



# Moraga-Orinda Fire District

## Board of Directors

### BUDGET PUBLIC WORKSHOP AND REGULAR MEETING

April 21, 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/84540180239>

Webinar ID: 845 4018 0239

**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. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Donna Williamson

Employee Organization: Local 1230, International Association of Firefighters IAFF

##### 3.2. **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Jonathan Holtzman

Employee Organization: Unrepresented Employees

##### 3.3. **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. **Public Hearing on First Reading of Ordinance 21-01 adopting the Administrative Citation Program.**

Staff will conduct the First Reading of the Administrative Citation Ordinance 21-01 which provides for Administrative Citations, which are in addition to all other legal remedies, criminal or civil, that the District may pursue to address a violation of the Code or other public nuisances

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Conduct a public hearing; 4) Introduce and waive the first reading of Ordinance 21-01 an Ordinance of the Moraga-Orinda Fire District of Contra Costa County Adopting the Administrative Citation Program; 5) Direct changes if needed.

8. CONSENT AGENDA

8.1. **Meeting Minutes – March 17, 2021 (Regular), March 17, 2021 (Special), March 30, 2021 (Special), and April 7, 2021 (Special)**

Staff Recommendation: Approve and File

8.2. **Monthly Incident Report – March 2021**

Staff Recommendation: Approve and File

8.3. **Monthly Check/Voucher Register – March 2021**

Staff Recommendation: Approve and File

8.4. **Monthly Financial Report - March 2021**

Staff Recommendation: Approve and File

9. REGULAR AGENDA

9.1. **Long Range Financial Forecast April 2021**

Staff will present information to the Board regarding the updated Long Range Financial Forecast.

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide direction to Staff.

9.2. **Quarter Three Financial Update and Budget Review FY2021**

Staff will present information to the Board with a quarterly financial update

Staff Recommendation: 1) No action required; Informational purposes only

9.3. **Public Budget Workshop - Development of Annual Operating Budget FY2022 and Board Direction Regarding the Draft Budget, Additional General Fund Property Tax Revenue, General Fund Discretionary Expenditure Budget and Capital Projects Fund Expenditure Budget**

The Draft Budget shall be submitted to the Board at a Budget Workshop for detailed review, public comment and Board direction in a public meeting. Public requests and concerns shall be considered during this time.

Staff Recommendation: 1) Discuss; 2) Receive Comments from the public; 3) Hold a public workshop and provide direction to Staff regarding development of Annual Operating Budget FY2022, draft Budget, additional General Fund property tax revenue, General Fund discretionary expenditure budget and Capital Projects Fund expenditure budget.

9.4. **City of Orinda Chipping Program**

Staff will present information on providing chipping service entering into a contract to provide chipping services to the City of Orinda for the City of Orinda Chipping Program.

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide direction regarding staffing; 4) Approve entering into a contract to provide chipping services to the City of Orinda.

9.5. **Accept the CAL FIRE/ Diablo Fire Safe Council Fuel Reduction Project Grant in the Amount of \$50,000 and Authorize General Fund Revenue and Expenditure Budget Adjustment Increases in the Amount of \$50,000**

Staff will present information on the CAL Fire/ Diablo Fire Safe Council Fuel Reduction Grant Project.

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Accept the CalFire Fuel Mitigation Grant in the amount of \$50,000 and Authorize General Fund Revenue and Expenditure Budget Adjustment Increases in the Amount of \$50,000; 4) Staff is also seeking board direction regarding an update to the grant policy allowing the Fire Chief to accept no match fuel reduction grants for services up to \$100,000.

9.6. **Approve the Community Wildfire Protection Plan (CWPP)**

Staff will present the Community Wildfire Protection Plan.

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve the Community Wildfire Protection Plan.

9.7. **California Department of Transportation Update**

Staff will provide an update on California Department of Transportation.

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide direction to Staff.

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. **Finance**

11.3.4. **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 **April 16, 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