First Aid Classes	4745	0.00	0.00	0.00	0.00%	357.00	(357.00)	(100.00)
Reports/ Photocopies	4746	569.00	350.00	219.00	62.57%	315.75	253.25	80.21
Other Charges for Service	4747	<u>606.00</u>	<u>1,000.00</u>	<u>(394.00)</u>	<u>(39.40)%</u>	<u>8,232.00</u>	<u>(7,626.00)</u>	<u>(92.64)</u>
Total Charges for Service		202,610.00	73,850.00	128,760.00	174.35%	183,386.75	19,223.25	10.48
Charges for Service - Ambulance								
Ambulance Service Fees	4898	728,542.81	600,000.00	128,542.81	21.42%	1,123,130.55	(394,587.74)	(35.13)
Ambulance Service Fee Reimbu	4899	(9,025.47)	(100,000.00)	90,974.53	(90.97)%	(128,488.44)	119,462.97	(92.98)
Ambulance Collection Recovery	4900	4,095.51	1,000.00	3,095.51	309.55%	6,477.81	(2,382.30)	(36.78)
Ground Emergency Medical Tra	4901	(19,606.10)	25,000.00	(44,606.10)	(178.42)%	(30,110.85)	10,504.75	(34.89)
Total Charges for Service - Ambulance		704,006.75	526,000.00	178,006.75	33.84%	971,009.07	(267,002.32)	(27.50)
Other Revenue								
Other Revenue-Strike Team Re	4971	2,518,889.63	600,000.00	1,918,889.63	319.81%	352,911.51	2,165,978.12	613.75
Other Revenue & Financing Sol	4972	0.00	18,000.00	(18,000.00)	(100.00)%	0.00	0.00	0.00
Other Revenue-Misc.	4974	2,499.19	1,000.00	1,499.19	149.92%	9,678.64	(7,179.45)	(74.18)
Misc Rebates & Refunds	4975	2,265.08	1,000.00	1,265.08	126.51%	1,525.05	740.03	48.52
Sale of Surplus Property	4980	1,855.00	500.00	1,355.00	271.00%	402.50	1,452.50	360.87
Transfers In	4999	<u>237.15</u>	<u>0.00</u>	<u>237.15</u>	<u>0.00%</u>	<u>606.97</u>	<u>(369.82)</u>	<u>(60.93)</u>
Total Other Revenue		<u>2,525,746.05</u>	<u>620,500.00</u>	<u>1,905,246.05</u>	<u>307.05%</u>	<u>365,124.67</u>	<u>2,160,621.38</u>	<u>591.75</u>
<b>Total Revenue</b>		<b><u>26,678,199.46</u></b>	<b><u>24,828,885.00</u></b>	<b><u>1,849,314.46</u></b>	<b><u>7.45%</u></b>	<b><u>23,764,449.15</u></b>	<b><u>2,913,750.31</u></b>	<b><u>12.26</u></b>

Expenditures

Salaries & Benefits

Permanent Salaries	5011	5,807,300.14	10,323,118.00	4,515,817.86	43.74%	5,301,774.49	505,525.65	9.54
Temporary Salaries	5013	56,202.11	97,637.00	41,434.89	42.44%	132,002.76	(75,800.65)	(57.42)
Overtime	5014	1,114,020.49	1,031,328.00	(82,692.49)	(8.02)%	878,477.01	235,543.48	26.81
Deferred Compensation	5015	12,994.00	22,100.00	9,106.00	41.20%	12,090.00	904.00	7.48
Overtime - Strike Team	5016	1,239,319.51	515,000.00	(724,319.51)	(140.64)%	236,093.77	1,003,225.74	424.93
Contract Services	5018	67,712.41	70,000.00	2,287.59	3.27%	58,735.31	8,977.10	15.28
Worker's Compensation Recove	5019	(50,338.43)	(80,000.00)	(29,661.57)	37.08%	(69,475.33)	19,136.90	(27.54)
Payroll Taxes -FICA,SUI	5042	121,307.02	181,086.00	59,778.98	33.01%	102,767.43	18,539.59	18.04
Payroll Processing Fees	5043	9,085.30	22,000.00	12,914.70	58.70%	8,387.00	698.30	8.33

Moraga-Orinda Fire District  
Statement of Revenues and Expenditures - General Fund Actual to Budget 20/21  
From 7/1/2020 Through 1/31/2021

		Current Period	Budget \$	Budget \$	Percent Budget	Prior Year Current	Prior Year	Prior Year %
		Actual	Budget \$	Variance	Remaining	Period Actual	Change	Change
Retirement Contributions	5044	3,168,991.81	5,704,391.00	2,535,399.19	44.45%	2,932,022.47	236,969.34	8.08
Life/Health Insurance-Permaner	5060	803,543.60	1,466,892.00	663,348.40	45.22%	630,327.10	173,216.50	27.48
Employee's-Health Insurance C	5061	(100,130.04)	(136,956.00)	(36,825.96)	26.89%	(63,403.99)	(36,726.05)	57.92
Retiree Health Insurance	5062	691,019.79	1,275,000.00	583,980.21	45.80%	706,759.24	(15,739.45)	(2.23)
Retiree-Health Insurance Contri	5063	(189,948.42)	(350,000.00)	(160,051.58)	45.73%	(196,934.86)	6,986.44	(3.55)
Unemployment Insurance	5064	58.50	11,000.00	10,941.50	99.47%	899.99	(841.49)	(93.50)
Retiree-Health OPEB Contributi	5065	0.00	475,482.00	475,482.00	100.00%	0.00	0.00	0.00
Vision Insurance	5066	10,718.56	20,976.00	10,257.44	48.90%	7,407.66	3,310.90	44.70
Pension Rate Stabilization	5067	0.00	1,562,792.00	1,562,792.00	100.00%	0.00	0.00	0.00
Workers' Compensation Insurar	5070	611,788.00	1,386,576.00	774,788.00	55.88%	513,058.00	98,730.00	19.24
<b>Total Salaries &amp; Benefits</b>		<b>13,373,644.35</b>	<b>23,598,422.00</b>	<b>10,224,777.65</b>	<b>43.33%</b>	<b>11,190,988.05</b>	<b>2,182,656.30</b>	<b>19.50</b>
<b>Operating Expense</b>								
Office Supplies	6100	6,072.47	8,400.00	2,327.53	27.71%	4,456.84	1,615.63	36.25
Postage	6101	1,682.56	3,000.00	1,317.44	43.91%	1,724.94	(42.38)	(2.46)
Books & Periodicals	6102	159.00	2,460.00	2,301.00	93.54%	2,045.93	(1,886.93)	(92.23)
Printer Ink Cartridges	6103	617.24	2,500.00	1,882.76	75.31%	941.47	(324.23)	(34.44)
Telephone/Communication	6110	37,055.70	47,200.00	10,144.30	21.49%	23,378.95	13,676.75	58.50
Dispatch/Comm Center Service	6111	0.00	188,700.00	188,700.00	100.00%	0.00	0.00	0.00
Utilities- Sewer	6120	3,827.73	5,000.00	1,172.27	23.45%	4,625.17	(797.44)	(17.24)
Utilities-Garbage	6121	9,353.13	14,150.00	4,796.87	33.90%	8,713.60	639.53	7.34
Utilities-PG&E	6122	45,129.63	69,900.00	24,770.37	35.44%	37,029.90	8,099.73	21.87
Utilities-Water	6123	12,093.62	21,100.00	9,006.38	42.68%	11,747.51	346.11	2.95
Utilities-Medical Waste	6124	1,080.82	2,200.00	1,119.18	50.87%	1,577.95	(497.13)	(31.50)
Small Tools & Instruments	6130	7,778.12	8,000.00	221.88	2.77%	1,965.55	5,812.57	295.72
Minor Equipment/Furniture	6131	0.00	1,500.00	1,500.00	100.00%	669.23	(669.23)	(100.00)
Computer Equipment & Supplie	6132	326.05	2,000.00	1,673.95	83.70%	477.73	(151.68)	(31.75)
Gas Power Chain Saw/Other Ec	6133	3,059.43	6,800.00	3,740.57	55.01%	3,382.53	(323.10)	(9.55)
Fire Trail Grading	6135	4,410.71	25,000.00	20,589.29	82.36%	10,514.05	(6,103.34)	(58.05)
Fire Fighting Equipment & Supp	6137	0.00	7,000.00	7,000.00	100.00%	8,848.36	(8,848.36)	(100.00)
Fire Fighting Equipment-Hoses	6138	0.00	6,000.00	6,000.00	100.00%	17,544.44	(17,544.44)	(100.00)
Fire Fighting Equipment-Class /	6139	0.00	15,000.00	15,000.00	100.00%	0.00	0.00	0.00
Medical & Lab Supplies	6140	62,405.47	115,000.00	52,594.53	45.73%	58,495.59	3,909.88	6.68
Food Supplies	6150	182.48	5,500.00	5,317.52	96.68%	6,210.58	(6,028.10)	(97.06)

Moraga-Orinda Fire District  
Statement of Revenues and Expenditures - General Fund Actual to Budget 20/21  
From 7/1/2020 Through 1/31/2021

	Current Period	Budget \$	Budget \$	Percent Budget	Prior Year Current	Prior Year	Prior Year %	
	Actual	Budget \$	Variance	Remaining	Period Actual	Change	Change	
Safety Clothing & Personal Supl	6160	26,285.67	95,000.00	68,714.33	72.33%	28,575.41	(2,289.74)	(8.01)
Household Expense	6170	7,314.55	17,000.00	9,685.45	56.97%	8,795.83	(1,481.28)	(16.84)
Household Expense-Linen	6171	3,565.23	6,440.00	2,874.77	44.64%	3,432.54	132.69	3.87
Public & Legal Notices	6190	2,064.40	10,000.00	7,935.60	79.36%	0.00	2,064.40	100.00
Dues, Memberships & Professic	6200	9,942.63	8,150.00	(1,792.63)	(22.00)%	1,917.50	8,025.13	418.52
EMT/Paramedic Licensure Fees	6201	2,110.00	4,000.00	1,890.00	47.25%	1,390.00	720.00	51.80
Rent & Leases (Equipment)	6250	14,969.61	30,500.00	15,530.39	50.92%	17,880.75	(2,911.14)	(16.28)
Computer Software & Maintenan	6251	59,082.09	76,600.00	17,517.91	22.87%	64,731.92	(5,649.83)	(8.73)
Website Development & Mainte	6252	4,800.00	6,800.00	2,000.00	29.41%	4,695.00	105.00	2.24
EPA ID# Verification Fee	6264	0.00	150.00	150.00	100.00%	150.00	(150.00)	(100.00)
CCC HazMat Plan (CUPA)	6265	3,615.00	3,000.00	(615.00)	(20.50)%	462.00	3,153.00	682.47
BAAQMD & Environmental Hea	6266	150.00	900.00	750.00	83.33%	0.00	150.00	100.00
Air Monitor Maintenance & Repl	6269	1,825.54	1,300.00	(525.54)	(40.43)%	0.00	1,825.54	100.00
Maintenance -- Equipment	6270	36,844.56	51,000.00	14,155.44	27.76%	44,056.89	(7,212.33)	(16.37)
Central Garage Repairs	6271	180,874.02	180,000.00	(874.02)	(0.49)%	81,630.61	99,243.41	121.58
Central Garage Gasoline & Oil	6272	33,751.80	65,000.00	31,248.20	48.07%	45,159.70	(11,407.90)	(25.26)
Central Garage Tires	6273	2,294.83	10,000.00	7,705.17	77.05%	7,454.33	(5,159.50)	(69.21)
Service/Repair Fuel System Dis	6274	0.00	2,500.00	2,500.00	100.00%	0.00	0.00	0.00
Aerial Ladder & Pump Testing	6275	0.00	1,000.00	1,000.00	100.00%	0.00	0.00	0.00
Smog Inspections	6276	0.00	500.00	500.00	100.00%	93.85	(93.85)	(100.00)
Air Compressor Quarterly Servic	6278	0.00	6,000.00	6,000.00	100.00%	1,690.61	(1,690.61)	(100.00)
Hydro Test SCBA & Oxy Cylindr	6279	0.00	2,500.00	2,500.00	100.00%	0.00	0.00	0.00
Tank Testing	6280	0.00	1,120.00	1,120.00	100.00%	1,120.00	(1,120.00)	(100.00)
Maintenance -- Building	6281	30,768.22	91,000.00	60,231.78	66.19%	38,698.10	(7,929.88)	(20.49)
Maintenance -- Grounds	6282	9,816.49	12,400.00	2,583.51	20.83%	3,688.96	6,127.53	166.10
Meetings & Travel Expenses	6303	0.00	1,500.00	1,500.00	100.00%	1,591.61	(1,591.61)	(100.00)
Employee Assistance Program	6309	9,800.00	9,800.00	0.00	0.00%	9,800.00	0.00	0.00
Medical - Pre-Emp Processing &	6311	1,468.40	30,000.00	28,531.60	95.11%	3,877.13	(2,408.73)	(62.13)
Ambulance Billing Administratio	6312	28,261.25	60,000.00	31,738.75	52.90%	45,279.36	(17,018.11)	(37.58)
Outside Attorney Fees	6313	113,932.36	150,000.00	36,067.64	24.05%	57,605.22	56,327.14	97.78
CCC County Tax Administration	6316	0.00	196,900.00	196,900.00	100.00%	0.00	0.00	0.00
Professional Services	6317	24,124.53	37,000.00	12,875.47	34.80%	25,802.00	(1,677.47)	(6.50)
Professional Services - Labor N	6318	1,328.00	75,000.00	73,672.00	98.23%	1,897.00	(569.00)	(29.99)

Moraga-Orinda Fire District  
Statement of Revenues and Expenditures - General Fund Actual to Budget 20/21  
From 7/1/2020 Through 1/31/2021

	Current Period	Budget \$	Budget \$	Percent Budget	Prior Year Current	Prior Year	Prior Year %	
	Actual	Budget \$	Variance	Remaining	Period Actual	Change	Change	
Professional Services - Technol	6319	80,882.71	205,452.00	124,569.29	60.63%	95,949.54	(15,066.83)	(15.70)
Professional Services - Pre-Emj	6320	6,280.50	5,000.00	(1,280.50)	(25.61)%	22,170.99	(15,890.49)	(71.67)
Professional Services - Promoti	6321	777.18	2,000.00	1,222.82	61.14%	2,121.44	(1,344.26)	(63.37)
Professional Services-OPEB Ac	6322	0.00	0.00	0.00	0.00%	2,889.41	(2,889.41)	(100.00)
Exterior Hazard Removal	6323	14,100.00	25,000.00	10,900.00	43.60%	12,037.50	2,062.50	17.13
Professional Services-Prop Tax	6326	0.00	7,350.00	7,350.00	100.00%	0.00	0.00	0.00
Professional Services	6327	0.00	14,000.00	14,000.00	100.00%	0.00	0.00	0.00
Testing Materials & Training Prc	6354	3,949.98	20,000.00	16,050.02	80.25%	3,513.92	436.06	12.41
Career Development Classes	6357	6,331.50	25,000.00	18,668.50	74.67%	8,055.93	(1,724.43)	(21.41)
Target Safety Online Training	6359	0.00	0.00	0.00	0.00%	9,515.00	(9,515.00)	(100.00)
Training & Education Classes-P	6360	9,799.00	10,000.00	201.00	2.01%	4,675.00	5,124.00	109.60
District Sponsored Training-Mar	6361	3,950.88	20,000.00	16,049.12	80.25%	(831.61)	4,782.49	(575.09)
Election Expense	6465	0.00	20,000.00	20,000.00	100.00%	0.00	0.00	0.00
Recruiting Costs	6470	0.00	15,000.00	15,000.00	100.00%	13,000.00	(13,000.00)	(100.00)
Strike Team Supplies	6474	42,633.36	6,900.00	(35,733.36)	(517.87)%	9,125.67	33,507.69	367.18
Community Emergency Respon	6475	302.41	8,000.00	7,697.59	96.22%	1,021.51	(719.10)	(70.40)
Exercise Supplies/Maint.	6476	94.13	4,000.00	3,905.87	97.65%	5,612.62	(5,518.49)	(98.32)
Recognition Supplies	6478	138.45	2,450.00	2,311.55	94.35%	1,314.10	(1,175.65)	(89.46)
Other Special Departmental Exp	6479	55,623.34	160,900.00	105,276.66	65.43%	85,668.10	(30,044.76)	(35.07)
Public Education Supplies	6480	26.43	1,000.00	973.57	97.36%	954.08	(927.65)	(97.23)
LAFCO	6482	14,773.69	18,000.00	3,226.31	17.92%	16,300.67	(1,526.98)	(9.37)
Emergency Preparedness Expe	6484	2,549.31	10,000.00	7,450.69	74.51%	1,045.16	1,504.15	143.92
Misc. Services & Supplies	6490	3,839.02	28,300.00	24,460.98	86.43%	21,968.09	(18,129.07)	(82.52)
Fire Chief Contingency	6491	48,639.66	250,000.00	201,360.34	80.54%	43,029.71	5,609.95	13.04
Property & Liability Insurance	6540	<u>57,646.00</u>	<u>57,000.00</u>	<u>(646.00)</u>	<u>(1.13)%</u>	<u>45,781.00</u>	<u>11,865.00</u>	<u>25.92</u>
Total Operating Expense		1,156,560.89	2,714,822.00	1,558,261.11	57.40%	1,110,744.47	45,816.42	4.12
Bank Fees	7510	2,458.58	3,000.00	541.42	18.05%	3,030.26	(571.68)	(18.87)
County Tax Collection Fees	7530	251.39	300.00	48.61	16.20%	0.00	251.39	100.00
Fire Flow Tax Collection Fees	7531	0.00	0.00	0.00	0.00%	255.86	(255.86)	(100.00)
Claims Expense	7540	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>60,304.48</u>	<u>(60,304.48)</u>	<u>(100.00)</u>
Total Other Expense		<u>2,709.97</u>	<u>3,300.00</u>	<u>590.03</u>	<u>17.88%</u>	<u>63,590.60</u>	<u>(60,880.63)</u>	<u>(95.74)</u>
Total Expenditures		<u>14,532,915.21</u>	<u>26,316,544.00</u>	<u>11,783,628.79</u>	<u>44.78%</u>	<u>12,365,323.12</u>	<u>2,167,592.09</u>	<u>17.53</u>
Excess of Revenues Over/ (Under) Expenditures		<u>12,145,284.25</u>	<u>(1,487,659.00)</u>	<u>13,632,943.25</u>	<u>(916.40)%</u>	<u>11,399,126.03</u>	<u>746,158.22</u>	<u>6.55</u>

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
27 - Capital Projects Fund  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue					
Taxes					
Fire Flow Tax	4066	1,093,246.70	1,088,000.00	5,246.70	0.48%
Total Taxes		1,093,246.70	1,088,000.00	5,246.70	0.48%
Use of Money & Property					
Investment Earnings	4181	3,574.39	10,000.00	(6,425.61)	(64.26)%
Total Use of Money & Property		3,574.39	10,000.00	(6,425.61)	(64.26)%
Intergovernmental Revenue					
Intergovernmental Revenue-Federal Grants	4437	0.00	300,000.00	(300,000.00)	(100.00)%
Total Intergovernmental Revenue		0.00	300,000.00	(300,000.00)	(100.00)%
Charges for Service					
Impact Mitigation Fees	4743	58,000.00	0.00	58,000.00	0.00%
Total Charges for Service		58,000.00	0.00	58,000.00	0.00%
Other Revenue					
Other Revenue & Financing Sources	4972	53,257.89	53,258.00	(0.11)	(0.00)%
Sale of Surplus Property	4980	6,796.00	0.00	6,796.00	0.00%
Total Other Revenue		60,053.89	53,258.00	6,795.89	12.76%
Total Revenue		1,214,874.98	1,451,258.00	(236,383.02)	(16.29)%
Expenditures					
Other Expense					
Bank Fees	7510	50.00	200.00	150.00	75.00%
Fire Flow Tax Collection Fees	7531	11,582.14	14,000.00	2,417.86	17.27%
Apparatus/Vehicles-Fixed Asset Expenditures	7703	13,577.59	73,850.00	60,272.41	81.61%
Computer Equip & Software-Fixed Asset Expenditures	7704	0.00	300,000.00	300,000.00	100.00%
Operating Transfers Out	7999	462,024.98	922,948.00	460,923.02	49.94%
Total Other Expense		487,234.71	1,310,998.00	823,763.29	62.83%
Total Expenditures		487,234.71	1,310,998.00	823,763.29	62.83%
Excess of Revenues Over/ (Under) Expenditures		727,640.27	140,260.00	587,380.27	418.78%

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
50 - General Fund  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue					
Taxes					
Property Tax-Current Secured	4010	22,091,655.48	22,080,300.00	11,355.48	0.05%
Property Tax-Supplemental	4011	37,869.02	300,000.00	(262,130.98)	(87.38)%
Property Tax-Unitary	4013	232,159.11	200,000.00	32,159.11	16.08%
Property Tax-Curr Unsecured	4020	644,331.22	625,000.00	19,331.22	3.09%
Prop Tax- Prior Secured	4030	(27,344.05)	(50,000.00)	22,655.95	(45.31)%
Prop Tax-Prior Supplement	4031	(538.56)	(40,000.00)	39,461.44	(98.65)%
Prop Tax Prior Unsecured	4035	4,447.47	(10,000.00)	14,447.47	(144.47)%
Total Taxes		22,982,579.69	23,105,300.00	(122,720.31)	(0.53)%
Use of Money & Property					
Investment Earnings	4181	10,835.20	35,000.00	(24,164.80)	(69.04)%
Total Use of Money & Property		10,835.20	35,000.00	(24,164.80)	(69.04)%
Intergovernmental Revenue					
Homeowners Relief Tax	4385	73,701.90	149,000.00	(75,298.10)	(50.54)%
State Mandated Costs Reimbursement	4436	11,171.30	0.00	11,171.30	0.00%
Intergovernmental Revenue-Federal Grants	4437	166,570.36	232,821.00	(66,250.64)	(28.46)%
Other/In Lieu of Taxes	4580	978.21	900.00	78.21	8.69%
Measure H-Emerg Med Ser Subsid	4896	0.00	85,514.00	(85,514.00)	(100.00)%
Total Intergovernmental Revenue		252,421.77	468,235.00	(215,813.23)	(46.09)%
Charges for Service					
Permits	4740	3,381.00	500.00	2,881.00	576.20%
Plan Review	4741	143,939.00	50,000.00	93,939.00	187.88%
Inspection Fees	4742	1,566.00	2,000.00	(434.00)	(21.70)%
Weed Abatement Charges	4744	52,549.00	20,000.00	32,549.00	162.75%
Reports/ Photocopies	4746	569.00	350.00	219.00	62.57%
Other Charges for Service	4747	606.00	1,000.00	(394.00)	(39.40)%
Total Charges for Service		202,610.00	73,850.00	128,760.00	174.35%
Charges for Service - Ambulance					
Ambulance Service Fees	4898	728,542.81	600,000.00	128,542.81	21.42%
Ambulance Service Fee Reimbursements	4899	(9,025.47)	(100,000.00)	90,974.53	(90.97)%
Ambulance Collection Recovery Payments	4900	4,095.51	1,000.00	3,095.51	309.55%
Ground Emergency Medical Transportation	4901	(19,606.10)	25,000.00	(44,606.10)	(178.42)%
Total Charges for Service - Ambulance		704,006.75	526,000.00	178,006.75	33.84%
Other Revenue					
Other Revenue-Strike Team Recovery	4971	2,518,889.63	600,000.00	1,918,889.63	319.81%
Other Revenue & Financing Sources	4972	0.00	18,000.00	(18,000.00)	(100.00)%
Other Revenue-Misc.	4974	2,499.19	1,000.00	1,499.19	149.92%
Misc Rebates & Refunds	4975	2,265.08	1,000.00	1,265.08	126.51%
Sale of Surplus Property	4980	1,855.00	500.00	1,355.00	271.00%
Transfers In	4999	237.15	0.00	237.15	0.00%
Total Other Revenue		2,525,746.05	620,500.00	1,905,246.05	307.05%

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
50 - General Fund  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Total Revenue		<u>26,678,199.46</u>	<u>24,828,885.00</u>	<u>1,849,314.46</u>	<u>7.45%</u>
Expenditures					
Salaries & Benefits					
Permanent Salaries	5011	5,807,300.14	10,323,118.00	4,515,817.86	43.74%
Temporary Salaries	5013	56,202.11	97,637.00	41,434.89	42.44%
Overtime	5014	1,114,020.49	1,031,328.00	(82,692.49)	(8.02)%
Deferred Compensation	5015	12,994.00	22,100.00	9,106.00	41.20%
Overtime - Strike Team	5016	1,239,319.51	515,000.00	(724,319.51)	(140.64)%
Contract Services	5018	67,712.41	70,000.00	2,287.59	3.27%
Worker's Compensation Recovery	5019	(50,338.43)	(80,000.00)	(29,661.57)	37.08%
Payroll Taxes -FICA,SUI	5042	121,307.02	181,086.00	59,778.98	33.01%
Payroll Processing Fees	5043	9,085.30	22,000.00	12,914.70	58.70%
Retirement Contributions	5044	3,168,991.81	5,704,391.00	2,535,399.19	44.45%
Life/Health Insurance-Permanent Employees	5060	803,543.60	1,466,892.00	663,348.40	45.22%
Employee's-Health Insurance Contribution	5061	(100,130.04)	(136,956.00)	(36,825.96)	26.89%
Retiree Health Insurance	5062	691,019.79	1,275,000.00	583,980.21	45.80%
Retiree-Health Insurance Contribution	5063	(189,948.42)	(350,000.00)	(160,051.58)	45.73%
Unemployment Insurance	5064	58.50	11,000.00	10,941.50	99.47%
Retiree-Health OPEB Contribution	5065	0.00	475,482.00	475,482.00	100.00%
Vision Insurance	5066	10,718.56	20,976.00	10,257.44	48.90%
Pension Rate Stabilization	5067	0.00	1,562,792.00	1,562,792.00	100.00%
Workers' Compensation Insurance	5070	611,788.00	1,386,576.00	774,788.00	55.88%
Total Salaries & Benefits		<u>13,373,644.35</u>	<u>23,598,422.00</u>	<u>10,224,777.65</u>	<u>43.33%</u>
Operating Expense					
Office Supplies	6100	6,072.47	8,400.00	2,327.53	27.71%
Postage	6101	1,682.56	3,000.00	1,317.44	43.91%
Books & Periodicals	6102	159.00	2,460.00	2,301.00	93.54%
Printer Ink Cartridges	6103	617.24	2,500.00	1,882.76	75.31%
Telephone/Communication	6110	37,055.70	47,200.00	10,144.30	21.49%
Dispatch/Comm Center Services w/ AVL MDT	6111	0.00	188,700.00	188,700.00	100.00%
Utilities- Sewer	6120	3,827.73	5,000.00	1,172.27	23.45%
Utilities-Garbage	6121	9,353.13	14,150.00	4,796.87	33.90%
Utilities-PG&E	6122	45,129.63	69,900.00	24,770.37	35.44%
Utilities-Water	6123	12,093.62	21,100.00	9,006.38	42.68%
Utilities-Medical Waste	6124	1,080.82	2,200.00	1,119.18	50.87%
Small Tools & Instruments	6130	7,778.12	8,000.00	221.88	2.77%
Minor Equipment/Furniture	6131	0.00	1,500.00	1,500.00	100.00%
Computer Equipment & Supplies	6132	326.05	2,000.00	1,673.95	83.70%
Gas Power Chain Saw/Other Equipmen	6133	3,059.43	6,800.00	3,740.57	55.01%
Fire Trail Grading	6135	4,410.71	25,000.00	20,589.29	82.36%

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
50 - General Fund  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Fire Fighting Equipment & Supplies	6137	0.00	7,000.00	7,000.00	100.00%
Fire Fighting Equipment-Hoses & Nozzles	6138	0.00	6,000.00	6,000.00	100.00%
Fire Fighting Equipment-Class A Foam	6139	0.00	15,000.00	15,000.00	100.00%
Medical & Lab Supplies	6140	62,405.47	115,000.00	52,594.53	45.73%
Food Supplies	6150	182.48	5,500.00	5,317.52	96.68%
Safety Clothing & Personal Supplies	6160	26,285.67	95,000.00	68,714.33	72.33%
Household Expense	6170	7,314.55	17,000.00	9,685.45	56.97%
Household Expense-Linen	6171	3,565.23	6,440.00	2,874.77	44.64%
Public & Legal Notices	6190	2,064.40	10,000.00	7,935.60	79.36%
Dues, Memberships & Professional Fees	6200	9,942.63	8,150.00	(1,792.63)	(22.00)%
EMT/Paramedic Licensure Fees	6201	2,110.00	4,000.00	1,890.00	47.25%
Rent & Leases (Equipment)	6250	14,969.61	30,500.00	15,530.39	50.92%
Computer Software & Maintenance	6251	59,082.09	76,600.00	17,517.91	22.87%
Website Development & Maintenance	6252	4,800.00	6,800.00	2,000.00	29.41%
EPA ID# Verification Fee	6264	0.00	150.00	150.00	100.00%
CCC HazMat Plan (CUPA)	6265	3,615.00	3,000.00	(615.00)	(20.50)%
BAAQMD & Environmental Health Fees	6266	150.00	900.00	750.00	83.33%
Air Monitor Maintenance & Replacement	6269	1,825.54	1,300.00	(525.54)	(40.43)%
Maintenance -- Equipment	6270	36,844.56	51,000.00	14,155.44	27.76%
Central Garage Repairs	6271	180,874.02	180,000.00	(874.02)	(0.49)%
Central Garage Gasoline & Oil	6272	33,751.80	65,000.00	31,248.20	48.07%
Central Garage Tires	6273	2,294.83	10,000.00	7,705.17	77.05%
Service/Repair Fuel System Dispensers	6274	0.00	2,500.00	2,500.00	100.00%
Aerial Ladder & Pump Testing	6275	0.00	1,000.00	1,000.00	100.00%
Smog Inspections	6276	0.00	500.00	500.00	100.00%
Air Compressor Quarterly Service	6278	0.00	6,000.00	6,000.00	100.00%
Hydro Test SCBA & Oxy Cylinder	6279	0.00	2,500.00	2,500.00	100.00%
Tank Testing	6280	0.00	1,120.00	1,120.00	100.00%
Maintenance -- Building	6281	30,768.22	91,000.00	60,231.78	66.19%
Maintenance -- Grounds	6282	9,816.49	12,400.00	2,583.51	20.83%
Meetings & Travel Expenses	6303	0.00	1,500.00	1,500.00	100.00%
Employee Assistance Program	6309	9,800.00	9,800.00	0.00	0.00%
Medical - Pre-Emp Processing and Annual Exams	6311	1,468.40	30,000.00	28,531.60	95.11%

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
50 - General Fund  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Ambulance Billing Administration Fees	6312	28,261.25	60,000.00	31,738.75	52.90%
Outside Attorney Fees	6313	113,932.36	150,000.00	36,067.64	24.05%
CCC County Tax Administration Fee	6316	0.00	196,900.00	196,900.00	100.00%
Professional Services	6317	24,124.53	37,000.00	12,875.47	34.80%
Professional Services - Labor Negotiator	6318	1,328.00	75,000.00	73,672.00	98.23%
Professional Services - Technology	6319	80,882.71	205,452.00	124,569.29	60.63%
Professional Services - Pre-Employment Investigations	6320	6,280.50	5,000.00	(1,280.50)	(25.61)%
Professional Services - Promotional Exams & Recruitment	6321	777.18	2,000.00	1,222.82	61.14%
Exterior Hazard Removal	6323	14,100.00	25,000.00	10,900.00	43.60%
Professional Services-Prop Tax Audit & Forecasting	6326	0.00	7,350.00	7,350.00	100.00%
Professional Services	6327	0.00	14,000.00	14,000.00	100.00%
Testing Materials & Training Props	6354	3,949.98	20,000.00	16,050.02	80.25%
Career Development Classes	6357	6,331.50	25,000.00	18,668.50	74.67%
Training & Education Classes-Paramedic & EMT CE	6360	9,799.00	10,000.00	201.00	2.01%
District Sponsored Training-Mandated	6361	3,950.88	20,000.00	16,049.12	80.25%
Election Expense	6465	0.00	20,000.00	20,000.00	100.00%
Recruiting Costs	6470	0.00	15,000.00	15,000.00	100.00%
Strike Team Supplies	6474	42,633.36	6,900.00	(35,733.36)	(517.87)%
Community Emergency Response Team	6475	302.41	8,000.00	7,697.59	96.22%
Exercise Supplies/Maint.	6476	94.13	4,000.00	3,905.87	97.65%
Recognition Supplies	6478	138.45	2,450.00	2,311.55	94.35%
Other Special Departmental Exp	6479	55,623.34	160,900.00	105,276.66	65.43%
Public Education Supplies	6480	26.43	1,000.00	973.57	97.36%
LAFCO	6482	14,773.69	18,000.00	3,226.31	17.92%
Emergency Preparedness Expense	6484	2,549.31	10,000.00	7,450.69	74.51%
Misc. Services & Supplies	6490	3,839.02	28,300.00	24,460.98	86.43%
Fire Chief Contingency	6491	48,639.66	250,000.00	201,360.34	80.54%
Property & Liability Insurance	6540	57,646.00	57,000.00	(646.00)	(1.13)%
<b>Total Operating Expense</b>		<u>1,156,560.89</u>	<u>2,714,822.00</u>	<u>1,558,261.11</u>	<u>57.40%</u>
<b>Other Expense</b>					
Bank Fees	7510	2,458.58	3,000.00	541.42	18.05%
County Tax Collection Fees	7530	251.39	300.00	48.61	16.20%
<b>Total Other Expense</b>		<u>2,709.97</u>	<u>3,300.00</u>	<u>590.03</u>	<u>17.88%</u>
<b>Total Expenditures</b>		<u>14,532,915.21</u>	<u>26,316,544.00</u>	<u>11,783,628.79</u>	<u>44.78%</u>

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
50 - General Fund  
From 7/1/2020 Through 1/31/2021

	Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Excess of Revenues Over/ (Under) Expenditures	<u><del>12,145,284.25</del></u>	<u><del>(1,487,659.00)</del></u>	<u><del>13,632,943.25</del></u>	<u><del>(916.40)%</del></u>

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
60 - North Orinda Emergency Fuel Break  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Revenue</b>					
Intergovernmental Revenue					
Misc State Aid/ Grants	4435	236,480.87	0.00	236,480.87	0.00%
Total Intergovernmental Revenue		236,480.87	0.00	236,480.87	0.00%
Total Revenue		236,480.87	0.00	236,480.87	0.00%
<b>Expenditures</b>					
Salaries & Benefits					
Temporary Salaries	5013	5,003.20	4,000.00	(1,003.20)	(25.08)%
Payroll Taxes -FICA,SUI	5042	175.47	306.00	130.53	42.66%
Total Salaries & Benefits		5,178.67	4,306.00	(872.67)	(20.27)%
Operating Expense					
Exterior Hazard Removal	6323	214,435.53	212,000.00	(2,435.53)	(1.15)%
Total Operating Expense		214,435.53	212,000.00	(2,435.53)	(1.15)%
Total Expenditures		219,614.20	216,306.00	(3,308.20)	(1.53)%
Excess of Revenues Over/ (Under) Expenditures		16,866.67	(216,306.00)	233,172.67	(107.80)%

**Moraga-Orinda Fire District**  
Statement of Revenues and Expenditures  
90 - Debt Service Fund  
From 7/1/2020 Through 1/31/2021

		Current Period Actual	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue					
Taxes					
Property Tax-Current Secured	4010	3,884,311.00	3,884,311.00	0.00	0.00%
Total Taxes		3,884,311.00	3,884,311.00	0.00	0.00%
Use of Money & Property					
Investment Earnings	4181	1.19	500.00	(498.81)	(99.76)%
Total Use of Money & Property		1.19	500.00	(498.81)	(99.76)%
Other Revenue					
Transfers In	4999	462,024.71	922,948.00	(460,923.29)	(49.94)%
Total Other Revenue		462,024.71	922,948.00	(460,923.29)	(49.94)%
Total Revenue		4,346,336.90	4,807,759.00	(461,422.10)	(9.60)%
Expenditures					
Other Expense					
Pension Obligation Bond Principal Payment	7900	3,265,000.00	3,265,000.00	0.00	0.00%
Pension Obligation Bond Interest Payment	7901	222,609.15	359,527.00	136,917.85	38.08%
Apparatus Lease Principal Payment	7902	289,470.19	581,689.00	292,218.81	50.24%
Apparatus Lease Interest Payment	7903	11,154.47	19,560.00	8,405.53	42.97%
Lease Agreement Station 43 Principal	7906	128,000.00	256,000.00	128,000.00	50.00%
Lease Agreement Station 43 Interest	7907	33,400.05	65,699.00	32,298.95	49.16%
Total Other Expense		3,949,633.86	4,547,475.00	597,841.14	13.15%
Total Expenditures		3,949,633.86	4,547,475.00	597,841.14	13.15%
Excess of Revenues Over/ (Under) Expenditures		396,703.04	260,284.00	136,419.04	52.41%



# Moraga-Orinda Fire District

QUARTERLY INVESTMENT REPORT						
DECEMBER 31, 2020						
Type of Investment	Financial Institution	Date of Maturity	Par Value/ Original	Market Value	Rate of Interest	Fiscal Year-to-Date
Cash	Contra Costa County	N/A	\$ 42,374	\$ 42,374	0.00%	\$ -
Cash	Citibank	N/A	236,785	236,785	0.00%	\$ -
Local Agency Investment Fund	Local Agency Investment Fund	N/A	9,900,723	9,923,211	0.63%	\$ 18,424
Money Market	Wells Fargo Government Money Market Fund	N/A	3,884,311	3,884,311	0.22%	\$ 1
<b>Total</b>			<b>\$ 14,064,193</b>	<b>\$ 14,086,681</b>		<b>\$ 18,425</b>
Average Weighted Yield	0.50%					
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 alteratvie 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 rolls 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 credit risk.						
The December 2020 investments are in accordance with the District adopted investment policy.						
Gloriann Sasser Administrative Services Director January 28, 2021						

**Wittman Enterprises LLC**  
**Moraga-Orinda Fire District**  
**Ambulance Billing Fiscal Year 2021 Revenue to Date**  
**As of December 31, 2020**

	<b>GROSS REVENUE</b>	<b>MCARE WRITE</b>	<b>MCAL WRITE</b>	<b>RESIDENT</b>	<b>OTHER</b>	<b>CONTRACTUAL</b>	<b>CASH RECEIPTS</b>	<b>REFUNDS (8)</b>	<b>NET RECEIPTS (9)</b>	<b>BAD DEBT</b>	<b>ADJ (11)</b>	<b>NEW A/R</b>
	<b>(1)</b>	<b>OFFS (2)</b>	<b>OFFS (3)</b>	<b>WRITE OFFS (4)</b>	<b>WRITE OFFS (5)</b>	<b>NET REVENUE (6)</b>	<b>(7)</b>			<b>WRITE OFFS</b>		<b>BALANCE (12)</b>
JULY '20	\$ 311,891.50	\$ 137,961.31	\$ 32,204.84	\$ 27,302.89	\$ -	\$ 114,422.46	\$ 117,446.81	\$ 12,465.90	\$ 104,980.91	\$ -	\$ (10,094.20)	\$ 589,309.21
AUGUST '20	\$ 302,267.10	\$ 148,181.78	\$ 13,756.11	\$ 57,131.58	\$ 5,493.86	\$ 77,703.77	\$ 88,139.79	\$ -	\$ 88,139.79	\$ -	\$ (3,760.35)	\$ 575,112.84
SEPTEMBER '20	\$ 331,519.30	\$ 186,533.47	\$ 34,456.41	\$ 29,564.98	\$ 2,303.00	\$ 78,661.44	\$ 80,161.77	\$ -	\$ 80,161.77	\$ 38,493.80	\$ 2,649.00	\$ 537,767.71
OCTOBER '20	\$ 330,254.50	\$ 150,799.73	\$ 26,662.25	\$ 9,078.04	\$ 2,304.61	\$ 141,409.87	\$ 108,641.37	\$ -	\$ 108,641.37	\$ -	\$ (631.00)	\$ 569,905.21
NOVEMBER '20	\$ 304,019.40	\$ 152,621.43	\$ 9,830.56	\$ 43,345.84	\$ 377.57	\$ 97,844.00	\$ 58,845.09	\$ 2,668.04	\$ 56,177.05	\$ -	\$ (3,646.35)	\$ 607,925.81
DECEMBER '20	\$ 381,713.20	\$ 171,151.25	\$ 29,577.99	\$ 32,025.07	\$ 2,270.75	\$ 146,688.14	\$ 95,130.40	\$ -	\$ 95,130.40	\$ -	\$ (356.77)	\$ 659,126.78
JANUARY '21						\$ -			\$ -			
FEBRUARY '21						\$ -			\$ -			
MARCH '21						\$ -			\$ -			
APRIL '21						\$ -			\$ -			
MAY '21						\$ -			\$ -			
JUNE '21						\$ -			\$ -			

**YEAR TO DATE**

<b>TOTALS</b>	\$ 1,961,665.00	\$ 947,248.97	\$ 146,488.16	\$ 198,448.40	\$ 12,749.79	\$ 656,729.68	\$ 548,365.23	\$ 15,133.94	\$ 533,231.29	\$ 38,493.80	\$ (15,839.67)	
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**YTD PERCENTAGE  
OF REVENUE**

	48.29%	7.47%	10.12%	0.65%	33.48%	27.95%	0.77%	27.18%	1.96%	-0.81%		
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**YTD PERCENTAGE  
OF NET REVENUE**

81.19%

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 District

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**TO:** Board of Directors

**FROM:** David Winnacker, Fire Chief  
Gloriann Sasser, Administrative Services Director

**DATE:** February 17, 2021

**SUBJECT:** Item 9.1 - Mid-Year Budget Review FY2021 and Approval of General Fund Revenue Budget Adjustment Increase in the Amount of \$3,069,285 and General Fund Expenditure Budget Adjustment Increase in the Amount of \$2,022,202

## **Background**

Staff has conducted a mid-year budget review of the District's Fiscal Year 2021 Budget. The review allows us to take a broad look at the District's financial picture at the mid-point of the fiscal year. The review included a detailed examination of revenue and expenditures. Current financial reports are attached for your information. The financial reports contain updated revenue and expenditure projections for the current fiscal year.

The development of the 2021 Annual Operating Budget occurred at the beginning of the COVID-19 pandemic. At the time, there were many economic uncertainties. The Government Finance Officers' Association recommended local governments maintain budget flexibility by budgeting revenues conservatively low and budgeting expenditures conservatively high. The original budget adopted in June 2020 was prepared based on this recommendation and reflected a General Fund deficit of \$1.5M. The Budget includes appropriations for a contribution to the OPEB trust account of \$475K and to the pension rate stabilization trust in the amount of \$1.56M. The original budget projected a Capital Projects Fund surplus of \$140K and a Debt Service Fund surplus of \$260K.

Based on updated revenue and expenditure projections, the Mid-Year Budget Review now projects a General Fund deficit of \$441K, a Capital Projects Fund surplus of \$210K and a Debt Service Fund surplus of \$260K.

## **Overview of the Mid-Year Budget Review**

The updated revenue projections are generally consistent with the original amounts projected in the Budget. Property tax revenue, the District's most important revenue source, is projected to exceed budget \$77K or 0.3%. The notable revenue exceptions are ambulance fees and strike team revenue, which are discussed in detail below.

The updated salaries and benefits expenditure projections are forecast to exceed budget \$1.9M primarily due to overtime (\$819K) and strike team overtime (\$1.5K). Operating expenses are forecast to exceed budget \$167K. These items are discussed in detail below.

Staff has proposed mid-year budget adjustments for the General Fund, which are discussed in detail below.

**Present Situation - General Fund Revenue**

The District budgeted property tax revenue of \$23.1M and the current year projection of \$23.2M exceeds budget \$77K or 0.3%. Total property tax revenue is projected to increase 3.8% over FY2020. The current year projection for property tax revenue in the General Fund is \$817K or 3.65% more than the amount received in the prior year (\$22.4M).

Ambulance service revenue, the next most important source of revenue, is expected to exceed budget by \$439K. However, there is still significant uncertainty in this revenue category. At the beginning of COVID the District experienced a 60% reduction in ambulance transports. As a result, ambulance revenue was conservatively budgeted at \$526K. The current year projection for ambulance service revenue is \$965K or 28.68% less than the amount received in the prior year (\$1.4M) and 44.90% less than the amount received in FY2019 (\$1.8M.) Ambulance transports have rebounded somewhat from the beginning of COVID but are still less than recent years:

Ambulance Transports	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
FY2021	110	117	118	119	108	135						
FY2020	144	152	141	148	145	175	160	143	131	77	97	131
FY2019	139	163	145	184	144	162	150	145	170	155	148	127
FY2018	117	130	129	149	128	157	174	150	180	153	161	120

Charges for fire prevention services/plan reviews were also budgeted conservatively and are projected to exceed budget \$136K. In July and August 2020 a developer paid for plan reviews for 34 new homes in Wilder, resulting in meeting the budgeted revenue in the first quarter. The current year projection for fire prevention services revenue is \$210K or 12.93% less than the amount received in the prior year (\$241K) and 34.53% less than the amount received in FY2019 (\$321K.) Plan review revenue is less than recent years due to COVID-19 as follows:

Fiscal Year	Plan Review Revenue
2021 (Projected)	\$150,000
2020	272,114
2019	256,485
2018	212,061
2017	264,625

Strike team cost recovery revenue is projected to exceed budget by \$2.4M due to increased strike team activity. This revenue increase is partially offset by an increase in overtime expenditures. Strike team cost recovery revenue is volatile and fluctuates annually as follows:

Fiscal Year	Strike Team Cost Recovery Revenue	Strike Team Overtime	Strike Team Net
2021 (Projected)	\$3,000,000	\$2,000,000	\$1,000,000
2020	424,783	263,608	161,175
2019	849,879	469,948	379,931
2018	1,143,841	701,322	442,519
2017	538,580	333,095	205,485

## **Present Situation – General Fund Expenditures**

Total District General Fund expenditures for fiscal year 2021 are projected to exceed budget \$2.0M primarily due to increased overtime (\$819K) and strike team overtime (\$1.5K). Notable General Fund expenditures are discussed as follows:

- Permanent salaries are projected less than budget by \$223K primarily due to four vacant firefighter paramedic positions.
- Overtime is projected to exceed budget by \$819K due to the four vacant firefighter paramedic positions and increased leave usage (additional information below.)
- Strike team overtime is projected to exceed budget by \$1.485M due to increased strike team activity.
- Contract services is projected at \$135K due to outsourcing fire inspector/plan review work.
- Retirement contributions are projected less than budget \$204K due to position vacancies
- Health insurance is projected less than budget \$32K due to position vacancies
- The budget includes the budgeted OPEB trust pre-funding contribution of \$475K for retiree health benefits. A separate agenda item is included for the Board to determine this contribution. Annual OPEB contributions have occurred as follows:

Fiscal Year	OPEB Contribution
2021 (Budget)	\$475,482
2020	559,108
2019	407,733
2018	374,000
2017	256,000
2016	94,000
2015 (Inception)	84,000

- The budget includes a pension rate stabilization trust contribution of \$1.6M. A separate agenda item is included for the Board to determine this contribution. This contribution results in decreasing unrestricted fund balance/reserves and increasing restricted fund balance/reserves. Annual contributions have occurred as follows:

Fiscal Year	Pension Trust Contribution
2021 (Budget)	\$1,562,792
2020	1,023,850
2019	1,100,000
2018	374,000
2017 (Inception)	300,000

- Operating expenses are projected to exceed budget \$167K primarily due to increased fleet repair/maintenance costs, increased usage of attorneys related to fire prevention updates and increased strike team supplies expenditures.

The General Fund is projected to end the year with a deficit of \$441K.

## **COVID Costs**

The FY2021 budget includes \$150K for COVID expenditures. Through quarter two, \$20,185 has been spent on items and services this fiscal year including:

- Respirators - \$5,956
- EMS Backpacks/Medic Bags - \$2,416
- COVID testing - \$375
- Professional cleaning of Station 45 - \$1,840
- Gowns, masks, hand sanitizer and other COVID supplies - \$1,518
- Protector cases for emergency medical supplies - \$701
- Laptops and printers for administration employees required to work at home - \$3,165

The Rescue One Foundation donated \$1,800 to the District in July 2020 to pay for jumpsuits to reduce COVID exposure.

### **Leave Usage**

Leave usage through quarter two of the fiscal year compared to quarter two of prior fiscal years is as follows:

	Actual Hours			2020 Percentage Increase Above	
	2020	2019	2018	2019	2018
<b>Sick Leave</b>	5,589	2,667	2,536	110%	120%
<b>Vacation</b>	6,123	4,769	4,553	28%	34%
<b>Other</b>	1,025	220	172	366%	498%
<b>Total</b>	12,737	7,656	7,260	66%	75%

### **Present Situation – Other Post Employment Benefits – Retiree Healthcare Plan**

In 2015 the District established an OPEB trust account and began funding retiree health benefits. There are several advantages to funding OPEB including:

- Earnings on assets reduce employer costs
- Continued reduction of the District's net OPEB obligation
- Pre-funding OPEB is considered a best practice by the Government Finance Officers' Association.

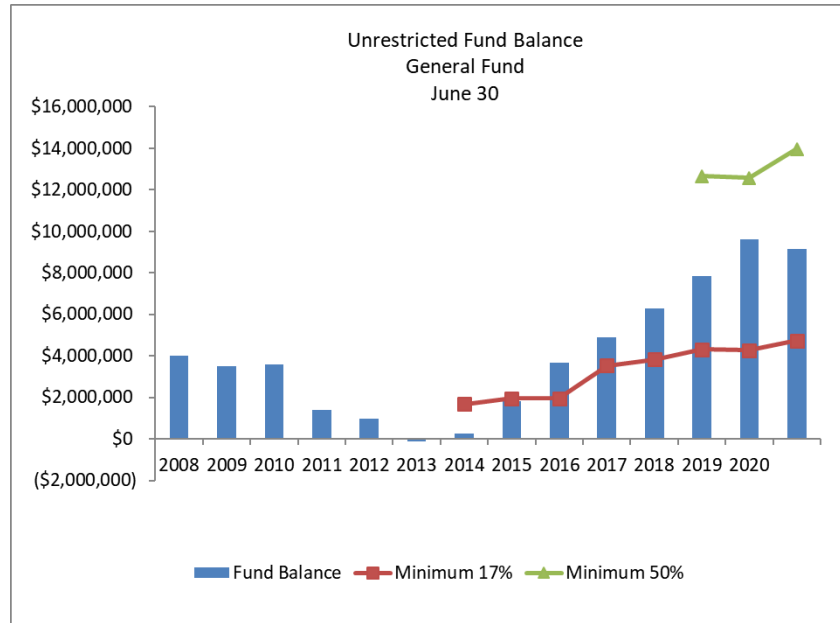
As of December 31, 2020, the balance in the District's OPEB trust account was \$2.352M and the 1-year investment return was 15.52%. The current year contribution budgeted at \$475K has not been made and is included as a separate agenda item.

### **Present Situation – Pension Rate Stabilization Program**

In 2017 the District established a pension rate stabilization program trust account. The purpose of the account is to set aside money to prefund pension costs. As of December 31, 2020, the balance in the District's pension trust account was \$3.55M and the 1-year investment return was 15.33%. The current year contribution budgeted at \$1.56M has not been made and is included as a separate agenda item.

## **Fund Balance Policy**

The District's fund balance policy states the District will maintain a minimum fund balance of unrestricted fund balance in the General Fund of at least 17% of budgeted General Fund revenue at fiscal year-end with a long-term goal of achieving a 50% year-end General Fund balance. It is projected the General Fund balance at June 30, 2021 will be 32.9% of budgeted General Fund revenue, which exceeds the minimum but is less than goal.



## **Present Situation - Capital Projects Fund Revenue and Expenditures**

The Capital Projects Fund has a projected surplus of \$140K. Fire flow tax revenue has been received and exceeds budget \$5K. Revenue and expenditures are tracking appropriately. No budget adjustments are necessary. Two planned capital projects were deferred during the FY2021 budget process: Station 41/Administration remodel (\$1M) and Station 45 remodel architect (\$500K.)

## **Present Situation - Debt Service Fund Revenue and Expenditures**

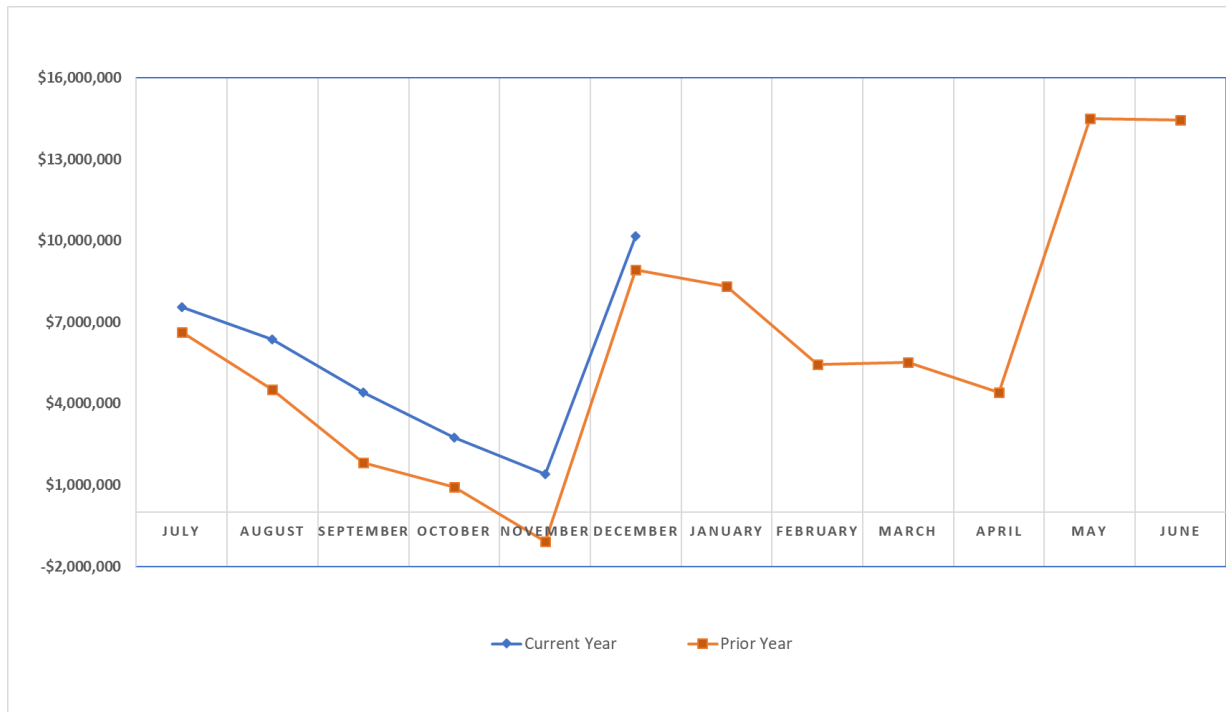
The Debt Service Fund Budget projected a surplus of \$260K. Actual results are trending appropriately. No budget adjustments are necessary.

## **Present Situation – North Orinda Emergency Fuel Break Fund Revenue and Expenditures**

The District contracted with the State of California to build a fuel break in North Orinda in the amount of \$4,250,000. The project is complete and the District has received payment-in-full from the State of California in the amount of \$4,250,000. The contract provisions included an administrative fee of 12% paid to the District. The administrative fee has been received and resulted in fund balance in the North Orinda Emergency Fuel Break Fund in the amount of \$446,887. The transfer of the fund balance will be considered by the Board as a separate agenda item.

## **Cash Flow Analysis**

On July 1, 2020, the District had \$14.4M in cash and investments. The latest major cash inflow occurred in December 2020 when the District received a cash payment from the County for property tax payments (\$14.1M.) The District had significant cash outflow for strike team overtime (\$1.1M) and did not begin to receive reimbursement until January 2021. The District also had cash outflow for the North Orinda Emergency Fuel Break project (\$208K) that was not received from the State until January 2021. The District has received payment-in-full from the State for the Fuel Break contract. The District utilized the Teeter Plan in early December for \$400K.



### **Budget Preparation Fiscal Year 2022 Budget**

Looking ahead to the upcoming 2022 budget preparation process, the District is currently in negotiations with Local 1230 and the Moraga-Orinda Fire Chief Officers Association. Salary increases are unknown at this time. CCCERA rates for 2022 were set by the retirement board in October 2020. The actual Safety Legacy rates set by CCCERA are 0.55% higher than the current year rates (72.97% v. 72.57%.) The actual Safety PEPRA rates will decrease 1.50% (62.44% v. 63.39%.)

### **Mid-Year Budget Adjustment**

Mid-year budget adjustments are recommended as follows:

General Fund Revenue Budget increase totals \$3,069,285 as follows:

Property taxes	\$76,532
Intergovernmental revenue	11,867
Charges for service	136,349
Ambulance revenue	439,000
Other revenue	<u>2,405,537</u>

Total	<u>\$3,069,285</u>
-------	--------------------

General Fund Expenditure Budget increase totals \$2,022,202 as follows:

Salaries and benefits	\$1,855,541
Operating expense	<u>166,661</u>
Total	<u>\$2,022,202</u>

**Recommended Action**

Staff recommends the Board approve the following FY2021 budget adjustments:

- General Fund revenue increase \$3,069,285
- General Fund expenditure increase \$2,022,202

**Attachments**

Attachment A – Statement of Revenues and Expenditures

**Moraga-Orinda Fire District**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	<u>Current</u> <u>Period Actual</u>	<u>Budget</u>	<u>Projected</u> <u>Actual FY</u> <u>2021</u>	<u>Projected</u> <u>Variance</u>
Revenue				
Taxes				
Property Tax-Current Secured	\$22,084,673	\$22,080,300	\$22,084,673	\$4,373
Property Tax-Supplemental	37,869	300,000	300,000	0
Property Tax-Unitary	232,159	200,000	232,159	32,159
Property Tax-Curr Unsecured	644,331	625,000	665,000	40,000
Prop Tax- Prior Secured	(27,344)	(50,000)	(50,000)	0
Prop Tax-Prior Supplement	(538)	(40,000)	(40,000)	0
Prop Tax Prior Unsecured	4,447	(10,000)	(10,000)	0
Total Property Taxes	<u>22,975,597</u>	<u>23,105,300</u>	<u>23,181,832</u>	<u>76,532</u>
Investment Earnings	<u>10,835</u>	<u>35,000</u>	<u>35,000</u>	<u>0</u>
Intergovernmental Revenue				
Homeowners Relief Tax	0	149,000	149,000	0
State Mandated Costs Reimbursement	11,171	0	11,171	11,171
Federal Grants - SAFER	166,571	232,821	233,705	884
Other/In Lieu of Taxes	978	900	978	78
Measure H-Emerg Med Ser Subsid	0	85,514	85,248	(266)
Total Intergovernmental Revenue	<u>178,720</u>	<u>468,235</u>	<u>480,102</u>	<u>11,867</u>
Charges for Service				
Permits	3,120	500	4,000	3,500
Plan Review	133,825	50,000	150,000	100,000
Inspection Fees	1,305	2,000	2,000	0
Weed Abatement Charges	52,549	20,000	52,549	32,549
Reports/ Photocopies	563	350	650	300
Other Charges for Service	606	1,000	1,000	0
Total Charges for Service	<u>191,968</u>	<u>73,850</u>	<u>210,199</u>	<u>136,349</u>
Charges for Service-Ambulance				
Ambulance Service Fees	607,891	600,000	1,100,000	500,000
Ambulance Write Offs	(8,394)	(100,000)	(100,000)	0
Ambulance Collection Recovery	3,648	1,000	5,000	4,000
Ground Emergency Medical	(11,693)	25,000	(40,000)	(65,000)
Total Ambulance	<u>591,452</u>	<u>526,000</u>	<u>965,000</u>	<u>439,000</u>
Other Revenue				
Strike Team Cost Recovery	2,346,923	600,000	3,000,000	2,400,000
Other Revenue & Financing Sources	0	18,000	18,000	0
Other Revenue-Misc.	2,499	1,000	3,000	2,000
Misc Rebates & Refunds	2,265	1,000	3,000	2,000
Sale of Surplus Property	1,804	500	1,800	1,300
Transfers In	237	0	237	237
Total Other Revenue	<u>2,353,728</u>	<u>620,500</u>	<u>3,026,037</u>	<u>2,405,537</u>
Total Revenue	<u>26,302,300</u>	<u>24,828,885</u>	<u>27,898,170</u>	<u>3,069,285</u>

**Moraga-Orinda Fire District**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	<u>Current</u> <u>Period Actual</u>	<u>Budget</u>	<u>Projected</u> <u>Actual FY</u> <u>2021</u>	<u>Projected</u> <u>Variance</u>
<b>Expenditures</b>				
<b>Salaries &amp; Benefits</b>				
Permanent Salaries	4,964,957	10,323,118	10,100,000	(223,118)
Temporary Salaries	50,320	97,637	97,637	0
Overtime	978,833	1,031,328	1,850,000	818,672
Deferred Compensation	11,102	22,100	22,500	400
Overtime - Strike Team	1,116,239	515,000	2,000,000	1,485,000
Contract Services	56,463	70,000	135,000	65,000
Worker's Compensation	(45,141)	(80,000)	(80,000)	0
Payroll Taxes -FICA,SUI	105,378	181,086	210,000	28,914
Payroll Processing Fees	8,143	22,000	22,000	0
Retirement Contributions	2,710,291	5,704,391	5,500,000	(204,391)
Health Insurance	681,770	1,466,892	1,435,000	(31,892)
Employee's-Health Insurance	(82,005)	(136,956)	(185,000)	(48,044)
Retiree Health Insurance	590,506	1,275,000	1,215,000	(60,000)
Retiree-Health Insurance	(160,328)	(350,000)	(325,000)	25,000
Unemployment Insurance	58	11,000	11,000	0
Retiree-Health OPEB	0	475,482	475,482	0
Vision Insurance	9,241	20,976	20,976	0
Pension Rate Stabilization	0	1,562,792	1,562,792	0
Workers' Compensation	611,788	1,386,576	1,386,576	0
<b>Total Salaries &amp; Benefits</b>	<u>11,607,615</u>	<u>23,598,422</u>	<u>25,453,963</u>	<u>1,855,541</u>
<b>Operating Expense</b>				
Office Supplies	5,225	8,400	8,400	0
Postage	1,462	3,000	3,000	0
Books & Periodicals	159	2,460	2,460	0
Printer Ink Cartridges	617	2,500	2,500	0
Telephone/Communication	31,273	47,200	47,200	0
Dispatch/Comm Center Services	0	188,700	188,700	0
Utilities- Sewer	3,828	5,000	5,000	0
Utilities-Garbage	7,976	14,150	14,150	0
Utilities-PG&E	37,129	69,900	69,900	0
Utilities-Water	10,845	21,100	21,100	0
Utilities-Medical Waste	1,081	2,200	2,200	0
Small Tools & Instruments	5,187	8,000	8,000	0
Minor Equipment/Furniture	1,072	1,500	1,500	0
Computer Equipment & Supplies	791	2,000	2,000	0
Gas Power Chain Saw/Other	2,480	6,800	6,800	0
Fire Trail Grading	4,411	25,000	25,000	0
Fire Fighting Equipment &	0	7,000	7,000	0
Fire Fighting Equipment-Hoses &	0	6,000	6,000	0
Fire Fighting Equipment-Class A	0	15,000	15,000	0

**Moraga-Orinda Fire District**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	Current		Projected	
	Period Actual	Budget	Actual FY 2021	Projected Variance
Medical & Lab Supplies	60,939	115,000	115,000	0
Food Supplies	182	5,500	5,500	0
Safety Clothing & Personal	26,763	95,000	95,000	0
Household Expense	6,002	17,000	17,000	0
Household Expense-Linen	3,017	6,440	6,440	0
Public & Legal Notices	1,779	10,000	10,000	0
Dues, Memberships &	4,038	8,150	8,150	0
EMT/Paramedic Licensure Fees	1,650	4,000	4,000	0
Rent & Leases (Equipment)	13,106	30,500	30,500	0
Computer Software &	52,508	76,600	76,600	0
Website Development & Mtc	4,800	6,800	6,800	0
EPA ID# Verification Fee	0	150	150	0
CCC HazMat Plan (CUPA)	3,615	3,000	3,615	615
BAAQMD & Environmental	150	900	900	0
Air Monitor Maintenance &	1,826	1,300	1,826	526
Maintenance -- Equipment	29,340	51,000	71,000	20,000
Central Garage Repairs	116,814	180,000	280,000	100,000
Central Garage Gasoline & Oil	30,358	65,000	65,000	0
Central Garage Tires	2,295	10,000	10,000	0
Service/Repair Fuel System	0	2,500	2,500	0
Aerial Ladder & Pump Testing	0	1,000	1,000	0
Smog Inspections	0	500	500	0
Air Compressor Quarterly	0	6,000	6,000	0
Hydro Test SCBA & Oxy Cylinder	0	2,500	2,500	0
Tank Testing	0	1,120	1,120	0
Maintenance -- Building	27,736	91,000	91,000	0
Maintenance -- Grounds	7,720	12,400	12,400	0
Meetings & Travel Expenses	110	1,500	1,500	0
Employee Assistance Program	0	9,800	9,800	0
Medical - Pre-Emp Processing	1,300	30,000	30,000	0
Ambulance Billing	23,219	60,000	60,000	0
Outside Attorney Fees	53,334	150,000	200,000	50,000
CCC County Tax Administration	0	196,900	196,900	0
Professional Services	23,753	37,000	32,000	(5,000)
Prof - Labor Negotiator	150	75,000	75,000	0
Prof Services - Technology	65,018	205,452	205,452	0
Prof Services - Pre-Employment	0	5,000	5,000	0
Prof Services - Promotional	0	2,000	2,000	0
Exterior Hazard Removal	14,100	25,000	25,000	0
Professional Services-Prop Tax	0	7,350	7,350	0
Professional Services	0	14,000	14,000	0
Testing Materials & Training	3,950	20,000	20,000	0

**Moraga-Orinda Fire District**  
**General Fund**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	<b>Current</b>		<b>Projected</b>	
	<b>Period Actual</b>	<b>Budget</b>	<b>Actual FY</b>	<b>Projected</b>
			<b>2021</b>	<b>Variance</b>
Career Development Classes	4,396	25,000	25,000	0
Training & Education Classes-	4,854	10,000	10,000	0
District Sponsored Training-	4,376	20,000	20,000	0
Election Expense	0	20,000	20,000	0
Recruiting Costs	0	15,000	0	(15,000)
Strike Team Supplies	40,516	6,900	50,000	43,100
Community Emergency	302	8,000	8,000	0
Exercise Supplies/Maint.	0	4,000	4,000	0
Recognition Supplies	138	2,450	2,450	0
Other Special Departmental Exp	55,670	160,900	160,900	0
Public Education Supplies	26	1,000	1,000	0
LAFCO	14,774	18,000	14,774	(3,226)
Emergency Preparedness	2,084	10,000	10,000	0
Misc. Services & Supplies	3,300	28,300	3,300	(25,000)
Fire Chief Contingency	30,945	250,000	250,000	0
Property & Liability Insurance	57,646	57,000	57,646	646
<b>Total Operating Expense</b>	<b>912,135</b>	<b>2,714,822</b>	<b>2,881,483</b>	<b>166,661</b>
Bank Fees	2,252	3,000	3,000	0
County Tax Collection Fees	251	300	300	0
<b>Total Other Expense</b>	<b>2,503</b>	<b>3,300</b>	<b>3,300</b>	<b>0</b>
<b>Total Expenditures</b>	<b>12,522,253</b>	<b>26,316,544</b>	<b>28,338,746</b>	<b>2,022,202</b>
Excess of Revenues Over Exp	<u>\$13,780,047</u>	<u>(\$1,487,659)</u>	(440,576)	<u>\$1,047,083</u>
Fund Balance Unassigned July 1, 2020			<u>9,618,061</u>	
Fund Balance Unassigned Projected June 30, 2021			<u>\$9,177,485</u>	

**Moraga-Orinda Fire District**  
**Capital Projects Fund**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	<u>Current Period Actual</u>	<u>Budget</u>	<u>Projected Actual FY 2021</u>	<u>Projected Variance</u>
<b>Revenue</b>				
Fire Flow Tax	\$1,093,246	\$1,088,000	\$1,093,246	\$5,246
Investment Earnings	3,575	10,000	10,000	0
Federal Grants		300,000	300,000	0
Impact Mitigation Fees	58,000		58,000	58,000
Sale of Surplus Property	6,796		6,796	6,796
Other Revenue	<u>53,258</u>	<u>53,258</u>	<u>53,258</u>	<u>0</u>
<b>Total Revenue</b>	<u><b>1,214,875</b></u>	<u><b>1,451,258</b></u>	<u><b>1,521,300</b></u>	<u><b>70,042</b></u>
<b>Expenditures</b>				
Bank Fees	50	200	200	0
Fire Flow Tax Collection Fees	11,583	14,000	14,000	0
Apparatus/Vehicles	13,578	73,850	73,850	0
Software		300,000	300,000	0
Transfers Out	<u>462,024</u>	<u>922,948</u>	<u>922,948</u>	<u>0</u>
<b>Total Expenditures</b>	<u><b>487,235</b></u>	<u><b>1,310,998</b></u>	<u><b>1,310,998</b></u>	<u><b>0</b></u>
<b>Expenditures Over Revenue</b>	<u><u><b>\$727,640</b></u></u>	<u><u><b>\$140,260</b></u></u>	<u><b>210,302</b></u>	<u><u><b>\$70,042</b></u></u>
<b>Fund Balance July 1, 2020</b>			<u><b>4,342,930</b></u>	
<b>Fund Balance Projected June 30, 2021</b>			<u><u><b>\$4,553,232</b></u></u>	

**Moraga-Orinda Fire District**  
**Debt Service Fund**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	<u>Current</u>		<u>Projected</u>	
	<u>Period Actual</u>	<u>Budget</u>	<u>Actual FY</u>	<u>Projected</u>
			<u>2021</u>	<u>Variance</u>
Revenue				
Property Tax-Current Secured	\$3,884,311	\$3,884,311	\$3,884,311	\$0
Investment Earnings	<u>1</u>	<u>500</u>	<u>500</u>	<u>0</u>
Total Revenue	<u>3,884,312</u>	<u>3,884,811</u>	<u>3,884,811</u>	<u>0</u>
Expenditures				
Pension Oblig Bond Principal	3,265,000	3,265,000	3,265,000	0
Pension Oblig Bond Interest	222,609	359,527	359,527	0
Apparatus Lease Principal	289,470	581,689	581,689	0
Apparatus Lease Interest	11,154	19,560	19,560	0
Lease Station 43 Principal	128,000	256,000	256,000	0
Lease Station 43 Interest	<u>33,400</u>	<u>65,699</u>	<u>65,699</u>	<u>0</u>
Total Expenditures	<u>3,949,633</u>	<u>4,547,475</u>	<u>4,547,475</u>	<u>0</u>
Transfers In	<u>462,024</u>	<u>922,948</u>	<u>922,948</u>	<u>0</u>
Excess of Revenues Over Exp	<u>\$396,703</u>	<u>\$260,284</u>	260,284	<u>\$0</u>
Fund Balance July 1, 2020			<u>3,487,608</u>	
Fund Balance Projected June 30, 2021			<u>\$3,747,892</u>	

**Moraga-Orinda Fire District**  
**North Orinda Emergency Fuel Break**  
**Statement of Revenues and Expenditures**  
**July 1, 2020 through December 31, 2020**

	<u>Current Period Actual</u>	<u>Budget</u>	<u>Projected Actual FY 2021</u>	<u>Projected Variance</u>
Revenue				
State Contract	<u>\$236,481</u>	<u>\$0</u>	<u>\$236,481</u>	<u>\$236,481</u>
Total Revenue	<u>236,481</u>	<u>0</u>	<u>236,481</u>	<u>236,481</u>
Expenditures				
Salaries and Benefits	5,179	4,306	5,179	(873)
Exterior Hazard Removal	<u>214,435</u>	<u>212,000</u>	<u>214,435</u>	<u>(2,435)</u>
Total Expenditures	<u>219,614</u>	<u>216,306</u>	<u>219,614</u>	<u>(2,435)</u>
Expenditures Over Revenue	<u>\$16,867</u>	<u>(\$216,306)</u>	16,867	<u>\$238,916</u>
Fund Balance July 1, 2020			<u>430,020</u>	
Fund Balance Projected June 30, 2021			<u>\$446,887</u>	



# Moraga-Orinda Fire District

**TO:** Board of Directors

**FROM:** David Winnacker, Fire Chief  
Gloriann Sasser, Administrative Services Director

**DATE:** February 17, 2021

**SUBJECT:** Item 9.2 – Determine the Amount of the OPEB Trust Contribution and the Amount of the Pension Rate Stabilization Trust Contribution for Fiscal Year 2021 and Authorize the Transfer of District Funds to Complete the Trust Contributions

## **Background**

The District participates in the Public Agency Retirement Services (PARS) Post-Employment Benefits Trust. The District's PARS trust account includes money set-aside for other post - employment benefits (OPEB) retiree medical benefits and money set-aside for the pension rate stabilization program to prefund pension costs. The District makes annual contributions to both accounts. The Board has the authority to decide the amount and timing of any contributions.

## **OPEB Trust Contribution**

The fiscal year 2021 Budget includes \$475,482 for the OPEB contribution. The June 30, 2020 OPEB actuarial valuation report (most recent) calculated a trust contribution of \$331,633. Staff requests Board direction regarding the amount of the OPEB trust contribution. Past contributions have been as follows (total contributions to date \$1,774,841):

Fiscal Year	OPEB Contribution
2021 (Budget)	\$475,482
2020	559,108
2019	407,733
2018	374,000
2017	256,000
2016	94,000
2015 (Inception)	84,000

## **Pension Rate Stabilization Trust Contribution**

The fiscal year 2021 Budget includes \$1,562,792 for the pension rate stabilization trust contribution. Staff requests Board direction regarding the amount of the pension rate stabilization trust contribution. Past contributions have been as follows (total contributions to date \$2,797,850):

Fiscal Year	Pension Trust Contribution
2021 (Budget)	\$1,562,792
2020	1,023,850
2019	1,100,000
2018	374,000
2017 (inception)	300,000

### **Authorize Transfer of District Funds to Complete the Trust Contributions**

Once the Board has determined the amount of the OPEB and pension rate stabilization trust contributions, staff requests the Board authorize the transfer of District funds to complete the trust contributions.

### **Balance and Investment Return Information**

In February 2017, the Board authorized that the money in the PARS trust accounts be invested in the passively managed Capital Appreciation Portfolio with a target rate of return of 7.25%. To date the District has contributed the following to the trusts:

OPEB Trust		Pension Rate Stabilization Trust	
Total Contributions Through Dec. 31, 2020	Balance as of December 31, 2020	Total Contributions Through Dec. 31, 2020	Balance as of December 31, 2020
\$1,774,841	\$2,351,826	\$2,797,850	\$3,555,016

Balance and investment return history is as follows:

Year Ending December 31	OPEB Trust			Pension Rate Stabilization Trust		
	Balance	Investment Return Year to Date*	Investment Return Inception to Date**	Balance	Investment Return Year to Date*	Investment Return Inception to Date***
2020	\$2,351,826	15.52%	8.42%	\$3,555,016	15.33%	10.45%
2019	\$1,451,862	22.28%	9.51%	\$2,009,223	21.97%	9.00%
2018	\$820,768	-6.86%	2.98%	\$651,753	-6.91%	1.84%
2017	\$511,497	15.26%	7.06%	\$329,613	15.95%	7.06%
2016	\$444,974	7.39%				
2015	\$174,449	2.09%				
* Investment return is gross of fees and for the one year period ending December 31						
** Investment return is gross of fees from inception in June 2015						
*** Investment return is gross of fees from inception in April 2017						

### **Recommended Action**

Staff recommends the Board determine the amount of the OPEB trust contribution and the amount of the pension rate stabilization trust contribution for fiscal year 2021 and authorize the transfer of District funds to complete the trust contributions.



# Moraga-Orinda Fire District

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**TO:** Board of Directors

**FROM:** David Winnacker, Fire Chief  
Gloriann Sasser, Administrative Services Director

**DATE:** February 17, 2021

**SUBJECT:** Item 9.3 – Determine Transfer of the Fund Balance in the North Orinda Emergency Fuel Break Fund Generated from the Administrative Fee for the State of California Fuel Break Contract in the Amount of \$446,887 and close the North Orinda Emergency Fuel Break Special Revenue Fund Effective June 30, 2021

## **Background**

In 2019 the District entered into a contract with the State of California, Natural Resources Agency, Department of Forestry and Fire Protection to create the North Orinda Emergency Fuel Break. The project is complete and the District has received payment-in-full from the State of California in the amount of \$4,250,000.

The contract provisions included an administrative fee of 12% paid to the District. The administrative fee has been received and resulted in fund balance in the North Orinda Emergency Fuel Break Fund in the amount of \$446,887.

Now that the project is complete, generally accepted accounting principles require the District to transfer the fund balance out of the North Orinda Emergency Fuel Break Fund and close the fund by June 30, 2021.

The fund balance is considered non-recurring, one-time money because it was from a one-time contract.

## **Options for the Fund Balance**

The Board has several options for the fund balance including the following:

- Transfer the money to the Capital Projects Fund committed for future capital needs
- Transfer the money to the General Fund to increase unrestricted fund balance to move the District closer to the board goal of 50% of budgeted revenue.
- Create a special multi-year fund for fuel mitigation efforts

## **Recommended Action**

Staff recommends the Board determine the transfer of the fund balance in the North Orinda Emergency Fuel Break Fund in the amount of \$446,887 and close the North Orinda Emergency Fuel Break Special Revenue Fund effective June 30, 2021.



# Moraga-Orinda Fire District

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**TO:** Board of Directors  
**FROM:** Dave Winnacker, Fire Chief  
**DATE:** February 17, 2021  
**SUBJECT:** Item 9.4 – Community Wildfire Protection Plan Update

## **BACKGROUND**

In December 2020 staff presented the MOFD Board with a draft CWPP document for review. In January and February 2021 staff provided three community presentations for Orinda, Moraga, and Canyon/Bollinger. These presentations are available for viewing at:

Orinda: <https://youtu.be/sy33DclyA7Y>

Canyon/Bollinger: <https://youtu.be/perDf31IRnc>

Moraga: <https://youtu.be/HplYMLLeFaeA>

These presentations were held to explain the draft CWPP in order to inform public input and participation. A link for public comment has been included on the District website at: <https://docs.google.com/forms/d/e/1FAIpQLSeMR1xnTCHwo0t7nCzenhJXM446TjcJKIUXcImkTNwziKCDA/viewform> and questions were answered in real time during the presentations. As discussed in December, a CWPP helps communities develop a shared understanding of wildfire and wildfire management. They include knowledge built on local ecological issues, including the role of fire in the area's ecology, and identify specific, local wildfire preparedness challenges. For this reason, public input is a critical element of CWPP development.

The current version of the CWPP is available on the MOFD website at: <https://www.mofd.org/home/showpublisheddocument?id=1504>

## **WAY AHEAD**

Following the presentation, the District will continue to collect input and has scheduled a stakeholder meeting on February 23<sup>rd</sup>. At this meeting, relevant agencies will meet to discuss their current fire prevention and fuel mitigation efforts in order to inform the CWPP. Stakeholders who have been invited to this meeting include:

- EBRPD
- EBMUD
- John Muir Landtrust
- CalTrans
- County Roads
- BART
- Moraga School District
- Orinda Union School District

- Canyon Elementary School District
- Acalanes Union High School District
- St Mary's College
- Orinda Country Club
- Moraga Country Club
- City of Orinda
- Town of Moraga

Following these meetings, staff proposes holding a public workshop either in conjunction with the MOFD regular board meeting on March 17<sup>th</sup> or at a special meeting on a date to be determined by the Board. Following this workshop, staff will seek the Board's direction regarding the need for additional meetings before bringing the final document to the Board for approval.

### **RECOMMENDATION**

- 1) Provide direction regarding date of CWPP public workshop

### **ATTACHMENTS**

- Attachment A – Comments received via MOFD website
- Attachment B – Questions asked during CWPP presentations

# Community Wildfire Preparedness Plan

## Comments via MOFD Website

<b>Date</b>	<b>Name:</b>	<b>City</b>	<b>Identify Section</b>	<b>Provide Feedback/Comments/Suggestions</b>
<b>1/21/2021</b>	Robert Schroeder	Orinda	6.2.3 Evaluating Fuel Reduction	With regards to Fuel reduction, specifically in conjunction with other agencies, I would like to see some cooperation with the Lafayette FD to clear the Happy Valley Rd. evacuation route. Lafayette does not seem to be making any effort to clear the roadside between the Orinda border and Upper Happy Valley Rd.
<b>1/21/2021</b>	Linda Landau	Orinda	1.1 District Overview	<p>There are several places in the plan that refer to native grasses. There are no native grasses left in our area. All our grasses are invasive annual grasses. (Native grasses were deep-rooted perennial bunchgrasses. They were less flammable, but were outcompeted by European grasses with larger seeds that were spread mostly by cattle grazing.)</p> <p>I'm impressed with the plan overall. Chief Winnacker's presentation today (1/21/21) was outstanding. I wish we could make every resident watch it.</p>
<b>1/24/2021</b>	Robert Schroeder	Orinda	6.2.3 Evaluating Fuel Reduction	With regards to Fuel reduction, specifically in conjunction with other agencies, I would like to see some cooperation with the Lafayette FD to clear the Happy Valley Rd. evacuation route. Lafayette does not seem to be making any effort to clear the roadside between the Orinda border and Upper Happy Valley Rd.
<b>1/29/2021</b>	Stacey Jo Weinberger	Canyon	5.8 Fuels Mitigation Strategies	While Canyon is trying to do its part in mitigating fire, I am concerned about the buildup of fuels on the other side of Pinehurst. I believe its EBRP or EBMUD land. What is being done by those agencies and will that buildup be addressed. Thank you.

# Community Wildfire Preparedness Plan

## Community Meetings

1/21: Orinda, 1/28: Canyon, 2/4: Moraga

### Comments via Zoom Chat

Date	Name:	City	Question Ask	Answer
1/28/2021	Jonathan	Canyon	Does the five foot zone include aerial fuels? About AB 2911, how is the State planning to regard communities with no secondary access? Where is this going?	The Board of Forestry is currently working on the rules for the 0-5 foot zone. MY understanding is that they are looking at incorporating some exemptions for this, no idea what those will be. As for the secondary access, they will make recommendations to mitigate the lack of secondary egress. I am going to reach out to the CAL FIRE team to get more information.
1/28/2021	Jared Childress	Canyon	I am curious how some of these legislative determinations (i.e., 1 mile dead ends or lack of 2 <sup>nd</sup> route evac) might apply to historic communities (aka Canyon)	<p>Isaacs: The dead-end road issue could prohibit any new construction on roads that don't meet the access requirements listed in 1270. So if someone wanted to build, they would have to widen the road or create a secondary means of egress. Feel free to call me or email me so we can go deeper into these new changes.</p> <p>Rein: I think the implementation is still being developed. With the number of large fires in recent years, I would like the rules would include "historical communities". The trick will be coming up with mitigation measures for communities like canyon that, for whatever reasons, cannot create two escape routes.</p>
1/28/2021	Ellin Barret	Canyon	<p>What can be done about fuel loads on EBMUD and EBRPD lands? Can Pinehurst Rd be a developer fuel break? If CCA can help, please let us know. Perimeter work would be great in Canyon. Dead pines on EBMUD parcels, dead fuel along Pinehurst (some is responsibility of Contra Costa County).</p> <p>Pinehurst on the park side (south) has a lot of dead fuel even tho it is along the creek. This does not show up on the model.</p>	We've talked with EBMUD and Cal Fire about treating the fuels between the tracks and Pinehurst. They have been hesitant to commit to the project. We'll keep offering to assist tho. I am working with EBMUD and EBRPD to ensure that they comply with the fire code requirements. To be clear, they are only required to do fuel mitigation work on the perimeter of their parcels.
1/28/2021	Jonathan	Canyon	Theory aside, we had a serious fire here some years back where one home ignited one other – and very nearly a third-and the fire was carried through the trees. Care to comment on that?	
1/28/2021	Ellin Barret	Canyon	Canyon Fire association has monthly brush cutting/ladder fuel reduction days. Thanks for the Chipping support!	

<b>1/28/2021</b>	Jonathan	Canyon	Any plans for training in Canyon? Maybe long hose lays up long trails or water shuttling up to the ridge?	That sounds interesting. I've spoken with Jared about some training with residents related to brush stacking for chipping and piling for burning. I'll talk to our training BC about his plans for fire crew training this spring.
<b>1/28/2021</b>	Jonathan	Canyon	How much money might come from the Governor *potentially* and who would plan these projects?	We are asking for 8 million. If MOFD receives less, the project will be scaled back. The amount is still a little unclear as to what the final plans are going to be. We have been using Jeff's contacts at the State. We are actively participating in the discussions and saying that we are here and have a project that will benefit many people and have all the experience from previous projects. We can do something to build on that work and leverage the experience we've gained.
<b>02/04/2021</b>	Ferenc LK	Moraga	Is there a 'firewise neighborhood' workbook?	Here is a good start <a href="https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Firewise-USA/Become-a-Firewise-USA-site">https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Firewise-USA/Become-a-Firewise-USA-site</a>
<b>02/04/2021</b>	Ferenc LK	Moraga	Comments on soil stability vs vegetation removal/burn?	
<b>02/04/2021</b>	Ron Haas	Moraga	Great presentation and thank you for all you do. You are great and your communication to our community is priceless and very educational. We need to do our part!	
<b>02/04/2021</b>	Ron Haas	Moraga	We will use this presentation for our Firewise Education with all our homeowners and members living in the area.	
<b>02/04/2021</b>	Oscar Bobrow	Moraga	If we have trees that have "died" on our property can we ask that the state take them out to prevent fires	