



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS  
REGULAR BOARD MEETING AGENDA**

**MAY 6, 2026**

**TIME: 10:00 A.M.**

Location: Administrative Office and virtually via Zoom  
95 Rowland Way, Novato CA 94945

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

ATTENTION: This will be an in-person meeting of the Board of Directors of the Novato Fire Protection District. All members of the public may participate virtually and/or telephonically by utilizing the Zoom meeting information and/or the dial-in information printed on this agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this meeting due to a disability, they should contact the Clerk of the Board, Jennifer Crayne, at [jcrayne@novatofire.org](mailto:jcrayne@novatofire.org).

The Board meeting agenda and all supporting documents are available for public review at 95 Rowland Way, Novato, CA, 72 hours in advance of a scheduled board meeting. A fee will be charged for additional copies of board meeting documents. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodation is needed, please contact the District Administrative Services Manager as soon as possible, preferably at least two days prior to the meeting.

Zoom Conference Information  
Join at Zoom.com

Meeting ID: 232 811 1856  
Password: 959595

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

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

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

During Open Time for public expression item

Public comment period on agenda items.

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

**ROLL CALL**

President Michael Hadfield

Director William Davis  
Director Bruce Goines

Director Lj Silverman  
Director Shane Francisco

**OPEN TIME FOR PUBLIC EXPRESSION**

(Please observe a three-minute time limit.)

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

**AGENDA ADJUSTMENTS**



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**ASSOCIATION PRESIDENTS' REPORT**

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

**DIRECTOR MATTERS**

Directors may report on their activities and meetings.

**CHIEF'S REPORT**

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

**CONSENT CALENDAR ITEMS**

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

1. 4/1/26 Regular Board Meeting Minutes

2. Bad Debt Write Off – Uncollectible Novato Ambulance Billing Accounts

Board approval of staff's recommendation to write off the designated multi-year uncollectible ambulance billing accounts totaling \$36,920.77.

**NEW BUSINESS**

1. Adoption of Resolution 2026-11, a Resolution of the Board of Directors of the Novato Fire Protection District Recognizing Wildfire Preparedness Week, May 3-9, 2026, Prepare Today, Protect Tomorrow: Your Role In Novato's Wildfire Safety

Board approval is requested to adopt resolution 2026-11, a resolution of the Board of Directors of the Novato Fire Protection District Recognizing Wildfire Preparedness Week, May 3-9, 2026, Prepare Today, Protect Tomorrow: Your Role In Novato's Wildfire Safety

2. Adoption of Resolution 2026-12, a Resolution of the Board of Directors of The Novato Fire Protection District declaring May 5-11, 2026, to be Arson Awareness Week.

Staff recommends adoption of Resolution 2026-012: a resolution of the Board of Directors of The Novato Fire Protection District declaring May 5-11, 2026, to be Arson Awareness Week.

3. Adoption of Resolution 2026-13, a Resolution of the Novato Fire Protection District Ratifying the Amendment to the Employment Agreement Between the Novato Fire Protection District and Fire Chief Daniel J. Peters.

Board approval is requested to adopt Resolution 2026-13 approving the Amendment to the Employment Agreements Between the Novato Fire Protection District and Fire Chief Daniel J. Peters.



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**4. Adoption of Resolution 2026-14, a Resolution of the Board of Directors of The Novato Fire Protection District Establishing The Special Tax Rate For 2026/27**

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

1. Apply the Consumer Price Index annual adjustment for 2026 of 2.18% (Exhibit D).
2. Adopt Resolution 2026-14 establishing the Special Assessment Tax Rate for Residential at 11.85 cents per square foot and Commercial / Industrial at 17.78 cents per square foot for the 2026/27 fiscal year (Exhibit A).

**5. Firefighting Equipment and Firefighter Protective Gear**

Staff recommends using Sourcewell, a government-based cooperative purchasing organization, for the purchase of firefighting equipment and firefighter protection gear through L.N. Curtis, a reseller of these goods.

**6. Fire Hydrant Painting**

Staff recommends contracting with Marianne's Painting for the annual painting of fire hydrants for a period of three (3) years with the option to renew the contract for two (2) twelve (12) month periods.

**7. Katie Grossman, R.N., EMS Educator Contract Renewal**

Staff recommends that the Board approve the renewal of the EMS Educator contract with Katie Grossman, R.N., and add six (6) optional hours per month to her contract. The additional six (6) hours per month will provide flexibility to support curriculum development, training preparation, and patient follow-up with crews.

**COMMITTEE REPORTS**

Directors may report on committee activities and meetings.

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

**FINANCIAL REPORTS**

Informational items for review. No action is needed.

1. Financial Reports, March 2026
  - a. Revenues, Expenditures, and Changes in Fund Balance Financial Report- reports will be available at the next regular board meeting after the final budget is approved
  - b. Revenues and Expenditures Detail Financial Report
  - c. Vendor Summary Financial Report



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2. District Monthly Contracts Information

**INFORMATION**

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

1. Customer Surveys - unavailable
2. Upcoming meetings and events:
  - 5/1/26 Academy Starts
  - 5/12/26 Special Finance Committee Meeting 9:00 am
  - 5/13/26 Leadership Novato Graduation 5-7 pm, City Hall
  - 5/25/26 Memorial Day – Admin Office Closed
  - 6/3/26 Next Regular Board Meeting
3. Written Communications

**ADJOURNMENT**

**AFFIDAVIT OF POSTING**

I, Jennifer Crayne, certify that on the Thursday before the Special Board of Directors meeting on May 6, 2026, the agenda was posted on the Community Board at 95 Rowland Way, Novato, California, and on the District's website at [www.novatofire.org](http://www.novatofire.org)

*/s/ Jennifer Crayne*

Jennifer Crayne, ASM/Clerk of the Board