



# Moraga-Orinda Fire District

## Board of Directors

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### AUDIT COMMITTEE MEETING

#### September 24, 2024 – 4:00 PM

Sarge Littlehale Room  
22 Orinda Way  
Orinda, CA 94563

**\*\*This meeting will be conducted in person only\*\***

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This meeting will be conducted in person only.

**For In-person Attendees**, face coverings are strongly encouraged and attendees are encouraged to be up-to-date on the COVID-19 vaccine. Social distance should be maintained when practical.

**Submit Public Comment Before the Meeting:** Members of the public can provide public comment by sending an e-mail to [info@mofd.org](mailto:info@mofd.org) no later than 11:00 p.m. the day of the meeting. Those e-mails will be distributed to the Audit Committee and posted on the District's website as part of the public record by 5:00 p.m. on the day of the meeting. Note: any written public comments received after the deadline will not be distributed to the Audit Committee or posted on the District's website until the following day. Written comments will NOT be read into the record. All written public comments are available to view at [mofd.org/agendas](http://mofd.org/agendas).

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#### 1. OPENING CEREMONIES

- Call the Meeting to Order
- Roll Call
- Pledge of Allegiance

#### 2. 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.

#### 3. CONSENT AGENDA

##### 3.1 Audit Committee Meeting Minutes - April 1, 2024

Staff Recommendation: Receive and File

Attachment: [04-01-24 Audit Committee Minutes DRAFT.pdf](#)

#### 4. REGULAR AGENDA

##### 4.1 [Review and Discussion of Audit for Fiscal Year Ending June 30, 2024](#)

Staff Recommendation: 1) Discuss; 2) Provide direction to staff and auditors regarding audit for fiscal year ending June 30, 2024

Attachment A: [Questions for Management September 2024.pdf](#)

Attachment B: [External Auditor's Questions September 2024.pdf](#)

#### 5. 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, and available on our website at [www.mofd.org/agendas](http://www.mofd.org/agendas).

I hereby certify that this agenda in its entirety was posted on September 20, 2024, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45 and electronically at [www.mofd.org/agendas](http://www.mofd.org/agendas). Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.

A handwritten signature in black ink that reads "Marcia Holbrook". The signature is written in a cursive, flowing style.

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Marcia Holbrook  
District Secretary/Clerk