



NOVATO FIRE DISTRICT BOARD OF DIRECTORS  
REGULAR BOARD MEETING AGENDA

MAY 1, 2024

Time: 10:00 a.m.

Location: Administrative Office and virtually 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, but any interested member of the public can participate virtually and/or telephonically by utilizing the Zoom meeting information and/or 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 Board 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 accommodation is needed, please contact the District Administrative Services Manager as soon as possible, preferably at least two days prior to the meeting.

## ROLL CALL

President Lj Silverman

Director William Davis

Director Michael Hadfield

Director Bruce Goines

Director Shane Francisco

## 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 District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration will be placed on the agenda for discussion at a future meeting.

## AGENDA ADJUSTMENTS

### PRESENTATION

*MWPA Quarterly Report and Workplan Updates*

Sarah Labberton, Vegetation Management Program Manager and Lynne Osgood, B/C Prevention/Fire Marshal

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:

During Open Time for public expression item

Public comment period on agenda items.

You may use the "raise hand" zoom feature or press \*9 if connecting only by phone.



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**ASSOCIATION PRESIDENTS' REPORT**

This is an opportunity for the President, or designee, of each labor association to address the Board.

**DIRECTOR MATTERS**

Directors may report on their activities and meetings.

President may report to the Board on the Novato Fire Foundation.

**CHIEF'S REPORT**

The Fire Chief will report on District business activities and operations.

**CONSENT CALENDAR ITEMS**

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any person.

1. Minutes of Regular Board Meeting 4/3/24
2. Bad Debt Write-Off – Uncollectible Novato Ambulance Billing Accounts  
Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$30,575.80

**NEW BUSINESS**

**1. Enterprise Fleet Management – Presentation**

Board approval is requested to accept staff's recommendation to begin reviewing the contracts with Enterprise Fleet Management to implement a vehicle replacement plan and improve Novato Fire Light Vehicle Fleet.

**2. Resolution 2024-04 Arson Awareness Week May 5-11, 2024**

Staff recommends adoption of Resolution 2024-04: a resolution of The Board of Directors of The Novato Fire Protection District declaring May 5-11, 2024, to be Arson Awareness Week.

**3. Resolution 2024-05 Proclaiming May 4-10, 2024 as Wildfire Preparedness Week**

Board approval is requested to adopt Resolution 2024-05 proclaiming May 4-10, 2024 as Wildfire Preparedness Week encouraging residents to take steps to reduce the threat of wildfire to their homes and communities.



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**4. Adoption of Resolution 2024-06, A Resolution of the Board of Directors of the Novato Fire District Establishing the Special Tax Rate for 2024/2025**

Board approval is requested to accept Staff's recommendation to:

1. Apply the Consumer Price Index annual adjustment for 2023 of 3.67% (Exhibit D).
2. Adopt Resolution 2024-06 establishing the Special Assessment Tax Rate for Residential at 11.29 cents per square foot and Commercial / Industrial at 16.93 cents per square foot for the 2024/25 fiscal year (Exhibit A).

**5. Renewal of contract with Katie Grossman, RN for EMS Educator**

Staff recommends that the Board approve the renewal of the EMS Educator contract with Katie Grossman, RN

**6. Bank Signature Card Change**

Board approval is requested to accept Staff's recommendation to make the following revisions to the bank signature card listed below and direct the Finance Director to revise the necessary documents.

1. Account#XXX057 Bank of America Novato Fire District Operating Fund Signature Card
  - a. Add Lynne Osgood

**7. HVAC Maintenance & Repair Contract**

Staff recommends contracting with Peterson Mechanical, Inc. for HVAC maintenance and repair services for all six (6) District sites for an initial twelve (12) month term.

**8. Contract Extension for Supplemental Staffing with Aston Carter, Inc. for (1) EMS Biller**

Staff recommends the Board approve an extension of the contract with Aston Carter, Inc. for an additional two (2) years for the temporary staffing needs in the EMS Billing department to employ the services of one (1) EMS Biller.

**9. Advertising Campaign Services for MWPA**

Staff recommends renewing the Kiosk Creative, LLC ("Kiosk") Schedule No. 1 in support of the Marin Wildfire Prevention Authority ("MWPA") advertising campaign.

**10. Surplus Radio Equipment Donation**

Board approval is requested to accept staff's recommendation to donate 15 Bendix King Model P150-CMD to Sonoma County Fire District.



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### COMMITTEE REPORTS

Directors may report on committee activities and meetings.

1. MERA (Directors Silverman and Hadfield)
2. Finance Committee (Directors Davis and Goines)
3. Marin Wildfire Prevention Authority Board (Director Goines)
4. Facilities Committee (Silverman and Hadfield)

### FINANCIAL REPORTS

Informational items for review. No action needed.

1. Financial Reports, March 2024:
  - a. Revenues, Expenditures and Changes in Fund Balance Financial Report
  - b. Revenues and Expenditures Detail Financial Report
  - c. Vendor Summary Financial Report
  - d. MWPA Revenues and Expenditures
2. District Monthly Contracts Information

### INFORMATION

Items of a general nature that the staff wishes to bring to the attention of the Board.

1. Customer Surveys March 2024
2. MERA Update: April 2024
3. MWPA Quarterly Report Q3
4. Upcoming meetings and events:
  - 5/8/24 Druids Employee of the Year Dinner 6:00 pm
  - 5/8/24 Novato Leadership Ceremony 4:00 -7:00 pm
  - 5/16/24 Marin County Survivors' Celebration 5:00 - 9:00 pm
  - 5/20/24 Steve Rucker Memorial Gold Tournament
  - 5/27/24 Memorial Day Observed- Admin Office Closed
  - 6/5/24 Regular Board Meeting
  - 6/11/24 Facilities Committee Meeting 9:00 am
5. Written Communications

### ADJOURNMENT

## **Presentation Section**

**Association Presidents' Report**  
**(verbal report)**

**Directors' Matters  
(Verbal Report)**

**Chief's Report  
(verbal report)**



## **Consent Calendar Items Section**



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1 The meeting was called to order by President Silverman at 10:00 a.m.

2

3 **ROLL CALL**

4 Present: President Silverman, Directors Bill Davis, Mike Hadfield, and Bruce Goines

5 Absent: Shane Francisco

6

7 **STAFF MEMBERS PRESENT**

8 Fire Chief Bill Tyler, Deputy Chief Dicochea, ASM/Board Clerk Jennifer Crayne, Finance

9 Director Joe Valenti, Fire Marshal Lynne Osgood, B/C Eric Mesenburg, Administrative

10 Assistant Denise Wade, Administrative Assistant Kelley Penney, Contract/Purchasing

11 Administrator Colleen Walraven, EMS Billing Analyst Shannon Wager, and IT Manager Azar

12 Mashintchian.

13

14 **OTHERS PRESENT**

15 District Counsel Riley Hurd, Bruce Bartel

16

17 **OPEN TIME FOR PUBLIC EXPRESSION**

18 None.

19

20 **AGENDA ADJUSTMENTS**

21 None.

22

23 **ASSOCIATION PRESIDENTS' REPORT**

24 None.

25

26 **DIRECTOR MATTERS**

- 27
- Director Davis reported that he had attended a hands-only CPR class through the Marin Valley Country Club. He thanked NFD for loaning the CPR dummies for the training.
  - Director Hadfield commented that he was contacted by a resident who reported being displeased about the language used on a home inspection report for his property. He is concerned about the term "non-compliant" because he feels that it could create problems with his insurance company. Director Hadfield explained to the resident that the inspection report is not a violation, but rather is informational for best practices- we are here to teach and assist residents.
  - Director Goines attended a wildfire prevention presentation at the Novato Breakfast Club and Pacheco Valley. The presentation was 40 minutes long and there were 34 in attendance. He noted that NFD may receive some questions regarding the MWPA, but overall, the program is well received and said to be a wise investment of tax dollars.
  - President Silverman proudly announced the birth of his new granddaughter, Penny Ann.
- 38
- 39
- 40

41

41 **CHIEF'S REPORT**

42 **Calendar Items - February:**



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- 43 • Tues April 2<sup>nd</sup> Novato Chamber Government Affairs Committee
- 44 • Tues April 2<sup>nd</sup> Dispatch Governance Meeting via Zoom
- 45 • Wed April 3<sup>rd</sup> BOD Monthly Board Meeting
- 46 • Thurs April 4<sup>th</sup> Special Facilities Committee Meeting 9:00 am
- 47 • Mon April 8<sup>th</sup> Scott Freedman & Adam Black retirement luncheon
- 48 • Tues April 9<sup>th</sup> Captain Rule of 5
- 49 • Wed April 10<sup>th</sup> Morning Admin all-hands meeting
- 50 • Wed April 10<sup>th</sup> ECC Division Chief 1<sup>st</sup> round Interviews at Los Gamos
- 51 • Thurs April 11<sup>th</sup> MWPA OPS Committee meeting
- 52 • April 14<sup>th</sup>-20<sup>th</sup> National Public Safety Communications Week
- 53 • Wed April 16<sup>th</sup> Finance Committee Meeting (TBD)
- 54 • Thurs April 17<sup>th</sup> OPS Meeting
- 55 • Tues April 23-Friday April 26
- 56 • Administrative Professionals Day April 24<sup>th</sup>
- 57 • Annual Survivors Celebration May 16<sup>th</sup> Indian Valley Jonas Center, 2 NFD incidents

58 **Administrative Items:**

- 59 • New NFD Website—go to [www.novatofire.org](http://www.novatofire.org) New fresh look, easier to navigate and  
60 updated content.
- 61 • Completed Strategic Planning Sessions phase two on March 12<sup>th</sup> and 13<sup>th</sup>. Phase two  
62 working sessions focused on “lines of effort” to reach the end state. The phase two  
63 workgroup crafted a draft of 90-day segments that will begin on July 1<sup>st</sup>.
- 64 • Kicked off our annual budget for 2024/25: As with last year, it will be a tight schedule so  
65 we will need to adhere to these dates as closely as possible. It is our intent that the *Novato*  
66 *Fire District will plan and act for a sustainable future*. In support of that goal, we have  
67 committed to the following 4 strategies:
  - 68 ▪ NFD will prepare responsible and accountable budgets that are tied to the Fire  
69 District’s adopted mission, goals, and strategies; and
  - 70 ▪ NFD will identify and implement efficiencies in existing expenditures in order to  
71 reduce existing costs when possible; and
  - 72 ▪ NFD will fund reserves in such a way that provides for some level stability during  
73 economic downturns; and
  - 74 ▪ NFD will provide evidence to justify the community benefit of its adopted  
75 budgets, expenditures, and reserves.
  - 76 ▪ As staff prepares expense items they will be prepared to demonstrate our  
77 approved strategies. I realize that inflation will likely drive up costs on routine  
78 purchases but will try to keep your proposed division expenditures within reason  
79 and certainly at justifiable levels. I am here to help and to support staff through  
80 the process. Let me know if you have any questions. I will be in contact with each  
81 division to coordinate a date and time to go over the proposed items. It is  
82 anticipated that this will occur between April 18<sup>th</sup> to April 21<sup>st</sup>; Our first deadline



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83 is to have all division expenditures to Joe by the close of business day,  
 84 Wednesday, April 3rd. If you have any questions on how to use the budget  
 85 template, please contact Joe Valenti directly.  
 86

Item	Dates
1 2024/25 budget template released	3/14/24
2 Requested return date of preliminary division expenditures	3/25/24
3 Compilation of division expenditures	3/25 - 3/29/24
4 Version 1 Budget Review Meeting	4/1 - 4/5/24
5 Additional versions, reviews, meetings	4/8 - 4/12/24
6 Draft version to Finance Committee ( <i>Special Meeting if required</i> )	4/16/24
7 Additional revisions & review	4/17 - 5/15/24
8 Final Preliminary Budget to Finance Committee ( <i>Special Meeting if needed</i> )	5/16 - 5/24/24
9 Final Preliminary Budget to BOD on 6/5/24 ( <i>Special Meeting if required</i> )	5/29/24
10 Changes of Substance, Significant Updates Review to Final Budget	July 2024
11 Final Budget to Finance Committee ( <i>Special Meeting if required</i> )	7/16/24
12 Final Budget to BOD on 8/7/24	8/1/24

97 • Alert Marin System Countywide Test: We received a thank you from Marin OEM  
 98 director, Steven Torrence for our support of the AlertMarin call center on Saturday,  
 99 March 23<sup>rd</sup>, sharing their gratitude and thanks for our willingness to join them in the test.  
 100 OEM is still in the process of reviewing the data from the exercise, but in short, here are  
 101 our core achievements:

- 694 Calls were taken by call center staff (within 2-hours)
- 89,900 messages were sent from the Everbridge system within 8 minutes
- 4,000+ new opt-ins to AlertMarin
- 30+ calls in Spanish with the support of bilingual call takers from Fairfax, Novato, and the County

107 Based on public feedback, there is a desire that they conduct annual tests to help drive the  
 108 public to the AlertMarin portal and assist them with confirming their data and enrollment.  
 109 This is a great community touchpoint and has shown to be valuable to the Cities, Towns,  
 110 and County agencies as they build a premier alert and warning system.

- 111 • NFD Captains Test: We completed a Captains test this week. 5 candidates participated in  
 112 the process and a “rule of 5” selection will take place later next week. We want to  
 113 acknowledge and thank B/Cs from Fairfield Fire, Ross Valley, and Marin County Fire.
- 114 • NFD Fire Inspector position has been posted, internally & externally. Given 60 days'  
 115 notice per MOU agreement
- 116 • One probationary FF/PM employee was released from NFD.

117 **OPS: D/C Dicochea:**

- 118 • Horse Rescue: Horse out of a mud pit - Utilized straps and our NFD forklift, Marin  
 119 Humane, and Marin Search and Rescue. Incident was featured on KTVU news.



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- 120 • Structure Fire Alameda De La Loma (Arson arrest) This exterior fire went two alarms.  
121 The fire started on an exterior front deck, involved the eaves gutters, and got under a  
122 combustible shake built up roof under a metal roof, multiple layers made this difficult to  
123 pull off and to extinguish. 2nd alarm was for more resources. Law enforcement made an  
124 arrest.
- 125 • Vehicle Fire: Atypical Fatality Incident on SB 101 just past the Alameda del Prado exit.
- 126 • Magnolia Project - student internship opportunity for 11<sup>th</sup> & 12<sup>th</sup> graders interested in a  
127 career in the fire service. Students are assigned a mentor and spend time learning about  
128 all the different divisions. Includes a ride along on engine and ambulance. The program is  
129 from March 25<sup>th</sup> through April 5<sup>th</sup>.
- 130 • 4 New FF/PM hires April 1<sup>st</sup> onboarding complete
- 131 • Chiefs Whittet, Peters, Taul, and Dicochea attended the countywide active attacker drill at  
132 Skywalker Ranch. The scenario was a shooter at Marin Showcase Theatre at Marin  
133 Center. 10-15 patients and a possible secondary explosive device. There were great  
134 takeaways from the drill, and Chief Dicochea has instructed Chief Taul to start exploring  
135 venues for a future active attacker drill.
- 136 • Fire Ranger Thomas Lyons has conducted a follow-up on two NPD Fire Cases that were  
137 suspected to be arson: One occurred behind Goodwill (936 Seventh St, Novato) and the  
138 second occurred behind Bridge Point Academy (1787 Grant Ave, Novato). Both  
139 investigations are ongoing. Officer Lyons has also been performing patrols on fire roads  
140 and has identified potential hazards to access that are being communicated with Marin  
141 County Open Space to address.
- 142 **Training: B/C Barrett Smith transition to Mike Taul**
- 143 • Ryan Hamilton passed his Acting Captain test
- 144 • Focus on new hire academy starting on April 1<sup>st</sup>
- 145 • Red card audit and new filing and processing
- 146 • Confirm support for upcoming wildland classes with MCFD
- 147 • Confirm cut site for S-212 (chainsaw class) and logistical support
- 148 • Confirm site for S-219 (firing operations) and logistical support
- 149 **EMS: B/C Dan Peters:**
- 150 • New hire academy and new FF/PM onboarding prep: completed schedules for our New  
151 Hire Academy phase 1 (didactic). Phase 2 (clinical-waiting for hospital feedback and  
152 scheduling). Completed revised Novato Fire EMS Academy 2024-1 plan. This new plan  
153 includes changes discussed at the last OPS meeting with input and CQI from the rest of  
154 the command team. I eliminated phase 5 and changed the parameters of phase 4 to better  
155 capture our intent to precept/mentor to a total of 20 shifts (480 hours). This would  
156 essentially be a second internship for any new hire should the training plan dictate it.
- 157 • Participated in the Stroke Advisory Committee meeting- Marin Co EMS



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158 **Prevention FM Lynne Osgood:**

- 159 • Monthly MCFIT meeting with Marin County Coroner in attendance to review 50
- 160 Hillcrest fatal fire.
- 161 • Worked on PowerPoint for Block 3 Training- Vehicle Fire Investigation
- 162 • Lauren Galli is out on leave - wrapping up upcoming seasonal events and pub ed
- 163 schedules.
- 164 • Meeting with Sarah Labberton - DSI data development Willow Labs
- 165 • Attended first meeting of Marin Prescribed Fire Cooperative
- 166 • Conducted botanical surveys with Sequoia Consulting botanist through Buck Center,
- 167 private parcels, College of Marin, MCOSD preserves, and Cherry Ridge
- 168 • Coordinated with private property owners to schedule the surveys on their property.
- 169 • Checked in with CCNB as they removed broom & rock rose in Green Point

170 **B/C Organizational Resources: Jeff Whittet**

- 171 • U6 M61 Hansel Ford in Santa Rosa received approval for warranty replacement of
- 172 cylinder head.
- 173 • SEFAC shop lift project update: Loaner Lifts returned to SEFAC on 3/25/2024.
- 174 • Water Heater Replacement contract completed with Willdan for 61 and 65. Next steps –
- 175 approve and move forward with no cost replacement: awaiting legal review of
- 176 documents.
- 177 • Met with Clark Brownstein about 62 Drill Tower Anchor and Window project completion
- 178 • Station 65 new rear door replaced
- 179 • Admin drain issue repaired and plan to reroute condensation lines received
- 180 • Met with Aaron Hakenen after his return from the ambulance remount trip. ETA for
- 181 remount completion is September at the earliest. Full updated spec with change orders
- 182 due within the next 30 days from PSS.
- 183 • Met with Bennett White from Integrity Construction about Solo Rescue washer projects,
- 184 assisted with follow up questions.
- 185 • Ring Cameras received for each facility. The cameras will be installed as soon as possible
- 186 at key locations at our stations.

187 **IT Manager- Azar Mashintchian:**

- 188 • Deal with Server Room water leak
- 189 • Updating fillable forms for all divisions
- 190 • Received MERA quote for all stations: Approx. \$55,300 upfront and then maintenance
- 191 and paying for lines, etc.

192  
193 **CONSENT CALENDAR ITEMS**

194 These items can be acted on in one consolidated motion or may be removed from the Consent  
195 Calendar and separately considered at the request of any person.

- 196 1. Regular Meeting Minutes 3.6.24



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197 There was no public comment.  
198 M/s Goines/Davis to approve the Consent Calendar.  
199 Motion carried: 4-0-1 absent (Francisco)

200  
201 **PRESENTATION**

202 Recognition of members' continuous years of service and dedication to the Novato Fire District.

- 203 • 10 Years of Service – Zanoni, Hamilton, Godoy
- 204 • 15 Years of Service – Larroque, Pace
- 205 • 20 Years of Service – Teldeschi, Brody, McGuinness
- 206 • 25 Years of Service - Sheline

207 Deputy Chief Dicochea presented the milestone years of service awards to the above-listed  
208 employees. He noted that this will be an annual recognition for years of service.

209 The Board congratulated all employees and thanked them for their years of service and  
210 dedication.

211  
212 **NEW BUSINESS**

213 1. Emergency Communications Center (ECC) / Fire-Based Dispatch Center Startup Costs  
214 Financing Option Recommendation

215 Staff recommends selecting the annual payment option offered by the County of Marin to  
216 finance the ECC / Fire-Based Dispatch Center startup costs with annual payments made over 15  
217 years and a 2% amortized fee on the unpaid balance.

218 Finance Director Joe Valenti explained that the County of Marin has offered two payment options  
219 for participating agencies to pay their share of the Emergency Communications Center (ECC) / Fire-  
220 Based Dispatch startup costs. The first option is for the District to pay its share in full with a lump sum  
221 payment of \$1,218,552. The second option is for the District to pay annual payments of \$94,110 over 15  
222 years with a 2% amortized fee on the unpaid balance. The annual payment option would avoid an  
223 immediate large cash outflow by spreading the payments over the 15-year period with a low interest rate  
224 of 2.0%, while also preserving the ability to earn interest on the unspent funds held in the County  
225 Treasury investment pool which for the current fiscal year is projected at a rate of 3.7%. Because of the  
226 higher interest received on the unspent funds, the annual payment option results in a lower net cost at the  
227 end of the 15-year period.

228 FD Valenti noted that if the annual payment option is selected, \$94,110 per year for 15 years plus 2%  
229 interest on the unpaid principal resulting in a net benefit of \$19,975 at the end of the 15 years, with the  
230 benefit of spreading the costs over time while earning interest on the unspent funds. If the lump sum  
231 option is selected the District would forgo \$45,086 in interest on the \$1,218,552 which would result in a  
232 higher overall cost. Exhibit 1 provided a summary of payment options.

233 There was no public comment.

234 M/s Hadfield/Goines to select the annual payment option offered by the County of Marin to  
235 finance the ECC / Fire-Based Dispatch Center startup costs with annual payments made over 15  
236 years and a 2% amortized fee on the unpaid balance.

237 Motion carried: 4-0-1 absent (Francisco)



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238 2. Concrete Retaining wall construction and repairs at Station 62

239 Board approval is requested to accept staff's recommendation to contract with Van Midde and  
240 Son Concrete to complete the construction of a new concrete retaining wall, repair a missing  
241 section of concrete, and install an additional drainage culvert system behind new classrooms.

242 Chief Tyler noted that the wooden retaining wall on the training grounds is dilapidated and needs  
243 to be replaced. The project will cost \$48,450 and will use funds from the facilities project  
244 account. B/C Whittet provided additional information about the project.

245  
246 There was no public comment.

247 M/s Davis/Silverman to accept staff's recommendation to contract with Van Midde and Son  
248 Concrete to complete the construction of a new concrete retaining wall, repair a missing section  
249 of concrete, and install an additional drainage culvert system behind new classrooms.

250 Motion carried: 4-0-1 absent (Francisco)

251 3. Mechanic Shop Column Lift System Replacement

252 Staff recommends the Board approve the purchase of Stertil KONI Mode ST 1085-3FWA  
253 Mobile Column Lifts per Quote #1696. Sourcewell Contract #:121223-SKI. Staff requests Board  
254 approval for funding in the amount of \$99,875.00 from Unassigned Fund Balance to Account  
255 #9308-4048 (Capital Expenditures for Building Facilities).

256 Chief Tyler reported that even after e background research, the new lifts that were installed never  
257 functioned as advertised, which has caused a continuous safety concern and a lack of operational  
258 integrity. The recommendation is to return the SEFAC lift system with a refund of \$70,902. The  
259 KONI lifts are in stock and readily available for delivery/installation. B/C Whittet noted that  
260 KONI has an approved repair facility on the West Coast which will be beneficial and reduce out-  
261 of-service time.

262 There was no public comment.

263 M/s Hadfield/Davis to approve the purchase of Stertil KONI Mode ST 1085-3FWA Mobile  
264 Column Lifts per Quote #1696 and approve funding for \$99,875.00 from Unassigned Fund  
265 Balance to Account #9308-4048.

266 Motion carried: 4-0-1 absent (Francisco)

267 4. Bank Signature Cards

268 Board approval is requested to accept Staff's recommendation to make the following revisions to  
269 the bank signature card listed below and direct the Finance Director to revise the necessary  
270 documents.

- 271 1. Account#XXX057 Bank of America Novato Fire District Operating Fund Signature Card  
272 a. Remove Gerald McCarthy and Scott Freedman, Add Dan Peters and Mike Taul

273  
274 There was no public comment.





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275 M/s Davis/Hadfield to revise the Bank of America signature card to remove Gerald McCarthy and  
276 Scott Freedman, add Dan Peters and Mike Taul, and direct the Finance Director to revise the  
277 necessary documents.

278 Motion carried: 4-0-1 absent (Francisco)

279 5. Authorization of IGT Funds Transfer 2 of 4 to Department of Health Care Services (DHCS)  
280 for participation in the Public Provider Ground Emergency Medical Transportation (PP-GEMT)  
281 Program for CY 2024

282 District staff recommends sending the second of four payments for CY 2024 (invoice amount  
283 \$104,700.85) to DHCS as a voluntary contribution to the non-Federal share of Medi-Cal  
284 expenditures for purposes of Assembly Bill 1705.

285 Chief Tyler commented that this is the second payment of four for the year. He reported that the  
286 District is receiving more money than is being paid out and staff will continue to report on the  
287 status of this program. He noted that the District anticipates remaining in the program if it is  
288 positive.

289 There was no public comment.

290 M/s Goines/Davis to send the second of four payments for CY 2024 (invoice amount  
291 \$104,700.85) to DHCS as a voluntary contribution to the non-Federal share of Medi-Cal  
292 expenditures for purposes of Assembly Bill 1705.

293 Motion carried: 4-0-1 absent (Francisco)

294 6. Resolution 2024-03, Amendment to the Employment Agreement of Fire Chief, Bill Tyler  
295 Board approval is requested to adopt resolution 2024-03 amending the Employment Agreement  
296 of Fire Chief Bill Tyler.

297 President Silverman reported that two months prior, the Board had met to discuss the Chief's  
298 annual performance evaluation. He opened it up to the other board members for comment.

299 Director Davis noted that the meeting was very detailed and granular, reviewing the Chief's  
300 performance from many angles. He commented that the Chief has done an excellent job.

301 Director Goines commented that he appreciates the Chief's hard work, leadership, integrity, and  
302 dedication to this organization.

303 Director Hadfield noted that he believes that the District is in a better place today than where it  
304 was last year, and that is how he measures the success of the Fire Chief. He is very happy with  
305 the Chief's performance and dedication and looks forward to continuing to work together.

306 President Silverman echoed the sentiments of the other directors. He commented that he feels the  
307 Chief has done an amazing job, not only for the Board, but the Novato Fire Foundation, Rotary,  
308 and the whole community. He appreciates the positive exposure and admiration that the Chief  
309 has provided for the organization.



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310 There was no public comment.

311 M/s Hadfield/Davis to adopt resolution 2024-03 amending the Employment Agreement of Fire  
312 Chief Bill Tyler.

313 **Roll Call Vote:**

314 Ayes: Davis, Goines, Hadfield, Silverman

315 Noes: None

316 Absent: Francisco

317 Abstain: None

318 Motion carried: 4-0-1 absent (Francisco)

319 **COMMITTEE REPORTS**

320 *Directors may report on committee activities and meetings.*

321 1. **MERA** (Directors Silverman and Hadfield)- President Silverman reported that much of  
322 the construction has been completed, 9 Motorola sites have been installed, testing is  
323 scheduled to begin in August/September, it will be approximately one year before the  
324 switch to Gen 2 occurs.

325 2. **Finance Committee** (Directors Davis and Goines)- next Finance Committee Meeting  
326 TBD

327 3. **Marin Wildfire Prevention Authority Board** (Director Goines)- Director Goines  
328 reported the following:

329 • MWPA Board adopted a resolution adjusting the tax levy up by 2.4% following  
330 the Bay Area CPI-U

331 • Contracts with legal staff have been updated

332 • MWPA staff prepared a 10-page document including peer-reviewed science on  
333 the shaded fuel break. The research concludes that heat map is cooling down  
334 significantly and greatly reduces fire risk.

335 4. **Facilities Committee** (Silverman and Hadfield)- there is a Special Facilities Committee  
336 meeting on 4/4/24 at 9:00 am.

337

338 **FINANCIAL REPORTS**

339 Informational items for review. No action needed.

340 1. Financial Reports, February 2024:

341 a. Revenues, Expenditures and Changes in Fund Balance Financial Report

342 b. Revenues and Expenditures Detail Financial Report

343 c. Vendor Summary Financial Report

344 d. MWPA Revenues and Expenditures

345 2. District Monthly Contracts Information

346

347 **INFORMATION**

348 Items of a general nature that the staff wishes to bring to the attention of the Board.

349 1. Customer Surveys February 2024



Novato Fire District Board of Directors  
Regular Board Meeting Minutes  
April 3, 2024

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- 350 2. MERA Update: March 2024  
351 3. Upcoming meetings/events:  
352 • Special Facilities Committee Meeting 4/4/24 at 9:00 am  
353 • Retirement Luncheon Captain Black and B/C Freedman 4/8/24 at noon, S61  
354 • FDAC Annual Conference 4/23-26 Monterey, Ca.  
355 • Regular Board Meeting 5/1/24  
356 4. Written Communications- ASM Crayne read two correspondence pieces regarding the  
357 horse rescue. C-shift was recognized for their efforts to successfully rescue the horse. Members  
358 included Chief Whittet, Captain Brody, Captain Fletcher, Engineer Godoy, FF/P Rhodes, FF/P  
359 Murphy, FF/P Peters, FF/P Saldana, and FF/P Poarch. The horse owner noted that they did an  
360 excellent job and worked well with other assisting agencies.

361 **ADJOURNMENT**

362 There being no further business to conduct, President Silverman adjourned the meeting at 11:09  
363 am.

364  
365 Respectfully Submitted,

366   
367

368  
369 Jennifer Crayne, Clerk of the Board  
370

371



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** Bad Debt Write Off – Uncollectible Novato Ambulance Billing Accounts

### Recommendation

Board approval of staff’s recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$30,575.80.

### Background

The District is taking all steps necessary and utilizing all collection tools available to minimize accounts in arrears. In order to maintain the District’s ambulance billing accounts, it is our practice to make accounting adjustments when the accounts have been processed through the billing department, Resolve Insurance Recovery Systems and Wakefield Collections have been determined to be uncollectible.

### Financial Impact

The current uncollectable debt for the years 2022 and 2023 is listed in the table below for a grand total of \$30,575.80.

Each year’s total represents multiple accounts that have been processed through the District’s customary billing and collections practices and are determined to be uncollectible.

	2022	2023
<b>Amount</b>	\$8,038.35	\$22,537.45

### Reviewed by:

_____	Administration
<u>SWAGER</u>	EMS
_____	Finance
_____	Prevention
_____	Human Resources
_____	Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachments:** None

## **New Business Section**



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** Enterprise Fleet Management

### Recommendation

Board approval is requested to accept staff's recommendation to begin reviewing the contracts with Enterprise Fleet Management to implement a vehicle replacement plan and improve Novato Fire Light Vehicle Fleet.

### Background

- 1) A large percentage of our current Light Vehicle Fleet is greater than 10 years old and lack new technology and available safety features including anti-lock braking, electronic stability control, and back up cameras.
- 2) Change "Hand me Down" model to better meet the fleet sizing needs of the district. Right Sized vehicles will reduce fuel consumption, and maintenance costs.
- 3) Increase employee Safety and improve CARB ACF Telematics compliance reporting via GeoTab T-Harness.
- 4) Improve fleet profile and replacement plan to better fit the needs of the fire district.

### Financial Impact:

Initial Capital outlay for the first year of this contract would be approximately \$90,000 and would result in the replacement of 7 outdated and oversized vehicles in the first year. Anticipated savings for the fire district over the next 10 years is over \$230,000.

### Reviewed by:

\_\_\_\_\_ JW \_\_\_\_\_ Administration  
 \_\_\_\_\_ EMS  
 \_\_\_\_\_ JV \_\_\_\_\_ CW \_\_\_\_\_ Finance  
 \_\_\_\_\_ Prevention  
 \_\_\_\_\_ Human Resources  
 \_\_\_\_\_ Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachments:** Enterprise Board Synopsis PowerPoint



**FLEET MANAGEMENT**

## Fleet Synopsis

PREPARED FOR:

# Novato Fire Protection District

[Travis Materi](#)  
FLEET CONSULTANT

407-770-2989 (office)  
PHONE

[travis.materi@efleets.com](mailto:travis.materi@efleets.com)  
EMAIL



### THE SITUATION

#### Current fleet age is negatively impacting the overall budget and fleet operations

- 41% of the current light and medium duty fleet is over 10 years old
- Resale of the aging fleet is significantly reduced
- Newer vehicles have a significantly lower maintenance expense
- Newer vehicles have increased fuel efficiency with new technology implementations
- Challenged by inconsistent yearly budgets
- Currently vehicle budget is underfunded
- County vehicles and "hand-me-down" model has lead to an unnecessarily oversized fleet
- Limited resources and capital budget to achieve CARB ACF compliance

### THE OBJECTIVES

#### Identify an effective vehicle life cycle that maximizes potential equity at time of resale creating a conservative savings of over \$230,733 in 10 years

- Shorten the current vehicle life cycle from 8.5 years to 5. years
- Provide a lower sustainable fleet cost that is predictable year over year
- Right type (15) vehicles to more efficient classes
  
- Leverage an open-ended lease to maximize cash flow opportunities and recognize equity.
- Free up more than \$40,000 in capital from the salvage of 6 vehicles in the first year
- Increase employee safety with newer vehicles

#### **Increase employee safety with newer vehicles**

##### **Currently:**

- 1 vehicles predate Anti-Lock Brake standardization (2007)
- 4 vehicles predate Electronic Stability Control standardization (2012)
- 14 vehicles predate standardization of back up camera (2018)
- ESC is the most significant safety invention since the seatbelt

#### **Piggyback The Sourcewell awarded RFP #030122-EFM that addresses the following:**

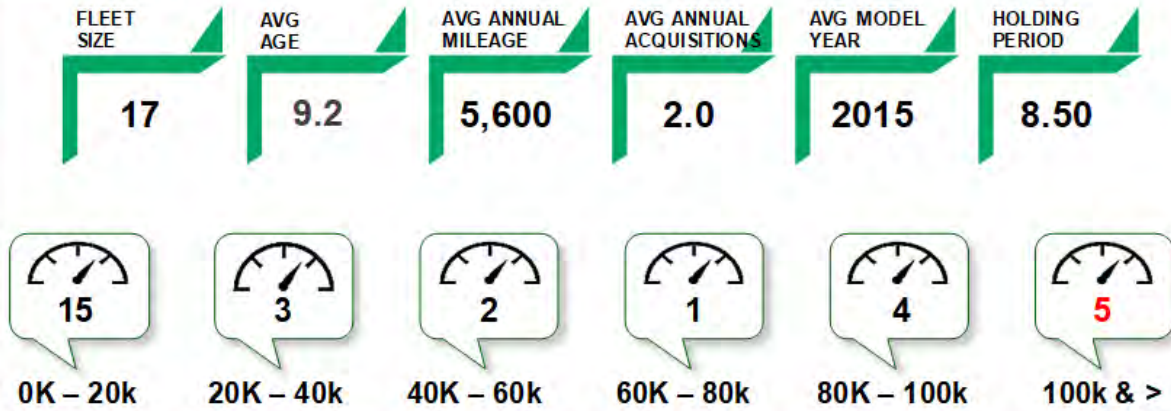
- Access to all fleet management services as applicable to the needs of the city
- Supports the city's need for fleet evaluation on a quarterly basis assessing costs and reviewing best practices

### THE RESULTS

By partnering with Enterprise Fleet Management, Novato Fire Protection District will be better able to leverage its buying power, implement a tighter controlled resale program to lower total cost of ownership and in turn minimize operational spend. Novato Fire Protection District will reduce fuel costs by 20% and reduce maintenance costs from \$48.33 on average to \$30.69 per unit. Leveraging an open-end lease maximizes cash flow and recognizes equity from vehicles sold creating an internal replacement fund. Furthermore, Novato Fire Protection District will leverage Enterprise Fleet Management's ability to sell vehicles at an average of 109% above Black Book value. By shifting from reactively replacing inoperable vehicles to proactively planning vehicle purchases, Novato Fire Protection District will be able to replace all of its vehicles over the course of 5 years while creating an annual savings of \$5,598.45



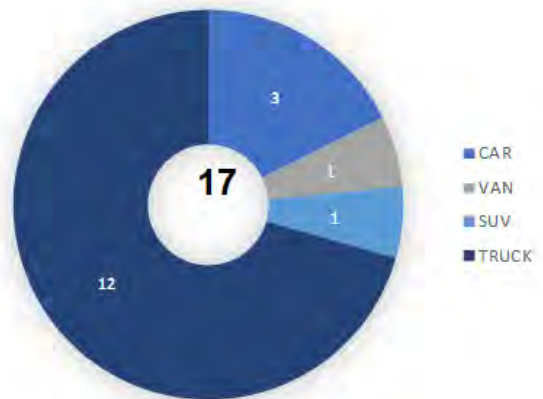
**FLEET STATISTICS**



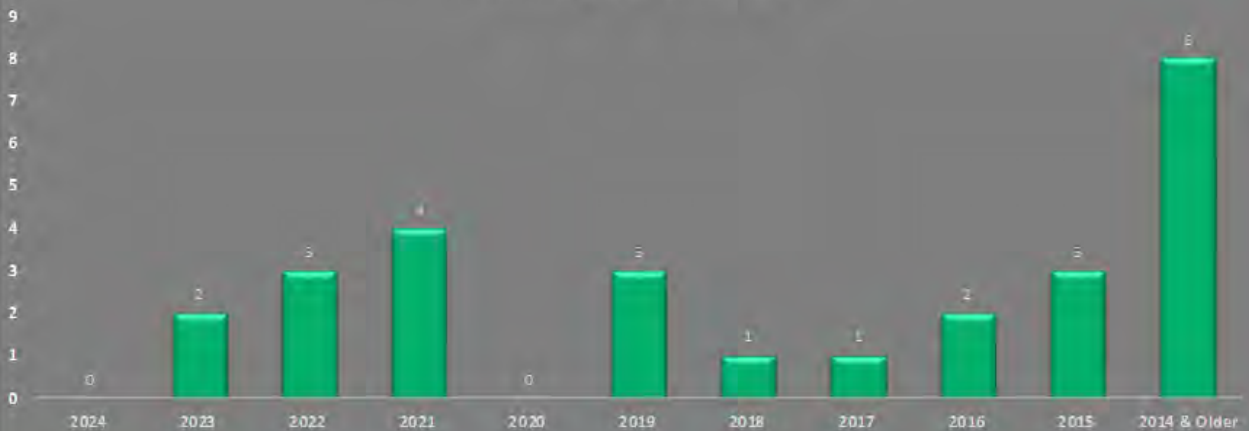
**Manufacturers**



**Vehicle Class**



**Model Year Analysis**



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Fleet Planning Analysis | Novato Fire Protection District

Fleet Profile				Fleet Replacement Schedule					Replacement Criteria
Vehicle Type	# of Type	Average Age (years)	Average Annual Mileage	2024	2025	2026	2027	2028	Under-Utilized
Full-Size Van-Passenger	1	16.3	1,410	1	0	0	0	0	0
Full Size SUV 4x2	1	7.2	900	0	1	0	0	0	0
Compact Pickup Quad 4x2	8	6.7	4,300	1	0	0	0	6	1
1/2 Ton Pickup Quad 4x2	1	12.3	6,500	1	0	0	0	0	0
1/2 Ton Pickup Quad 4x4	3	8.9	9,700	0	3	0	0	0	0
Electric Sedan	1	16.3	2,500	1	0	0	0	0	0
Electric Pickup	2	12.3	10,200	2	0	0	0	0	0
Totals/Averages	17	9.2	5,600	6	4	0	0	6	1

**Vehicle Types**

Vehicle Type	Count
CAR	3
VAN	1
SUV	1
TRUCK	12

\* Fiscal Year 2026 - 10 years old and older, or odometer over 100,000  
 \* Fiscal Year 2025 - 5 years old and older, or odometer over 50,000  
 \* Fiscal Year 2024 - 5 years old and older, or odometer over 50,000  
 \* Fiscal Year 2023 - 5 years old and older, or odometer over 50,000  
 \* Fiscal Year 2022 - Remaining Vehicles  
 \* Underutilized = Annual Mileage less than 1,000

Fleet Analyzed		Fleet Growth		Proposed Fleet		Fleet Costs Analysis	
Fleet Analyzed	17	Fleet Growth	-1.35%	Proposed Fleet	16	Fuel	23%
Current Cycle	8.50	Annual Miles	6,000	Proposed Cycle	5.00	Maintenance	8%
Current Maint	\$48.33	Current MPG	13	Proposed Maint	\$30.70	Purchase	69%
Maint. Cents Per Mile	\$0.10	Leased MPG	16.25	Price/Gallon	\$4.00		

Fiscal Year	Fleet Mix			Fleet Cost					Annual			
	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel	Fleet Budget	Net Cash
Average	17	2	17	0	88,524	0	0	0	9,859	29,292	127,676	0
'24	16	6	10	6	0	54,354	-43,438	0	8,010	27,095	46,022	81,654
'25	16	4	6	10	0	97,313	-61,243	0	7,163	25,631	68,864	58,812
'26	16	0	6	10	0	97,313	0	0	7,163	25,631	130,107	-2431
'27	16	0	6	10	0	97,313	0	0	7,163	25,631	130,107	-2,431
'28	16	6	0	16	0	131,676	-61,538	-43,766	5,894	23,434	55,700	71,976
'29	16	6	0	16	0	131,676	0	-50,050	5,894	23,434	110,954	16,722
'30	16	4	0	16	0	131,676	0	0	5,894	23,434	161,004	-33,328
'31	16	0	0	16	0	131,676	0	0	5,894	23,434	161,004	-33,328
'32	16	0	0	16	0	131,676	0	-46,616	5,894	23,434	114,388	13,288
'33	16	6	0	16	0	131,676	0	-43,766	5,894	23,434	117,238	10,437

**10 Year Savings\*** **\$230,733**

**Net Sustainable Impact** **\$5,598**

\* Lease Rates are conservative estimates  
 \*\* Estimated Current Fleet Equity is based on the current fleet "right to use" and can be adjusted after physical inspection  
 Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

CASE STUDY | CITY OF SAN MARCOS



The City of San Marcos Reduces Costs by 27% and Replaces Aging Vehicles.

**BACKGROUND**

Location: San Marcos, CA  
 Industry: Government  
 Total vehicles: 90 vehicles

**THE CHALLENGE**

Half of The City of San Marcos' vehicles were operating past their useful life. The City's fleet was deteriorating rapidly, and many of the vehicles needed to be replaced to mitigate escalating repair and maintenance costs. Budget challenges prevented the City from purchasing new vehicles. Major repairs reduced the number of available vehicles, and the City vehicle downtime was significantly affecting its operations. Maintenance costs continued to erode the budget and interfere with the efficiency of City operations.

**THE SOLUTION**

Enterprise Fleet Management evaluated the City's entire fleet to identify the most cost-effective way to replace its aging vehicles. Ten vehicles were identified as under-utilized and completely removed from service. By implementing an open-ended lease structure, the City was able to replace the remaining ninety vehicles within a three-year period. The program did not require a large initial outlay of funds. The City of San Marcos was not burdened with extensive capital requirements for vehicle replacement, allowing them to replace highly important, heavy-duty and emergency vehicles first.

"The Enterprise Fleet Management lease program has not only alleviated some of the maintenance burden placed on our lean fleet maintenance staff and budget, it has also provided a level of flexibility that allows my team to promptly address the City's dynamic fleet needs without sacrificing service."

— Lisa Fowler, Public Works Manager- Administration & Fleet

The Full Maintenance Program provides a low fixed monthly cost, which is easily budgeted for every year. The program eliminates the need for City resources to work on the light-duty fleet, so the maintenance staff can solely focus on the heavy-duty equipment.

**THE RESULTS**

The partnership with Enterprise Fleet Management has significantly reduced the portions of the Public Works-Fleet Operations budget and the Vehicle Replacement fund that was affected by the declining condition of the light-duty fleet. The City realized a 27% decrease in the cost to purchase and maintain the light duty fleet. The program will result in a combined fund savings of \$1.1 million over a five-year period.

To learn more, visit [efleets.com](http://efleets.com) or call 877-23-FLEET.

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Key Results





## References | Novato Fire Protection District

### CURRENT PARTNERS

- Alameda County Fire Department
- American Canyon Fire Protection District
- Bay Area Air Quality Management District
- City of American Canyon
- City of Dixon
- City of Novato
- City of Petaluma
- City of Suisun City
- Contra Costa Fire Protection District
- Marin County Fire
- Napa County Fire
- North Marin Water District
- Sacramento Metropolitan Fire District
- San Ramon Valley Fire Protection District

### REFERENCES

Below is a list of client references including company name, contact person, and telephone number.

#### **Napa County Fire**

Business Phone #: (661) 868-6907

Contact Person: Jason Martin, Deputy Chief

#### **Contra Costa County Fire Protection District**

Business Phone #: (925) 941-3300

Contact Person: Tracie Dutter, Assistant Fire Chief

#### **American Canyon Fire Protection District**

Business Phone #: (707) 653-3007

Contact Person: Geoff Belyea, Fire Chief

### COOPERATIVE PARTNERS:

- TIPS/TAPS USA
- SOURCEWELL
- E&I



# Novato Fire District

## Board of Directors

L.J. Silverman; President

Michael Hadfield; Vice President

Bruce Goines; Secretary

Shane Francisco, William Davis; Directors

**Date:** April 25, 2024

**Topic:** Resolution 2024-04 Arson Awareness Week May 5-11, 2024

### Recommendation

Staff recommends adoption of Resolution 2024-04: a resolution of the Board of Directors of the Novato Fire Protection District declaring May 5-11, 2024, to be Arson Awareness Week.

### Background

The U.S. Fire Administration has designated the week of May 5-11 as Arson Awareness Week (AAW). The goal of this year’s campaign is to provide residents with strategies to combat arson in their neighborhoods.

The U.S. Fire Administration’s National Fire Incident Reporting System reports an estimated 16,800 intentionally set fires in residential buildings occur annually in the United States. These fires result in an estimated 280 deaths, 775 injuries and \$593 million in property loss each year.

What makes someone want to burn down a house? The motivations behind the burning of homes are curiosity, vandalism, concealing another crime, excitement, revenge and insurance fraud or arson for profit.

We will use the week of May 5-11, 2024, to focus public attention on the importance of a collaborative effort with fire and emergency service departments, law enforcement, mental health, social services, schools, and juvenile justice to help reduce the occurrence of Arson in our community.

### Financial Impact

None

### Reviewed by:

_____	Administration
_____	EMS
_____	Finance
_____ LO _____	Prevention
_____	Human Resources
_____	Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachments:** Resolution 2024-04

**RESOLUTION NO. 2024-04**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NOVATO FIRE PROTECTION DISTRICT  
DECLARATION OF ARSON AWARENESS WEEK  
MAY 5-11, 2024**

**WHEREAS** The Novato Fire Protection District theme for the 2024 Arson Awareness Week: The goal of this year’s campaign is to provide residents with strategies to combat arson in their neighborhoods.

**WHEREAS** The U.S. Fire Administration has designated the week of May 5-11 as Arson Awareness Week (AAW). The goal of this year’s campaign is to provide residents with strategies to combat arson in their neighborhoods.

**WHEREAS** The U.S. Fire Administration’s National Fire Incident Reporting System reports an estimated 16,800 intentionally set fires in residential buildings occur annually in the United States. These fires result in an estimated 280 deaths, 775 injuries and \$593 million in property loss each year.

**WHEREAS** Arson is sometimes used to mask or conceal another crime such as murder. The criminal sets the crime scene ablaze hoping that the victim’s death will be attributed to the fire and not murder. Other crimes such as burglary and larceny are also commonly covered up by an arson fire.

**WHEREAS** Curiosity fires are most often set by juveniles. The misuse of fire has many variables including age, motivation for fire setting behavior, type of fires set, ignition materials used to set the fire, and the child’s understanding and limitations of fire. Fire setting behavior is often a symptom of the problem and may be manifested through stress and crisis in children’s lives.

**WHEREAS** We will use the week of May 5-11, 2024, to focus public attention on the importance of a collaborative effort with fire and emergency service departments, law enforcement, mental health, social services, schools, and juvenile justice to help reduce the occurrence of Arson in our community.

**NOW, THEREFORE, BE IT PROCLAIMED**, that The Novato Fire Protection District Board of Directors meeting on Wednesday, May 1, 2024, in Novato, California, hereby proclaims the week, beginning on May 5-11, 2024, as National Arson Awareness Week, and the first full week of May shall be so designated each year thereafter.

**PASSED AND ADOPTED** by the Board of Directors of the Novato Fire Protection District, at a meeting held on this 1<sup>st</sup> day of May 2024, by the following vote:

YES:

NO :

ABSTAIN:

---

President, Board of Directors

---

Board Clerk



# Novato Fire District

## Board of Directors

Lj Silverman, President

Mike Hatfield, Vice President

Bruce Goines, Secretary

Shane Francisco, William Davis, Directors

**Date:** April 25, 2024

**Topic:** Adoption of Resolution 2024-05 Proclaiming May 4 – 10, 2024 as Wildfire Preparedness Week.

### Recommendation

Board approval is requested to adopt Resolution 2024-05 proclaiming May 4 – 10, 2024 as “Wildfire Preparedness Week”.

### Background

Each year the State of California and the County of Marin declares Wildfire Preparedness Week, an important opportunity for California’s communities and fire service agencies to reduce the risk of wildfire and increase public safety and awareness through education on fire safety, preparation and prevention.

Novato Fire Protection District takes every precaution to help protect its residents and their property from wildfire; in the event of a major wildfire, firefighting resources will be stretched. Everyone needs to prepare now, to protect themselves, their family, and their property from a devastating wildfire. Take the time to learn more about how one can prepare by visiting [novatofire.org](http://novatofire.org) and by scheduling a complimentary in-home Wildfire Mitigation Assessment.

### Financial Impact

The MWPA funds are being used to fund the Wildfire Mitigation activities.

### Reviewed by:

_____	Administration
_____	EMS
_____	Finance
<u>LO</u> _____	Prevention
_____	Human Resources
_____	Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachments:** Exhibit A – Resolution 2024-05



## RESOLUTION NO. 2024-05

### **A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT RECOGNIZING WILDFIRE PREPAREDNESS WEEK MAY 4-10, 2024, ENCOURAGING RESIDENTS TO TAKE STEPS TO REDUCE THE THREAT OF WILDFIRE TO THEIR HOMES AND COMMUNITIES, FIRE DEFENSE IS SELF DEFENSE, GET READY, BE PREPARED.**

**WHEREAS**, in 2020 California experienced 6 of the largest and most destructive fires in the state's history, burning more than 2.6 million acres, and destroying 8600 structures; sadly, resulting in 21 deaths. Included in these fires, was the largest in recorded history, burning more than one million acres and resulting in 4.5 billion dollars in insured loss. In the past 5 years more than 38,000 structures and sadly more than 200 lives have been lost in our state, due to wildfires. The citizens of California must all do their part to help protect our natural resources. The public must work locally to take aggressive action to prepare themselves for wildfires, while May 4th starts the staffing of wildland fire engines throughout Novato, it is critically important that our residents join their local fire agencies in preparing for the 2024 fire season.

**WHEREAS**, the City of Novato and Unincorporated areas of Novato have experienced several serious wildfires in the past that destroyed homes and threatened lives; and

**WHEREAS**, the Board of Directors of the Novato Fire Protection District have taken action to adopt an Enhanced Wildfire Mitigation Plan; and

**WHEREAS**, wildfire poses a threat to the lives and property of residents and visitors of Novato; and

**WHEREAS**, wildfire can significantly impact Novato's environmental, economic, and social well-being; and

**WHEREAS** residents and landowners of the City of Novato and Unincorporated areas of Novato can significantly reduce the threat of wildfire to their homes and communities by advanced preparation of a Wildfire Action Plan – evacuation planning, creating defensible space and hardening homes to keep embers out; and

**WHEREAS**, reducing the threat of wildfire to homes and communities takes coordinated action and effort between residents, homeowners, land managers and local fire agencies; Communities and Land owners of the City of Novato and Unincorporated areas can request a free in person Wildfire Mitigation Assessment; and

**WHEREAS**, residents and land owners of the City of Novato and Unincorporated areas of Novato and can apply for Vegetation Management and Home Hardening Matching Grant funds through the Novato Fire Protection District; and

**WHEREAS**, Novato Fire Protection District takes every precaution to help protect its residents and their property from wildfire; in the event of a major wildfire, firefighting resources will be stretched. Everyone needs to prepare now, to protect themselves, their family, and their property from a devastating wildfire. Take the time to learn more about how one can prepare by visiting [novatofire.org/prevention-resource-center](http://novatofire.org/prevention-resource-center) and by scheduling a complimentary in home Wildfire Mitigation Assessment.

**NOW, THEREFORE, BE IT PROCLAIMED** that The Novato Fire Protection District Board of Directors meeting on Wednesday, May 1, 2024, in Novato, California, hereby proclaims May 4-10, 2024, as Wildfire Preparedness Week, and we urge all the people of Novato to heed the important safety messages of Wildfire Preparedness Week, and to support the many public safety activities and efforts of Marin's fire and emergency services.

**PASSED AND ADOPTED** by the Board of Directors of the Novato Fire Protection District, at a meeting held on this 1st day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

---

PRESIDENT, BOARD OF DIRECTORS

ATTEST:

---

BOARD CLERK



# Novato Fire District Board of Directors

Lj Silverman, President  
Michael Hadfield, Vice President  
Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** Adoption of Resolution 2024-06: A Resolution of the Board of Directors of The Novato Fire Protection District Establishing The Special Tax Rate For 2024/25

### Recommendation

Board approval is requested to accept Staff's recommendation to:

1. Apply the Consumer Price Index annual adjustment for 2023 of 3.67% (Exhibit D).
2. Adopt Resolution 2024-06 establishing the Special Assessment Tax Rate for Residential at 11.29 cents per square foot and Commercial / Industrial at 16.93 cents per square foot for the 2024/25 fiscal year (Exhibit A).

### Background

The deadline for finalizing the Special Assessment tax rates for 2024/25 is expected to be sometime in early July 2024. To become effective, the tax rates must be adopted by Resolution. The revised Special Assessment Tax revenue for 2024/25 would then be reflected in the final 2024/25 budget to be presented to the Board for approval at a future meeting.

### Financial Impact

Based upon approximately 58.3 million taxable square feet, the 2023/24 Special Assessment tax rate of 10.89 cents per square foot for Residential and 16.33 cents per square foot for Commercial generated \$6.9 million in revenue. An adjustment in the 2024/25 Special Assessment tax rate for inflation to 11.29 cents per square foot for Residential and 16.93 cents per square foot for Commercial would generate approximately \$7.2 million in revenue, an increase of approx. \$254,000.

### Options

The Board may elect not to apply the CPI adjustment for inflation and leave the special tax rates unchanged for 2024/25. By doing so, the District would forgo approx. \$254,000 of additional revenue in 2024/25 and an estimated \$3.1 million in revenue over the next ten years. This could have a detrimental effect on future budgets, since the District is also impacted by inflationary cost increases in many of its operating expenses including supplies & equipment, fuel, utilities, vehicle and facilities repairs & maintenance, insurance, and contract services.

### Reviewed by:

_____	Administration
_____	EMS
_____ <i>Joe Valente</i> _____	Finance
_____	Prevention
_____	Human Resources
_____	Operations

Approved by:



Bill Tyler  
Fire Chief

**Attachments:** Exhibit A: Resolution 2024-06  
Exhibit B: Special Assessment Tax Scenarios A & B  
Exhibit C: CPI History  
Exhibit D: Bureau of Labor Statistics (BLS) Consumer Price Index – San Francisco  
Exhibit E: County of Marin Property Tax Report

**RESOLUTION NO. 2024-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
NOVATO FIRE PROTECTION DISTRICT  
ESTABLISHING THE SPECIAL TAX RATE FOR 2024/2025**

WHEREAS, Ordinance 91-1 imposing a special tax for paramedic/ambulance services and fire protection and prevention was confirmed by more than two-thirds of the voters in an election held November 5, 1991; and

WHEREAS, Section III of said Ordinance provides that the District Board shall determine annually, based upon a budget recommended to it, whether the basic tax rate shall be revised to reflect changes in charges and costs; and

WHEREAS, said Ordinance was amended by more than two thirds of the voters in an election held March 5, 2002; and

WHEREAS, said amendment approved on March 5, 2002, increases the special tax up to 6 cents/square foot on residential structures, and up to 9 cents/square foot on commercial/industrial structures; and

WHEREAS, said amendment approved on March 5, 2002, permits the special tax to be adjusted annually for inflation, which was 5.6% for 2022 establishing new limits at 10.89 cents/square foot on residential structures and 16.33 cents/square foot on commercial/industrial structures.

NOW THEREFORE BE IT RESOLVED that said basic tax rate is hereby established as follows:

Use Code	Description	Adopted Rate
11	Single Family Residential Improved	11.29 cents/square foot
14	Attached Single Family Residential	11.29 cents/square foot
21	Multiple Residential Improved	11.29 cents/square foot
31	Rural Improved	11.29 cents/square foot
33	Agricultural Improved	11.29 cents/square foot
41	Industrial Improved	16.93 cents/square foot
51	Commercial Improved	16.93 cents/square foot

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 1st day of May 2024 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
President, Board of Directors

Attest:

\_\_\_\_\_  
Clerk of the Board

Novato Fire Protection District  
 Special Assessment Tax Scenarios  
 2024-25

Description	Use Code	Total Bldg Sq Ft	A	A	B	B
			Adopted 5/3/2023 Rate	Adopted 5/3/2023 Spec Assess	Max Rate	Max Spec Assess
Single Family Residential Improved	11	37,822,204	0.1089	4,118,838.02	0.1129	4,270,126.83
Attached Single Family Residential	14	7,005,135	0.1089	762,859.20	0.1129	790,879.74
Multiple Residential Improved	21	3,345,133	0.1089	364,284.98	0.1129	377,665.52
Rural Improved	31	31,061	0.1089	3,382.54	0.1129	3,506.79
Agricultural Improved	33	40,845	0.1089	4,448.02	0.1129	4,611.40
Industrial Improved	41	2,225,742	0.1633	363,463.67	0.1693	376,818.12
Commercial Improved	51	7,863,825	0.1633	1,284,162.62	0.1693	1,331,345.57
<b>Total</b>		<b>58,333,945</b>		<b>6,901,439.05</b>		<b>7,154,953.97</b>
<b>Increase over 2023-24</b>						<b>253,514.92</b>
<b>Remaining rate to maximum - Res</b>			<b>0.0040</b>		-	
<b>Remaining rate to maximum - Comml</b>			<b>0.0060</b>		-	
<b>Tax on 2,000 sq ft residence</b>			<b>\$ 217.80</b>		<b>\$ 225.80</b>	
<b>Additional tax on 2,000 sq ft residence</b>			<b>\$ -</b>		<b>\$ 8.00</b>	
<b>Tax on 1,000 sq ft apartment</b>			<b>\$ 108.90</b>		<b>\$ 112.90</b>	
<b>Additional tax on 1,000 sq ft apartment</b>			<b>\$ -</b>		<b>\$ 4.00</b>	
<b>Tax per 1,000 sq ft of commercial sq ft</b>			<b>\$ 163.30</b>		<b>\$ 169.30</b>	
<b>Additional tax per 1,000 sq ft commercial</b>			<b>\$ -</b>		<b>\$ 6.00</b>	
<b>Without inflation adjustment</b>						
Residential			0.1089		0.1129	
Commercial			0.1633		0.1693	
<b>With inflation adjustment</b>						
Residential	3.67%		0.1129		n/a	
Commercial	3.67%		0.1693		n/a	

4/24/2024

Consumer Price Index  
San Francisco

<b>Year</b>	<b>Annual</b>	<b>Change</b>	<b>%</b>
1998	165.500		
1999	172.500	7.000	4.23%
2000	180.200	7.700	4.46%
2001	189.900	9.700	5.38%
2002	193.000	3.100	1.63%
2003	196.400	3.400	1.76%
2004	198.800	2.400	1.22%
2005	202.700	3.900	1.96%
2006	209.200	6.500	3.21%
2007	216.048	6.848	3.27%
2008	222.767	6.719	3.11%
2009	224.395	1.628	0.73%
2010	227.469	3.074	1.37%
2011	233.390	5.921	2.60%
2012	239.650	6.260	2.68%
2013	245.023	5.373	2.24%
2014	251.985	6.962	2.84%
2015	258.572	6.587	2.61%
2016	266.344	7.772	3.01%
2017	274.924	8.580	3.22%
2018	285.550	10.626	3.87%
2019	295.004	9.454	3.31%
2020	300.084	5.080	1.72%
2021	309.721	9.637	3.21%
2022	327.060	17.339	5.60%
2023	339.050	11.990	3.67%



# Databases, Tables & Calculators by Subject

[Special Notices](#) 12/05/2023

Change Output Options:

From:  To:



include graphs

include annual averages

[More Formatting Options](#)

Data extracted on: April 18, 2024 (5:17:17 PM)

## Consumer Price Index for All Urban Consumers (CPI-U)

**Series Id:** CUURS49BSA0  
 Not Seasonally Adjusted  
**Series Title:** All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted  
**Area:** San Francisco-Oakland-Hayward, CA  
**Item:** All items  
**Base Period:** 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.985	250.507	253.463
2015		254.910		257.622		259.117		259.917		261.019		260.289	258.572	256.723	260.421
2016		262.600		264.565		266.041		267.853		270.306		269.483	266.344	263.911	268.777
2017		271.626		274.589		275.304		275.893		277.570		277.414	274.924	273.306	276.542
2018		281.308		283.422		286.062		287.664		289.673		289.896	285.550	282.666	288.435
2019		291.227		294.801		295.259		295.490		298.443		297.007	295.004	293.150	296.859
2020		299.690		298.074		300.032		300.182		301.736		302.948	300.084	299.109	301.059
2021		304.387		309.419		309.497		311.167		313.265		315.805	309.721	306.724	312.718
2022		320.195		324.878		330.539		328.871		332.062		331.222	327.060	323.408	330.711
2023		337.173		338.496		340.056		340.094		341.219		339.915	339.050	337.689	340.411
2024		345.151													

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone:1-202-691-5200\_ Telecommunications Relay Service:7-1-1\_ [www.bls.gov](http://www.bls.gov) [Contact Us](#)



DISTRICT NBR: 105250 NOVATO FIRE PROTECTION DISTRICT

USE CODE	TOTAL NUMBER PARCELS	TOTAL BUILDING SQ FT	TOTAL LIVING UNITS	TOTAL OCCUP UNITS	TOTAL SANITARY UNITS	TOTAL ACRES	TOTAL OTHER	TOTAL OVERRIDE PARCELS	CALCULATED CHARGE	OVERRIDE CHARGE	TOTAL ASSESSMENT CHARGE
11	14,449	37,822,204	13,771	32	35.00	6,602.48	0.00	0	4,118,693.16	0.00	4118,693.16
14	4,554	7,005,135	4,351	24	1.00	213.32	0.00	0	762,817.90	0.00	762,817.90
21	454	3,345,133	3,371	1,202	0.00	93.65	0.00	0	364,280.56	0.00	364,280.56
31	6	31,061	3	2	0.00	44.26	0.00	0	3,382.50	0.00	3,382.50
33	11	40,845	22	0	0.00	662.50	0.00	0	4,447.90	0.00	4,447.90
41	212	2,225,742	8	1	0.00	28.25	0.02	0	363,461.86	0.00	363,461.86
51	523	7,863,825	283	73	0.00	554.83	0.00	0	1,284,157.62	0.00	1284,157.62
TOTAL	20,209	58,333,945	21,809	1,334	36.00	8,199.29	0.02	0	6,901,241.50	0.00	6901,241.50

NO REPRESENTATION IS MADE OR INTENDED AS TO THE ACCURACY OF THIS DATA. ANY RELIANCE YOU MAY MAKE ON IT IS SOLELY AT YOUR OWN RISK AND SUBJECT TO YOUR RIGHT TO SECURE INDIVIDUAL VERIFICATION. - COUNTY OF MARIN -

----- END OF REPORT FOR PROGRAM T12954P -----

**EXHIBIT E**



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** EMS Educator Contract Renewal

### Recommendation

Staff recommends that the Board approve the renewal of the EMS Educator contract with Katie Grossman, RN.

### Background

Katie Grossman, RN provides a variety of mandated courses and assists with the EMS class calendar.

EMS Educator Performs the Following:

- Development of EMS training calendar with oversight from District’s EMS Battalion Chief and Medical Director.
- Development, lead and teach courses/skills including ACLS, PALS, and CPR.
- Attendance at the Marin County EMS Agency Policy and Procedures Meetings.
- Participation in case review classes.
- Support initial on-board training for new Firefighter/Paramedics through the fire academy.

### Financial Impact

Effective June 1, 2024, Katie Grossman’s rate will increase by seven percent (7%) to \$102.00 per hour with an estimated 40 hours per month. This increase is to bring the hourly rate commensurate with the hourly rate for the CQI Coordinator position. The annual amount of the contract shall not exceed \$55,080 through May 31, 2025.

### Reviewed by:

\_\_\_\_\_ Administration  
 \_\_\_\_\_ DP \_\_\_\_\_ EMS  
 \_\_\_\_\_ Finance  
 \_\_\_\_\_ Prevention  
 \_\_\_\_\_ Human Resources  
 \_\_\_\_\_ Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachments:** Amendment 2 to the Independent Contractor Agreement with Katie Grossman, RN

## AMENDMENT NO. 2

This second amendment (“Amendment No. 2”) is issued pursuant to the Independent Contractor Services Agreement (“Agreement”) dated as of June 1, 2022 by and between the Novato Fire Protection District (“District”), and Katie Grossman, RN (“Independent Contractor”) together the parties (“Parties”).

WHEREAS, the Parties previously entered into the above referenced Agreement for District to receive from Independent Contractor, EMS Educator services (“Services” as set forth therein); and

WHEREAS, effective on the last date signed below, the Parties have mutually agreed to amend certain terms and conditions of the Agreement to:

- **Increase hours for new hire academy**
- **Increase the hourly rate**
- **Extend the term another year**

NOW THEREFORE, in consideration of the mutual covenants and conditions stated herein, the Parties agree to amend the Agreement as set forth below and shall execute this Amendment No. 2 thereto, which shall be attached to and incorporated by reference into the Agreement.

1. Exhibit A-1, “Fee Schedule”, is hereby amended to read as follows:

“Additional hours must be approved by District in advance for new hire academy, but shall not exceed thirty (30) hour for each academy. There will be two (2) academies from June 1, 2024 – May 31, 2025.”

2. Exhibit A-1, “Fee Schedule”, is hereby amended to add the following sentence:

“Effective June 1, 2024, the hourly rate shall be \$102.00 with the estimated number of hours per week at ten (10 Hours or forty (40) hours per month.

The total authorized amount of this Agreement shall not exceed \$55,080 from June 1, 2024 through May 31, 2025.”

Except as set forth in this Amendment No. 2 the Agreement shall remain unchanged and in full force and effect. If there is any inconsistency between the terms of this Amendment No. 2 and the terms of the Agreement, the terms of this Amendment No. 2 shall prevail.

*(The remainder of this page has been intentionally left blank)*

IN WITNESS WHEREOF, the Parties hereto, each acting under due and proper authority have executed this Agreement as of the day, month and year written below.

	INDEPENDENT CONTRACTOR	DISTRICT
Signature:		
Printed Name:		
Title:		
Date (mm/dd/yyyy):		



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** Bank Signature Cards Changes

### Recommendation

Board approval is requested to accept Staff's recommendation to make the following revisions to the bank signature card listed below and direct the Finance Director to revise the necessary documents.

1. Account#XXX057 Bank of America Novato Fire District Operating Fund Signature Card
  - a. Add Lynne Osgood

### Background

Updating the bank signature card to reflect staffing changes

### Financial Impact

None

### Reviewed by:

_____	Administration
_____	EMS
<u>Joe Valente</u>	Finance
_____	Prevention
_____	Human Resources
_____	Operations

Approved by:

Bill Tyler  
Fire Chief



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** HVAC Maintenance & Repair Contract

### Recommendation

Staff recommends contracting with Peterson Mechanical, Inc. for HVAC maintenance and repair services for all six (6) District sites for an initial twelve (12) month term.

### Background

In March 2024, a competitive solicitation for HVAC services was publicly advertised in accordance with District policy, which mandates such action for contracts exceeding \$50,000. This approach not only enhances transparency but also opens the avenue for potential cost savings and improved service quality.

Seven (7) licensed HVAC contractors actively engaged in the solicitation process, including attending site visits. Subsequently, the District received bids from five (5) of these contractors. The initial term of the contract is set for twelve (12) months, commencing on July 1, 2024, with the option for renewal for up to four (4) additional twelve (12) month terms. This framework ensures continuity and allows for a sustained partnership between the District and the chosen contractor.

### Financial Impact

The comprehensive bid cost for preventive maintenance is outlined below. Given the increased need for repairs and replacements in aging HVAC systems, the estimated expenses for these services, combined with regular preventive maintenance, result in a yearly contract total of approximately \$12,000 for preventative maintenance and minor repairs and \$40,000 for major repairs and emergency replacements for a total first year contract cost of \$52,000.

### Reviewed by:

_____ JW _____	Administration
_____ _____	EMS
_____ CW _____	Finance
_____ _____	Prevention
_____ _____	Human Resources
_____ _____	Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachment:** Schedule No. 3 for HVAC maintenance services.



### SCHEDULE NO. 3

This Schedule No. 3 is issued pursuant to the Master Services Agreement dated July 1, 2024 (“Agreement”) by and between Novato Fire Protection District (“District”) and Peterson Mechanical, Inc. (“Contractor”). Any term not otherwise defined herein, shall have the meaning ascribed to it in the Agreement.

#### 1. PURPOSE

This Schedule describes the HVAC maintenance services (as defined below under “Scope of Work”) to be provided by Contractor for District for services (“Services” as set forth in the Agreement).

#### 2. PROJECT MANAGERS

District	Contractor
Jeff Whittet, Director of Operational Resources 415-310-6112 (cell) <a href="mailto:jwhittet@novatofire.org">jwhittet@novatofire.org</a>	

#### 3. LOCATION OF SERVICES

The Services described in this Schedule No. 3 shall be provided at District locations in Novato, CA as listed below.

Site	Address
Station 61	7025 Redwood Boulevard
Station 62	450 Atherton Avenue
Station 62 – Mobile Classroom (2)	450 Atherton Avenue
Station 63	65 San Ramon Way
Station 64	319 Enfrente Drive
Station 65	5 Bolling Circle
Administrative Office	95 Rowland Way

#### 4. PREVAILING WAGES

Prevailing Wages apply to the Services provided in this Schedule No. 3. **See Exhibit A-1 “Notice to Contractors and Subcontractors Regarding Public Works Projects”.**

#### 5. SCOPE OF WORK

Contractor shall provide to District bi-annual HVAC preventative maintenance and as-needed repair services for the District’s HVAC equipment.

Contractor shall provide all necessary materials and equipment required to provide Services.

##### Out of Scope Equipment

- Apparatus bay space heaters.
- Apparatus bay Plymovent exhaust systems.
- Restroom fans & heaters.
- Water heaters, boiler



**District Doc # I103-070123S3**

- Air compressors.
- Grey and/or sewage water sump pumps.
- All plumbing fixtures including drain/waste/vent piping, sewer/jetting services.
- Exterior simulator building ventilation.

Contractor shall take all necessary safety precautions for the protection of its employees, District employees and the public using the facilities.

**A. Contractor Responsibilities**

- a. Written Proposals: Contractor shall provide to District a written quote ("Proposal") for each repair or installation project at no additional cost to District. Each Proposal shall be signed by District before work begins. In the case of an emergency, District's verbal approval shall serve as District's approval to commence work.
- b. Proposals shall include:
  - i. Hourly rate by labor level (i.e. journeyman, apprentice, etc.)
  - ii. Number of hours/days estimated to complete the work.
  - iii. Complete parts list including cost for part(s).
  - iv. Parts pricing markup shall not exceed normal industry standard.
  - v. Contractor shall pass along to District any cash discounts or rebates for materials ordered or refunds for returns or surplus.
- c. Service Report: Contractor shall provide a completed copy of the service technician's report after Services.
- d. Basic Operation Instruction: Contractor shall provide basic operation of system to provide the best operating efficiency or conditions.
- e. Quality of Parts: Equipment and parts shall be of high industry quality and original manufacturer equipment when available.
- f. Material Used: All material used by Contractor is guaranteed by Contractor to be as specified in the Proposal.
- g. Certified Payroll Records ("CPR's"): Contractor shall submit to the DIR and to District, CPR's as per DIR guidelines.

**B. District Responsibilities**

- a. DIR Project Number: District shall supply to Contractor a DIR Project number for this Schedule No. 3.
- b. Access: District shall allow and provide to Contractor uninterrupted access to District properties including Contractor's vehicles and equipment.

**6. Deliverables**

Deliverables shall be defined as Services completed including the delivery of DIR required CPR's to District.





District Doc # I103-070123S3

Fall/Winter Maintenance	Spring/Summer Maintenance
Replace or wash MERV-13 filters	Replace or wash MERV-13 filters
Inspect heat exchanger	Inspect indoor and outdoor coils
Check gas pressure	Check operating pressures
Test for gas leaks	Test voltage & amp draws
Check voltage & amp draws	Test safety devices
Test safety devices	Lubricate moving parts*
Lubricate moving parts*	Check thermostat operation
Check thermostat operation	Verify proper refrigerant levels
Check blower assembly*	Check blower assembly*
Clean pilot	Clear condensate drain
Clean & adjust burners*	Check starting contactor
Check ignition system	Check starting capacitor
Inspect wiring	Check running capacitor
Tighten electrical connections	Tighten electrical connections
Check for proper venting	Check coil temperature drop

\*Does not include: Cleaning outdoor coils, removal of blower and/or burners.

### 7. Warranty

Contractor warrants installation(s) for a period of two (2) years from the date of completion. Contractor agrees to make repairs and/or replace to the extent necessary as determined by standard practices any or all such work that may prove defective in workmanship and/or materials. Approval by building inspectors shall be deemed to constitute a determination that work has been completed in a workmanlike manner and shall be binding on the Parties. Extended warranties may apply to portions of the installation (i.e. compressors or heat exchangers) and will be noted in the Proposal. Manufacturer warranty information will have specific terms, however, Contractor labor is not included beyond two (2) years.

### 8. Early Termination

District may terminate this Schedule No. 3 or a Project at any time by giving ten (10) calendar days' notice. If any Project is terminated before completion, District shall be liable for payment for any completed and accepted Deliverables. Contractor shall also work to correct any logged issues against previously accepted Deliverables at no charge to District.

### 9. Change Control Mechanism

During the Term of the Schedule No. 3, events may occur which will necessitate a change to the scope defined herein or defined in a Proposal. These changes may affect some or all of the following:

- Cost
- Timescale
- Resource Utilization

Should any such change occur, District and Contractor shall review the proposed change and if there is agreement on the changes, the Parties will each sign a change request form. Change control could result in a change in scope of services, resulting in a reduced or increased total cost. Actual reduced



District Doc # I103-070123S3

or increased cost as well as a revised payment schedule will be agreed to by the Parties pursuant to a change request form.

### **10. Acceptance of Services**

The District's designated inspector ("Inspector") for the Services will contact the Contractor in the event that corrective actions are necessary. Contractor shall promptly respond to either written or oral requests by the Inspector for the corrective actions required to meet the Contract Specifications and Scope of Work.

### **11. Noise Ordinance during Construction**

All construction including warming-up or servicing equipment, and any preparation for construction shall occur within the City of Novato noise ordinance hours Section 19.22.070. Work start and end times shall be Monday through Friday 7:00 a.m. to 6:00 p.m., Saturday 9:00 a.m. to 5:00 p.m., and prohibited on Sundays and the following holidays: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

### **12. Term**

Services will begin on July 1, 2024 (the "Commencement Date") and end on June 30, 2025 (the "Completion Date") with the option to renew for four (4) twelve month terms. Notwithstanding the duration of the time between the Commencement Date and the Completion Date shown herein, Customer may terminate this Schedule at any time.

### **13. Pricing**

Contractor shall be compensated as set forth herein for work performed in accordance with the Scope of Work. All other work shall be considered additional and shall be approved by the District prior to commencement of work.

Prices shall not increase during the first year of this Schedule No. 3. District requires documented proof of cost increases prior to any price adjustment. A price increase shall not exceed the CPI for the San Francisco Bay Area. A minimum of 30-days advance notice in writing is required to secure such adjustment. No retroactive price adjustments will be considered.

The total authorized price under this Schedule No. 3 shall not exceed \$52,000. **See Exhibit A-2 for the "Fee Schedule"**.

Contractor shall submit invoices to District's Accounts Payable department by email to [AccountsPayable@NovatoFire.org](mailto:AccountsPayable@NovatoFire.org).

Payment may be withheld until the Certified Payroll Records are received by District.

In the event of any inconsistency between the terms of this Schedule No. 3 and the terms of the Agreement, this Schedule No. 3 shall prevail in all respects.



District Doc # I103-070123S3

IN WITNESS WHEREOF, the Parties hereto, each acting under due and proper authority have executed this Schedule as of the day, month and year written below.

	CONTRACTOR	DISTRICT
Signature:		
Printed Name:		
Title:		
Date (mm/dd/yyyy):		



**EXHIBIT A-1**

**Notice to Contractors and Subcontractors Regarding Public Works Projects**

This is a Public Works Project. The California Department of Industrial Relations ("DIR") requires the Novato Fire Protection District ("District") to provide this notice to all contractors and subcontractors who bid or work on Public Works projects.

- No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code Section 1771.1(a)]: <http://www.dir.ca.gov/Public-Works/Contractors.html>
- No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5.
- Public Works projects are subject to prevailing wages. The applicable wage rates are available at <http://www.dir.ca.gov/Public-Works/Prevailing-Wage.html>.
- Every contractor will be required to secure the payment of workers compensation to his or her employees. Labor Code Section 1860.
- Prime contractors must post job site notices informing all employees of Prevailing Wage Law. Labor Code Section 1771.4.
- Contractors and subcontractors must furnish electronic certified payroll records (eCPR's) directly to the Labor Commissioner aka DLSE. Click on this link for reporting help. <http://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html>
- Pursuant to CIVIL CODE 9550 if a project is in excess of \$25,000 Contractor shall, before commencement of work, give a payment bond to and approved by District.
- Project is subject to the skilled and trained workforce requirement pursuant to Public Contract Code §2600. AB 2311.
- This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

*(The remainder of this page has been intentionally left blank)*



**EXHIBIT A-2  
FEE SCHEDULE  
To  
SCHEDULE NO. 3**

**I. Rates are valid July 1, 2024 – June 30, 2025**

**A. Labor Rates**

Title	Hourly Rate
Regular hourly rate 7:30am – 3:30pm M-F	\$180.00
Overtime rate before 5:00am or after 4:00pm M-F. All day on Saturdays	\$210.00
Double time rate M-F when 10 hours are posted beforehand. On Saturdays after 8 hours have been posted.	\$280.00
Holiday rates: Any Union specified holiday	\$280.00
Building trade apprentice wages	\$140.00

**B. Maintenance Rates**

Location	Fall/ Winter	Spring/ Summer
	Monthly Rate	Monthly Rate
Administrative Office: 95 Rowland Way	\$832.50	\$832.50
Station 61: 7025 Redwood Boulevard	\$685.00	\$685.00
Station 62: 450 Atherton Avenue	\$625.00	\$625.00
Station 63: 65 San Ramon Way	\$365.00	\$365.00
Station 64: 319 Enfrente Drive	\$880.00	\$880.00
Station 65: 5 Bolling Circle	\$970.00	\$970.00
<b>Totals</b>	\$4,357.50	\$4,357.50
<b>Annual Total</b>	\$8,715.00	

**C. Materials Cost: Cost plus 15%**

**D. Maintenance Rates**

Parts	Price
Filters – MERV13	\$11.00 EA
Belts	\$16.00 EA
Other Services	
Cleaning outdoor coils	\$45 per coil
Removing blower and/or burners	\$60 per blower/burner



## Novato Fire District

### Board of Directors

Lj Silverman, President

William Davis, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Michael Hadfield

**Date:** April 25, 2024

**Topic:** Contract Extension for Supplemental Staffing with Aston Carter, Inc. for (1) EMS Biller

#### **Recommendation**

Staff recommends the Board approve an extension of the contract with Aston Carter, Inc. for an additional two (2) years for the temporary staffing needs in the EMS Billing department to employ the services of one (1) EMS Biller.

#### **Background**

The District would like to extend the current contract for the services of one (1) EMS Biller to augment the work of the District's EMS Billing Manager for an additional two (2) years from May 15, 2024 to May 14, 2026. The initial contract was for a two-year period beginning May 15, 2022 to May 14, 2024 with a contract amount of \$100,800. To date the District has spent \$112,910. Including the \$12,110 over the original contract amount, this would increase the total contract amount over the four (4) year period May 15, 2022 to May 14, 2026 from \$100,800 to \$279,310. The annual cost has been averaging between \$62,400 and \$66,560 for 30-32 hours per week at an hourly rate of \$40. However, due to additional workload in the EMS Billing division, the District anticipates a need for up to 40 hours per week for a total annual cost not to exceed \$83,200. The increase in workload is primarily due to increased call volume and added complexity and processing steps due to new legislation and requirements, including but not limited to the following:

- 10% increase in billable calls (estimated)
- Difficulty negotiating with insurance companies on reimbursement rates due to passage of AB 716 legislation eliminating balance billing
- Tracking down insurance information for private pay patients
- AB 1705 has also added another layer of work with multiple incorrect payments, appeals and additional payments. Each payment for AB 1705 requires up to 3-6 transactions on one account in order to post the revenue (the amount we would have received, the add-on amount, interest received, and adjustments. For additional payments, the payments have to be reversed before new payments can be posted.
- Effects of Cyberattack on Change Healthcare in late February/early March that caused our office not to receive Explanation of Benefits (EOBs) from Medicare or Kaiser, our two largest payors. This translates to additional processing and waiting time to secure EOBs from Kaiser before payments can be posted.
- New Ground Ambulance Data Collection System (GADCS) program

#### **Financial Impact**

The cost for the two (2) year extension would be \$166,400 not-to-exceed \$83,200 per year, plus \$12,110 to cover the additional spend over the initial two (2) year contract period, for a total contract increase of \$178,510.

**Reviewed by:**

\_\_\_\_\_ Administration  
\_\_\_\_\_ EMS  
Joe Valenti \_\_\_\_\_ Finance  
\_\_\_\_\_ Prevention  
\_\_\_\_\_ Human Resources  
\_\_\_\_\_ Operations

**Approved by:**

Bill Tyler

Bill Tyler  
Fire Chief

**Attachments:** Aston Carter, Inc. Contract



AMENDMENT NO. 2

This second amendment ("Amendment No. 2") is issued pursuant to the Master Services Agreement ("Agreement") dated as of May 15, 2022 by and between the Novato Fire Protection District ("DISTRICT"), and Aston Carter, Inc. ("CONTRACTOR") together the parties ("Parties").

WHEREAS, the Parties previously entered into the above referenced Agreement for District to receive from CONTRACTOR supplemental staffing services ("Services" as set forth therein); and

WHEREAS, effective on the last date signed below, the Parties have mutually agreed to amend certain terms and conditions of the Agreement to:

- **Increase the total cost of the Agreement.**
- **Extend the term**

NOW THEREFORE, in consideration of the mutual covenants and conditions stated herein, the Parties agree to amend the Agreement as set forth below and shall execute this Amendment No. 2 thereto, which shall be attached to and incorporated by reference into the Agreement.

1. Section 5, "Total Cost of Agreement is hereby amended to increase the total cost of the Agreement from \$100,800 to \$279,310.
2. Section 9, "Term and Termination" is hereby amended to extend the term to forty-eight (48) months after the Effective Date.

Except as set forth in this Amendment No. 2 the Agreement shall remain unchanged and in full force and effect. If there is any inconsistency between the terms of this Amendment No. 2 and the terms of the Agreement, the terms of this Amendment No. 2 shall prevail.

IN WITNESS WHEREOF, the Parties hereto, each acting under due and proper authority have executed this Agreement as of the day, month and year written below.

	CONTRACTOR	DISTRICT
Signature:		
Printed Name:		Bill Tyler
Title:		Fire Chief
Date (mm/dd/yyyy):		





# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** Advertising Campaign Services for MWPA

### Recommendation

Staff recommends renewing the Kiosk Creative, LLC (“Kiosk”) Schedule No. 1 in support of the Marin Wildfire Prevention Authority (“MWPA”) advertising campaign.

### Background

Since January 2022, Kiosk has been developing an advertising campaign aimed at increasing resident and business participation in the Marin Wildfire Prevention Authority (“MWPA”) funded property assessment for matching grants.

### Financial Impact

Kiosk has raised their rates for all but the hosting. The total spend on MWPA advertising campaign services in fiscal year 2024-2025 will not exceed \$110,000 bringing the total 2023-2025 contract amount to \$220,000. For reference, the 2022-2023 MSA amount was \$316,560.

### July 1, 2024 – June 30, 2025 Budget

Service	Fee
Website Hosting	\$500
Annual SSL Certificate	\$99
Licensing Costs Plugins	\$275
Kiosk Technical Support	\$4,440
Media Management & Reporting	\$22,200
Creative Services	\$22,200
Media Hard Cost - English	\$40,000
Media Hard Cost – Spanish	\$3,500
Ad Hoc Budget*	\$16,786
<b>Total Not-to-Exceed</b>	<b>\$110,000</b>

\*Ad Hoc costs to be approved in advance in writing via estimate. Services billed at \$185/hour. Ad hoc may be used for services or hard costs.

**Reviewed by:**

\_\_\_\_\_ Administration  
\_\_\_\_\_ EMS  
\_\_\_SW\_\_\_JV\_\_\_ Finance  
\_\_\_\_\_ Prevention  
\_\_\_\_\_ Human Resources  
\_\_\_\_\_ Operations

Approved by:



Bill Tyler  
Fire Chief

**Attachments:** *Amendment No. 1 to Schedule No. 1 – Kiosk Creative, LLC*

## AMENDMENT NO. 1

This first amendment (“Amendment No. 1”) is issued pursuant to the Master Services Agreement (“Agreement”) dated as of July 1, 2023 by and between the Novato Fire Protection District (“District”), and Kiosk Creative LLC (“Consultant”) together the parties (“Parties”).

WHEREAS, the Parties previously entered into the above referenced Agreement for District to receive from Consultant, marketing services (“Services” as set forth therein); and

WHEREAS, effective on the last date signed below, the Parties have mutually agreed to amend certain terms and conditions of the Agreement to:

- **Extend the term of Schedule No. 1 for one year.**
- **Increase the total cost of Schedule No. 1.**
- **Update the Fee Schedule.**

NOW THEREFORE, in consideration of the mutual covenants and conditions stated herein, the Parties agree to amend the Agreement as set forth below and shall execute this Amendment No. 1 thereto, which shall be attached to and incorporated by reference into the Agreement.

1. Schedule No. 1, Section VIII, “Term” is hereby amended to read as follows:

“All Services, including the Hosting Agreement and the Statement of Work shall begin on July 1, 2023 (the “Commencement Date”) and end on June 30, 2025 (the “Completion Date”). Notwithstanding the duration of the time between the Commencement Date and the Completion Date shown herein, Consultant may terminate this Schedule No. 1 at any time.”

2. Schedule No. 1, Section IV, “Payment and Fees” is hereby amended to read as follows:

“The total authorized cost under this Schedule No. 1 shall not exceed \$220,000. The Fee Schedule shall be incorporated herein and attached hereto as Attachment C. Consultant shall submit invoices by email to [AccountsPayable@NovatoFire.org](mailto:AccountsPayable@NovatoFire.org).

3. Schedule No. 1, Attachment C, “Fee Schedule” is hereby amended to add the fees for Services starting on July 1, 2024 and ending June 30, 2025. Amended Fee Schedule is attached hereto.

Except as set forth in this Amendment No. 1 the Agreement shall remain unchanged and in full force and effect. If there is any inconsistency between the terms of this Amendment No. 1 and the terms of the Agreement, the terms of this Amendment No. 1 shall prevail.

IN WITNESS WHEREOF, the Parties hereto, each acting under due and proper authority have executed this Agreement as of the day, month and year written below.

	CONSULTANT	DISTRICT
Signature:		
Printed Name:		
Title:		
Date (mm/dd/yyyy):		

**“ATTACHMENT C**

**FEE SCHEDULE**

**July 1, 2024 – June 30, 2025**

<b>SERVICE</b>	<b>INVOICE FREQUENCY</b>	<b>FEE</b>	<b>TOTAL</b>
Website Hosting – Silver Level	Annually	\$500	\$500
Annual SSL Certificate	Annually	\$99	\$99
Licensing Costs Plugins	Annually	\$275	\$275
Kiosk Technical Support - 2 hrs per month	Annually	\$370	\$4,440
Media Management & Reporting	Monthly	\$1,850	\$22,200
Creative Services	Monthly	\$1,850	\$22,200
Media Hard Cost - English	Monthly	Varies	\$40,000
Media Hard Cost - Spanish	Monthly	Varies	\$3,500
Ad Hoc Budget Costs to be approved in advance in writing via Estimate. Services to be estimated and billed at \$185 per hour. Ad Hoc budget may be used for Services or Hard Costs.	-	Varies	\$16,786
<b>ANNUAL TOTAL SHALL NOT EXCEED</b>			<b>\$110,000</b>

”



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date:** April 25, 2024

**Topic:** Surplus Radio Equipment Donation

### **Recommendation**

Board approval is requested to accept staff's recommendation to donate 15 Bendix King Model P150-CMD to Sonoma County Fire District.

### **Background**

The District has recently replaced all Portable Bendix King Radios with Model BKR 9000. After looking for fair market for individual sale and Buy Back possibilities from vendors the value of each unit is less than \$200. Per our Surplus Product Policy #221 the total value of these units will be less than \$5000 and may be donated to another governmental agency.

### **Financial Impact:**

No adverse financial impact.

### **Reviewed by:**

\_\_\_\_\_ JW \_\_\_\_\_ Administration  
\_\_\_\_\_ EMS  
\_\_\_\_\_ Finance  
\_\_\_\_\_ Prevention  
\_\_\_\_\_ Human Resources  
\_\_\_\_\_ Operations

Approved by:

Bill Tyler  
Fire Chief

### **Attachments:**

Sonoma County Fire District request letter.



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Honesty ♦ Respect ♦ Integrity

Chief Whittet,

The Sonoma County Fire District is interested in obtaining 15 BK portable radios that Novato Fire Protection District is surplussing, thank you for considering our Fire District in your process of finding a home for your BK radios.

Thanks,

**Jeff Lemelin | Volunteer Battalion Chief**

**Sonoma County Fire District**  
**Honesty Respect Honesty**

**Station 6**  
5198 Sharp Road. Calistoga, Ca. 94515  
mobile 707-217-1914  
Jlemelin@sonomacountyfd.org



## **Committee Reports Section**

1. MERA
2. Finance Committee
3. Marin Wildfire Prevention Authority Board
4. Facilities Committee

**Financial Reports Section**



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# Novato Fire District

## Finance Division

### Revenues, Expenditures and Changes In Fund Balance Report – March 2024

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*B. Kerrigan*

**TO:** Board of Directors  
**FROM:** Senior Accountant Kerrigan  
**DATE:** April 24, 2024  
**RE:** Revenues, Expenditures and Changes in Fund Balance Report – March 2024

#### Revenues

The majority of the District's revenue is derived from property taxes. Property tax revenue is apportioned in two major installments, December and April. As of the March 31, 2024 report date, the District has received \$18,971,171.10 in property tax revenue. This represents 54.8% of the annual budgeted amounts.

Ambulance service fee revenue collections were \$3,745,965.23 which represents 127.2% of annual budgeted amounts.

#### Expenditures

Total salaries & fringe benefits for the period amounted to \$18,760,548.77 and represents 67.8% of annual budgeted amounts. Total services & supplies for the period amounted to \$3,819,048.81 which represents 53.6% of annual budgeted amounts. Total debt service for the period amounted to \$332,770.00 and represents 100% of annual budgeted amounts.

Total capital outlay for the period totaled \$710,880.50 or 17.0% of annual budget.

#### Net Change in Fund Balance

The net change in fund balance for the period ended March 31, 2024 is -\$1,510,274.02.

**Novato Fire Protection District**  
**Revenues, Expenditures and Changes in Fund Balance**  
**July 1, 2023 to March 31, 2024**

Account Code	Month Ended Mar-31-2024	Year to Date Mar-31-2024	Revised Budget	Variance Over (Under)	Percent Revised Budget	Original Budget	Variance Over (Under)	Percent Original Budget
9001 · Current Secured	-	12,314,353.97	22,678,456.00	(10,364,102.03)	54.3%	22,678,456.00	(10,364,102.03)	54.3%
9002 · Current Unsecured	-	547,340.73	402,069.00	145,271.73	136.1%	402,069.00	145,271.73	136.1%
9004 · Prior Secured Redemptions	-	-	-	-	0.0%	-	-	0.0%
9006 · Prior Unsecured	-	24,470.39	21,187.00	3,283.39	115.5%	21,187.00	3,283.39	115.5%
9007 · Special Assessment	-	3,795,682.83	6,889,905.00	(3,094,222.17)	55.1%	6,889,905.00	(3,094,222.17)	55.1%
9041 · Supplemental Assessment Current	29,430.29	553,647.30	745,192.00	(191,544.70)	74.3%	745,192.00	(191,544.70)	74.3%
9042 · Supplemental Assessment Unsec	-	29,169.88	26,609.00	2,560.88	109.6%	26,609.00	2,560.88	109.6%
9043 · Supplemental Assessment Redemp.	685.74	986.29	16,230.00	(15,243.71)	6.1%	16,230.00	(15,243.71)	6.1%
9045 · Novato Hamilton RDA	-	-	1,482,644.00	(1,482,644.00)	0.0%	1,482,644.00	(1,482,644.00)	0.0%
9046 · Education Rev Augm Fund-Redist	-	1,584,994.98	2,165,271.00	(580,276.02)	73.2%	2,165,271.00	(580,276.02)	73.2%
9047 · Novato Downtown Redevelopment	-	120,524.73	212,290.00	(91,765.27)	56.8%	212,290.00	(91,765.27)	56.8%
<b>Sub-total Property Taxes</b>	<b>30,116.03</b>	<b>18,971,171.10</b>	<b>34,639,853.00</b>	<b>(15,668,681.90)</b>	<b>54.8%</b>	<b>34,639,853.00</b>	<b>(15,668,681.90)</b>	<b>54.8%</b>
9201 · Interest	51.21	652,196.46	156,920.00	495,276.46	415.6%	156,920.00	495,276.46	415.6%
<b>Sub-total Interest Income</b>	<b>51.21</b>	<b>652,196.46</b>	<b>156,920.00</b>	<b>495,276.46</b>	<b>415.6%</b>	<b>156,920.00</b>	<b>495,276.46</b>	<b>415.6%</b>
9280 · State Homeowners Prop Tax Reduc	-	27,649.71	78,954.00	(51,304.29)	35.0%	78,954.00	(51,304.29)	35.0%
9367 · Other State Aid, Grant	-	-	1,800,000.00	(1,800,000.00)	0.0%	1,800,000.00	(1,800,000.00)	0.0%
9483 · In-Lieu Housing	-	-	3,303.00	(3,303.00)	0.0%	3,303.00	(3,303.00)	0.0%
<b>Sub-total Intergovernmental</b>	<b>-</b>	<b>27,649.71</b>	<b>1,882,257.00</b>	<b>(1,854,607.29)</b>	<b>1.5%</b>	<b>1,882,257.00</b>	<b>(1,854,607.29)</b>	<b>1.5%</b>
9576 · CPR Class Fees	-	-	-	-	0.0%	-	-	0.0%
9925 · GEMT Revenue	-	-	-	-	0.0%	-	-	0.0%
9931 · Outside Agency Amb Bill Serv	-	-	-	-	0.0%	-	-	0.0%
9932 · Novato Ambulance Service Fees	550,289.61	3,745,965.23	2,900,000.00	845,965.23	129.2%	2,900,000.00	845,965.23	129.2%
9935 · Plan Checks	968.00	16,540.00	57,660.00	(41,120.00)	28.7%	57,660.00	(41,120.00)	28.7%
9938 · Elections	-	-	-	-	0.0%	-	-	0.0%
9945 · MERA & HazMat Admin Services	-	-	-	-	0.0%	-	-	0.0%
<b>Sub-total Charges for Services</b>	<b>551,257.61</b>	<b>3,762,505.23</b>	<b>2,957,660.00</b>	<b>804,845.23</b>	<b>127.2%</b>	<b>2,957,660.00</b>	<b>804,845.23</b>	<b>127.2%</b>

**Novato Fire Protection District**  
**Revenues, Expenditures and Changes in Fund Balance**  
**July 1, 2023 to March 31, 2024**

Account Code	Month Ended Mar-31-2024	Year to Date Mar-31-2024	Revised Budget	Variance Over (Under)	Percent Revised Budget	Original Budget	Variance Over (Under)	Percent Original Budget
9250 · Parking Lot Rent	1,915.00	6,830.00	5,000.00	1,830.00	136.6%	5,000.00	1,830.00	136.6%
9930 · COVID-19 Relief Funds	-	-	-	-	0.0%	-	-	0.0%
9936 · Sale of Assets	-	-	-	-	0.0%	-	-	0.0%
9940 · Other Refunds/Reimbursements	566.57	82,367.23	-	82,367.23	0.0%	-	82,367.23	0.0%
9942 · OES Reimbursements	-	140,180.37	292,326.00	(152,145.63)	48.0%	292,326.00	(152,145.63)	48.0%
9943 · Health Premium Reimbursements	-	-	-	-	0.0%	-	-	0.0%
<b>Sub-total Other Revenue</b>	<b>2,481.57</b>	<b>229,377.60</b>	<b>297,326.00</b>	<b>(67,948.40)</b>	<b>77.1%</b>	<b>297,326.00</b>	<b>(67,948.40)</b>	<b>77.1%</b>
<b>Total Revenues</b>	<b>583,906.42</b>	<b>23,642,900.10</b>	<b>39,934,016.00</b>	<b>(16,291,115.90)</b>	<b>59.2%</b>	<b>39,934,016.00</b>	<b>(16,291,115.90)</b>	<b>59.2%</b>

**Novato Fire Protection District**  
**Revenues, Expenditures and Changes in Fund Balance**  
**July 1, 2023 to March 31, 2024**

Account Code	Month	Year	Revised	Variance	Percent	Original	Variance	Percent
	Ended	to Date		Over	Revised		Over	Original
	Mar-31-2024	Mar-31-2024	Budget	(Under)	Budget	Budget	(Under)	Budget
1003 · Regular Staff Salaries	933,616.01	8,515,923.63	11,684,897.00	(3,168,973.37)	72.9%	11,684,897.00	(3,168,973.37)	72.9%
1019 · CTO Pay	33,539.19	270,753.36	725,700.00	(454,946.64)	37.3%	725,700.00	(454,946.64)	37.3%
1020 · Overtime - Callback	254,342.57	2,292,820.13	3,544,000.00	(1,251,179.87)	64.7%	3,544,000.00	(1,251,179.87)	64.7%
1021 · Out of Class Pay	447.12	17,807.68	12,000.00	5,807.68	148.4%	12,000.00	5,807.68	148.4%
1022 · Director Fees	2,600.00	20,000.00	24,000.00	(4,000.00)	83.3%	24,000.00	(4,000.00)	83.3%
1023 · Response Pay	-	497.54	7,000.00	(6,502.46)	7.1%	7,000.00	(6,502.46)	7.1%
1025 · Vacation Pay	48,690.69	60,310.65	330,000.00	(269,689.35)	18.3%	330,000.00	(269,689.35)	18.3%
1026 · Education Incentive	3,800.00	32,350.00	60,600.00	(28,250.00)	53.4%	60,600.00	(28,250.00)	53.4%
1027 · Executive Bonus	-	-	-	-	0.0%	-	-	0.0%
1402 · Retirement	419,165.54	3,767,889.67	5,268,000.00	(1,500,110.33)	71.5%	5,268,000.00	(1,500,110.33)	71.5%
1404 · FICA Medicare	18,094.82	165,679.55	240,200.00	(74,520.45)	69.0%	240,200.00	(74,520.45)	69.0%
1502 · Life Insurance	(407.13)	13,114.26	20,000.00	(6,885.74)	65.6%	20,000.00	(6,885.74)	65.6%
1510 · Dental Insurance	20,222.06	131,055.42	217,000.00	(85,944.58)	60.4%	217,000.00	(85,944.58)	60.4%
1512 · Flexible Savings Account	163.87	5,734.93	-	5,734.93	0.0%	-	5,734.93	0.0%
1513 · Health Insurance	473,380.95	1,900,771.80	3,624,154.00	(1,723,382.20)	52.4%	3,437,400.00	(1,536,628.20)	55.3%
1514 · Vision Plan	1,623.05	10,754.81	18,500.00	(7,745.19)	58.1%	18,500.00	(7,745.19)	58.1%
1517 · Administrative Allowance	1,987.50	16,987.50	18,000.00	(1,012.50)	94.4%	18,000.00	(1,012.50)	94.4%
1701 · Workers' Compensation	(15,687.30)	1,218,734.59	1,510,944.00	(292,209.41)	80.7%	1,510,944.00	(292,209.41)	80.7%
1702 · Unemployment Insurance	-	3,079.96	-	3,079.96	0.0%	-	3,079.96	0.0%
1703 · Physicals	3,179.00	30,975.30	25,000.00	5,975.30	123.9%	25,000.00	5,975.30	123.9%
1704 · Sick Leave Buyback	(2,431.02)	8,106.79	71,000.00	(62,893.21)	11.4%	71,000.00	(62,893.21)	11.4%
1705 · Admin Leave	-	-	-	-	0.0%	-	-	0.0%
1706 · Deferred Compensation	25,048.28	277,201.20	476,360.00	(199,158.80)	58.2%	476,360.00	(199,158.80)	58.2%
<b>Total Salaries and Benefits</b>	<b>2,221,375.20</b>	<b>18,760,548.77</b>	<b>27,877,355.00</b>	<b>(9,116,806.23)</b>	<b>67.3%</b>	<b>27,690,601.00</b>	<b>(8,930,052.23)</b>	<b>67.8%</b>

**Novato Fire Protection District**  
**Revenues, Expenditures and Changes in Fund Balance**  
**July 1, 2023 to March 31, 2024**

Account Code	Month Ended Mar-31-2024	Year to Date Mar-31-2024	Revised Budget	Variance Over (Under)	Percent Revised Budget	Original Budget	Variance Over (Under)	Percent Original Budget
2000 · Services & Supplies	-	703.64	-	703.64	0.0%	-	703.64	0.0%
2020 · Cal-OSHA Requirements	264.60	131,793.76	457,800.00	(326,006.24)	28.8%	457,800.00	(326,006.24)	28.8%
2021 · Clothing	-	6,128.45	4,140.00	1,988.45	148.0%	4,140.00	1,988.45	148.0%
2023 · COVID-19 Expenses	-	-	-	-	0.0%	-	-	0.0%
2024 · First Aid Supplies	-	161,067.63	194,000.00	(32,932.37)	83.0%	194,000.00	(32,932.37)	83.0%
2025 · Oxygen	461.27	3,411.16	6,840.00	(3,428.84)	49.9%	6,840.00	(3,428.84)	49.9%
2026 · Investigative Tools	-	267.03	2,000.00	(1,732.97)	13.4%	2,000.00	(1,732.97)	13.4%
2027 · Tool Replacement	732.85	22,914.89	10,000.00	12,914.89	229.1%	10,000.00	12,914.89	229.1%
2028 · Board Expense	5,864.10	7,364.10	17,000.00	(9,635.90)	43.3%	17,000.00	(9,635.90)	43.3%
2029 · Advertising	4,532.16	18,800.72	70,200.00	(51,399.28)	26.8%	70,200.00	(51,399.28)	26.8%
2034 · Outside Assistance	8,146.00	154,857.96	328,350.00	(173,492.04)	47.2%	328,350.00	(173,492.04)	47.2%
2036 · EMS Certification	-	-	-	-	0.0%	-	-	0.0%
2038 · CPR Materials	-	-	-	-	0.0%	-	-	0.0%
2039 · Schools and Seminars	14,501.31	48,920.52	98,300.00	(49,379.48)	49.8%	98,300.00	(49,379.48)	49.8%
2040 · Training Aids and Materials	4,751.68	5,814.89	42,600.00	(36,785.11)	13.6%	42,600.00	(36,785.11)	13.6%
2041 · Food	1,538.41	32,791.81	50,000.00	(17,208.19)	65.6%	50,000.00	(17,208.19)	65.6%
2042 · Extinguishing Agents	-	1,327.72	7,500.00	(6,172.28)	17.7%	7,500.00	(6,172.28)	17.7%
2049 · Conferences & Meetings	9,192.35	30,925.37	49,600.00	(18,674.63)	62.3%	49,600.00	(18,674.63)	62.3%
2050 · Equipment Testing	984.56	10,964.31	52,500.00	(41,535.69)	20.9%	52,500.00	(41,535.69)	20.9%
2059 · Liability & Property	2,223.00	224,588.19	230,000.00	(5,411.81)	97.6%	230,000.00	(5,411.81)	97.6%
2074 · School and Seminars	-	1,895.72	5,000.00	(3,104.28)	37.9%	5,000.00	(3,104.28)	37.9%
2087 · Parts & Outside Labor	14,109.98	123,091.27	300,000.00	(176,908.73)	41.0%	300,000.00	(176,908.73)	41.0%
2088 · Shop Supplies	1,431.08	6,023.80	5,000.00	1,023.80	120.5%	5,000.00	1,023.80	120.5%
2121 · Vegetation Mgmt	-	-	50,000.00	(50,000.00)	0.0%	50,000.00	(50,000.00)	0.0%
2129 · Election Expense	-	-	-	-	0.0%	-	-	0.0%
2131 · Books & Periodicals	308.35	880.04	6,385.00	(5,504.96)	13.8%	6,385.00	(5,504.96)	13.8%
2137 · Document Reproduction	-	1,208.38	4,000.00	(2,791.62)	30.2%	4,000.00	(2,791.62)	30.2%
2141 · Computer Supplies	3,996.59	14,319.90	157,400.00	(143,080.10)	9.1%	157,400.00	(143,080.10)	9.1%
2151 · Computer Software & Renewals	10,951.21	119,808.09	233,800.00	(113,991.91)	51.2%	233,800.00	(113,991.91)	51.2%
2164 · Computer System Maintenance	9,017.09	66,822.90	383,800.00	(316,977.10)	17.4%	383,800.00	(316,977.10)	17.4%
2262 · Hazardous Materials Prog	10,918.00	10,918.00	10,000.00	918.00	109.2%	10,000.00	918.00	109.2%
2268 · Special Fire Equipment & Suppl	635.72	32,076.34	76,000.00	(43,923.66)	42.2%	76,000.00	(43,923.66)	42.2%
2269 · Property Tax Fee	-	150,962.91	338,125.00	(187,162.09)	44.6%	338,125.00	(187,162.09)	44.6%
2273 · Employee Service & Recognition	1,748.06	141,594.43	366,200.00	(224,605.57)	38.7%	366,200.00	(224,605.57)	38.7%
2396 · Facilities Prevent Maintenance	9,269.19	119,503.24	200,199.00	(80,695.76)	59.7%	200,199.00	(80,695.76)	59.7%
2397 · Facilities Projects	6,525.47	78,483.73	644,500.00	(566,016.27)	12.2%	644,500.00	(566,016.27)	12.2%
2398 · Facilities Repair	14,872.62	375,240.25	152,800.00	222,440.25	245.6%	152,800.00	222,440.25	245.6%

**Novato Fire Protection District**  
**Revenues, Expenditures and Changes in Fund Balance**  
**July 1, 2023 to March 31, 2024**

Account Code	Month Ended Mar-31-2024	Year to Date Mar-31-2024	Revised Budget	Variance Over (Under)	Percent Revised Budget	Original Budget	Variance Over (Under)	Percent Original Budget
2399 · Station Supplies	2,231.03	26,174.47	30,000.00	(3,825.53)	87.2%	30,000.00	(3,825.53)	87.2%
2400 · Hydrants	-	-	18,000.00	(18,000.00)	0.0%	18,000.00	(18,000.00)	0.0%
2401 · Memberships	260.00	31,999.46	63,305.00	(31,305.54)	50.5%	63,305.00	(31,305.54)	50.5%
2406 · Payroll Service Charge	4,987.93	40,557.03	47,000.00	(6,442.97)	86.3%	47,000.00	(6,442.97)	86.3%
2407 · Office Supplies	4,643.92	36,515.35	60,700.00	(24,184.65)	60.2%	60,700.00	(24,184.65)	60.2%
2501 · Gas, Oil & Grease Vehicles	26,861.92	168,067.81	223,800.00	(55,732.19)	75.1%	223,800.00	(55,732.19)	75.1%
2510 · Out of County Logistics	-	2,845.43	10,000.00	(7,154.57)	28.5%	10,000.00	(7,154.57)	28.5%
2528 · Central Dispatch	48,155.66	433,400.98	578,000.00	(144,599.02)	75.0%	578,000.00	(144,599.02)	75.0%
2530 · Emergency Operations Center	-	2,370.64	37,500.00	(35,129.36)	6.3%	37,500.00	(35,129.36)	6.3%
2533 · Marin Emergency Radio Authority	-	181,130.00	181,000.00	130.00	100.1%	181,000.00	130.00	100.1%
2537 · Radio & MDC Maintenance	9,246.12	170,976.27	265,250.00	(94,273.73)	64.5%	265,250.00	(94,273.73)	64.5%
2539 · Tablet Command	-	25,671.83	32,000.00	(6,328.17)	80.2%	32,000.00	(6,328.17)	80.2%
2710 · Litigation Settlement	-	-	-	-	0.0%	-	-	0.0%
2713 · Legal Fees	39,942.18	174,992.56	300,000.00	(125,007.44)	58.3%	300,000.00	(125,007.44)	58.3%
2717 · Audit & Accounting Fees	-	17,508.73	44,925.00	(27,416.27)	39.0%	44,925.00	(27,416.27)	39.0%
2718 · Consulting Fees	27,115.00	107,458.87	240,420.00	(132,961.13)	44.7%	240,420.00	(132,961.13)	44.7%
2731 · Water	633.37	19,849.84	39,848.00	(19,998.16)	49.8%	39,848.00	(19,998.16)	49.8%
2732 · Electricity	18,192.37	136,671.86	166,980.00	(30,308.14)	81.8%	166,980.00	(30,308.14)	81.8%
2736 · Garbage	2,849.92	19,504.29	37,191.00	(17,686.71)	52.4%	37,191.00	(17,686.71)	52.4%
2737 · Sewage	-	17,118.20	33,206.00	(16,087.80)	51.6%	33,206.00	(16,087.80)	51.6%
2738 · Telephone System	10,426.21	100,764.04	166,900.00	(66,135.96)	60.4%	166,900.00	(66,135.96)	60.4%
<b>Total Services and Supplies</b>	<b>332,521.28</b>	<b>3,819,048.81</b>	<b>7,130,064.00</b>	<b>(3,311,015.19)</b>	<b>53.6%</b>	<b>7,130,064.00</b>	<b>(3,311,015.19)</b>	<b>53.6%</b>
3301 · Debt Service - Principal	-	325,000.00	325,000.00	-	100.0%	325,000.00	-	100.0%
3302 · Debt Service - Interest	-	7,770.00	7,762.00	8.00	100.1%	7,762.00	8.00	100.1%
<b>Total Debt Service</b>	<b>-</b>	<b>332,770.00</b>	<b>332,762.00</b>	<b>8.00</b>	<b>100.0%</b>	<b>332,762.00</b>	<b>8.00</b>	<b>100.0%</b>
4048 · Building Facilities	-	55,843.63	800,000.00	(744,156.37)	7.0%	800,000.00	(744,156.37)	7.0%
4810 · EMS Equipment	-	626,341.92	625,000.00	1,341.92	100.2%	-	626,341.92	0.0%
4815 · Fire Suppression Equipment	-	-	2,325,000.00	(2,325,000.00)	0.0%	2,325,000.00	(2,325,000.00)	0.0%
4818 · Exercise Equipment	3,400.00	24,202.89	33,700.00	(9,497.11)	71.8%	33,700.00	(9,497.11)	71.8%
4820 · Ambulances	4,492.06	4,492.06	575,000.00	(570,507.94)	0.8%	575,000.00	(570,507.94)	0.8%
4834 · Communication & Computer Equip	-	-	8,000.00	(8,000.00)	0.0%	8,000.00	(8,000.00)	0.0%
4880 · Computer & Hardware Equipment	-	-	447,000.00	(447,000.00)	0.0%	447,000.00	(447,000.00)	0.0%



Novato Fire Protection District  
 Revenues, Expenditures and Changes in Fund Balance  
 July 1, 2023 to March 31, 2024

Account Code	Month Ended Mar-31-2024	Year to Date Mar-31-2024	Revised Budget	Variance Over (Under)	Percent Revised Budget	Original Budget	Variance Over (Under)	Percent Original Budget
<b>Total Capital Outlay</b>	7,892.06	710,880.50	4,813,700.00	(4,102,819.50)	14.8%	4,188,700.00	(3,477,819.50)	17.0%

**Novato Fire Protection District**  
**Revenues, Expenditures and Changes in Fund Balance**  
**July 1, 2023 to March 31, 2024**

Account Code	Month Ended Mar-31-2024	Year to Date Mar-31-2024	Revised Budget	Variance Over (Under)	Percent Revised Budget	Original Budget	Variance Over (Under)	Percent Original Budget
8500 · Intergovernmental Transfers	-	1,529,926.04	1,500,000.00	29,926.04	102.0%	1,500,000.00	29,926.04	102.0%
<b>Total Intergovernmental Transfers</b>	-	<b>1,529,926.04</b>	<b>1,500,000.00</b>	<b>29,926.04</b>	<b>102.0%</b>	<b>1,500,000.00</b>	<b>29,926.04</b>	<b>102.0%</b>
<b>Net Change in Fund Balance</b>	<b>(1,977,882.12)</b>	<b>(1,510,274.02)</b>	<b>(1,719,865.00)</b>	<b>209,590.98</b>		<b>(908,111.00)</b>	<b>(602,163.02)</b>	
<b>Budget Reconciliation</b>								
<b>Original Budget</b>			<u><b>(908,111.00)</b></u>					
<b>Revised Budget</b>			<u><b>(908,111.00)</b></u>					



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# Novato Fire District

## Finance Division

### Revenues and Expenditures Detail Report

#### March 2024

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**TO:** Board of Directors  
**FROM:** Senior Accountant Kerrigan  
**DATE:** April 24, 2024  
**RE:** Revenues and Expenditures Detail Report – March 2024

#### Summary

Revenues	\$	583,906.42
Expenditures		<u>2,561,788.54</u>
<b>Net Change in Fund Balance</b>	<b>\$</b>	<b>(1,977,882.12)</b>

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>9041 · Supplemental Assessment Current</b>					
General Journal	03/18/2024			JA6085-002	29,430.29
Total 9041 · Supplemental Assessment Current					29,430.29
<b>9043 · Supplemental Assessment Redemp.</b>					
General Journal	03/18/2024	105250 0 LEVY		JA6083-013	3.29
General Journal	03/18/2024	105250 0 % DLNQ PNLTY		JA6083-020	0.33
General Journal	03/18/2024	105250 0 % ADD PNLTY		JA6083-025	0.30
General Journal	03/18/2024	105250 0 LEVY		JA6083-030	493.67
General Journal	03/18/2024	105250 0 % DLNQ PNLTY		JA6083-038	51.96
General Journal	03/18/2024	105250 0 % ADD PNLTY		JA6083-043	136.19
Total 9043 · Supplemental Assessment Redemp.					685.74
<b>9201 · Interest</b>					
Deposit	03/31/2024			Interest	29.22
Deposit	03/31/2024			Interest	0.31
Deposit	03/31/2024			Interest	21.68
Total 9201 · Interest					51.21
<b>9250 · Parking Lot Rent</b>					
Sales Receipt	03/05/2024	NOVATO TOYOTA	NOVATO TOYOTA	Parking lot rent	1,915.00
Total 9250 · Parking Lot Rent					1,915.00
<b>9932 · Novato Ambulance Service Fees</b>					
General Journal	03/01/2024			Deposit 02/06/2024	3,053.56
General Journal	03/01/2024			Deposit 02/16/2024	3,804.52
Deposit	03/01/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	856.81
Sales Receipt	03/04/2024	KAISER PERMANENTE	KAISER PERMANENTE	EMS Ambulance Service Fees	551.25
Sales Receipt	03/04/2024	CUOMO, CELIA	CUOMO, CELIA	EMS Ambulance Service Fees	64.40
Sales Receipt	03/04/2024	KAISER PERMANENTE	KAISER PERMANENTE	EMS Ambulance Service Fees	1,517.42
Sales Receipt	03/04/2024	United World Life Insurance	United World Life Insurance	EMS Ambulance Service Fees	146.05
Deposit	03/04/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	15,324.77
Check	03/05/2024	PARTNERSHIP HEALTHPLAN OF CALIF...	PARTNERSHIP HEALTHPLAN OF CALIFO...	PHP OVERPD ON AB 1705 AC...	-27,319.40
Deposit	03/05/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	1,634.97
Sales Receipt	03/06/2024	SHEET METAL WORKERS	SHEET METAL WORKERS	EMS Ambulance Service Fees	79.99
Deposit	03/06/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	3,153.30
Deposit	03/06/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA I HCCLAIMPMT	30,141.92
Check	03/07/2024	RESOLVE INSURANCE SYSTEMS	RESOLVE INSURANCE SYSTEMS	INV: FEBRUARY 2024	-730.48
Deposit	03/07/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	14,472.16
Deposit	03/07/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA I HCCLAIMPMT	2,697.71
Deposit	03/11/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	3,312.72
Sales Receipt	03/12/2024	MUTUAL OF OMAHA	MUTUAL OF OMAHA	EMS Ambulance Service Fees	257.94
Sales Receipt	03/12/2024	KAISER PERMANENTE	KAISER PERMANENTE	EMS Ambulance Service Fees	1,080.03
Sales Receipt	03/12/2024	HARRIS, HISAC	HARRIS, HISAC	EMS Ambulance Service Fees	150.00

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Sales Receipt	03/12/2024	BLUE CROSS PAYMENT	BLUE CROSS PAYMENT	EMS Ambulance Service Fees	1,040.20
Sales Receipt	03/12/2024	BLUE CROSS PAYMENT	BLUE CROSS PAYMENT	EMS Ambulance Service Fees	552.00
Sales Receipt	03/12/2024	UMR	UMR	EMS Ambulance Service Fees	1,884.65
Sales Receipt	03/12/2024	BLUE CROSS PAYMENT	BLUE CROSS PAYMENT	EMS Ambulance Service Fees	109.36
Sales Receipt	03/12/2024	BLUE CROSS PAYMENT	BLUE CROSS PAYMENT	EMS Ambulance Service Fees	2,528.46
Sales Receipt	03/12/2024	BLUE CROSS PAYMENT	BLUE CROSS PAYMENT	EMS Ambulance Service Fees	287.09
Sales Receipt	03/12/2024	BLUE CROSS PAYMENT	BLUE CROSS PAYMENT	EMS Ambulance Service Fees	1,994.28
Deposit	03/12/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	34,561.51
General Journal	03/13/2024			VOID 807616216 KAISER	3,522.91
Deposit	03/13/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	12,079.60
Check	03/14/2024	KAISER FOUNDATION HEALTHPLAN	KAISER FOUNDATION HEALTHPLAN	RUN #F23033335-2 / PT HAD ...	-3,520.14
Deposit	03/14/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	2,036.17
Deposit	03/15/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	228,174.59
Deposit	03/15/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	8,149.14
Deposit	03/18/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	104,893.52
Deposit	03/18/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	7,215.84
Check	03/19/2024	UNITED HEALTHCARE INSURANCE CO...	UNITED HEALTHCARE INSURANCE COM...	RUN #F22033177 / PT HAD NO...	-103.07
Deposit	03/19/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	22,981.55
Deposit	03/20/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	5,194.56
Deposit	03/21/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	3,766.12
Deposit	03/21/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	920.50
Deposit	03/25/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	28,614.84
Deposit	03/26/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	9,050.01
Deposit	03/26/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	10,052.21
Deposit	03/27/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	3,360.32
Deposit	03/27/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	2,058.72
Deposit	03/28/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	429.65
Deposit	03/29/2024	DEPOSIT LOCKBOX		IN MAIL DEPOSIT	144.26
Deposit	03/29/2024	DEPOSIT LOCKBOX		NORIDIAN N. CA   HCCLAIMPMT	4,061.12
Total 9932 · Novato Ambulance Service Fees					550,289.61
<b>9935 · Plan Checks</b>					
Sales Receipt	03/06/2024	TYMA, WILLIAM	TYMA, WILLIAM	Residential Fire Sprinkler	352.00
Sales Receipt	03/19/2024	SERRATOS, ALFREDO	SERRATOS, ALFREDO	Commercial T.I. less than 11-30...	352.00
Sales Receipt	03/19/2024	BAILEY, ROBERT	BAILEY, ROBERT	Fire Alarm/Detection Systems	264.00
Total 9935 · Plan Checks					968.00
<b>9940 · Other Refunds/Reimbursements</b>					
Sales Receipt	03/07/2024	FIDELITY INVESTMENTS.	FIDELITY INVESTMENTS.	Other Refunds/Reimbursements	50.00
General Journal	03/07/2024			Reclassify Fidelity reimburseme...	-50.00
General Journal	03/07/2024			Reclassify Fidelity reimburseme...	50.00
Sales Receipt	03/13/2024	ABI DOCUMENT SUPPORT SERVICES	ABI DOCUMENT SUPPORT SERVICES	Other Refunds/Reimbursements	15.00
Sales Receipt	03/13/2024	SCHNASSE LAW, PC	SCHNASSE LAW, PC	Other Refunds/Reimbursements	15.00
Sales Receipt	03/21/2024	AUTOMATED RECORDS COLLECTION	AUTOMATED RECORDS COLLECTION	Other Refunds/Reimbursements	15.00
Sales Receipt	03/21/2024	AUTOMATED RECORDS COLLECTION	AUTOMATED RECORDS COLLECTION	Other Refunds/Reimbursements	15.00
Sales Receipt	03/21/2024	VFIS	VFIS	Other Refunds/Reimbursements	184.57
Sales Receipt	03/28/2024	ARTHUR J GALLAGHER & CO	ARTHUR J GALLAGHER & CO	Other Refunds/Reimbursements	242.00
Sales Receipt	03/28/2024	MERCADO & SACRAMENTO, PC	MERCADO & SACRAMENTO, PC	Other Refunds/Reimbursements	15.00

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Sales Receipt	03/28/2024	ABI DOCUMENT SUPPORT SERVICES	ABI DOCUMENT SUPPORT SERVICES	Other Refunds/Reimbursements	15.00
Total 9940 · Other Refunds/Reimbursements					566.57
<b>9943 · Health Premium Reimbursements</b>					
General Journal	03/01/2024			Reverse of GJE GJ 022924 -- A...	-27,117.74
Sales Receipt	03/05/2024	MCERA	MCERA	Health Premium Reimb.	27,117.74
Deposit	03/08/2024	NOVATO FIRE PROTECTION D...		Other Refunds/Reimbursements	14,478.75
Sales Receipt	03/12/2024	PETERSON, TED	PETERSON, TED	Health Premium	1,715.94
Deposit	03/26/2024	NOVATO FIRE PROTECTION DIST		Health Premiums	14,176.78
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-46,047.64
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-497.06
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-7,781.80
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-3,162.71
General Journal	03/31/2024			Accrue Mar MCERA Health Insu...	27,117.74
Total 9943 · Health Premium Reimbursements					0.00
Total Income					583,906.42
Gross Profit					583,906.42
<b>Expense</b>					
<b>1003 · Regular Staff Salaries</b>					
Check	03/07/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/2024 Payroll	695,289.82
Check	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	Freedman Regular Salary 2024 ...	4,693.30
General Journal	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	VOID 11685 Freedman, Scott	-4,693.30
General Journal	03/08/2024			01/15/24 Salaries	-695,289.82
Check	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	Final Salary	4,062.92
General Journal	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	VOID 11700 Johnson Salary	-4,062.92
General Journal	03/15/2024	BOWLDS,ARTHUR J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	CALLAHAN,CONNOR	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/15/2024	FONSECA,JUSTIN A	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/15/2024	HAKENEN,AARON K	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	JOHNSON,ERIK D	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/15/2024	KARABETSOS,ELANEY	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	KLEINSASSER,NATHANIEL R	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/15/2024	KOPPERT,JAMES K	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	LARROQUE,MARK L	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	LARSON,KEVIN D	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	MCGUINNESS,MICHAEL J	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	MEYER,GREGORY	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	MURPHY, WILLIAM	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/15/2024	MYER,JARED	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/15/2024	PACE,JASON A	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	PERRY,LUCAS S	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	PETERS,DANIEL G	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	PETERS,DANIEL J	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/15/2024	POARCH,DANIEL J.	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/15/2024	POWELL,KEVIN J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/15/2024	RHOADES,ERIN N	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	SALDANA,ANDREW P	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	SCOTT,NICOLE M	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	SIMONS,HUNTER Q	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	SOLAR,DEVIN W	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	SWANSON,TYLER J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	WAGER,SHANNON M	ADP PAYROLL IMPORT	Regular Earnings	4,225.45
General Journal	03/15/2024	WILKOSZ,GABRIEL R	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	WOODWARD-SOLLESNES,KERRICK	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/15/2024	ZANONI,JASON A	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	CONNER, JUSTIN	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	DOHERTY, JOSEPH	ADP PAYROLL IMPORT	Regular Earnings	2,104.64
General Journal	03/15/2024	GALLI,LAUREN C	ADP PAYROLL IMPORT	Regular Earnings	3,600.00
General Journal	03/15/2024	OSGOOD,LYNNE	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/15/2024	WADE,DENISE D	ADP PAYROLL IMPORT	Regular Earnings	4,454.32
General Journal	03/15/2024	ALLMAN, MATTHEW	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	BARGIACCHI,ANTHONY D	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	BLANDON,MARVIN J	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	BLUE,FOREST H	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	BRODY,WILLIAM A	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	DAGUE,KYLE M	ADP PAYROLL IMPORT	Regular Earnings	7,822.16
General Journal	03/15/2024	DICOCHEA,JOHN S	ADP PAYROLL IMPORT	Regular Earnings	8,675.82
General Journal	03/15/2024	FLETCHER,DONALD M	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	FREEDMAN,SCOTT R	ADP PAYROLL IMPORT	Regular Earnings	4,693.30
General Journal	03/15/2024	GODOY,RICHARD S	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	GOODSPEED,CHRISTOPHER J	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	HAMILTON,RYAN J	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	KEADY,TRISTAN G	ADP PAYROLL IMPORT	Regular Earnings	1,622.11
General Journal	03/15/2024	KEENA, JEFF T	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	KISER,KEEF W	ADP PAYROLL IMPORT	Regular Earnings	1,609.35
General Journal	03/15/2024	LARKIN,GEOFFREY P	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	LEAR,KIRK M	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	LEMELIN,JEFF M	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	MCGARGILL,ANDREW J	ADP PAYROLL IMPORT	Regular Earnings	1,882.26
General Journal	03/15/2024	MESENBURG,ERICH W	ADP PAYROLL IMPORT	Regular Earnings	7,822.16
General Journal	03/15/2024	MEZQUITA,DAVID	ADP PAYROLL IMPORT	Regular Earnings	5,372.66
General Journal	03/15/2024	PACHECO,NOLE D	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	PANNELL,JEFFREY S	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	PONTIUS,ROSWELL B	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/15/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	SHELINE,BRIAN C	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	VALUCH,OWEN E	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/15/2024	ZAGARIS,NIKOLAUS S	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/15/2024	KEADY,TRISTAN G	ADP PAYROLL IMPORT	WORKERS COMP	4,768.59
General Journal	03/15/2024	KISER,KEEF W	ADP PAYROLL IMPORT	WORKERS COMP	4,027.50

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/15/2024	MCGARGILL,ANDREW J	ADP PAYROLL IMPORT	WORKERS COMP	4,508.44
General Journal	03/15/2024	CRAYNE,JENNIFER	ADP PAYROLL IMPORT	Regular Earnings	7,264.73
General Journal	03/15/2024	FELCIANO,GRETCHEN M	ADP PAYROLL IMPORT	Regular Earnings	7,264.73
General Journal	03/15/2024	KERRIGAN, BROOKE	ADP PAYROLL IMPORT	Regular Earnings	4,862.46
General Journal	03/15/2024	MASHINTCHIAN,AZAR	ADP PAYROLL IMPORT	Regular Earnings	6,308.75
General Journal	03/15/2024	PENNEY, KELLEY A.	ADP PAYROLL IMPORT	Regular Earnings	3,026.63
General Journal	03/15/2024	TYLER, WILLIAM G	ADP PAYROLL IMPORT	Regular Earnings	9,929.92
General Journal	03/15/2024	VALENTI, JOSEPH R	ADP PAYROLL IMPORT	Regular Earnings	7,976.61
General Journal	03/15/2024	WALRAVEN,COLLEEN M	ADP PAYROLL IMPORT	Regular Earnings	4,001.71
General Journal	03/15/2024	WALRAVEN,GRACE	ADP PAYROLL IMPORT	Regular Earnings	3,026.63
General Journal	03/15/2024	WEINZIERL,KATHERINE	ADP PAYROLL IMPORT	Regular Earnings	352.00
General Journal	03/15/2024	WHITTET,JEFFREY J	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/15/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	Regular Earnings	6,710.24
General Journal	03/15/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	Regular Earnings	6,710.24
General Journal	03/15/2024	BRINEGAR,MAX M	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/15/2024	FITZPATRICK,DANIEL C	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/15/2024	GARCIA COVA,JOSE A	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/15/2024	PHILLIPS,RODERICK J	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/15/2024	SHERLEY,COLTEN L.	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/15/2024	SMITH,BARRETT A	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/15/2024	TEMPLE-THOMPSON,DAVID	ADP PAYROLL IMPORT	Regular Earnings	341.00
General Journal	03/15/2024	WEHR,RYAN J.	ADP PAYROLL IMPORT	Regular Earnings	77.00
Check	03/21/2024	BLACK, ADAM employee	BLACK, ADAM employee	Final Salary 3/22/24	3,355.12
General Journal	03/21/2024	BLACK, ADAM employee	BLACK, ADAM employee	VOID 11702 Black Salary	-3,355.12
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	667,808.43
Check	03/26/2024	SHERLEY,COLTEN L.	SHERLEY,COLTEN L.	Final pay 3/31/2024 - 3.5 hours	77.00
General Journal	03/26/2024	SHERLEY,COLTEN L.	SHERLEY,COLTEN L.	VOID 11712 Sherley	-77.00
General Journal	03/26/2024			02/29/24 Salaries	-667,808.43
General Journal	03/29/2024	BOWLDS,ARTHUR J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	CALLAHAN,CONNOR	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/29/2024	FONSECA,JUSTIN A	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/29/2024	HAKENEN,AARON K	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	JOHNSON,ERIK D	ADP PAYROLL IMPORT	Regular Earnings	4,062.92
General Journal	03/29/2024	KARABETSOS,ELANEY	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	KLEINSASSER,NATHANIEL R	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/29/2024	KOPPERT,JAMES K	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	LARROQUE,MARK L	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	LARSON,KEVIN D	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	MCGUINNESS,MICHAEL J	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	MEYER,GREGORY	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	MURPHY, WILLIAM	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/29/2024	MYER,JARED	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/29/2024	PACE,JASON A	ADP PAYROLL IMPORT	Regular Earnings	2,818.42
General Journal	03/29/2024	PERRY,LUCAS S	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	PETERS,DANIEL G	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	PETERS,DANIEL J	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/29/2024	POARCH,DANIEL J.	ADP PAYROLL IMPORT	Regular Earnings	4,976.13
General Journal	03/29/2024	POWELL,KEVIN J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	RHOADES,ERIN N	ADP PAYROLL IMPORT	Regular Earnings	5,636.85



**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/29/2024	SALDANA,ANDREW P	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	SCOTT,NICOLE M	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	SIMONS,HUNTER Q	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	SOLAR,DEVIN W	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	SWANSON,TYLER J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	WAGER,SHANNON M	ADP PAYROLL IMPORT	Regular Earnings	4,225.45
General Journal	03/29/2024	WILKOSZ,GABRIEL R	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	WOODWARD-SOLLESNES,KERRICK	ADP PAYROLL IMPORT	Regular Earnings	5,307.19
General Journal	03/29/2024	ZANONI,JASON A	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	CONNER, JUSTIN	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	DOHERTY, JOSEPH	ADP PAYROLL IMPORT	Regular Earnings	1,973.10
General Journal	03/29/2024	GALLI,LAUREN C	ADP PAYROLL IMPORT	Regular Earnings	3,600.00
General Journal	03/29/2024	OSGOOD,LYNNE	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/29/2024	WADE,DENISE D	ADP PAYROLL IMPORT	Regular Earnings	4,454.32
General Journal	03/29/2024	ALLMAN, MATTHEW	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	BARGIACCHI,ANTHONY D	ADP PAYROLL IMPORT	Regular Earnings	1,334.38
General Journal	03/29/2024	BLANDON,MARVIN J	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	BLUE,FOREST H	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	BRODY,WILLIAM A	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	DAGUE,KYLE M	ADP PAYROLL IMPORT	Regular Earnings	7,822.16
General Journal	03/29/2024	DICOCHEA,JOHN S	ADP PAYROLL IMPORT	Regular Earnings	8,675.82
General Journal	03/29/2024	FLETCHER,DONALD M	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	GODOY,RICHARD S	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	GOODSPEED,CHRISTOPHER J	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	HAMILTON,RYAN J	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	KEADY,TRISTAN G	ADP PAYROLL IMPORT	Regular Earnings	1,622.11
General Journal	03/29/2024	KEENA, JEFF T	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	KISER,KEEF W	ADP PAYROLL IMPORT	Regular Earnings	3,406.77
General Journal	03/29/2024	LARKIN,GEOFFREY P	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	LEAR,KIRK M	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	LEMELIN,JEFF M	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	MCGARGILL,ANDREW J	ADP PAYROLL IMPORT	Regular Earnings	1,882.26
General Journal	03/29/2024	MESENBURG,ERICH W	ADP PAYROLL IMPORT	Regular Earnings	7,822.16
General Journal	03/29/2024	MEZQUITA,DAVID	ADP PAYROLL IMPORT	Regular Earnings	5,372.66
General Journal	03/29/2024	PACHECO,NOLE D	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	PANNELL,JEFFREY S	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	PONTIUS,ROSWELL B	ADP PAYROLL IMPORT	Regular Earnings	6,003.25
General Journal	03/29/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	SHELINE,BRIAN C	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	VALUCH,OWEN E	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	Regular Earnings	5,636.85
General Journal	03/29/2024	ZAGARIS,NIKOLAUS S	ADP PAYROLL IMPORT	Regular Earnings	6,390.70
General Journal	03/29/2024	BARGIACCHI,ANTHONY D	ADP PAYROLL IMPORT	WORKERS COMP	5,056.32
General Journal	03/29/2024	KEADY,TRISTAN G	ADP PAYROLL IMPORT	WORKERS COMP	4,768.59
General Journal	03/29/2024	KISER,KEEF W	ADP PAYROLL IMPORT	WORKERS COMP	2,230.08
General Journal	03/29/2024	MCGARGILL,ANDREW J	ADP PAYROLL IMPORT	WORKERS COMP	4,508.44

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/29/2024	CRAYNE,JENNIFER	ADP PAYROLL IMPORT	Regular Earnings	7,264.73
General Journal	03/29/2024	FELCIANO,GRETCHEN M	ADP PAYROLL IMPORT	Regular Earnings	7,264.73
General Journal	03/29/2024	KERRIGAN, BROOKE	ADP PAYROLL IMPORT	Regular Earnings	4,862.46
General Journal	03/29/2024	MASHINTCHIAN,AZAR	ADP PAYROLL IMPORT	Regular Earnings	6,308.75
General Journal	03/29/2024	PENNEY, KELLEY A.	ADP PAYROLL IMPORT	Regular Earnings	3,026.63
General Journal	03/29/2024	TYLER,WILLIAM G	ADP PAYROLL IMPORT	Regular Earnings	9,929.92
General Journal	03/29/2024	VALENTI, JOSEPH R	ADP PAYROLL IMPORT	Regular Earnings	7,976.61
General Journal	03/29/2024	WALRAVEN,COLLEEN M	ADP PAYROLL IMPORT	Regular Earnings	4,001.71
General Journal	03/29/2024	WALRAVEN,GRACE	ADP PAYROLL IMPORT	Regular Earnings	3,026.63
General Journal	03/29/2024	WEINZIERL,KATHERINE	ADP PAYROLL IMPORT	Regular Earnings	176.00
General Journal	03/29/2024	WHITTET,JEFFREY J	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/29/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	Regular Earnings	6,710.24
General Journal	03/29/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	Regular Earnings	3,355.12
General Journal	03/29/2024	BRINEGAR,MAX M	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/29/2024	FITZPATRICK,DANIEL C	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/29/2024	GARCIA COVA,JOSE A	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/29/2024	PHILLIPS,RODERICK J	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/29/2024	SHERLEY,COLTEN L.	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/29/2024	SMITH,BARRETT A	ADP PAYROLL IMPORT	Regular Earnings	8,213.26
General Journal	03/29/2024	TEMPLE-THOMPSON,DAVID	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/29/2024	WEHR,RYAN J.	ADP PAYROLL IMPORT	Regular Earnings	77.00
General Journal	03/31/2024	LOPEZ,ANTHONY	LOPEZ,ANTHONY	VOID 11641 Lopez, Anthony	-5,636.85
Total 1003 · Regular Staff Salaries					933,616.01
<b>1019 · CTO Pay</b>					
Check	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	CTO Cash Out 48 Hours	3,094.56
General Journal	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	VOID 11686 Freedman, Scott	-3,094.56
General Journal	03/15/2024	PACE,JASON A	ADP PAYROLL IMPORT	OC CTO2 paid	1,672.56
General Journal	03/15/2024	CONNER, JUSTIN	ADP PAYROLL IMPORT	CTO PAID	1,348.29
General Journal	03/15/2024	FREEDMAN,SCOTT R	ADP PAYROLL IMPORT	CTO PAID	3,094.56
General Journal	03/15/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	CTO PAID	639.48
General Journal	03/29/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	CTO PAID	11,510.64
General Journal	03/29/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	CTO PAID	5,115.84
General Journal	03/29/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	OC CTO2 paid	11,830.38
General Journal	03/31/2024	LOPEZ,ANTHONY	LOPEZ,ANTHONY	VOID 11642 Lopez, Anthony	-1,672.56
Total 1019 · CTO Pay					33,539.19
<b>1020 · Overtime - Callback</b>					
Check	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	Freedman 6.75 Hours OT	652.79
General Journal	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	VOID 11685 Freedman, Scott	-652.79
Check	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	OT 24 Hours	1,476.36
General Journal	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	VOID 11700 Johnson Salary	-1,476.36
General Journal	03/15/2024	CALLAHAN,CONNOR	ADP PAYROLL IMPORT	O/T	2,952.72
General Journal	03/15/2024	FONSECA,JUSTIN A	ADP PAYROLL IMPORT	O/T	2,952.72
General Journal	03/15/2024	JOHNSON,ERIK D	ADP PAYROLL IMPORT	O/T	2,952.72
General Journal	03/15/2024	KLEINSASSER,NATHANIEL R	ADP PAYROLL IMPORT	O/T	4,723.92
General Journal	03/15/2024	KOPPERT,JAMES K	ADP PAYROLL IMPORT	O/T	3,374.64
General Journal	03/15/2024	MCGUINNESS,MICHAEL J	ADP PAYROLL IMPORT	O/T	5,343.84

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/15/2024	MURPHY, WILLIAM	ADP PAYROLL IMPORT	O/T	4,429.08
General Journal	03/15/2024	POWELL,KEVIN J	ADP PAYROLL IMPORT	O/T	3,484.50
General Journal	03/15/2024	RHOADES,ERIN N	ADP PAYROLL IMPORT	O/T	1,672.56
General Journal	03/15/2024	SCOTT,NICOLE M	ADP PAYROLL IMPORT	O/T	3,389.76
General Journal	03/15/2024	SWANSON,TYLER J	ADP PAYROLL IMPORT	O/T	70.31
General Journal	03/15/2024	WOODWARD-SOLLESNES,KERRICK	ADP PAYROLL IMPORT	O/T	3,149.28
General Journal	03/15/2024	ZANONI,JASON A	ADP PAYROLL IMPORT	O/T	266.02
General Journal	03/15/2024	BLANDON,MARVIN J	ADP PAYROLL IMPORT	O/T	3,807.36
General Journal	03/15/2024	BLUE,FOREST H	ADP PAYROLL IMPORT	O/T	4,140.24
General Journal	03/15/2024	BRODY,WILLIAM A	ADP PAYROLL IMPORT	O/T	1,896.12
General Journal	03/15/2024	DAGUE,KYLE M	ADP PAYROLL IMPORT	O/T	2,949.50
General Journal	03/15/2024	FREEDMAN,SCOTT R	ADP PAYROLL IMPORT	O/T	652.79
General Journal	03/15/2024	GODOY,RICHARD S	ADP PAYROLL IMPORT	O/T	2,263.71
General Journal	03/15/2024	GOODSPEED,CHRISTOPHER J	ADP PAYROLL IMPORT	O/T	3,576.96
General Journal	03/15/2024	HAMILTON,RYAN J	ADP PAYROLL IMPORT	O/T	6,296.40
General Journal	03/15/2024	KEENA, JEFF T	ADP PAYROLL IMPORT	O/T	5,933.24
General Journal	03/15/2024	LARKIN,GEOFFREY P	ADP PAYROLL IMPORT	O/T	3,359.52
General Journal	03/15/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	O/T	1,918.44
General Journal	03/15/2024	PACHECO,NOLE D	ADP PAYROLL IMPORT	O/T	3,807.36
General Journal	03/15/2024	PANNELL,JEFFREY S	ADP PAYROLL IMPORT	O/T	1,679.76
General Journal	03/15/2024	PONTIUS,ROSWELL B	ADP PAYROLL IMPORT	O/T	1,799.84
General Journal	03/15/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	O/T	3,359.52
General Journal	03/15/2024	SHELINE,BRIAN C	ADP PAYROLL IMPORT	O/T	7,558.92
General Journal	03/15/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	O/T	3,836.88
General Journal	03/15/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	O/T	2,158.25
General Journal	03/15/2024	VALUCH,OWEN E	ADP PAYROLL IMPORT	O/T	1,903.68
General Journal	03/15/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	O/T	8,573.78
General Journal	03/15/2024	WHITTET,JEFFREY J	ADP PAYROLL IMPORT	BC PM OT	2,320.92
General Journal	03/15/2024	MASHINTCHIAN,AZAR	ADP PAYROLL IMPORT	O/T	506.11
General Journal	03/15/2024	WHITTET,JEFFREY J	ADP PAYROLL IMPORT	O/T	1,848.02
General Journal	03/15/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	O/T	5,817.04
General Journal	03/15/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	O/T	1,115.63
General Journal	03/15/2024	NICHOLLS,KYLE	ADP PAYROLL IMPORT	O/T	169.31
General Journal	03/15/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	OT CAPTAIN	3,836.88
General Journal	03/29/2024	PETERS,DANIEL J	ADP PAYROLL IMPORT	BC PM OT	2,707.74
General Journal	03/29/2024	FONSECA,JUSTIN A	ADP PAYROLL IMPORT	O/T	46.14
General Journal	03/29/2024	HAKENEN,AARON K	ADP PAYROLL IMPORT	O/T	4,519.68
General Journal	03/29/2024	KOPPERT,JAMES K	ADP PAYROLL IMPORT	O/T	3,374.64
General Journal	03/29/2024	LARROQUE,MARK L	ADP PAYROLL IMPORT	O/T	1,059.30
General Journal	03/29/2024	LARSON,KEVIN D	ADP PAYROLL IMPORT	O/T	3,980.76
General Journal	03/29/2024	MCGUINNESS,MICHAEL J	ADP PAYROLL IMPORT	O/T	5,343.84
General Journal	03/29/2024	MYER,JARED	ADP PAYROLL IMPORT	O/T	1,574.64
General Journal	03/29/2024	PERRY,LUCAS S	ADP PAYROLL IMPORT	O/T	3,345.12
General Journal	03/29/2024	PETERS,DANIEL G	ADP PAYROLL IMPORT	O/T	3,345.12
General Journal	03/29/2024	POARCH,DANIEL J.	ADP PAYROLL IMPORT	O/T	1,476.36
General Journal	03/29/2024	POWELL,KEVIN J	ADP PAYROLL IMPORT	O/T	3,345.12
General Journal	03/29/2024	RHOADES,ERIN N	ADP PAYROLL IMPORT	O/T	5,017.68
General Journal	03/29/2024	SALDANA,ANDREW P	ADP PAYROLL IMPORT	O/T	1,672.56
General Journal	03/29/2024	SCOTT,NICOLE M	ADP PAYROLL IMPORT	O/T	4,378.44

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/29/2024	SIMONS,HUNTER Q	ADP PAYROLL IMPORT	O/T	1,672.56
General Journal	03/29/2024	SOLAR,DEVIN W	ADP PAYROLL IMPORT	O/T	1,672.56
General Journal	03/29/2024	SWANSON,TYLER J	ADP PAYROLL IMPORT	O/T	2,144.30
General Journal	03/29/2024	WILKOSZ,GABRIEL R	ADP PAYROLL IMPORT	O/T	1,742.25
General Journal	03/29/2024	JOHNSON,ERIK D	ADP PAYROLL IMPORT	Overtime Earnings	1,476.36
General Journal	03/29/2024	ALLMAN, MATTHEW	ADP PAYROLL IMPORT	O/T	1,880.50
General Journal	03/29/2024	BARGIACCHI,ANTHONY D	ADP PAYROLL IMPORT	O/T	2,038.34
General Journal	03/29/2024	BLANDON,MARVIN J	ADP PAYROLL IMPORT	O/T	7,614.72
General Journal	03/29/2024	BLUE,FOREST H	ADP PAYROLL IMPORT	O/T	3,821.76
General Journal	03/29/2024	BRODY,WILLIAM A	ADP PAYROLL IMPORT	O/T	1,896.12
General Journal	03/29/2024	DAGUE,KYLE M	ADP PAYROLL IMPORT	O/T	1,450.58
General Journal	03/29/2024	FLETCHER,DONALD M	ADP PAYROLL IMPORT	O/T	1,918.44
General Journal	03/29/2024	GODOY,RICHARD S	ADP PAYROLL IMPORT	O/T	1,781.28
General Journal	03/29/2024	HAMILTON,RYAN J	ADP PAYROLL IMPORT	O/T	3,205.44
General Journal	03/29/2024	KEENA, JEFF T	ADP PAYROLL IMPORT	O/T	2,273.12
General Journal	03/29/2024	LARKIN,JEFFREY P	ADP PAYROLL IMPORT	O/T	3,359.52
General Journal	03/29/2024	LEAR,KIRK M	ADP PAYROLL IMPORT	O/T	5,017.68
General Journal	03/29/2024	LEMELIN,JEFF M	ADP PAYROLL IMPORT	O/T	3,821.76
General Journal	03/29/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	O/T	1,918.44
General Journal	03/29/2024	MESENBURG,ERICH W	ADP PAYROLL IMPORT	O/T	1,450.58
General Journal	03/29/2024	PACHECO,NOLE D	ADP PAYROLL IMPORT	O/T	1,903.68
General Journal	03/29/2024	PONTIUS,ROSWELL B	ADP PAYROLL IMPORT	O/T	1,781.28
General Journal	03/29/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	O/T	3,359.52
General Journal	03/29/2024	SHELINE,BRIAN C	ADP PAYROLL IMPORT	O/T	5,039.28
General Journal	03/29/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	O/T	3,836.88
General Journal	03/29/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	O/T	4,995.94
General Journal	03/29/2024	VALUCH,OWEN E	ADP PAYROLL IMPORT	O/T	1,903.68
General Journal	03/29/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	O/T	3,359.52
General Journal	03/29/2024	WHITTET,JEFFREY J	ADP PAYROLL IMPORT	BC PM OT	2,707.74
General Journal	03/29/2024	MASHINTCHIAN,AZAR	ADP PAYROLL IMPORT	O/T	1,855.76
General Journal	03/29/2024	WHITTET,JEFFREY J	ADP PAYROLL IMPORT	O/T	1,563.71
General Journal	03/29/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	O/T	232.29
General Journal	03/29/2024	NICHOLAS,KYLE	ADP PAYROLL IMPORT	O/T	169.31
General Journal	03/29/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	OT CAPTAIN	1,896.12
General Journal	03/31/2024	LOPEZ,ANTHONY	LOPEZ,ANTHONY	VOID 11641 Lopez, Anthony	-1,672.56
General Journal	03/31/2024	SALDANA,ANDREW P	SALDANA,ANDREW P	VOID 11675 Saldana, Andrew	-1,781.28
Total 1020 · Overtime - Callback					254,342.57
<b>1021 · Out of Class Pay</b>					
General Journal	03/29/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	OUTOF CLASS CP	149.04
General Journal	03/29/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	OUTOF CLASS CP	298.08
Total 1021 · Out of Class Pay					447.12
<b>1022 · Director Fees</b>					
General Journal	03/15/2024	DAVIS,WILLIAM L	ADP PAYROLL IMPORT	BOARD MEMBERS	400.00
General Journal	03/15/2024	GOINES, BRUCE F	ADP PAYROLL IMPORT	BOARD MEMBERS	400.00
General Journal	03/15/2024	HADFIELD,MICHAEL	ADP PAYROLL IMPORT	BOARD MEMBERS	200.00
General Journal	03/15/2024	SILVERMAN,LOUIS	ADP PAYROLL IMPORT	BOARD MEMBERS	400.00

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
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Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/29/2024	DAVIS,WILLIAM L	ADP PAYROLL IMPORT	BOARD MEMBERS	200.00
General Journal	03/29/2024	FRANCISCO,SHANE G.	ADP PAYROLL IMPORT	BOARD MEMBERS	200.00
General Journal	03/29/2024	GOINES, BRUCE F	ADP PAYROLL IMPORT	BOARD MEMBERS	400.00
General Journal	03/29/2024	HADFIELD,MICHAEL	ADP PAYROLL IMPORT	BOARD MEMBERS	200.00
General Journal	03/29/2024	SILVERMAN,LOUIS	ADP PAYROLL IMPORT	BOARD MEMBERS	200.00
Total 1022 · Director Fees					2,600.00
<b>1025 · Vacation Pay</b>					
Check	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	Vacation Cash Out 372.60 Hours	24,021.52
General Journal	03/08/2024	FREEDMAN, SCOTT R. employee	FREEDMAN, SCOTT R. employee	VOID 11686 Freedman, Scott	-24,021.52
Check	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	Vacation Paid Out 68.25 hours	2,798.93
General Journal	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	VOID 11701 Johnson Cash Out	-2,798.93
General Journal	03/15/2024	FREEDMAN,SCOTT R	ADP PAYROLL IMPORT	VAC PAY TERM	24,021.52
Check	03/21/2024	BLACK, ADAM employee	BLACK, ADAM employee	Vacation Cash out 343.44 Hours	26,887.92
General Journal	03/21/2024	BLACK, ADAM employee	BLACK, ADAM employee	VOID 11703 Black Cash Out	-26,887.92
General Journal	03/29/2024	JOHNSON,ERIK D	ADP PAYROLL IMPORT	VAC PAY TERM	2,798.93
General Journal	03/29/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	VAC PAY TERM	26,887.92
General Journal	03/31/2024	LOPEZ,ANTHONY	LOPEZ,ANTHONY	VOID 11642 Lopez, Anthony	-5,017.68
Total 1025 · Vacation Pay					48,690.69
<b>1026 · Education Incentive</b>					
General Journal	03/15/2024	HAKENEN,AARON K	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	KARABETSOS,ELANEY	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	KOPPERT,JAMES K	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	LARROQUE,MARK L	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	MCGUINNESS,MICHAEL J	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	MURPHY, WILLIAM	ADP PAYROLL IMPORT	EDU INCENTIVE	100.00
General Journal	03/15/2024	RHOADES,ERIN N	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	SCOTT,NICOLE M	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	SIMONS,HUNTER Q	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	SWANSON,TYLER J	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	ZANONI,JASON A	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	CONNER, JUSTIN	ADP PAYROLL IMPORT	EDU INCENTIVE	100.00
General Journal	03/15/2024	ALLMAN, MATTHEW	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	BARGIACCHI,ANTHONY D	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	BLANDON,MARVIN J	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	BLUE,FOREST H	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	FLETCHER,DONALD M	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	GOODSPEED,CHRISTOPHER J	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	HAMILTON,RYAN J	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	KEADY,TRISTAN G	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	KEENA, JEFF T	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	KISER,KEEF W	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	LARKIN,GEOFFREY P	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	LEMELIN,JEFF M	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/15/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	MCGARGILL,ANDREW J	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	PACHECO,NOLE D	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/15/2024	PANNELL,JEFFREY S	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	SHELINE,BRIAN C	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/15/2024	VALUCH,OWEN E	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	ZAGARIS,NIKOLAUS S	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/15/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	EDU INCENTIVE	100.00
General Journal	03/15/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
Check	03/21/2024	BLACK, ADAM employee	BLACK, ADAM employee	Final Salary 3/22/24	75.00
General Journal	03/21/2024	BLACK, ADAM employee	BLACK, ADAM employee	VOID 11702 Black Salary	-75.00
General Journal	03/29/2024	HAKENEN,AARON K	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	KARABETSOS,ELANEY	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	KOPPERT,JAMES K	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	LARROQUE,MARK L	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	MCGUINNESS,MICHAEL J	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	MURPHY, WILLIAM	ADP PAYROLL IMPORT	EDU INCENTIVE	100.00
General Journal	03/29/2024	RHOADES,ERIN N	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	SCOTT,NICOLE M	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	SIMONS,HUNTER Q	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	SWANSON,TYLER J	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	ZANONI,JASON A	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	CONNER, JUSTIN	ADP PAYROLL IMPORT	EDU INCENTIVE	100.00
General Journal	03/29/2024	ALLMAN, MATTHEW	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	BARGIACCHI,ANTHONY D	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	BLANDON,MARVIN J	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	BLUE,FOREST H	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	FLETCHER,DONALD M	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	GOODSPEED,CHRISTOPHER J	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	HAMILTON,RYAN J	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	KEADY,TRISTAN G	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	KEENA, JEFF T	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	KISER,KEEF W	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	LARKIN,GEOFFREY P	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	LEMELIN,JEFF M	ADP PAYROLL IMPORT	EDU INCENTIVE	50.00
General Journal	03/29/2024	LESIK,KIMBERLY D	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	MCGARGILL,ANDREW J	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	PACHECO,NOLE D	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	PANNELL,JEFFREY S	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	SCHIAVO,DAVID A	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	SHELINE,BRIAN C	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	TAUL,MIKE S	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	TELDESCHI,MARC R	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
General Journal	03/29/2024	VALUCH,OWEN E	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	WEHR,DONALD J	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	ZAGARIS,NIKOLAUS S	ADP PAYROLL IMPORT	EDU INCENTIVE	25.00
General Journal	03/29/2024	BERNARDINI JR,MARIO L	ADP PAYROLL IMPORT	EDU INCENTIVE	100.00

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
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Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/29/2024	BLACK,ADAM R	ADP PAYROLL IMPORT	EDU INCENTIVE	75.00
Total 1026 · Education Incentive					3,800.00
<b>1402 · Retirement</b>					
Check	03/07/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	71,908.66
Check	03/07/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	8,888.89
Check	03/07/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	99,242.40
Check	03/07/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	18,842.03
Check	03/07/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	11,514.76
General Journal	03/08/2024			01/15/24 MCERA Contributions	-71,908.66
General Journal	03/08/2024			01/15/24 MCERA Contributions	-8,888.89
General Journal	03/08/2024			01/15/24 MCERA Contributions	-99,242.40
General Journal	03/08/2024			01/15/24 MCERA Contributions	-18,842.03
General Journal	03/08/2024			01/15/24 MCERA Contributions	-11,514.76
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	70,269.20
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	8,888.89
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	97,044.95
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	18,842.03
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	13,723.72
General Journal	03/26/2024			02/29/24 MCERA Contributions	-70,269.20
General Journal	03/26/2024			02/29/24 MCERA Contributions	-8,888.89
General Journal	03/26/2024			02/29/24 MCERA Contributions	-97,044.95
General Journal	03/26/2024			02/29/24 MCERA Contributions	-18,842.03
General Journal	03/26/2024			02/29/24 MCERA Contributions	-13,723.71
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	71,908.66
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	8,888.89
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	99,242.40
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	18,842.03
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/15/24 Payroll	11,514.76
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	70,269.20
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	8,888.89
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	97,044.95
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	18,842.03
Check	03/27/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 Payroll	13,723.72
Total 1402 · Retirement					419,165.54
<b>1404 · FICA Medicare</b>					
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	2,910.00
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	374.02
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	4,028.71
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	956.88
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Social Security Tax	111.30
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	475.89
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Social Security Tax	60.28
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	3,125.80
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	352.56
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	3,903.31
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	972.48

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Social Security Tax	87.99
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Medicare Tax	691.68
General Journal	03/29/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	Employer Social Security Tax	43.92
Total 1404 · FICA Medicare					18,094.82
<b>1502 · Life Insurance</b>					
Check	03/08/2024	PROTECTIVE LIFE INSURANCE COMPA...	PROTECTIVE LIFE INSURANCE COMPANY	STATEMENT DATE 2/26/2024	616.30
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR LIFE	736.47
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR LIFE	84.91
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR LIFE	993.95
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR LIFE	207.94
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR LIFE	36.00
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-1,016.18
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-181.54
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-1,401.08
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-387.75
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-96.15
Total 1502 · Life Insurance					-407.13
<b>1510 · Dental Insurance</b>					
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR DENTAL	9,944.75
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR DENTAL	1,146.59
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR DENTAL	13,421.70
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR DENTAL	2,807.86
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR DENTAL	486.09
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-2,500.29
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-446.68
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-3,447.34
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-954.05
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-236.57
Total 1510 · Dental Insurance					20,222.06
<b>1512 · Flexible Savings Account</b>					
Check	03/01/2024	HCFSA 2023	ADP BENEFIT SERV		59.00
Check	03/06/2024	HCFSA 2023	ADP BENEFIT SERV		1,442.53
General Journal	03/08/2024				-2,661.38
Check	03/11/2024	HCFSA 2023	ADP BENEFIT SERV		15.00
Check	03/12/2024	HCFSA 2023	ADP BENEFIT SERV		750.00
Check	03/12/2024	HCFSA 2023	ADP BENEFIT SERV		180.00
Check	03/15/2024	HCFSA 2023	ADP BENEFIT SERV		20.00
Check	03/18/2024	HCFSA 2023	ADP BENEFIT SERV		245.00
Check	03/19/2024	HCFSA 2023	ADP BENEFIT SERV		250.00
Check	03/19/2024	HCFSA 2023	ADP BENEFIT SERV		248.00
Check	03/20/2024	HCFSA 2023	ADP BENEFIT SERV		238.83
Check	03/21/2024	HCFSA 2023	ADP BENEFIT SERV		407.33
Check	03/25/2024	HCFSA 2023	ADP BENEFIT SERV		167.00
General Journal	03/26/2024				-2,661.38



**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/27/2024	HCFSA 2023	ADP BENEFIT SERV		220.94
Check	03/29/2024	HCFSA 2023	ADP BENEFIT SERV		1,243.00
Total 1512 · Flexible Savings Account					163.87
<b>1513 · Health Insurance</b>					
Check	03/08/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/15/24 PYRL RHS	3,624.22
Check	03/08/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/15/24 PYRL RHS	458.56
Check	03/08/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/15/24 PYRL RHS	3,543.72
Check	03/08/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/15/24 PYRL RHS	854.64
Check	03/08/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/15/24 PYRL RHS	324.30
Check	03/19/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	02/29/24 CalPERS Premium	90,563.31
Check	03/19/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	02/29/24 CalPERS Premium	10,441.59
Check	03/19/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	02/29/24 CalPERS Premium	122,226.61
Check	03/19/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	02/29/24 CalPERS Premium	25,570.20
Check	03/19/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	02/29/24 CalPERS Premium	4,426.61
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 CalPERS Premium	88,562.04
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 CalPERS Premium	10,210.86
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 CalPERS Premium	119,525.64
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 CalPERS Premium	25,005.15
Check	03/22/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	03/31/24 CalPERS Premium	4,328.79
Check	03/26/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/15/24 PYRL RHS	3,524.22
Check	03/26/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/31/24 PYRL RHS	458.56
Check	03/26/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/31/24 PYRL RHS	3,543.72
Check	03/26/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/31/24 PYRL RHS	854.64
Check	03/26/2024	MISSIONSQUARE - 803200	MISSIONSQUARE - 803200	03/31/24 PYRL RHS	216.20
General Journal	03/26/2024			02/29/24 Salaries	-88,562.04
General Journal	03/26/2024			02/29/24 Salaries	-10,210.86
General Journal	03/26/2024			02/29/24 Salaries	-119,525.64
General Journal	03/26/2024			02/29/24 Salaries	-25,005.15
General Journal	03/26/2024			02/29/24 Salaries	-4,328.79
Check	03/29/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	04/30/24 CalPERS Premium	88,562.04
Check	03/29/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	04/30/24 CalPERS Premium	10,210.86
Check	03/29/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	04/30/24 CalPERS Premium	119,525.64
Check	03/29/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	04/30/24 CalPERS Premium	25,005.15
Check	03/29/2024	NOVATO FIRE PROTECTION DIST.	NOVATO FIRE PROTECTION DIST.	04/30/24 CalPERS Premium	4,328.79
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-14,795.11
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-2,643.13
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-20,399.10
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-5,645.44
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-1,399.85
Total 1513 · Health Insurance					473,380.95
<b>1514 · Vision Plan</b>					
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR VISION	753.73
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR VISION	86.90
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR VISION	1,017.26
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR VISION	212.81
Check	03/19/2024	FRMS (FORMERLY FDAC EBA)	FRMS (FORMERLY FDAC EBA)	APR VISION	36.84

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-159.71
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-28.53
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-220.20
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-60.94
General Journal	03/31/2024	Reclass insurance receipts	Reclass insurance receipts		-15.11
Total 1514 · Vision Plan					1,623.05
<b>1517 · Administrative Allowance</b>					
General Journal	03/15/2024	WAGER, SHANNON M	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	DOHERTY, JOSEPH	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	GALLI, LAUREN C	ADP PAYROLL IMPORT	AFLAC INS	56.25
General Journal	03/15/2024	WADE, DENISE D	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	MEZQUITA, DAVID	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	CRAYNE, JENNIFER	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	FELCIANO, GRETCHEN M	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	KERRIGAN, BROOKE	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	MASHINTCHIAN, AZAR	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	PENNEY, KELLEY A.	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	VALENTI, JOSEPH R	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	WALRAVEN, COLLEEN M	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	WALRAVEN, GRACE	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/15/2024	WEINZIERL, KATHERINE	ADP PAYROLL IMPORT	AFLAC INS	37.50
General Journal	03/29/2024	WAGER, SHANNON M	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	DOHERTY, JOSEPH	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	GALLI, LAUREN C	ADP PAYROLL IMPORT	AFLAC INS	56.25
General Journal	03/29/2024	WADE, DENISE D	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	MEZQUITA, DAVID	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	CRAYNE, JENNIFER	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	FELCIANO, GRETCHEN M	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	KERRIGAN, BROOKE	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	MASHINTCHIAN, AZAR	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	PENNEY, KELLEY A.	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	VALENTI, JOSEPH R	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	WALRAVEN, COLLEEN M	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	WALRAVEN, GRACE	ADP PAYROLL IMPORT	AFLAC INS	75.00
General Journal	03/29/2024	WEINZIERL, KATHERINE	ADP PAYROLL IMPORT	AFLAC INS	37.50
Total 1517 · Administrative Allowance					1,987.50
<b>1701 · Workers' Compensation</b>					
Check	03/01/2024	Athens Managed Care	Athens Managed Care	Boals, Michael	353.00
Check	03/05/2024	ATHENS INSURANCE SERVICES, INC.	ATHENS INSURANCE SERVICES, INC.	INV #INV0000000034448	2,414.00
Check	03/05/2024	ATHENS INSURANCE SERVICES, INC.	ATHENS INSURANCE SERVICES, INC.	INV #INV0000000032109	2,192.00
Sales Receipt	03/05/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-3,238.30
Sales Receipt	03/05/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-3,238.30
Sales Receipt	03/07/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-3,238.30
Check	03/11/2024	ATHENS INSURANCE SERVICES cust.	Palo Alto Medical Foundation	Wawrzynski, Alexandra	87.36
Check	03/11/2024	ATHENS INSURANCE SERVICES cust.	myMatrixx	Boals, Michael	12.53
Sales Receipt	03/13/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-2,775.68

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
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Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/14/2024	ATHENS INSURANCE SERVICES, INC.	ATHENS INSURANCE SERVICES, INC.	INV #INC00000000035099	2,272.00
Check	03/14/2024	ATHENS INSURANCE SERVICES, INC.	ATHENS INSURANCE SERVICES, INC.	INV #IVC00000000035081 / BIL...	78.95
Sales Receipt	03/14/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-3,238.30
Sales Receipt	03/14/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-2,544.38
Sales Receipt	03/21/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-3,238.30
Check	03/22/2024	ATHENS INSURANCE SERVICES cust.	Witzig, Hannah, Sanders & Reagan, LLP	Brolan, Adam	462.50
Check	03/22/2024	ATHENS INSURANCE SERVICES cust.	Witzig, Hannah, Sanders & Reagan, LLP	Lupe, Louis	37.00
Check	03/26/2024	Richard A Levy, MD	Richard A Levy, MD	Boals, Michael	152.76
Sales Receipt	03/28/2024	FIRE AGENCIES SELF INSURANCE SY...	FIRE AGENCIES SELF INSURANCE SYST...	Workers Comp	-3,238.30
Check	03/29/2024	ATHENS INSURANCE SERVICES cust.	myMatrixx	Boals, Michael	14.33
General Journal	03/31/2024	BARGIACCHI, ANTHONY	BARGIACCHI, ANTHONY	Bargiacchi reimbursement for W...	986.13
Total 1701 · Workers' Compensation					-15,687.30
<b>1703 · Physicals</b>					
Check	03/05/2024	PERMANENTE MEDICAL GROUP INC	PERMANENTE MEDICAL GROUP INC	INV #1000039301 / PHYSICALS	894.00
Check	03/28/2024	PERMANENTE MEDICAL GROUP INC	PERMANENTE MEDICAL GROUP INC	INV #1000107018 / PHYSICALS	2,285.00
Total 1703 · Physicals					3,179.00
<b>1704 · Sick Leave Buyback</b>					
Check	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	Sick Leave Paid Out 39 hours	1,599.39
General Journal	03/14/2024	JOHNSON,ERIK D	JOHNSON,ERIK D	VOID 11701 Johnson Cash Out	-1,599.39
General Journal	03/29/2024	JOHNSON,ERIK D	ADP PAYROLL IMPORT	SICK PAY TERM	1,599.39
General Journal	03/31/2024	LOPEZ,ANTHONY	LOPEZ,ANTHONY	VOID 11642 Lopez, Anthony	-4,030.41
Total 1704 · Sick Leave Buyback					-2,431.02
<b>1706 · Deferred Compensation</b>					
General Journal	03/15/2024	ADP PAYROLL IMPORT	ADP PAYROLL IMPORT	457 Incentive	-189.26
General Journal	03/15/2024			Employer match - deferred comp	1,425.00
General Journal	03/15/2024			Employer match - deferred comp	250.00
General Journal	03/15/2024			Employer match - deferred comp	1,550.00
General Journal	03/15/2024			Employer match - deferred comp	575.00
General Journal	03/15/2024			Employer match - deferred comp	150.00
General Journal	03/15/2024			Education Incentive/SL INC - de...	314.02
General Journal	03/15/2024			Education Incentive/SL INC - de...	197.09
General Journal	03/15/2024			Education Incentive/SL INC - de...	671.99
General Journal	03/15/2024			Education Incentive/SL INC - de...	856.67
General Journal	03/15/2024			Education Incentive/SL INC - de...	0.00
General Journal	03/15/2024			Medical Stipend - deferred comp	2,100.00
General Journal	03/15/2024			Medical Stipend - deferred comp	1,050.00
General Journal	03/15/2024			Medical Stipend - deferred comp	2,800.00
General Journal	03/15/2024			Medical Stipend - deferred comp	350.00
General Journal	03/15/2024			Medical Stipend - deferred comp	350.00
General Journal	03/31/2024			Employer match - deferred comp	1,425.00
General Journal	03/31/2024			Employer match - deferred comp	250.00
General Journal	03/31/2024			Employer match - deferred comp	1,550.00
General Journal	03/31/2024			Employer match - deferred comp	650.00
General Journal	03/31/2024			Employer match - deferred comp	100.00

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
General Journal	03/31/2024			Education Incentive/SL INC - de...	247.02
General Journal	03/31/2024			Education Incentive/SL INC - de...	197.09
General Journal	03/31/2024			Education Incentive/SL INC - de...	671.99
General Journal	03/31/2024			Education Incentive/SL INC - de...	856.67
General Journal	03/31/2024			Education Incentive/SL INC - de...	0.00
General Journal	03/31/2024			Medical Stipend - deferred comp	2,100.00
General Journal	03/31/2024			Medical Stipend - deferred comp	1,050.00
General Journal	03/31/2024			Medical Stipend - deferred comp	2,800.00
General Journal	03/31/2024			Medical Stipend - deferred comp	350.00
General Journal	03/31/2024			Medical Stipend - deferred comp	350.00
Total 1706 · Deferred Compensation					25,048.28
<b>2000 · Services &amp; Supplies</b>					
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	STATEMENT PERIOD 2/10/24-...	0.00
Total 2000 · Services & Supplies					0.00
<b>2020 · Cal-OSHA Requirements</b>					
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	UPS STORE / SHIP EXTRACT...	18.65
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	2-ELEVEN SHIELDS / PPE HE...	192.69
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	2-ELEVENT SHIELDS / PPE H...	53.26
Total 2020 · Cal-OSHA Requirements					264.60
<b>2025 · Oxygen</b>					
Check	03/07/2024	MATHESON TRI-GAS INC	MATHESON TRI-GAS INC	INV #0029298501 / S61	212.28
Check	03/07/2024	MATHESON TRI-GAS INC	MATHESON TRI-GAS INC	INV #0029298529 / S64	115.21
Check	03/26/2024	MATHESON TRI-GAS INC	MATHESON TRI-GAS INC	INV #0029399571 / S61 OXYGEN	133.78
Total 2025 · Oxygen					461.27
<b>2027 · Tool Replacement</b>					
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	HOMEDEPOT / SHOP TOOLS	732.85
Total 2027 · Tool Replacement					732.85
<b>2028 · Board Expense</b>					
Check	03/14/2024	FDAC FIRE DISTRICTS ASSOCIATION ...	FDAC FIRE DISTRICTS ASSOCIATION OF...	INV #200001851 / BOARD OF ...	1,695.00
Check	03/19/2024	BEST WESTERN	BEST WESTERN	FEES FOR NFD STRAT PLAN...	4,169.10
Total 2028 · Board Expense					5,864.10
<b>2029 · Advertising</b>					
Check	03/07/2024	SONOMA MEDIA INVESTMENTS, LLC	SONOMA MEDIA INVESTMENTS, LLC	INV #56646	412.00
Check	03/19/2024	MARIN INDEPENDENT JOURNAL	MARIN INDEPENDENT JOURNAL	STATEMENT #0001405081 / A...	110.16
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PR MEDIA / 1YR AD SUBSCRI...	950.00
Check	03/28/2024	GRANICUS	GRANICUS	INV #179634	3,060.00
Total 2029 · Advertising					4,532.16
<b>2034 · Outside Assistance</b>					

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/07/2024	ASTON CARTER INC	ASTON CARTER INC	INV #ADM00688040 / PD ENDI...	1,520.00
Check	03/07/2024	ASTON CARTER INC	ASTON CARTER INC	INV #ADM00690675 / PD ENDI...	1,280.00
Check	03/07/2024	MEAGHAN CARROLL	MEAGHAN CARROLL	FEBRUARY INVOICE	1,071.00
Check	03/19/2024	ASTON CARTER INC	ASTON CARTER INC	INV #ADM00693526 / PD ENDI...	1,200.00
Check	03/19/2024	ASTON CARTER INC	ASTON CARTER INC	INV #ADM00696245 / PD ENDI...	1,600.00
Check	03/26/2024	MARIN EMS AGENCY	MARIN EMS AGENCY	2024 EMS PROTOCOL BOOKS	1,475.00
Total 2034 · Outside Assistance					8,146.00
<b>2039 · Schools and Seminars</b>					
Check	03/05/2024	POARCH,DANIEL J.	POARCH,DANIEL J.	REIMBURSEMENT FOR NOZZ...	39.99
Check	03/05/2024	POWELL,KEVIN J	POWELL,KEVIN J	REIMBURSEMENT FOR S270 ...	600.00
Check	03/07/2024	CENTRAL MARIN FIRE	CENTRAL MARIN FIRE	OVERPAYMENT OF NOZZLE ...	450.00
Check	03/07/2024	GODOY,RICHARD S	GODOY,RICHARD S	COMPANY OFFICER 2C	425.00
Check	03/07/2024	LEAR, KIRK	LEAR, KIRK	S231 ENGINE BOSS	340.00
Check	03/07/2024	POWELL, KEVIN	POWELL, KEVIN	S230/S231	340.00
Check	03/07/2024	SOLAR,DEVIN W	SOLAR,DEVIN W	COMPANY OFFICER 2C	425.00
Check	03/07/2024	SOLAR,DEVIN W	SOLAR,DEVIN W	COMPANY OFFICER 2E	425.00
Check	03/07/2024	WILKOSZ,GABRIEL R	WILKOSZ,GABRIEL R	COMPANY OFFICER 2C	425.00
Check	03/19/2024	RUSSO, DAN employee	RUSSO, DAN employee	CFPI CONFERENCE	2,915.53
Check	03/21/2024	KEENA, JEFF	KEENA, JEFF	S230/231, COMPANY OFFICE ...	1,025.00
Check	03/21/2024	MEYER,GREGORY	MEYER,GREGORY	COMPANY OFFICER 2C, S270...	960.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	UNITED / FDIC CONFERENCE...	996.25
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	FDIC CONFERENCE REGISTR...	649.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	HR RECRUITMENT/RETENTIO...	10.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	UNITED / FDIC CONFERENCE...	368.20
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	UNITED / FDIC CONFERENCE...	122.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	UNITED / FDIC CONFERENCE...	122.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	BECOMING A LEADER OF CH...	749.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMERICAN AIRLINES / FDIC C...	819.20
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	COSTCO / NOZZLE FORWAR...	318.84
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	FRIEDMANS / NOZZLE FORW...	37.99
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NOVATO OAKS INN / NOZZLE...	317.54
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NOVATO OAKS INN / NOZZLE...	317.54
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NOVATO OAKS INN / NOZZLE...	317.54
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NOVATO OAKS INN / NOZZLE...	317.54
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NOVATO OAKS INN / NOZZLE...	317.54
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	COSTCO / NOZZLE FORWAR...	270.07
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	COSTCO / NOZZLE FORWAR...	298.08
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	FIRENUGGETS / CONFERENCE	100.00
Total 2039 · Schools and Seminars					14,501.31
<b>2040 · Training Aids and Materials</b>					
Check	03/07/2024	CREAMS DISMANTLING, INC.	CREAMS DISMANTLING, INC.	INV: NOVATO FD #100	450.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / SAW BLADES FOR ...	287.13
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SFO PARKING / NOZZLE FOR...	8.00
Check	03/26/2024	JD SERVICES	JD SERVICES	INV #63460 / CARS FOR EXTR...	1,800.00
Check	03/26/2024	NOVATO BUILDERS SUPPLY	NOVATO BUILDERS SUPPLY	INV #2403-048503	1,860.96
Check	03/28/2024	NOVATO BUILDERS SUPPLY	NOVATO BUILDERS SUPPLY	INV #2403-053905 / VENT PRO...	345.59

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Total 2040 · Training Aids and Materials					4,751.68
<b>2041 · Food</b>					
Check	03/07/2024	LEMELIN, JEFF employee	LEMELIN, JEFF employee	TRAINING DAY MEALS FOR C...	121.38
Check	03/19/2024	COSTELLO, HEATHER	COSTELLO, HEATHER	HONORING PUBLIC SAFETY ...	100.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SOURDOUGH & CO / FOOD F...	55.14
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PEET'S COFFEE / PUB-ED EV...	29.45
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PANERA / SCONES FOR MON...	73.63
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PANERA / FOOD FOR RULE O...	21.84
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PANERA / FOOD FOR RULE O...	195.46
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	DONUT WORKS / NOZZLE FO...	77.50
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	MARIN COFFEE ROASTERS / ...	135.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	RUSTIC BAKERY / NOZZLE F...	136.90
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	MARIN COFFEE ROASTERS / ...	32.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	MOD PIZZA / TRAINING DIVISI...	51.85
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PEETS COFFEE / COFFEE FO...	29.95
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PANERA / LUNCH FOR OPS T...	152.10
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	LA TOSCANA / MEET & GREE...	172.21
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NICK THE GREEK / LUNCH F...	96.20
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PANERA / LUNCH FOR OPS M...	57.80
Total 2041 · Food					1,538.41
<b>2049 · Conferences &amp; Meetings</b>					
Check	03/07/2024	WAGER, SHANNON	WAGER, SHANNON	PERDIEM FOR CONFERENCE...	285.38
Check	03/12/2024	CONNER, JUSTIN	CONNER, JUSTIN	REIMBURSEMENT FOR CFPI ...	2,074.37
Check	03/14/2024	FDAC FIRE DISTRICTS ASSOCIATION ...	FDAC FIRE DISTRICTS ASSOCIATION OF...	INV #200001851 / FIRE CHIEF	450.00
Check	03/19/2024	MACDOUGALL, JAMES	MACDOUGALL, JAMES	CFPI CONFERENCE	2,674.99
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SOUTHWEST / AIRFARE FOR ...	339.96
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SOUTHWEST / CFED CONFE...	230.97
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	CFED WEST / CFED CONFER...	850.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	CFED CONFERENCE REGIST...	382.50
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PWW AG / PWW CONFERENCE	1,375.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AVELO AIRLINES / PWW CON...	370.65
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PLANET HOLLYWOOD / PWW...	148.53
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	CVNL / WEBINAR HR CLASS	10.00
Total 2049 · Conferences & Meetings					9,192.35
<b>2050 · Equipment Testing</b>					
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / SCBA BATTERIES	214.56
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	CUMMINS / SHOP CUMMINS ...	770.00
Total 2050 · Equipment Testing					984.56
<b>2059 · Liability &amp; Property</b>					
Check	03/21/2024	ARTHUR J. GALLAGHER & CO INS BRO...	ARTHUR J. GALLAGHER & CO INS BROK...	INV #5039442	2,223.00
Total 2059 · Liability & Property					2,223.00
<b>2087 · Parts &amp; Outside Labor</b>					

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
**March 2024**

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/07/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #680193 / U20	73.14
Check	03/07/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #680089 / U7	9.50
Check	03/07/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #680177 / U24	269.85
Check	03/07/2024	AUTOWORLD	AUTOWORLD	INV #44187W CHW / U43	131.32
Check	03/07/2024	LEONARDI AUTO ELEC., INC.	LEONARDI AUTO ELEC., INC.	INV #0091842 / U44	169.30
Check	03/07/2024	LEONARDI AUTO ELEC., INC.	LEONARDI AUTO ELEC., INC.	INV #0091789 / U35	69.93
Check	03/07/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #274497 / U35	154.83
Check	03/07/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #274570 / U5	138.79
Check	03/07/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #274290 / SHOP	12.80
Check	03/07/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #274291 / U24	34.72
Check	03/07/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #274509 / U35	-18.00
Check	03/07/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #274076 / U3	14.76
Check	03/19/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178083 / U8	169.33
Check	03/19/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178114 / U4	249.90
Check	03/19/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178145 / U3	70.02
Check	03/19/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178158 / U4	215.79
Check	03/19/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178126 / U8	398.26
Check	03/19/2024	MARIN COUNTY FORD	MARIN COUNTY FORD	INV #77512 / U24	20.04
Check	03/19/2024	MARIN COUNTY FORD	MARIN COUNTY FORD	INV #77468 / U24	20.25
Check	03/19/2024	PINI HARDWARE INC.	PINI HARDWARE INC.	INV #493863 / U11	26.81
Check	03/21/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #680335 / U45	38.80
Check	03/21/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #680776 / U4	1,966.62
Check	03/21/2024	CAPITOL CLUTCH & BRAKE, INC	CAPITOL CLUTCH & BRAKE, INC	INV #1815510 / U4	267.07
Check	03/21/2024	LEONARDI AUTO ELEC., INC.	LEONARDI AUTO ELEC., INC.	INV #0091893 / U46	121.53
Check	03/21/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #275513 / U8	234.57
Check	03/21/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #275514 / U8	102.29
Check	03/21/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #276463 / U40	20.70
Check	03/21/2024	WATTCO	WATTCO	INV #63650 / U11	181.94
Check	03/26/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #680516 / U11	413.64
Check	03/26/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178306 / U4	798.52
Check	03/26/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178235 / U20	281.96
Check	03/26/2024	HI-TECH E.V.S. INC.	HI-TECH E.V.S. INC.	INV #178304 / U40	4,657.97
Check	03/26/2024	WATTCO	WATTCO	INV #63473 / U8	779.16
Check	03/28/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #681065 / U39	449.42
Check	03/28/2024	ABLE TIRE & BRAKE INC	ABLE TIRE & BRAKE INC	INV #681067 / U7	1,564.45
Total 2087 · Parts & Outside Labor					14,109.98
<b>2088 · Shop Supplies</b>					
Check	03/19/2024	CINTAS	CINTAS	FEBRUARY STATEMENT	350.51
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / FLOOR MATS FO U...	159.11
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SNAPON / LAPTOP RENEWAL	687.50
Check	03/26/2024	MATHESON TRI-GAS INC	MATHESON TRI-GAS INC	INV #0029298673 / S62 WELDI...	31.24
Check	03/26/2024	WINZER CORPORATION	WINZER CORPORATION	INV #1931347 / SHOP SUPPLI...	202.72
Total 2088 · Shop Supplies					1,431.08
<b>2131 · Books &amp; Periodicals</b>					
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NORCALFPO / FIRE INSPECT...	230.15

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
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Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	FIRE PROTECTION PUB / OSU	78.20
Total 2131 · Books & Periodicals					308.35
<b>2141 · Computer Supplies</b>					
Check	03/19/2024	DELL MARKETING L.P.*	DELL MARKETING L.P.*	INV #10736795219 / PO 1442	3,710.22
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / LAPTOP STAND	32.53
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / IT SUPPLIES	306.92
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / IT SUPPLIES	32.60
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / REFUND	-42.84
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / REFUND	-42.84
Total 2141 · Computer Supplies					3,996.59
<b>2151 · Computer Software &amp; Renewals</b>					
Check	03/07/2024	UKG KRONOS SYSTEMS LLC	UKG KRONOS SYSTEMS LLC	INV #12208117	36.87
Check	03/07/2024	ZOLL DATA SYSTEMS INC	ZOLL DATA SYSTEMS INC	INV #00167994	473.75
Check	03/12/2024	LANGUAGE LINE SERVICES, INC.	LANGUAGE LINE SERVICES, INC.	INV #11245744	238.70
Check	03/19/2024	TRITECH SOFTWARE SYSTEMS	TRITECH SOFTWARE SYSTEMS	INV #405282	1,071.00
Check	03/19/2024	TRIZETTO PROVIDER SOLUTIONS	TRIZETTO PROVIDER SOLUTIONS	INV #3T0Z032400	233.85
Check	03/21/2024	AVENZA MAPS	AVENZA MAPS	REFERENCE #28399 / SUBSC...	1,199.88
Check	03/21/2024	STRATO GUARD, LLC	STRATO GUARD, LLC	INV #T07-12771	509.76
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	ZOOM	40.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	ZOOM	149.90
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	APPLE.COM / RECURRING C...	19.99
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	TEAMUP / SUBSCRIPTION	129.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	TEAMUP / INTERNATIONAL F...	2.58
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	NETWORK SOLUTIONS	71.97
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	GOOGLE GSUITE SUBSCRIPT...	382.96
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SOLARWINDS	210.00
Check	03/28/2024	CLARIS INTERNATIONAL, INC.	CLARIS INTERNATIONAL, INC.	INV #5825171	6,181.00
Total 2151 · Computer Software & Renewals					10,951.21
<b>2164 · Computer System Maintenance</b>					
Check	03/07/2024	MARIN IT, INC	MARIN IT, INC	INV #2024-122508	2,657.88
Check	03/07/2024	MARIN IT, INC	MARIN IT, INC	INV #2024-25649	2,021.50
Check	03/14/2024	MARIN IT, INC	MARIN IT, INC	INV #2024-25667	2,100.00
Check	03/21/2024	MARIN IT, INC	MARIN IT, INC	INV #2024-122748	718.75
Check	03/28/2024	MARIN IT, INC	MARIN IT, INC	INV #2024-122439	1,518.96
Total 2164 · Computer System Maintenance					9,017.09
<b>2262 · Hazardous Materials Prog</b>					
Check	03/05/2024	MARIN COUNTY HAZARDOUS MATERI...	MARIN COUNTY HAZARDOUS MATERIAL...	INV #270 / FUNDING FOR 23-2...	10,918.00
Total 2262 · Hazardous Materials Prog					10,918.00
<b>2268 · Special Fire Equipment &amp; Suppl</b>					
Sales Receipt	03/08/2024	GOVDEALS	GOVDEALS	Special Equipment	-500.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / E63 SUPPLIES	201.99



**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / WILDLAND RADIO ...	41.08
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / E62 ROAD FLARES	172.12
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / E62 STORM KIT	66.63
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	FIRE SAFETY USA / E64 EXT...	139.85
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / E64 EQUIPMENT A...	377.61
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / E62 STORM KIT	25.44
General Journal	03/31/2024			Sales and Use Tax 2024 Q1	76.00
General Journal	03/31/2024			Sales and Use Tax 2024 Q1	25.00
General Journal	03/31/2024			Sales and Use Tax 2024 Q1	10.00
Total 2268 · Special Fire Equipment & Suppl					635.72
<b>2273 · Employee Service &amp; Recognition</b>					
Check	03/07/2024	CROWN TROPHY	CROWN TROPHY	INV #40122 / EOY PLAQUE	21.90
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	SAN MARIN FLOWERS / CON...	97.65
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / RETIREMENT LUN...	141.76
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / GIFTS FOR INTER...	261.99
Check	03/28/2024	CROWN TROPHY	CROWN TROPHY	INV #40260 / SHADOWBOXES	1,224.76
Total 2273 · Employee Service & Recognition					1,748.06
<b>2396 · Facilities Prevent Maintenance</b>					
Check	03/05/2024	MARIN BUILDING MAINTENANCE, INC.	MARIN BUILDING MAINTENANCE, INC.	INV #2272	810.00
Check	03/12/2024	CAGWIN & DORWARD	CAGWIN & DORWARD	INV #315486 / S65	468.00
Check	03/12/2024	CAGWIN & DORWARD	CAGWIN & DORWARD	INV #315489 / S63	507.00
Check	03/12/2024	CAGWIN & DORWARD	CAGWIN & DORWARD	INV #315488 / S62	806.00
Check	03/12/2024	CAGWIN & DORWARD	CAGWIN & DORWARD	INV #315490 / S61	611.00
Check	03/12/2024	CAGWIN & DORWARD	CAGWIN & DORWARD	INV #315491 / ADMIN	600.00
Check	03/12/2024	CAGWIN & DORWARD	CAGWIN & DORWARD	INV #315487 / S64	510.00
Check	03/21/2024	BAY AREA AIR QUALITY MGMT DIST	BAY AREA AIR QUALITY MGMT DIST	INV #T167424	690.00
Check	03/26/2024	ATCO	ATCO	INV #93753 / ADMIN	65.00
Check	03/26/2024	ATCO	ATCO	INV #93754 / ADMIN	117.70
Check	03/26/2024	ATCO	ATCO	INV #93734 / S61	65.00
Check	03/26/2024	ATCO	ATCO	INV #93732 / S61	80.25
Check	03/26/2024	ATCO	ATCO	INV #93649 / S62	65.00
Check	03/26/2024	ATCO	ATCO	INV #93653 / S62	80.25
Check	03/26/2024	ATCO	ATCO	INV #93723 / S63	65.00
Check	03/26/2024	ATCO	ATCO	INV #93722 / S63	80.60
Check	03/26/2024	ATCO	ATCO	INV #93712 / S64	65.00
Check	03/26/2024	ATCO	ATCO	INV #93711 / S64	69.55
Check	03/26/2024	ATCO	ATCO	INV #93670 / S65	65.00
Check	03/26/2024	ATCO	ATCO	INV #93669 / S65	80.25
Check	03/26/2024	LEETE GENERATORS	LEETE GENERATORS	INV #56664 / S63 GENERATO...	385.00
Check	03/26/2024	PETERSON MECHANICAL, INC.	PETERSON MECHANICAL, INC.	INV #27268	1,575.00
Check	03/26/2024	AIR EXCHANGE, INC.	AIR EXCHANGE, INC.	INV #91611698	265.41
Check	03/26/2024	AIR EXCHANGE, INC.	AIR EXCHANGE, INC.	INV #91611697	1,143.18
Total 2396 · Facilities Prevent Maintenance					9,269.19
<b>2397 · Facilities Projects</b>					

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/21/2024	CARLILE - MACY	CARLILE - MACY	INV #202402046	3,342.50
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	TARGET / FACILITIES PROJE...	26.57
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	COSTCO / ADMIN GYM UPGR...	407.43
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	RING CAMERAS	1,811.82
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	DAVIS SIGN CO / EMPLOYEE ...	937.15
Total 2397 · Facilities Projects					6,525.47
<b>2398 · Facilities Repair</b>					
Check	03/05/2024	JOHNSON CONTROLS FIRE PROTECTI...	JOHNSON CONTROLS FIRE PROTECTIO...	INV #51664959	2,698.94
Check	03/05/2024	MARIN H2O, INC.	MARIN H2O, INC.	INV #98530 / ADMIN URINAL R...	594.77
Check	03/12/2024	JONES GARAGE DOOR CO., INC.	JONES GARAGE DOOR CO., INC.	INV #50399 / S62 REPLACE C...	1,213.00
Check	03/12/2024	MARIN H2O, INC.	MARIN H2O, INC.	INV #98571 / S62 WATER HEA...	634.41
Check	03/19/2024	FOWLER ELECTRIC SERVICES INC.	FOWLER ELECTRIC SERVICES INC.	INV #5089 / S65 DORM LIGHTS	7,771.00
Check	03/19/2024	FOWLER ELECTRIC SERVICES INC.	FOWLER ELECTRIC SERVICES INC.	INV #5088 / S65 KITCHEN LIG...	1,088.00
Check	03/19/2024	FORSTER PUMP & WELL	FORSTER PUMP & WELL	INV #2402233-IN / S62 SEPTIC...	360.00
Check	03/26/2024	MARIN H2O, INC.	MARIN H2O, INC.	INV #98633 / ADMIN PIPE CLO...	512.50
Total 2398 · Facilities Repair					14,872.62
<b>2399 · Station Supplies</b>					
Check	03/05/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3538843872	46.98
Check	03/05/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3557299986	83.07
Check	03/05/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3557299987	-35.44
Check	03/19/2024	PINI HARDWARE INC.	PINI HARDWARE INC.	INV #493293 / S65	10.79
Check	03/19/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3559732770 / S62	147.09
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	115.08
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	9.75
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	8.99
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	270.60
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	12.05
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	35.41
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	28.56
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	48.22
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	57.49
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	21.69
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	477.26
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 61 SUPP...	35.78
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STATION 65 SUPP...	46.98
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / S62 SUPPLIES	46.99
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / S62 SUPPLIES	318.93
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	TARGET / S62 SUPPLIES INC...	29.30
Check	03/26/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3561563886 / S65	94.57
Check	03/26/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3561563887 / CREDIT S65	-55.32
Check	03/26/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3561563888 / S65	55.32
Check	03/28/2024	GRAINGER	GRAINGER	INV #9056588677 / S65	320.89
Total 2399 · Station Supplies					2,231.03
<b>2401 · Memberships</b>					

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/12/2024	IAFC MEMBERSHIP	IAFC MEMBERSHIP	IAFC MEMBERSHIP 5/1/24-4/3...	260.00
Total 2401 · Memberships					260.00
<b>2406 · Payroll Service Charge</b>					
Check	03/07/2024	ADP	ADP	INV #652951692	1,248.36
General Journal	03/11/2024	WestAmerica Bank	WestAmerica Bank	Bank Charge	14.95
General Journal	03/18/2024	WestAmerica Bank	WestAmerica Bank	Bank Charge	71.22
Check	03/19/2024	ADP	ADP	INV #655784366	2,429.28
Check	03/19/2024	ADP	ADP	INV #655785008	1,224.12
Total 2406 · Payroll Service Charge					4,987.93
<b>2407 · Office Supplies</b>					
Check	03/05/2024	INLAND BUSINESS SERVICES	INLAND BUSINESS SERVICES	IVC #IN4001580	223.31
Check	03/07/2024	A and P MOVING, INC.	A and P MOVING, INC.	INV #4065481	82.30
Check	03/07/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3560893975 / ADMIN	184.54
Check	03/07/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3560893977 / HR	585.85
Check	03/07/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3543481533 / ADMIN	197.82
Check	03/07/2024	UPS_	UPS_	INV #00002W5W60074	28.09
Check	03/07/2024	UPS_	UPS_	INV #00002W5W60014	20.46
Check	03/12/2024	FASTSIGNS	FASTSIGNS	INV #105-116006 / DOOR NAM...	90.59
Check	03/19/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3561563884 / ADMIN	297.91
Check	03/19/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3561563883 / HR	458.90
Check	03/19/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3561563882 / CREDIT FO...	-458.90
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / STAFF PARTY DEC...	73.38
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	TARGET / S62 OFFICE SUPPL...	48.93
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / CLASSROOM SUP...	94.19
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	MAILCHIMP / SUBSCRIPTION	20.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMAZON / OFFICE SUPPLIES	39.88
Check	03/26/2024	STAPLES BUSINESS ADVANTAGE	STAPLES BUSINESS ADVANTAGE	INV #3562005121 / B61 OFFICE	1,656.67
Check	03/28/2024	QUADIENT FINANCE USA, Inc	QUADIENT FINANCE USA, Inc	CLOSING DATE 3/13/24 / POS...	1,000.00
Total 2407 · Office Supplies					4,643.92
<b>2501 · Gas, Oil &amp; Grease Vehicles</b>					
Check	03/19/2024	ARMOUR PETROLEUM	ARMOUR PETROLEUM	INV #WO-26392	9,273.01
Check	03/19/2024	FASTRAK INVOICE PROCESSING DEPT	FASTRAK INVOICE PROCESSING DEPT	INV #I712413061198 / E64	7.00
Check	03/19/2024	NORTH BAY PETROLEUM	NORTH BAY PETROLEUM	FEBRUARY FUEL	14,617.25
Check	03/19/2024	SOUTHERN COUNTIES LUBRICANTS, L...	SOUTHERN COUNTIES LUBRICANTS, LLC	INV #482338 / SHOP ENGINE ...	2,331.18
Check	03/19/2024	SAFETY-KLEEN SYSTEMS, INC.	SAFETY-KLEEN SYSTEMS, INC.	INV #93827111	235.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	CHEVRON / K9 PROGRAM	93.26
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	CHEVRON / K9 PROGRAM	100.00
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	FASTRAK	50.00
Check	03/26/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #271739 / U14	56.38
Check	03/26/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #272988 / S61	14.28
Check	03/26/2024	NAPA AUTO PARTS	NAPA AUTO PARTS	INV #273338 / U4	84.56
Total 2501 · Gas, Oil & Grease Vehicles					26,861.92
<b>2528 · Central Dispatch</b>					

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/12/2024	MARIN COUNTY SHERIFF'S OFFICE	MARIN COUNTY SHERIFF'S OFFICE	INV #12458 / MARCH DISPATCH	48,155.66
Total 2528 · Central Dispatch					48,155.66
<b>2537 · Radio &amp; MDC Maintenance</b>					
Check	03/12/2024	NATIX	NATIX	INV #NATIX-28846 / PANORA...	1,181.91
Check	03/12/2024	NATIX	NATIX	INV #NATIX-28841 / ROUTER, ...	5,040.91
Check	03/14/2024	49ER COMMUNICATIONS	49ER COMMUNICATIONS	INV #75066	2,602.30
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	RADIOPARTS.COM / CABLES ...	68.38
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	WESTWARD SALES / RADIO ...	332.28
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	PINI / COM EQUIPMENT STO...	60.72
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	RADIOPARTS.COM / REFUND	-68.38
General Journal	03/31/2024			Sales and Use Tax 2024 Q1	28.00
Total 2537 · Radio & MDC Maintenance					9,246.12
<b>2713 · Legal Fees</b>					
Check	03/14/2024	RILEY F. HURD III	RILEY F. HURD III	INV #2380769 / LEGAL SERVI...	4,237.50
Check	03/19/2024	VAN DERMYDEN MAKUS LAW CORP	VAN DERMYDEN MAKUS LAW CORP	INV #29392	9,833.10
Check	03/19/2024	VAN DERMYDEN MAKUS LAW CORP	VAN DERMYDEN MAKUS LAW CORP	INV #29162	2,657.10
Check	03/21/2024	AALR&R PROF CORP.	AALR&R PROF CORP.	INV #708173 / LEGAL FEES	23,214.48
Total 2713 · Legal Fees					39,942.18
<b>2718 · Consulting Fees</b>					
Check	03/07/2024	TO THE POINT POLYGRAPH	TO THE POINT POLYGRAPH	INV #486 / VAN LEUVEN	1,900.00
Check	03/12/2024	DONALD D. DAMMEN, P.E., LLC	DONALD D. DAMMEN, P.E., LLC	INV #2024-02-12 / LENSRAF...	200.00
Check	03/12/2024	DONALD D. DAMMEN, P.E., LLC	DONALD D. DAMMEN, P.E., LLC	INV #2024-02-13 / 2021 HATCH...	200.00
Check	03/12/2024	DONALD D. DAMMEN, P.E., LLC	DONALD D. DAMMEN, P.E., LLC	INV #2024-02-14 / 31 HOLLYLE...	200.00
Check	03/12/2024	DONALD D. DAMMEN, P.E., LLC	DONALD D. DAMMEN, P.E., LLC	INV #2024-02-10-R1 / 1 VINEY...	200.00
Check	03/14/2024	JLD INVESTIGATIONS, INC.	JLD INVESTIGATIONS, INC.	INV #24-005 / BACKGROUND	1,335.00
Check	03/14/2024	JLD INVESTIGATIONS, INC.	JLD INVESTIGATIONS, INC.	INV #24-006 / BACKGROUND	1,335.00
Check	03/19/2024	DONALD D. DAMMEN, P.E., LLC	DONALD D. DAMMEN, P.E., LLC	INV #2024-02-15 / 30 BEATTE ...	200.00
Check	03/19/2024	DONALD D. DAMMEN, P.E., LLC	DONALD D. DAMMEN, P.E., LLC	INV #2024-02-12A / 120 VINTA...	200.00
Check	03/21/2024	GALLAGHER BENEFIT SERVICES, INC	GALLAGHER BENEFIT SERVICES, INC	INV #2024028542	9,295.00
Check	03/21/2024	GALLAGHER BENEFIT SERVICES, INC	GALLAGHER BENEFIT SERVICES, INC	INV #2024029529	9,295.00
Check	03/21/2024	TO THE POINT POLYGRAPH	TO THE POINT POLYGRAPH	INV #493 / MARINOFF, ETHIN...	800.00
Check	03/21/2024	JLD INVESTIGATIONS, INC.	JLD INVESTIGATIONS, INC.	INV #24-006 / BALANCE OWED	255.00
Check	03/21/2024	SKYHAWK PHOTOGRAPHY	SKYHAWK PHOTOGRAPHY	INV #3422	1,700.00
Total 2718 · Consulting Fees					27,115.00
<b>2731 · Water</b>					
Check	03/21/2024	NORTH MARIN WATER DIST.	NORTH MARIN WATER DIST.	ACCT #1833202	328.27
Check	03/21/2024	NORTH MARIN WATER DIST.	NORTH MARIN WATER DIST.	ACCT #1833302	90.56
Check	03/21/2024	NORTH MARIN WATER DIST.	NORTH MARIN WATER DIST.	ACCT #4297601	214.54
Total 2731 · Water					633.37
<b>2732 · Electricity</b>					
Check	03/12/2024	PG&E	PG&E	ACCT #8209325619-4 / S63	1,216.78

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/12/2024	PG&E	PG&E	ACCT #2333782453-8 / S62	3,159.20
Check	03/12/2024	PG&E	PG&E	ACCT #2844501557-2 / S61	3,223.69
Check	03/12/2024	PG&E	PG&E	ACCT #4566474349-4 / S64	1,458.29
Check	03/12/2024	PG&E	PG&E	ACCT #8783705711-3 / ADMIN	3,324.40
Check	03/12/2024	PG&E	PG&E	ACCT #8167658955-9 / S63	264.57
Check	03/12/2024	PG&E	PG&E	ACCT #2886168221-0 / S61	1,008.44
Check	03/12/2024	PG&E	PG&E	ACCT #8063478999-5 / ADMIN	432.80
Check	03/12/2024	PG&E	PG&E	ACCT #2375449117-5 / S62	818.04
Check	03/19/2024	PG&E	PG&E	ACCT #0554263785-4	3,286.16
Total 2732 · Electricity					18,192.37
<b>2736 · Garbage</b>					
Check	03/12/2024	RECOLOGY	RECOLOGY	ACCT #1810291104 / S65	380.99
Check	03/12/2024	RECOLOGY	RECOLOGY	ACCT #1810872028 / S64	380.99
Check	03/12/2024	RECOLOGY	RECOLOGY	ACCT #1812254100 / S61	662.98
Check	03/12/2024	RECOLOGY	RECOLOGY	ACCT #1812424737 / S63	380.99
Check	03/12/2024	RECOLOGY	RECOLOGY	ACCT #1812348993 / ADMIN	380.99
Check	03/12/2024	RECOLOGY	RECOLOGY	ACCT #1810135095 / S62	662.98
Total 2736 · Garbage					2,849.92
<b>2738 · Telephone System</b>					
Check	03/07/2024	VCOM SOLUTIONS, INC.	VCOM SOLUTIONS, INC.	INV #00081520240229	103.95
Check	03/07/2024	VCOM SOLUTIONS, INC.	VCOM SOLUTIONS, INC.	INV #11906220240226	18.85
Check	03/14/2024	VCOM SOLUTIONS, INC.	VCOM SOLUTIONS, INC.	INV #00081520240312	2,499.95
Check	03/19/2024	AT&T MOBILITY	AT&T MOBILITY	INV #287332054555X03102024	146.41
Check	03/19/2024	AT&T MOBILITY	AT&T MOBILITY	INV #287305249834X03102024	3,073.56
Check	03/19/2024	AT&T MOBILITY	AT&T MOBILITY	INV #991004252X03042024	73.98
Check	03/19/2024	AT&T	AT&T	ACCT #234 341-7360 039 0	120.48
Check	03/19/2024	AT&T	AT&T	ACCT #248 134-2690 563 2	8.86
Check	03/19/2024	VERIZON WIRELESS	VERIZON WIRELESS	INV #9957785328	633.28
Check	03/19/2024	VERIZON WIRELESS	VERIZON WIRELESS	INV #9958232961	805.22
Check	03/19/2024	VERIZON WIRELESS	VERIZON WIRELESS	INV #9957785327	2,208.85
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	AMERICAN MESSAGING	138.56
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	COMCAST	317.94
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	DISH	76.10
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	ROADPOST	200.22
Total 2738 · Telephone System					10,426.21
<b>4818 · Exercise Equipment</b>					
Check	03/05/2024	SPORTS WORKS	SPORTS WORKS	INV #1021 / GYM REMODEL	1,745.00
General Journal	03/31/2024			Sales and Use Tax 2024 Q1	1,655.00
Total 4818 · Exercise Equipment					3,400.00
<b>4820 · Ambulances</b>					
Check	03/19/2024	HAKENEN,AARON	HAKENEN,AARON	REIMBURSEMENT FOR AMBU...	3,923.43
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	UNITED / AMBULANCE REMO...	548.20

**Novato Fire Protection District**  
**Revenues and Expenditures Detail**  
 March 2024

Type	Date	Name	Source Name	Memo	Paid Amount
Check	03/21/2024	CARD SERVICE CENTER	CARD SERVICE CENTER	BARLEY'S BREWING / AMBUL...	20.43
Total 4820 · Ambulances					4,492.06
Total Expense					2,561,788.54
Net Ordinary Income					-1,977,882.12
<b>Net Income</b>					<b>-1,977,882.12</b>



**Novato Fire District**  
**Finance Division**  
**Vendor Summary**  
**March 2024**

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**TO:** Board of Directors  
**FROM:** Senior Accountant Kerrigan  
**DATE:** April 24, 2024  
**RE:** Vendor Summary – March 2024

Payments to all vendors during March 2024 totaled \$4,675,341.47.

**Novato Fire Protection District**  
**Vendor Summary**  
**March 2024**

	Mar 24	Jul '23 - Mar 24
49ER COMMUNICATIONS	2,602.30	125,923.12
4IMPRINT, INC	0.00	4,171.74
A and P MOVING, INC.	82.30	535.70
AALR&R PROF CORP.	23,214.48	86,396.84
AARP HEALTH CARE OPTIONS	0.00	116.15
ABLE TIRE & BRAKE INC	4,785.42	18,789.90
ACE ELECTRIC SERVICE	0.00	1,551.73
ADP	4,901.76	36,466.23
ADP PAYROLL IMPORT	17,905.56	158,538.58
AIR EXCHANGE, INC.	1,408.59	3,697.32
ALL STAR RENTS	0.00	593.87
ALLIANCE LAUNDRY SYSTEMS DISTRIBUTION LLC	0.00	18,087.53
ALLMAN, MATTHEW	13,937.00	135,506.30
ALLSTAR FIRE EQUIPMENT, INC.	0.00	87,825.33
ANTHEM BLUE CROSS	0.00	983.33
APACHE SIGNS	0.00	286.44
ARMOUR PETROLEUM	9,273.01	35,260.03
ARTHUR J. GALLAGHER & CO INS BROKER OF CA	2,223.00	219,588.19
ASCENSUS	0.00	2,250.00
ASTON CARTER INC	5,600.00	45,000.00
AT&T	129.34	2,240.11
AT&T MOBILITY	3,293.95	29,863.76
ATCO	898.60	9,103.70
ATHENS INSURANCE SERVICES, INC.	6,956.95	23,138.49
AUTHORIZE.NET	0.00	128.10
AUTO WORLD	0.00	119.62
AUTOWORLD	131.32	131.32
AVENZA MAPS	1,199.88	1,199.88
AVIVA DESIGN	0.00	1,336.00
BANK OF THE WEST	0.00	165,654.00
BARGIACCHI, ANTHONY employee	0.00	9,595.16
BARGIACCHI, ANTHONY D	14,969.74	130,904.92
BAUER COMPRESSORS, INC.	0.00	759.31
BAY ALARM	0.00	5,144.36
BAY AREA AIR QUALITY MGMT DIST	690.00	690.00
BAY CITIES MOLD INSPECTIONS SERVICES, INC	0.00	9,916.00
BEARINGS & HYDRAULICS	0.00	153.60
BERNARDINI JR, MARIO L	21,565.93	191,360.46
BEST WESTERN	4,169.10	4,169.10
BETTS TRUCK PARTS & SERVICE	0.00	1,443.32
BICKMORE	0.00	3,200.00
BIG BEAR FIRE EXTINGUISHER CO. INC	0.00	2,363.05
BLACK, ADAM employee	0.00	0.00
BLACK, ADAM R	42,055.79	185,461.76
BLANDON, MARVIN J	24,253.48	192,230.10
BLUE CROSS - ANTHEM	0.00	427.18
BLUE CROSS OF CALIFORNIA-	0.00	552.70
BLUE SHIELD OF CALIFORNIA	0.00	726.29
BLUE, FOREST H	20,843.40	150,368.25
BMO BANK NATIONAL ASSOCIATION	0.00	167,116.00
BOBBITT, ELISABETH_	0.00	610.09
BOUND TREE MEDICAL, LLC	0.00	40,618.47
BOWLDS, ARTHUR J	11,273.70	133,302.38
BREACHING TECHNOLOGIES INC	0.00	2,291.38
BRINEGAR, MAX M	154.00	1,050.50
BRODY, WILLIAM A	16,573.64	164,395.15
BROWNSTEIN CONSTRUCTION, INC	0.00	71,238.00
BUCK'S SAW SERVICE, INC	0.00	432.73
BUELL, GRACE S	0.00	28,709.34
BUILD WITH ROBOTS, INC	0.00	360.00
BUREAU VERITAS NORTH AMERICA, INC.	0.00	2,890.00
BURTON'S FIRE APPARATUS	0.00	551.09
BUTLER'S UNIFORMS	0.00	57.79
BWS DISTRIBUTORS	0.00	1,175.16
CA DEPT OF TAX AND FEE ADMINISTRATION	0.00	8.12
CAGWIN & DORWARD	3,502.00	40,460.07



**Novato Fire Protection District**  
**Vendor Summary**  
**March 2024**

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>
CAL FIRE	0.00	4,045.00
CALIF SPECIAL DISTRICT ASSOC	0.00	9,275.00
CALIF STATE FIREFIGHTERS' ASSN	0.00	595.00
CALIFORNIA MUNICIPAL STATISTICS, INC.	0.00	1,080.00
CALLAHAN,CONNOR	13,236.04	150,805.65
CALPELRA	0.00	380.00
CaIPERS	0.00	450,140.09
CAMPWAY'S TRUCK ACCESSORY WORLD	0.00	15,199.16
CANOPY HEALTH	0.00	1,980.47
CAPF	0.00	5,664.00
CAPITOL CLUTCH & BRAKE, INC	267.07	5,516.72
CARD SERVICE CENTER	25,316.56	199,382.05
CARLILE - MACY	3,342.50	3,342.50
CENTRAL MARIN FIRE	450.00	450.00
CHAMPAGNE, PAULA	0.00	6,169.70
CHAMPUS TRICARE refund	0.00	7.44
CHUCK WISE EVS	0.00	5,180.00
CINTAS	350.51	1,864.91
CITY OF NOVATO	0.00	1,091.50
CLARIS INTERNATIONAL, INC.	6,181.00	6,181.00
CLEMENTI, MARK A., PH.D.	0.00	4,644.00
CONCERN	0.00	19,877.00
CONNER, JUSTIN	16,404.06	113,169.59
COSTELLO, HEATHER	100.00	100.00
COTIVITI	0.00	-1,040.20
COVIDIEN SALES, LLC	0.00	12,748.75
CRANDALL ROOFING, INC	0.00	26,928.20
CRAYNE,JENNIFER	14,679.46	133,467.64
CREAMS DISMANTLING, INC.	450.00	1,200.00
CRITICAL CONTROL	0.00	39,925.70
CROSSFIT NOVATO	0.00	4,800.00
CROWN TROPHY	1,246.66	4,734.71
CSW/STUBER-STROEH, INC.	0.00	12,757.00
DAGUE,KYLE M	20,044.40	193,048.63
DAILY-DOHRMANN, ANGELA M	0.00	1,040.20
DAVIS SIGN CO.	0.00	1,070.28
DAVIS,WILLIAM L	600.00	3,800.00
DCS TESTING & EQUIPMENT, INC.	0.00	14,507.00
DELL MARKETING L.P.	0.00	261.37
DELL MARKETING L.P.*	3,710.22	4,798.47
DELUXE BUSINESS SYS	0.00	100.84
DEPARTMENT OF HEALTH CARE SERVICES	0.00	241,701.63
DEPARTMENT OF INDUSTRIAL RELATIONS	0.00	225.00
DHCS	0.00	1,252,707.53
DICOCHEA,JOHN S	17,351.64	168,533.64
DIEGO TRUCK REPAIR, INC	0.00	2,867.73
DISTRICT AUXILLARY SERVICES FOUNDATION	0.00	250.00
DOHERTY, JOSEPH	4,227.74	32,706.53
DONALD D. DAMMEN, P.E., LLC	1,200.00	14,000.00
EDWARDS & SONS EQUIPMENT SERVICE, INC.	0.00	636.17
EMPLOYMENT DEVELOPMENT DEPT	0.00	5,349.66
EMS LOGIK	0.00	33,639.02
ENVIRONMENTAL & LUBRICATION SOLUTIONS	0.00	1,327.72
ESO SOLUTIONS, INC.	0.00	14,535.80
Everbridge, Inc.	0.00	5,000.00
FARINARO,STEVEN F	0.00	209.00
FASTRAK INVOICE PROCESSING DEPT	7.00	28.00
FASTSIGNS	90.59	422.49
FDAC FIRE DISTRICTS ASSOCIATION OF CA	2,145.00	2,145.00
FELCIANO,GRETCHEN M	14,679.46	132,906.02
FERNO WASHINGTON, INC.	0.00	536.38
FIRE APPARATUS SOLUTIONS	0.00	306.19
FIRE FACILITIES	0.00	14,405.61
FITZPATRICK,DANIEL C	154.00	902.00
FLETCHER,DONALD M	14,849.84	132,369.61
FONSECA,JUSTIN A	12,951.12	82,285.20

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FORSTER & KROEGER LANDSCAPE MAINT. INC	0.00	7,540.00
FORSTER PUMP & WELL	360.00	360.00
FOWLER ELECTRIC SERVICES INC.	8,859.00	207,974.25
FRANCISCO,SHANE G.	200.00	2,200.00
FREEDMAN, SCOTT R. employee	0.00	0.00
FREEDMAN,SCOTT R	32,462.17	175,144.52
FRESHWORKS INC.	0.00	10,079.95
FRMS-FIRE RISK MANAGEMENT SERVICES	0.00	1,333,190.25
FRMS (FORMERLY FDAC EBA)	31,973.80	228,989.55
FTS FOREST TECHNOLOGY SYSTEMS LTD.	0.00	2,300.20
GALLAGHER BENEFIT SERVICES, INC	18,590.00	18,590.00
GALLI, JIM	0.00	2,045.85
GALLI, LAUREN	0.00	270.99
GALLI,LAUREN C	7,312.50	66,312.50
GARCIA COVA,JOSE A	154.00	968.00
GARY BARNER INVESTIGATIVE SERVICES	0.00	10,032.00
Gemini Legal Support, Inc.	0.00	502.56
GLATFELTER CLAIMS MANAGEMENT	0.00	5,000.00
GODOY,RICHARD S	16,476.49	153,061.62
GOINES, BRUCE F	800.00	6,000.00
GOODSPEED,CHRISTOPHER J	15,633.46	184,097.87
GOVERNMENT FINANCE OFFICERS ASSOC.	0.00	460.00
GOVERNMENTJOBS.COM	0.00	7,926.40
GRAIL LLC	0.00	51,271.00
GRAINGER	320.89	11,869.68
GRANICUS	3,060.00	6,120.00
GRAY, DANIEL	0.00	220.50
H AND S ASSOCIATES	0.00	1,662.50
HADFIELD,MICHAEL	400.00	4,000.00
HAKENEN,AARON	3,923.43	3,923.43
HAKENEN,AARON K	15,943.38	120,397.68
HAMILTON,RYAN J	21,608.34	167,921.91
HAYMAN REFRIGERATION & AIR CONDITIONING	0.00	2,225.81
HCD	0.00	680.00
HEALTH NET OF CA REFUNDS	0.00	113.54
HEALTH PLAN OF SAN JOAQUIN	0.00	946.92
Hear To You, LLC	0.00	5,100.00
HENRY SCHEIN, INC	0.00	10,392.88
HI-TECH E.V.S. INC.	6,841.75	23,773.45
HUMANA HEALTH CARE PLANS	0.00	1,557.76
IAFC MEMBERSHIP	260.00	260.00
IBS OF NORTH BAY	0.00	1,000.25
INLAND BUSINESS SERVICES	223.31	2,473.42
INTEGRITY CONSTRUCTION MAINTENANCE, INC.	0.00	84,460.21
INTEGRITY SHRED, LLC	0.00	278.50
INTERSTATE BATTERY	0.00	2,958.47
IRVINE & JACHENS, INC	0.00	3,275.34
JD SERVICES	1,800.00	1,800.00
JERNIGAN, LINDA	0.00	3,066.08
JLD INVESTIGATIONS, INC.	2,925.00	2,925.00
JOHNSON CONTROLS FIRE PROTECTION LP	2,698.94	5,672.48
JOHNSON,ERIK D	17,866.45	85,785.68
JONES GARAGE DOOR CO., INC.	1,213.00	7,516.75
JORGENSEN COMPANY	0.00	3,370.00
KAISER FOUNDATION HEALTH PLAN.	0.00	7,524.85
KAISER FOUNDATION HEALTHPLAN	3,520.14	4,930.84
KAISER PERMANENTE- OHSS	0.00	2,922.00
KAISER PERMANENTE refund	0.00	3,028.85
KAISER SENIOR ADVANTAGE	0.00	1,739.97
KARABETSOS,ELANEY	11,373.70	71,701.08
KATIE GROSSMAN BSN, RN	0.00	35,592.20
KEADY,TRISTAN G	12,881.40	121,530.15
KEENA, JEFF	1,025.00	2,985.00
KEENA, JEFF T	20,312.86	165,100.04
KENWOOD FENCE COMPANY, INC.	0.00	8,390.00
KERRIGAN, BROOKE	9,874.92	90,605.49

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KIRKBRIDE, JOE	0.00	600.34
KISER,KEEF W	11,373.70	104,613.06
KLEINSASSER,NATHANIEL R	15,338.30	139,709.84
KNOWBE4	0.00	8,499.15
KONIK MD, ZITA	0.00	900.00
KOPPERT,JAMES K	18,072.98	178,855.26
KOZAK, MICHEL	0.00	6,950.00
L. N. CURTIS & SONS	0.00	116,720.87
LANGUAGE LINE SERVICES, INC.	238.70	361.75
LARA, PETER	0.00	447.50
LARKIN, GEOFFREY employee	0.00	1,754.40
LARKIN,GEOFFREY P	18,042.74	175,862.00
LARROQUE, MARK	0.00	385.00
LARROQUE,MARK L	12,483.00	147,725.84
LARSON,KEVIN D	15,254.46	130,638.79
LEAR, KIRK	340.00	2,130.00
LEAR,KIRK M	16,291.38	150,699.29
LEETE GENERATORS	385.00	10,047.76
LEMELIN, JEFF employee	121.38	121.38
LEMELIN,JEFF M	16,703.16	151,741.70
LEONARDI AUTO ELEC., INC.	360.76	4,904.26
LESIK,KIMBERLY D	17,407.76	159,393.64
LEXIPOL LLC	0.00	9,053.92
LIFE ASSIST, INC.	0.00	47,730.47
LOPEZ,ANTHONY	-18,030.06	96,790.02
MACDOUGALL,JAMES	2,674.99	2,674.99
MADOLE, JOHN W	0.00	3,623.04
MARIANNE'S PAINTING	0.00	4,075.00
MARIN BUILDING MAINTENANCE, INC.	810.00	11,820.00
MARIN COUNTY FORD	40.29	3,917.37
MARIN COUNTY HAZARDOUS MATERIALS JPA	10,918.00	10,918.00
MARIN COUNTY SHERIFF'S OFFICE	48,155.66	577,544.09
MARIN COUNTY TAX COLLECTOR	0.00	40,553.18
MARIN EMERGENCY RADIO AUTHORITY	0.00	181,130.00
MARIN EMS AGENCY	1,475.00	2,255.00
MARIN H2O, INC.	1,741.68	13,043.24
MARIN INDEPENDENT JOURNAL	110.16	432.32
MARIN IT, INC	9,017.09	76,970.34
MARIN VINYL WRAPS	0.00	75.96
MARIN.ORG	0.00	11,967.57
MASHINTCHIAN, AZAR EE	0.00	814.43
MASHINTCHIAN,AZAR	15,129.37	126,154.52
MATHESON TRI-GAS INC	492.51	5,737.46
MATT AND JEFF'S CAR WASH	0.00	1,343.53
MAZE & ASSOCIATES	0.00	16,052.00
MCCARTHY,GERALD J	0.00	-39.48
MCGARGILL,ANDREW J	12,931.40	116,382.60
MCGUINNESS,MICHAEL J	22,794.18	197,042.69
MEAGHAN CARROLL	1,071.00	15,867.00
MEDLINE INDUSTRIES, LP	0.00	11,531.78
MedRisk Inc.	0.00	1,452.61
MEDWASTE MANAGEMENT LLC	0.00	1,786.85
MERITAGE MEDICAL NETWORK_	0.00	487.50
MESENBURG,ERICH W	17,094.90	206,951.76
MEYER, GREG	0.00	775.00
MEYER,GREGORY	12,233.70	129,358.49
MEZQUITA,DAVID	10,895.32	98,615.79
MISSION-CENTERED SOLUTIONS, INC	0.00	23,090.00
MISSIONSQUARE - 803200	17,402.78	158,401.94
MMANC	0.00	95.00
MUNICIPAL EMERGENCY SERVICES, INC.	0.00	56,945.38
MURPHY III,WILL	0.00	94,538.80
MURPHY, WILLIAM	14,912.40	30,755.94
MVP MEDIA NETWORK	0.00	349.00
MYER,JARED	12,189.02	119,627.58
MYSIDEWALK, INC.	0.00	14,390.00

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NAPA AUTO PARTS	850.68	7,225.57
NATIX	6,222.82	21,484.05
NELSON CONNECTS	0.00	49,644.83
NICHOLAS,KYLE	338.62	2,307.43
NORCAL FPO	0.00	230.00
NORDIAN MEDICARE JE PART B RFNDS (NO CA)	0.00	1,078.47
NORTH BAY PETROLEUM	14,617.25	139,487.68
NORTH BAY RESTAURANT SERVICES	0.00	2,029.00
NORTH MARIN WATER DIST.	633.37	20,967.11
NOVATO BUILDERS SUPPLY	2,206.55	4,695.70
NOVATO CHAMBER OF COMMERCE	0.00	3,810.00
NOVATO CHEVROLET, INC.	0.00	629.56
NOVATO FIRE FOUNDATION	0.00	10.00
NOVATO FIRE PROTECTION DIST.	2,949,922.59	20,874,646.08
NOVATO SANITARY DISTRICT	0.00	17,118.20
OLIVER WORLDCLASS LABS	0.00	6,693.54
OSGOOD, LYNNE	0.00	491.78
OSGOOD,LYNNE	16,426.52	151,080.07
OVERPAYMENT RECOVERY SERVICES	0.00	563.55
PACE,JASON A	10,127.83	112,223.83
PACHECO,NOLE D	18,542.44	199,173.30
PACIFIC COAST CONCEPTS	0.00	3,209.16
PACK, ETHAN	0.00	1,221.67
PACK,ETHAN K.	0.00	1,303.50
PANAKEIA	0.00	8,250.00
PANNELL,JEFFREY S	13,003.46	140,670.26
PARTNERSHIP HEALTHPLAN OF CALIFORNIA	27,319.40	29,566.20
PAYNE, FRED	0.00	350.00
PENNEY, KELLEY A.	6,203.26	55,829.34
PERMANENTE MEDICAL GROUP INC	3,179.00	3,179.00
PERRY, LUCAS employee	0.00	223.00
PERRY,LUCAS S	14,618.82	140,995.39
PERSONAL EXPOSURE REPORTING	0.00	650.00
PETERS, DAN employee	0.00	986.15
PETERS,DAN J	0.00	84,476.76
PETERS,DANIEL G	14,618.82	127,562.21
PETERS,DANIEL J	19,134.26	93,573.54
PETERSON MECHANICAL, INC.	1,575.00	2,920.00
PETERSON TRUCKS, INC.	0.00	1,225.29
PG&E	18,192.37	148,812.57
PHILLIPS,RODERICK J	154.00	1,111.00
PINI HARDWARE INC.	37.60	1,842.79
PINNACLE TRAINING SYSTEMS	0.00	14,803.30
POARCH,DANIEL J.	11,468.61	81,586.48
PONTIUS,ROSWELL B	15,587.62	138,136.76
POWELL, KEVIN	340.00	340.00
POWELL,KEVIN J	18,703.32	186,276.17
PRECISION CRANE SERVICE INC	0.00	3,320.00
PREFERRED ALLIANCE, INC	0.00	336.00
PROFESSIONAL SALES AND SERVICE, LC	0.00	1,905.43
PROTECTIVE LIFE INSURANCE COMPANY	616.30	4,227.97
PUBLIC EMPLOYEE BENEFIT PLAN	0.00	943.75
QUADIENT FINANCE USA, Inc	1,000.00	12,501.23
QUADIENT LEASING USA, INC.	0.00	1,472.10
QUENCH USA, Inc	0.00	1,940.72
R&M QUALITY WINDOWS AND DOORS	0.00	61,104.00
R.J. MARX, INC.	0.00	2,986.95
RAY'S CATERING	0.00	9,207.85
RECOLOGY	2,849.92	27,480.51
REP FITNESS	0.00	19,470.39
RESCUE TECHNOLOGY	0.00	294.50
RESOLVE INSURANCE SYSTEMS	730.48	8,561.80
REULAY INC	0.00	4,800.00
REYES VASQUEZ, MAGDALI UDIEL	0.00	1,040.20
RHOADES,ERIN N	18,013.94	147,106.25
RILEY F. HURD III	4,237.50	48,480.00

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ROE, LINDA	0.00	605.22
ROWLAND PLAZA OWNER'S ASSN	0.00	1,576.00
ROY'S SEWER SERVICE, INC.	0.00	850.00
RUSSO, DAN employee	2,915.53	2,915.53
SACRAMENTO METROPOLITAN FIRE DISTRICT	0.00	6,011.62
SAFETY-KLEEN SYSTEMS, INC.	235.00	1,123.41
SAHAGUN,BRYAN S	0.00	2,499.75
SALDANA,ANDREW P	11,164.98	163,626.26
SAN MARIN FLOWERS	0.00	1,030.76
SANTA ROSA JUNIOR COLLEGE/ACCOUNTING	0.00	2,188.65
SANTA ROSA UNIFORM	0.00	2,494.02
SHELLER, PAUL	0.00	604.70
SCHIAVO,DAVID A	18,191.78	170,786.70
SCOTT'S PPE RECON, INC.	0.00	27,478.60
SCOTT,NICOLE M	19,191.90	165,167.94
SEBASTOPOL BEAR.& HYD.CO.,INC	0.00	241.75
SEBASTOPOL CONST. DBA L.J. CONSTRUCTION	0.00	2,000.00
SEFAC USA, Inc.	0.00	4,977.35
SHELINE,BRIAN C	23,921.90	166,502.44
SHERLEY,COLTEN L.	154.00	2,271.50
SIGN DYNAMICS	0.00	444.43
SILVERMAN,LOUIS	600.00	5,000.00
SIMONS,HUNTER Q	13,046.26	103,834.83
SIMPSON SHEET METAL, INC	0.00	138,628.00
SKARICH, GAIL	0.00	3,078.59
SKARICH, WILLIAM	0.00	3,084.85
SKYHAWK PHOTOGRAPHY	1,700.00	1,700.00
SMITH,BARRETT A	16,426.52	175,882.58
SNAP-ON INDUSTRIAL-SACRAMENTO	0.00	14,389.77
SOLAR,DEVIN W	13,796.26	142,280.62
SOLUTION-SUITE	0.00	2,848.14
SONOMA DESIGN APPAREL	0.00	1,335.62
SONOMA MEDIA INVESTMENTS, LLC	412.00	1,648.00
SOUTHERN COUNTIES LUBRICANTS, LLC	2,331.18	2,331.18
SOUTHERN MARIN FIRE PROTECTION DISTRICT	0.00	24,123.44
SPORTS WORKS	1,745.00	3,077.50
STAPLES BUSINESS ADVANTAGE	3,259.06	23,175.86
STAPLETON, BRAD	0.00	300.00
STATE FIRE TRAINING	0.00	100.00
STATE STREET BANK & TRUST CO	0.00	2,712,943.22
STATION AUTOMATION, INC.	0.00	2,976.75
STRATOGUARD, LLC	509.76	4,572.72
STRYKER SALES CORP.	0.00	575.40
STRYKER SALES, LLC	0.00	1,429.89
SWANSON,TYLER J	13,588.31	135,357.06
TARGETSOLUTIONS LEARNING, LLC	0.00	7,440.00
TAUL, MICHAEL	0.00	1,093.04
TAUL,MIKE S	43,946.18	194,031.78
TECHSMITH	0.00	55.98
TEETER & SCHACHT	0.00	692.23
TELDESCHI, MARC employee	0.00	320.00
TELDESCHI,MARC R	25,201.43	169,678.57
TELEFLEX LLC	0.00	4,725.12
TEMPLE-THOMPSON,DAVID	418.00	4,917.00
TEVINI, EMIL	0.00	394.99
THOMSON REUTERS - WEST	0.00	250.96
TK ELEVATOR	0.00	4,691.94
TO THE POINT POLYGRAPH	2,700.00	4,300.00
TRITECH SOFTWARE SYSTEMS	1,071.00	11,631.00
TRIZETTO PROVIDER SOLUTIONS	233.85	1,174.62
TROTT, LISA	0.00	3,967.56
TUFF SHED, INC	0.00	4,453.94
TYLER, WILLIAM employee	0.00	33.00
TYLER,WILLIAM G	19,859.84	198,417.68
UKG KRONOS SYSTEMS LLC	36.87	24,088.84
UL LLC (UNDERWRITERS LABORATORIES)	0.00	2,290.00

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ULINE, INC	0.00	27,128.01
UNISOURCE DISCOVERY	0.00	703.52
UNITED HEALTH CARE	0.00	819.57
UNITED HEALTHCARE - RECOVERY SERVICES	0.00	1,248.82
UNITED HEALTHCARE INSURANCE COMPANY	103.07	103.07
UNITED PARCEL SERVICE	0.00	339.83
UPS	48.55	48.55
VALENTI, JOSEPH R	16,103.22	153,536.86
VALLEY POWER SYSTEMS, INC.	0.00	27,440.59
VALUCH,OWEN E	16,638.76	183,682.44
VAN DERMYDEN MAKUS LAW CORP	12,490.20	56,867.38
VAN MIDDE & SON CONCRETE	0.00	18,500.00
VANZEBO LASER, LLC	0.00	4,946.55
VCOM SOLUTIONS, INC.	2,622.75	25,068.08
VERIZON WIRELESS	3,647.35	33,944.72
WADE, DENISE employee	0.00	55.86
WADE,DENISE D	9,058.64	81,527.76
WAGER, SHANNON	285.38	285.38
WAGER,SHANNON M	8,600.90	77,408.10
WAGEWORKS, INC.	0.00	1,939.52
WALRAVEN, COLLEEN employee	0.00	719.03
WALRAVEN, GRACE employee	0.00	6,281.72
WALRAVEN,COLLEEN M	8,153.42	74,112.02
WALRAVEN,GRACE	6,203.26	37,219.56
WATTCO	961.10	1,825.37
WEHR,DONALD J	23,555.08	201,593.34
WEHR,RYAN J.	154.00	1,952.50
WEINZIERL,KATHERINE	603.00	3,206.00
WestAmerica Bank	86.17	805.80
WESTERN EXTERMINATOR COMPANY	0.00	875.00
WESTERN EXTRICATION SPECIALISTS, INC.	0.00	565.70
WHITE, STEVEN employee	0.00	108.21
WHITTET,JEFFREY J	24,866.91	196,896.07
WILKOSZ,GABRIEL R	13,440.95	129,704.95
WILLIAMS SCOTSMAN, INC.	0.00	88,177.47
WINZER CORPORATION	202.72	2,842.31
WOODWARD-SOLLESNES,KERRICK	13,763.66	119,873.15
ZAGARIS,NIKOLAUS S	12,831.40	133,488.24
ZANONI,JASON A	12,322.52	126,435.20
ZOLL DATA SYSTEMS INC	473.75	4,289.57
ZOLL MEDICAL CORPORATION	0.00	636,244.31
<b>TOTAL</b>	<b><u>4,675,341.47</u></b>	<b><u>44,505,160.14</u></b>

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

	9901 MWPA Core	9902 MWPA D-Space	9903 MWPA Local Mitigation	Total Measure C Special Revenue Fund
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
9940 · Other Refunds/Reimbursements	999,830.98	0.00	0.00	999,830.98
9950 · Measure C	-0.01	595,514.61	566,514.61	1,162,029.21
<b>Total Income</b>	<b>999,830.97</b>	<b>595,514.61</b>	<b>566,514.61</b>	<b>2,161,860.19</b>
<b>Gross Profit</b>	<b>999,830.97</b>	<b>595,514.61</b>	<b>566,514.61</b>	<b>2,161,860.19</b>
<b>Expense</b>				
1003 · Regular Staff Salaries	187,536.23	307,796.66	0.00	495,332.89
1020 · Overtime - Callback	477.80	263.24	0.00	741.04
1021 · Out of Class Pay	0.00	662.38	0.00	662.38
1025 · Vacation Pay	173.07	0.00	0.00	173.07
1404 · FICA Medicare	14,491.69	20,689.17	0.00	35,180.86
1502 · Life Insurance	-154.47	-336.54	0.00	-491.01
1510 · Dental Insurance	-350.18	2,534.31	0.00	2,184.13
1513 · Health Insurance	-1,968.56	52,135.61	0.00	50,167.05
1514 · Vision Plan	-22.29	210.67	0.00	188.38
1517 · Administrative Allowance	2,700.00	6,675.00	0.00	9,375.00
1706 · Deferred Compensation	11,526.91	10,140.14	0.00	21,667.05
2020 · Cal-OSHA Requirements	0.00	434.00	0.00	434.00
2027 · Tool Replacement	0.00	1,717.91	0.00	1,717.91
2029 · Advertising	70,790.61	0.00	0.00	70,790.61
2034 · Outside Assistance	0.00	0.00	0.00	0.00
2039 · Schools and Seminars	0.00	2,141.93	0.00	2,141.93
2041 · Food	0.00	30.16	0.00	30.16
2049 · Conferences & Meetings	5,613.98	0.00	0.00	5,613.98
2087 · Parts & Outside Labor	804.78	7,880.82	0.00	8,685.60
2121 · Vegetation Mgmt	882,453.07	216,857.27	648,028.76	1,747,339.10
2141 · Computer Supplies	149.90	0.00	0.00	149.90
2151 · Computer Software & Renewals	1,535.00	42.71	0.00	1,577.71
2268 · Special Fire Equipment & Suppl	4,124.30	1,640.06	0.00	5,764.36
2273 · Employee Service & Recognition	0.00	3.50	0.00	3.50
2397 · Facilities Projects	43.39	0.00	0.00	43.39
2399 · Station Supplies	0.00	423.00	0.00	423.00
2407 · Office Supplies	0.00	166.44	0.00	166.44
2501 · Gas, Oil & Grease Vehicles	0.00	143.00	0.00	143.00
2718 · Consulting Fees	0.00	0.00	0.00	0.00
2738 · Telephone System	782.37	1,423.89	40.24	2,246.50
4815 · Fire Suppression Equipment	0.00	80,281.00	0.00	80,281.00
4880 · Computer & Hardware Equipment	0.00	1,466.69	0.00	1,466.69
<b>Total Expense</b>	<b>1,180,707.60</b>	<b>715,423.02</b>	<b>648,069.00</b>	<b>2,544,199.62</b>
<b>Net Ordinary Income</b>	<b>-180,876.63</b>	<b>-119,908.41</b>	<b>-81,554.39</b>	<b>-382,339.43</b>
<b>Net Income</b>	<b>-180,876.63</b>	<b>-119,908.41</b>	<b>-81,554.39</b>	<b>-382,339.43</b>

## Fire Chief's Report: Contract Administration

Executed Contracts

5/1/2024 Board of Director's Meeting

CONTRACTOR NAME	DCM	Cost	Term	DESCRIPTION	CODE
<b>PROFESSIONAL SERVICES</b>					
Quench	Bernardini	\$135	4/11/24-4/10/25	Water dispenser installation for Classroom #2	N
Quench	Whittet	\$56/Qtr	4/10/24-4/9/26	Annual maintenance on water dispenser Classroom #2	N
MRC (Xerox)	Crayne	\$4,476	4/1/24-3/31/25	Service Agreement for Xerox printer at Admin	N
Brownstein Construction, Inc.	Whittet	\$14,994	4/8/24-4/19/24	Site prep construction for new Solo Washer at S62	N
Brownstein Construction, Inc.	Whittet	\$12,023	4/15/24-5/3/24	Site prep construction for new Solo Washer at S65	N
Stertil-Koni, USA, Inc. (MME)	Whittet	\$99,875	4/4/24-5/4/24	Complete set of 6 shop lifts.	N
Vector Solutions	Taul	\$8,800	7/1/24-6/30/25	Online training software. Increased user count to 110.	R
Marin Building Maintenance	Whittet	\$11,350	7/1/24-6/30/25	Janitorial services for Admin building	R
Marin Building Maintenance	Whittet	\$8,000	7/1/24-6/30/25	Carpet, tile & grout cleaning for all locations.	R
Granicus	Crayne	\$10,768	6/20/24-6/19/25	District website hosting and maintenance.	N
Bickmore Actuarial	Valenti	\$3,300	5/1/24-7/15/24	Worker's comp tail claims actuarial analysis.	N
Concern: EAP	Felciano	\$19,877	7/1/24-6/30/25	Employee Assistance Program	R
Willdan Energy Solutions	Whittet	Zero	4/22/24-6/30/24	PG&E incentive administrator for heat pump water heaters at S61 & S65.	N
Enovative Mechanical and Energy Services	Whittet	Zero	4/22/24-6/30/24	Construction prep for heat pump water heater installations at S61 & S65.	N
Marianne's Painting	Whittet	\$6,500	4/24/24-4/26/24	Stucco repair and painting at S65	N
Kenwood Fence Company	Whittet	\$6,155	5/6/24-5/10/24	Build fence around generator at S63.	N
Van Midde & Sons	Whittet	\$9,650	4/15/24-4/30/24	Extension of V-ditch & repair of concrete walkway at S62.	N
<b>GOODS</b>					
N/A					
<b>PIGGYBACK</b>					
N/A					
<b>RFP/ITB/RFQ</b>					
Landscape Management	Whittet	TBD	7/1/24 - 6/30/27	Landscape management services for all 6 sites.	N/A
<b>OTHER</b>					
N/A					

**Public Works/Non-Public Works Project Codes**

E=Emergency, **SRM**=Scheduled Purchase/Repair/Maintenance/Upgrade, **R**=Contract Renewal

**N**=New Contract/New RFP, **CO**=Change Order, **Amend**=Amendment



## **Information Section**

**To:** Board of Directors  
**From:** Bill Tyler, Fire Chief  
**Date:** April 24, 2024  
**Re:** Customer Service Satisfaction Survey Program

**Reviewed by:**   
 \_\_\_\_\_  
 Fire Chief Bill Tyler

Results for the Customer Service Satisfaction Survey forms sent out for the month of March 2024 are as follows:

Type of Call	Surveys Sent Out	Surveys Received		Strongly Agree		Agree		Disagree		Strongly Disagree	
	#	#	%	#	%	#	%	#	%	#	%
Medical	70	21	30%	20	95%	1	5%	0	0%	0	0%
Fire/CO2	9	1	11%	0	100%	1	0%	0	0%	0	0%
Public Service/ Other	20	5	25%	5	100%	0	0%	0	0%	0	0%
<b>Totals</b>	<b>99</b>	<b>27</b>	<b>27%</b>	<b>25</b>	<b>93%</b>	<b>2</b>	<b>7%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>

100% percent of the customer surveys received reflected positive ratings.

**Customer Survey — Additional Comments**

“Hello Novato Fire District, Care and Protect, hope all is well with you. Thanks for reaching out to us concerning two separate recent calls for medical emergency help at our home in Novato, their arrival, in time to save her life. Wife, in the progress of having a fatal heart attack on the living room floor. Their collective thoughts and subsequent action response was seamless, like well-oiled machine, is what saved her life. Training, poise, and commitment to perform excellent work undoubtedly is what saved her life that night. Thanks again you, bye for now. -Raymond Cage”

“Thank you! You ALL were fabulous.”

“The fire district did a wonderful job – they were competent, gentle, informative and extremely compassionate and efficient.”

“We tried to call 911 on cell phone and the call would not connect. Changed to house phone. FYI”

“Excellent. Staff is very professional, knowledgeable, and supportive. Far superior to private ambulance services. Thank you.”

“Due to my pain, the EMT allowed me to sit up vs laying down while being transported to the ER.”

“I ALWAYS appreciate the fire district personnel when they come to my house. Thank you.”

“Thank God for the highly competent firefighter/paramedics!”

“Thank you for saving my mom’s life. So grateful for the people at Novato FD for all the work they do!”

“God bless our firemen and police officer.”

“Your emergency staff took me to the hospital twice last month. They were outstanding and professional in every way! Thank you!” (This person also included a \$50 donation to the Foundation)

“Your help was all we could have hoped for”

“The fire department response was great. They were here in minutes and transported me quickly to the hospital. No complaints here. Thank you for all you do.”

“Thank you! We appreciate all you do!”

“We had incense set off a fire alarm. Crew seemed a bit frustrated they had to come and check the room for it. But good crew. But I get friendliness is not as important in their job.”

“We are so fortunate to have such a good fire department in Novato”

“Performance and professionalism of the Novato Fire District was beyond the call.”



May 2024



# Work Plan Impact Report

# Q3

Novato Fire District - Marin Wildfire Prevention Authority

**STOP WILDFIRE**

As a community, we can adapt our homes, landscapes, and city to make Novato safer from wildfires. We're in this together!

I am a homeowner  I am a business owner

Sign up for emergency alerts  
Download your neighborhood's evacuation plan

Novato Fire District - Marin  
Wildfire Prevention  
Authority

95 Rowland Way  
Novato, CA 94945  
<https://www.novatofire.org>

**1 PREPARE 2 PREVENT 3 PROMOTE**  
StopWildfire.net

**STOP WILDFIRE**

**Novato, are you ready?**

Novato Fire District has made significant progress in protecting Novato from wildfire. Working toward the goal of developing a fire adapted community; we have taken action aligned with the five goals of the MWPA:

- 1) Vegetation Management
- 2) Improvement of evacuations: detections and notifications
- 3) Participation in grant programs
- 4) Increase in public outreach and education
- 5) Develop Programs to support defensible space around homes and home hardening

In Q3, Fiscal Year 2023-2024, Novato Fire District continued local efforts to achieve the established goals of the Marin Wildfire Prevention Authority; 1,789 roadside assessments were completed and 323 Novato homeowners and businesses have joined in and requested full wildfire mitigation assessments of their homes and properties. We have completed 4 major projects and currently have 4 active priority projects totaling over 1.7 million dollars that have begun or will begin in Q3 of 23/24. The remaining 6 projects continued to be maintained throughout the remaining fiscal year. NFD will continue efforts to increase public awareness, education, and signups for property assessments.

# Q3 Impact Highlights



**323**

Total Home Assessments Completed  
(YTD: 1947)



**1789**

Total Roadside Assessments Completed  
(YTD: 3824)



**99%**

Percentage of Residents Satisfied with the Program  
(Agreed or Strongly Agreed on Survey)



## Vegetation Management Grants

**72**

Grants Awarded In Q3:

**\$56,401**

Spent by Residents in Q3:

**\$201,600**



## Home Hardening Grants

**62**

Grants Awarded in Q3:

**\$111,602**

Spent by Residents in Q3:

**\$606,162**

# Prevention Impact



## Firewise Communities

Total Number of Firewise Communities YTD : 14



323

Total Home Assessments Completed



## Emergency Communications & Notifications

Number of Alerts or Notifications Sent in Q3 2024: 15



1,789

Total Roadside Assessments Completed

Promoted signups for emergency information and alerts for **AlertMarin**, **Nixle**, **Zonehaven** along with evacuation routes via direct mail, Novato Fire District's main website, and the campaign site [StopWildfire.net](https://www.stopwildfire.net).



“The Novato Fire District specialist was very thorough and explained what needed to be done to improve the defensible space around our home.”

James B.

# YTD 23-24 Impact Report

## Clearing & Debris Reduction



Chipper Days Completed

15



Number of Pick-ups

352



Cubic Yards of Vegetation Chipped

1,428



Hazardous Trees Removed

114



Miles of Evacuation Clearing

3.6



## Vegetation Management

Number of Grants Awarded 23/24 YTD	279
------------------------------------	-----

Total Grants Dollars Awarded FY 23/24 YTD	\$240,102
---	-----------

Total Dollars Spent by Homeowner's 23/24 YTD	\$802,226
--	-----------



## Home Hardening

Number of Grants Awarded FY 23/24 YTD	207
---------------------------------------	-----

Total Grant Dollars Awarded FY 23/24 YTD	\$388,999
--	-----------

Total Dollars Spent by Homeowner's FY 23/24 YTD	\$1,659,798
---	-------------

# Vegetation Management Projects

PROJECT	DESCRIPTION	Spent in Q3	Spent YTD
Northeast Novato Evacuation Routes	Maintain primary, secondary, and tertiary evacuation routes in hilltop neighborhoods with limited ingress and egress. Includes Green Point area.	\$0	\$29,153
Greater Novato Evacuation Routes	Maintain primary and secondary evacuation routes in key neighborhoods	\$0	\$167,043
Bahia Fuel Break Maintenance	Shaded fuel break and annual grass mowing in open space behind homes.	\$0	\$0
Ignacio Valley FB Maintenance	Shaded fuel break and annual grass mowing in open space behind homes.	\$0	\$36,300
Marin Highlands FB Maintenance	Shaded fuel break and annual grass mowing in open space behind homes.	\$0	\$10,400
Marin Valley Goat Grazing	Shaded fuel break and annual grass mowing in open space behind homes.	\$0	\$27,675
Novato Open Space and HOA Lands	Shaded fuel break in Novato open spaces and HOA-owned open spaces in Hamilton, near Arroyo Avichi Park, and multiple HOA communities.	\$0	\$60,313
Novato Fire Smart Demonstration Garden (Admin Building)	Renovation of front garden at the administration building to model best practices for a fire smart landscape.	\$93,622	\$112,671
Novato LRAD	Install long range acoustic devices at strategic sites to address alerting notification obstacles and enhance the safety and evacuation of residents and visitors.	\$0	\$0
Novato Fire Road Maintenance	Roadside vegetation management along critical fire roads.	\$0	\$1,432
Greater Novato Shaded Fuel Break	60-mile shaded fuel break around entire community of Novato that will reduce fire intensity, provide additional defensible space for firefighters, and limit the spread of introduced hazardous plants	\$300,437	\$1,210,621
Valley Memorial Park Eucalyptus Removal	Removal of 1.4 acres of large eucalyptus and restoration of native creekside woodland.	\$3,487	\$8,352
<b>TOTAL</b>		<b>\$397,546</b>	<b>\$1,663,960</b>

Acres treated  
Q3

**13**

Acres treated  
YTD

**206**

Miles treated  
Q3

**0**

Miles treated  
YTD

**3.5**



# Promotion Impact

## Social Media



### IMPRESSIONS

**617,810**

# of Ads seen by  
Novato Users

### REACH

**8,442**

Total users reached  
through  
stopwildfire.net

### Clicks

**1,957**

Clicks from Social  
Media Ads

### COST PER LINK CLICK

**\$4.71**

## Public Awareness & Education



**2**

Education Events &  
Presentations



**99%**

Percentage of Residents  
Satisfied with the Program  
(Agreed or Strongly Agree on Survey)

## Campaign Site



**98%**

Engagement Rate



**53**

Total Assessment  
Requests Online

“

*We are very impressed with this program  
and think it should be done all over  
California. Great job!*

”

Janet Z.

From: [Novato Fire Protection District](#)  
To: [Jennifer Crayne](#)  
Subject: \*NEW SUBMISSION\* Contact Novato Fire  
Date: Friday, April 19, 2024 3:03:09 PM

---

### Contact Novato Fire

**Submission #:** 3149572  
**IP Address:** [73.222.126.155](#)  
**Submission Date:** 04/19/2024 3:02  
**Survey Time:** 5 minutes, 14 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

### Read-Only Content

#### Today's Date

04/19/2024 12:00 AM

#### Name

Ann Marie Koniaris

#### Email Address

msmoose78@aol.com

#### Phone

(415) 897-2352

#### How can we help you?

I just wanted to thank you for the recent Wildfire Mitigation Assessment which I received from Kyle Nicholes. He did a wonderful job, gave me some very helpful suggestions and I have been telling family and friends about his visit ever since. Thank you for all you do.

Thank you,

**Novato Fire Protection District**

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