<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Written By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010-1</td>
<td>A resolution Board of directories of the Novato Fire Protection District approving, authorizing and directing the execution of a restated project operating agreement, approving the issuance of refunding bonds and directing certain related actions in connection with the Marin Emergency Radio System Project</td>
<td>Wade</td>
<td>12/10/09</td>
</tr>
<tr>
<td>2010-2</td>
<td>VOID</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2010-4</td>
<td>A resolution of the board of directors, Novato Fire Protection District amending fees for basic life support and advanced life support services</td>
<td>Wade</td>
<td>4/16/10</td>
</tr>
<tr>
<td>2010-5</td>
<td>RESOLUTION ELECTING TO BE SUBJECT TO PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION AND FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR GREATER THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE (Chief Officers Association)</td>
<td>MacCubbin</td>
<td>5/11/10</td>
</tr>
<tr>
<td>2010-6</td>
<td>RESOLUTION ELECTING TO BE SUBJECT TO PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION AND FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR GREATER THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE (Administrative Support Staff)</td>
<td>MacCubbin</td>
<td>5/11/10</td>
</tr>
<tr>
<td>2010-7</td>
<td>RESOLUTION ELECTING TO BE SUBJECT TO PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION AND FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR GREATER THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE (Novato Professional Firefighters Association)</td>
<td>MacCubbin</td>
<td>5/11/10</td>
</tr>
<tr>
<td>2010-8</td>
<td>RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT ELECTING TO WITHDRAW FROM THE FDAC EMPLOYEE BENEFITS AUTHORITY (EBA) BENEFIT PROGRAM</td>
<td>MacCubbin</td>
<td>5/12/10</td>
</tr>
<tr>
<td>2010-9</td>
<td>A RESOLUTION OF THE BOARD OF FIRE DIRECTORS NOVATO FIRE PROTECTION DISTRICT ESTABLISHING THE SPECIAL TAX RATE FOR 2010/2011</td>
<td>Hom</td>
<td>6/2/10</td>
</tr>
<tr>
<td>2010-10</td>
<td>RESOLUTION NO. 2010-10 RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT ADJUSTING SALARIES AND BENEFITS FOR ALL REPRESENTED PERSONNEL</td>
<td>Wade</td>
<td>6/28/10</td>
</tr>
<tr>
<td>Resolution Number</td>
<td>Description</td>
<td>Sponsor</td>
<td>Date</td>
</tr>
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<tr>
<td>2010-11</td>
<td>RESOLUTION 2010-11 A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT</td>
<td>Wade</td>
<td>6/28/10</td>
</tr>
<tr>
<td></td>
<td>ADJUSTING SALARIES AND BENEFITS FOR NON-REPRESENTING PROFESSIONAL MANAGEMENT STAFF AND</td>
<td></td>
<td></td>
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<td></td>
<td>ADMINISTRATIVE SUPPORT STAFF</td>
<td></td>
<td></td>
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<tr>
<td>2010-12</td>
<td>RESOLUTION NO. 2010-12 A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION</td>
<td>Wade</td>
<td>6/28/10</td>
</tr>
<tr>
<td></td>
<td>DISTRICT ADJUSTING SALARIES AND BENEFITS FOR CHIEF OFFICER’S</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2010-13</td>
<td>Resolution of for the Adoption of the VantageCare Retirement RHS Plan</td>
<td>MacCubbin</td>
<td>7/15/10</td>
</tr>
<tr>
<td>2010-14</td>
<td>A RESOLUTION OF THE BOARD OF FIRE DIRECTORS NOVATO FIRE PROTECTION DETERMINING THE 2010/11</td>
<td>Hom</td>
<td>8/18/10</td>
</tr>
<tr>
<td></td>
<td>APPROPRIATION LIMIT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2010-15</td>
<td>VOID (New Master Fee Schedule for FLM)</td>
<td>Tyler</td>
<td></td>
</tr>
<tr>
<td>2010-16</td>
<td>VOID (RESOLUTION ELECTING TO BE SUBJECT TO SECTION 22873 OF THE PUBLIC EMPLOYEES’ MEDICAL</td>
<td>MacCubbin</td>
<td></td>
</tr>
<tr>
<td></td>
<td>AND HOSPITAL CARE ACT)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
RESOLUTION NO. 2010-1

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT APPROVING, AUTHORIZING AND DIRECTING THE EXECUTION OF A RESTATED PROJECT OPERATING AGREEMENT, APPROVING THE ISSUANCE OF REFUNDING BONDS, AND DIRECTING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE MARIN EMERGENCY RADIO SYSTEM PROJECT

WHEREAS, the Novato Fire Protection District (the “Member”) has, together with certain other public agencies (or their predecessors in interest) (such public agencies and the Member being referred to herein as the “Participating Agencies”), entered into a Joint Powers Agreement dated as of February 28, 1998, as amended (the “Agreement”), establishing the Marin Emergency Radio Authority (the “Authority”) for the purpose, among others, of having the Authority issue its bonds to be used to finance the acquisition, construction and improvement of certain public capital improvements, including a public safety radio system (the “Project”); and

WHEREAS, the Authority and the Participating Agencies have previously entered into that certain Project Operating Agreement, dated as of February 1, 1999 (the “Operating Agreement”), whereby the Authority owns and operates the Project for the benefit of the Participating Agencies, and the Participating Agencies agree to pay, on a pro rata basis, the cost of the Project (the “Service Payments”) and its annual operation (the “Operating Payments”) (collectively, the “Member Payments”); and

WHEREAS, pursuant to the provisions of Article 4 (commencing with Section 6584) of Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (the “Act”), and for the purpose of providing money to acquire the Project, the Authority has previously issued its Marin Emergency Radio Authority 1999 Revenue Bonds (Marin Public Safety and Emergency Radio System), in the original principal amount of $26,940,000 (the “1999 Bonds”), which 1999 Bonds are secured by the Service Payments; and

WHEREAS, the Authority has previously entered into that certain Loan Agreement with Citizens Business Bank (“Citizens”), dated as of February 1, 2007 (the “Loan Agreement”), for the purpose of funding certain improvements to the Project, and pursuant to which the Authority has issued its note to Citizens in the original principal amount of $2,250,000 (the “2007 Note”), which 2007 Note is secured by Operating Payments; and

WHEREAS, Section 2.03 of the Operating Agreement provides that the Operating Agreement terminates upon payment or defeasance of the 1999 Bonds; and

WHEREAS, in order to allow the Authority to refund the 1999 Bonds through the issuance of refunding bonds (the “2010 Bonds”), provide for the refunding of the 2007 Note upon favorable economic conditions, and obtain additional funding for improvements to the Project, is necessary to execute a Restated Project Operating Agreement, dated as of February 1, 2010 (the “Restated Operating Agreement”), to secure repayment of such obligations, the terms
of which will incorporate the provisions of the Operating Agreement, except as otherwise provided in the Restated Operating Agreement; and

WHEREAS, there have been presented at this meeting a form of the Restated Operating Agreement; and

WHEREAS, the Member has duly considered such transactions and wishes at this time to approve said transactions in the public interest of the Member.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The proposed form of the Restated Operating Agreement, as presented to this meeting, is hereby approved. The authorized officers of the Novato Fire Protection District or any other officers duly designated by the Member (the "Authorized Officers"), each acting alone, are hereby authorized and directed, for and on behalf of the Member, to execute, acknowledge and deliver the Restated Operating Agreement, in substantially the form presented to this meeting, with such changes therein as such Authorized Officer may require or approve, with the advice and approval of counsel to the Member, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 2. The issuance of the 2010 Bonds by the Authority is hereby approved, provided that the total debt service of any refunding component allocated to the Member is no more than the total debt service currently allocated to the Member with respect to the 1999 Bonds.

Section 3. The Authorized Officers and staff of the Member are hereby authorized and directed, jointly and severally, to do any and all things, to execute and deliver any and all documents which, in consultation with the Authority’s Bond Counsel and counsel to the Member, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, including but not limited to providing the Authority any material with respect to the Member necessary for proper disclosure with respect to the 2010 Bonds, and executing a continuing disclosure agreement if required. Any and all such actions previously taken by such Authorized Officers or staff members are hereby ratified and confirmed.
Section 4. This Resolution shall take effect immediately upon adoption.

PASSED, APPROVED AND ADOPTED THIS 6th DAY OF January, 2010 by the following vote:

AYES: Directors Galli, Horick, Silverman, Mansourian

NOES: None

ABSENT: Director Beedle

ABSTAIN:

By: [Signature]

Title: President

ATTEST:

By: [Signature]

Title: Recording Secretary

I hereby certify that the above Resolution No. 2010-1 was duly introduced, read and adopted by the Board of Directors of the Novato Fire Protection District at a Board Meeting held on January 6, 2010.

By: [Signature]

Title: Recording Secretary
RESOLUTION NO. 2010-3

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT IN SUPPORT OF THE LOCAL TAXPAYER, PUBLIC SAFETY, AND TRANSPORTATION PROTECTION ACT OF 2010

WHEREAS, California voters have repeatedly and overwhelmingly passed separate ballot measures to stop State raids of local government funds, and to dedicate the taxes on gasoline to fund transportation improvement projects; and

WHEREAS, these local government funds are critical to provide the police and fire, emergency response, parks, libraries, and other vital local services that residents rely upon every day, and gas tax funds are vital to maintain and improve local streets and roads, to make road safety improvements, relieve traffic congestion, and provide mass transit; and

WHEREAS, despite the fact that voters have repeatedly passed measures to prevent the State from taking these revenues dedicated to funding local government services and transportation improvement projects, the State Legislature has seized and borrowed billions of dollars in local government and transportation funds in the past few years; and

WHEREAS, this year’s borrowing and raids of local government, redevelopment and transit funds, as well as previous, ongoing raids of local government and transportation funds, have lead to severe consequences, such as layoffs of police, fire and paramedic first responders, fire station closures, stalled economic development, healthcare cutbacks, delays in road safety improvements, public transit fare increases and cutbacks in public transit services; and

WHEREAS, State politicians in Sacramento have continued to ignore the will of the voters, and current law provides no penalties when state politicians take or borrow these dedicated funds; and

WHEREAS, a coalition of local government, transportation and transit advocates recently filed a constitutional amendment with the California Attorney General, called the Local Taxpayer, Public Safety, and Transportation Protection Act of 2010, for potential placement on California’s November 2010 statewide ballot; and

WHEREAS, approval of this ballot initiative would close loopholes and change the Constitution to further prevent State politicians in Sacramento from seizing, diverting, shifting, borrowing, transferring, suspending or otherwise taking or interfering with tax revenues dedicated to funding local government services, including redevelopment, or dedicated to transportation improvement projects and mass transit.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Novato Fire Protection District formally endorses the Local Taxpayer, Public Safety, and Transportation Protection Act of 2010, a proposed constitutional amendment.
BE IT FURTHER RESOLVED that we hereby authorize the listing of the Novato Fire Protection District in support of the Local Taxpayer, Public Safety, and Transportation Protection Act of 2010 and instruct the Board Clerk to fax a copy of this resolution to campaign offices at 916.442.3510.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, this 7th day of April, 2010 by the following vote:

AYES: Directors Beedle, Galli, Horick, Silverman, Mansourian

NOES: None

ABSENT: None

[Signature]
President, Board of Directors

ATTEST: ...

[Signature]
Board Clerk
RESOLUTION NO. 2010-4
A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
AMENDING FEES FOR BASIC LIFE SUPPORT
AND ADVANCED LIFE SUPPORT SERVICES

WHEREAS, on November 18, 1996, the Novato Fire Protection District adopted Ordinance No. 96-2 which imposes fees for basic life support and advanced life support services; and

WHEREAS, on December 15, 1999, the Novato Fire Protection District adopted Ordinance 99-2 amending Ordinance No. 96-2;

WHEREAS, Ordinance 99-2 allows that fees for services may be increased by Resolution in an amount deemed reasonable and necessary, following a public hearing.

WHEREAS, the Novato Fire Protection District has conducted an analysis of its services and the costs associated for said services and determined reasonable and necessary costs.

NOW THEREFORE BE IT RESOLVED the Board of Directors of the Novato Fire Protection does adopts fees for services as follows:

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bundle Base Rate</td>
<td>$1,594.43</td>
</tr>
<tr>
<td>Treat, Non-Transport</td>
<td>$325.16</td>
</tr>
<tr>
<td>First Responder</td>
<td>$275.00</td>
</tr>
<tr>
<td>Oxygen</td>
<td>$124.97</td>
</tr>
<tr>
<td>Mileage</td>
<td>$38.14</td>
</tr>
</tbody>
</table>
PASSED AND ADOPTED at a regular meeting of the Board of Directors held May 19, 2010, by the following vote:

AYES: Directors Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: Director Beedle

Attest:

Denise Wade
RESOLUTION 2010-5

RESOLUTION ELECTING TO BE SUBJECT TO
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION
AND
FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR
GREATER THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE

WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect
upon proper application to participate under the Public Employees' Medical and
Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, (2) Government Code Section 22920(b) defines any Special District as a contracting
agency, and

WHEREAS, (3) A Special District is hereby defined as a non-profit, self-governed public agency
within the State of California, and comprised solely of public employees
performing a governmental rather than proprietary function, and

WHEREAS, (4) Novato Fire Protection District, hereinafter referred to as Special District is an
entity meeting the above definition; and

WHEREAS, (5) The Special District desires to obtain for the members of Chief Officers
Association, who are active and retired employees and survivors of the agency,
the benefit of the Act and to accept the liabilities and obligations of an employer
under the Act and Regulations; now, therefore, be it

RESOLVED, (a) That the Special District elect, and it does hereby elect, to be subject to the
provisions of the Act; and be it further

RESOLVED, (b) That the employer's contribution for each active or retired employee or survivor
shall be the amount necessary to pay the full cost of his/her enrollment, including
the enrollment of family members, in a health benefits plan or plans up to the
minimum employer contribution, as required by GC Section 22892(b)(1) per
month plus administrative fees and Contingency Reserve Fund assessments; and
be it further

RESOLVED, (c) That the Novato Fire Protection District has fully complied with any and all
applicable provisions of Government Code Section 7507 in electing the benefits
set forth above; and be it further
RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2011.

Adopted at a regular meeting of the Novato Fire Protection District Board of Directors at Novato, California this 19th day of May 2010.

Signed:  

Signed:  

(President, NFPD Board of Directors)

Attest:  

Attest:  

(Board Clerk)

AYES: Directors Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: Director Beedle
RESOLUTION 2010-6

RESOLUTION ELECTING TO BE SUBJECT TO
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION
AND
FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR
GREATER THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE

WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, (2) Government Code Section 22920(b) defines any Special District as a contracting agency, and

WHEREAS, (3) A Special District is hereby defined as a non-profit, self-governed public agency within the State of California, and comprised solely of public employees performing a governmental rather than proprietary function, and

WHEREAS, (4) Novato Fire Protection District, hereinafter referred to as Special District is an entity meeting the above definition; and

WHEREAS, (5) The Special District desires to obtain for the members of Non-Represented Administrative Support Staff, who are active and retired employees and survivors of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

RESOLVED, (a) That the Special District elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer's contribution for each active or retired employee or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to the minimum employer contribution, as required by GC Section 22892(b)(1) per month plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (c) That the Novato Fire Protection District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (c) That coverage under the Act be effective on January 1, 2011.

Adopted at a regular meeting of the Novato Fire Protection District Board of Directors at Novato, California this 19th day of May 2010.

Signed:  
(President, NFPD Board of Directors)

Attest:  
(Board Clerk)

AYES: Directors Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: Director Beedle
RESOLUTION 2010-7

RESOLUTION ELECTING TO BE SUBJECT TO PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION AND FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT EQUAL TO OR GREATER THAN THAT PRESCRIBED BY SECTION 22892(b) OF THE GOVERNMENT CODE

WHEREAS, (1) Government Code Section 22922(b) provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, (2) Government Code Section 22920(b) defines any Special District as a contracting agency, and

WHEREAS, (3) A Special District is hereby defined as a non-profit, self-governed public agency within the State of California, and comprised solely of public employees performing a governmental rather than proprietary function, and

WHEREAS, (4) Novato Fire Protection District, hereinafter referred to as Special District is an entity meeting the above definition; and

WHEREAS, (5) The Special District desires to obtain for the members of Novato Professional Firefighters Association, who are retired employees and survivors of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it

RESOLVED, (a) That the Special District elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer's contribution for each active or retired employee or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans up to the minimum employer contribution, as required by GC Section 22892(b)(1) per month plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (c) That the Novato Fire Protection District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, (e) That coverage under the Act be effective on January 1, 2011.

Adopted at a regular meeting of the Novato Fire Protection District Board of Directors at Novato, California this 19th day of May 2010.

Signed: [Signature]
(President, NFPD Board of Directors)

Attest: [Signature]
(Board Clerk)

AYES: Directors Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: Director Beedle
RESOLUTION NO. 2010-8
RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ELECTING TO WITHDRAW FROM THE FDAC EMPLOYEE BENEFITS AUTHORITY
(EBAD) BENEFIT PROGRAM

WHEREAS the Novato Fire Protection District is a California Public Agency which provides health and welfare benefits for the benefit of its active and retired employees;

WHEREAS the Novato Fire Protection Fire District, herein a local agency which elected to participate in the benefit programs offered by the FDAC Employee Benefits Authority (EBA) effective January 1, 2006;

WHEREAS the Novato Fire Protection Fire District, having completed five full fiscal years of participation in the FDAC EBA benefit program intends to withdraw from the benefit program as of December 31, 2010;

WHEREAS the Novato Fire Protection Fire District, is filing written notice of intention to withdraw from the FDAC EBA benefit program as of June 1, 2010, six months prior to the end of the program year.

NOW, THEREFORE BE IT RESOLVED that the Novato Fire Protection District elects, and it does hereby elect, to cease participation in the FDAC EBA benefits program; and

BE IT FURTHER RESOLVED that Novato Fire Protection District coverage through the FDAC EBA benefits program cease on December 31, 2010.

PASSED AND ADOPTED at a regular Board Meeting held May 19, 2010 by the following vote:

AYES: Directors Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: Director Beedle

[Signatures]

President, Board of Directors

Board Clerk
RESOLUTION NO. 2010-9
A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2010/2011

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 0.73% for 2009 establishing new limits at 7.47 cents/square foot on residential structures and 11.20 cents/square foot on commercial / industrial structures.

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

<table>
<thead>
<tr>
<th>Use Code</th>
<th>Description</th>
<th>Adopted Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Single Family Residential Improved</td>
<td>7.47 cents/square foot</td>
</tr>
<tr>
<td>14</td>
<td>Attached Single Family Residential</td>
<td>7.47 cents/square foot</td>
</tr>
<tr>
<td>21</td>
<td>Multiple Residential Improved</td>
<td>7.47 cents/square foot</td>
</tr>
<tr>
<td>31</td>
<td>Rural Improved</td>
<td>7.47 cents/square foot</td>
</tr>
<tr>
<td>33</td>
<td>Agricultural Improved</td>
<td>7.47 cents/square foot</td>
</tr>
<tr>
<td>41</td>
<td>Industrial Improved</td>
<td>11.20 cents/square foot</td>
</tr>
<tr>
<td>51</td>
<td>Commercial Improved</td>
<td>11.20 cents/square foot</td>
</tr>
</tbody>
</table>

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 2nd day of June, 2010, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: None

[Signature]
President, Board of Directors

[Signature]
Attest:
RESOLUTION NO. 2010-10

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ADJUSTING SALARIES AND BENEFITS FOR
ALL REPRESENTED PERSONNEL

WHEREAS, the Board of Directors wishes to recognize the efforts of District personnel on a regular basis; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments are necessary to maintain a competitive salary and benefit plan and effectively retain District employees.

NOW, THEREFORE IT IS HEREBY RESOLVED as follows:

The provisions set forth in Exhibit A shall become effective on the dates specified.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, this 30th day of June 2010, by the following vote:

AYES: Directors Beedle, Galli, Horick, Silverman

NOES: None

ABSENT: Director Mansourian

[Signature]
President, Board of Directors

Attest:

[Signature]

Dennis Wade
RESOLUTION NO. 2010-11

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ADJUSTING SALARIES AND BENEFITS FOR
CHIEF OFFICERS

WHEREAS, the Fire Chief, Deputy Fire Chief and Battalion Chiefs, provide a valuable service to the District; and

WHEREAS, the above-referenced classifications do not engage in the meet and confer process under the Meyers-Milias-Brown Act; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments are necessary to maintain a competitive salary and benefit plan and effectively retain District employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. Commencing on the dates specified, the provisions set forth in Exhibit A shall apply.

2. The provisions set forth in Exhibit A represent only the modifications to the existing terms and conditions of employment and are not meant to modify or eliminate other terms and conditions of employment which are not covered by the Exhibit.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, County of Marin, State of California, this 7th day of July 2010, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian, Silverman

NOES: None

ABSENT: None

[Signature]
President, Board of Directors

Attest:
[Signature]
RESOLUTION NO. 2010-12

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ADJUSTING SALARIES AND BENEFITS FOR
NON-REPRESENTED PROFESSIONAL MANAGEMENT STAFF AND
ADMINISTRATIVE SUPPORT STAFF

WHEREAS, the Finance Director, Human Resources Director, Human Resources Manager, Executive Assistant, Information Analyst, Administrative, Accounting, and Billing Specialists, Administrative Assistant and Mechanic provide a valuable service to the District; and

WHEREAS, the above-referenced classifications do not engage in the meet and confer process under the Meyers-Milias-Brown Act; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments are necessary to maintain a competitive salary and benefit plan and effectively retain District employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. Commencing on the dates specified, the provisions set forth in Exhibit A shall apply.

2. The provisions set forth in Exhibit A represent only the modifications to the existing terms and conditions of employment and are not meant to modify or eliminate other terms and conditions of employment which are not covered by the Exhibit.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, County of Marin, State of California, this 7th day of July 2010, by the following vote:

AYES:  Directors Beedle, Galli, Horick, Mansourian, Silverman

NOES:  None

ABSENT:  None

Attest:  

President, Board of Directors
RESOLUTION 2010-13
FOR ADOPTION OF THE
NOVATO FIRE PREVENTION DISTRICT
VANTAGECARE RETIREMENT HEALTH SAVINGS (RHS) PLAN

Plan Number: 803200

Novato Fire Protection District, County of Marin, State of California

Resolution of the Novato Fire Protection District:

WHEREAS, the Novato Fire Protection District has employees rendering valuable services; and

WHEREAS, as establishment of a retiree health savings plan for such employees serves the interests of the Novato Fire Protection District by enabling it to provide reasonable security regarding such employees health needs during retirement, by providing increased flexibility in personnel management system, and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the Novato Fire Protection District has determined that the establishment of the retiree health savings plan (the "Plan") serves the above objectives:

NOW THEREFORE BE IT RESOLVED, that the Novato Fire Protection District hereby adopts the Plan in the form of the ICMA Retirement Corporation’s VantageCare Retirement Health Savings program.

BE IT FURTHER RESOLVED that the assets of the Plan shall be held in trust, with the Fire Chief of the Novato Fire Protection District serving as trustee for the exclusive benefit of Plan participants and their survivors, and the assets of the Plan shall not be diverted to any other purpose prior to the satisfaction of all liabilities of the Plan. The Novato Fire Protection District has executed the Declaration of Trust of the Novato Fire Protection District Integral Part Trust in the form of the model trust made available by the ICMA Retirement Corporation.

BE IT FURTHER RESOLVED, that Lisa MacCubbin, Human Resources Manager shall be the coordinator and contact for the Plan and shall receive necessary reports, notices, etc.

I, Denise Wade Clerk of the of Novato Fire Protection District Board of Directors, do hereby certify that the foregoing resolution, was duly passed and adopted in the City of Novato of the County of Marin of California at a regular meeting thereof assembled this 18th day of August 2010, by the following vote:

AYES: Directors Beadle, Galli, Horick

NAYS: None

ABSENT: Director Silverman

ABSTAIN: Director Mansourian

[Signature]
President, Board of Directors

[Signature]
Board Clerk
RESOLUTION NO. 2010-14

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DETERMINING THE 2010/11 APPROPRIATION LIMIT

RESOLVED by the Board of Directors of the Novato Fire Protection District, Marin County, California, that the Board, on the basis of appropriation limit calculations which have been on file and available in the office of the Fire Chief, has calculated the maximum limit applicable to the appropriation of tax proceeds for the fiscal year 2010/11 to be the sum of Forty Five Million, Two Hundred Ninety Nine Thousand, Nine Hundred Twenty Three dollars ($45,299,923), and the basis of said calculations are available and on file in the office of the Fire Chief of said District, and that this resolution shall be posted by the Fire Chief at 95 Rowland Way, Novato, California.

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 18th day of August 2010, by the following vote:

AYES: Directors Beedle, Galli, Horick

NAYS: None

ABSTAIN: Director Mansourian

ABSENT: Director Silverman

[Signature]
President, Board of Directors

Attest:
[Signature]
<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Written By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011-1</td>
<td>To approve the agency's subordination of Statutory pass-through payments</td>
<td>Denise</td>
<td>2/2/11</td>
</tr>
<tr>
<td>2011-2</td>
<td>RESOLUTION OF THE GOVERNING BODY OF THE NOVATO FIRE PROTECTION PROPOSING ELECTION TO BE HELD IN ITS JURISDICTION REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE, AND REQUESTING ELECTION SERVICES BY THE REGISTERAR OF VOTERS</td>
<td>Denise</td>
<td>4/6/11</td>
</tr>
<tr>
<td>2011-3</td>
<td>AGREEMENT FOR AUTOMATIC RESPONSE BETWEEN THE MARINWOOD COMMUNITY SERVICES DISTRICT AND THE NOVATO FIRE PROTECTION DISTRICT</td>
<td>Chief Nickel</td>
<td>6/1/11</td>
</tr>
<tr>
<td>2011-5</td>
<td>A Resolution of the Board of Fire Directors Novat Fire Protection District Establishing the Special Tax Rate for 2011/2012</td>
<td>Dan Hom</td>
<td>6/27/11</td>
</tr>
<tr>
<td>2011-6</td>
<td>A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT EXTENDING SALARIES AND BENEFITS FOR NON-REPRESENTED PROFESSIONAL MANAGEMENT STAFF AND ADMINISTRATIVE SUPPORT STAFF</td>
<td>Revere</td>
<td>7/6/11</td>
</tr>
<tr>
<td>2011-7</td>
<td>A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT EXTENDING SALARIES AND BENEFITS FOR ALL REPRESENTED PERSONNEL</td>
<td>Revere</td>
<td>7/6/11</td>
</tr>
<tr>
<td>2011-8</td>
<td>A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT EXTENDING SALARIES AND BENEFITS FOR BATTALION CHIEFS</td>
<td>Revere</td>
<td>7/6/11</td>
</tr>
<tr>
<td>2011-9</td>
<td>A RESOLUTION OF THE BOARD OF FIRE DIRECTORS NOVATO FIRE PROTECTION DISTRICT DETERMINING THE 2011/12 APPROPRIATION LIMIT</td>
<td>Dan Hom</td>
<td>8/3/11</td>
</tr>
<tr>
<td>2011-10</td>
<td>A Resolution of the Board of Directors establishing the Novato Fire Protection is joining the National Moment of Remembrance of the 10th Anniversary of September 11th</td>
<td>Revere</td>
<td></td>
</tr>
<tr>
<td>2011-12</td>
<td>Recognizing the 2nd Week of November as Carbon Monoxide Awareness Week</td>
<td>Tyler</td>
<td>11/1/11</td>
</tr>
</tbody>
</table>
RESOLUTION 2011-1

RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT

WHEREAS, the Redevelopment Agency of the City of Novato (the “Agency”) set forth in a letter dated January 20, 2011, from Cathy Capriola, the Agency’s Acting Executive Director, (the “Subordination Request”), to approve the Agency’s subordination of Statutory Pass-through Payments,

WHEREAS, the Novato Fire Protection District hereby confirms its approval of the subordination of the Agency’s obligation to pay Statutory Pass-through Payments to Novato Fire Protection District in connection with the Hamilton Field Redevelopment Project Area and Downtown Redevelopment Project Area to the Agency’s payment obligations for the Bonds.

WHEREAS, the governing board of the Novato Fire Protection District has taken formal action on February 2, 2011 to acknowledge and approve this subordination.

WHEREAS, all capitalized terms used but not defined in this Acknowledgement have the meaning ascribed to them in the Subordination Request.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Novato Fire Protection District hereby confirms approval of the subordination.

IN WITNESS WHEREOF, the undersigned has caused this Acknowledgement to be signed by its authorized representative on this 2nd day of February 2011

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Novato Fire Protection District, Marin County, California, at a meeting hereof, held on the 2nd February 2011, by the following vote, to wit:

AYES: Directors Beadle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

Novato Fire Protection District

[Signature]
President, Board of Directors

Attest:

Denise Wade, Recording Secretary
RESOLUTION NO. 2011-2

RESOLUTION OF THE GOVERNING BODY OF THE
NOVATO FIRE PROTECTION DISTRICT

PROPOSING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE WITH ANY
OTHER ELECTION CONDUCTED ON SAID DATE, AND REQUESTING
ELECTION SERVICES BY THE REGISTRAR OF VOTERS

WHEREAS, it is the determination of said governing body that the
Consolidated General Election to be held on the 8th day of November, 2011, at
which election the issue to be presented to the voters shall be:

To elect members to the Board:
Three Regular Term Positions (4 year)

BE IT FURTHER RESOLVED that the Board of Supervisors of the County
of Mann is hereby requested to:

1) Consolidate said election with any other applicable election conducted
on the same day;
2) Authorize and direct the Registrar of Voters at District expense, to
provide all necessary election services and to canvass the results of
said election.

PASSED AND ADOPTED this day of April 6, 2011 by the following vote, to
wit:

AYES: Directors Beedle, Galli, Mansourian and Silverman

NOES: None

ABSENT: Director Horick

______________________________
PRESIDENT, BOARD OF DIRECTORS

ATTEST: _______________________
Secretary
RESOLUTION NO. 2011-3

AGREEMENT FOR AUTOMATIC RESPONSE
BETWEEN
THE MARINWOOD COMMUNITY SERVICES DISTRICT
AND THE
NOVATO FIRE PROTECTION DISTRICT

This agreement made and entered into on this 1st day of June 2011, by and between the NOVATO FIRE PROTECTION DISTRICT, hereinafter referred to as “Novato”, and the MARINWOOD COMMUNITY SERVICES DISTRICT, hereinafter referred to as “Marinwood”.

WHEREAS, the parties hereto are geographically adjoined; and

WHEREAS, both parties desire to exchange certain fire protection services in order to provide the most efficient fire protection to both jurisdictions; and

WHEREAS, the response of equipment and appropriate personnel by one agency to assist the other shall be automatic upon notification of the emergency, subject to its availability;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and subject always to availability of equipment and personnel, the parties hereto agree as follows:

1. “Novato” agrees to provide an automatic response to reported structure fires with one Type I Engine and the normal complement of personnel to locations within the Marinwood Community Services District.

2. “Marinwood” agrees to provide an automatic response to reported structure fires with one Type I Engine and the normal complement of personnel to locations within the Southern area of the Novato Fire Protection District. (see map)

3. “Novato” agrees to provide an automatic response to reported wildland fires with one Type III or Type I Engine and the normal complement of personnel to locations within the Marinwood Community Services District.

4. Marinwood agrees to provide an automatic response to reported wildland fires with one Type III or Type I Engine and the normal complement of personnel to locations within the Novato Fire Protection District.
5. It is understood that the responsibilities for providing fire protection to each district shall remain paramount for each district's personnel, apparatus and equipment. In the event of any conflict, each agency shall give priority to incidents occurring within its own jurisdiction;

6. This agreement shall not be construed as or deemed to be an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause whatsoever.

7. Each district shall maintain a program of self-insurance or excess insurance or any combination thereof, and shall name the other party as an additional insured thereon to protect against any liability for bodily injury or property damage arising out of or in connection with the performance of the insuring party, its officers, agents, and employees, under this agreement. Such insurance shall have limits in the following amounts: $1,500,000 each occurrence including personal injury with a $2,500,000 products-completed operations aggregate and a $2,500,000 general aggregate. Such insurance shall have an endorsement providing for cross-liability.

8. The term of this agreement shall be for a period of one year, commencing from the date first hereinabove written; provided, however, that this agreement and all obligations hereunder shall be automatically extended for additional one-year periods after the initial term of this agreement and shall continue until either party terminates this agreement in writing during any particular one-year period, pursuant to the provisions of Paragraph 9 herein.

9. This agreement may be terminated without cause by either district upon giving written notice to the other 30 days or more prior to the effective date of such termination.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as set forth below:

MARINWOOD COMMUNITY SERVICES DISTRICT

[Signature]
Fire Chief

NOVATO FIRE PROTECTION DISTRICT

[Signature]
Fire Chief
AYES: Directors Beadle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

PRESIDENT, BOARD OF DIRECTORS

ATTEST: [Signature]
Secretary
RESOLUTION NO. 2011-4

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT, CALIFORNIA, APPROVING THE BOARD OF DIRECTORS FUND BALANCE POLICY FOR THE GENERAL FUND

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued its Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions with the intent of improving financial reporting by providing fund balance categories that will be more easily understood; and

WHEREAS, the Board of Directors of the Novato Fire Protection District has considered the policy I-IX-23 entitled “Fund Balance Policy for the General Fund” which outlines the policy and procedures enacted to accurately categorize and report fund balance in the General Fund; and

WHEREAS, the policy I-IX-23 entitled “Fund Balance Policy for the General Fund” provides that the Board of Directors may commit General Fund balance for specific purposes by taking formal action and these committed amounts cannot be used for any other purpose unless the Board of Directors removes or changes the specific use through the same formal action taken to establish the commitment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Novato Fire Protection District, California as follows:

SECTION 1. The Board of Directors hereby authorizes and directs the Finance Director to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

SECTION 2. The Board of Directors hereby confirms that for purposes of fund balance classification, expenditures are to be spent from restricted fund balance first and then unrestricted. Expenditures incurred in the unrestricted fund balances shall be reduced first from the committed fund balance, then from the assigned fund balance and lastly, the unassigned fund balance.
I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Novato Fire Protection District, Marin County, California, at a meeting hereof, held on the 28th, June 2011, by the following vote, to wit:

AYES: Directors Beedle, Horick, Mansourian and Silverman

NOES: None

ABSENT: Director Jim Galli

PRESIDENT, BOARD OF DIRECTORS

ATTEST:

SECRETARY
RESOLUTION NO. 2011-5

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2011/2012

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 1.37% for 2010 establishing new limits at 7.57 cents/square foot on residential structures and 11.35 cents/square foot on commercial/industrial structures.

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

<table>
<thead>
<tr>
<th>Use Code</th>
<th>Description</th>
<th>Adopted Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Single Family Residential Improved</td>
<td>7.57 cents/square foot</td>
</tr>
<tr>
<td>14</td>
<td>Attached Single Family Residential</td>
<td>7.57 cents/square foot</td>
</tr>
<tr>
<td>21</td>
<td>Multiple Residential Improved</td>
<td>7.57 cents/square foot</td>
</tr>
<tr>
<td>31</td>
<td>Rural Improved</td>
<td>7.57 cents/square foot</td>
</tr>
<tr>
<td>33</td>
<td>Agricultural Improved</td>
<td>7.57 cents/square foot</td>
</tr>
<tr>
<td>41</td>
<td>Industrial Improved</td>
<td>11.35 cents/square foot</td>
</tr>
<tr>
<td>51</td>
<td>Commercial Improved</td>
<td>11.35 cents/square foot</td>
</tr>
</tbody>
</table>

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 6th day of July, 2011 by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

President, Board of Directors

Attest: [Signature]
RESOLUTION NO. 2011-6

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
EXTENDING SALARIES AND BENEFITS FOR
NON-REPRESENTED PROFESSIONAL MANAGEMENT STAFF AND
ADMINISTRATIVE SUPPORT STAFF

WHEREAS, the Finance Director, Human Resources Director, Human Resources Manager, Executive Assistant, Information Analyst, Administrative, Accounting, and Billing Specialists, Administrative Assistant and Mechanic provide a valuable service to the District; and

WHEREAS, the above-referenced classifications do not engage in the meet and confer process under the Meyers-Milias-Brown Act; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments are necessary to maintain a competitive salary and benefit plan and effectively retain District employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

This provision shall become effective this date extending the 2009/2012 MOU one additional year from July 1, 2012 thru June 30, 2013.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, this 6th day of July 2011, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

Attest:

[Signature]

President, Board of Directors
RESOLUTION NO. 2011-7

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
EXTENDING SALARIES AND BENEFITS FOR
ALL REPRESENTED PERSONNEL

WHEREAS, the Board of Directors wishes to recognize the efforts of District personnel on a regular basis; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments are necessary to maintain a competitive salary and benefit plan and effectively retain District employees.

NOW, THEREFORE IT IS HEREBY RESOLVED as follows:

This provision shall become effective this date extending the 2009/2012 MOU one additional year from July 1, 2012 thru June 30, 2013.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, this 6th day of July 2011, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

President, Board of Directors

Attest:

Denise Wood
RESOLUTION NO. 2011-8

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
EXTENDING SALARIES AND BENEFITS FOR
BATTALION CHIEFS

WHEREAS, the Battalion Chiefs, provide a valuable service to the District; and

WHEREAS, the above-referenced classifications do not engage in the meet and confer process under the Meyers-Milias-Brown Act; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments are necessary to maintain a competitive salary and benefit plan and effectively retain District employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

This provision shall become effective this date extending the 2009/2012 MOU one additional year from July 1, 2012 thru June 30, 2013.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, this 5th day of July 2011, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

Attest: [Signature]

President, Board of Directors
RESOLUTION NO. 2011-9

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DETERMINING THE 2011/12 APPROPRIATION LIMIT

RESOLVED by the Board of Directors of the Novato Fire Protection District, Marin County, California, that the Board, on the basis of appropriation limit calculations which have been on file and available in the office of the Fire Chief, has calculated the maximum limit applicable to the appropriation of tax proceeds for the fiscal year 2011/12 to be the sum of Forty Six Million, Seven Hundred Sixty Thousand, Two Hundred Seventeen dollars ($46,760,217), and the basis of said calculations are available and on file in the office of the Fire Chief of said District, and that this resolution shall be posted by the Fire Chief at 95 Rowland Way, Novato, California.

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 3rd day of August 2011, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NAYS: None

ABSENT: None

President, Board of Directors

Attest:

[Signature]
RESOLUTION 2011-10

A RESOLUTION OF THE BOARD OF DIRECTORS
ESTABLISHING THE NOVATO FIRE PROTECTION
DISTRICT IS JOINING THE NATIONAL MOMENT OF
REMEMBRANCE OF THE 10TH ANNIVERSARY OF
SEPTEMBER 11TH

WHEREAS, the governing body of The Novato Fire Protection District expresses their support of the United States Senate regarding coming together as a Nation and ceasing all work or other activity for a moment of remembrance beginning at 1:00 p.m. Eastern Daylight Time (10:00 a.m. Pacific Daylight Time) on September 11, 2011, in honor of the 10th anniversary of the terrorist attacks committed against the United States on September 11, 2001; and

WHEREAS, at 8:46 a.m., on September 11, 2001, hijacked American Airlines Flight 11 crashed into the upper portion of the North Tower of the World Trade Center in New York City, New York; and

WHEREAS, 17 minutes later, at 9:03 a.m., hijacked United Airlines Flight 175 crashed into the South Tower of the World Trade Center; and

WHEREAS, at 9:37 a.m., the west wall of the Pentagon was hit by hijacked American Airlines Flight 77, the impact of which caused immediate and catastrophic damage to the headquarters of the Department of Defense; and

WHEREAS, at approximately 10:00 a.m., the passengers and crew of hijacked United Airlines Flight 93 acted heroically to retake control of the airplane and thwart the taking of additional American lives by crashing the airliner in Shanksville, Pennsylvania, and, in doing so, gave their lives to save countless others; and

WHEREAS, nearly 3,000 innocent civilians were killed in the heinous attacks of September 11, 2001; and

WHEREAS, tens of thousands of individuals narrowly escaped the attacks at the Pentagon and World Trade Center and, as witnesses to this tragedy, are forever changed; and

WHEREAS, countless fire departments, police departments, first responders, governmental officials, workers, emergency medical personnel, and volunteers responded immediately and heroically to those horrific events; and
WHEREAS, the Fire Department of New York suffered 343 fatalities on September 11, 2001, the largest loss of life of any emergency response agency in United States history; and

WHEREAS, the Port Authority Police Department suffered 37 fatalities in the attacks, the largest loss of life of any police force in United States history in a single day; and

WHEREAS, the New York Police Department suffered 23 fatalities as a result of the terrorist attacks; and

WHEREAS, the impact of that day on public health continues through 2011, as nearly 90,000 people are at risk of or suffering from negative health effects as a result of the events of September 11, 2001, including 14,000 workers and 2,400 community residents who are sick, and tens of thousands of others whose health is being monitored; and

WHEREAS, 10 years later, the people of the United States and people around the world continue to mourn the tremendous loss of innocent life on that fateful day; and

WHEREAS, 10 years later, thousands of men and women in the United States Armed Forces remain in harm’s way defending the United States against those who seek to threaten the United States; and

WHEREAS, on the 10th anniversary of this tragic day, the thoughts of the people of the United States are with all of the victims of the events of September 11, 2001 and their families; and

WHEREAS, the lives of Americans were changed forever on September 11, 2001, when events threatened the American way of life; and

WHEREAS, in 2009, Congress and the President joined together to designate September 11 as a National Day of Service and Remembrance under the Serve America Act (Public Law 111–13; 123 Stat. 1460); and

WHEREAS, in September 2009 and 2010, President Obama issued Proclamation 8413 (74 Fed. Reg. 47045) and Proclamation 8559 (75 Fed. Reg. 56463) proclaiming September 11, 2009, and September 11, 2010, respectively, as Patriot Day and National Day of Service and Remembrance; and

WHEREAS, September 11 will never, and should never, be just another day in the hearts and minds of all people of the United States;
NOW, THEREFORE BE IT RESOLVED that the governing body of The Novato Fire Protection District

(1) recognizes September 11, 2011, as a day of solemn commemoration of the events of September 11, 2001, and a day to come together as a Nation; and

(2) offers its deepest and most sincere condolences to the families, friends, and loved ones of the innocent victims of the September 11, 2001, terrorist attacks; and

(3) honors the heroic service, actions, and sacrifices of first responders, law enforcement personnel, State and local officials, volunteers, and countless others who aided the innocent victims of those attacks and, in doing so, bravely risked and often gave their own lives; and

(4) recognizes the valiant service, actions, and sacrifices of United States personnel, including members of the United States Armed Forces, the United States intelligence agencies, the United States diplomatic service, homeland security and law enforcement personnel, and their families, who have given so much, including their lives and well-being, to support the cause of freedom and defend the security of the United States; and

(5) reaffirms that the people of the United States will never forget the challenges our country endured on and since September 11, 2001, and will work tirelessly to defeat those who attacked the United States; and

BE IT FURTHER RESOLVED that on the 10th anniversary of this tragic day in United States history the governing body of the The Novato Fire Protection District calls upon all of the people and institutions of the United States to observe a moment of remembrance on September 11, 2011, including (i) media outlets; (ii) houses of worship; (iii) military organizations; (iv) veterans organizations; (v) airlines; (vi) airports; (vii) railroads; (viii) sports teams; (ix) the Federal Government; (x) State and local governments; (xi) police, fire, and other public institutions; (xii) educational institutions; (xiii) businesses; and (xiv) other public and private institutions; and

BE IT FURTHER RESOLVED that the governing body of The Novato Fire Protection District encourages the observance of the moment of remembrance to last for 1 minute beginning at 1:00 p.m. Eastern Daylight Time by, to the maximum extent practicable ceasing all work or other activity; and marking the moment in an appropriate manner, including by ringing bells, blowing whistles, or sounding sirens.
PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on the 7th day of September, 2011 by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

Novato Fire Protection District

[Signature]
President, Board of Directors

[Signature]
Attest: Denise Wade
RESOLUTION 2011-11

A RESOLUTION OF THE BOARD OF DIRECTORS
ESTABLISHING THE NOVATO FIRE PROTECTION
DISTRICT DESIGNATING OCTOBER, 2011 AS NATIONAL
BREAST CANCER AWARENESS MONTH

WHEREAS, the governing body of The Novato Fire Protection District expresses their support in designating October, 2011 as National Breast Cancer Awareness Month.

WHEREAS, since the program began in 1985 mammography rates have more than doubled of women age 50 and older and breast cancer deaths have declined; and

WHEREAS, National Breast Cancer Awareness Month remains dedicated to increasing public knowledge about the importance of early detection of breast cancer diagnosis and treatment; and

WHEREAS, cancer is one of the deadliest diseases of them all, we need to come together to fight it, which means more of us who haven’t been affected need to step up and lead the way. Therefore, firefighters will don pick to show women that we care enough to wear their color; and

WHEREAS, firefighters normally wear blue shirts 365 days a year for three days we can wear pink, and give an image of hope and encouragement to those who fear being alone in their battle for life; and

WHEREAS, the National Cancer Institute estimates in the United States, 230,480 new cases of breast cancer will be diagnosed this year and 39,520 people will die; and

WHEREAS, Marin County, has one of the highest incidence rate of breast cancer of California counties; and

WHEREAS, taking advantage of early detection methods such as mammography and clinical exams could help the breast cancer death rate drop; and

WHEREAS, the American Cancer Society has searched endlessly for a cure through vital research, and has the mammoth task of educating our community and all Americans of the risks of breast cancer. Its many volunteers who offer support in the form of support cancer and their families and friends; and
NOW, THEREFORE BE IT RESOLVED that the governing body of The Novato Fire Protection District

(1) Designates October, 2011 as “National Breast Cancer Awareness Month”; and

(2) Encourages all people of the United States to become more informed and aware of breast cancer; and

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on the 5th day of October, 2011 by the following vote:

AYES: Directors Horick, Mansourian and Silverman

NOES: None

ABSENT: Directors Beedle and Galli

Novato Fire Protection District

[Signature]
President, Board of Directors

Attest: [Signature]
RESOLUTION NO. 2011-12

RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
TO RECOGNIZING THE 2ND WEEK OF NOVEMBER AS
CARBON MONOXIDE AWARENESS WEEK

WHEREAS, Carbon monoxide is a colorless, odorless and tasteless poison gas that can be fatal when inhaled, and it is known as “the silent killer”; and

WHEREAS, Carbon monoxide is produced by furnaces, common household appliances, vehicles, generators, fireplaces, and other systems that are powered by the burning of fuel that includes, but is not limited to, natural gas, propane, gasoline, oil, and wood; and

WHEREAS, Carbon monoxide is the leading cause of accidental poisoning deaths in the United States; and

WHEREAS, many of the early symptoms of carbon monoxide poisoning, such as headaches, sleepiness, lethargy, nausea, weakness, reddening of the face, red or burning eyes, and shortness of breath, are very similar to flu symptoms, and as a result, many persons exposed to high levels of carbon monoxide are not alerted to the danger and therefore do not seek out the source of the deadly gas; and

WHEREAS, several types of inexpensive carbon monoxide detectors are available and can be installed in homes as easily as the now ubiquitous fire detectors, but the public awareness of the danger of carbon monoxide poisoning remains low; and

WHEREAS, as of July 1, 2011, the Carbon Monoxide Poisoning Prevention Act (Senate Bill – SB 183) requires all single-family homes with an attached garage or a fossil fuel source to install carbon monoxide alarms within the home by July 1, 2011; and

WHEREAS, The Journal of the American Medical Association has determined that carbon monoxide claims more than 2,000 lives each year; and

WHEREAS, The American Association of Poison Control Centers has determined that there are 40,000 emergency room visits from suspected carbon monoxide poisoning, and 20,000 health-related injuries each year; and

WHEREAS, The Mayo Clinic has determined that 51 percent of all carbon monoxide poisoning cases reported involve children six years of age and under; and

WHEREAS, The Consumer Product Safety Commission has determined that older adults more frequently have pre-existing health conditions that affect the heart, lungs, and circulatory system, and the presence of one or more of these conditions lowers a victim’s tolerance and increases the risk of a fatal carbon monoxide exposure; and

WHEREAS, The Carbon Monoxide Health and Safety Association has determined that the combined medical cost of carbon monoxide accidents, lost productivity, and lost wages amounts to $8.8 billion per year; and
WHEREAS, Public education and awareness about carbon monoxide poisoning are critical to protecting residents of Novato from the dangers of this deadly gas and the risk factors in the home; and

WHEREAS, Carbon monoxide alarms have been determined to be the most effective way to detect carbon monoxide and there is a dramatic correlation between carbon monoxide alarm ordinances in cities and lower death rates from carbon monoxide; now,

THEREFORE, BE IT RESOLVED by the Novato Fire Protection District, that the Board of Directors hereby recognizes the second week of November as Carbon Monoxide Awareness Week and urges the Novato Fire District members, local governing authorities, public schools, and all other interested persons or organizations to initiate awareness activities during that week to alert our communities to the dangers of carbon monoxide poisoning and ways to reduce the risk factors in their homes; and

BE IT FURTHER RESOLVED, that the Administrative Staff of the Novato Fire District transmits appropriate copies of this resolution and to make them available to the City of Novato, County of Marin, the Novato Unified School District, the public and the press.

PASSED AND ADOPTED at a regular meeting of the Novato Fire Protection District Board of Directors held November 16, 2011, by the following vote:

AYES: Directors Beedle, Galli, Horick, Mansourian and Silverman

NOES: None

ABSENT: None

President, Board of Directors

ATTEST:

Clerk
<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Written By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-1</td>
<td>Resolution 2012-1 Adjusting Ambulance billing rates for</td>
<td>Peterson</td>
<td>1/4/2012</td>
</tr>
<tr>
<td>2012-2</td>
<td>Resolution 2012-2 Adoption of FEMA Grant Fund for EOC Enhancements</td>
<td>Nickel</td>
<td>1/4/2012</td>
</tr>
<tr>
<td>2012-3</td>
<td>Resolution 2012-3 Adopting an Amendment to the Hartford Deferred Comp Plan</td>
<td>MacCubbin</td>
<td>12/21/2011</td>
</tr>
<tr>
<td>2012-5</td>
<td>A RESOLUTION OF THE BOARD OF DIRECTORS OF NFPD APPOINTING A REPRESENTATIVE TO THE NOVATO REDEVELOPMENT AGENCY OVERSIGHT BOARD</td>
<td>Hom</td>
<td>4/4/2012</td>
</tr>
<tr>
<td>2012-8</td>
<td>Appropriation Limit 2012/2013</td>
<td>Hom</td>
<td>7/17/2012</td>
</tr>
<tr>
<td>2012-9</td>
<td>Adotping Resolution 2012-9 Revised Conflict of Interest</td>
<td>Wade</td>
<td>7/25/2012</td>
</tr>
<tr>
<td>2012-10</td>
<td>Resolution 2012-10 Chief of Police Joseph Kreins</td>
<td>Wade</td>
<td>8/8/2012</td>
</tr>
<tr>
<td>2012-11</td>
<td>Void</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012-12</td>
<td>Breast Cancer Resolution</td>
<td>Wade</td>
<td>10/3/2013</td>
</tr>
<tr>
<td>2012-13</td>
<td>Resolution 2012-13 Adjusting Ambulance Billing Rates</td>
<td>Peterson</td>
<td>10/18/2012</td>
</tr>
<tr>
<td>2012-14</td>
<td>Resolution for Interim Fire Chief Benefits package</td>
<td>Denise</td>
<td>12/19/2012</td>
</tr>
</tbody>
</table>
RESOLUTION NO. 2012-1
A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
AMENDING FEES FOR BASIC LIFE SUPPORT
AND ADVANCED LIFE SUPPORT SERVICES

WHEREAS, on November 18, 1996, the Novato Fire Protection
District adopted Ordinance No. 96-2 which imposed fees for basic life
support and advanced life support services;

WHEREAS, on December 15, 1999, the Novato Fire Protection
District adopted Ordinance 99-2 amending Ordinance No. 96-2;

WHEREAS, Ordinance 99-2 permits fees for basic life support and
advanced life support services to be increased by Resolution in an
amount deemed reasonable and necessary, following a public hearing;

WHEREAS, the Novato Fire Protection District has conducted an
analysis of its services and the costs associated for said services and
determined the currently reasonable and necessary costs for basic life
support and advanced life support services, which are set forth below;

WHEREAS, the Board of Directors of the Novato Fire Protection
District held a public hearing concerning the rate increases set forth

NOW THEREFORE BE IT RESOLVED the Board of Directors of the
Novato Fire Protection District finds reasonable and necessary, and
hereby adopts, the amended fees for basic life support and advanced life
support services as follows:

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bundle Base Rate</td>
<td>$1,882.43</td>
</tr>
<tr>
<td>Treat, Non-Transport</td>
<td>$425.16</td>
</tr>
<tr>
<td>First Responder</td>
<td>$375.00</td>
</tr>
<tr>
<td>Oxygen</td>
<td>$124.97</td>
</tr>
<tr>
<td>Mileage</td>
<td>$48.14</td>
</tr>
</tbody>
</table>
PASSED AND ADOPTED at a regular meeting of the Board of Directors held January 4, 2012, by the following vote:

AYES: Directors Beedle, Kaselionis, Mansourian and Galli

NOES: None

ABSENT: Director Silverman

Attest:

Denise Wade
Novato Fire District
Operations Division
Staff Report: Resolution 2012-2: Formal Acceptance of California Emergency Management Agency (CAL EMA) Grant Funds

TO: Novato Fire District Board of Directors
FROM: Battalion Chief Gerald McCarthy
DATE: December 21, 2011
RE: Resolution 2012-2: Formal Acceptance of California Emergency Management Agency (CAL EMA) Grant Funds

Reviewed by: Fire Chief Revere
Date: Dec 21 - 2011

Recommendation:
Board approval is requested to adopt Resolution 2012-2 to formally accept CAL EMA Emergency Operations Center (EOC) grants funds in the amount of $198,324.00.

Summary:
Grand funds are for the purpose of supporting the communities of Novato by providing enhanced security at the joint Novato Fire District / City of Novato EOC, a critical public safety infrastructure, housed at the Fire District’s Administrative Headquarters.

The Novato Fire District is one of only two government agencies in the State of California to receive EOC grant funding in Fiscal Year 2011 (FY 2011) under this program.

Financial Impact:
The total security upgrade project cost is $264,433.00. The FY 2011 EOC Grant contributes 75% of the total project cost. The Fire District is responsible for the remaining 25% of the project, or $66,109.00. Funds are budgeted to facilitate this project.

Background:

These funds are granted to the State of California, which in turn, subgrants funds to local jurisdictions. Novato Fire District is referred to as a “subgrantee”.

In the spring of 2011, the Novato Fire District submitted a grant request to CAL EMA. The purpose of the FY 2011 EOC Grant is to provide funds for the construction or renovation of a state, local or tribal government’s principal EOC.

The District was awarded the grant for a number of reasons. These include the District’s successful and proficient grant-writing team, the continued focus on developing alternate funding sources and a District-wide facility security analysis.
In early 2011, as part of a District-wide facility security analysis, the Northern California Regional Intelligence Center (NCRIC) prepared a comprehensive vulnerability assessment of the District's administrative headquarters building. NCRIC helps safeguard the communities by serving as a dynamic security hub. NCRIC supports the communities by disseminating intelligence and facilitating communications between state, local, federal agencies and private sector partners to help them take action on threats and public safety issues.

The NCRIC report identified specific EOC security enhancement opportunities, which are purposely omitted in this document. The assessment also included recommendations to bring the joint Novato Fire District / City of Novato EOC critical public safety infrastructure up to current best practice benchmarks.

The challenge presented to the NCRIC evaluation team was to balance building security while maintaining full service public access during business hours that our communities have come to expect from the Fire District. Their assessment provides key solutions to deter, detect and defend the joint EOC in an initiative to protect District and City staff, the facility and critical public safety systems. The design will incorporate protection features that are restrained, yet secure, allowing for continued positive public interaction on a daily basis. Enhancements include improved lighting, security systems and physical barriers.

Attachments:
CAL EMA required form: Governing Body Resolution (to be completed in blue ink)
GOVERNING BODY RESOLUTION

BE IT RESOLVED BY THE Board of Directors
(Governing Body)

OF THE Novato Fire Protection District THAT
(Name of Applicant)

Jim Galli, President OR
(Name or Title of Authorized Agent)

OR
(Name or Title of Authorized Agent)

OR
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subgranted through the State of California.

Passed and approved this Fourth day of January, 2012

Certification

I, Brad Beadle, (Name) duly appointed and
Vice President (Title) of the Board of Directors (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Directors of the Novato Fire Protection District on the
Fourth day of January, 2012

Vice President, Board of Directors
(Official Position)

R. Beadle
(Signature)

January 4, 2012
(Date)

Resolution 2012-2
RESOLUTION 2012-3
ADOPTING AMENDMENT TO
NOVATO FIRE PROTECTION DISTRICT
DEFERRED COMPENSATION PLAN

WHEREAS, the Novato Fire Protection District (hereinafter “Employer”) heretofore established the Novato Fire Protection District Deferred Compensation Plan (hereinafter “Plan”); and

WHEREAS, the Employer desires to amend the Plan to allow the Plan to make loans to Plan Participants.

NOW THEREFORE, BE IT RESOLVED, that, effective January 4, 2012, the Employer hereby amends the Plan by adding a new Section 5.13 as follows:

5.13 Loans.

(a) Loans. The Employer may elect to make loans available to Participants in the Plan. If the Employer has elected to make loans available to Participants, the Employer shall establish written guidelines governing the granting of loans, provided that such guidelines are approved by the Administrator and are not inconsistent with the provisions of this Section, and that loans are made available to all Participants on a reasonably equivalent basis.

A Participant who is an Employee may apply for and receive a loan from his or her Account Balance as provided in this Section 5.13. Any such loan may not be for an amount less than the minimum amount specified by the Administrator. If not specified by the Administrator, the minimum loan amount shall be $1,000.

(b) Maximum Loan Amount. No loan to a Participant hereunder may exceed the lesser of:

(i) $50,000, reduced by the greater of (A) the outstanding balance on any loan from the Plan to the Participant on the date the loan is made or (B) the highest outstanding balance on loans from the Plan to the Participant during the one-year period ending on the day before the date the loan is approved by the Administrator (not taking into account any payments made during such one-year period), or

(ii) one half of the value of the Participant’s vested Account Balance (as of the Valuation Date immediately preceding the date on which such loan is approved by the Administrator).

For purposes of this Section 5.13(b), any loan from any other plan maintained by a participating employer shall be treated as if it were a loan made from the Plan, and the Participant’s vested interest under any such other plan shall be considered a vested interest under this Plan; provided, however, that the provisions of this paragraph shall not be applied so as to allow the amount of a loan under this Section 5.13(b) to exceed the amount that would otherwise be permitted in the absence of this paragraph.

(c) Terms of Loan. The terms of the loan shall:

(i) require level amortization with payments not less frequently than quarterly throughout the repayment period, except that alternative arrangements for repayment may apply in the event that the borrower is on an bona fide unpaid leave of absence for a period not to exceed one year for leaves other than a qualified military leave within the meaning of section 414(u) of the Code or for the duration of a leave which is due to qualified military service;

(ii) require that the loan be repaid within five years unless the Participant certifies in writing to the Administrator that the loan is to be used to acquire any dwelling unit which within a reasonable time is to be used (determined at the time the loan is made) as a principal residence of the Participant; and
(ii) provide for interest at a rate equal to (select one):

(1) ☐ ____________ %;

(2) ☐ the prime rate as published by Bloomberg L.P., (or similar independent financial news service), such rate to apply to new loans within 5 business days of its publication; or

(3) ☑ the rate in (2) above plus 2%.

(d) Security for Loan; Default.

(i) Security. Any loan to a Participant under the Plan shall be secured by the pledge of the portion of the Participant's interest in the Plan invested in such loan.

(ii) Default. In the event that a Participant fails to make a loan payment under this Section 5.13 within 90 days after the date such payment is due, a default on the loan shall occur. In the event of such default, (A) all remaining payments on the loan shall be immediately due and payable, and (B) interest shall continue to accrue on the outstanding loan balance until the loan is foreclosed.

In the case of any default on a loan to a Participant, the Administrator shall apply the portion of the Participant's interest in the Plan held as security for the loan in satisfaction of the loan on the date of Severance from Employment. In addition, the Administrator shall take any legal action it shall consider necessary or appropriate to enforce collection of the unpaid loan, with the costs of any legal proceeding or collection to be charged to the Account Balance of the Participant.

Notwithstanding anything elsewhere in the Plan to the contrary, in the event a loan is outstanding hereunder on the date of a Participant's death, his or her estate shall be his or her Beneficiary as to the portion of his or her interest in the Plan invested in such loan (with the Beneficiary or Beneficiaries as to the remainder of his or her interest in the Plan to be determined in accordance with otherwise applicable provisions of the Plan).

(e) Repayment. A Participant shall be required, as a condition to receiving a loan, to enter into agreement for the repayment of the loan in accordance with a method set forth in the written guidelines governing the granting of loans that are established by the Employer pursuant to Section 5.13(a).

A Participant may prepay the entire outstanding balance of his loan at any time (but may not make a partial prepayment)

IN WITNESS WHEREOF, the Employer has executed this Plan Amendment this fourth day of January, 2012 by the following vote.

AYES: Directors Beedle, Kaselionis, Mansourian and Galli

NOES: None

ABSENT: Director Silverman

Novato Fire Protection District

by

Jim Galli, President, Board of Directors

Attest:

Denise Wade, Recording Secretary
RESOLUTION NO. 2012-4

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING A RAINY DAY COMMITTED FUND BALANCE

WHEREAS, the Board of Directors ("Board") of the Novato Fire Protection District ("District") seeks to establish a Rainy Day Committed Fund Balance and to provide a formula to annually determine the appropriate balance of said fund;

WHEREAS, the Government Finance Officers Association recommends that a minimum of two months of expenditures be available to the District at any given time;

WHEREAS, the purpose of the Rainy Day Committed Fund Balance would be to provide the District with contingency funding for use in situations including, but not limited to, adverse economic conditions, unforeseen emergencies, or other situations deemed warranted by the Board;

WHEREAS, the Rainy Day Committed Fund Balance would replace the District’s existing $2,000,000 General Contingencies Assigned Fund;

WHEREAS, the modification of, or transfer to or from the Rainy Day Committed Fund Balance would require a unanimous decision by the Board;

WHEREAS, the Rainy Day Committed Fund Balance would be recalculate each year pursuant to a specific formula;

WHEREAS, The Rainy Day Committed Fund Balance conforms to the provisions of GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions.

NOW THEREFORE BE IT RESOLVED as follows:

1. That the District Rainy Day Committed Fund Balance is hereby established.

2. That the District General Contingencies Assigned Fund is hereby deleted.

3. That the Rainy Day Committed Fund Balance shall be recalculated annually pursuant to the following formula:

\[
[\{(\text{Salaries and Benefits}) + (\text{Services and Supplies}) + (\text{Debt Service Principal}) + (\text{Debt Service Interest})\} \times \frac{1}{6}] + 10\%
\]

For example, the calculation of the Rainy Day Committed Fund Balance based upon the District’s June 30, 2011 audited financials would be as follows:
<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
<td>18,435,892</td>
</tr>
<tr>
<td>Services and Supplies</td>
<td>2,883,113</td>
</tr>
<tr>
<td>Debt Service Principal</td>
<td>276,977</td>
</tr>
<tr>
<td>Debt Service Interest</td>
<td>127,164</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>21,723,146</strong></td>
</tr>
<tr>
<td>Two Months</td>
<td>3,620,524</td>
</tr>
<tr>
<td>10% Cushion</td>
<td>362,052</td>
</tr>
<tr>
<td><strong>Rainy Day Fund</strong></td>
<td><strong>3,982,576</strong></td>
</tr>
</tbody>
</table>

4. That if in a given year the existing balance of the Rainy Day Committed Fund Balance is greater than the calculated amount per the formula above, the Board may choose not to decrease the Rainy Day Committed Fund Balance.

5. That modification of, or transfer to or from, the Rainy Day Committed Fund Balance, shall require a unanimous vote by the Board.

6. That the Rainy Day Committed Fund Balance shall be used to provide the District with contingency funding for use in situations including, but not limited to, adverse economic conditions, unforeseen emergencies, or other situations deemed warranted by the Board.

**PASSED AND ADOPTED** by the Board of Directors, Novato Fire Protection District, on the 4th day of April, 2012, by the following vote:

**AYES:** Directors Beedle, Galli, Mansourian and Silverman

**NOES:** Director Kaselionis

**ABSENT:** None

[Signature]

President

[Signature]

Attest:
RESOLUTION NO. 2012-5

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT APPOINTING A REPRESENTATIVE TO THE NOVATO REDEVELOPMENT AGENCY OVERSIGHT BOARD

WHEREAS, Part 1.85 of Division 24 of the Health and Safety Code (added by AB 1X26), which dissolved California's Redevelopment Agencies, was upheld by the California Supreme Court in January of 2012;

WHEREAS, Part 1.85 of Division 24 of the Health and Safety Code designates successor agencies as the successor entities to the former redevelopment agencies and requires the creation of oversight boards to satisfy enforceable obligations of the former redevelopment agencies and administer the dissolution process;

WHEREAS, the City of Novato has elected to serve as the successor agency to the Redevelopment Agency of the City of Novato;

WHEREAS, Health and Safety code Section 34179(a) provides that the oversight board will be comprised of seven political appointees from affected local taxing entities and the community that created the redevelopment agency, including an appointee from, "the largest special district, by property tax share, with territory in the territorial jurisdiction of the redevelopment agency that is eligible to receive property tax revenues pursuant to Section 34188," which, in the case of the Redevelopment Agency of the City of Novato, is the Novato Fire Protection District;

WHEREAS, the Board of Directors of the Novato Fire Protection District seeks to designate the District's appointees to the oversight board for the successor agency to the Novato Redevelopment Agency.

NOW, THEREFORE, BE IT RESOLVED as follows:

That Fire Chief Marc Revere and Deputy Fire Chief Eric Nickel are hereby appointed to the oversight board for the successor agency to the Novato Redevelopment Agency.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the NFPD at a meeting held on this fourth day of April, 2012, by the following vote:

AYES: Directors Beadle, Galli, Kaselionis, Mansourian and Silverman

NOES: None

ABSENT: None

[Signature]
President

[Signature]
Board Secretary
RESOLUTION 2012-6
A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DECLARATION OF ARSON AWARENESS WEEK
MAY 6 THROUGH MAY 12th, 2012

WHEREAS, The theme for 2012 Arson Awareness Week is Prevent Youth Fire Setting; and

WHEREAS, nationally, between 2005 - 2009, fires started by children playing accounted for an average of 56,300 fires with associated losses of 110 civilian deaths, 880 civilian injuries and $286 million in direct property damage per year; and

WHEREAS In 2010, 40% of arson arrests were juveniles with 47.6% of those children under 16 years of age; and

WHEREAS, Since 1998, the Novato Fire District has adopted and implemented guidelines contained in the United States Fire Administration Youth Fire Setting Prevention Program; and

WHEREAS, The Novato Fire District has interviewed, assigned risk, and provided education and mental health referrals to family services for 106 separate youth and their families since 1998; and

WHEREAS, Parents should teach young children that fire is a tool, not a toy; keep matches and lighters out of reach; and set a good example by safely using matches, lighters and fire; and

WHEREAS, we will use the week of May 6–12 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 juveniles engaged with fire; and

NOW, THEREFORE, the Novato Fire District Board of Directors on behalf of its citizens do hereby proclaim May 6-12, 2012, to be Arson Awareness Week.

BE IT FURTHER RESOLVED that we pay special tribute to all fire and law enforcement investigative agencies for their dedicated and tireless service.

NOW, THEREFORE, BE IT PROCLAIMED, that The Novato Fire Protection District Board of Directors general meeting on May 2, 2012, in Novato, California, hereby proclaims the week, beginning on May 6, 2012, 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 2nd day of May, 2012, by the following vote:

AYES: Directors Galli, Kaselionis and Silverman

NOES: None

ABSENT: Directors Beedle and Mansourian

ATTEST: [Signature]

Board Clerk

[Signature]
President, Board of Directors
RESOLUTION NO. 2012-7

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2012/2013

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 2.60% for 2011 establishing new limits at 7.77 cents/square foot on residential structures and 11.65 cents/square foot on commercial/industrial structures.

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

<table>
<thead>
<tr>
<th>Use Code</th>
<th>Description</th>
<th>Adopted Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Single Family Residential Improved</td>
<td>7.77 cents/square foot</td>
</tr>
<tr>
<td>14</td>
<td>Attached Single Family Residential</td>
<td>7.77 cents/square foot</td>
</tr>
<tr>
<td>21</td>
<td>Multiple Residential Improved</td>
<td>7.77 cents/square foot</td>
</tr>
<tr>
<td>31</td>
<td>Rural Improved</td>
<td>7.77 cents/square foot</td>
</tr>
<tr>
<td>33</td>
<td>Agricultural Improved</td>
<td>7.77 cents/square foot</td>
</tr>
<tr>
<td>41</td>
<td>Industrial Improved</td>
<td>11.65 cents/square foot</td>
</tr>
<tr>
<td>51</td>
<td>Commercial Improved</td>
<td>11.65 cents/square foot</td>
</tr>
</tbody>
</table>

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 6th day of June, 2012 by the following vote:

AYES: Directors Beedle, Galli, Mansourian, and Silverman

NOES: Director Kaselionis

ABSENT: none

[Signatures]

President, Board of Directors

[Signature]
RESOLUTION NO. 2012-8

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DETERMINING THE 2012/13 APPROPRIATIONS LIMIT

RESOLVED by the Board of Directors of the Novato Fire Protection District, Marin County, California, that the Board, on the basis of appropriations limit calculation which has been on file and available in the office of the Fire Chief, has calculated the maximum limit applicable to the appropriation of tax proceeds for the fiscal year 2012/13 to be the sum of Forty Eight Million, Nine Hundred Fifty Seven Thousand, Eight Hundred Five dollars ($48,957,805), and the basis of said calculations are available and on file in the office of the Fire Chief of said District, and that this resolution shall be posted by the Fire Chief at 95 Rowland Way, Novato, California.

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 8th day of August 2012, by the following vote:

AYES: Directors Beedle, Galli, Kaselionis, Mansourian and Silverman

NAYS: None

ABSENT: None

[Signature]
President, Board of Directors

Attest:
[Signature]
BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT

RESOLUTION 2012-9
AMENDING CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform act of 1974 (Government Code Section 81000 et. seq) authorizes the adoption of a conflict of interest code by special districts; and

WHEREAS, the Novato Fire Protection District Board of Directors adopted a Conflict of Interest Code on October 7, 1998; and

WHEREAS, Government Code Section 87302.3 requires elected Officials (Directors) and the Fire Chief of the Novato Fire Protection District to file their Statements of Economic Interests (Form 700) with the County of Marin Elections Department; and

WHEREAS, Government Code Section 87500(o) requires all designated positions of the Novato Fire Protection District, except elected officials (Directors) and the Fire Chief, to file their Statements of Economic Interests (Form 700) with the Novato Fire Protection District, who will make the statements available for public inspection and reproduction (Government Code Section 81008). The Novato Fire Protection District will retain Statements of designated positions;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Novato Fire Protection District by this Resolution hereby amends the Conflict of Interest Code particularly Section 400 by the revision thereto the place and time of filing “(a) and (b)” as specified in the Attached Conflict of Interest Code (Exhibit “A”).

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Novato Fire Protection District at a regular meeting held on August 8, 2012, by the following vote:

AYES: Directors Beedle, Galli, Kaselionis, Mansourian and Silverman

NOES: None

ABSENT: None

President, NFPD Board of Directors

District Clerk
EXHIBIT “A”

CONFLICT OF INTEREST CODE
OF
NOVATO FIRE PROTECTION DISTRICT
OF MARIN COUNTY

Section 100. Purpose. Pursuant to the provisions of Government Code Section 87300, et seq, the Novato Fire Protection District of Marin County hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000). The provisions of this Code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

Section 200. Designated Positions. Directors, Chief Officers, Finance Director, Purchasing Agent, Attorney for the District, and consultant in a decision making capacity are designated positions. Officers and employees holding those positions are designated employees and are deemed to make, or participate in the making of, decisions which may foreseeably have a material effect on a financial interest.

Section 300. Disclosure Statements.

Business Interests.

Designated positions shall disclose all business interests in which they have invested $1000 or more from which they derive personal income, or in which they have a management position, if said business interest does now or may, in the foreseeable future, do business with the District or owns real property located within the District or within two miles of its boundaries.

Business interest is defined as a direct or indirect investment of a business entity. Business entity includes: corporations, partnerships, joint ventures, sole proprietorships and any other type of enterprise operated for a profit. It does not include bank accounts, interests in mutual funds, money market funds or insurance polices, or government bonds or securities.

An economic interest in one entity is also deemed to have an interest in all subsidiaries of that entity.
Indirect interest includes investments owned by an official’s spouse or children.

Real Estate Interest

Said designated positions, their spouses or dependent children who have a direct or indirect interest in real property, including ownership, mortgages, and deeds of trusts, options to buy and joint tenancies located within the District or within two miles of its boundaries.

Section 400. Place and Time of Filing.

(a) All designated positions, except for elected officials (Directors) and Fire Chief, required to submit a Statement of Economic Interests, shall file the original with this agency.

(b) Elected officials (Directors) and the Fire Chief positions, required to submit a Statement of Economic Interests, shall file the original with the County of Marin Elections Department.

(c) A designated position required to submit a statement of financial interest shall submit an initial statement within 30 days after the effective date of this Code.

(d) All those appointed, promoted or transferred to designated positions shall file initial statements not less than 10 days before assuming office, unless an earlier assumption of office is required by emergency circumstances, in which case the statement shall be filed within 30 days thereafter.

(e) Annual statements shall be filed during the month of February by all designated positions. Such statements shall cover the period of the preceding calendar year.

(f) A designated position required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.
Section 500. Contents of Disclosure Statements.

Disclosure statements shall be made on forms supplied by the Clerk of the Board of Supervisors, and shall contain the following information:

(a) Contents of Investment and Real Property Reports:

When an investment, or an interest in real property is required to be reported, the statement shall contain:

(1) A statement of the nature of the investment or interest;

(2) The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;

(3) The address of other precise location of the real property;

(4) A statement whether the fair market value of the investment, or interest in real property, is:

   Equal or exceeds $1,000 but does not exceed $10,000
   Equal or exceeds $10,000 but does not exceed $100,000
   Exceeds $100,000

This information need not be provided with respect to an interest in real property which is used principally as the residence of the filer.

(b) Contents of Personal Income Reports

When personal income is required to be reported, the statement shall contain:

(1) The name and address of each source of income aggregating two hundred and fifty dollars ($250) or more in value, or fifty dollars ($50) or more in a calendar year from a single source if the income was a gift.
(2) A statement whether the aggregate value of income from each source was greater than one thousand dollars ($1,000), and whether it was greater than ten thousand dollars ($10,000);

For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

Investments and interests in real property which have a fair market value of less than $1,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rate share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

A designated position's income includes his/her community property interest in the income of his/her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

(3) A description of the consideration, if any, for which the income was received;

(4) In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made, a description of the gift, the amount or value of the gift, and the date on which the gift was received.

(5) In the case of a loan, the annual interest rate and the security, if any, given for the loan.

(c) Contents of Business Entity Income Reports:

When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

(1) The name, address, and a general description of the business activity of the business entity;
(2) In the case of a business entity which provides legal or brokerage services, the name of every person who paid fees to the business entity if the filer's prorata share of fees from such person was equal to or greater than one thousand dollars ($1,000);

(3) In the case of a business entity not covered by paragraph (2), the name of every person from whom the business entity received payments if the filer's prorata share of gross receipts from such person was equal to or greater than ten thousand dollars ($10,000) during a calendar year.

(d) Contents of Management Positions Reports:

When management positions are required to be reported, designated employees shall list the name of each business entity not specified above in which they are a director, officer, partner, trustee, employee, or in which they hold any position of management and a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

(e) Initial Statement:

The initial statement filed by an employee appointed to a designated position shall disclose any reportable investments and interests in real property.

(f) Acquisition or Disposal During Reporting Period:

In the case of a statement filed under Section 400(e), if the investment, or interest in real property, was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal.
Section 600. Disqualification.

Designated positions must disqualify themselves from making or participating in the making of any decisions in which they have a reportable financial interest, when it is reasonably foreseeable that such interest may be materially affected by the decision. No designated position shall be required to disqualify him/herself with respect to any matter which could not be legally acted upon or decided without his/her participation.

No designated position shall make, participate in making, or use his/her official positions to influence the making of any governmental decision which will foreseeably have a material financial effect, distinguishable from its effect on the public generally, on:

(a) Any business entity in which the designated employee has a direct or indirect investment worth more than one thousand dollars ($1,000);

(b) Any real property in which the designated position has a direct or indirect interest worth more than one thousand dollars ($1,000);

(c) Any source of income, other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating two hundred fifty dollars ($250) or more in value provided to, received by or promised to the designated employee within twelve months prior to the time when the decision is made; or

(d) Any business entity in which the designated position is a director, officer, partner, trustee, employee, or holds any position of management.

No designated position shall be prevented from making or participating in the making of any decision to the extent his/her participation is legally required for the decision to be made. The fact that the vote of a designated position who is on a voting body is needed to break a tie does not make his/her participation legally required for purposes of this section.
Manner of Disqualification:
When a designated employee determines that he/she should not make a governmental decision because he/she has a financial interest in it, the determination not to act must be accompanied by disclosure of the initial interest. In the case of a voting body, this determination and disclosure shall be made part of the agency’s official record. In the case of a designated position who is the head of an agency, this determination and disclosure shall be made in writing to his/her appointment authority; and in the case of other designated employees, this determination and disclosure shall be made in writing to the designated employee’s supervisor.

Assistance of the Commission and Counsel:
Any designated position who is unsure of his/her duties under this Code may request assistance from the Fair Political Practices Commission pursuant to the Government Code Section 83114.

Violations:
This Code has the force and effect of law. Designated positions violating any provision of this Code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code Section 81000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this Code or of Government Code Section 87100 has occurred may be set aside as void pursuant to Government Code Section 91003.

Approved: ________________________________

Date: ________________________________

Approved by the Board of Supervisors
County of Marin

________________________________________

Date: ________________________________

Amended:
08 06 08 Board of Directors Meeting Resolution No. 2008-9.
Added the position "Finance Director" to Section 200. Designated Positions.
08 08 12 Board of Directors Meeting Resolution No. 2012-9 Revised the place of filing, Section 400 Place and Time of Filing "(a) and (b)".
RESOLUTION NO. 2012-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT COMMENDING NOVATO CHIEF OF POLICE JOSEPH F. KREINS FOR HIS LEADERSHIP AND COMMITMENT TO PUBLIC SAFETY

WHEREAS, Chief Kreins, a second generation Police Officer, served in law enforcement for 35 years; and

WHEREAS, Chief Kreins was employed with the Concord, California Police Department for 17 years and promoted through the ranks to Lieutenant/District Commander; and was appointed as the Department’s first-ever Media Relations Officer in 1992, gaining local and national recognition during his 4 years as the Department PIO/Spokesperson; and

WHEREAS, Chief Kreins authored a $500,000 COPS Community Policing Grant program which led to the Concord Police Department being awarded the prestigious James Q. Wilson Award for excellence in Community Policing; and

WHEREAS, Chief Kreins served as Chief of Police in the City of Sausalito for 3 ½ years; and as the Police Chief in the City of Novato, California for the past 7 ½ years; and

WHEREAS, Chief Kreins achieved many accomplishments as the Novato Police Chief; and under his reign the Novato Police Department received over 3.5 million dollars in grant funds, including Technology Grant funds making it possible for the Police Department to go paperless, and the patrol vehicles being equipped with audio and visual cameras; and

WHEREAS, Chief Kreins served as the president of the Marin County Police Chiefs’ Association; and sat on both the Drug and Alcohol Advisory and Law Enforcement Technology committees; and

WHEREAS, Chief Kreins became a member of the MERA Executive Board for Marin County; and a member of the Major Crimes Task Force Oversight Committee; and

WHEREAS, Chief Kreins taught a number of courses at the California State Training Institute and Los Medanos Community College; and

WHEREAS, Chief Kreins graduated Magna cum Laude with a Bachelor of Arts degree in Human Relations Management from Golden Gate University, San Francisco; and completed graduate work in the fields of Marketing, Crisis Communications, and Public Relations Management; and

WHEREAS, Chief Kreins became a member of the Rotary Clubs of Novato, Sausalito, and Concord; and participated in many community events including Top the Cops, Relay for Life, and the Novato 4th of July Parade; and

WHEREAS, Chief Kreins and his wife Colleen of 31 years; and their two children, Joseph and Emily, and one grandchild, William; and

FURTHERMORE, let it be known and recognized that Chief Joseph Kreins provided a valuable service to the people of Novato; and his years of assistance to the Novato Fire Protection District.
NOW, THEREFORE, BE IT RESOLVED, I, President of the Novato Fire Protection District Board of Directors, on behalf of the Board of Directors, District members, and the Novato community, do hereby recognize and pay tribute to Joseph Kreins for the significant role he has provided to the City of Novato.

BE IT FURTHER PROCLAIMED, that we hereby extend our best wishes to Chief Kreins and his wife Colleen, and their children Joseph and Emily on his retirement.

ADOPTED AND APPROVED BY NOVATO FIRE BOARD OF DIRECTORS, on this 8th day of August 2012, by the following vote:

Ayes: Directors Reedle, Galli, Kaselionis, Mansourian and Silverman

Noes: None

Absent: None

[Signature]
President, Board of Directors

[Signature]
Board Clerk
RESOLUTION 2012-12

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NOVATO FIRE PROTECTION DISTRICT
DESIGNATING OCTOBER 2012, AS NATIONAL BREAST CANCER
AWARENESS MONTH

WHEREAS, the governing body of The Novato Fire Protection District expresses their support in designating October 2012, as National Breast Cancer Awareness Month;

WHEREAS, since the program began in 1985 mammography rates have more than doubled for women age 50 and older, and breast cancer deaths have declined; and

WHEREAS, National Breast Cancer Awareness Month remains dedicated to increasing public knowledge about the importance of early detection, diagnosis, and treatment of breast cancer; and

WHEREAS, cancer is one of the deadliest diseases of them all. We need to come together to fight it, which means more of us who haven’t been affected need to step up and lead the way. Therefore, firefighters will don pink showing women that we care enough to wear their color; and

WHEREAS, firefighters normally wear blue shirts 365 days a year, and for three days we can wear pink, giving an image of hope and encouragement to those who fear being alone during their battle for life; and

WHEREAS, the National Cancer Institute estimates in the United States, 229,060 new cases of breast cancer will be diagnosed this year and 39,920 people will die; and

WHEREAS, Marin County has one of the highest incidence rates for breast cancer in California counties; and

WHEREAS, taking advantage of early detection methods such as mammography and clinical exams could help the breast cancer death rate drop; and

WHEREAS, the American Cancer Society has searched endlessly for a cure through vital research, and has the mammoth task of educating our community and all Americans about the risks of breast cancer. The National Breast Cancer Foundation’s mission is to save lives by increasing awareness of breast cancer through education and by providing mammograms to persons in need.
NOW THEREFORE BE IT RESOLVED that the governing body of The Novato Fire Protection District

(1) Designates October 2012, as “National Breast Cancer Awareness Month”; and

(2) Encourages all people of the United States to become more informed and aware of breast cancer.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on the 3rd day of October 2012, by the following vote:

AYES: Directors Beedle, Kaselionis, Mansourian and Silverman

NOES: None

ABSENT: Director Galli

Novato Fire Protection District

Vice President, Board of Directors

Attest:
RESOLUTION NO. 2012-13
A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
AMENDING FEES FOR MEDICARE AND MEDICADE SERVICES (CMS)

WHEREAS, on November 18, 1996, the Novato Fire Protection District adopted Ordinance No. 96-2, which imposed fees for basic life support and advanced life support services;

WHEREAS, on December 15, 1999, the Novato Fire Protection District adopted Ordinance 99-2 amending Ordinance No. 96-2;

WHEREAS, the Centers for Medicare and Medicaid Services (CMS) has made a change in the Ambulance Service Fee Schedule and added items that may be billed to a secondary insurance company;

WHEREAS, the Novato Fire Protection District will be contemporary in billing practices set forth by CMS by adding these items.

NOW THEREFORE BE IT RESOLVED the Board of Directors of the Novato Fire Protection District finds reasonable and necessary, and hereby adopts, the amended fees for basic life support and advanced life support services as follows:

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bundled Base Rate</td>
<td>$1,882.43</td>
</tr>
<tr>
<td>Treat, Non-Transport</td>
<td>$425.16</td>
</tr>
<tr>
<td>First Responder</td>
<td>$375.00</td>
</tr>
<tr>
<td>Oxygen</td>
<td>$124.97</td>
</tr>
<tr>
<td>Mileage</td>
<td>$48.14</td>
</tr>
<tr>
<td>ALS Disposable Supplies</td>
<td>$363.67</td>
</tr>
<tr>
<td>BLS Disposable Supplies</td>
<td>$303.67</td>
</tr>
<tr>
<td>IV Supplies</td>
<td>$79.90</td>
</tr>
<tr>
<td>Wait Time</td>
<td>$69.20</td>
</tr>
<tr>
<td>Extra Attendant</td>
<td>$125.50</td>
</tr>
<tr>
<td>12 Lead EKG</td>
<td>$285.00</td>
</tr>
<tr>
<td>3 Lead EKG</td>
<td>$156.48</td>
</tr>
</tbody>
</table>
PASSED AND ADOPTED at a regular meeting of the Board of Directors held December 5, 2012, by the following vote:

AYES: Directors Brad Beedle, Jim Galli, Tomas Kaselionis, Farhad Mansourian, Lj Silverman

NOES: None

ABSENT: None

[Signature]
President

Attest:

[Signature]
RESOLUTION NO. 2012-14
RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
AUTHORIZING THE INTERIM FIRE CHIEF’S BENEFIT PACKAGE

WHEREAS, Fire Chief Marc A. Revere retired on November 29, 2012; and

WHEREAS, the Board of Directors agreed to offer the position of Novato Fire Protection District Interim Fire Chief to Ken Massucco; and

WHEREAS, Ken Massucco accepted the position of Novato Fire Protection District Interim Fire Chief on November 29, 2012 based on the Benefit Package as negotiated with the Board of Directors.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors of the Novato Fire Protection District authorizes the Interim Fire Chief Benefit Package as described in the attached Exhibit A:

Section 1 Commencing on November 29, 2012, the provisions set forth in Exhibit A shall apply.

Section 2 The provisions set forth in Exhibit A represent only the modifications to the existing terms and conditions of employment and are not meant to modify or eliminate other terms and conditions of employment, which are not covered by the Exhibit.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, County of Marin, State of California, this 19th day of December, 2012, by the following vote:

AYES: Directors Jim Galli, Brad Beedle, Tomas Kaselionis, Farhad Mansourian, and Lj Silverman
NOES: None
ABSENT: None

[Signature]
President, Board of Directors

ATTEST:
[Signature]
Clerk
**Exhibit A**  
Novato Fire Protection District—Interim Fire Chief’s Benefit Package

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary</td>
<td>$110 per hour</td>
</tr>
<tr>
<td>Start Date</td>
<td>November 29, 2012</td>
</tr>
<tr>
<td>End Date</td>
<td>For a period not to exceed 955 worked hours.</td>
</tr>
<tr>
<td>CAPF Long-Term Disability</td>
<td>100% paid by the District for the value of 955 hours @ $110 per hour.</td>
</tr>
<tr>
<td>Class A Uniform</td>
<td>Up to $1,500 toward purchase (including other uniform items).</td>
</tr>
<tr>
<td>Assigned Vehicle</td>
<td>District will provide code 3 fully equipped marked vehicle for Official Use Only.</td>
</tr>
<tr>
<td>Other Equipment/Tools</td>
<td>District will provide electronic devices such as a cell phone, computer, iPhone, pager, and a Wi-Fi laptop.</td>
</tr>
</tbody>
</table>

The following items are excluded from the Interim Fire Chief’s Benefit Package: MCERA Retirement Plan, Deferred Compensation, Sick Leave, Administrative Time, Vacation Time, Paid Holidays, Medical, Dental, Vision Insurance, Life Insurance, and Annual Association Dues.
<table>
<thead>
<tr>
<th>Resolution #</th>
<th>Description</th>
<th>Written By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-1</td>
<td>RESOLUTION NO. 2013-1 A RESOLUTION OF THE NOVATO FIRE PROTECTION DISTRICT APPROVING AND AUTHORIZING THE IMPLEMENTATION OF A STANDARDIZED</td>
<td>Heine</td>
<td>1/7/2013</td>
</tr>
<tr>
<td></td>
<td>PREQUALIFICATION PROCEDURE AND A PROCESS FOR PREQUALIFICATION APPEALS AS REQUIRED BY CURRENT LAW FOR THE STATION 64 PROJECT</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE, AND REQUESTING ELECTION SERVICES BY THE</td>
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<td></td>
<td>MARIN COUNTY ELECTIONS DEPARTMENT</td>
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<tr>
<td></td>
<td>MAY 5 THROUGH MAY 11th, 2013 A RESOLUTION OF THE BOARD OF DIRECTORS NOVATO FIRE PROTECTION DISTRICT</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>DECLARATION OF ARSON AWARENESS WEEK MAY 5 THROUGH MAY 11th, 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013-5</td>
<td>Chief Heine Salary and Benefit Resolution</td>
<td>Denise</td>
<td>5/28/2013</td>
</tr>
<tr>
<td>2013-6</td>
<td>Dan Hom Appropriation Limit</td>
<td>Hom</td>
<td>7/16/2013</td>
</tr>
<tr>
<td>2013-7</td>
<td>Rainy Day Fund</td>
<td>Riley/Wade</td>
<td>9/17/2013</td>
</tr>
<tr>
<td>Year</td>
<td>Resolution</td>
<td>Title</td>
<td>Signer</td>
</tr>
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<td>2013</td>
<td>VOID</td>
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<tr>
<td>2013</td>
<td>2013-9</td>
<td>Corporate Resolution to Use Fascimile, Computer Scanned Signatures</td>
<td>Denise</td>
</tr>
<tr>
<td>2013</td>
<td>2013-12</td>
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<td></td>
</tr>
</tbody>
</table>
RESOLUTION NO. 2013-1
A RESOLUTION OF THE NOVATO FIRE PROTECTION DISTRICT
APPROVING AND AUTHORIZING THE IMPLEMENTATION OF A
STANDARDIZED PRE-QUALIFICATION PROCEDURE AND A PROCESS
FOR PRE-QUALIFICATION APPEALS AS REQUIRED BY CURRENT LAW
FOR THE STATION 64 PROJECT

BE IT RESOLVED BY THE BOARD OF THE NOVATO FIRE PROTECTION
DISTRICT AS FOLLOWS

WHEREAS, the Novato Fire Protection District ("District") intends to bid
out a project for the construction of a new fire station located on Enfrente
Blvd., Novato, California, consisting of roughly 7,500 feet of building area;
single story, two-bay apparatus area with support and maintenance
areas; residential areas; administrative and training areas; exterior
modifications including typical on-site parking, drainage, lighting and
landscaping; and street frontage improvements to Enfrente Blvd and
such other features that may be identified by the District ("the Project").

WHEREAS, the California State Legislature enacted Public Contract Code
Section 20101, which authorizes local and public entities to pre-qualify
prospective bidders, and which includes preparing a standardized pre-
qualification questionnaire, publicly advertising to prospective bidders and
then qualifying prospective bidders using a uniform rating system; and

WHEREAS, Public Contract Code Section 20101 expressly authorizes the
Department of Industrial Relations ("DIR") to create model pre-qualification
forms for the use of public entities utilizing the pre-qualification process,
and the DIR has established such model forms; and

WHEREAS, Public Contract Code Section 20101 requires local agencies to
adopt an appeals process allowing prospective bidders to dispute their pre-
qualification rating; and

WHEREAS, due to the complexity and scope of the Project, and pursuant
to the District's authority under California Public Contract Code Section
20101, the District desires to pre-qualify contractors seeking to bid
on the Project by utilizing the pre-qualification process pursuant to Public
Contracts Code Section 20101; and

WHEREAS, District staff has prepared a standardized pre-qualification
questionnaire, uniform system of rating the bidders, and related
procedures (the “Pre-qualification Documents”) pursuant to the DIR model forms for the Project; and

WHEREAS, the District now desires to approve the Pre-qualification Documents and adopt an appeal process.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. The District Board of Directors hereby finds that the above Recitals are true and correct and by this reference makes them a part hereof.

2. The District Board of Directors hereby approves the Pre-qualification Documents and adopts the procedures set forth therein for the pre-qualification of bidders on the Project.

3. The District Board of Directors hereby approves and adopts the following appeals process set forth in the Pre-qualification Documents:

Where a timely and completed application results in a Contractor receiving a pre-qualification rating below that necessary to pre-qualify, the Contractor may dispute the proposed pre-qualification rating through the appeal process. An appeal is begun by the Contractor delivering written notice to the Novato Fire Protection District’s Project/Construction Manager, Bill Johal to:

Bill Johal  
Project Manager  
Kitchell  
2750 Gateway Oaks Drive, Ste. 300  
Sacramento, CA 95833

A contractor’s written request to appeal must be postmarked no later than five (5) business days after receipt of notice that the contractor is not pre-qualified. Without a timely appeal, the Contractor waives any and all rights to challenge the decision of the Novato Fire Protection District, whether by administrative process, judicial process or any other legal process or proceeding.

If the Contractor gives the required written notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than ten (10) business days after the Novato Fire Protection District’s receipt of the notice of appeal, and no later than five business days prior to the last date for the receipt of bids on the project. The hearing shall be conducted by the
Novato Fire Protection District Board of Directors. At or prior to the hearing, the Contractor will be advised of the basis for the Novato Fire Protection District’s pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the rating. Within seven (7) business days after the conclusion of the hearing, the Novato Fire Protection District Board of Directors will render its decision which shall be final and not subject to further appeal. It is the intention of the Novato Fire Protection District Board of Directors that the date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.

4. This resolution shall take effect immediately upon its adoption.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NOVATO FIRE PROTECTION DISTRICT, AT A SPECIAL MEETING THEREOF HELD ON THE SIXTEENTH DAY OF JANUARY, 2013, BY THE FOLLOWING VOTE:

AYES: ALL       BOARD MEMBER: Directors Beedle, Galli, Kaselionis, Silverman, and Mansourian

NOES: None      BOARD MEMBER:

ABSENT: None    BOARD MEMBER:

ABSTAINED: None BOARD MEMBER:

PRESIDENT

ATTEST:

DENISE WADE
DISTRICT SECRETARY
RESOLUTION NO. 2013-2

RESOLUTION OF THE GOVERNING BODY OF THE

NOVATO FIRE PROTECTION DISTRICT
PROPOSING AN ELECTION BE HELD IN ITS JURISDICTION;
REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE WITH ANY
OTHER ELECTION CONDUCTED ON SAID DATE, AND REQUESTING
ELECTION SERVICES BY THE MARIN COUNTY ELECTIONS DEPARTMENT

WHEREAS, it is the determination of said governing body that the Uniform District Election to be held on the 5th day of November, 2013, at which election the issue to be presented to the voters shall be:

To elect members to the Board of Directors

Number of Regular Term Positions (4 year) 2

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Marin is hereby requested to:

1) Consolidate said election with any other applicable election conducted on the same day;
2) Authorize and direct the Elections Department at District expense, to provide all necessary election services and to canvass the results of said election.

PASSED AND ADOPTED this 3rd day of April, 2013 by the following vote, to wit:
AYES: Directors Beedle, Galli, Kaselionis, Silverman and Mansourian

NOES: None

ABSENT: None

ATTEST: Secretary

PRESIDENT, BOARD OF DIRECTORS
RESOLUTION NO. 2013-3
A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DECLARATION OF ARSON AWARENESS WEEK
MAY 5 THROUGH MAY 11th, 2013

WHEREAS, the theme for 2013 Arson Awareness Week is Reducing Residential Arson; and

WHEREAS, arson robs communities of its valuable assets — lives and property; and

WHEREAS: arson can devastate a community resulting in the decline of the neighborhood through increased insurance premiums, loss of business revenue and a decrease in property values; and

WHEREAS, every year more than 25,000 intentionally set fires in homes result in an estimated 300 deaths, 700 injuries and $500 million in direct property damage; and

WHEREAS, the average dollar loss for an intentionally set fire in a residential building is $21,320; and

WHEREAS, the fatality rate for intentionally set residential fires is more than twice that of other residential building fires; and

WHEREAS, we will use the week of May 5–11 to focus public attention on remedies that can help communities thwart the occurrence of arson and reduce its devastating effect by making residents aware of these measures to safeguard their homes; and

NOW, THEREFORE, the Novato Fire District Board of Directors on behalf of its citizens do hereby proclaim May 5-11, 2013, to be Arson Awareness Week.

NOW, THEREFORE, BE IT PROCLAIMED, that The Novato Fire Protection District Board of Directors special meeting on April 17, 2013, in Novato, California, hereby proclaims the week, beginning on May 5, 2013, 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 special meeting held on this 17th day of April, 2013, by the following vote:

AYES: Directors Jim Galli, Tomas Kaselionis, Lj Silvermap, Brad Beedle, and Farhad Mansourian

NOES: None

ABSENT: None

ATTEST: 

President, Board of Directors

Board Clerk
RESOLUTION NO. 2013-4

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2013/2014

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 2.68% for 2012 establishing new limits at 7.98 cents/square foot on residential structures and 11.96 cents/square foot on commercial/industrial structures.

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

<table>
<thead>
<tr>
<th>Use Code</th>
<th>Description</th>
<th>Adopted Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Single Family Residential Improved</td>
<td>7.98 cents/square foot</td>
</tr>
<tr>
<td>14</td>
<td>Attached Single Family Residential</td>
<td>7.98 cents/square foot</td>
</tr>
<tr>
<td>21</td>
<td>Multiple Residential Improved</td>
<td>7.98 cents/square foot</td>
</tr>
<tr>
<td>31</td>
<td>Rural Improved</td>
<td>7.98 cents/square foot</td>
</tr>
<tr>
<td>33</td>
<td>Agricultural Improved</td>
<td>7.98 cents/square foot</td>
</tr>
<tr>
<td>41</td>
<td>Industrial Improved</td>
<td>11.96 cents/square foot</td>
</tr>
<tr>
<td>51</td>
<td>Commercial Improved</td>
<td>11.96 cents/square foot</td>
</tr>
</tbody>
</table>

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 19th day of June, 2013 by the following vote:

AYES: Directors Beedle, Galli, Kaselionis, Silverman and Mansourian

NOES: None

ABSENT: None

President, Board of Directors

Attest:
RESOLUTION NO. 2013-5
RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
AUTHORIZING THE FIRE CHIEF’S SALARY AND BENEFIT PACKAGE

WHEREAS, the Board of Directors appointed Mark Heine as the new Fire Chief of the Novato Fire Protection District on May 28, 2013, who is an at will employee and serves at the pleasure of the Board of Directors; and

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors of the Novato Fire Protection District authorizes the Fire Chief Salary and Benefit Package as described in the attached Exhibit A:

Section 1 Commencing on June 10, 2013, the provisions set forth in Exhibit A shall apply.

Section 2 The provisions set forth in Exhibit A represent only the modifications to the existing terms and conditions of employment and are not meant to modify or eliminate other terms and conditions of employment, which are not covered by the Exhibit.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, County of Marin, State of California, this 5th day of June, 2013, by the following vote:

AYES: Directors Galli, Kaselionis, Silverman and Mansourian

NOES: None

ABSENT: Director Beedle

ABSTAIN: None

ATTEST: ________________
Clerk

__________________________
President, Board of Directors
Exhibit A
Novato Fire Protection District—Fire Chief’s Salary and Benefit Package

Salary
Step 2 $180,000 per year

Medical, Dental, Vision Benefits
80%, of the Kaiser HMO premium paid by the District for member and dependents.

NOTE: See the attached Health Insurance Summary for details of active and retired member health benefits.

Life Insurance
$60,000, paid by the District.

CAPF Long-Term Disability
100% paid by the District.

MCERA Retirement Plan
75% of member’s portion of retirement contribution paid by the District. 3% at 50 Retirement Tier 1.

NOTE: MCERA is subject to any changes in the Public Employees’ Pension Reform Act (PEPRA) and the definition of “pensionable compensation.”

Deferred Compensation
District contributes $100 per month toward a Deferred Compensation plan, with a minimum member contribution of $100.

Sick Leave
Accrual rate of 8.5 hours per month.

Compensatory Time Off
40 hours a year. In accordance with the Novato Fire District CTO Policy.

Vacation Time
Vacation accrual based on years of service, per policy 1-X-14.

12.5 Paid Holidays
New Years, Martin Luther King, Presidents, Memorial, July 4th, Labor, Veterans, Thanksgiving, Friday following Thanksgiving, 4 hour (p.m.) weekday Christmas Eve, Christmas, 2 floating holidays.

Educational Incentive
One to five percent educational incentive based on the following educational categories:
- 1% Bachelor’s Degree
- 2% Master’s Degree
- 1% Chief Fire Officer (CFO) Designation
- 1% Executive Fire Officer (EFO) Designation

Uniform Allowance
One-time uniform allowance of $1,000.

Assigned Vehicle
A NFD marked vehicle equipped for operations and emergency response. For use to drive to and from work, response to emergencies, and to conduct other District related business.

6/7/13
### Fire Chief Health Insurance Benefits Summary

<p>| Active Member Health Benefits Medical Plan | The District shall pay 80% of the Kaiser HMO premium medical plan for member and dependents. The member is responsible for paying the difference between the cost of their selected medical insurance plan premium and 80% of the Kaiser HMO medical plan premium. |
| VSP Vision Plan | The District shall pay 100% of the premium for VSP Vision Signature Plan or equal plan for member and dependents. |
| Delta Dental Plan | The District shall pay 100% of the dental premium for $1,500 in coverage per person, per year for member and dependents. |
| Retired Member Health Benefits Medical Insurance | For members hired on or prior to June 30, 2009 and Retired on or after January 1, 2011. Beginning January 1, 2011 the retired member benefit is based upon a vesting formula. Each member shall fall into a vesting category based on current years of service as of July 1, 2010. Each member shall accrue additional coverage at 0.75% for each year of service. This accrual will be in addition to the vesting base percentage. The sum of these two calculations shall be the total percentage of healthcare premium that is paid for by the District covering family, member and spouse or single of the Kaiser HMO Premium to a maximum of 80% on January 1, 2011, 75% on April 1, 2023 and 70% on April 1, 2028. |
| Retirement Health Savings Plan | The District shall establish a Retirement Health Savings (RHS) plan that will provide tax advantaged income to pay for retirement medical insurance premiums. Contributions to the RHS plan increase based on the member’s age, the maximum contributions is for a member over the age of 40; the District shall contribute a $100.00 per month contribution to the mandatory member contribution of $75.00 per month for a total of $175.00 per month. |
| Both member and District contributions shall be adjusted annually beginning June 30, 2011, at a percentage rate equal to the United States Department of Labor, Bureau of Labor Statistics, San Francisco-Oakland-San Jose annual consumer price index (CPI). |</p>
<table>
<thead>
<tr>
<th>Retired Member Health Benefits cont.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dental</strong></td>
</tr>
<tr>
<td>Retired members may purchase dental insurance through the District; the retired member pays 100% of the premium cost.</td>
</tr>
<tr>
<td><strong>Vision</strong></td>
</tr>
<tr>
<td>Retired members may purchase vision insurance through the District; the retired member pays 100% of the premium cost.</td>
</tr>
</tbody>
</table>
RESOLUTION NO. 2013-6

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DETERMINING THE 2013/14 APPROPRIATIONS LIMIT

RESOLVED by the Board of Directors of the Novato Fire Protection District, Marin County, California, that the Board, on the basis of appropriations limit calculation which has been on file and available in the office of the Fire Chief, has calculated the maximum limit applicable to the appropriation of tax proceeds for the fiscal year 2013/14 to be the sum of Fifty One Million, Six Hundred Eighty One Thousand, Five Hundred Fifty Eight dollars ($51,681,558), and the basis of said calculations are available and on file in the office of the Fire Chief of said District, and that this resolution shall be posted by the Fire Chief at 95 Rowland Way, Novato, California.

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 14th day of August 2013, by the following vote:

AYES: Directors Beedle, Galli, Kaselionis, Silverman, and Mansourian

NAYS: None

ABSENT: None

President, Board of Directors

Attest: [Signature]
RESOLUTION NO. 2013-7

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
UPDATING THE TERMS OF THE RAINY DAY COMMITTED FUND

WHEREAS, the Board of Directors ("Board") of the Novato Fire Protection District ("District") previously established a Rainy Day Committed Fund ("Fund") and set a formula to annually guide the appropriate balance of said fund;

WHEREAS, the Government Finance Officers Association recommends that a minimum of two months of expenditures be available to the District at any given time;

WHEREAS, the purpose of the Fund is to provide the District with contingency funding for use in situations of unrealized expected revenue and/or declared emergencies;

WHEREAS, the Fund replaced the District’s existing $2,000,000.00 General Contingencies Assigned Fund;

WHEREAS, the Fund balance could be readjusted each year pursuant to a specific formula;

WHEREAS, the use of a specific formula may not be appropriate if the Fund is significantly or totally depleted;

WHEREAS, The Fund conforms to the provisions of GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions.

NOW THEREFORE BE IT RESOLVED as follows:

1. That the Fund shall continue to be maintained.

2. That, except in the circumstances set forth below, the Fund shall be recalculated annually pursuant to the following formula ("Formula"):

\[
[(\text{Salaries and Benefits}) + (\text{Services and Supplies}) + (\text{Debt Service Principal}) + (\text{Debt Service Interest})] * \frac{1}{6} + 10\%
\]

For example, the calculation of the Fund based upon the District’s June 30, 2011, audited financials was as follows:
RESOLUTION NO. 2013-7

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
UPDATING THE TERMS OF THE RAINY DAY COMMITTED FUND

Salaries and Benefits 18,435,892
Services and Supplies 2,883,113
Debt Service Principal 276,977
Debt Service Interest 127,164
Total 21,723,146
Two Months 3,620,524
10% Cushion 362,052
Rainy Day Fund 3,982,576

3. That if the Formula requires an increase of the balance of the Fund, said increase may
only be accomplished by a 3/5 vote of the Board.

4. That if the Formula requires a decrease of the Fund, the Board may choose via 3/5 vote to
either implement the decrease, or to not adjust the fund downward, and instead allow it to
remain at its existing balance.

5. That the Fund shall be used to provide the District with contingency funding only in the
following situations:

   a. When actual District revenue is 15% or more below expected District revenue, or,
   b. When a state of emergency is declared by the District Board or when a state of
      emergency is declared by the County of Marin for an area that includes any area
      within District boundaries.

6. That any transfer from, or expenditure of, the Fund, shall require a unanimous vote by the
   Board.

7. That after any transfer from, or expenditure of, the Fund, the Formula is not required to
   be utilized for Fund calculation, and the amount and method of replenishment of the
   Fund shall be considered by the District Finance Committee at the first budget hearing
   following the transfer or expenditure, and the Finance Committee’s Fund replenishment
   recommendation shall then require 3/5 approval from the Board.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District,
on the 17th day of September, 2013, by the following vote:
RESOLUTION NO. 2013-7

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
UPDATING THE TERMS OF THE RAINY DAY COMMITTED FUND

AYES: Directors Jim Galli, Lj Silverman and Farhad Mansourian

NOES: None

ABSENT: Directors Brad Beedle and Tomas Kaselionis

President

Attest:

[Signature]
RESOLUTION NO. 2013-9

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT PERMITTING THE USE OF
FACSIMILE/COMPUTER SCANNED SIGNATURES FOR THE PURPOSE OF
BANKING WITH WESTAMERICA BANK

WHEREAS, the Novato Fire Protection District utilizes the banking services of Westamerica Bank.

WHEREAS, to facilitate more efficient banking, the Board of Directors desires to allow the Chief of the District to engage in banking transactions with Westamerica Bank via facsimile and/or computer scanned signatures.

NOW THEREFORE BE IT RESOLVED, that Westamerica Bank, be and it hereby is, authorized and directed to honor as genuine and authorized instruments of this District any and all checks, draft or other orders for the payment of money drawn in the name of the District (account number(s): 0503983538) and signed with the facsimile/computer signature of any one of the following:

Fire Chief Mark Heine

NOW THEREFORE BE IT FURTHER RESOLVED, that this District assumes entire responsibility of the use of actual or purported facsimile/computer scanned signatures of any person or persons named in the foregoing resolution appearing on checks, drafts, or orders of this District drawn on Westamerica Bank, and for payments made by said bank in reliance thereon, which payment may be charged to this District, regardless of whom or by what means the actual or purported facsimile/computer scanned signature(s) are affixed, if they resemble the facsimile/computer scanned sample(s), duly certified to or filed with Westamerica Bank, by the secretary or officer of this District.

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 2nd day of October, 2013, by the following vote:

AYES: Directors Beedle, Galli, Kaselionis, Silverman and Mansourian

NAYS: None

ABSENT: None

ABSTAIN: None

Attest: [Signature]

[Signature]  President, Board of Directors
RESOLUTION No. 2013-10

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NOVATO FIRE PROTECTION DISTRICT
DESIGNATING OCTOBER 2013 AS
NATIONAL BREAST CANCER AWARENESS MONTH

WHEREAS, the governing body of The Novato Fire Protection District
expresses their support in designating October 2013 as National Breast
Cancer Awareness Month; and

WHEREAS, National Breast Cancer Awareness Month remains dedicated
to increasing public awareness about the importance of early detection,
diagnosis, and treatment of breast cancer; and

WHEREAS, many great strides have been made in breast cancer
awareness and treatment, there remains much to be accomplished; and

WHEREAS, cancer is one of the deadliest diseases, we need to come
together to fight and more of us need to step up and lead the way.
Therefore, firefighters will don pink showing women that we stand in
support during treatment and in finding a cure; and

WHEREAS, Marin County has one of the highest incidence rates for
breast cancer in California; and

WHEREAS, taking advantage of early detection methods such as
mammography and clinical exams could help the breast cancer death
rate decline; and

WHEREAS, the National Cancer Institute estimates in the United States,
232,340 (female) and 2,240 (male) new cases of breast cancer will be
diagnosed this year and 39,620 female and 410 male deaths will occur
from breast cancer; and

WHEREAS, the American Cancer Society searches tirelessly for a cure
through vital research, and has the mammoth task of educating our
community and all Americans about the risks of breast cancer and the
National Breast Cancer Foundation mission is to save lives by increasing
awareness of breast cancer through education, providing diagnostic
services for those in need, and providing nurturing and support; and

WHEREAS, firefighters normally wear blue shirts 365 days a year but for
three days we can wear pink giving an image of hope and encouragement
to those who fear being alone during their battle for life.
NOW THEREFORE BE IT RESOLVED that the governing body of The Novato Fire Protection District

(1) Designates October 2013 as National Breast Cancer Awareness Month; and

(2) Encourages all people of the United States to become more informed and aware of breast cancer.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on the 2nd day of October 2013 by the following vote:

AYES: Directors Beedle, Galli, Kaseljonis, Silverman and Mansourian

NAYS: None

ABSENT: None

ABSTAIN: None

Novato Fire Protection District

[Signature]
President, Board of Directors

Attest:
[Signature]
RESOLUTION NO. 2013-11


WHEREAS, the Novato Fire Chief Officers' Association, IAFF Local 1775 ("Association") is the formally recognized employee organization for the Chief Officers' representation unit; and

WHEREAS, the Association members provide a valuable service to the Novato Fire Protection District; and

WHEREAS, the District, via its representative, has negotiated with the Association regarding an adjustment to the salary and benefits of Association members; and

WHEREAS, the Board of Directors finds that salary and benefit adjustments for the Association members, as described in the Memorandum of Understanding attached hereto as Exhibit A, are necessary to maintain a competitive salary and benefit plan and effectively retain District employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. The President of the Board of the Directors is authorized to execute the Memorandum of Understanding attached hereto as Exhibit A and bind the District to the terms thereof.

PASSED AND ADOPTED by the Board of Directors of the Novato Fire Protection District, County of Marin, State of California, this 18th day of December 2013, by the following vote:

AYES: Directors Brad Beadle, Jim Galli, Kevin Johnston, and Lj Silverman

NOES: None

ABSTAIN: None

ABSENT: Director Tomas Kaselionis

Attest:

[Signature]

President, Board of Directors

Page 1 of 1
Novato Fire Protection District and the Novato Fire Chief Officers’ Association

2014/2016 Memorandum of Understanding

NOVATO FIRE PROTECTION DISTRICT
AND THE
NOVATO FIRE CHIEF OFFICERS’ ASSOCIATION, IAFF
LOCAL 1775

2014/2016 Memorandum of Understanding

RELEASE 1.0
DECEMBER 2013
Document Information

Introduction

The following is a comprehensive list of wages, benefits, and requirements as they relate to members of the Novato Fire Chief Officers’ Association, IAFF Local 1775 (“the Association”) is the formally recognized employee organization for the Chief Officers’ representation unit. This agreement reflects the results of negotiations between the Association and the Novato Fire Protection District (hereinafter “District”). The Novato Fire Chief Officers are sometimes hereinafter referred to as “Chief Officers” or “members”.

This document provides information on the wages, benefits, physical fitness program, leaves, and staffing for the following Chief Officer positions:

✓ Division Chief
✓ Operations Battalion Chief
✓ Fire Marshal/Battalion Chief
✓ Chief Training Officer/Battalion Chief
✓ Director of EMS/Battalion Chief
✓ Director of Organizational Resources/Battalion Chief

Term

This agreement shall be in effect from January 1, 2014 through December 31, 2016, and supersedes the agreement between the District and the Association for the period of July 1, 2010 through June 30, 2012.
Novato Fire Protection District and the Novato Fire Chief Officers' Association

2014/2016 Memorandum of Understanding

Opener

In the event the District agrees to provide the Novato Professional Firefighter's Association greater health insurance contributions than set forth in this Memorandum of Understanding, the parties agree that upon request of the Novato Fire Chief Officer's Association, the parties will re-open this contract to meet and negotiate similar terms for the Chief Officers.

At the time this contract has been entered into, the position of Division Chief has not been filled and the parties understand that the District may not fill it during the term of this contract. If, however, the District does fill this position during the term of this contract, the parties agree that they will meet and negotiate the salary and benefits for that position.

Existing Practices

Existing beneficial practices or procedures shall be maintained to the extent that they are matters within the wages, hours, and other terms and conditions of employment which are within the scope of representation as defined by Government Code 3504.

Dispute Resolution

Should any dispute arise between the parties concerning the meaning of the MOU, it shall be resolved pursuant to the grievance procedure section of the District's Personnel Ordinance.
Novato Fire Protection District and the Novato Fire Chief Officers' Association

2014/2016 Memorandum of Understanding

Document Change History

The following table contains a change history for this document, including a description of changes.

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<th>Approved</th>
<th>Rev</th>
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<td>NFPD/NFCOA</td>
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<td>1.0</td>
<td>December 12, 2013</td>
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</table>

Document Printing and Reproduction

This document is designed for printing and reproduction on both sides of the paper (double-sided).
MEMORANDUM OF UNDERSTANDING

WHEREAS, THE NOVATO FIRE PROTECTION DISTRICT, hereinafter referred to as “DISTRICT” and the NOVATO FIRE CHIEF OFFICER ASSOCIATION, IAFF LOCAL 1775, hereinafter referred to as the “ASSOCIATION,” have met and conferred in good faith concerning wages, hours, and working conditions; and

WHEREAS, the District and the Association have reached agreement on the matters set forth in the Memorandum of Understanding (“MOU”) hereto and incorporated herein in full;

WHEREAS, in order to maintain the highest levels of emergency services, recognizing the need to meet and confer, the District will from time to time revise assignment and deployment strategies.

NOW, THEREFORE, IT IS AGREED that pursuant to Section 18 of the District’s Personnel System Ordinance, the matters set forth in the MOU constitute the written memorandum of agreement between the District and Association and shall apply to all members represented by the Association of the District covered by the Personnel Ordinance.

Based on what is set forth in this Memorandum of Understanding, the parties have entered into this agreement as reflected by the signatures of their respective authorized representatives below.

On behalf of the NOVATO FIRE PROTECTION DISTRICT BOARD OF DIRECTORS:

Date: 12/29/13

Signature: [Signature]

Title: President, Novato Fire Board of Directors

On behalf of the NOVATO FIRE CHIEF OFFICERS’ ASSOCIATION

Date: 12/10/13

Signature: [Signature]

Title: Representative for NFCA
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Section 1  Wages

Introduction

Wages for the term of this contract are listed in this section.

Monthly Wage Schedules

For Chief Officers promoted prior to December 1, 2013, the following monthly base salaries will apply:

Table 2  Wage Schedule Chief Officers

<table>
<thead>
<tr>
<th>Position</th>
<th>Monthly Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shift Chief Officers</td>
<td>$12,124.70</td>
</tr>
<tr>
<td>Day Chief Officers</td>
<td>$12,730.94</td>
</tr>
</tbody>
</table>

NOTE:
The previous base salaries include a 7% subvention replacing and extinguishing pay-for-performance under the 2009/2012 agreement between the Novato Fire Chief Officers’ Association and the District, and represents a 5% subvention to Chief Officers assigned to day shift.

For Chief Officers promoted after December 1, 2013, the following monthly base salaries will apply:

Table 3  Wage Schedule Chief Officers Promoted after December 1, 2013

<table>
<thead>
<tr>
<th>Position</th>
<th>Monthly Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shift Chief Officers</td>
<td></td>
</tr>
<tr>
<td>Step 1</td>
<td>$10,369.58</td>
</tr>
<tr>
<td>Step 2</td>
<td>$10,840.92</td>
</tr>
<tr>
<td>Step 3</td>
<td>$11,331.50</td>
</tr>
<tr>
<td>Day Chief Officers *</td>
<td></td>
</tr>
<tr>
<td>Step 1</td>
<td>$10,888.06</td>
</tr>
<tr>
<td>Step 2</td>
<td>$11,382.96</td>
</tr>
<tr>
<td>Step 3</td>
<td>$11,898.08</td>
</tr>
</tbody>
</table>

*Represents a 5% subvention to Day Chief Officers.

As concerns Chief Officers promoted after December 1, 2013, the Fire Chief shall have the sole discretion to promote the individual into Step 1 or Step 2 based on the individual’s skills and experience. Once placed or elevated into a certain step, the Chief Officer must remain in that step for at least twelve months and must
demonstrate performance meets expectations throughout that period. Each step increase requires the approval of the Fire Chief and shall be ratified by the Board of Directors.

**Pay While Acting As Acting Fire Chief or Acting Deputy Fire Chief**

The District may offer the role of Acting Fire Chief and/or Acting Deputy Fire Chief to Chief Officers who are deemed qualified to fill this role by the District Board of Directors ("BOD" or "Board") and as determined by the Fire Chief while the Fire Chief or Deputy Fire Chief is unavailable.

The following outlines the exclusive structure as to how the Chief Officers should be compensated while or as a result of temporarily filling these roles, notwithstanding anything to the contrary in the MOU.

The procedure for such temporary assignments shall be as follows:

1. The Board of Directors shall determine those Chief Officers authorized to work as Acting Fire Chief/Deputy Chief during the unavailability of the then current Fire Chief and/or Deputy Fire Chief.

2. A member serving in the role of Acting Fire Chief shall be paid the current Fire Chief's/Deputy Fire Chief's hourly wage hereby referred to as the "differential."

3. A member serving as Acting Fire Chief or Acting Deputy Fire Chief shall be paid the differential for each hour that they serve as Acting Fire Chief or Acting Deputy Fire Chief.
   a. The Differential shall be paid at a starting time designated by the Fire Chief and shall end at an ending time designated by the Fire Chief.

4. The Fire Chief will assign an authorized Chief Officer to the role of Acting Fire Chief or Acting Deputy Fire Chief based upon a rotation and/or availability of the Chief Officer filling the role.

5. Chief Officers on promotional probation are not eligible to work as Acting Fire Chief/Deputy Chief.

6. Duties for the Acting Fire Chief include, but are not limited to:
   a. Perform all duties of the Fire Chief as directed by the Fire Chief and/or the Board President.
      - It is understood that circumstances may arise requiring the Acting Fire Chief to work in the District on a normally scheduled day off.
   b. Administrative and operational management of the Fire District 24 hours a day, seven days a week.
   c. Respond to emergency incidents in support of the Incident Commander and Incident Command Post.
   d. Daily check-in with the Board President via a phone call.
   e. Conduct recurring OPS and weekly staff planning meetings.
f. Attend Board meetings in the role of Fire Chief.

g. All other duties as described in the Fire Chief job description

h. Attend community interaction events as directed by the Fire Chief or Board President.

7. Duties for the Acting Deputy Fire Chief include, but are not limited to:

a. Perform all duties of the Deputy Fire Chief as directed by the Fire Chief.

   - It is understood that circumstances may arise requiring the Acting Deputy Fire Chief to work in the District on a normally scheduled day off.

b. Administrative and operational management of the Fire District 24 hours a day, seven days a week.

c. Respond to emergency incidents in support of the Incident Commander and Incident Command Post.

d. Daily communication with the Fire Chief.

e. Conduct recurring OPS and weekly staff planning meetings.

f. Attend Board meetings in the role of Fire Chief as needed.

g. All other duties as defined in the Deputy Fire Chief job description.
Section 2 Benefits

Introduction

This section includes benefits related to retirement, deferred compensation, holidays, emergency response pay, overtime, miscellaneous pay items, health and life insurance programs, CSFA dues, continuing education leave, continuing professional education, educational incentives, one-time stipend, CTO2 hours, and vehicles.

Retirement

The District will contribute an amount equal to 75% toward the Chief Officer’s portion of retirement contribution to the Marin County Employees Retirement Association (MCERA).

This benefit is not intended to apply to the member’s base salary for the purpose of calculating overtime rates or reimbursement or any other salary enhancement.

A day member’s accumulated sick leave may be applied toward retirement up to a cap of 2,080 hours.

A shift member’s accumulated sick leave may be applied toward retirement up to a cap of 2,912 hours.

- For the safety position of Chief Officer hired prior to January 1, 2008, the retirement benefit is 3% at age 50.
- For the position of Chief Officer:
  - After 25 years of participation in the Marin County Employees Retirement Association, the District will cease directly paying the District’s portion, a subvention of 5% of salary, of the member’s retirement contribution of MCERA.
  - The District’s portion of the member’s contribution, a subvention of 5% of salary, will be added to the member’s regular paycheck. The member will then be responsible for making the retirement payment through payroll deduction.

- Following 30 years of contributions of MCERA, employer and member contributions cease.
3% at 55 Retirement Tier

The District adopted a 3% @ age 55 retirement tier effective January 1, 2008 for all safety members hired after this date.

Deferred Compensation

The District will contribute up to $100.00 per month dollar for dollar match toward a member's deferred compensation (457) plan, provided the member contributes at least $100.00 per month to their deferred compensation plan.

Holidays

Paid holidays for Chief Officers are:

- New Years' Day, Martin Luther King’s birthday, Presidents Day, Memorial Day, July 4th, Labor Day, Veteran’s Day, Thanksgiving, Friday following Thanksgiving, Christmas, two floating holidays taken at member’s discretion.
- 4-hour (p.m.) holiday on weekday Christmas Eve Day.

Affected members will not be charged with a vacation day and holiday for the same day worked.

Emergency Response Pay

Chief Officers may earn emergency response pay at time and one half. Members will be paid for a minimum of one hour for each emergency response.

Emergency response pay cannot be taken as CTO.

Chief Officers, who are certified and qualified according to California Incident Command/Certification System (CICCS), will earn emergency response pay, portal to portal, at time and one-half for mutual aid responses under the Six Party or State of California Master Mutual Aid agreements.

Wildland Duty Coverage

Chief Officers will accrue 12 hours of CTO2 for every 24 hours of duty chief coverage. No overtime will be paid unless a member works beyond 12 hours. Refer to policy 3-III-4. However, the program start and end times for Wildland Duty coverage will be designated by the Fire Chief.
Overtime

Chief Officers will receive time and one-half for all overtime worked effective July 1, 2005. This includes overtime for meetings and classes required by the District.

Day Chief Officers who are qualified to work Shift Battalion Chief positions shall receive time and one-half in excess of their 40-hour work week. These Chief Officers will have to complete a task book and have it approved by the Fire Chief to be eligible to fill this position and to receive the accompanying compensation.

Overtime will only be approved for work that is not currently compensated by any other compensatory tool.

**Overtime Procedures**

1. Overtime shall be allocated and paid in accordance with existing policy.

2. Shift overtime for Chief Officers working a shift assignment shall conform to existing overtime policies and procedures and does not require approval from the Deputy Fire Chief or Fire Chief.

3. Overtime requests for all Chief Officers, other than scheduled shift overtime, shall require pre-approval from the Deputy Fire Chief or the Fire Chief via email.
   a. The request shall state the work product requiring the overtime, and the hours of overtime requested. A Chief Officer shall always consider whether it is necessary to work outside his/her normal work schedule or while off-duty to complete his/her work prior to requesting approval for overtime.
   b. Off-duty work that is already compensated with CTO2 hours for administrative project and/or program management shall not be eligible for overtime.

4. Request clarification from the Deputy Fire Chief or the Fire Chief, if a Chief Officer is unsure of his/her priorities, urgency of the work product, or the justification to work overtime, prior to making the request.

5. Overtime may be worked without approval if there is an urgent, unplanned, and high priority assignment or event. However, this is an exception to the normal process and an email must be sent to the Deputy Fire Chief or the Fire Chief via email within 24 hours of the occurrence.

**TeleStaff Entries**

1. Chief Officers are responsible for entering all “exceptions” to his/her pay and work schedule in the TeleStaff system.

2. The “Notes” section of the entry screen should be used to provide a detailed note describing the exception.

3. TeleStaff “Notes” should be used to indicate flex-time schedule changes after receiving approval for the schedule change from the Fire Chief.

4. Payroll exceptions will not be approved if there is not a clear explanation of the exception entered in TeleStaff “Notes.”
Novato Fire Protection District and the Novato Fire Chief Officers’ Association

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CTO2 Hours for Administrative Project and/or Program Management

Members shall be entitled to between 0-10% of his or her Base Salary for project management program leadership and management, and other tasks assigned by the Deputy Fire Chief or Fire Chief. The percentage will be determined by the Fire Chief and shall be converted to a dollar amount based upon the member’s Base Salary. The dollar amount shall be converted to CTO2 hours based each member’s hourly rate. The CTO2 hours shall be paid in twelve equal monthly amounts, deposited to the member’s CTO2 bank no later than the 5th of each month.

One-Time Stipend

The District shall pay each Chief Officer who served between January 1, 2012 through December 31, 2013, a one-time $5,000 stipend as the agreed amount to fully and finally compensate them for any claims based upon compliance with the prior Battalion Chief Officer’s Compensation and Benefits Agreement in regards to pay-for-performance. In exchange therefore, any and all obligations the District had to the Chief Officers based on terms as they existed in the 2009/2012 Battalion Chief Officer’s Compensation And Benefits agreement between the District and the Association are hereby extinguished. The stipend shall be paid no later than January 15, 2014.
Insurance for Active Members

Medical

District Employer Contribution for Medical Insurance Benefits
The District has contracted with the California Public Employees Retirement System (CalPERS) Health Benefits Program for the purpose of providing members and their dependents with access to medical insurance benefits. Members must comply with all applicable rules and regulations of the CalPERS Health Benefits Program and the Public Employees Medical and Hospital Care Act (PEMHCA).

The amount required by Government Code Section 22892 shall be the District’s Employer Contribution for medical insurance benefits. This contribution is required only to the extent mandated by law and only as long as the District participates in the PEMHCA plan.

The District will provide a maximum employer contribution that is equal to the minimum contribution required under the PEMHCA.

Supplemental Benefit Allowance
The District agrees to provide a Supplemental Benefit Allowance to all full-time represented members eligible to participate in the District’s medical insurance benefits. Receipt of any Supplemental Benefit Allowance shall be in addition to the District Employer Contribution that is provided in the previous paragraphs.

The Supplemental Benefit Allowance provided to a member shall be determined based on a member’s participation level. Any Supplemental Benefit Allowance can only be used by a member to offset the cost of participation in District sponsored medical benefits that are available through an IRS Section 125 cafeteria plan. Upon ratification of this agreement, the District shall provide a Supplemental Benefit Allowance that when added to the PEMHCA contribution, totals 100% of the Kaiser HMO premium for active members who enroll in medical insurance for Member Only, Member + 1 Dependent, or Member + Family.

The caps for the District contribution towards medical insurance premiums are based upon the CalPERS Kaiser HMO premium, this rate shall be adjusted annually.

Members are responsible for paying the difference between the cost of their selected medical insurance premium and the established Supplemental Benefit Allowance cap of 80%.
Section 125 Cafeteria Plan
The District agrees to maintain a cafeteria plan pursuant to Section 125 of the Internal Revenue Code, for the purpose of providing members with access to various health benefits.

Medical Insurance Stipend
The District will provide a $400.00 per month stipend for members who choose not to participate in the District’s medical insurance program.

Or

The District will provide a $700.00 per month stipend to a deferred compensation plan for members who choose not to participate in the District’s medical insurance program.

Members who choose not to participate in the District’s medical insurance program are not eligible to receive any Supplemental Benefit Allowance as described previously.

The District requires all members to have a medical insurance plan. Members choosing this option will submit a Waiver of Medical Insurance Coverage form.

Dental
The District shall pay 100% of the premium for dental coverage for $1,500 per person per year, for all members and their dependents.

The District’s dental plan covers orthodontia for adults and children. The orthodontia benefit is 50% to a maximum of $1,500 and is subject to an annual deductible.

The lifetime deductible is $50 ($150 for Family).

Vision
The District shall pay 100% of the premium for vision coverage for all members and their dependents.
**Life Insurance**

The District will provide a program of life insurance and accidental death and dismemberment for all Chief Officers. The District's contribution to the premium and the amount of coverage is shown in the following table.

<table>
<thead>
<tr>
<th>Position</th>
<th>District Contribution</th>
<th>Amount of Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Officer</td>
<td>$12.00 or 50% whichever is greater</td>
<td>$60,000 AD&amp;D $60,000 Life</td>
</tr>
</tbody>
</table>

**Employee Assistance Program (EAP)**

The District reserves the exclusive right to enter into an Employee Assistance Program and it is subject to annual review. The current EAP program through the Managed Health Network (MHN) offers 10 counseling sessions per incident per year for all members and their dependents, in addition to online services.
Insurance for Retired Members

Medical

District Employer Contribution for Retiree Medical Insurance Benefits
The District agrees to contract with the California Public Employees Retirement System (CalPERS) Health Benefits Program for the purpose of providing retired members and their dependents with access to medical insurance benefits. Members must comply with all applicable rules and regulations of the CalPERS Health Benefits Program and the Public Employees Medical and Hospital Care Act (PEMHCA).

The amount required by Government Code Section 22892 shall be the District Employer Contribution for Retiree Medical Insurance Benefits. This contribution is required only to the extent mandated by law and only as long as the District participates in the PEMHCA plan.

Beginning January 1, 2011, the District will provide a maximum retired employer contribution that is equal to the minimum contribution required under the PEMHCA.

Any contribution provided to a retired member under this provision shall not exceed the District Employer Contribution for Retiree Medical Insurance Benefit as described previously. The District contribution to retired member’s medical coverage shall be required only to the extent required by law.

Supplemental Retiree Benefit Allowance
The District agrees to provide a Supplemental Retiree Benefit Allowance to retired members. Receipt of any Supplemental Retiree Benefit Allowance shall be in addition to any employer contribution that is provided in the previous paragraphs.

The Supplemental Retiree Benefit Allowance provided to a member shall be determined based on a member’s participation level (Tier 1 or Tier 2). The District shall pay a Supplemental Retiree Benefit Allowance, equal to the difference between the PEMHCA minimum and the established percentage the District pays towards a medical insurance plan premium, into a plan that does not impact the retired member’s tax liabilities.

Any Supplemental Retiree Benefit Allowance can only be used by a member to offset the cost of participation in District sponsored medical benefits.
Supplemental Retiree Benefit Allowance
Medical Insurance Tier 1 – Retired Chief Officers as of December 31, 2010 (Existing Retired Chief Officers who Retire on or prior to December 31, 2010)

For Chief Officers who retire on or prior to December 31, 2010 the District will provide a Supplemental Retiree Benefit Allowance equal to the difference between the PEMHCA minimum and the allowance provided in the following table.

Table 5  Supplemental Retiree Benefit Allowance – Tier 1

<table>
<thead>
<tr>
<th>Position</th>
<th>District Pays For:</th>
<th>Medical</th>
<th>Dental</th>
<th>Vision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division Chief</td>
<td></td>
<td>100% of Kaiser-Family rate or</td>
<td>100% for retired member and spouse</td>
<td>100% for retired member and</td>
</tr>
<tr>
<td>Battalion Chief</td>
<td>(retired 1992 or</td>
<td>83.29% of higher premium</td>
<td></td>
<td>spouse</td>
</tr>
<tr>
<td>later)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division Chief</td>
<td></td>
<td>100% of Kaiser-Family rate or</td>
<td>100% for retired member and spouse</td>
<td>0% of premium</td>
</tr>
<tr>
<td>Battalion Chief</td>
<td>(retired 1991 or</td>
<td>83.29% of higher premium</td>
<td></td>
<td></td>
</tr>
<tr>
<td>earlier)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Supplemental Retiree Benefit Allowance**

*Medical Insurance Tier 2 – Members Hired on or prior to June 30, 2009 and Retired on or after January 1, 2011*

Beginning January 1, 2011 the District will provide a Supplemental Retiree Benefit Allowance equal to the difference between the PEMHCA minimum and 100% of the Supplemental Benefit Allowance cap, see *Supplemental Benefit Allowance on page 19.*

Beginning January 1, 2012 the Supplemental Retiree Benefit Allowance paid by the District will decrease by 2% until reaching a percentage of 82% for members retiring in 2020. The Supplemental Retiree Benefit Allowance paid by the District is fixed at the rate in effect the year in which the member retires. For example, in the year 2016 the Supplemental Retiree Benefit Allowance paid by the District for retired members will be 90%.

Retired members are responsible for paying the difference between the cost of their selected medical insurance premium and the established Supplemental Benefit Allowance Cap.

The following table provides the Supplemental Retiree Benefit Allowance percentage paid by the District for retired members medical insurance premiums beginning in 2010 through 2020, when the percentage of 82% is reached.

**Table 6  Supplemental Retiree Benefit Allowance – Tier 2**

<table>
<thead>
<tr>
<th>Year</th>
<th>% Eligibility Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>100%</td>
</tr>
<tr>
<td>2011</td>
<td>100%</td>
</tr>
<tr>
<td>2012</td>
<td>98%</td>
</tr>
<tr>
<td>2013</td>
<td>96%</td>
</tr>
<tr>
<td>2014</td>
<td>94%</td>
</tr>
<tr>
<td>2015</td>
<td>92%</td>
</tr>
<tr>
<td>2016</td>
<td>90%</td>
</tr>
<tr>
<td>2017</td>
<td>88%</td>
</tr>
<tr>
<td>2018</td>
<td>86%</td>
</tr>
<tr>
<td>2019</td>
<td>84%</td>
</tr>
<tr>
<td>2020</td>
<td>82%</td>
</tr>
</tbody>
</table>
Novato Fire Protection District and the Novato Fire Chief Officers' Association

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Retired Medical Insurance Tier 3 – Members Hired on or after July 1, 2009

Members hired on or after July 1, 2009 may purchase medical insurance through the District in retirement and the District will pay the minimum contribution required under the PEMHCA law, see District Employer Contribution for Retiree Medical Insurance Benefits on page 22.

The District will establish a mandatory Retirement Health Savings plan that will provide all new members, hired on or after July 1, 2009, tax advantage income to pay for retirement medical insurance premiums. Members will be required to contribute $150.00 per month to a RHS plan. This contribution will be matched by the District with $150.00 per month.

Both member and District contributions shall be adjusted annually beginning June 30, 2011, at a percentage rate equal to the United States Department of Labor, Bureau of Labor Statistics, San Francisco-Oakland-San Jose annual consumer price index (CPI).

Dental

Retired members may purchase dental insurance through the District; the retired member pays 100% of the premium cost.

Vision

Retired members may purchase vision insurance through the District; the retired member pays 100% of the premium cost.

Dental and Vision Benefit Exceptions for Tier 1 Retired Battalion Chief Officers

The District will pay 100% of dental and vision insurance for Chief Officers (and their spouses) who retire January 1, 1992 through December 31, 2010.

CSFA Dues

The District will pay 100% of CSFA dues for all active Chief Officers.

Continuing Education Leave

Continuing education leave for Chief Officers includes 40 hours of leave time to attend academic courses for the specific purpose of obtaining a BA, BS, MA, or MS degree. The District will provide for time off and the cost of course materials only.
Continuing Professional Education (CPE)

Continuing professional education for Chief Officers includes:

✓ Chief Officers will be given up to two weeks per year to attend Chief Officer classes, NWCG classes, or classes that pertain to their area of responsibility; if funds are available.
✓ One of the two weeks per year must be devoted to Chief Officer courses until certification is completed.
✓ Only Shift Battalion Chiefs will be paid up to ten hours/eight hours minimum of overtime pay for each day that they are at class and not scheduled to be on duty.
✓ The District will pay for books, tuition, food, mileage and lodging for classes as specified previously for all Chief Officers.

Educational Incentive Program I

The educational incentive for Chief Officers provides for an increase in retirement subvention towards the member’s contribution. A member may obtain 1% for meeting a criterion in Categories 1 and 2 (maximum 1% per category).

If a member does not pay into retirement, a maximum of 2% salary increase per category will apply:

**Category 1:**
✓ Participation in an EOC command or General Staff position.
✓ Participation on the Marin County USAR Team
✓ Participation on the Marin County Hazmat Team
  - Budget Administration
  - Program Administration
✓ Participation on the Marin County Fire Investigation Team
✓ Participation on Marin County Incident Support Team (MIST)
✓ Participation on Fire Investigation Team
✓ MCFCA Strike Team Leader
✓ Active assignment to an Incident Management Team

**Category 2:**
✓ Bachelors (BA or BS) Degree
✓ Masters (MA or MS) Degree
✓ Doctoral Degree

Educational Incentive Program II

This educational incentive provides for the following increases for each academic and professional certification to be paid on a monthly basis to permanent members. All members receiving educational...
incentive will have to maintain 10 hours of annual continuing education (CE) as outlined in the CE Professional Development Guidelines.

This educational incentive provides for an increase in retirement subvention towards the member’s contribution. A member may obtain 1% for meeting a criterion in Categories 1, 2, and 3 (maximum 1% per category).

If a member does not pay into retirement a maximum of 2% salary increase per category will apply:

**Category 1**
State Fire Marshal Officer Program:

✓ Chief Officer Certification
✓ Fire Prevention 3
✓ Master Instructor
✓ Instructor 1
✓ Instructor 2

**Category 2**

✓ Fire Officer Designee (FOD)
✓ Chief Fire Officer Designee (CFO)
✓ Chief Medical Officer (CMO)

**Category 3**
A member may obtain 1% for completion of the Executive Fire Officer (EFO) series from the National Fire Academy (NFA).
Vehicles

All Chief Officers will be provided with vehicles equipped for emergency response and incident command or support operations. The vehicles will be used to drive to and from work, respond to emergencies, and to conduct other District related business.

District vehicles may be used as needed by Chief Officers with duty weekend coverage or during such times and events that may necessitate emergency response into the District.

Sick Leave Incentive

Chief Officers on a 56-hour work week will be awarded the equivalent of 12 hours of pay for each quarter of the year that sick leave is not used. FMLA leave shall not count as used sick leave.

Chief Officers on a 40-hour work week will be awarded the equivalent of 8.5 hours of pay for each quarter of the year that sick leave is not used. FMLA leave shall not count as used sick leave. The sick leave incentive amount will be contributed into the Day Chief Officer's deferred compensation account.
Section 3  Physical Fitness

Introduction

This section includes information about physical fitness examinations and provisions for exercise.

Examinations

Physical exams for safety members will be taken annually according to the IAFF/IAFC Fire Service Joint Labor Management Wellness-fitness Initiative Standards and administered by the District.

Physical exams will be conducted on duty, if staffing allows. Exams will include, but not be limited to annual physicals, inoculations, infectious disease blood testing and DMV medical certifications.

Exercise

The District will allocate time for each safety member to exercise. Each safety member will participate in the program.

✓ Safety shift members will be given time to exercise on each shift that they work.
✓ Safety day members will be given 1 hour, three days a week to exercise.
✓ Each safety member (shift and day) will participate in the annual fitness evaluation.
✓ The Fire Chief or their designee will evaluate the cost-effectiveness of the program using, but not limited to the following criteria to determine whether to continue the program or not:
  - Monitor each individual at each test period for improvement
  - Monitor the program overall at each test period for percentage of improvement.
  - Review on-the-job injuries.
  - Review use of sick leave.

Other procedures regarding physical fitness are set forth in the Physical Fitness Policy 1-XII-3.
Section 4 Leaves

Introduction

This section includes descriptions for the different type of leave programs including administrative leave, bereavement leave, catastrophic leave, CTO, FLMA, family sick leave, flex time, general sick leave, shift trades, and vacation.

Bereavement Leave (1-X-5)

Bereavement leave is granted for members to attend services in the event of a death within the immediate family of the member.


Members will be given the following time off:

- Between 1-300 miles: 3 consecutive days
- Between 301-600 miles: 4 consecutive days
- Between 601-900 miles: 5 consecutive days
- Between 901-1200 miles: 6 consecutive days
- Between 1201-1500 miles: 7 consecutive days

Travel distances are one way, from the member’s home to the location of services.

Members must provide proof of travel to their supervisor upon return to duty.

Bereavement leave may only be used to cover the member’s assigned work schedule. The member is required to assure that coverage is provided for any trades that will occur during bereavement leave.

Catastrophic Leave (1-X-6)

Permanent full-time and part-time members who are incapacitated due to an off-duty-catastrophic illness or injury may retain their position within the organization, with pay and benefits for a period of up to one year. The program will be known as the Catastrophic Leave Plan.

A catastrophic illness or injury is a severe illness or injury which is unusual, unexpected, or immediate in nature; and which is expected to preclude a member from returning to work for an extended period of time, during which the member will exhaust all of their accumulated leave balances.
Compensatory Time Off (1-X-4)

Members who work overtime will be given the opportunity to convert their time worked into Compensatory Time Off (CTO). CTO shall accrue at 1 1/2 hours per hour worked.

A member may elect to have time worked applied towards their sick leave account, not to exceed the cap as outlined under General Sick Leave 1-X-8.

Accruing

✓ Chief Officers shall be permitted to accumulate and bank up to 96 hours of authorized Comp Time Off (CTO) by means of working approved overtime at straight time. CTO will be reconciled each month and hours in excess of 96 will be paid.

Use

✓ CTO for shift members shall be used in blocks of 12 hours starting at 0730 to 1930 or 1930 to 0730 hours.
✓ CTO for day members shall be used in blocks of 1 hour.
✓ All members requesting CTO shall provide a minimum of 24 hour notice and a maximum of two weeks.
✓ The Fire Chief or their designee has the right to deny requests for the use of CTO. This could be due to training, staffing issues or other priorities that affect the District.

Pay

✓ A member may request to be paid for CTO time in lieu of compensatory time off.
✓ Payments at the member’s request during the year shall be made in forfeiture of CTO.
✓ CTO will be reconciled monthly and excess of 96 hours will be paid.
✓ CTO must be used within one calendar year from the date it is earned. CTO not used shall be paid at the current pay scale.
✓ Upon separation from the District, the member shall be paid for their unused compensatory time at the regular rate of not less than the higher of the member’s final regular rate or the average rate of the last three years of employment.
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Family Medical Leave Act (FMLA) (1-X-1)

To the extent not already provided under current leave policies and provisions, the District will provide family and medical care leave for eligible members as required by State and Federal law.

Family Sick Leave (1-X-7)

In accordance with the Labor Code section 233 the District will allow a member to use up to one half (½) of their yearly accrual of sick leave for the illness or injury of an immediate family member in any calendar year.

Family Sick Leave is leave from duty which may be granted by the District to a member because due to the injury or illness of the member’s immediate family which requires the member’s attendance. Family Sick Leave may also be taken in order to take care of a spouse or domestic partner who has given birth.

Flex Time (1-III-9)

Flex time may be granted for day staff and must follow Flextime Policy 1-III-9.

General Sick Leave (1-X-8)

Normally, verification will not be required for short-term illness. Verification will be required, however, for absences exceeding two shifts/days, situations where there is doubt as to the member’s fitness to return to work, or where the supervisor/manager has reason to believe there may be an abuse of sick leave.

✓ Sick leave may be used for the member’s illness/injury or the illness/injury of an immediate family member. Shift members may use sick leave in 12 or 24 hour blocks. Day members may use sick leave in 1 hour blocks.

✓ The District reserves the right to discipline members for abuse of sick leave. The District also reserves the right to monitor absenteeism and to take such action to remedy excessive absenteeism (i.e. more than 144 hours in a year for shift members and 96 hours per year for day members) as is necessary.

✓ There shall be a limit of 2,912 sick leave hours for all shift members except for those members who on 7/1/81 were in excess of 1,456 sick leave hours. Their limit shall be the amount they had accrued on 7/1/81. On December 1 of each year, all accrued sick time will be reviewed and reduced to 2,912 hours or the member’s individual limit. Payment for such reduction of hours shall be 75% of the value of the hours reduced, computed on the basis of the wage per hour received on July 1 of the same year. The appropriate figure shall be 2,080 hours for day members.

✓ Any member who changes from days to shift or vice versa, shall have sick leave recomputed based on a 71% conversion factor so that said member is receiving the equivalent proportion of credit.

✓ Beginning January 1, 2011, if a member chooses not to use accumulated sick leave toward retirement (service time increase), he/she shall be paid at 50% of their regular hourly salary for all accumulated sick leave up to the maximum of 2912 hours for shift members and up to 2080 hours maximum for day members. The members shall have the option to designate any percentage of the value of their accrued leave to either or a combination of deferred compensation or as pay.

If a member separates from the District for any other reason than retirement, he/she shall be paid at 25% of their regular hourly salary for all accumulated sick leave up to
the maximum hours for shift or day members.

For annual sick leave accrual payments in excess of the maximum, members shall be compensated at 100% of the regular hourly rate each December 1. The members shall have the option to designate any percentage of the value of their accrued leave to either or a combination of deferred compensation or as pay.

✓ A day member’s accumulated sick leave may be applied toward retirement up to a cap of 2,080 hours.

✓ A shift member’s accumulated sick leave may be applied toward retirement up to a cap of 2,912 hours.

✓ Except as indicated previously, sick leave shall be earned and administered in conformance with District Policy 1-X-8.

Each member earns sick leave at the rate specified in the following table.

Table 7  Sick Leave Accrual.

<table>
<thead>
<tr>
<th>Position</th>
<th>Monthly Earnings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shift Chief Officer</td>
<td>8.5 hours</td>
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<tr>
<td>Day Chief Officer</td>
<td>12 hours</td>
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**Shift Trades (1-X-13)**

The following applies to shift trades for Shift Battalion Chiefs:

✓ The trading time is done voluntarily by members participating in the program and not at the behest of the District. The reason for trading time is not for any benefit to the District, but rather due to the member’s desire to attend to personal matters.

✓ The member who agrees to trade (substitute) shall be responsible for the time agreed to. If the member scheduled to substitute calls in sick, the hours will be deducted from their sick leave accumulation.
Vacation (1-X-14)

Vacation time must be used in accordance with policy 1-X-14 and is earned as follows:

1 Year of Service
After one year of continuous service, each regular paid member shall be entitled to an annual vacation with pay:

✓ Shift Personnel shall earn six (6) shifts off.
✓ Day personnel shall earn 102 hours off.

5 Years of Service
After five years of continuous service, each regular paid member shall be entitled to an annual vacation with pay:

✓ Shift Personnel shall earn nine (9) shifts off.
✓ Day personnel shall earn 153 hours off.

10 Years of Service
After ten years of continuous service, each regular paid member shall be entitled to an annual vacation with pay:

✓ Shift Personnel shall earn eleven (11) shifts off.
✓ Day personnel shall earn 187 hours off.

15 Years of Service
After fifteen years of continuous service, each regular paid member shall be entitled to an annual vacation with pay:

✓ Shift Personnel shall earn thirteen (13) shifts off.
✓ Day personnel shall earn 221 hours off.

20 Years of Service
After twenty years of continuous service, each regular paid member shall be entitled to an annual vacation with pay:

✓ Shift Personnel shall earn sixteen (16) shifts off.
Day personnel shall earn 272 hours off.
25 Years of Service
After twenty-five years of continuous service, each regular paid member shall be entitled to an annual vacation with pay:

✓ Shift Personnel shall earn eighteen (18) shifts off.
✓ Day personnel shall earn 306 hours off.

Vacation Rollover
The District will allow members to rollover their annual vacation shifts/days to the following year and each member may bank twice their annual vacation accrual in this account.

The District at the request of the member will pay the member up to 50% of their total accrued vacation. Cash out will only take place during the last pay period of June.

If a member is unable to use earned vacation time due to staffing issues or a worker’s compensation injury, the unused vacation time may rollover to the next calendar year providing:

✓ There are no days/shifts remaining in the year for the member to take earned vacation time.
✓ All vacation time carried over must be used as regular vacation time including the 13th vacation day for shift members.
✓ Vacation picks for shift members at the end of the year are allowed into the next calendar year to complete a block of three (3) shifts.

Shift Chief Officers may not take overlapping vacations without prior approval of the Fire Chief.
Section 5  Staffing

Introduction

This section includes Shift Battalion Chief Officer staffing requirements and rules for driver’s license, callback, duty weekend, and residency.

Class C License

All members are required to possess a Class C license as a condition of employment.

Callback

Regular Callback

✓ If a Battalion Chief is off and a callback is needed, overtime will be filled in the following priority:

1. Off-duty Shift Battalion Chief
2. Qualified day Chief Officer.
3. Certified acting Battalion Chief.

✓ Members who have less than 240 sick leave hours shall be allowed to have callback channeled into sick leave on overtime hours credited up to 240 hours.

Mandatory Callback

✓ If a Shift Battalion Chief vacancy causes mandatory callback, the off-going Shift Battalion Chief will be held over. In this case, current policy may be followed to fill the positions.

✓ If a represented member vacancy causes mandatory callback and a Captain from the on-duty shift has been bumped up to fill a Shift Battalion Chief vacancy that Captain will be bumped back down to avoid a mandatory callback/holdover from the represented group.

✓ If it becomes necessary to bump a Captain back down from the Shift Battalion Chief position to fill staffing needs, the following procedures should be implemented to fill the Shift Battalion Chief vacancy:

- Determine if an off duty shift Battalion Chief is available to work.
- Determine if a qualified Day Chief Officer is available to cover all or part of the vacancy.
- Callback an Acting Battalion Chief from an off-duty shift.
- Mandatory holdover the off-going Shift Battalion Chief.

✓ If it can be determined that the mandatory callback/holdover Shift Battalion Chief has worked an excessive number of consecutive hours, it may be necessary to obtain the mandatory callback/holdover from the represented group.
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✓ If a Captain has been called back to fill a Shift Battalion Chief vacancy, that Captain will not be bumped down; therefore, the mandatory callback/holdover will come from the represented group.

Residency Requirements

All Chief Officers must live within 45 minutes of the District boundaries.
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