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 balance could be readjusted each year pursuant to a specific formula that was designed to result in two months of expenditures being available to the District at any given time, plus an additional 10%;

WHEREAS, due to the committed nature of the Fund, and the unlikelihood of it being accessed, the Board now wishes to update the formula for calculating the Fund to simply provide for two months of expenditures being available to the District at any given time, and not add an additional 10%.

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”):

   \[
   \frac{\left( \text{Salaries and Benefits} + \text{Services and Supplies} + \text{Debt Service Principal} + \text{Debt Service Interest} \right)}{6}
   \]

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:
RESOLUTION NO. 2016-1

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

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 their first meeting 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 3rd day of February, 2016, by the following vote:

AYES:

NOES:

ABSENT:

______________________________________
President

Attest:

______________________________________
RESOLUTION NO. 2016-2

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
PROCLAIMING MAY 2-8, 2016 AS WILDFIRE AWARENESS WEEK

WHEREAS, last year, California experienced two of the most destructive wildfires in the state’s history; and

WHEREAS, tens of thousands of acres burned, thousands of structures destroyed and sadly, lives were lost; and

WHEREAS, as drought conditions continue, the citizens of California must do their part to help protect lives, property, and our state’s precious natural resources; and

WHEREAS, millions of dead and dying trees continue to increase the risk of destructive wildfires across the state; and

WHEREAS, the bark beetle epidemic could persist for many more years as the drought continues to weaken and kill trees, making them more susceptible to attack; and

WHEREAS, more than 29 million trees have already died from drought and bark beetles, and in some communities up to 85 percent of trees have been killed; and

WHEREAS, firefighting alone cannot protect us, and every citizen, especially those living in fire-prone areas, has an important role in preventing loss of life and property from wildfire events; and

WHEREAS, CAL FIRE and other local agencies have already responded to a dramatic increase in the number of wildfires during the winter and spring months this year compared to previous years; and

WHEREAS, the men and women of the Novato Fire District alongside with other local, state and federal firefighting partners are poised to respond to wildfires; and

WHEREAS, living in Marin means residents need to be aware of the serious threat these wildfires can pose and prepare accordingly; and

WHEREAS, all residents of Novato must do their part to prepare for wildfires by maintaining appropriate Defensible Space around their homes; and

WHEREAS, Marin Fire Chiefs’ education campaign “Ready, Set, Go!” aims to educate homeowners on the steps they should take to prepare themselves, their home, and their families from wildfires by learning more at www.readysetgomarin.org; and

WHEREAS, the Novato Fire District is an active partner with FIRESafe MARIN, a non-profit organization dedicated to reducing Wildland Fire Hazards and improving Fire-Safety Awareness in Marin County, fostering community involvement by building partnerships and providing resources for mitigating fire danger; and

Page 1 of 2
RESOLUTION NO. 2016-2

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
PROCLAIMING MAY 2-8, 2016 AS WILDFIRE AWARENESS WEEK

WHEREAS, the Novato Fire District has committed to increase the number of Firewise designated neighborhoods within our Wildland Urban Interface Areas; and

WHEREAS, the Novato Fire District is partnering with Pacheco Valley Homeowner representatives and associations on a community information workshop for May 7, 2016 National Fire Protection Association’s Wildfire Community Preparedness Day; and

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

NOW THEREFORE, the Novato Fire Protection District does hereby proclaim May 2-8, 2016, as “Wildfire Awareness Week.”

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on April 13, 2016, by the following vote:

AYES: Directors Galli, Fenner, Jr., Metcho, Davis, and Silverman

NOES: None

ABSENT: None

President

Attest:

Denise Wade
RESOLUTION NO. 2016-5
A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2016/2017

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 2.61% for 2015 establishing new limits at 8.39 cents/square foot on
residential structures and 12.58 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>8.61 cents/square foot</td>
</tr>
<tr>
<td>14</td>
<td>Attached Single Family Residential</td>
<td>8.61 cents/square foot</td>
</tr>
<tr>
<td>21</td>
<td>Multiple Residential Improved</td>
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</tr>
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<td>Rural Improved</td>
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</tr>
<tr>
<td>33</td>
<td>Agricultural Improved</td>
<td>8.61 cents/square foot</td>
</tr>
<tr>
<td>41</td>
<td>Industrial Improved</td>
<td>12.91 cents/square foot</td>
</tr>
<tr>
<td>51</td>
<td>Commercial Improved</td>
<td>12.91 cents/square foot</td>
</tr>
</tbody>
</table>

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on
the 4th day of May 2016 by the following vote:

AYES: Directors Galli, Fenner, Jr., Davis, Metcho, and Silverman

NOES: None

ABSENT: None

President, Board of Directors

Attest: Denise Walsh
RESOLUTION NO. 2016-6

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
ADOPTING A CONSOLIDATED RECORDS RETENTION SCHEDULE
FOR THE NOVATO FIRE DISTRICT

WHEREAS, the State of California and Federal Government have specified time periods for which public records are required to be retained; and

WHEREAS, it is necessary for the efficient operation of the Novato Fire Protection District to follow a procedure for the retention of certain and vital District documents and other records; and

WHEREAS, the systematic destruction of records that are no longer required expedites the filing and retrieval of documents needed for current operations; and

WHEREAS, the Executive Assistant and District Counsel have prepared the Novato Fire Districts Records and Reports Retention Policy and Records Retention Schedule attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED as follows:

That the Board of Directors of the District does hereby adopt the Records and Reports Retention Policy and Records Retention Schedule attached as Exhibit A; and declare that the previous Policies 1-VII-15, Records and Reports Retention, dated 1.25.05; and 1-VII-16, Financial Records Retention policy, dated 1.25.05; are hereby deleted and of no force and effect.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on the 1st day of June 2016, by the following vote:

AYES: Directors Galli, Fenner, Jr., Davis, Metcho, and Silverman

NOES: None

ABSENT: None

President

Attest: [Signature]
RESOLUTION NO. 2016-7

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NOVATO FIRE PROTECTION DISTRICT
AUTHORIZING EXECUTION OF A JOINT POWERS AGREEMENT FOR
HAZARDOUS MATERIALS SPILLS MANAGEMENT

WHEREAS, the Novato Fire Protection District ("District") has the responsibility to provide hazard materials response and spills management within its jurisdiction;

WHEREAS, the District has been part of the Marin County Hazardous Materials Spills Management JPA since 1982;

WHEREAS, The Hazardous Materials Spills Management JPA provides a cost effective way of providing hazardous materials response and spills management;

NOW THEREFORE BE IT RESOLVED as follows:

That the Board of Directors of the District does hereby authorize the Fire Chief to sign the Joint Powers Agreement for Hazardous Materials Spills Management attached as Exhibit A.

PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on June 1, 2016, by the following vote:

AYES: Directors Fenner, Jr., Davis, Metcho, Galli, and Silverman

NOES: None

ABSENT: None

[Signature]
President

Attest: [Signature]
RESOLUTION NO. 2016-8

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2016/2017 AND RESCINDING
RESOLUTION 2016-5

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 2.61% for 2015, thereby establishing new limits at 8.61 cents/square foot on residential structures and 12.91 cents/square foot on commercial/industrial structures; and

WHEREAS, on May 4, 2016, the District Board adopted Resolution 2016-5, which accurately set the new special tax rates, in the “NOW THEREFORE BE IT RESOLVED” section, but had a typo on the tax rates in the “WHEREAS” Section.

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

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</tr>
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</table>

And Resolution 2016-5 is hereby declared null and void and replaced with this Resolution.
RESOLUTION NO. 2016-8

A RESOLUTION OF THE BOARD OF FIRE DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
ESTABLISHING THE SPECIAL TAX RATE FOR 2016/2017 AND RESCINDING
RESOLUTION 2016-5

PASSED AND ADOPTED by the Board of Fire Directors, Novato Fire Protection District, on the 1st day of June 2016 by the following vote:

AYES: Directors Davis, Metcho, Galli, Fenner, Jr., and Silverman

NOES: None

ABSENT: None

President, Board of Directors

Attest: Denise Wade
RESOLUTION NO. 2016-9

A RESOLUTION OF THE BOARD OF DIRECTORS
NOVATO FIRE PROTECTION DISTRICT
DETERMINING THE 2016/17 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 2016/17 to be the sum of Fifty Seven Million, Five Hundred Seventy Five Thousand, One Hundred Thirty Two dollars ($57,575,132), 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 Directors, Novato Fire Protection District, on the 7th day of September 2016, by the following vote:

AYES: Directors Davis, Hohen, Jr., Galli, Meeker and Silverman

NAYS: none

ABSENT: none

President, Board of Directors

Attest:

Jeanne Villa
RESOLUTION NO. 2016-10
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUIITANTS
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, (2) Novato Fire Protection District is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and

WHEREAS, (3) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (4) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, (5) Novato Fire Protection District desires to obtain for its employees and annuitants who are members of Rep ADM Support Staff (Non-PERS) the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it

RESOLVED, (a) Novato Fire Protection District elects to be subject to the provisions of the Act; and be it further

RESOLVED, (b) That the employer contribution for each employee or annuitant 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 up to a maximum of up to the maximum of the PEMHCA Minimum per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (c) 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 participation of the employees and annuitants of Novato Fire Protection District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Novato Fire Protection District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

NEW – BY GROUP, EQUAL, 1 FIXED (REV. 5/2016)
RESOLVED, (e) That the executive body appoint and direct, and it does hereby appoint and direct, Gretchen Felciano, Human Resources Manager, to file with the Board a verified copy of this resolution, and to perform on behalf of Novato Fire Protection District all functions required of it under the Act; and be it further

RESOLVED, (f) That coverage under the Act be effective on November 1, 2016.

Adopted at a regular meeting of the Board of Directors at Novato, California, this 7th day of September, 2016.

Signed: [Signature]
  Lj Silverman, President

Attest: [Signature]
  Jeanne Villa, Recording Secretary
RESOLUTION NO. 2016-11

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NOVATO FIRE PROTECTION DISTRICT
DESIGNATING OCTOBER 2016 AS
NATIONAL BREAST CANCER AWARENESS MONTH

WHEREAS, the governing body of The Novato Fire Protection District expresses their support in designating October 2016 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 and staff 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, more than 290,000 new cases of breast cancer will be diagnosed this year and more than 40,000 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 the week of October 10-15, 2016, 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 2016 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 28th day of September 2016 by the following vote:

AYES: Directors Galli, Fenner, Jr., Silverman, Metcho

NOES: None

ABSENT: Director Davis

Novato Fire Protection District

[Signature]

President, Board of Directors

Attest:

[Signature]
RESOLUTION NO. 2016-12
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NOVATO FIRE PROTECTION DISTRICT
INTENT TO PARTICIPATE IN THE
GREAT CALIFORNIA SHAKEOUT AND WORK
TOWARD BECOMING A SAFER COMMUNITY

WHEREAS, the Novato Fire District recognizes that no community is immune from natural hazards whether it be earthquake, wildfire, flood, winter storms, drought, heat wave, or dam failure and recognizes the importance enhancing its ability to withstand natural hazards as well as the importance of reducing the human suffering, property damage, interruption of public services and economic losses caused by those hazards; and

WHEREAS, major earthquakes pose a particular, significant, and ongoing threat to the entire Novato region as we were recently reminded with the South Napa Earthquake; and

WHEREAS, the Novato Fire District has a shared responsibility to promote earthquake preparedness internally as well as with the public and plan appropriately for earthquake-related disasters; and

WHEREAS, the protection of Novato Fire District employees will allow them to facilitate the continuity of government and assist the public following a major earthquake event; and

WHEREAS, community resiliency to earthquakes and other disasters depends on the preparedness levels of all stakeholders in the community – individuals, families, schools, community organizations, faith-based organizations, non-profits, businesses, and government; and

WHEREAS, by participating in The Great California ShakeOut on October 20, 2016 the Novato Fire District has the opportunity to join and support all Californians in strengthening community and regional resiliency; and

WHEREAS, by supporting The Great California ShakeOut, the Novato Fire District can utilize the information on www.ShakeOut.org/california to educate its residents regarding actions to protect life and property, including mitigating structural and non-structural hazards and participating in earthquake drills; and

WHEREAS, by registering at www.ShakeOut.org/california, Novato Fire District employees can participate in the ShakeOut “Drop Cover and Hold on” earthquake drill on October 20 at 10:20 a.m., and encourage the public, schools, businesses, and other community stakeholders to also register.

NOW, THEREFORE BE IT RESOLVED THAT:

The Novato Fire District hereby approves participating in the Great California Shakeout hereto by taking time to recognize and acknowledge the importance of preparing our city for the purposes of building a safer community and reducing the loss of lives and property from a major earthquake event by taking proactive steps today.
PASSED AND ADOPTED by the Board of Directors, Novato Fire Protection District, on the 28th day of September 2016 by the following vote:

AYES: Directors Galli, Fenner, Jr., Silverman, Metcho

NOES: None

ABSENT: Director Davis

Novato Fire Protection District

[Signature]

President, Board of Directors

Attest:

[Signature]