



Moraga-Orinda Fire District

Board of Directors

REGULAR MEETING
September 17, 2025 – 6:00 PM
6:00 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/88295994612>

or By Phone: 1-669-900-6833
Webinar ID: 882 9599 4612

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. **PUBLIC HEARING**

6.1 [Appeal Hearing on Administrative Citation #25-0990-001, 470 Tahos Road, Orinda, CA 94563, APN: 251201001](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Conduct a Public Hearing; 4) Review documentation and Hear from the Property Owner and/or their Agent; 5) Close the Public Hearing; 6) Adopt Resolution 25-19 to uphold, modify, or dismiss Administrative Citation #25-0990-001 issued to 470 Tahos Road, Orinda, CA 94563, APN: 251201001.

[Attachment A: Code Enforcement Case 25-0990_Redacted.pdf](#)

[Attachment B: 2025.05.05 Pre-Citation Letter_Redacted.pdf](#)

[Attachment C: Extension Request \(June 1, 2025\)_Redacted.pdf](#)

[Attachment D: Modification Request \(June 18, 2025\)_Redacted.pdf](#)

[Attachment E: 2025.07.02 Administrative Citation_Redacted.pdf](#)
[Attachment F: Appeal Filing \(July 8, 2025\)_Redacted](#)
[Attachment G: Appeal Hearing Notification \(September 3, 2025\)_Redacted.pdf](#)
[Attachment H: MOFD Juniper Removal Sequoia 091225.pdf](#)
[Attachment I: 25-19 Resolution Administrative Citation Hearing 470 Tahos Road](#)

7. ANNOUNCEMENTS

- 7.1 **Brief information only reports related to meetings attended by a Director at District expense.** (Government Code Section 53232.3(d))
- 7.2 **Questions and informational comments from Board members and Staff**
- 7.3 **Communications Received**
- 7.4 **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:

10/11/25: Open House/Moraga Pancake Breakfast, 8:00AM-10:30AM, Station 41

10/15/25: Board of Director Meeting, Orinda Library Auditorium

External Events:

9/18/25: Los Perales School Site Visit

9/20/25: Gloria Ct/Carr Dr/Inverleith Terr Firewise Neighborhood Site Visit

9/27/25: Meadow View Firewise Neighborhood Gathering

9/27/25: Moraga Pear and Wine Festival

[Attachment: Fire Prevention Report August 2025](#)

8. 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.

9. CONSENT AGENDA

- 9.1 [Meeting Minutes - August 20, 2025 \(regular meeting\)](#)
Staff Recommendation: Approve and File
[Attachment: 08-20-25 Regular Minutes DRAFT.pdf](#)
- 9.2 [Monthly Incident Report - August 2025](#)
Staff Recommendation: Approve and File
[Attachment: Monthly Incident Report - August 2025.pdf](#)
- 9.3 [Monthly Check/Voucher Register - August 2025](#)
Staff Recommendation: Approve and File
[Attachment: Check Register August 2025.pdf](#)
- 9.4 [Monthly Financial Report - August 2025](#)
Staff Recommendation: Approve and File
[Attachment: August Financials.pdf](#)
- 9.5 [Authorize the Fire Chief to Enter Into an Agreement with Gutterglove, Inc. for Stainless Steel](#)

[Gutter Covering Material in the Amount Not to Exceed \\$400,000](#)

Staff Recommendation: 1) Authorize the Fire Chief to enter into a purchasing agreement with Gutterglove, Inc. in the amount not to exceed \$400,000

[Attachment: RFP #25-04 Gutterglove Proposal](#)

9.6 [Adopt Revised District Policy #05, Public Records Policy](#)

Staff Recommendation: 1) Adopt the revised District Policy #05, Public Records Policy

[Attachment A: Public Records Policy redline.pdf](#)

[Attachment B: Public Records Policy Final.pdf](#)

9.7 [PARS Other Post Employment Benefits Pre-Funding and Pension Rate Stabilization Trust Program Annual Client Review](#)

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

[Attachment A: Annual Client Review September 2025.pdf](#)

10. **REGULAR AGENDA**

10.1 [Draft GASB 75 OPEB Valuation Report as of June 30, 2025 and Approval of OPEB Funding Policy](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide direction to staff regarding the Draft GASB 75 OPEB Valuation Report as of June 30, 2025; 4) Approve the OPEB Funding Policy

[Attachment A: Moraga-Orinda Fire GASB 75 Report 2025 v250910a.pdf](#)

[Attachment B: OPEB Funding Policy 09.2025.pdf](#)

10.2 [Approve Investment Policy Statement and Target Asset Allocation for the Section 115 Trust Plans with Public Agency Retirement Services](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve Investment Policy Statement and Target Asset Allocation for the Section 115 Trust Plans with Public Agency Retirement Services

[Attachment A: OPEB Trust and Pension Trust Investment Policy Statement DRAFT.docx](#)

[Attachment B: 2025 Asset Allocation Analysis \(Moraga Orinda Fire District\).pdf](#)

10.3 [Quarter Four Financial Update and Budget Review FY2025](#)

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

[Attachment A: Quarter Four All Funds.pdf](#)

10.4 [Update on Hiring and Onboarding of Single-Role Paramedics](#)

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

10.5 [MOFD's Role in Reviewing Emergency Evacuation Considerations for Large-Scale Developments in Moraga and Orinda, including Road Capacity, Parking, and Fire Hardening Standards](#)

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

10.6 [Authorize Acceptance of the Department of the Interior Wildfire Management - Preparedness Grant for the Purchase of one Slip-on Tanker in the Amount of \\$34,300.81; Authorize General Fund Revenue and Expenditure Budget Adjustment Increases in the Amount of \\$34,301](#)

Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Authorize Acceptance of the Department of the Interior Wildfire Management - Preparedness Grant for the Purchase of one Slip-on Tanker in the Amount of \$34,300.81; 4) Authorize General Fund Revenue and Expenditure Budget Adjustment Increases in the Amount of \$34,301

[Attachment A: Notice of Award.pdf](#)

[Attachment B: Quote](#)

[Attachment C: Slip on Unit.PDF](#)

11. **COMMITTEE REPORTS**

11.1 **Standing Audit Committee (Directors Hasler and Jex)**

11.2 Ad Hoc Committee Joint Fire Prevention w/City of Orinda (Directors Danziger and Jorgens)

11.3 Ad Hoc Committee Joint Fire Prevention w/Town of Moraga (Directors Hasler and Jex)

11.4 Ad Hoc Committee Administration Office Facilities Project (Directors Danziger and Jorgens)

11.5 Ad Hoc Committee Station 41 Facilities Project (Directors Danziger and Jorgens)

11.6 Ad Hoc Committee Station 45 Facilities Project (Directors Danziger and Jorgens)

12. REQUESTS FOR ITEMS ON FUTURE AGENDAS

13. 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 September 12, 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