



Novato Fire District Board of Directors

Special Finance Committee Meeting Agenda
May 23, 2024, at 9:00 am

Location: Administration Building and Via Zoom
95 Rowland Way, Novato, CA 94945
Website: www.novatofire.org

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

The Finance Committee meeting agenda and all supporting documents are available for public review at 95 Rowland Way, Novato, CA, 24 hours in advance of a special board meeting. A fee will be charged for additional copies of board meeting documents. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Services Manager as soon as possible, but at least 48 hours prior to the meeting.

ROLL CALL

Director William Davis, Director Bruce Goines

OPEN TIME FOR PUBLIC EXPRESSION

(Please observe a three-minute time limit.)

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

AGENDA ADJUSTMENTS

CONSENT CALENDAR ITEMS

1. Special Finance Committee Meeting Minutes 4/30/24

Zoom Conference Information
Join at Zoom.com

Meeting ID: 232 811 1856
Password: 959595

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

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

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

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



Novato Fire District Board of Directors

Special Finance Committee Meeting Agenda

May 23, 2024, at 9:00 am

Location: Administration Building and Via Zoom

95 Rowland Way, Novato, CA 94945

Website: www.novatofire.org

2. Review of Fire Chief's credit card expenses: February 2024 - April 2024
3. Review of Deputy Fire Chief's credit card expenses: February 2024 - April 2024

NEW BUSINESS

1. Review of Draft Preliminary Budget for FY 2024-2025

The Finance Committee will review the Draft Preliminary Annual Budget for fiscal year 2024-2025 and make a recommendation to the full Board of Directors.

MWPA REPORTS

1. MWPA Revenue and Expenditure Report

INFORMATIONAL ITEMS

1. The next Finance Committee meeting is July 16, 2024 at 9:00 am

TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS

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

ADJOURNMENT

Consent Calendar Items Section



Novato Fire District Board of Directors
Special Finance Committee Meeting Minutes
April 30, 2024

1 The meeting was called to order by Director Davis at 1:00 pm.

2

3 **ROLL CALL**

4 Directors Bill Davis and Bruce Goines.

5

6 **STAFF MEMBERS PRESENT**

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

9

10 **OTHERS PRESENT**

11 Thomas Gairing

12

13 **OPEN TIME FOR PUBLIC EXPRESSION**

14 No public comments were made.

15

16 **AGENDA ADJUSTMENTS**

17 None.

18

19 **CONSENT CALENDAR**

20 1. Finance Committee Meeting Minutes 2/20/24

21

22 No public comment.

23 M/s Goines/Davis to accept the consent calendar

24 Motion carried: 2-0-0

25

26 **NEW BUSINESS**

27 1. Review of Draft Preliminary Budget for FY 2024-2025

28 The Finance Committee will review the Draft Preliminary Annual Budget 2024-2025, and make
29 a recommendation to the full Board of Directors.

30 Chief Tyler thanked FD Valenti and the staff for carefully reviewing their budget items,
31 reviewing terms of contracts, and determining areas where money could be saved, especially in
32 the IT Division. Chief Tyler commented that we are on track with the timeline for the budget,
33 however, we are still waiting for the final numbers from MCERA (contribution rates), FRMS
34 (work comp premiums), and health insurance premiums. He anticipates there will need to be a
35 Special Finance Committee in May.

36 FD Valenti reviewed the FY 24/25 preliminary annual budget.

37 **Summary**

- 38 • Total Revenues \$40,568,766
- 39 • Total Expenditures \$43,961,493
- 40 • Decreases to Fund Balance \$6,550,250

41 **Revenue:**

- 42 • Total Property Taxes \$34,867,749 = 2.2% increase from FY 23/24

Page 1

Draft Minutes 4/30/24 Finance Committee Meeting



Novato Fire District Board of Directors
Special Finance Committee Meeting Minutes
April 30, 2024

- 43 • Charges for Services \$3,257,660
- 44 • Revenue from Use of Money \$156,920
- 45 • Total Revenues \$40,568,766

46 **Expenditures:**

- 47 • Operating Budget Expenditures \$36,785,243
- 48 • Inter-Governmental Transfers \$1,200,000
- 49 • Capital Budget Expenditures \$5,976,250
- 50 • Total Expenditures = \$43,961,493

51 **Budget Comparison:**

52 FD Valenti provided a budget comparison between the FY 23/24 adopted budget and the
53 proposed FY 24/25 budget. He noted the following:

- 54 • Program Expenditures which include EMS, Prevention, Operations, Organizational
55 Resources and Support, and Training increased by 4.64% or \$1,631,816 compared to the
56 adopted FY 23/24 budget.
- 57 • Personnel increased by 6.62% or \$1,832,844 compared to the adopted FY 23/24 budget.
- 58 • Services and Supplies decreased by -0.47% or -\$33,824 compared to the adopted FY
59 23/24 budget.
- 60 • Debt Service decreased by -50.25% or \$167,204 to the adopted FY 23/24 budget.
- 61 • Personnel (Allocated Positions) increased by 2 for a total of 86
- 62 • Revenue increased by 1.59% or \$634,750 compared to the adopted FY 23/24 budget.

63 Chief Tyler discussed planning for additional staffing. In addition to the Director of
64 Organizational Resources and the Training Captain, currently funded out of reserves, the
65 proposed budget includes 2 part-time IT assistants and 1 part-time inspector.

66
67 Director Goines asked if FD Valenti could prepare a document that identifies key vulnerabilities
68 or indicators that may directly affect the economy, expenditures, revenues, and property taxes.
69 FD Valenti responded that it is a work in progress and he has started to build the key indicators
70 and variables.

71
72 Director Goines asked how much money is set aside in reserves. FD Valenti reported that there is
73 enough money in reserves to cover one year of expenditures.

74
75 Chief Tyler explained that the preliminary budget will be brought back to the Finance Committee
76 before the end of June for a more intensive review with final numbers included. If there are any
77 questions or if committee members want to see a different analysis of the preliminary budget,
78 please contact Chief Tyler or FD Valenti.

79
80 There was no public comment.

81
82 **INFORMATIONAL ITEMS**

- 83 • The next Finance Committee meeting will be held on July 16, 2024.

84



Novato Fire District Board of Directors
Special Finance Committee Meeting Minutes
April 30, 2024

85 **TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS**
86 Committee members may discuss or request future agenda items for Committee consideration.

87
88 **ADJOURNMENT**
89 There being no further business to conduct, Director Davis adjourned the meeting at 1:52 pm

90
91 Respectfully Submitted,

92
93 

94
95 Jennifer Crayne
96 Clerk of the Board



WILLIAM TYLER
Account Number: XXXX XXXX XXXX 0387

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
01/19	01/21	2469216D33402YJQ6	APPLE.COM/BILL 866-712-7753 CA	\$19.99
02/09	02/09	000000000000COMPC	TOTAL PURCHASES \$19.99	
			TOTAL \$19.99	

9308-2131 recurring BT

INTEREST CHARGE CALCULATION

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

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

(v) - variable

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

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

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



WILLIAM TYLER
Account Number: XXXX XXXX XXXX 0387

Billing Questions:
800-367-7576

Website:
www.cardaccount.net

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

TIB, N.A. Credit Card Account Statement
February 9, 2024

SUMMARY OF ACCOUNT ACTIVITY

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

PAYMENT INFORMATION

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

Account Number XXXX XXXX XXXX 0387
 Credit Limit \$50,000.00
 Available Credit \$50,000.00
 Statement Closing Date February 9, 2024
 Days in Billing Cycle 0

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

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

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

Please see reverse side of page 1 for important information.

5762 0001 BHH 001 7 6 240209 0 PAGE 1 of 2 15 5025 3643 V85 01A85762 4577

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



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

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

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

Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TEXAS 75356-9100

WILLIAM TYLER 4577
NOVATO FIRE PROT DIST
95 ROWLAND WAY
NOVATO CA 94945-5001





WILLIAM TYLER
Account Number: XXXX XXXX XXXX 0387

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
02/20	02/20	2469216E335FSKY4E	APPLE.COM/BILL 866-712-7753 CA	\$19.99
03/06	03/08	2469216EK2ZEG4APD	TST* LA TOSCANA NEW San Rafael CA	\$172.21
03/11	03/11	000000000000COMPC	TOTAL PURCHASES	\$192.20
			TOTAL	\$192.20

recurring charge 2157-9808
Bills Paid

INTEREST CHARGE CALCULATION

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

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

(v) - variable

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

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



WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

Billing Questions: 800-367-7576

Website: www.cardaccount.net

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

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

SUMMARY OF ACCOUNT ACTIVITY

Table with 2 columns: Description and Amount. Rows include Previous Balance, Payments, Other Credits, Purchases, Cash Advances, Fees Charged, Interest Charged, and New Balance.

PAYMENT INFORMATION

Table with 2 columns: Description and Amount. Rows include New Balance, Minimum Payment Due, and Payment Due Date.

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

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

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

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

Please see reverse side of page 1 for important information.

5762 0001 BHH 001 7 6 240311 0 PAGE 1 of 2 15 5025 3643 V85 01AB5762 5039

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



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

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

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

Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TEXAS 75356-9100

WILLIAM TYLER 5039
NOVATO FIRE PROT DIST
95 ROWLAND WAY
NOVATO CA 94945-5001





WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 04/19	04/21	2443034FZBMA5FLGG	NOVATO CAR WASH NOVATO CA <i>U28-9308-2087</i>	\$18.00 ✓ BT
2 04/19	04/21	2469216FY31RQHL25	APPLE.COM/BILL 866-712-7753 CA <i>recurring</i>	-\$19.99 ✓ BT
3 04/23	04/25	2475542G34ZQNJZLH	MONTEREY BAY EMBASSY S SEASIDE CA <i>9308-2049(B)</i>	\$10.90 ✓ BT
4 04/26	04/28	2431605G6FYVS38V9	SHELL OIL10008352014 SEASIDE CA <i>9308-2049(B)</i>	\$104.52 ✓ BT
5 04/26	04/28	2475542G685VY7ZNA	MONTEREY TIDES 831-3943321 CA <i>9308-2049(B) LT?</i>	\$914.76 ✓ BT
6 04/26	04/28	2475542G685VY7ZWF	MONTEREY TIDES MONTEREY CA <i>9308-2049(B)</i>	\$1,682.27 ✓ BT
7 04/26	04/28	2475542G685VY7ZY0	MONTEREY TIDES 831-3943321 CA <i>9308-2049(B)</i>	\$846.48 ✓ BT
8 04/26	04/30	2475542G93GWB97TL	MONTEREY TIDES F AND B MONTEREY CA <i>9308-2049(B)</i>	\$100.51 ✓ BT
05/10	05/10	000000000000COMPC	TOTAL PURCHASES \$3,697.43	
			TOTAL \$3,697.43	

INTEREST CHARGE CALCULATION

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

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

(v) - variable

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



WILLIAM TYLER

Account Number: XXXX XXXX XXXX 0387

Billing Questions: 800-367-7576

Website: www.cardaccount.net

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

TIB, N.A. Credit Card Account Statement
May 10, 2024

SUMMARY OF ACCOUNT ACTIVITY

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

Account Number XXXX XXXX XXXX 0387
 Credit Limit \$50,000.00
 Available Credit \$50,000.00
 Statement Closing Date May 10, 2024
 Days in Billing Cycle 0

PAYMENT INFORMATION

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

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

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5762 0001 8HH 001 7 6 240510 0

PAGE 1 of 2

1 5 5025 3643 V85 01A85762

6826

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



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

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

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

Make Check Payable to:

CARD SERVICE CENTER
 PO BOX 569100
 DALLAS TEXAS 75356-9100

WILLIAM TYLER 6826
 NOVATO FIRE PROT DIST
 95 ROWLAND WAY
 NOVATO CA 94945-5001





JOHN DICOCHEA

Account Number: XXXX XXXX XXXX 0980

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 02/23	02/23	2469216E62Y86PHB6	WPY*FireNuggets Inc 855-999-3729 CA	\$100.00 ✓
2 02/27	02/28	2401134EA001FKTJ3	NORCALFPO-F4E15T1 FIREPREVENTIOCA	\$230.15 ✓
3 02/27	02/28	2469216EA31KSYJ0V	AMZN Mktp US*RW6NZ7V31 Amzn.com/billWA	\$32.53 ✓
4 02/29	03/01	2469216EQ334B22ZF	PANERA BREAD #202214 415-897-1056 CA	\$21.84 ✓
5 02/29	03/01	2469216EQ334B22Z7	PANERA BREAD #202214 415-897-1056 CA	\$195.46 ✓
03/11	03/11	000000000000COMPC	TOTAL PURCHASES \$579.98	
			TOTAL \$579.98	

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

(v) - variable

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JOHN DICOCHEA

Account Number: XXXX XXXX XXXX 0980

Billing Questions: 800-367-7576

Website: www.cardaccount.net

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

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

SUMMARY OF ACCOUNT ACTIVITY

Table with 2 columns: Description and Amount. Rows include Previous Balance, Payments, Other Credits, Purchases, Cash Advances, Fees Charged, Interest Charged, and New Balance.

PAYMENT INFORMATION

Table with 2 columns: Description and Amount. Rows include New Balance, Minimum Payment Due, and Payment Due Date.

Account Number XXXX XXXX XXXX 0980
Credit Limit \$10,000.00
Available Credit \$10,000.00
Statement Closing Date March 11, 2024
Days in Billing Cycle 0

MESSAGES

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5762 0001 BHH 001 7 6 240311 0 PAGE 1 of 2 15 5025 3643 VB5 D1A85762 5026

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



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

Please use enclosed envelope to remit payment.

Amount Enclosed: \$

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

Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TEXAS 75356-9100

JOHN DICOCHEA 5026
NOVATO FIRE PROT DIST
95 ROWLAND WAY
NOVATO CA 94945-5001





JOHN DICOCHEA

Account Number: XXXX XXXX XXXX 0980

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
1 04/17	04/18	2401134FW002078NH	SQUARESPACE 124136465 HTTPSSQUARESPNY	\$324.00 ○
2 04/17	04/19	2469216FX30V9H7DF	UNITED 0162381503424UNITED.COM TX	\$276.47 ○
		07/15/24	DICOCHEA/JOHNRENESAL	
		1 UA K	SAN FRANCISCO DENVER	
		2 UA K	DENVER SAN FRANCISCO	
3 04/23	04/25	2443106G32LSKALRM	PAPA CHEVOS TACO SHOP SEASIDE CA	\$15.01 ✓
4 04/24	04/25	2419304G4000BB5PT	SANDBAR & GRILL MONTEREY CA	\$252.21 ✓
5 04/25	04/26	2419304G5000QVZR5	SANDBAR & GRILL MONTEREY CA	\$362.92 ✓
6 04/26	04/28	2403454G503B610W7	76 - SEI 38002 WATSONVILLE CA	\$125.29 ✓
7 04/26	04/28	2475542G685VY7ZWP	MONTEREY TIDES 831-3943321 CA	\$1,012.77 ✓
	05/10	000000000000COMPC	TOTAL PURCHASES \$2,368.67	
			TOTAL \$2,368.67	

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(v) - variable

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New Business Section



Novato Fire District Preliminary Budget

Fiscal Year 2024-2025

Tips for Reading the Novato Fire District Annual Budget

The District operates on a fiscal year from July 1 through June 30. Each year, the Board must adopt a preliminary budget before June 30 to allow the District to spend funds effective July 1 the following fiscal year. A final budget is adopted by the Board by August or September.

The budget consists of the following components:

Revenues

- Property taxes
- Charges for Services
- Other

Operating Budget

- Salaries and Benefits
- Services and Supplies
- Debt Service

Capital Budget

- Apparatus
- Equipment
- Facilities

Fund Balances

- Assigned Fund Balances – funds already earmarked for specific purposes
- Unassigned Fund Balance – all other remaining funds

The District is comprised of five distinct cost centers or departments. Descriptions of the functions of each department can be found in the budget document preceding each departmental budget. Each department has their own standalone operating budget.

- Emergency Medical Services
- Fire Prevention
- Operations
- Organizational Resources & Support
- Training

The budget document begins with details in a summary style view.

A more detailed and granular budget is found in each of the departmental budgets.

2024/25 ANNUAL BUDGET SUMMARY

Revenues (Page 1)	\$ 40,768,766
Operating Budget Expenditures (Pages 2 - 7)	\$ 36,808,952
Inter Governmental Transfers	1,200,000
Capital Budget Expenditures (Page 8)	<u>5,976,250</u>
Total Expenditures	<u>43,985,202</u>
Decreases to Assigned Fund Balances (Page 9)	
Building Facilities	2,080,000
Apparatus Replacement	3,500,000
EMS Equipment	146,000
Management Info Sys Reserve	224,250
Training Captain Reserve	250,000
Director of Org Resources Reserve	<u>350,000</u>
Total Decreases to Assigned Fund Balances	6,550,250
(Increase) to Unassigned Fund Balance	<u>(3,333,814)</u>
Total Revenues and Changes to Assigned and Unassigned Fund Balances	<u>\$ 43,985,202</u>

Special Tax 11.29 cents per square foot residential and 16.93 cents per square foot commercial

2024/25 ANNUAL BUDGET SUMMARY

	Adopted Budget 2023/24	Proposed Budget 2024/25	Percentage Change
<u>Program Expenditures</u>			
Emergency Medical Services	\$ 8,886,112	\$ 9,492,204	
Fire Prevention	1,576,368	1,663,044	
Operations	12,643,877	12,519,163	
Organizational Resources & Support	11,008,506	11,936,349	
Training	1,038,564	1,198,192	
Total Program Expenditures	<u>\$ 35,153,427</u>	<u>\$ 36,808,952</u>	4.71%
<u>Summary by Category</u>			
Personnel	\$ 27,690,601	\$ 29,464,614	6.41%
Services and Supplies	7,130,064	7,178,780	0.68%
Debt Service	332,762	165,558	-50.25%
Total Summary by Category	<u>\$ 35,153,427</u>	<u>\$ 36,808,952</u>	4.71%
<u>Personnel (Allocated Positions)</u>			
Full Time	82	86	
<u>Revenues</u>			
General Funds	<u>\$ 39,934,016</u>	<u>\$ 40,768,766</u>	2.09%
<u>Capital Outlay</u>			
Emergency Medical Services	\$ -	\$ 146,000	
Fire Prevention	-	-	
Operations	-	-	
Organizational Resources & Support	4,188,700	5,830,250	
Training	-	-	
Total Capital Outlay	<u>\$ 4,188,700</u>	<u>\$ 5,976,250</u>	42.68%

2024 / 25 ANNUAL BUDGET REVENUE

Description	Account Code	2015 / 16 Revenue	2016 / 17 Revenue	2017 / 18 Revenue	2018 / 19 Revenue	2019 / 20 Revenue	2020 / 21 Revenue	2021 / 22 Revenue	2022 / 23 Revenue	2023 / 24 Estimated Revenue	2024 / 25 Budgeted Revenue	% of Change Incr (Decr) Last Year
Property Taxes												
Current Secured	9001	\$ 15,389,493	\$ 16,196,130	\$ 17,040,725	\$ 18,174,611	\$ 18,529,707	\$ 19,407,579	\$ 20,496,486	\$ 21,453,757	\$ 22,389,744	\$ 22,854,330	2.0%
Current Unsecured	9002	306,487	315,561	319,805	331,347	352,069	364,552	366,415	381,966	442,767	442,767	
Prior Secured Delinquent	9003	-	-	-	-	-	-	-	-	-	-	
Prior Secured Redemptions	9004	-	-	-	-	-	-	-	-	-	-	
Prior Unsecured	9006	11,331	12,440	17,750	12,932	13,868	10,910	21,385	21,187	21,187	21,187	
Special Assessment	9007	5,104,626	5,234,421	5,398,412	5,579,586	5,806,224	6,025,364	6,296,489	6,524,530	6,901,242	7,154,518	3.7%
Special Assessment Delinquent	9008	-	-	-	-	-	-	-	-	-	-	
Supplemental Assessment Current	9041	467,117	417,350	434,629	434,258	434,388	419,387	724,072	811,449	745,192	745,192	
Supplemental Assessment Unsec	9042	5,328	5,525	6,234	3,755	16,970	8,052	15,869	26,609	26,609	26,609	
Supplemental Assessment Redemp.	9043	7,480	17,117	7,198	12,765	15,705	13,859	11,498	19,961	16,230	16,230	
Novato Hamilton RDA	9045	496,087	586,997	614,901	621,347	718,007	1,004,575	827,091	1,489,928	874,662	892,155	
Education Revenue Augm Fund - Redistribution	9046	1,296,419	1,586,286	1,610,724	1,673,825	1,882,786	1,912,610	2,330,034	2,057,007	2,491,242	2,491,242	
Novato Downtown Redevelopment	9047	629,888	637,662	214,591	180,496	262,083	167,629	184,027	212,290	219,136	223,519	
Property Tax Reduction Shift to State	9001	-	-	-	-	-	-	-	-	-	-	
Total Property Taxes		23,714,256	25,009,489	25,664,969	27,024,922	28,031,808	29,334,517	31,273,366	32,998,684	34,128,011	34,867,749	2.2%
Charges for Services												
CPR Fees	9576	2,430	2,265	1,290	-	-	-	-	-	-	-	
GEMT Service Fees	9920	-	-	-	-	-	-	-	-	-	-	
GEMT Revenue	9925	65,228	52,564	184,334	54,236	(7,437)	60,322	(79,714)	253,637	-	-	
Outside Agency Ambulance Billing Service	9931	242,652	290,662	344,424	40,529	-	-	-	-	-	-	
Novato Ambulance Service Fees	9932	2,093,469	2,556,424	2,380,446	2,995,568	3,033,420	3,041,030	3,238,278	3,502,793	3,800,000	3,400,000	
Plan Checks & Inspection Fees	9935	52,586	37,813	30,946	33,688	44,304	30,906	50,914	54,668	57,660	57,660	
NERA & HazMat Administrative Services	9945	74,429	58,307	66,081	50,766	-	-	-	-	-	-	
Renaissance Faire Contract	9946	-	-	-	-	-	-	-	-	-	-	
Total Charges for Services		2,530,794	2,998,025	3,007,521	3,174,787	3,070,287	3,132,258	3,209,478	3,811,098	3,857,660	3,457,660	
Revenue From Use of Money												
Interest	9201	29,950	55,464	133,664	267,947	383,197	139,051	19,705	415,939	156,920	156,920	
Loan Interest	9798	-	-	-	-	-	-	-	-	-	-	
Total Revenue From Use of Money		29,950	55,464	133,664	267,947	383,197	139,051	19,705	415,939	156,920	156,920	
Intergovernmental Revenue												
State:												
Home Owners Property Tax Reduction	9280	86,993	84,983	84,756	84,043	82,915	81,618	80,740	79,902	78,134	78,134	
Other State Aid	9367	129,311	269,012	488,984	833,440	2,245,913	2,995,598	1,534,610	1,162,575	1,800,000	2,000,000	
Federal:												
Grant Received	9419	-	57,773	-	-	-	-	-	-	-	-	
Intergovernmental Transfer to DHCS					(364,540)	(979,989)	(1,227,932)	(701,793)	-	-	-	
Transfer to MWPA for Admin Support									56,510	-	-	
OES Reimbursements	9942	1,277,761	835,655	1,642,352	583,339	532,053	1,147,131	878,758	266,447	200,000	200,000	
Total Intergovernmental Revenue		1,494,065	1,247,423	2,216,092	1,136,282	1,880,892	2,996,415	1,792,315	1,565,434	2,078,134	2,278,134	
Other Revenue												
Parking Lot Rent	9250	30,000	30,000	30,000	27,500	30,000	30,000	27,100	5,000	5,000	5,000	
Donations	9761	-	-	-	-	-	-	-	-	-	-	
COVID-19 Relief Funds	9930	-	-	-	-	42,617	(42,617)	-	-	-	-	
Fire Reports / Ambulance Reports	9933	-	-	-	-	-	-	-	-	-	-	
Impact Fees	9934	27,862	12,949	-	-	-	-	-	-	-	-	
Sale of Assets	9936	8,720	13,864	115,316	-	-	-	-	-	-	-	
Elections	9938	900	600	1,000	500	600	-	-	-	-	-	
In Lieu Housing	9483	3,300	3,300	3,302	3,303	3,310	3,315	3,330	3,303	3,303	3,303	
MWPA Core Reimbursement								(624,047)	-	-	-	
Other Refunds / Reimbursements	9940	7,253	923	5,058	75,880	113,924	232,928	1,056,344	69,490	-	-	
Total Other Revenue		78,035	61,636	154,676	107,183	190,451	223,626	462,727	77,793	8,303	8,303	
Total Revenue (Excluding Measure C)		\$ 27,847,100	\$ 29,372,037	\$ 31,176,922	\$ 31,711,121	\$ 33,556,635	\$ 35,825,867	\$ 36,757,591	\$ 38,868,948	\$ 40,229,028	\$ 40,768,766	
Percentage Change From Prior Year (Total Property Taxes)		7.33%	5.46%	2.62%	5.30%	3.73%	4.65%	6.61%	5.52%	3.42%	2.17%	
Percentage Change From Prior Year (Net Tax Revenue)		6.39%	5.16%	5.11%	6.56%	2.02%	4.69%	5.49%	4.64%	4.54%	2.03%	
Percentage Change From Prior Year (Total Revenue)		10.61%	5.48%	6.14%	1.71%	5.82%	6.76%	2.60%	5.74%	3.50%	1.34%	

**Novato Fire Protection District
Summary of Operating Program Budgets
Fiscal Year 2024 / 25**

Description	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total	
	Estimated	Proposed	Estimated	Proposed	Estimated	Proposed	Estimated	Proposed	Estimated	Proposed	Estimated	Proposed
	2023 / 24	2024 / 25	2023 / 24	2024 / 25	2023 / 24	2024 / 25	2023 / 24	2024 / 25	2023 / 24	2024 / 25	2023 / 24	2024 / 25
Salaries and Fringe Benefits	\$ 8,384,584	\$ 8,781,554	\$ 929,263	\$ 1,272,654	\$ 12,679,777	\$ 12,333,313	\$ 5,354,482	\$ 5,978,701	\$ 835,724	\$ 1,098,392	\$ 28,183,830	\$ 29,464,614
Services and Supplies	392,945	710,650	30,983	390,390	237,876	185,850	4,505,692	5,792,090	81,784	99,800	5,249,280	7,178,780
Debt Service	-	-	-	-	-	-	332,770	165,558	-	-	332,770	165,558
Total Operating Budgets	\$ 8,777,529	\$ 9,492,204	\$ 960,246	\$ 1,663,044	\$ 12,917,653	\$ 12,519,163	\$ 10,192,944	\$ 11,936,349	\$ 917,508	\$ 1,198,192	\$ 33,765,880	\$ 36,808,952

**Novato Fire Protection District
Operating Program Budgets
Fiscal Year 2024 / 25**

Description	Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total	
		Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25
SALARIES AND FRINGE BENEFITS													
Salaries													
Regular Staff Salaries	1003	\$ 3,769,803	\$ 3,963,666	\$ 517,752	\$ 764,158	\$ 6,024,459	\$ 5,441,529	\$ 1,308,166	\$ 1,816,762	\$ 357,322	\$ 548,309	\$ 11,977,502	\$ 12,534,424
Director Fees	1022	-	-	-	-	-	-	28,320	27,000	-	-	28,320	27,000
Sub-total Salaries		3,769,803	3,963,666	517,752	764,158	6,024,459	5,441,529	1,336,486	1,843,762	357,322	548,309	12,005,822	12,561,424
Premium Pay													
CTO Pay	1019	210,239	150,000	3,236	4,000	391,095	407,400	84,380	91,100	18,684	19,000	707,634	671,500
Overtime - Callback	1020	1,390,049	1,356,000	5,492	18,000	1,939,892	1,968,000	65,773	66,000	162,142	186,000	3,563,348	3,594,000
Out of Class Pay	1021	3,531	6,000	15,031	-	4,774	5,000	-	-	-	-	23,336	11,000
Response Pay	1023	341	-	256	-	-	-	-	-	-	-	597	-
Vacation Pay	1025	34,893	105,000	25,563	16,000	185,301	169,000	55,688	90,000	16,634	15,000	318,079	395,000
Education Incentive	1026	16,200	24,300	2,400	3,360	35,025	31,500	-	-	3,113	1,200	56,738	60,360
Sub-total Premium Pay		1,655,253	1,641,300	51,978	41,360	2,556,087	2,580,900	205,841	247,100	200,573	221,200	4,669,732	4,731,860
Fringe Benefits													
Retirement	1402	1,833,442	1,970,020	212,182	232,210	2,607,073	2,672,250	431,432	525,300	213,416	212,210	5,297,545	5,611,990
FICA Medicare	1404	80,623	86,200	8,720	9,400	104,181	108,500	26,908	31,200	10,222	9,000	230,654	244,300
Life Insurance	1502	(3,757)	6,500	(1,196)	1,500	(5,948)	8,500	30,587	2,500	(655)	1,000	19,031	20,000
Dental Insurance	1510	45,522	73,500	3,538	13,650	60,651	105,000	81,478	28,350	990	7,350	192,179	227,850
Flexible Savings Account	1512	-	-	-	-	-	-	6,882	-	-	-	6,882	-
Health Insurance	1513	869,993	900,000	92,344	159,500	1,142,759	1,210,000	1,521,012	1,532,500	37,137	83,000	3,663,245	3,885,000
Vision Plan	1514	3,800	6,000	329	1,000	5,078	8,000	6,246	2,500	107	1,000	15,560	18,500
Admin Allowance	1517	1,890	2,000	4,658	5,000	1,890	2,000	15,525	16,000	-	-	23,963	25,000
Workers' Comp	1701	-	-	-	-	1,183	-	1,591,487	1,654,200	-	-	1,592,670	1,654,200
Unemployment Insurance	1702	-	-	-	-	-	-	3,696	-	-	-	3,696	-
Physicals	1703	-	-	-	-	-	-	37,322	25,000	-	-	37,322	25,000
Sick Leave Buyback	1704	6,756	-	-	-	-	-	2,972	-	-	-	9,728	-
Admin Leave	1705	-	-	-	-	-	-	-	-	-	-	-	-
Deferred Compensation	1706	121,259	132,368	38,958	44,876	182,364	196,634	56,608	70,289	16,612	15,323	415,801	459,490
Sub-total Fringe Benefits		2,959,528	3,176,588	359,533	467,136	4,099,231	4,310,884	3,812,155	3,887,839	277,829	328,883	11,508,276	12,171,330
Total Salaries and Fringe Benefits		\$ 8,384,584	\$ 8,781,554	\$ 929,263	\$ 1,272,654	\$ 12,679,777	\$ 12,333,313	\$ 5,354,482	\$ 5,978,701	\$ 835,724	\$ 1,098,392	\$ 28,183,830	\$ 29,464,614

**Novato Fire Protection District
Operating Program Budgets
Fiscal Year 2024 / 25**

Description	Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total	
		Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25
SERVICES AND SUPPLIES													
Clothing & Personal Supplies													
Services & Supplies	2000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,643	\$ -	\$ -	\$ -	\$ 24,643	\$ -
Cal-OSHA Requirements	2020	\$ -	\$ -	\$ -	\$ -	\$ 168,460	\$ 80,500	\$ -	\$ -	\$ -	\$ -	\$ 168,460	\$ 80,500
Clothing	2021	42	1,140	-	-	-	-	7,570	8,000	-	-	7,612	9,140
Sub-total Clothing & Personal Supplies		42	1,140	-	-	168,460	80,500	32,213	8,000	-	-	200,715	89,640
Medical													
COVID-19 Expenses	2023	-	-	-	-	-	-	-	-	-	-	-	-
First Aid Supplies	2024	208,102	151,930	-	-	-	-	1,439	-	-	-	209,541	151,930
Oxygen	2025	4,429	7,000	-	-	-	-	264	-	-	-	4,693	7,000
Sub-total Medical		212,531	158,930	-	-	-	-	1,703	-	-	-	214,234	158,930
Small Tools & Instruments													
Investigative Tools	2026	-	-	320	2,500	-	-	-	-	-	-	320	2,500
Tool Replacement	2027	-	-	-	-	-	-	34,280	20,000	-	-	34,280	20,000
Sub-total Small Tools & Instruments		-	-	320	2,500	-	-	34,280	20,000	-	-	34,600	22,500
District Special Expense													
Board Expense	2028	-	-	-	-	-	-	8,837	15,000	-	-	8,837	15,000
Advertising	2029	-	-	-	50,000	-	-	26,233	20,000	-	-	26,233	70,000
Outside Assistance	2034	133,880	192,500	-	-	10,045	16,850	81,933	166,900	-	-	225,858	376,250
EMS Certification	2036	-	-	-	-	-	-	-	-	-	-	-	-
CPR Materials	2038	-	-	-	-	-	-	-	-	-	-	-	-
Schools and Seminars	2039	-	-	8,110	9,400	-	-	7,482	7,700	60,443	83,700	76,035	100,800
Training Aids and Materials	2040	840	10,600	(12,551)	19,000	-	-	1,195	-	17,557	15,000	7,041	44,600
Food	2041	-	-	-	-	-	-	39,409	50,000	-	-	39,409	50,000
Extinguishing Agents	2042	-	-	-	-	1,593	6,000	-	-	-	-	1,593	6,000
Conferences & Meetings	2049	11,663	23,000	4,443	4,600	-	-	18,324	28,500	2,680	-	37,110	56,100
Equipment Testing	2050	-	-	-	-	-	-	23,234	64,500	-	-	23,234	64,500
Election Expense	2129	-	-	-	-	-	-	-	35,375	-	-	-	35,375
Books & Periodicals	2131	260	1,535	671	3,250	-	-	-	500	125	1,100	1,056	6,385
Document Reproduction	2137	-	-	-	-	-	-	1,450	54,500	-	-	1,450	54,500
Computer Supplies	2141	1,760	-	39	6,000	(46)	-	15,897	122,700	-	-	17,650	128,700
Computer System Software	2151	27,417	27,100	334	2,400	-	-	145,541	234,900	-	-	173,292	264,400
Computer System Maintenance	2164	-	-	-	-	-	-	113,274	401,450	-	-	113,274	401,450
Hazardous Materials Prog	2262	-	-	-	-	-	-	13,102	10,000	-	-	13,102	10,000
Property Tax Fee	2269	-	-	-	-	-	-	318,889	338,150	-	-	318,889	338,150
Empl Service & Recog	2273	-	251,200	-	-	-	-	170,449	115,000	-	-	170,449	366,200
Central Dispatch	2528	-	-	-	-	-	-	577,868	1,070,420	-	-	577,868	1,070,420
Emergency Operations Center	2530	-	-	-	-	-	-	2,845	40,000	-	-	2,845	40,000
Marin Emergency Radio Authority	2533	-	-	-	-	-	-	217,356	181,000	-	-	217,356	181,000
Radio & MDC Maintenance	2537	-	-	-	-	2,789	-	216,501	80,270	-	-	219,290	80,270
Tablet Command	2539	-	-	-	-	-	-	30,806	34,000	-	-	30,806	34,000
Sub-total District Special Expense		175,820	505,935	1,046	94,650	14,381	22,850	2,030,625	3,070,865	80,805	99,800	2,302,677	3,794,100

Novato Fire Protection District
Operating Program Budgets
Fiscal Year 2024 / 25

Description	Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total	
		Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25
SERVICES AND SUPPLIES													
Insurance													
Liability & Property	2059	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,588	\$ 247,500	\$ -	\$ -	\$ 224,588	\$ 247,500
Sub-total Insurance		-	-	-	-	-	-	224,588	247,500	-	-	224,588	247,500
Maintenance Repair													
School and Seminars	2074	-	-	-	-	-	-	2,275	5,000	-	-	2,275	5,000
Sub-total Maintenance Repair		-	-	-	-	-	-	2,275	5,000	-	-	2,275	5,000
Apparatus Maintenance & Repair													
Parts & Outside Labor	2087	-	-	-	-	-	-	166,734	250,000	-	-	166,734	250,000
Shop Supplies	2088	-	-	-	-	-	-	7,509	10,000	-	-	7,509	10,000
Special Fire Equipment & Supplies	2268	-	-	740	3,000	51,504	75,500	13,609	1,000	-	-	65,853	79,500
Sub-total Apparatus Maintenance & Repair		-	-	740	3,000	51,504	75,500	187,852	261,000	-	-	240,096	339,500
Fuel & Oil													
Gas, Oil & Grease Vehicles	2501	-	-	-	-	3,318	-	219,167	256,200	-	-	222,485	256,200
Out of County Logistics	2510	-	-	-	-	-	7,000	3,415	12,000	-	-	3,415	19,000
Sub-total Fuel & Oil		-	-	-	-	3,318	7,000	222,582	268,200	-	-	225,900	275,200
Professional Services													
Litigation Settlement	2710	-	-	-	-	-	-	-	-	-	-	-	-
Legal Fees	2713	-	-	-	-	-	-	238,000	300,000	-	-	238,000	300,000
Audit & Accounting Fees	2717	-	11,600	-	-	-	-	44,925	35,250	-	-	44,925	46,850
Consulting Fees	2718	-	-	23,103	208,100	-	-	125,000	147,320	-	-	148,103	355,420
Sub-total Professional Services		-	11,600	23,103	208,100	-	-	407,925	482,570	-	-	431,028	702,270
Utilities													
Water	2731	-	-	-	-	-	-	30,000	44,000	-	-	30,000	44,000
Electricity	2732	-	-	-	-	-	-	181,531	184,000	979	-	182,510	184,000
Garbage	2736	-	-	-	-	-	-	25,000	40,000	-	-	25,000	40,000
Sewage	2737	-	-	-	-	-	-	32,000	34,500	-	-	32,000	34,500
Telephone System	2738	-	-	-	-	-	-	136,768	182,900	-	-	136,768	182,900
Sub-total Utilities		-	-	-	-	-	-	405,299	485,400	979	-	406,278	485,400
Structure & Grounds Maintenance													
Facilities Prevent Maintenance	2396	-	-	-	-	-	-	161,000	227,500	-	-	161,000	227,500
Facilities Projects	2397	-	-	-	-	-	-	178,000	398,000	-	-	178,000	398,000
Facilities Repairs	2398	2,475	19,300	-	-	-	-	449,667	107,500	-	-	452,142	126,800
Station Supplies	2399	-	-	20	-	213	-	33,288	35,000	-	-	33,521	35,000
Hydrants	2400	-	-	-	18,000	-	-	-	-	-	-	-	18,000
Sub-total Structure & Grounds Maintenance		2,475	19,300	20	18,000	213	-	821,955	768,000	-	-	824,663	805,300

Novato Fire Protection District
 Operating Program Budgets
 Fiscal Year 2024 / 25

Description	Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total	
		Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25
SERVICES AND SUPPLIES													
Memberships													
Memberships	2401	\$ -	\$ 2,445	\$ 5,754	\$ 13,040	\$ -	\$ -	\$ 36,394	\$ 42,175	\$ -	\$ -	\$ 42,148	\$ 57,660
Sub-total Memberships		-	2,445	5,754	13,040	-	-	36,394	42,175	-	-	42,148	57,660
Office Expense													
Payroll Service Charge	2406	-	-	-	-	-	-	51,261	78,480	-	-	51,261	78,480
Office Supplies	2407	2,077	11,300	-	1,100	-	-	46,740	54,900	-	-	48,817	67,300
Sub-total Office Expense		2,077	11,300	-	1,100	-	-	98,001	133,380	-	-	100,078	145,780
Miscellaneous Expense													
Vegetation Mgmt	2121	-	-	-	50,000	-	-	-	-	-	-	-	50,000
Sub-total Miscellaneous Expense		-	-	-	50,000	-	-	-	-	-	-	-	50,000
Total Services and Supplies		\$ 392,945	\$ 710,650	\$ 30,983	\$ 390,390	\$ 237,876	\$ 185,850	\$ 4,505,692	\$ 5,792,090	\$ 81,784	\$ 99,800	\$ 5,249,280	\$ 7,178,780

Novato Fire Protection District
 Operating Program Budgets
 Fiscal Year 2024 / 25

Description	Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total		
		Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	
Debt Service														
Debt Service - Principal Payments	3301	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ 164,000	\$ -	\$ -	\$ 325,000	\$ 164,000
Debt Service - Interest Payments	3302	-	-	-	-	-	-	-	7,770	1,558	-	-	7,770	1,558
Total Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 332,770	\$ 165,558	\$ -	\$ -	\$ 332,770	\$ 165,558
Summary														
Total Salaries and Fringe Benefits		\$ 8,384,584	\$ 8,781,554	\$ 929,263	\$ 1,272,654	\$ 12,679,777	\$ 12,333,313	\$ 5,354,482	\$ 5,978,701	\$ 835,724	\$ 1,098,392	\$ 28,183,830	\$ 29,464,614	
Total Services and Supplies		392,945	710,650	30,983	390,390	237,876	185,850	4,505,692	5,792,090	81,784	99,800	5,249,280	7,178,780	
Total Debt Service		-	-	-	-	-	-	332,770	165,558	-	-	332,770	165,558	
Grand Total		\$ 8,777,529	\$ 9,492,204	\$ 960,246	\$ 1,663,044	\$ 12,917,653	\$ 12,519,163	\$ 10,192,944	\$ 11,936,349	\$ 917,508	\$ 1,198,192	\$ 33,765,880	\$ 36,808,952	

Novato Fire Protection District
 Operating Program Budgets
 Fiscal Year 2024 / 25

Description	Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total		
		Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	
CAPITAL OUTLAY														
Building Facilities	4048	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 188,362	\$ 2,080,000	\$ -	\$ -	\$ 188,362	\$ 2,080,000
EMS Equipment	4810	-	146,000	-	-	-	-	-	751,610	-	-	-	751,610	146,000
Fire Suppression Equipment	4815	-	-	-	-	-	-	-	-	2,750,000	-	-	-	2,750,000
Exercise Equipment	4818	-	-	-	-	-	-	-	29,043	26,000	-	-	29,043	26,000
Ambulances	4820	-	-	-	-	-	-	-	6,896	750,000	-	-	6,896	750,000
Communication & Computers & Equipment	4834	-	-	-	-	-	-	-	-	-	-	-	-	-
Data Processing - Computers & Equipment	4880	-	-	-	-	-	-	-	-	224,250	-	-	-	224,250
Total Capital Outlay		\$ -	\$ 146,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 975,911	\$ 5,830,250	\$ -	\$ -	\$ 975,911	\$ 5,976,250

Novato Fire Protection District
Operating Program Budgets
Fiscal Year 2024 / 25

Account Code	Emergency Medical Services 9305		Fire Prevention 9306		Operations 9307		Organizational Resources & Support 9308		Training 9313		Grand Total		
	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	Estimated 2023 / 24	Proposed 2024 / 25	
COMMITTED FUND BALANCES													
Rainy Day Fund	6810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,071,552	\$ 5,071,552	\$ -	\$ -	\$ 5,071,552	\$ 5,071,552
ASSIGNED FUND BALANCES													
EMS Capital Equipment Reserve	6981	-	-	-	-	-	-	-	543,000	-	-	-	543,000
Unemployment Insurance Reserve	6983	-	-	-	-	-	-	93,600	93,600	-	-	93,600	93,600
Apparatus Replacement	6984	-	-	-	-	-	-	1,740,000	4,717,000	-	-	1,740,000	4,717,000
Facility Capital Improvement	6985	-	-	-	-	-	-	3,866,300	4,700,000	-	-	3,866,300	4,700,000
Management Info Sys Reserve	6986	-	-	-	-	-	-	696,500	1,151,500	-	-	696,500	1,151,500
Workers Comp Fund Reserve	6992	-	-	-	-	-	-	1,022,400	989,000	-	-	1,022,400	989,000
Protective Equipment Reserve	6996	-	-	-	-	-	-	481,800	1,586,800	-	-	481,800	1,586,800
Compensated Absences	6999	-	-	-	-	-	-	1,258,038	1,670,386	-	-	1,258,038	1,670,386
Retirement Unfunded Liability	6987	-	-	-	-	-	-	4,440,000	5,040,000	-	-	4,440,000	5,040,000
Retiree Health Benefits Reserve	6993	-	-	-	-	-	-	1,591,352	2,373,508	-	-	1,591,352	2,373,508
Training Captain Pilot Program	6990	-	-	-	-	-	-	936,635	1,187,500	-	-	936,635	1,187,500
Infrastructure Improvement Implementation		-	-	-	-	-	-	1,400,000	1,400,000	-	-	1,400,000	1,400,000
Fire-based Dispatch		-	-	-	-	-	-	581,162	1,218,552	-	-	581,162	1,218,552
PP-GEMT-IGT		-	-	-	-	-	-	-	-	-	-	-	-
Total Assigned Fund Balances		-	-	-	-	-	-	18,107,787	26,670,846	-	-	18,107,787	26,670,846
Total Committed and Assigned Fund Balances		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,179,339	\$ 31,742,398	\$ -	\$ -	\$ 23,179,339	\$ 31,742,398

MWPA Reports

Informational Items Section

**Tentative Agenda Items For Future Meetings
(verbal report)**