



Moraga-Orinda Fire District

Board of Directors

REGULAR MEETING
August 20, 2025 – 5:30 PM
5:30 p.m. CLOSED SESSION
7:00 p.m. OPEN SESSION

LOCATION:
Orinda Library Auditorium
26 Orinda Way
Orinda, CA 94563

To access the meeting remotely:
please click the link below to join the webinar by Zoom:
<https://us02web.zoom.us/j/86586918367>

or By Phone: 1-669-900-6833
Webinar ID: 865 8691 8367

NOTICE OF TELECONFERENCED MEETING:

Pursuant to Government Code Section 54953, Subdivision (b), this meeting will include teleconference participation by Board Member John Jex from:
Residence Inn
252 West 2230 North
Provo, Utah 84604

The agenda for the teleconference meeting has been posted at the teleconference location. The teleconference location is accessible to the public, and members of the public are allowed to address the Board from the teleconference location.

Public Participation

This meeting will be conducted in a hybrid format with in-person and remote options for public participation. If you are participating via the Zoom meeting link (i.e. web platform), and experience personal technological difficulties, please re-join the meeting by phone via phone number provided above.

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. If you are feeling sick, please do not attend the meeting in person.

SPEAKER CARDS: Members of the public may comment on any item on the agenda during the Board's consideration of the item. If you would like to speak during the public forum or on an item listed on the agenda, you are invited to submit a speaker card to the District Clerk. You will be permitted to speak even if you elect not to submit a speaker card or decline to provide information requested on the card. After the Board of Directors has heard from everyone who submitted speaker cards, anyone electing not to submit a speaker card may form a line at the lectern. Public comment is limited to 3 minutes per speaker per agenda item.

For Remote Attendees: join via the ZOOM link or the dial-in information above. You can access the meeting via a smartphone or computer App (Zoom) or phone. Live Public Comment can be provided via the Zoom app (during the public comment period) by the raise hand feature. The District Clerk will announce, "the next speaker has been unmuted." A notification will appear for the speaker who has raised their hand, asking them to unmute their microphone. Please unmute your microphone and state your first and last name for the record (not required). If participating by phone, dial *9 to raise your

hand. Staff will announce the last four (4) digits of the phone number for dial-in attendees. Participants will be called in the order of hands raised.

Submit Public Comment Before the Meeting: Members of the public can provide public comment by sending an e-mail to info@mofd.org no later than 3:00 p.m. the day of the meeting. Those e-mails will be distributed to the Board of Directors 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 Board of Directors 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.

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

1. **OPENING CEREMONIES**

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

2. **PUBLIC COMMENT - CLOSED SESSION ITEMS**

3. **CLOSED SESSION**

3.1 **Conference with Legal Counsel - Anticipated Litigation**

(Paragraphs (2) and (3) of subdivision (d) of Section 54956.9)

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

Significant exposure to litigation: One potential case

3.2 **Conference with Legal Counsel - Existing Litigation (Davies)**

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

Name of Case: Chris Davies v. Fire Risk Management Services, Moraga-Orinda Fire District

Case No. Case No. ADJ21271903

3.3 **Conference with Legal Counsel - Existing Litigation (Nowicki)**

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

Name of Case: Peter J. Nowicki v. Contra Costa County Employee' Retirement Association, Moraga-Orinda Fire District, and Does 1 - 25 inclusive

Case No. Case No. MSC17-01266

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

(Government Code Section 54957.6)

Employee Organization: Unrepresented Employees

Position: Prescribed Fire Program Manager

Agency Designated Representative: Jonathan Holtzman

3.5 **Conference with Labor Negotiator - MOFCOA**

(Government Code Section 54957.6)

Employee Organization: Moraga-Orinda Fire Chief Officers' Association

Agency Designated Representative: Jonathan Holtzman

3.6 **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

4. **RECONVENE THE MEETING**

- Call the Meeting to Order
- Roll Call

5. **REPORT OF CLOSED SESSION ACTION**

6. **ANNOUNCEMENTS**

- 6.1 **Brief information only reports related to meetings attended by a Director at District expense.** (Government Code Section 53232.3(d))
- 6.2 **Questions and informational comments from Board members and Staff**
- 6.3 **Communications Received**
- 6.4 **Fire Chief Updates**
 - a. Finance Report
 - b. Human Resources
 - c. Fire Marshal Report (attached)
 - d. Operations
 - e. Upcoming Calendar and Events - (next 30 days)

MOFD Events:

September 17, 2025: Board of Director Meeting, Orinda Library Auditorium

External Events:

August 23, 2025: Lemonade Stand for St. Jude, 9 Oak Rd. Orinda

August 26, 2025: Nurtury Preschool

August 28, 2025: Learn and Play Preschool

[Attachment: Fire Prevention Report June 2025 .pdf](#)

[Attachment: Fire Prevention Report July 2025 .pdf](#)

7. 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.

7.1 Written Public Comment - Items Not on the Agenda

[Attachment: Scott Parker](#)

[Attachment: Masaki Hirayama](#)

[Attachment: Nick Waranoff.pdf](#)

[Attachment: Nick Waranoff.pdf](#)

8. CONSENT AGENDA

8.1 Meeting Minutes - June 18, 2025 (Regular Meeting)

Staff Recommendation: Approve and File

[Attachment: 06-18-25 Regular Minutes DRAFT.pdf](#)

8.2 Monthly Incident Report - June 2025 and July 2025

Staff Recommendation: Approve and File

[Attachment: Monthly Incident Report June 2025.pdf](#)

[Attachment: Monthly Incident Report July 2025.pdf](#)

8.3 Monthly Check/Voucher Register - June 2025 and July 2025

Staff Recommendation: Approve and File

[Attachment: Check Register June July 2025.pdf](#)

8.4 Monthly Financial Report - June 2025 and July 2025

Staff Recommendation: Approve and File

[Attachment: Income Statement June 2025.pdf](#)

[Attachment: July 2025 Financials.pdf](#)

8.5 Quarterly Investment Report - June 30, 2025

Staff Recommendation: Approve and File
Attachment: [Quarterly Investment Report 06.2025.pdf](#)

8.6 [PARS Annual Statement - June 2025](#)

Staff Recommendation: Receive and File
Attachment: [PARS Annual Statement June 2025.pdf](#)

8.7 [Approve Continuing the Current Discount Rate of 6.25% to be Used for the Other Post-Employment Benefits Actuarial Valuation Report as of June 30, 2025; Approve Continuing the Current Discount Rate of 6.25% to be Used for the Pension Rate Stabilization Trust Fund](#)

Staff Recommendation: Approve continuing current discount rate (6.25%) to be used for the GASB 75 OPEB Actuarial Valuation Report as of June 30, 2025; 2) Approve continuing current discount rate (6.25%) to be used for the Pension Rate Stabilization Trust funding and District pension information provided in the next Long Range Financial Forecast update scheduled for April 2026.

Attachment A: [PFM Expected Return as of June 30 2025.pdf](#)

8.8 [Adopt Resolution 25-15 Authorizing Investment of Monies in Local Agency Investment Fund](#)

Staff Recommendation: Adopt Resolution 25-15 Authorizing Investment of Monies in Local Agency Investment Fund

Attachment A: [25-15 LAIF Resolution.docx](#)

8.9 [Adopt Resolution 25-16 Authorizing a Fourth Amendment to the Technology Services Agreement with Definitive Networks, Inc. to allow Definitive Networks, Inc. to Recover Licensing Costs for Additional Users During the Period July 1, 2025 through June 30, 2026](#)

Staff Recommendation: Adopt Resolution 25-16 Authorizing a Fourth Amendment to the Technology Services Agreement with Definitive Networks, Inc. to allow Definitive Networks, Inc. to Recover Licensing Costs for Additional Users During the Period July 1, 2025 through June 30, 2026

Attachment A: [Resolution 25-16 Authorizing a Technology Services Agreement with Definitive Networks Inc..docx](#)

Attachment B: [DNI Amendment 4 to October 2022 Contract.docx](#)

8.10 [Adopt Resolution 25-17 Classifying the Various Components of Fund Balance as Defined in Governmental Accounting Standards Board Statement No. 54 and Adopt the Fund Balance Policy](#)

Staff Recommendation: Adopt Resolution 25-17 Classifying the Various Components of Fund Balance as Defined in Governmental Accounting Standards Board Statement No. 54 and Adopt the Fund Balance Policy

Attachment A: [Fund Balance Policy 08.20.25.pdf](#)

Attachment B: [Resolution 25-17 GASB 54.docx](#)

8.11 [Establish Ad Hoc Committees for Station 41 and Administration Office Rebuild or Relocation Facility Planning Project](#)

Staff Recommendation: 1) Establish an Ad Hoc Committee for Station 41 that will report back to the Board on its recommendations within six months; 2) Establish an Ad Hoc Committee for the Administration Office rebuild or relocation that will report back to the Board on its recommendations within six months; and 3) Appoint Directors Danziger and Jorgens to serve on both committees.

8.12 [Authorize the Purchase of Lifepak 35 Cardiac Monitors in the amount not to exceed \\$555,706.74.](#)

Staff Recommendation: Authorize the Purchase of Lifepak 35 Cardiac Monitors in the amount not to exceed \$555,706.74.

Attachment A: [Lifepak 35 Cardiac Monitors.pdf](#)

9. **REGULAR AGENDA**

- 9.1 [Authorize the Fire Chief to execute an MOU between The Regents of the University of California and MOFD regarding establishing a Firewise Demonstration Garden at Station 42 providing that the MOU is acceptable to the Fire Chief in consultation with District Counsel](#)
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Authorize the Fire Chief to execute an MOU with The Regents of the University of California (“University”), on behalf of UC Agriculture and Natural Resources and its UC Cooperative Extension Contra Costa County regarding a Firewise Demonstration Garden at Station 42 that addresses, among other things, certain operational provisions and is acceptable to the Fire Chief in consultation with District Counsel.
[Attachment: UCCE Contra Costa - Moraga-Orinda Fire District MPG MOU DRAFT 08.06.2025.pdf](#)
- 9.2 [Consideration of Establishing a Joint Fire Prevention Ad Hoc Committee with the Town of Moraga](#)
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Consider establishing a Joint Fire Prevention Ad Hoc Committee with the Town of Moraga; 4) If approved, appoint two Board members to serve on the committee.
- 9.3 [Adopt Resolution 25-14 Authorizing an Architectural Services Agreement with Shah Kawasaki Architects, Inc. and Approving a Personal Services Agreement for On-Call Architectural and Consulting Services to Support Current and Future District Facility Projects](#)
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution 25-14, A Resolution of the Moraga-Orinda Fire District Authorizing an Architectural Services Agreement with Shah Kawasaki, Inc.; 4) Approve the Personal Services Agreement between the Moraga-Orinda Fire Protection District and Shah Kawasaki Architects, Inc. for on-call architectural and consulting services to support current and future District facility projects.
[Attachment A-Shah Kawasaki Contract -On Call.pdf](#)
[Attachment B: 25-14 Authorizing an Architectural Services Agreement with Shah Kawasaki Architects Inc.docx](#)
- 9.4 [Adopt Resolution 25-18 Authorizing a Retirement Plan Services Agreement with BFSG, LLC to Provide Investment Services for the Section 115 Trust Plans with Public Agency Retirement Services; Authorize the Fire Chief or Designee to execute any additional documents necessary to complete the transition to BFSG, LLC as Registered Investment Adviser](#)
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution 25-18 Authorizing a Retirement Plan Services Agreement with BFSG, LLC to Provide Investment Services for the Section 115 Trust Plans with Public Agency Retirement Services; 4) Authorize the Fire Chief or Designee to Execute Any Additional Documents Necessary to complete the transition to BFSG, LLC as Registered Investment Adviser
[Attachment A: Resolution 25-18 Authorizing Retirement Plan Services Agreement with BFSG LLC.docx](#)
[Attachment B: BFSG Consulting Agreement \(Moraga-Orinda\) \(JRR 8-6-25\).docx](#)

10. COMMITTEE REPORTS

- 10.1 **Standing Audit Committee (Directors Hasler and Jex)**
- 10.2 **Ad Hoc Committee Joint Fire Prevention w/City of Orinda (Directors Danziger and Jorgens)**
- 10.3 **Ad Hoc Committee Station 45 Facilities Project (Directors Danziger and Jorgens)**

11. REQUESTS FOR ITEMS ON FUTURE AGENDAS

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, and available on our website at www.mofd.org/agendas.

I hereby certify that this agenda in its entirety was posted on August 15, 2025, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45 and electronically at www.mofd.org/agendas. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Marcia Holbrook
District Secretary/Clerk