

**Resolution No. XXXX-2025**

**RESOLUTION OF THE MENLO PARK FIRE PROTECTION DISTRICT BOARD OF DIRECTORS ADOPTING THE FISCAL YEAR 2025-26 PRELIMINARY BUDGET AND THE FULL-TIME EQUIVALENT STAFFING LEVEL**

**WHEREAS**, California Health and Safety Code Section 13893 requires the Board of Directors (Board) to adopt a preliminary budget by June 30th of each year, which preliminary budget must be advertised and available to the public for a period of at least two weeks prior to the Board holding a hearing and adopting a final budget; and

**WHEREAS**, the Board authorizes publication of a notice that the preliminary budget is available for inspection in accordance with the California Health and Safety Code; and

**WHEREAS**, the Board has received and reviewed the report summarizing the District's Preliminary Budget for Fiscal Year (FY) 2025-26; and

**WHEREAS**, the Board accepts the report as submitted and desires to adopt the District's Preliminary Budget for FY 2025-26; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Menlo Park Fire Protection District does hereby approve and adopt the FY 2025-26 Preliminary Budget allocation as follows:

1. The Board of Directors approves the FY 2025-26 General Fund budget as follows:
  - a. General Fund Revenue: \$94,960,100
  - b. General Fund Expenditure: \$76,218,854
  - c. General Fund Transfer-Out to Capital Improvement Projects Fund: \$18,741,246
2. The Board of Directors approves the FY 2025-26 Capital Improvement Projects Fund budget as follows:
  - a. Capital Improvement Projects Fund Expenditure: \$6,604,260
  - b. Capital Improvement Projects Fund Transfer-In from the General Fund: \$18,741,246
3. The Board of Directors approves the FY 2025-26 Special Revenue Fund budget from the Urban Search & Rescue Cooperative Agreements as follows:
  - a. Urban Search & Rescue Cooperative Agreements Revenue: \$1,751,037
  - b. Urban Search & Rescue Cooperative Agreements Expenditure: \$1,751,037
4. The Board of Directors approves the FY 2025-26 Full-Time-Equivalent per Attachment A.

**BE IT FURTHER RESOLVED** that the Finance Manager is directed to record these changes in the District's fiscal records in accordance with the appropriate accounting practices.

**I HEREBY CERTIFY** that the above and foregoing resolution was passed and adopted by the Board of Directors of the Menlo Park Fire Protection District at its regular meeting held on the 20th day of May 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTESTED:

APPROVED:

---

Michelle Kneier, Clerk of the Board

---

Robert Jones, Board President