



## Novato Fire District Board of Directors

Regular Finance Committee Meeting Agenda  
February 20, 2024, at 9:00 am

Location: Administration Building and Via Zoom  
95 Rowland Way, Novato, CA 94945  
Website: [www.novatofire.org](http://www.novatofire.org)

ATTENTION: This will be an in-person meeting of the Board of Directors due to the expiration of Executive Order N-29-20 on February 28, 2023, however, any interested member of the public may participate virtually and/or telephonically by utilizing the dial-in information printed on this agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this meeting due to a disability, they should contact Jennifer Crayne at [jcrayne@novatofire.org](mailto:jcrayne@novatofire.org)

The Finance Committee meeting agenda and all supporting documents are available for public review at 95 Rowland Way, Novato, CA, 72 hours in advance of a scheduled board meeting. A fee will be charged for additional copies of board meeting documents. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Services Manager as soon as possible, but at least 48 hours prior to the meeting.

### ROLL CALL

Director William Davis, Director Bruce Goines

### OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

This is an opportunity for any member of the public to briefly address the Finance Committee on any matter that does not appear on this agenda. Items that appear to warrant a more lengthy presentation or Committee consideration will be placed on the agenda for discussion at a future meeting.

### AGENDA ADJUSTMENTS

### CONSENT CALENDAR ITEMS

1. Review of Fire Chief's credit card expenses: July 2023 through January 2024
2. Review of Deputy Fire Chief's credit card expenses: July 2023 through January 2024
3. Special Finance Committee Meeting Minutes 7/18/23

Zoom Conference Information  
Join at Zoom.com

Meeting ID: 232 811 1856  
Password: 959595

Join the Zoom meeting and then dial in if you need audio by telephone  
+1 669 900 6833 US (San Jose)

Join by telephone only:  
+1 669 900 6833 US (San Jose)

For clarity of discussion, the Public is requested to MUTE except:

1. During Open Time for public expression item
2. Public comment period on agenda items.
3. You may use the "raise hand" zoom feature or press \*9 if connecting only by phone.



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### **NEW BUSINESS**

1. Re-allocation of assigned and unassigned fund balances

Finance Committee to review and discuss the re-allocation of assigned and unassigned fund balances and make a recommendation to the full board.

2. Rainy Day Fund- Committed Fund Balance 6/30/23

Finance Committee to review the Rainy Day Fund Balance and consider whether to make any adjustments. The calculation of the Rainy Day Fund Balance is derived from the audited financial statements prepared by Maze for fiscal year ending June 30, 2023. The calculation suggests no change to the current balance of \$5,071,552.

3. EMS Aging Report- Review

4. EMS Finance Related Items

- AB 716
- AB 1705
- Medicare Ground Ambulance Data Collection System

5. Vacation Balance Audits

### **MWPA REPORTS**

1. MWPA Revenue and Expenditure Report

### **INFORMATIONAL ITEMS**

1. Next Regular Finance Committee Meeting is April 16, 2024

### **TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS**

Committee members may discuss or request future agenda items for Committee consideration.

### **ADJOURNMENT**