



## 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.



## **Novato Fire District Board of Directors**

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

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Website: [www.novatofire.org](http://www.novatofire.org)

### **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**

## **Consent Calendar Items Section**



WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
06/28	06/29	24559305KS66E1S5K	CALIFORNIA FIRE CHIEFS AS916-9239455 CA	\$600.00 ✓
07/11	07/11	000000000000COMPC	TOTAL PURCHASES	\$600.00
			TOTAL	\$600.00

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.24% (v)	\$0.00	0	\$0.00
Cash Advances	19.24% (v)	\$0.00	0	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

Exciting news! Go online today and check out the all-new enhancements to the Card Service Center website. E-statements, additional payment options, links to Preferred Points website, and other helpful sites. Visit us today at [www.cardaccount.net](http://www.cardaccount.net) to enroll your credit card account(s) on the newly enhanced website.

Thank you for the opportunity to serve your credit card needs. Should your future plans include travel, please contact us at 1-800-367-7576.

Please see reverse side of page 1 for important information.



WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

Billing Questions:  
800-367-7576

Website:  
www.cardaccount.net

Send Billing Inquiries To:  
Card Service Center, PO Box 569120, Dallas, TX 75356

TIB, N.A. Credit Card Account Statement  
July 11, 2023

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

**PAYMENT INFORMATION**

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	August 5, 2023

Account Number	XXXX XXXX XXXX 0387
Credit Limit	\$50,000.00
Available Credit	\$49,969.00
Statement Closing Date	July 11, 2023
Days in Billing Cycle	0

**MESSAGES**

GREAT NEWS!

We have upgraded the Card Service Center website and online access to your account information. It is better than ever!

Our enhanced site features easier-to-navigate pages, additional payment functionality, and new self-serve account update options. **NEW MOBILE APP** is also available to manage your card on the go!

The New Site and Mobile App are available NOW! To take advantage of these exciting features go to [www.cardaccount.net](http://www.cardaccount.net) to download the mobile app or click "ACCOUNTS" and choose "CREDIT CARD ACCOUNTS" to log in now.

Please see reverse side of page 1 for important information.

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15 5025 3643 VB5 01A85762

4767

TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
New Balance: \$0.00  
Minimum Payment Due: \$0.00  
Payment Due Date: August 5, 2023

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100

WILLIAM TYLER  
NOVATO FIRE PROT DIST 4767  
95 ROWLAND WAY  
NOVATO CA 94945-5001





WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 07/11	07/13	2469216612YNPAZAJ	PANERA BREAD #202214 P NOVATO CA	\$31.40 ✓
2 07/19	07/21	2442629690GT28DRP	Center for Public Safety 703-691-4620 VA	\$325.00 ✓
3 08/01	08/03	24692166N32XHEHMX	PANERA BREAD #202214 P NOVATO CA	\$63.47 ✓
08/11	08/11	000000000000COMPC	TOTAL PURCHASES \$419.87	
			TOTAL \$419.87	

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.24% (v)	\$0.00	0	\$0.00
Cash Advances	19.24% (v)	\$0.00	0	\$0.00

(v) - variable

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Please see reverse side of page 1 for important information.

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BHH



WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

**Billing Questions:**

800-367-7576

**Website:**

www.cardaccount.net

**Send Billing Inquiries To:**

Card Service Center, PO Box 569120, Dallas, TX 75356

**TIB, N.A. Credit Card Account Statement  
August 11, 2023**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

**PAYMENT INFORMATION**

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	September 5, 2023

Account Number XXXX XXXX XXXX 0387  
 Credit Limit \$50,000.00  
 Available Credit \$50,000.00  
 Statement Closing Date August 11, 2023  
 Days in Billing Cycle 0

**MESSAGES**

**PROTECT YOURSELF FROM SCAMMERS!**

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please DO NOT give out that information.

If you feel pressured or concerned about a phone call, please hang up and call us at 800-367-7576 (the phone number located on the back of your credit card). Our Card Service Center team is always glad to check and can verify the information.

Please see reverse side of page 1 for important information.

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TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
 New Balance: \$0.00  
 Minimum Payment Due: \$0.00  
 Payment Due Date: September 5, 2023

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100



WILLIAM TYLER 4809  
 NOVATO FIRE PROT DIST  
 95 ROWLAND WAY  
 NOVATO CA 94945-5001





WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 08/15	08/16	2413746732XHAMEKZ	TST* MARIN COFFEE ROASTERNOVATO CA	\$47.00 ✓
2 08/15	08/16	244303474BMA3JL5Y	NOVATO CAR WASH NOVATO CA	\$18.00 ✓
3 08/17	08/20	2475542767XKQ1SA3	HILTON ADVPURCH8002367113800-2367113 TN	\$198.46 ✓
4 08/21	08/23	24692167A2ZNNDBG0	SOUTHWES 5262492956685800-435-9792 TX	\$155.96 ✓
		10/16/23	TYLER/WILLIAM	
		1 WN J	OAKLAND ONTARIO	
		2 WN J	ONTARIO OAKLAND	
09/10	09/10	000000000000COMPC	TOTAL PURCHASES \$419.42	
			TOTAL \$419.42	

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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Please see reverse side of page 1 for important information.





WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

Billing Questions:

800-367-7576

Website:

www.cardaccount.net

Send Billing Inquiries To:

Card Service Center, PO Box 569120, Dallas, TX 75356

TIB, N.A. Credit Card Account Statement  
September 10, 2023

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

Account Number XXXX XXXX XXXX 0387  
 Credit Limit \$50,000.00  
 Available Credit \$50,000.00  
 Statement Closing Date September 10, 2023  
 Days in Billing Cycle 0

PAYMENT INFORMATION

New Balance: \$0.00  
 Minimum Payment Due: \$0.00  
 Payment Due Date: October 5, 2023

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please DO NOT give out that information.

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15 5025 3643 VB5 01A85762

4715

TIB, N.A.  
 1550 N BROWN RD 150  
 LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
 New Balance: \$0.00  
 Minimum Payment Due: \$0.00  
 Payment Due Date: October 5, 2023

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
 PO BOX 569100  
 DALLAS TEXAS 75356-9100

WILLIAM TYLER 4715  
 NOVATO FIRE PROT DIST  
 95 ROWLAND WAY  
 NOVATO CA 94945-5001





WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
10/09	10/11	24692168V35EDQJ8V	PANERA BREAD #202214 P NOVATO CA	\$85.19 ✓
10/11	10/11	000000000000COMPC	TOTAL PURCHASES	\$85.19
			TOTAL	\$85.19

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Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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2-1

BHH



WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

**Billing Questions:**  
800-367-7576

**Website:**  
www.cardaccount.net

**Send Billing Inquiries To:**  
Card Service Center, PO Box 569120, Dallas, TX 75356

**TIB, N.A. Credit Card Account Statement**  
October 11, 2023

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

**PAYMENT INFORMATION**

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	November 5, 2023

Account Number XXXX XXXX XXXX 0387  
Credit Limit \$50,000.00  
Available Credit \$49,915.00  
Statement Closing Date October 11, 2023  
Days in Billing Cycle 0

**MESSAGES**

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15 5025 3643 V85 01A85762

4615

TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
New Balance: \$0.00  
Minimum Payment Due: \$0.00  
Payment Due Date: November 5, 2023

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100

WILLIAM TYLER 4615  
NOVATO FIRE PROT DIST  
95 ROWLAND WAY  
NOVATO CA 94945-5001





WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 10/16	10/18	2475542924PNXQB4T	OAK CLUBHOUSE T1 6622117 888-3100583 CA	\$36.09 ✓
2 10/17	10/18	244310692BLT05GGB	YARD HOUSE 0108309 RANCHO CUCAMOCA	\$67.20 ✓
3 10/17	10/19	2443106935SE2E4N5	TOP GOLF ONTARIO 72-2 ONTARIO CA	\$272.13 ✓
4 10/17	10/19	24755429351166Y68	DOUBLETREE AIRPORT ONTARIO CA	\$110.14 ✓
5 10/18	10/20	248019794BLZMTG1K	HEROES RESTAURANT AND BR ONTARIO CA	\$110.44 ✓
6 10/19	10/20	24692169433GZJ697	APPLE.COM/BILL 866-712-7753 CA	\$19.99 ✓
7 10/19	10/22	240404795S66FZFFS	LAZ PKG OAKLAND OAKLAND CA	\$104.00 ✓
8 10/19	10/22	244310695RQE3BN9	ONT PROVISIONS ST1878 ONTARIO CA	\$15.54 ✓
9 10/19	10/22	2475542957LW45PP4	DOUBLETREE AIRPORT ONTARIO CA	\$572.76 ✓
11/10	11/10	000000000000COMPC	TOTAL PURCHASES \$1,308.29	
			TOTAL \$1,308.29	

**INTEREST CHARGE CALCULATION**

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Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

Billing Questions:  
800-367-7576

Website:  
www.cardaccount.net

Send Billing Inquiries To:  
Card Service Center, PO Box 569120, Dallas, TX 75356

TIB, N.A. Credit Card Account Statement  
November 10, 2023

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

**PAYMENT INFORMATION**

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	December 5, 2023

Account Number XXXX XXXX XXXX 0387  
Credit Limit \$50,000.00  
Available Credit \$50,000.00  
Statement Closing Date November 10, 2023  
Days in Billing Cycle 0

**MESSAGES**

**PROTECT YOURSELF FROM SCAMMERS!**

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please **DO NOT** give out that information.

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TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
New Balance: \$0.00  
Minimum Payment Due: \$0.00  
Payment Due Date: December 5, 2023

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100

WILLIAM TYLER 4640  
NOVATO FIRE PROT DIST  
95 ROWLAND WAY  
NOVATO CA 94945-5001





WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
11/15	11/17	2416407A031T91DGH	STAPLES 00109447 NOVATO CA	\$20.92 ✓
11/19	11/20	2469216A335JS5WYH	APPLE.COM/BILL 866-712-7753 CA	\$19.99 ✓
12/11	12/11	000000000000COMPC	TOTAL PURCHASES \$40.91	
			TOTAL \$40.91	

**INTEREST CHARGE CALCULATION**

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Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

Billing Questions: 800-367-7576

Website: www.cardaccount.net

Send Billing Inquiries To: Card Service Center, PO Box 569120, Dallas, TX 75356

TIB, N.A. Credit Card Account Statement  
December 11, 2023

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

PAYMENT INFORMATION

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	January 5, 2024

Account Number XXXX XXXX XXXX 0387  
 Credit Limit \$50,000.00  
 Available Credit \$50,000.00  
 Statement Closing Date December 11, 2023  
 Days in Billing Cycle 0

MESSAGES

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5762 0001 8HM 001 7 6 231211 0 PAGE 1 of 2 15 5025 3643 VB5 01A85762 4547

TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
 New Balance: \$0.00  
 Minimum Payment Due: \$0.00  
 Payment Due Date: January 5, 2024

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100

WILLIAM TYLER 4547  
 NOVATO FIRE PROT DIST  
 95 ROWLAND WAY  
 NOVATO CA 94945-5001





WILLIAM TYLER  
Account Number: XXXX XXXX XXXX 0387

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 12/19	12/20	2469216B12ZZQAFW2	APPLE.COM/BILL 866-712-7753 CA <i>2151-9308</i>	\$19.99 <i>BT</i>
2 01/02	01/04	2469216QK31QE9JYA	PANERA BREAD #202214 P NOVATO CA	\$48.32 <i>BT</i>
3 01/06	01/07	2469216QN33EQ3QMX	SQ *NOVATO PAINT THE TOWNgosq.com CA <i>EOY Dinner 005673</i>	\$250.00 <i>BT</i>
4 01/06	01/07	2469216QN33EQ7D89	SQ *NOVATO PAINT THE TOWNgosq.com CA <i>EOY Dinner 005724</i>	\$250.00 <i>BT</i>
5 01/08	01/09	2469216QT35PHEW24	TST* AYAWASKA NOVATO Novato CA <i>9308-2718</i>	\$155.45 <i>BT</i>
01/11	01/11	000000000000COMPC	TOTAL PURCHASES \$723.76	
			TOTAL \$723.76	

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

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Thank you for the opportunity to serve your credit card needs. Should your future plans include travel, please contact us at 1-800-367-7576.

*#1 = recurring expense*  
*#2 = Meeting Food see receipt 9308-2273*  
*#3 & #4 9308-2273 see paid invoice*  
*#5 consultant dinner prep for strategic plan 9308-2718*





WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

Billing Questions: 800-367-7576

Website: www.cardaccount.net

Send Billing Inquiries To: Card Service Center, PO Box 569120, Dallas, TX 75356

TIB, N.A. Credit Card Account Statement January 11, 2024

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

PAYMENT INFORMATION

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	February 5, 2024

Account Number XXXX XXXX XXXX 0387  
 Credit Limit \$50,000.00  
 Available Credit \$50,000.00  
 Statement Closing Date January 11, 2024  
 Days in Billing Cycle 0

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please DO NOT give out that information.

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Please see reverse side of page 1 for important information.

5762 0001 BHH 001 7 6 240111 0 PAGE 1 of 2 15 5025 3643 V85 01A85762 5707

TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0387  
 New Balance: \$0.00  
 Minimum Payment Due: \$0.00  
 Payment Due Date: February 5, 2024

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100



WILLIAM TYLER 5707  
 NOVATO FIRE PROT DIST  
 95 ROWLAND WAY  
 NOVATO CA 94945-5001





JOHN DICOHEA

Account Number: XXXX XXXX XXXX 0980

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 06/14	06/14	246921655357FKKYS	WPY*FireNuggets Inc 855-999-3729 CA	\$85.00 ✓
2 06/20	06/22	24323005Q2M7PX1ZV	PINI HARDWARE NOVATO CA	\$82.07 ✓
3 06/26	06/27	24692165H35DEJLPM	AMZN Mktg US*KW1BJ7FX3 Amzn.com/billWA	\$341.71 ✓
4 07/10	07/11	24445006000S9T4AF	VCN*MARINCOCLERKCTR SAN RAFAEL CA	\$52.50 ✓
07/11	07/11	000000000000COMPC	TOTAL PURCHASES \$561.28	
			TOTAL \$561.28	

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.24% (v)	\$0.00	0	\$0.00
Cash Advances	19.24% (v)	\$0.00	0	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

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Please see reverse side of page 1 for important information.





JOHN DICOCHEA

Account Number: XXXX XXXX XXXX 0980

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 07/20	07/23	24892166A337Y38MH	UNITED 0164224447626800-932-2732 TX	\$8.99
2 07/27	07/28	24492156GS1QR18WF	PAYPAL *RED HELMET 402-935-7733 CA	\$460.00
08/11	08/11	000000000000COMP	TOTAL PURCHASES \$468.99	
			TOTAL \$468.99	

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.24% (v)	\$0.00	0	\$0.00
Cash Advances	19.24% (v)	\$0.00	0	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

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Please see reverse side of page 1 for important information.





JOHN DICOHEA  
Account Number: XXXX XXXX XXXX 0980

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 09/08	09/10	24692167V301AVV7J	PANERA BREAD #202214 415-897-1056 CA	\$30.16 ✓
2 09/08	09/10	24692167W30V13BQ9	PANERA BREAD #202214 P NOVATO CA	\$18.79 ✓
09/10	09/10	000000000000COMPC	TOTAL PURCHASES \$48.95	
			TOTAL \$48.95	

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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Please see reverse side of page 1 for important information.





JOHN DICOCHEA  
Account Number: XXXX XXXX XXXX 0980

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 09/13	09/13	24692168033F0XNER	SQ *CALIFORNIA FIRE PREVEgosq.com CA	\$550.00 ✓
2 09/27	09/28	24692168E3519TR3H	SQ *NICK THE GREEK gosq.com CA	\$150.42 ✓
3 09/28	09/29	24692168F35GV9TT8	PANERA BREAD #202214 415-897-1056 CA	\$155.01 ✓
4 10/05	10/08	24692168P32J5BHFR	HILTONSAC ARDEN W-ROOM SACRAMENTO CA	\$720.78 ✓
5 10/09	10/10	24493988V2M3R3H4W	CARMEN'S LA HACIENDA NOVATO CA	\$210.06 ✓
6 10/10	10/11	24692168V35RLPB7Y	SQ *NOVATO PROFESSIONAL FNovato CA	\$3.50 ✓
	10/11	000000000000COMPC	TOTAL PURCHASES \$1,789.77	
			TOTAL \$1,789.77	

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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JOHN DICOCHEA

Account Number: XXXX XXXX XXXX 0980

**Billing Questions:**

800-367-7576

**Website:**

www.cardaccount.net

**Send Billing Inquiries To:**

Card Service Center, PO Box 569120, Dallas, TX 75356

**TIB, N.A. Credit Card Account Statement  
October 11, 2023**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

**PAYMENT INFORMATION**

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	November 5, 2023

Account Number	XXXX XXXX XXXX 0980
Credit Limit	\$10,000.00
Available Credit	\$9,997.00
Statement Closing Date	October 11, 2023
Days in Billing Cycle	0

**MESSAGES**

**PROTECT YOURSELF FROM SCAMMERS!**

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PAGE 1 of 2

15 5025 3643 V85 01A85762

4597

TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number:	XXXX XXXX XXXX 0980
New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	November 5, 2023

Please use enclosed envelope to remit payment.

Amount Enclosed: \$



Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100

JOHN DICOCHEA 4597  
NOVATO FIRE PROT DIST  
95 ROWLAND WAY  
NOVATO CA 94945-5001



1-2

BHH



JOHN DICOCHEA  
Account Number: XXXX XXXX XXXX 0980

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
11/06	11/08	24692169P35D955ZF	PANERA BREAD #202214 P NOVATO CA	\$51.68 ✓
11/10	11/10	000000000000COMPC	TOTAL PURCHASES \$51.68	
			TOTAL \$51.68	

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

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JOHN DICOHEA  
 Account Number: XXXX XXXX XXXX 0980

**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 11/15	11/16	2449398A02M3M7ZPV	CARMEN'S LA HACIENDA NOVATO CA	\$84.30 ✓
2 11/15	11/17	2432300A02M7L2YXD	PINI HARDWARE NOVATO CA	\$12.63 ✓
3 11/15	11/17	2443186A00VZ3S1PN	SAN GABRIEL FOOD INC NOVATO CA	\$596.75 ✓
4 11/28	11/29	2469216AQ32WHGW4D	PANERA BREAD #202214 415-897-1056 CA	\$97.50 ✓
12/11	12/11	000000000000COMPC	TOTAL PURCHASES \$791.18	
			TOTAL \$791.18	

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.49% (v)	\$0.00	0	\$0.00
Cash Advances	19.49% (v)	\$0.00	0	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

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Thank you for the opportunity to serve your credit card needs. Should your future plans include travel, please contact us at 1-800-367-7576.



JOHN DICOCHEA  
Account Number: XXXX XXXX XXXX 0980

Billing Questions:  
800-367-7576

Website:  
www.cardaccount.net

Send Billing Inquiries To:  
Card Service Center, PO Box 569120, Dallas, TX 75356

TIB, N.A. Credit Card Account Statement  
December 11, 2023

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00

PAYMENT INFORMATION

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	January 5, 2024

Account Number XXXX XXXX XXXX 0980  
Credit Limit \$10,000.00  
Available Credit \$10,000.00  
Statement Closing Date December 11, 2023  
Days in Billing Cycle 0

MESSAGES

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Please see reverse side of page 1 for important information.

5762 0001 8HH 001 7 6 231211 0 PAGE 1 of 2 15 5025 3643 VB5 01AB5762 4528

TIB, N.A.  
1550 N BROWN RD 150  
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0980  
New Balance: \$0.00  
Minimum Payment Due: \$0.00  
Payment Due Date: January 5, 2024

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

Indicate name or address change on reverse side and check here.

Make Check Payable to:

CARD SERVICE CENTER  
PO BOX 569100  
DALLAS TEXAS 75356-9100

JOHN DICOCHEA 4528  
NOVATO FIRE PROT DIST  
95 ROWLAND WAY  
NOVATO CA 94945-5001





Novato Fire District Board of Directors  
Special Finance Committee Meeting Minutes  
July 18, 2023, at 2:00 pm

1 The meeting was called to order by Director Davis at 2:00 p.m.

2

3 **ROLL CALL**

4 Directors Bill Davis and Bruce Goines.

5

6 **STAFF MEMBERS PRESENT**

7 Fire Chief Bill Tyler, Finance Director Joe Valenti, ASM Jennifer Crayne, IT Manager Azar  
8 Mashintchian, and B/C Dicochea.

9

10 **OPEN TIME FOR PUBLIC EXPRESSION**

11 No public comments were made.

12

13 **AGENDA ADJUSTMENTS**

14 None.

15

16 **CONSENT CALENDAR**

17 1. Review of Fire Chief's credit card expenses: May 2023 & June 2023

18 2. Review of Deputy Fire Chief's credit card expenses: May 2023 & June 2023

19

20 No public comment.

21 M/s Goines/Davis to accept consent calendar items 1-2.

22 Motion carried: 2-0-0

23

24 **NEW BUSINESS**

25 1. Review Final Draft of the Annual Budget for FY 2023-2024

26 The Finance Committee will review the final draft of the Annual Budget 2023-2024 and  
27 make a recommendation to the full Board of Directors.

28 Finance Director Joe Valenti noted that the Draft Preliminary Annual Budget for FY 2023-2024  
29 was adopted in June. The County of Marin provided final numbers which affected final revenue  
30 projections. The final budget will be adopted in August.

31 The changes made since the approval of the preliminary budget include the following:

- 32 • Revenues are anticipated to be \$38.9 million
- 33 • County anticipates a 5.6% increase in property taxes, the original estimate was 4.2
- 34 • Salaries and benefits increase by 10.5% due to updated healthcare premiums
- 35 • Services and supplies increase by \$350K due to the addition of recruitment and retention
- 36 and a cancer prevention and mitigation program.
- 37 • \$30K decrease in Marin IT Contract

38

39 Director Goines asked for more information on the cancer prevention and mitigation program.  
40 Chief Tyler referred to the recent information that has come out regarding PFAS in the turnout  
41 gear. They are raising awareness about these chemicals and the importance of mitigating  
42 exposure to reduce the prevalence of cancer in firefighters.



Novato Fire District Board of Directors  
Special Finance Committee Meeting Minutes  
July 18, 2023, at 2:00 pm

43 FD Valenti commented on the \$100K added for recruitment and retention. These funds will  
44 allow for an increased presence at job fairs, producing informational recruitment videos,  
45 supporting the Reserve Program, and establishing a scholarship to help underserved  
46 communities.

47  
48 No public comment.

49 M/s Davis/Goines to recommend to the full Board to accept the Final Draft of the Annual Budget  
50 for FY 2023-2024.

51 Motion carried: 2-0-0

52

53 **MWPA REPORTS**

54 None.

55

56 **INFORMATIONAL ITEMS**

- 57 • The next Finance Committee meeting will be held on October 17, 2023

58

59 **TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS**

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

61

62 **ADJOURNMENT**

63 There being no further business to conduct, Director Davis adjourned the meeting at  
64 2:56 pm.

65

66 Respectfully Submitted,

A handwritten signature in cursive script that reads "Jennifer Crayne".

70 Jennifer Crayne

71 Clerk of the Board

## **New Business Section**





---

**Novato Fire District Board of Directors**  
**Finance Committee Members**  
**Director William Davis - Director Bruce Goines**

---

**Date:** February 14, 2024

**Topic:** Re-allocation of assigned and unassigned fund balances

**Recommendation**

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

**Summary**

Based upon the audited financial statements prepared by Maze as of June 30, 2023, the District had \$23,147,352 in assigned fund balances, \$5,071,552 in Rainy Day committed fund balance, \$31,593 in non-spendable fund balance, \$327,204 in Restricted fund balance for MWPA, and \$16,585,345 in unassigned fund balance for a total of \$45,163,046 in fund balances.

The Finance Committee will review and discuss the possible re-allocation of fund balances to meet current projected needs and priorities.

**Financial Impact**

None, other than to re-allocate existing fund balances.

**Reviewed by:**

\_\_\_\_\_ Administration  
\_\_\_\_\_ EMS  
\_\_\_\_\_JV\_\_\_\_\_ Finance  
\_\_\_\_\_ Risk Reduction, Prevention and Mitigation  
\_\_\_\_\_ Human Resources  
\_\_\_\_\_ Operations

Approved by:

A handwritten signature in blue ink, appearing to read "Bill Tyler", with a horizontal line extending to the right.

Bill Tyler  
Fire Chief

**Attachments:** Exhibit A – Re-allocation of Fund Balances

# Exhibit A

Novato Fire Protection District  
Re-allocation of Fund Balances

2/14/2024

Fund Balance	Audited Balance 6/30/2023	Adopted Budget 2023/24	Balance 7/1/2023	Budget Adjustment	Proposed	Adjustment - Inc / (Dec)	Comments
SCBA	-	-	-	-	1,000,000	1,000,000	SCBAs due in 2028 (67)
EMS Capital Equip	-	-	-	-	543,000	543,000	Power loaders (5) & gurneys (5) \$450K 4 motorized stair chairs \$60K Pediatric restraint systems
Unemployment Insurance	93,600		93,600		93,600		Narc boxes Maximum liability - 4 potential claims @ \$23,400 per claim
Apparatus	4,640,000	(2,900,000)	1,740,000	4,717,000	4,717,000	2,977,000	Next 5 years apparatus replacement
Fire Facilities & Building	4,700,000	(833,700)	3,866,300	4,700,000	4,700,000	833,700	Future facilities projects
Management Info Sys	1,151,500	(455,000)	696,500	1,151,500	1,151,500	455,000	Future technological enhancements
Workers Comp Fund	1,022,400		1,022,400	989,000	989,000	(33,400)	Set at 100% of total estimated liability @ 80% confidence level
Protective Equipment	481,800		481,800	588,800	588,800	105,000	\$30,000 - Zoll/Autopulses will be out of service after May 2023 \$425,000 - 65 sets of new turnouts in January 2029
Compensated Absences	1,258,038		1,258,038	1,670,386	1,670,386	412,348	\$180,000 - Thermal imaging cameras (replacement of 3 per year @ \$50,000 per year for 5 years)
Retirement Unfunded Liability	4,440,000		4,440,000	5,040,000	5,040,000	600,000	Set at 50% of total estimated liability
Retiree Health Benefits	1,591,352		1,591,352	2,373,508	2,373,508	782,156	20% of Unfunded Actuarial Liability
Training Captain Pilot program	1,187,500	(250,865)	936,635	1,187,500	1,187,500	250,865	Set at 200% of Actuarially Determined Contribution
Infrastructure Improvement Implementation	1,400,000		1,400,000	1,400,000	1,400,000	-	6 years of fully loaded Captain costs (3 2-year rotations)
Fire-based Dispatch	581,162		581,162	1,218,552	1,218,552	637,390	Soft costs support for infrastructure projects BC Org Resources (\$350K per year x 4 years) Cost increase for independently managed dispatch center and surge capacity (startup costs paid as lump sum)
PP-GEMT-IGT	600,000		600,000	-	-	-	Prefunded program and will be incorporated into budget
Debt Sinking Fund	-		-	-	-	-	Unpaid lease purchase payments on apparatus
<b>Assigned Fund Balances</b>	<b>23,147,352</b>	<b>(4,439,565)</b>	<b>18,107,787</b>	<b>-</b>	<b>26,670,846</b>	<b>8,563,059</b>	
Rainy Day Fund - Committed	5,071,552		5,071,552	5,071,552	5,071,552	-	Calculated annually based upon audited financials (2 months of operating expenses)
Restricted - MWPA	327,204		327,204	327,204	327,204	-	
Nonspendable Fund Balance	31,593		31,593	31,593	31,593	-	Prepaid items per audited financials
Unassigned Fund Balance	16,585,345		16,585,345	8,022,286	8,022,286	(8,563,059)	
<b>Total Fund Balances</b>	<b>45,163,046</b>	<b>(4,439,565)</b>	<b>40,123,481</b>	<b>-</b>	<b>40,123,481</b>	<b>-</b>	
<b>Unassigned and Nonspendable</b>	<b>16,944,142</b>		<b>16,944,142</b>		<b>8,381,083</b>		
<b>Total Fund Balance Months of Budget \$35M</b>	<b>13.63</b>		<b>11.91</b>		<b>11.91</b>		<b>*Excludes Committed &amp; Restricted Funds</b>



**Novato Fire District Board of Directors**  
**Finance Committee Members**  
**Director William Davis - Director Bruce Goines**

**Date:** February 14, 2024

**Topic:** Rainy Day Fund – Committed Fund Balance

**Recommendation**

Finance Committee to review the Rainy Day Fund Balance and consider whether to make any adjustment. 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.

**Summary**

The Finance Director has calculated the appropriate balance of the Rainy Day Fund Balance based upon the Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Fund for the fiscal year ended June 30, 2023 to be \$5,071,560.

The calculation of the Rainy Day Fund Balance is equal to two months of actual salaries and benefits, services and supplies, and debt service for the previous fiscal year.

As of June 30, 2023, the District had \$5,071,552 in the Rainy Day Fund Balance. This suggests the current balance of \$5,071,552 is adequate and no adjustment is necessary.

**Financial Impact**

None

Reviewed by:

\_\_\_\_\_ Administration  
 \_\_\_\_\_ EMS  
 \_\_\_\_\_JV\_\_\_\_\_ Finance  
 \_\_\_\_\_ Risk Reduction, Prevention and Mitigation  
 \_\_\_\_\_ Human Resources  
 \_\_\_\_\_ Operations

Approved by:

Bill Tyler  
 Fire Chief

Attachments: Exhibit A – Calculation of Rainy Day Fund Balance

# EXHIBIT A

## Calculation of Rainy Day Fund Balance

	<b>6/30/2019</b>	<b>6/30/2020</b>	<b>6/30/2021</b>	<b>6/30/2022</b>	<b>6/30/2023</b>
Salaries and Benefits	23,527,429	23,108,627	23,463,729	25,461,702	24,902,884
Services and Supplies	3,880,347	3,828,948	3,572,217	4,389,664	4,968,854
Debt Service Principal	677,507	523,495	535,889	548,374	540,650
Debt Service Interest	<u>69,290</u>	<u>54,148</u>	<u>41,960</u>	<u>29,572</u>	<u>16,972</u>
Total	<u>28,154,573</u>	<u>27,515,218</u>	<u>27,613,795</u>	<u>30,429,312</u>	<u>30,429,360</u>
Two Months	4,692,429	4,585,870	4,602,299	5,071,552	5,071,560
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Rainy Day Fund - Calculated	<u><u>4,692,429</u></u>	<u><u>4,585,870</u></u>	<u><u>4,602,299</u></u>	<u><u>5,071,552</u></u>	<u><u>5,071,560</u></u>
Rainy Day Fund - Board	<u>4,199,942</u>	<u>4,585,870</u>	<u>4,585,870</u>	<u>4,585,870</u>	<u>5,071,552</u>
Adjustment	<u><u>-</u></u>	<u><u>385,928</u></u>	<u><u>-</u></u>	<u><u>485,682</u></u>	<u><u>8</u></u>

# Aging Summary

\*BALANCING MONTH END

Report As Of January 31, 2024

## Grouped By Schedule on Call - Code Description

<u>ID</u>	<u>Description</u>	<u>Calls</u>	<u>Current</u>	<u>31 to 60</u>	<u>61 to 90</u>	<u>91 to 120</u>	<u>121 to 150</u>	<u>151 to 180</u>	<u>Over 180</u>	<u>Total</u>
RES	*COLLECTION AGENC	88	0.00	19043.52	19946.73	10764.21	12138.53	4730.98	119773.65	186397.62
<None>	<None>	18	55835.95	0.00	0.00	0.00	0.00	0.00	0.00	55835.95
HOLD	HOLD	69	0.00	1149.12	5260.78	-7340.09	-1665.23	4474.37	-16146.82	-14267.87
INSU	INS PAPER CLAIMS	393	384809.45	144924.42	131557.92	108021.97	43107.93	17205.27	207316.15	1036943.11
CAIDP	MEDI-CAL PAPER CLA	216	131731.26	127634.94	25440.71	33323.38	13226.77	29877.27	131627.82	492862.15
RR	MEDICARE RAILROAD	11	3216.27	9317.13	0.00	0.00	0.00	0.00	22238.54	34771.94
IMPORT	NEMESIS IMPORT	1	1040.20	0.00	0.00	0.00	0.00	0.00	0.00	1040.20
PDF	PAID IN FULL	46	-501.25	-3261.49	-6978.07	-589.39	-1064.97	-5403.17	-14166.38	-31964.72
DENY	PPAY DENIED CLAIMS	7	0.00	0.00	0.00	0.00	923.20	3059.82	13876.03	17859.05
D	PPAY INS PAID	53	0.00	1906.03	5781.33	4304.50	1135.11	564.45	12247.74	25939.16
IPP	PPAY INS PAID PATIE	10	0.00	627.50	1827.94	2793.28	0.00	1332.81	4380.48	10962.01
INS	PPAY NEED INFORMA	200	157205.41	126652.66	102413.20	71833.05	36416.03	21106.31	79441.99	595068.65
PRIV	PPAY NO INSURANCE	2	0.00	0.00	0.00	0.00	0.00	1055.20	1040.20	2095.40
TIME	PPAY TIME PAY	2	0.00	0.00	0.00	0.00	0.00	0.00	3355.32	3355.32
TRIZETTOCE	TRIZETTO COMMERC	62	92396.67	68666.21	3650.07	12096.01	5682.20	3059.82	3153.69	188704.67
TRIZETTOMB	TRIZETTO MEDICARE	195	403525.22	89861.89	31259.64	26308.44	13872.34	13778.75	37279.54	615885.82
TRIZETTORR	TRIZETTO RAILROAD	1	3935.94	0.00	0.00	0.00	0.00	0.00	0.00	3935.94
<b>Totals</b>		<b>1374</b>	<b>1233195.12</b>	<b>586521.93</b>	<b>320160.25</b>	<b>261515.36</b>	<b>123771.91</b>	<b>94841.88</b>	<b>605417.95</b>	<b>3225424.40</b>

**Novato Fire Protection District**  
**MWPA Revenues and Expenditures**  
 July 2023 through January 2024

9:36 AM  
 02/14/24  
 Cash Basis

	9901 MWPA Core (Measure C Special Revenue Fund)	9902 MWPA D-Space (Measure C Special Revenue Fund)	9903 MWPA Local Mitigation (Measure C Special Revenue Fund)	Total Measure C Special Revenue Fund	TOTAL
Ordinary Income/Expense					
Income					
9940 - Other Refunds/Reimbursements	0.00	0.00	0.00	0.00	0.00
9950 - Measure C	-0.01	29,000.00	0.00	28,999.99	28,999.99
Total Income	-0.01	29,000.00	0.00	28,999.99	28,999.99
Gross Profit	-0.01	29,000.00	0.00	28,999.99	28,999.99
Expense					
1003 - Regular Staff Salaries	145,869.53	223,143.86	0.00	369,013.39	369,013.39
1020 - Overtime - Callback	477.80	134.99	0.00	612.79	612.79
1021 - Out of Class Pay	0.00	0.00	0.00	0.00	0.00
1025 - Vacation Pay	173.07	0.00	0.00	173.07	173.07
1404 - FICA Medicare	11,281.54	14,849.15	0.00	26,130.69	26,130.69
1502 - Life Insurance	-100.68	-234.77	0.00	-335.45	-335.45
1510 - Dental Insurance	-233.46	1,421.22	0.00	1,187.76	1,187.76
1513 - Health Insurance	-1,292.63	40,716.77	0.00	39,424.14	39,424.14
1514 - Vision Plan	-14.82	121.11	0.00	106.29	106.29
1517 - Administrative Allowance	1,950.00	4,800.00	0.00	6,750.00	6,750.00
1706 - Deferred Compensation	9,126.91	6,726.76	0.00	15,853.67	15,853.67
2020 - Cal-OSHA Requirements	0.00	434.00	0.00	434.00	434.00
2027 - Tool Replacement	0.00	1,717.91	0.00	1,717.91	1,717.91
2029 - Advertising	53,921.05	0.00	0.00	53,921.05	53,921.05
2034 - Outside Assistance	0.00	0.00	0.00	0.00	0.00
2039 - Schools and Seminars	0.00	2,141.93	0.00	2,141.93	2,141.93
2041 - Food	0.00	30.16	0.00	30.16	30.16
2049 - Conferences & Meetings	5,613.98	0.00	0.00	5,613.98	5,613.98
2087 - Parts & Outside Labor	804.78	7,799.39	0.00	8,604.17	8,604.17
2121 - Vegetation Mgmt	783,757.23	184,864.07	543,115.85	1,521,737.15	1,521,737.15
2141 - Computer Supplies	0.00	0.00	0.00	0.00	0.00
2151 - Computer Software & Renewals	0.00	42.71	0.00	42.71	42.71
2288 - Special Fire Equipment & Suppl	33,124.30	1,593.86	0.00	34,718.16	34,718.16
2273 - Employee Service & Recognition	0.00	3.50	0.00	3.50	3.50
2387 - Facilities Projects	43.39	0.00	0.00	43.39	43.39
2399 - Station Supplies	0.00	423.00	0.00	423.00	423.00
2501 - Gas, Oil & Grease Vehicles	0.00	143.00	0.00	143.00	143.00
2718 - Consulting Fees	-29,000.00	0.00	0.00	-29,000.00	-29,000.00
2738 - Telephone System	459.73	1,423.89	0.00	1,883.62	1,883.62
4815 - Fire Suppression Equipment	0.00	80,163.05	0.00	80,163.05	80,163.05
4880 - Computer & Hardware Equipment	0.00	1,466.69	0.00	1,466.69	1,466.69
Total Expense	1,025,961.72	574,311.75	543,115.85	2,143,389.32	2,143,389.32
Net Ordinary Income	-1,025,961.73	-545,311.75	-543,115.85	-2,114,389.33	-2,114,389.33
Net Income	-1,025,961.73	-545,311.75	-543,115.85	-2,114,389.33	-2,114,389.33

## **Information Section**