



Moraga-Orinda Fire District  
**BOARD OF DIRECTORS**  
**REGULAR BOARD MEETING MINUTES**  
August 16, 2023  
(APPROVED SEPTEMBER 20, 2023)

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**1. OPENING CEREMONIES**

The Board of Directors convened Open Session at 6:00 p.m. on August 16, 2023, at the Sarge Littlehale Room, 22 Orinda Way, Orinda, California 94563. This meeting was conducted in a hybrid format with in-person and remote options for public participation. President Jex called the meeting to order, requested an attendance roll call, and led the Pledge of Allegiance. Present were the following Directors and Staff (present in person unless noted):

President Jex	Dave Winnacker, Fire Chief (telephonically)	Marcia Holbrook, District Clerk
Director Danziger	Gloriann Sasser, Admin Services Director	
Director Hasler	Jonathan Holtzman, District Counsel	
Director Jorgens	Rubin Cruse, Jr., District Counsel (telephonically)	
Director Roemer		

District Clerk Holbrook announced participants are having difficulty determining who is speaking during discussions and requested the Directors identify themselves when commenting.

**2. PUBLIC COMMENT – CLOSED SESSION ITEMS (audio 00:01:21)**

There were no requests to address the Board regarding the Closes Session agenda items.

At 6:02 p.m., the Board adjourned to Closed Session.

**3. CLOSED SESSION**

**3.1 Conference with Real Property Negotiators**

(Government Code Section 54956.8)

Agency Negotiator: David Winnacker

Negotiating parties: Moraga School District

Under Negotiations: Consideration of and authorization to proceed with real estate negotiations by the Fire Chief regarding the potential acquisition of the real properties concerning price and terms of payment. Real Property: 257-210-013-5

**3.2 Conference with Legal Counsel – Anticipated Litigation**

Significant Exposure to Litigation under Government Code Sections 54956.9(d)(2) and 54956.9(d)(3) – two potential cases. First potential case: On January 18, 2023, a complaint of employment discrimination against the District was filed with the California Department of Fair Employment and Housing. Second potential case: August 2, 2023, CEQA threat of litigation

**3.3 Conference with Labor Negotiator - Local 1230, IAFF**

(Government Code Section 54957.6)

Employee Organization: Local 1230, International Association of Firefighters IAFF

Agency Designated Representative: Jonathan Holtzman

**3.4 Conference with Labor Negotiator – MOFCOA**

(Government Code Section 54957.6)

Employee Organization: Moraga-Orinda Fire Chief Officers' Association

Agency Designated Representative: Jonathan Holtzman

**3.5 Conference with Labor Negotiator - Unrepresented Employees**

(Government Code Section 54957.6)

Employee Organization: Unrepresented Employees

Agency Designated Representative: Jonathan Holtzman

At 7:04 p.m., the Board adjourned the Closed Session.

**4. RECONVENE THE MEETING (audio 00:02:05)**

President Jex reconvened the Moraga-Orinda Fire District Board of Directors regular meeting at 7:06 p.m. and requested an attendance roll call. Present were the following Directors and Staff (present in person unless noted):

President Jex	Dave Winnacker, Fire Chief (via Zoom)	Jonathan Holtzman, District Counsel
Director Danziger	Gloriann Sasser, Admin Services Director	Rubin Cruse, Jr., District Counsel (via Zoom)
Director Hasler	Steve Gehling, Battalion Chief (via Zoom)	Marcia Holbrook, District Clerk
Director Jorgens	Christine Russell, Human Resources Manager	
Director Roemer	Mary Smith, Finance Manager (via Zoom)	

**5. REPORT OF CLOSED SESSION ACTION (audio 00:02:22)**

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

**6. PUBLIC COMMENT - ITEMS NOT ON THE AGENDA (audio 00:02:34)**

District Clerk Holbrook announced one written Public Comment was received from Marc Evans, Fire Safe Moraga-Orinda (FSMO) Nonprofit Organization, asking to postpone their funding request and not assign staff to research the request. Mr. Evans requested an opportunity to update the MOFD Board at the October 18, 2023 Board Meeting. The comment was forwarded to the Board of Directors and made available for viewing on the District website, attached to the minutes.

Sandy Pearson, Orinda resident (attended in person), held up a map that displayed parcel information for her neighborhood. The map outlined the required 100-foot fuel break on her parcel, which covers 70% of its total area. Ms. Pearson apologized for not providing advance copies of the map. Ms. Pearson conveyed discontentment as the owner who pays property taxes on the 5-acre parcel has no say in what happens to 70% of her land. Ms. Pearson asked what tangible benefits were achieved by significantly increasing the width of the required fuel break. When both neighboring properties are considered, the total width becomes 200 feet, surpassing many shaded fuel breaks.

District Counsel Holtzman asked Ms. Pearson if she was aware of the process for obtaining modifications to the code. Ms. Pearson responded yes but understood that modifications are approved for one year. Fire Chief Winnacker answered there is nothing to prevent the District from approving a modification long-term as long as the parcel has a fire plan. Ms. Pearson asked if the District could withdraw the approved modification at a future date or if it is approved in perpetuity. Fire Chief Winnacker answered modifications are not approved in perpetuity because conditions change. The Fire Chief was unaware of any modification being rescinded.

Fire Chief Winnacker noted that fire regulations change in response to changing conditions and the increasing number of community-wide fire losses. As fire regulations change, it is reasonable that fire plans are revisited to determine that they are continuing to meet the best science to prevent urban conflagration (structure-to-structure fire spread) as recently seen in Hawaii and locally from the 2018 Camp Fire and 2017 Santa Rosa Fires in the North Bay Area. Ms. Pearson inquired about how much of a burden the District can place on small acreage parcels before taking all the usable ground.

Fire Chief Winnacker responded that the notion of consuming all usable ground is not an accurate description of how a fuel break can be constructed. In situations where the construction of a fuel break is impractical, alternate means and measures could be approved to restore the landscape to its natural environment. The conditions of the local landscape today are not the natural environment equilibrium. There is a noticeable contrast when comparing the landscape from the 1930s, 1940s, and 1950s to its current condition. The current landscape has a prevalence of non-native vegetation and overgrowth, and these conditions support rapid fire spread throughout the community.

Fire Chief Winnacker explained there are many ways to develop a fuel break, and there is nothing about a fuel break that requires the removal of mature, healthy trees. The purpose is to thin and open things up to create a park-like natural environment that closely mimics the natural state of the ecosystem. Ms. Pearson agreed and has similar photos from the 1950s showing open grassland and very few oak trees.

Ms. Pearson shared a separate fire hazard concern regarding her neighbor's 60-year-old Shake roof and the importance of home hardening. Fire Chief Winnacker stated the Building Code, of which the Fire Code is a subset, does not allow the District to require retrofits to these hazardous roofs and can only enforce current standards for new construction or a major remodel. Ms. Pearson stated since the District can regulate the fuel break requirements, she wants to ensure that the 100-foot requirement is the most effective method for reducing fire hazards. District Counsel Holtzman encouraged Ms. Pearson to inquire about the modification process and suggested she review other modifications approved for other properties because some of her concerns have been addressed on these properties.

**There were no additional requests to address the Board. No further discussion by the Board.**

President Jex announced that District Council requested to move regular agenda Item 9.6 up on the agenda. Item 9.6 on the agenda was taken as the next item. The minutes reflect the order of the meeting.

**9. REGULAR AGENDA**

**9.6 Waive the First Reading and Introduce Ordinance No. 23-05, an Ordinance of the Moraga- Orinda Fire Protection District of Contra Costa County, California, amending the Purchasing and Contracting Procedures and Authorities (audio 00:11:37). *Pulled out of order requested by District Counsel***

District Counsel Cruse provided the report. The proposed changes aim to provide more local control to the District concerning contracting for special services. Under the law, there are two main ways in which a fire district can contract for special services. One is to follow the contracting procedures of the principal

County (Contra Costa County). The other is to follow a particular statutory procedure outlined in the public contract code that requires that contracts exceeding \$25K be awarded to the lowest responsible bidder regardless of whether or not the District believed that another vendor was better qualified to perform the services.

District Counsel Cruse explained that if the Board chooses to adopt the proposed ordinance during the second reading, the Board would also adopt a resolution that outlines procedures in accordance with Contra Costa County guidelines. The proposed ordinance does not eliminate using various procurement methods such as solicitations, competitive procurement, and requests for proposals (RFPs). Instead, it introduces a sliding scale approach. Contracts up to \$25K would be permitted through open market process, those from \$25K to \$100K would utilize an informal bidding process, and contracts exceeding \$100K would require a formal competitive procedure. Counsel explained the proposed ordinance incorporates a process to involve small business enterprises and is required for Professional Services. While the District is not obligated to award contracts to small business enterprises exclusively, it must actively solicit their participation and inclusion in the process.

Director Jorgens asserted that a carefully well-written RFP could capture everything the District requires from a vendor. Director Jorgens liked the idea of simplifying the process but expressed uncertainty about removing the RFP requirement and expressed his preference for the RFP process and involving the Board's oversight. Director Danziger asked if the proposed ordinance precludes the District from issuing an RFP. District Counsel Holtzman confirmed the District could still issue an RFP if desired and explained the process for contracts under \$25K is unchanged from the current procedure. The existing ordinance did not align entirely with state law, and the proposed changes aim to mirror the pre-existing rules and align the ordinance with State laws.

District Counsel Holtzman agreed that having a more detailed RFP could be effective, which the Audit Committee demonstrated by utilizing it to select Auditing Services for the District. The Audit Committee articulated a compelling argument that the initial two lowest bids received would not have performed adequately based on their proposals submitted to the Committee. Consequently, a more detailed RFP was prepared, resulting in an outcome satisfying the Audit Committee's requirements. District Counsel Holtzman suggested an alternative for the Board to consider is lowering the threshold for the informal bidding process from \$100K to \$50K.

Director Jorgens asked if the District could implement stricter procedures than the County, but not less strict. District Counsel Holtzman confirmed. Director Jorgens asked about the current regulations for a \$60K contract. ASD Sasser answered Special Services between \$5K and \$100K follows the informal bidding process and requires three bids.

Director Hasler contended that even with a well-crafted RFP, selecting the lowest bidder might not always be the best decision and supported incorporating some judgment into the process. The Audit Committee was constrained by strictly adhering to the lowest bidder approach, leading to an inefficient process that had to be revisited. Director Jorgens inquired if contracts exceeding a specific amount would be presented to the Board for approval. ASD Sasser answered the threshold is set at \$10K for Public Works contracts and \$100K for other types of contracts. The Audit contract was treated differently and required board approval due to its unique nature.

Director Jorgens asked for the definition of Public Works. ASD Sasser answered anything that improves a public building. District Counsel Holtzman added, in other words, construction. Director Jorgens inquired if contracts over \$100K would require Board approval. District Counsel Holtzman confirmed.

Fire Chief Winnacker added the Fire Chief signs contracts that are less than \$100K and have been previously approved during the budgeting process. Significant purchases funded through the Fire Chief Contingency Fund are returned to the Board for approval. This approach is taken because the Board had not previously provided input on larger purchases bought through this Fund. Director Jorgens asked if that was a practice or policy. Fire Chief Winnacker answered the policy states that anything over \$100K comes to the Board for approval.

**President Jex opened Public Comment and Public Comment on the motion. There were no requests to address the Board.**

Director Danziger favored the proposed ordinance and draft resolution. The amendments grant the District greater local control and discretion while ensuring alignment with state statutes.

**Motion by Director Danziger and seconded by Director Hasler to Waive the First Reading of the full text and Introduce Ordinance No. 23-05, an Ordinance of the Moraga-Orinda Fire Protection District of Contra Costa County, California, amending the Purchasing and Contracting**

**Procedures and Authorities title only. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)**

**7. ANNOUNCEMENTS (audio 00:26:54)**

**7.1 Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d)).** No Report.

**7.2 Questions and informational comments from Board members and Staff.** No Report.

**7.3 Communications Received.** Two communications were received. One from a Moraga Homeowner and the other from Sandra Fox-Sohner. Both communications were included in the board packet.

**7.4 Fire Chief Updates**

**a. Finance Report**

Finance Manager Mary Smith presented the status of OES reimbursements, attached to these minutes, as item 7.4(a). Other items reported were the account close for FY2023 is in process. The audit is scheduled for the week of August 28, 2023; a \$5M Treasury Bill matured on July 25, 2023; the District purchased a new \$5M Treasury Bill on July 26, 2023, with a yield of 5.398%; the District has a total of \$9M invested in 90-day Treasury Bills, with the next maturity being \$3M on September 23, 2023, and payroll increases and CCCERA rates have been updated and processed in ADP for FY24.

**b. Human Resources**

Human Resources Manager Christine Russell provided a recruitment update. Four Firefighter-Paramedic Trainees are proceeding through the background check process. Interviews were conducted for the Office Specialist position; one candidate is going through the background process. The Office Specialist is expected to start at the beginning of September. Interviews are scheduled for the Fuels Mitigation Specialist position on Thursday, August 24, 2023. A job posting has been opened for the Assistant Project Coordinator for the Tunnel East Bay Hills Fuel Break Project. The application period is expected to close on August 24, 2023. Director Danziger asked about the current number of vacancies for the Firefighter-Paramedic positions. HR Manager Russell answered seven. Director Jorgens asked if the District is actively recruiting. HR Manager Russell stated that the District is working through the current list and will decide if a new recruitment process is necessary. Director Jorgens inquired about the number of people exiting or expected to exit the District. HR Manager Russell responded that she was not able to provide that information. Director Jorgens stated that some of that is determined by age and asked if the District had employees eligible for retirement. HR Manager Russell answered yes.

**c. Fire Marshal**

Fire Marshal Isaacs provided the statistics outlined in the Fire Prevention report. The re-inspection process has started now that initial inspections are complete. Letters for the e-occupancies (school inspections) have been issued, with inspections starting the week of September 5, 2023. Director Jorgens inquired if the chipping statistics were based on a calendar or fiscal year. Fire Marshal Isaacs answered the calendar year. Director Jorgens asked if the District had a list of recommended vegetation that people could plant in Zone 0. Fire Marshal Isaacs responded a list is available on the District's website: <https://www.mofd.org/Hazardous-Fuels>.

Director Roemer asked if the K-12 inspections include Saint Mary's College. Fire Marshal Isaacs answered K-12 schools only.

Director Roemer commented that in the 2016 Standards of Coverage report, 23% of the incident calls were for false alarms in the District and wondered what percentage of the false alarms were from Saint Mary's College. Director Roemer requested a report on the percentage of the historical false alarms for Saint Mary's College. Fire Marshal Isaacs acknowledged he would retrieve those numbers.

Director Danziger asked if the K-12 inspections include preschools. Fire Marshal Isaacs answered no. Director Danziger asked if the District inspects preschools. Fire Marshal Isaacs explained that preschools fall under the California State Licensing Department. The California State Licensing Department sends a notice to the District to inspect whenever a new preschool enters service. The District will also receive requests directly from the preschools because insurance companies require preschools to have a fire safety inspection every year.

Director Danziger asked about adult daycare facilities. Fire Marshal Isaacs stated that the District does not inspect these facilities as part of the annual inspection process. The facilities are inspected during the licensing process or if there is new construction. However, the District has the authority

to inspect if the Directors would like to add these facilities to the District's annual inspection process. Director Danziger inquired if the District could charge a fee for these inspections. Fire Marshal Isaacs confirmed. Director Jorgens was in favor of inspecting adult daycare facilities on an annual basis. Fire Marshal Isaacs acknowledged that he would develop an inspection plan with the Fire Chief to inspect those facilities.

Fire Marshal Isaacs continued the report and shared the Residential Inspection Map. The map showed the progress of residential inspections, fire safety, and compliance efforts in different neighborhoods. The map exhibited the positive outcomes of education, outreach, and collaboration efforts for improving fire safety compliance in various neighborhoods. The transition from red (failed inspections) to green (successful inspections) indicates progress. A pdf of the map is available for viewing on the District's website: <https://www.mofd.org/our-district/fuels-mitigation-fire-prevention>

Director Jorgens commended the progress made and asked Staff for suggestions on improving it further (education, enforcement, materials to supply, the chipper). Fire Marshal Isaacs explained that continuing to educate the public, the chipper program, and working cooperatively with the public all contribute towards progress. Director Jorgens favored this year's approach of sending out officials in advance of inspections to inform residents of necessary preparations. Fire Marshal Isaacs concurred. Director Jorgens asked if the District would continue with that concept. Fire Marshal Isaacs confirmed the plan for next year is to saturate targeted areas with information about upcoming inspection dates and work alongside firewise neighborhoods and ambassadors to spread the message.

**d. Tunnel East Bay Hills Fuel Break Project**

Fire Marshal Isaacs provided an update. Significant work is underway, and areas One and Two are complete. A map detailing the project's progress and the covered acres will be available at the next meeting. The crew will start working in the CalVTP areas off East Bay Municipal Utility District's land starting August 17, 2023. An organized tour showcasing the project's progress was provided for local elected officials. Staff plans to continue offering these tours. President Jex commended the progress of the project. Director Jorgens inquired if a metric was in place to show how much work has been completed and how much money has been spent. A daily spending rate or cost estimate per day to understand if the project's expenses align with the budget or spending patterns is needed. Fire Marshal Isaacs said he would provide that information at the next meeting.

**e. Operations**

Battalion Chief Steve Gehling provided the report, attached to these minutes, as item 7.4(e). The presentation covered incidents, training events, and prescribed burns. The fire department is gearing up for the wildland fire season. Members have participated in multiple wildland training sessions, including off-road driving and live burn events. The fire crews have engaged in numerous drills, including a multi-agency drill. A regional training event was hosted with participation from agencies across different Bay Area Counties. The training occurred at Moraga's Painted Rock Land Trust and Moraga Geologic Hazard Abatement District (GAHD). The training event involved firing operations, hose laying, off-road driving, and coordination exercises for overhead personnel and successfully burned approximately 150 acres, resulting in improved safety for local communities. Director Roemer congratulated Staff and expressed his appreciation for the John Muir Land Trust because they have been an active participant and partner in this for years.

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

**8. CONSENT AGENDA (audio 00:58:10)**

**8.1 Meeting Minutes – July 19, 2023 (regular)**

**8.2 Monthly Incident Report – July 2023**

**8.3 Monthly Check/Voucher Register – July 2023**

**8.4 Monthly Financial Report – July 2023**

**8.5 Quarterly Investment Report - June 30, 2023** *\*a revised report was issued on August 14, 2023 and made available for inspection at 1280 Moraga Way, Moraga and on the website [www.mofd.org/agendas](http://www.mofd.org/agendas), attached to these minutes as item 8.5.*

**8.6 Revised Fund Balance Policy Adopted by the Board on July 19, 2023**

**8.7 PARS Annual Statement - June 2023**

Director Jorgens requested to pull item 8.5, Quarterly Investment Report - June 30, 2023.

Director Danziger requested to pull item 8.6, Revised Fund Balance Policy Adopted by the Board on July 19, 2023.

**President Jex opened Public Comment on the Motion. There were no requests to address the Board.**

**Motion by Director Jorgens and seconded by Director Roemer to approve Consent Agenda items 8.1, 8.2, 8.3, 8.4, & 8.7. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None).**

**Item 8.5 Quarterly Investment Report - June 30, 2023**

Director Jorgens noticed the notable difference in investment returns between the Local Agency Investment Fund (LAIF) and US Treasuries (T bills). He inquired about the decision-making process for determining the investment amounts placed in LAIF. ASD Sasser answered that the District currently has \$9M invested in T bills, representing the first instance of such investments. Staff is in a learning phase to understand how the process works. In addition, there was a substantial cash outflow of \$7M due to a CCCERA prepayment in July 2023. As of July 31, 2023, the balance in the LAIF account stands at \$8.7M, which is less than the investment in T bills. July's cash flow is atypical and was considered in the decision-making process.

Director Jorgens asked if Staff had a forward-looking monthly cash flow analysis. ASD Sasser responded that the current cash flow looks backward. ASD Sasser explained that there is a lot of activity, such as the cash flow for the Fuel Break and other significant expenditures. If the Board's direction is to have fewer liquid investments and more invested in treasuries, Staff will work with the Battalion Chiefs, the Fire Marshal, and the Fire Chief to develop the analysis. Director Jorgens commented that Staff can sell a treasury before it matures, rendering them highly liquid. If Staff knows of an expense one day in advance, the cash can be received the next day. The rate of return is so much better on the US treasuries; Director Jorgens felt it is the best use of Staff's time for the increased income.

Fire Chief Winnacker responded, as previously discussed, that Staff has been easing into investing and learning. Staff is fully subscribed to many other things such as the Fuel Break and the other expenses mentioned. The Strike Team activity will significantly change payroll as we move into the heart of fire season. Staff is learning, getting more experienced about investing, and easing into a more aggressive investment posture. Fire Chief Winnacker cautioned that all of these things require management, and the people managing them are also handling other responsibilities. Staff has gradually optimized the investment position and is committed to this direction.

Director Roemer commented that Congress is facing the possibility of not being able to extend the national debt. The recent US debt downgrade has not impacted T-bills immediately but needs to be monitored with more staff oversight. Director Roemer agreed with the idea of easing into the investing and monitoring anything that would increase the risk of these investments. Director Jorgens contended that the County is investing in longer-term investments, which are riskier than shorter-term investments. While there is no risk-free investment, this remains the least risky option. The District is becoming more conservative by directly investing in short-term securities rather than going through the County. Director Roemer added that the Federal Reserve also reduces rates and makes these better investments. Director Jorgens agreed.

President Jex inquired if Staff had a forecast or plan for the next five months of what the District will be spending (because of the Fuel Break and potential major fires that require significant overtime) and how long it will take for the District to be reimbursed from the State for the Fuel Break. ASD Sasser answered she has yet to receive the financial plan for the Fuel break. The invoices are submitted quarterly to the State, and the State has already started paying on the invoices. President Jex recalled back in 2019 when the District had to borrow money under the Teeter plan because of the North Orinda Shaded Fuel Break Project and expressed his concerns and the consequences if that happened again. Director Jorgens stated the North Orinda Shaded Fuel Break Project (NOSFB) had a financial forecast determining the cash flows for the project. Since the Tunnel East Bay Fuels Break is a \$6M project, he requested a financial forecast for this Fuel Break project.

Fire Chief Winnacker explained the differences between the two projects. Mainly, the CEQA was waived for the NOSFB, eliminating the lengthy environmental review process, and the project was a priority project for the Governor, which required the project to be completed quickly. The environmental review for the Tunnel East Bay Fuel Break project has been a lengthy process and was just concluded with the necessary approvals. The environmental review process has made the planning challenging. In addition, the Tunnel East Bay Fuel Break project is a multi-year project. The Project Coordinator was recently hired in July, and the Assistant Project Coordinator position is in the recruitment process. Staff plans to bring forward a detailed plan. However, many unknown variables are outside the District's control, and it is premature to present a detailed plan. Director Jorgens requested Staff develop a simplified five-line model (how much we spend per crew per day and how many crews we will have on the project). Fire Chief Winnacker cautioned against developing a forecast due to factors outside the District's control (weather conditions, biological monitoring, etc.). If the Board chooses to proceed in that direction, other projects will suffer as staff resources will be diverted to develop a plan. Director Jorgens offered to assist in producing a plan and expressed his disagreement with not having a plan. Fire Chief Winnacker concurred.

President Jex asked how long it takes to receive reimbursement from the State. ASD Sasser reiterated the invoices are submitted quarterly. President Jex deduced that there are at least three months of uncollected receivables. ASD Sasser confirmed. President Jex explained difficulties in receiving reimbursements in the past from the State and that having some estimation, even if it is not accurate, was necessary.

Director Danziger suggested that the Board request a financial forecast for the Tunnel East Bay Fuel Break project plan under the future agenda item. Director Jorgens stated his request is for a simple 5-line model. President Jex inquired about the billing cycle and if it could be changed to monthly instead of quarterly. Fire Marshal Isaacs answered that CALFIRE determines the billing. President Jex was not in favor of the quarterly billing cycle.

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

**Motion by Director Jorgens and seconded by Director Roemer to approve Consent Agenda item 8.5. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None).**

**Item 8.6 Revised Fund Balance Policy Adopted by the Board on July 19, 2023**

Director Danziger reiterated his opposition to increasing the minimum General Fund Balance Policy to 40%.

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

**Motion by Director Roemer and seconded by Director Jorgens to approve Consent Agenda item 8.6. Said Motion carried a 4-1-0-0 roll call vote (Ayes: Hasler, Jorgens, Roemer, and Jex; Noes: Danziger; Absent: None; Abstain: None).**

**9. REGULAR AGENDA**

**9.1 Approve the Annual Comprehensive Financial Report as of the Fiscal Year Ended June 30, 2022, Communication With Those Charged With Governance June 30, 2022, and Independent Accountant's Report on Applying Agreed-Upon Procedures for Appropriations Limit Calculation For the Year Ended June 30, 2022, or Authorize an Increase in the Amount to Pay Eide Bailly, LLP for Audit Services for the Fiscal Year Ended June 30, 2022, in Order to Complete an Accounting Change to Eliminate an Immaterial Uncorrected Financial Statement Misstatement which resulted in the Overstatement in the Fair Value of the Local Agency Investment Fund in the Amount of \$203,135 and Related Investment Income and Related Net Position (audio 01:17:17)**

Administrative Services Director Sasser provided the report. On May 17, 2023, the Board voted to accept the draft audit reports, including the draft management letter prepared by Eide Bailly. On May 18, 2023, Staff emailed Eide Bailly to issue all reports final. On July 31, 2023, Staff received an email from an Eide Bailly Audit Associate, which stated that an uncorrected misstatement was noted during a review of the work papers relating to the market value of the Local Agency Investment Fund (LAIF). The email said, "GASB Statement 31 requires that investments in governmental pools to be adjusted to fair value. LAIF publishes that information at year end and the factor used for the entire state based on this publication is 0.987125414 and therefore, the amount should have been adjusted down for \$203,135. This adjustment is immaterial and will not impact the Financial Statements but is included in the representation letter as item 11." On August 1, 2023, Staff received the final audit reports and the final management letter was amended by Eide Bailly. The final management letter states on page 3 that there is an immaterial uncorrected financial statement misstatement, which resulted in the Overstatement in the fair value of the Local Agency Investment Fund (LAIF) for \$203,135 and related income and related net position. ASD Sasser introduced Mr. Ahmad Gharaibeh, partner with Eide Bailly LLP, who presented the audit results and answered questions.

Director Jorgens inquired about the loss. Mr. Gharaibeh answered that it is an accounting loss and will unlikely result in a cash loss. Director Jex asked if there would be a cost to restate the financials. Mr. Gharaibeh answered yes. Mr. Gharaibeh pointed out the financial statements presented in May 2023 were unchanged. The item is immaterial and small relative to the overall financial statements, and LAIF reported no actual losses. Director Jorgens inquired about the portfolio's investments. Mr. Gharaibeh answered the portfolio is a 95% combination of treasuries and US agencies. Director Jorgens asked why they would invest in MUNIs that pay less.

Mr. Gharaibeh explained that when it comes to investments in California, there's a historical background that began 20 years ago with the Orange County investment crisis. Due to this history, the State established legislation that restricts investment options. These restrictions dictate that investments must mature for five years or less. There is a specific section in the regulations that limits the proportion of the portfolio that can be allocated to corporate notes. Overall, the State legislation leans toward lower-risk investments like treasuries, which aligns with the general approach taken by most entities, including the

State Controllers. Director Roemer recalled the Orange County situation from 1994 that almost pushed the county to the point of needing to utilize bankruptcy laws. Consequently, such poor decision-making led to the possibility of the legislature overreacting.

Mr. Gharaibeh reiterated the reported loss is categorized as a Governmental Accounting Standards Board (GASB) loss and is an accounting loss. The Local Agency Investment Fund (LAIF) has a maturity of 300 days. Many of the securities invested in 2022 would likely have matured and been cashed out by now. Director Danziger inquired about the expense of reissuing the statements. In response, Mr. Gharaibeh answered the cost is approximately \$2,000 to \$3,000. President Jex recommended proceeding with the approval of the Audit as it was issued without a restatement. Directors Hasler, Jorgens, and Roemer all agreed.

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

**Motion by Director Jorgens and seconded by Director Hasler to Approve the Annual Comprehensive Financial Report as of the Fiscal Year Ended June 30, 2022, Communication With Those Charged With Governance June 30, 2022, and Independent Accountant's Report on Applying Agreed-Upon Procedures for Appropriations Limit Calculation For the Year Ended June 30, 2022 as issued. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)**

**9.2 Direct the Investment Rate of Return and Discount Rate to be Used for the Other Post-Employment Benefits Actuarial Valuation Report as of June 30, 2023; Direct the Discount Rate to be Used for the Pension Rate Stabilization Trust Fund (audio01:29:35)**

Administrative Services Director Sasser provided the report. The OPEB Actuarial Valuation Report is in the process of being updated. As part of the process, Precision Actuarial requested from HighMark Capital Management the most recent long-term capital market return estimates as they pertain to the District's OPEB Plan. The updated projected long-term expected rate of return for the District's OPEB portfolio is 7.31% net of fees. Staff requested the Board direct the investment rate of return and discount rate to be used for the GASB 75 OPEB Actuarial Valuation Report as of June 30, 2023, direct the discount rate to be used for the Pension Rate Stabilization Trust funding to be used in the next Long-Range Financial Forecast update scheduled for April 2024. Staff noted that the Board was not required to change the rates. The Board can approve the same rates as used in the prior year.

Director Jorgens recommended keeping the rates the same since returns are unpredictable in the market, and interest rates are currently high but are expected to go down. Director Hasler asked how long the district has been using the current rates. Director Jorgens answered 4 to 5 years. ASD Sasser confirmed. President Jex acknowledged the ongoing volatility in the market and agreed to use the current rates.

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

**Motion by Director Jorgens and seconded by Director Roemer to keep the Investment Rate of Return and Discount Rate to be used for the Other Post-Employment Benefits Actuarial Valuation Report and the Discount Rate to be used for the Pension Rate Stabilization Trust Fund the same. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)**

**9.3 Draft of the Elements to be included in the Moraga-Orinda Fire District's Standards of Cover (SOC) Request For Proposal (audio 01:32:43)**

Fire Chief Winnacker provided the report, which outlined a draft of the elements that will be included in a request for proposal (RFP) to develop a new Standard of Cover (SOC) report. In addition to the items listed in the Staff report, Staff has been directed to add a review of best practices outside the local area and in other countries with advanced Fire and EMS systems to ensure the RFP captures a wide-ranging view of other options. Once the Board's guidance is obtained, Staff will develop the RFP. The RFP will provide bidders with a clear understanding of the requirements, preventing the need for change orders or unexpected discoveries during the process. This approach aligns with the importance of specificity in the RFP, as highlighted in the conversation about the purchasing ordinance. It is crucial to specify all elements before posting the RFP. Adding new elements later can lead to challenges and may require change orders.

Director Danziger asked if the (Commission on Fire Accreditation International) CFAI analysis model is still used to develop SOC reports. Fire Chief Winnacker confirmed the 2016 standards have been updated, but the general model is the same. The GIS mapping now looks at unit availability by UHU (unit hour utilization) instead of 24 hours. Director Danziger suggested reviewing how the District's staffing and response times are compared to the NFPA standards. Fire Chief Winnacker stated that the

Contractor will write the report as directed in the RFP. Director Danziger requested the inclusion of NFPA Standards for response times and apparatus staffing for Fire and EMS in the RFP. Director Danziger also requested to know any recommendations made during the SOC process and asked if there would be any effect on the District's ISO ratings. Fire Chief Winnacker acknowledged that he would add a reference to an NFPA 1710 review and a review on what it would take to increase or decrease the District's ISO rating (the current rating is ISO 3).

Director Danziger requested that the topographical features and demographics of the District also be considered for the report. Fire Chief Winnacker confirmed he will include a detailed assessment of the topography of the community, the distribution of the community, and the demographics of the population. Director Jorgens added how narrow the roads are as well. Director Hasler agreed. Director Danziger asked if the new SOC would consider the 2016 SOC report's recommendations. Fire Chief Winnacker answered the Consultant would determine that. The new SOC would reference the works and recommendations from past reports and opine on what is the same and different, given that the community is static. Director Jorgens commented on the new developments, such as Wilder and the new Orinda downtown plan. Director Hasler added the Town of Moraga's specific plan as well. Fire Chief Winnacker stated developments are listed in the draft RFP specifications. Director Jex asked if there are a lot of consultants to choose from that do this type of work. Fire Chief Winnacker answered there are three in the area and two very prolific. No further discussion from the Board.

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

**9.4 Authorize the Purchase of Scott Self-contained Breathing Apparatus (SCBA) from AllStar Fire Equipment Inc. in the amount of \$536,888.22 (audio 01:44:35)**

Administrative Services Director Sasser provided the report. The District received a grant to purchase self-contained breathing apparatus and an RFP was issued. One bid was received. Staff recommended the Board authorize the purchase of Scott Self-Contained Breathing Apparatus from Allstar Fire Equipment in the amount of \$536,888.22.

President Jex asked about the Grant. ASD Sasser stated that the Department of Homeland Security awarded the Grant of \$441,780.00 to use to purchase new SCBAs. President Jex asked about the higher budgeted amount of \$620,780. ASD Sasser explained the Grant will come into the District as \$441,780.00 in revenue. Additional SBCA materials will be purchased throughout the fiscal year. Fire Chief Winnacker elaborated that the remaining \$83,891.78 allocated in the Capital budget will be used to purchase additional SCBA bottles and Rapid Intervention Crew (RIC) fittings and associated equipment. Director Jorgens requested clarification on the amount the Board is authorizing. ASD Sasser stated the Board needs to authorize the Purchase of Scott Self-contained Breathing Apparatus (SCBA) from AllStar Fire Equipment Inc. in the amount of \$536,888.22 to purchase the equipment. The remaining budgeted amount will be spent later and will not require board approval.

**President Jex opened Public Comment and Public Comment on the Motion. There were no requests to address the Board.**

**Motion by Director Jorgens and seconded by Director Hasler to authorize the Purchase of Scott Self-contained Breathing Apparatus (SCBA) from AllStar Fire Equipment Inc. in the amount of \$536,888.22. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)**

**9.5 Adopt Resolution 23-16 Identifying the Terms and Conditions for Fire Department Emergency Response Away From Their Official Duty Station and Assigned to an Emergency Incident (audio 01:49:29).**

Administrative Services Director Sasser provided the report. The State requires the District to adopt a resolution that details which positions are eligible to deploy to incidents and receive portal-to-portal pay for strike team assignments. The District has added one new Fire Inspector/Plans Examiner position, which can be deployed to Strike Team assignments. Staff recommended the Board adopt Resolution 23-16 Identifying the Terms and Conditions for Fire Department Emergency Response Away from Their Official Duty Station and Assigned to an Emergency Incident. Director Jorgens inquired why the District is adding the Plans Examiner position. Fire Chief Winnacker explained the benefits of deploying personnel for Damage Inspection (DINS) teams. These teams go to a fire after it has occurred to identify the elements that causes the home to burn. It is relevant to their role as the person who educates the community on the need for compliance, and is a way for Staff to conduct outreach and education when they have seen firsthand the outcome of a fire. Deployment is contingent on the status of the District's projects.

District Counsel Holtzman provided an edit to the resolution on the second "Whereas" changing WHEREAS, it is the Moraga-Orinda Fire Protection District's ~~payment to all its~~ **policy to pay** employees for time worked;

**President Jex opened Public Comment and Public Comment on the Motion. There were no requests to address the Board.**

**Motion by Director Jorgens and seconded by Director Roemer to adopt Resolution 23-16 Identifying the Terms and Conditions for Fire Department Emergency Response Away From Their Official Duty Station and Assigned to an Emergency Incident as amended. Said Motion carried a 5-0 roll call vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)**

**10. COMMITTEE REPORTS (audio 01:53:18)**

**10.1 Standing Audit Committee** (Directors Jex & Hasler). No Report

**10.2 Ad Hoc Committee Develop Plans for Expanding the Fire Prevention Program** (Directors Hasler & Jorgens). Director Jorgens reported that the Committee met and will submit a future agenda item for the next meeting on ways to increase the fire prevention materials for the home hardening program and ways to deploy the money budgeted for fire prevention efforts. Examples are putting signs out in front of the fire stations or at the City of Orinda and Town of Moraga property advertising the free gutter guards and fire-resistant vent screens. Additional advertising will include placing advertisements in the newspapers and social media. Director Jorgens provided other ways to utilize the home hardening budget, offering full-time Chipping Services (as needed) and maintenance for the Fuel Breaks and Fire roads. Director Jorgens stated that the overhead fees earned from the Grant are usually sent back into the General Fund. He knows the District cannot pre-allocate those funds due to restrictions but suggested allocating money that looks much like those fees. Director Jorgens proposed creating a special Trust to maintain fuel breaks. Currently, most grant funds are spent on creating the fuel breaks, leaving no funds for upkeep. Director Jorgens confirmed that he will forward the proposed items to be included in the next agenda.

**10.3 Ad Hoc Facilities Station 41** (Directors Danziger & Jex). No Report.

**10.4 Ad Hoc Committee Joint Fire Prevention w/City of Orinda** (Directors Jorgens & Roemer). Director Jorgens reported the Committee met on Monday, August 14, 2023. The City of Orinda lowered its requirements for residents to participate in their Grant program. A Lamorinda virtual evacuation is scheduled to happen in September. Fire Chief Winnacker announced that the date would change because it falls on a religious holiday. Director Jorgens announced that the next meeting is in October or November.

**President Jex opened Public Comment for the announcements.**

James Duff, City of Orinda and Moraga resident, shared that the City of Marin has a FIRE Foundry program, which trains economically disadvantaged young adults in wildland work. This program could be contracted to assist in maintaining shaded fuel breaks.

**There were no additional requests to address the Board.**

**11. ANNOUNCEMENTS (audio 02:01:27)**

**11.1 Future Agenda Items**

Director Jorgens requested the items in the Ad Hoc Committee's oral report for Expanding the Fire Prevention Program.

Director Roemer discussed his concern about the high number of false alarms occurring at Saint Mary's College, leading to increased risks for both emergency responders and the public, and requested a comparative analysis to understand how the false alarm rate compares to other fire districts, and the need to determine if this is a long-term problem at Saint Mary's College for the past eight years (referencing the 2016 SOC false alarm statistics) and discuss action to resolve it (maybe formally through the SOC). Director Roemer highlighted the risks to the community and the financial impact of false alarms. Director Roemer also mentioned he was not in favor of setting strict benchmarks for response times, such as requiring firefighters to arrive within 5 minutes instead of 5 minutes and 10 seconds based on the unique topography of the District and the potential risks involved in rushing emergency responders. President Jex asked if the District has met with the College regarding their outstanding invoices and if a meeting needed to occur at the Board level. Fire Chief Winnacker deferred to Counsel. District Counsel Holtzman answered that he has met with the Saint Mary's College attorney and made some progress. There are still more conversations that need to take place. As pointed out by the Board, there is a real cost and risk to the District in responding to continuous false alarms. The risk extends beyond what has been mentioned, as the response may be affected if there is doubt about

its authenticity. District Counsel Holtzman shared there is an erroneous perception by Saint Mary's College that the District is in dire financial straits and needs the revenue generated by the fines. President Jex replied that the fines cover the costs of servicing an egregious user.

District Counsel Holtzman expects to continue conversations with Saint Mary's College. Director Roemer requested Counsel to convey his concerns about how long the repeated false alarms have occurred. The fines are a minor issue compared to the safety of the citizens and risks to the community. District Counsel Holtzman shared the efforts made by Fire Chief Winnacker to meet with the new President of Saint Mary's College. District Counsel Holtzman recommended Staff provide a report on false alarms and others. Fire Chief Winnacker clarified that the term false alarm is being misused. A false alarm is an alarm that was pulled with malintent. Most alarms generated by Saint Mary's College are called nuisance alarms, which have to do with a malfunctioning system. Fire Chief Winnacker explained that there are complexities associated with the situation regarding Saint Mary's College, which have existed for a long time. Over the years, some response practices that are not optimal have emerged (canceling a response while en route after receiving word from a Saint Mary's Staff that the fire in question has already been extinguished or was a false/nuisance alarm). The Fire District's responsibility is to clear alarms and determine if a fire exists or does not.

Director Jorgens stated there was an item discussed at the beginning of the meeting that should be placed on a future agenda that he could not recall and requested the District Clerk to review the audio to determine that item. Director Roemer replied he thought that it was the discussion about the false alarms.

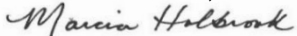
**President Jex opened Public Comment. There were no requests to address the Board.**

## 12. ADJOURNMENT

**At 9:19 p.m., Director Jorgens motioned and seconded by Director Roemer to adjourn the meeting. Said Motion carried a 5-0 voice vote (Ayes: Danziger, Hasler, Jorgens, Roemer, and Jex; Noes: None; Absent: None; Abstain: None)**

*This meeting adjourned in memory of all those who tragically lost their lives in the devastating fire in Lahaina, Hawaii. The Board conveyed their thoughts and condolences to the survivors and the dedicated first responders.*

Marcia Holbrook,



District Secretary/District Clerk

*For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting at [www.mofd.org/agendas](http://www.mofd.org/agendas).*

**From:** [marc.evans@fire-safe.org](mailto:marc.evans@fire-safe.org) [REDACTED]  
**To:** [Info](#)  
**Cc:** [Winnacker, David](#); [Steve Hoyt](#); [Rob Schroeder](#)  
**Subject:** Fire Safe Moraga Orinda: MOFD July 19, 2021 Board Meeting Follow-up  
**Date:** Friday, July 21, 2023 2:13:27 PM

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MOFD Board of Directors,

*Would you please share the following with the MOFD Board of Directors, either by forwarding or submitting as a non-agenda public comments for the next MOFD Board Meeting on August 16, 2023.*

Following summarizes feedback from the July 19, 2023 MOFD Board Meeting regarding Agenda Item 9.2, Discussion regarding the Fire Safe Moraga-Orinda (FSMO) Nonprofit Organization Objectives and Initial Funding Request.

1. MOFD declined to place an employee on the FSMO Board.
2. Concerns were raised by Chief Winnacker and MOFD Legal Council Jonathan Holtzman regarding providing funding to FSMO. Resolving these concerns will take time, including research and evaluation by Chief Winnacker.

Discussions at the Board Meeting demonstrated these issues will require significant time for evaluation by MOFD staff to allow further consideration of this initial funding request. FSMO suggests the MOFD Board place our initial funding request on hold until further notice. We ask that you do not direct staff to research our funding request at this time. FSMO will focus our near-term efforts on non-profit board creation and preparing grant funding requests to State and Local agencies.

We request an opportunity to provide an update to the MOFD Board at the October 18, 2023 Board Meeting.

Thank you for your consideration.

Marc Evans  
[REDACTED]



**Moraga-Orinda Fire District**  
Board of Directors

**Finance Report**  
**August 16, 2023**

Strike Team Reimbursement - OES

• Strike Team Receivable Update:

	Estimated <u>2022-2023</u>	Estimated <u>2023-2024</u>
OES Strike Team Receivable	\$1,130,463	\$1,406
OES Payments Received	<u>\$1,013,804</u>	<u>\$0</u>
<b>Net Receivable Outstanding</b>	<b>\$ 116,659</b>	<b>\$1,406</b>

- Invoices have been received for all FY23 assignments
- Most recent payment received 8/8/23 for FY23
- One strike team assignment to date for FY24

Other Items

- FY2023 accounting close is in-process
- Audit scheduled for the week of August 28
- \$5 million Treasury Bill matured on 7/25/23. The District purchased a \$5 million Treasury Bill on 7/26/23 with a yield of 5.398%
- District has total of \$9 million invested in 90 day Treasury Bills with the next maturity being \$3 million on 9/23/23.
- FY24 payroll increases and CCCERA rates have been updated and processed in ADP

MOFD Board Update  
August, 2023





**From:** [Moraga-Orinda Fire District](#)  
**To:** [Holbrook, Marcia](#)  
**Subject:** Revised Quarterly Investment Report, Consent Agenda Item 8.5  
**Date:** Monday, August 14, 2023 10:20:54 AM  
**Attachments:** [8.5 Quarterly Investment Report 06.2023 Redlined Version.pdf](#)  
[8.5 Quarterly Investment Report 06.2023 Revised.pdf](#)

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## Revised Quarterly Investment Report, Consent Agenda Item 8.5

**Date:** 08/14/2023 10:19 AM

Please see a REVISED Moraga-Orinda Fire District Quarterly Investment Report June 2023. This item is listed on the Consent Agenda, Item 8.5 for the August 16, 2023 Regular Agenda. A copy of the redlined and revised version is attached and available for inspection at 1280 Moraga Way, Moraga, CA 94556, or on our website, [www.mofd.org/agendas](http://www.mofd.org/agendas).

### A Summary of the Revision:

Local Agency Investment Fund Market Value: from \$14,995,220 / to \$14,767,720

Total Market Value: from \$ 26,407,631 / to \$26,180,131

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# Moraga-Orinda Fire District

redlined version

QUARTERLY INVESTMENT REPORT								
June 30, 2023								
Type of Investment	Percent Distribution by Type of Investment	Financial Institution	Date of Maturity	Original Investment Amount	Par Value	Market Value	Rate of Interest	Fiscal Year-to-Date Income
Cash		Contra Costa County	N/A	\$ 843,010	\$ 843,010	\$ 843,010	0.000%	\$ -
Cash	9.39%	JPMorgan Chase Bank, N.A.	N/A	1,631,218	1,631,218	1,631,218	0.000%	\$ -
Local Agency Investment Fund	56.89%	Local Agency Investment Fund	N/A	14,995,220	14,995,220	14,767,720 <del>14,995,220</del>	3.360%	\$ 305,844
Money Market	0.00%	Allspring Government Money Market Fund Admin Class	N/A	0	0	0	0.660%	\$ 1,073
US Treasury Bill - 3 months		Contra Costa County	6/22/2023					\$ 33,422
US Treasury Bill - 3 months		Contra Costa County	7/25/2023	4,938,196	5,000,000	4,984,757	4.890%	\$ 61,804
US Treasury Bill - 3 months		Contra Costa County	9/21/2023	2,961,480	3,000,000	2,965,561	5.136%	\$ 38,520
US Treasury Bill - 3 months	33.72%	Contra Costa County	9/26/2023	987,045	1,000,000	987,865	5.125%	12,955
<b>Total</b>	<b>100.00%</b>			<b>\$ 26,356,169</b>	<b>\$ 26,469,448</b>	<b>\$ 26,180,131</b> <del>\$ 26,407,631</del>		<b>\$ 453,618</b>
Average Weighted Yield	3.60%							
Market values obtained from monthly statements issued by JP Morgan Chase Bank, N.A. and Contra Costa County								
California Legislature enacted an alternative method for the distribution of secured property taxes to local agencies known as the "Teeter Plan". The Teeter Plan is a tax distribution procedure by which secured tax 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 June 2023 investments are in accordance with the District adopted investment policy.								
Gloriann Sasser Administrative Services Director								



# Moraga-Orinda Fire District

Revised 8/14/2023

QUARTERLY INVESTMENT REPORT								
June 30, 2023								
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Average Weighted Yield	3.60%							
Market values obtained from monthly statements issued by JP Morgan Chase Bank, N.A. and Contra Costa County								
Sufficient funds exist to meet the District's financial obligations for the next six months using the County of Contra Costa's "Teeter Plan". In 1949, the California Legislature enacted an alternative method for the distribution of secured property taxes to local agencies known as the "Teeter Plan". The Teeter Plan is a tax distribution procedure by which secured tax 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.								
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Gloriann Sasser Administrative Services Director								