NORTH SAN JUAN FIRE PROTECTION DISTRICT

13200 Tyler Foote Crossing Rd., Nevada City, California
Phone (530) 292-9159 ♦ Fax (530) 292-1417 ♦ info911@nsjfire.org ♦ www.nsjfire.org

BOARD OF DIRECTORS – REGULAR MEETING
Tuesday, July 25, 2017

AGENDA

1. **7:00 P.M. – CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**

2. **7:01 P.M. or as soon thereafter as possible – PUBLIC COMMENT ON MATTERS NOT ON AGENDA**
   As per the Brown Act, members of the community are free to speak on any item of interest to the public that is within the subject matter jurisdiction of the Board. The Chair will recognize individuals who wish to speak. Comments should be directed to the Board. Each individual shall be given one opportunity to speak. Please limit your comments to five minutes.

3. **CONSENT CALENDAR.** *These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.*

Action **A.** Minutes of June 27, 2017 Board Workshop Meeting 🕮

4. **ANNOUNCEMENTS.** *As per the Brown Act, a Board member may make a brief announcement or report on his or her own activities. Board members may also provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*

5. **REPORTS**
   - **A.** Chief's Report – Chief Flores
     - **i.** June 2017 Statistics 🕮
   - **B.** Treasurer's Report – Ed Beckenbach
     - **i.** Donations 🕮
     - Action **ii.** June 2017 Financials: Disbursements, Cash on Hand, Funds Summary 🕮
     - **iii.** Mitigation Fund Report 2016/2017 🕮
     - **iv.** Proposition 172 Report 2016/2017 🕮
   - **C.** District Manager Report - Tracy Corris
   - **D.** Firefighter Association Report – Shawn Olson
   - **E.** NCFA Report – Pat Leach
   - **F.** LAFCo Report – Ed Beckenbach
   - **G.** Website Report – Freya Johnson

6. **NEW BUSINESS**
   - Action **A.** Resolution 2017- 05 Appreciation of Administrative Volunteers and Fire Auxiliary– Durinda Kelley 🕮
   - Action **B.** Resolution 2017- 06 Establish Fees (Per Ordinance 2007-01) - Durinda Kelley 🕮
   - **C.** Board Email Accounts – Durinda Kelley
   - **D.** Electronic Communications Policy DRAFT– Freya Johnson
   - **E.** Social Medial Policy DRAFT – Freya Johnson
   - **F.** Annexation Update – Ed Beckenbach
   - **G.** Harassment Policy Discussion – Freya Johnson
   - Action **H.** NFIRS Data Entry Hours and Rate of Pay Increase – Pat Leach

7. **NEXT MEETING:** Tuesday, September 26, 2017 @ 7:00 PM

8. **ADJOURNMENT**

Agenda posted 72 hours prior to the meeting at: Fire Stations 1 and 3, Mother Trucker's, Sierra SuperStop, NSJ Post Office, Petersons. Current meeting minutes posted on NSJFPD website (www.nsjfire.org). In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 292-9159. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements.

3 A
Minutes

NORTH SAN JUAN FIRE PROTECTION DISTRICT

13200 Tyler Foote Crossing Rd., Nevada City, California 95959
P.O. Box 299, North San Juan, CA 95960
Phone (530) 292-9159 Fax (530) 292-1417
www.nsjfire.org
info911@nsjfire.org

BOARD OF DIRECTORS
REGULAR MEETING
Tuesday, June 27, 2017
MINUTES

PRESENT: Bruce Boyd, Chair; Ed Beckenbach, Treasurer; Pat Leach; Freya Johnson; Kelly Moreno, Board Secretary; Tracy Corris, District Manager; Tom Browning, Battalion Chief
ABSENT: A Durinda Kelley, Vice-Chair; Jason Flores, Chief

1. **CALL TO ORDER:** Meeting called to order at 7:02 PM. Roll taken. Four members present, quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT:** No public comment.
3. **CONSENT CALENDAR:**
   A. Minutes: Bruce Boyd called for any changes or corrections to the May 23, 2017 Board Meeting Minutes, Ed Beckenbach moved to accept the May 23, 2017 minutes as presented, Freya Johnson seconded, motion passed by unanimous vote.
4. **ANNOUNCEMENTS:** Ed Beckenbach noted that there are several dead trees along the Oak Tree Road corridor and wondered if we need to notify anyone (Nevada County, Fire Safe Council etc.).

   Freya Johnson shared that the Department participated in a SYRCL press conference to address river safety and the impact of river emergency calls on first responders. Freya, Battalion Chief, Boyd Johnson as well as firefighter Shawn Olson represented the District.

   Freya also reported on the theft of our jaws of life generator from one of our vehicles while on a medical call. The item was returned by a good samaritan who took possession of the equipment after being approached by someone trying to sell it.
5. **REPORTS:**
   A. Chief's Report – Tom Browning reported in Chief 's absence.
      - Chief Flores is on assignment with the San Bernardino fire.
      - 6164 has been out of service for a while. As our engines are aging parts are getting more difficult to find. After more than $4,700 in parts and labor it's back in service. Thank you to Captain Castiglioni for leading the charge in this effort.
      - We received a call for Type 6 Engine Strike Team but got canceled soon thereafter.
      - Tom Browning recently presented fire shelter training at the Siskiyou County Fire Preparedness Day. This is in addition to training/presentations at Ventura County, Sac Metro, Mendocino and our local academy this year.

   i. April and May Statistics – The monthly statistical reports were reviewed with no questions or need for clarification.

   B. Treasurer's Report – Ed Beckenbach

i. Donations: Ed reported that we received donations totaling $2,000 in April, 2017 and $0 in May, 2017.

ii. April and May 2017 Financials: After reviewing financial reports provided in the board packet, with no questions or need for clarification, Pat Leach moved to approve the April 2017 disbursements as presented, Freya Johnson seconded, motion approved by unanimous vote. Ed Beckenbach moved to approve the May 2017 disbursements as presented, Pat Leach seconded, motion approved by unanimous vote.

iii. Preliminary 2017/2018: Tracy Corris explained that this preliminary budget process is required in order for us to pay bills before the final budget is approved in October. Freya Johnson moved to accept the Preliminary Budget 2017/2018 as presented, Ed Beckenbach seconded, motion approved unanimously.

Bruce Boyd asked, in light of the amount of carryover indicated in the preliminary budget, should we increase our restricted funds budget? He asked the finance committee to please look into this during their upcoming meetings. This item will be added to the October Workshop agenda.

C. District Manager Report – Tracy Corris
- We are tidying things up for the end of the fiscal year. Accounts payable will be wrapped up by the second week of July.
- CalFire has cancelled burn permits effective June 28, 2017 in Nevada County and surrounding counties.
- It is estimated that new turnout gear will cost approximately $20k. The Auxiliary will donate somewhere around $4k toward that purchase.

D. Firefighters Association Report
Tracy Corris reported that the Association had a successful life jacket giveaway at the Cherry Festival, giving away 50-60 life jackets. The Association will hold another giveaway campaign at a later date, to be determined.

E. Nevada County Fire Authority (NCFA) Report – Pat Leach
- The training facility at the college is scheduled to undergo expansion including consideration of an air station, with discussion of a 50/50 partnership between the college and NCFA. There will be restrictions as to who can use the facilities. JPA has set aside $45k to contribute to this endeavor.
- There has been a misunderstanding of terms in regard to the contracted payments between JPA and CalFire and the Department of General Services (DGS). This will be discussed further at the next meeting.

F. LAFCo Report – No LAFCo report.

6. NEW BUSINESS

A. Resolution 2017-03 Authorizing Nevada County to Collect Special Tax
Ed Beckenbach clarified that this is the original Fire Parcel Tax. This document was prepared by SCI and there are no changes from previous years. Pat Leach moved to approve Resolution 2017-03 as presented, Ed Beckenbach seconded, motion approved by roll call vote with four (4) ayes, zero (0) noes, zero (0) abstain and one (1) absent.

B. Resolution 2017-04 Authorizing Nevada County to Collect Measure Q Special Tax
Ed Beckenbach moved to approve Resolution 2017-04 as presented, Freya Johnson seconded, motion approved by roll call vote with four (4) ayes, zero (0) noes, zero (0) abstain and one (1) absent.

C. Master Plan Final – Ed Beckenbach expressed his gratitude for Marilyn Mociun's work that laid the foundation for a complete document. Pat Leach moved to adopt as final

the Master Plan as presented, Ed Beckenbach seconded, motion approved by roll call vote with four (4) ayes, zero (0) noes, zero (0) abstain and one (1) absent.

Tom Browning commended the Board for their hard work and a useable final document.

Ed Beckenbach asked that we discuss the timing of items mentioned in the Master Plan as an agenda item on the October Workshop agenda.

D. Coordination with Nevada County on Bridge Repair- Ed Beckenbach
In response to an article in The Union regarding Nevada County's schedule to repair bridges found by the state to be in the condition of needing repair or replacement, Ed Beckenbach asked if we should contact the County to express the concerns/needs of the District (public safety, evacuation routes, fire department use needs).

With both Consolidated and North San Juan departments finding themselves responding to calls on the other side of the river, these bridges may be a public safety issue. We don't want to experience any problems when we show up in response to an event.

Bruce Boyd voiced concerns about fire safety in regard to paving the ends of the Ridge side of the Edwards Crossing bridge and asked what the Department of Transportation is doing about encroachments? Address signs? Process of road crews in regard to emergency response vehicles?

Suggestions were made to request approval for house number/address signs to become part of the permit process and build the cost into mitigation fees. Hank Weston needs to be part of this conversation.

Tom Browning offered to discuss these issues with Trish and Matt and report back. We will follow up on these items at a later date.

E. Board Email Accounts – Bruce Boyd
In discussion regarding electronic records retention policy (1708.1), the Board decided to use department issued email addresses for all District business. Kelly Moreno will follow up to get new addresses issued and posted on the website.

F. Board Policies Discussion
Bruce Boyd shared that we received a copy of Consolidated's bylaws. He will personally go through and compare to our Board Policies. We will follow up on this topic and work on it further at our October Workshop.

Ed Beckenbach addressed the topic of District documents and what we want to do with them? Post them on the website? It was decided to add a District Documents category to the website and include a Resolutions/Ordinances Index.

G. Electronic Communications Policy DRAFT – Freya Johnson
Freya presented a copy of a proposed Electronic Communications Policy. We will review and discuss at the July meeting.

H. Social Media Policy DRAFT – Freya Johnson
Freya presented a copy of a proposed Social Media Policy. We will review and discuss at the July meeting.

I. Mitigation Fee Refund Policy DRAFT – Bruce Boyd
Bruce will work on a policy draft of update the application to note that all refund requests must go before the Board and decisions require Board vote. Requests for mitigation fee refunds must be submit within one (1) year from date payment made to the District. We will review and discuss at the July meeting.

7. **NEXT MEETING:** Tuesday, July 25, 2017 at 7:00 PM.
8. **ADJOURNED:** Meeting adjourned at 8:39 PM

Kelly Moreno
Kelly Moreno, Board Secretary

5 Ai
Chief's Report
Statistics

NORTH SAN JUAN VOLUNTEER FIRE DEPARTMENT

2017 SUMMARY/YEAR TO DATE ACTIVITIES													
Emergency Response	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Medical Aid	12	16	10	11	16	24							**89**
Vehicle Accident	2	6	6	1	6	6							**27**
Fire - Structure	1	2	1	1									**5**
Fire - Wildland				1		1							**2**
Fire - Structure/Wildland													**0**
Fire - Vehicle	1	1				1							**3**
Fire - Vehicle/Wildland													**0**
Fire - Smoke Check			2		1								**3**
Fire - Debris Check													**0**
Fire - Other													**0**
Fire - False Alarm	4	1	1	2									**8**
Fire - Menace Standby													**0**
Hazard	8	4			2								**14**
Public Assist	3	5	1	1		1							**11**
Other													**0**
Totals:	**31**	**35**	**21**	**17**	**25**	**33**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

2017 Monthly Totals:	31	35	21	17	25	33	0	0	0	0	0	0	**162**
2016 Monthly Totals:	21	13	25	24	25	34	30	36	23	31	21	23	**306**
2015 Monthly Totals:	23	28	27	27	27	37	33	27	39	33	24	23	**348**
2014 Monthly Totals:	18	17	27	29	19	33	26	32	24	24	21	23	**293**
2013 Monthly Totals:	17	25	24	21	22	26	34	25	21	15	25	24	**279**

Other Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Department Training	4	4	5	5	5	4							**27**
Special Training				1	2								**3**
External Training													**0**
Work Party				1	1								**2**
Public Education		1				1							**2**
Public Service													**0**
Totals:	**4**	**5**	**5**	**7**	**8**	**5**	**0**	**0**	**0**	**0**	**0**	**0**	**34**

Out of District Responses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2017 Monthly Totals:	5	1	3	3	2	7							**21**
2016 Monthly Totals:	1	2	1	3	4	2	12	12	6	7	2	3	**55**
2015 Monthly Totals:	1	5	4	6	3	2	8	7	3	9	7	1	**56**
2014 Monthly Totals:	1	3	1	1	4	2	3	3	2	1	1	4	**26**
2013 Monthly Totals:	2	1	2	4	7	5	3	5	5	3	1	1	**39**

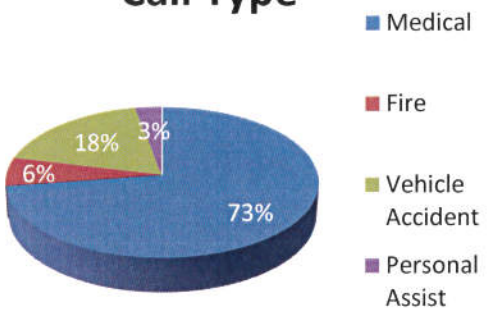
Previous Years Summaries				
2017	**2016**	**2015**	**2014**	**2013**
89	185	173	167	159
27	42	57	46	36
5	6	9	8	9
2	16	20	10	23
0	0	4	3	0
3	7	6	2	2
0	0	0	0	2
3	11	14	21	11
0	2	14	6	11
0	1	3	0	0
8	9	11	7	7
0	2	0	1	1
14	5	3	2	1
11	14	16	18	14
0	6	18	2	3
162	**306**	**348**	**293**	**279**

NSJFPD INCIDENT RESPONSE DETAIL - June 2017

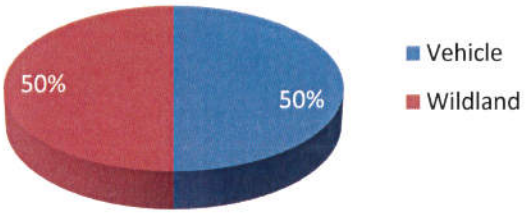
Date	ER Type	Location	Minutes	Number of Personnel	Notes	Out of District Responses	Response Time
6/2	MA		52	3	Personal Transport - AMA		23
6/2	FV		14	6	Fire Out on Arrival		13
6/3	MA		49	4	No Medical Need	*	49
6/4	MA		55	3	No Trasnport - AMA		21
6/6	MA		36	3	SNMH Transport		16
6/6	VA		93	4	SNMH Transport		12
6/8	VA		4	2	Canceled		
6/10	MA		112	9	Medic 44 Transport	*	15
6/11	VA		119	2	CHP Transport		40
6/11	MA		41	2	No transport required.		5
6/11	MA		49	2	SNMH Transport		10
6/12	MA		10	3	Driver fled scene		6
6/12	MA		43	2	SNMH Transport		7
6/12	MA		40	1	Medic 43 Transport		13
6/14	VA		85	4	Mutual Aid	8	20
6/16	VA		95	5	SNMH Transport		14
6/16	MA		129	1	1144		31
6/17	MA		56	4	Water Rescue	*	15
6/18	PA		31	3	Lift Assist		12
6/21	MA		2	2	Canceled		2
6/21	MA		45	4	SNMH Transport		10
6/21	MA		57	4	SNMH Transport		25
6/22	MA		51	5	SNMH Transport		7
6/23	MA		82	2	Patient left w/out transport		2
6/23	MA		45	3	SNMH Transport		5
6/24	MA		113	5	SNMH Transport		8
6/24	MA		44	5	SNMH Transport		9
6/24	MA		63	5	Water Rescue	*	9
6/24	MA		28	3	NCSO Transport		7
6/27	MA		87	2	Canceled	*	
6/28	VA		54	8	Self Transport AMA		11
6/28	FW		126	6	Contained	*	32
6/30	MA		6	3	Canceled		
					Total Calls:	**33**	
					Total Man Hours:	**3832.00**	
					Average FF/Call:	**3.6**	

North San Juan Fire Department
Call Detail for June 2017

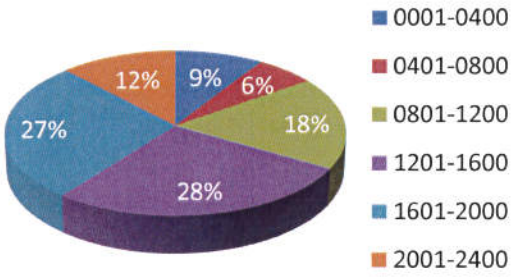
Call Type



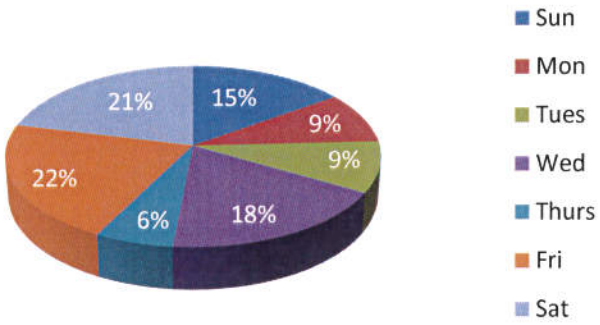
Fire Type



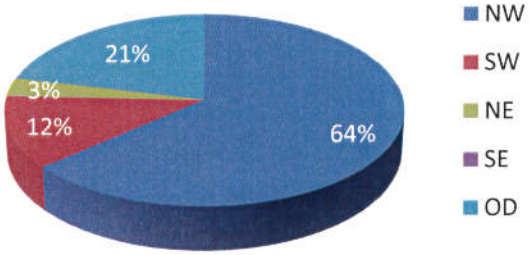
Time of Day

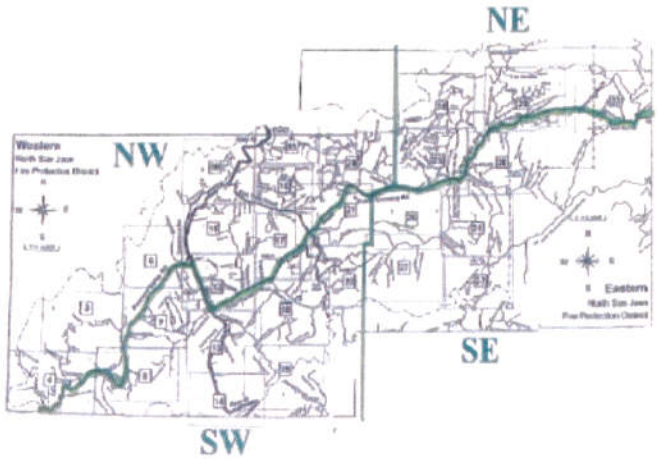


Day of Week



District Area





5 Bi
Donations

DONATIONS

June 2017

CASH DONATIONS:		In Kind	Cash
Mother Truckers			$812.82
	Total In Kind Donations:	**$0.00**	
	Total Cash Donations:		**$812.82**
	Total Donations:		**$812.82**

June 29, 2017

North San Juan Fire Fighters Association,

We counted the "Bring Your Own Bag" program tokens to the end of 2016. We collected many tokens and some cash donations totaling $406.82. Mother Truckers has decided to match this amount; for a grand total donation of $812.82. This adds to the February installment of $770, which brings the total donation for 2017 to $1,582.82 from this program alone. We hope you can use the money to help purchase some resources that you need.

We appreciate your contribution and thank you for all or your service. You are truly an asset to the community.

Thank you,
Mother Truckers
The Bottrell Family

5 Bii
Financials

COUNTY TREASURY FUNDS MONTHLY REPORT

As of June 30, 2017

	GENERAL	MITIGATION	MEASURE Q
Beginning Balance	$ 228,106.55	$ 2,968.33	$ 158,446.84
Revenue	$ 13,085.99	$ 102.18	$ 5,251.43
Expenditure	$ 41,972.59		$ 25,092.87
BALANCE	$199,219.95	$ 3,070.51	$ 138,605.40

NOTES

GENERAL FUND REVENUE: Donations, Interest, taxes
GENERAL FUND EXPENDITURES: A/P, Taxes

MITIGATION AB 1600 REVENUE - Interest
MITIGATION AB 1600 EXPENDITURES: None

MEASURE Q REVENUE: Taxes, Interest
MEASURE Q EXPENSE - Turn-Out purchase

NORTH SAN JUAN FIRE DISTRICT
Cash Disbursements - Tri-Counties Bank
June 2017

Date	Name	Memo	Amount
06/01/17	Leaf Commercial	Lease Payment	71.72

NORTH SAN JUAN FIRE DISTRICT
Cash Disbursements - General Fund
June 2017

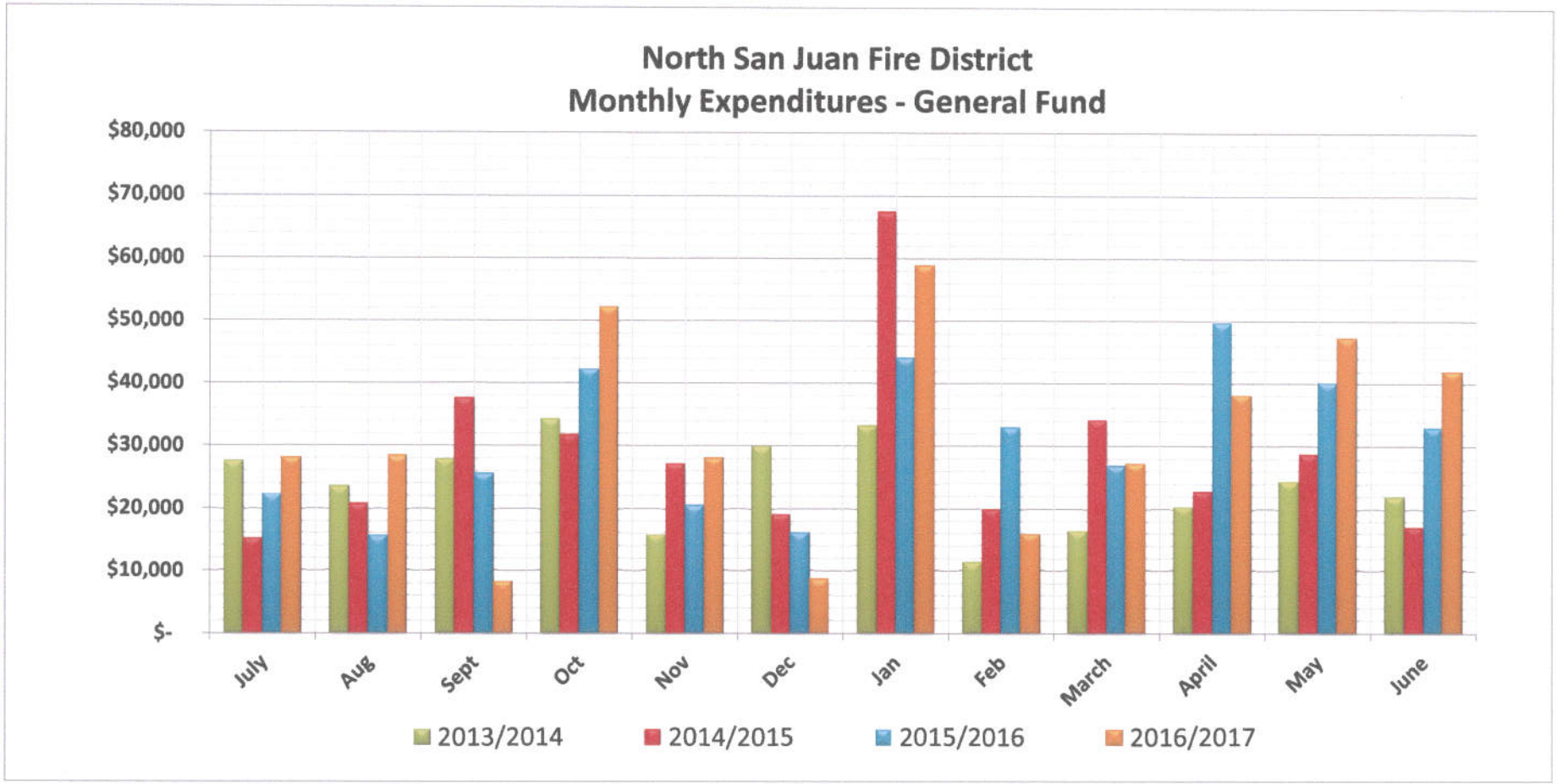
Date	Name	Memo	Amount
06/05/2017	Riebes Auto Parts	Maintenance if vehicles	-96.62
06/05/2017	ZAP Manufacturing	Road sign	-48.38
06/05/2017	AT&T CALNET 3	Telephone	-198.99
06/05/2017	US Bank	Cal-Card (see report)	-3,495.20
06/05/2017	ACC Business	Broadband	-786.16
06/05/2017	Gold Country Window Cleaning	To void stop payment warrant #325574	-258.00
06/05/2017	Mountain Woman Gardening	Maintenance	-724.81
06/15/2017	W.S. Darley & Co	Repairs #6164	-2,816.16
06/21/2017	W.S. Darley & Co	Repair #6164	-2,008.89
06/15/2017	California Fire Chiefs Association	Annual membership	-75.00
06/15/2017	FASIS	Payroll Audit Adjustment	-2,897.00
06/15/2017	Gold Country Copier,Inc.	Color copies	-92.72
06/15/2017	PG&E Station #1	Electric service	-113.77
06/15/2017	PG&E Station #3	Electric service	-262.74
06/15/2017	Palmer Enterprises	Apparatus service	-1,456.84
06/15/2017	ZAP Manufacturing	Road Signs	-86.00
06/15/2017	Winter Design Group	Web site maintenance	-80.75
06/15/2017	FF Castiglioni, Paul (reim)	Maintenance	-6.80
06/15/2017	OCCU-MED	Pre-Placement screening	-47.50
06/15/2017	FF Roediger, Dan (reim)	4th quarter mileage	-249.48
06/15/2017	Mountain Woman Gardening	Maintenance, Memorial Garden, Sprinkler	-1,053.19
06/26/2017	W.S. Darley & Co	Pump repair #6164	-2,008.69
06/26/2017	Plaza Tire	Diagnostic service #6132	-105.00
06/26/2017	Life Assist, Inc.	Medical supplies	-918.16
06/26/2017	ZAP Manufacturing	Road Sign	-48.38
06/26/2017	AT&T CALNET 3	Telephone service	-206.15
06/26/2017	FF Johnson, Boyd (reim)	EMT Re-Cert	-68.00
06/26/2017	Wind, Rachel	Cleaning	-120.00
06/26/2017	YubaNet.Com	Donation	-100.00
06/05/2017	Internal Revenue Service	Federal Taxes	-11,206.00
06/02/2017	Combined payroll	Combined payroll	4,610.66
06/15/2017	Corris, W. Tracy	Cleaning supplies - COSTCO	-49.09
06/15/2017	Employee Benefit Specialists	Life insurance	-63.60
06/15/2017	Boyett Petroleum	Fuel	-246.73
06/26/2017	FF Flores, Angela	Maintenance station #1 & #2	-163.00
06/26/2017	Banner Communications	HT Radio service	-50.00
06/26/2017	Boyett Petroleum	Fuel	-175.00
06/30/2017	Combined payroll	Combined payroll	4,716.17

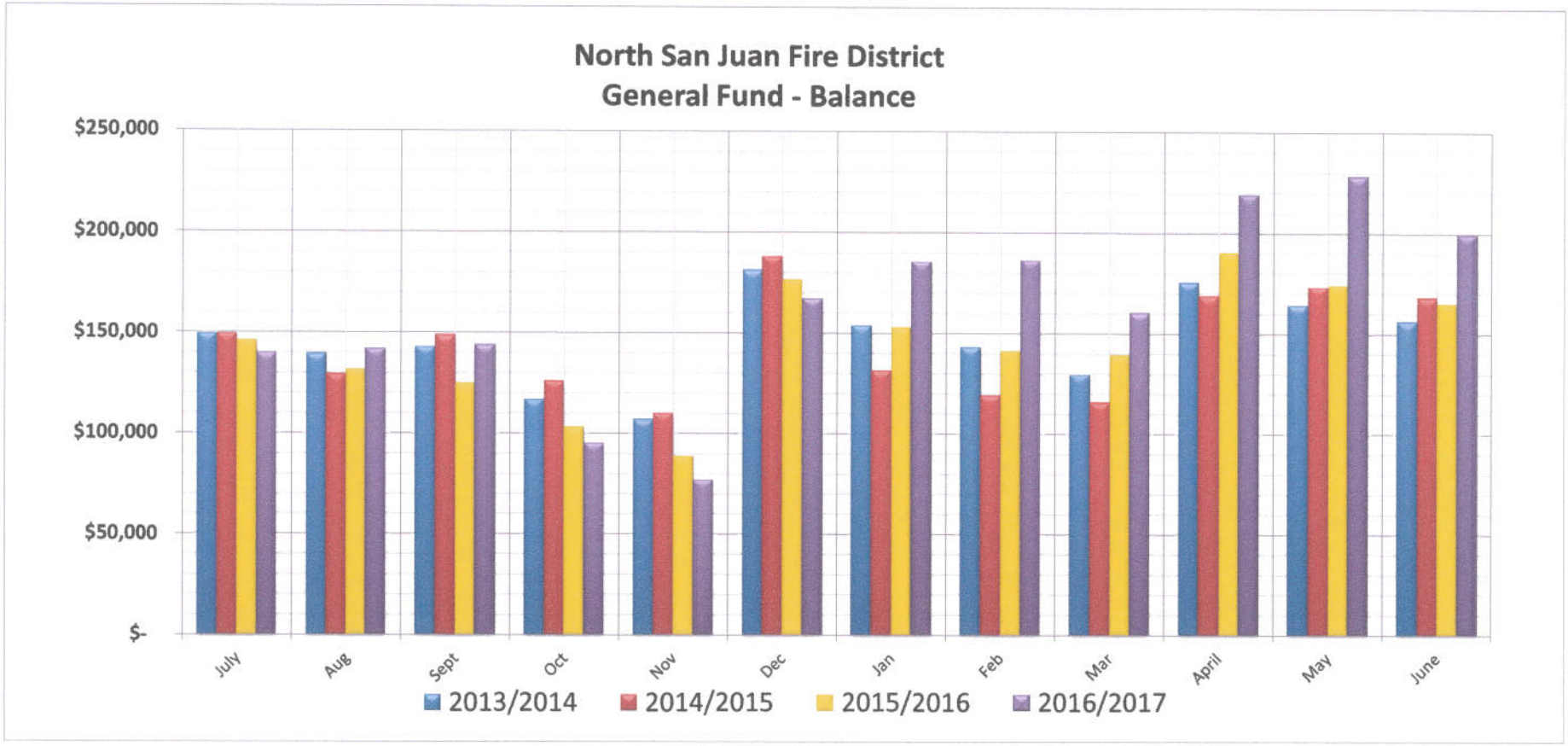
NORTH SAN JUAN FIRE DISTRICT

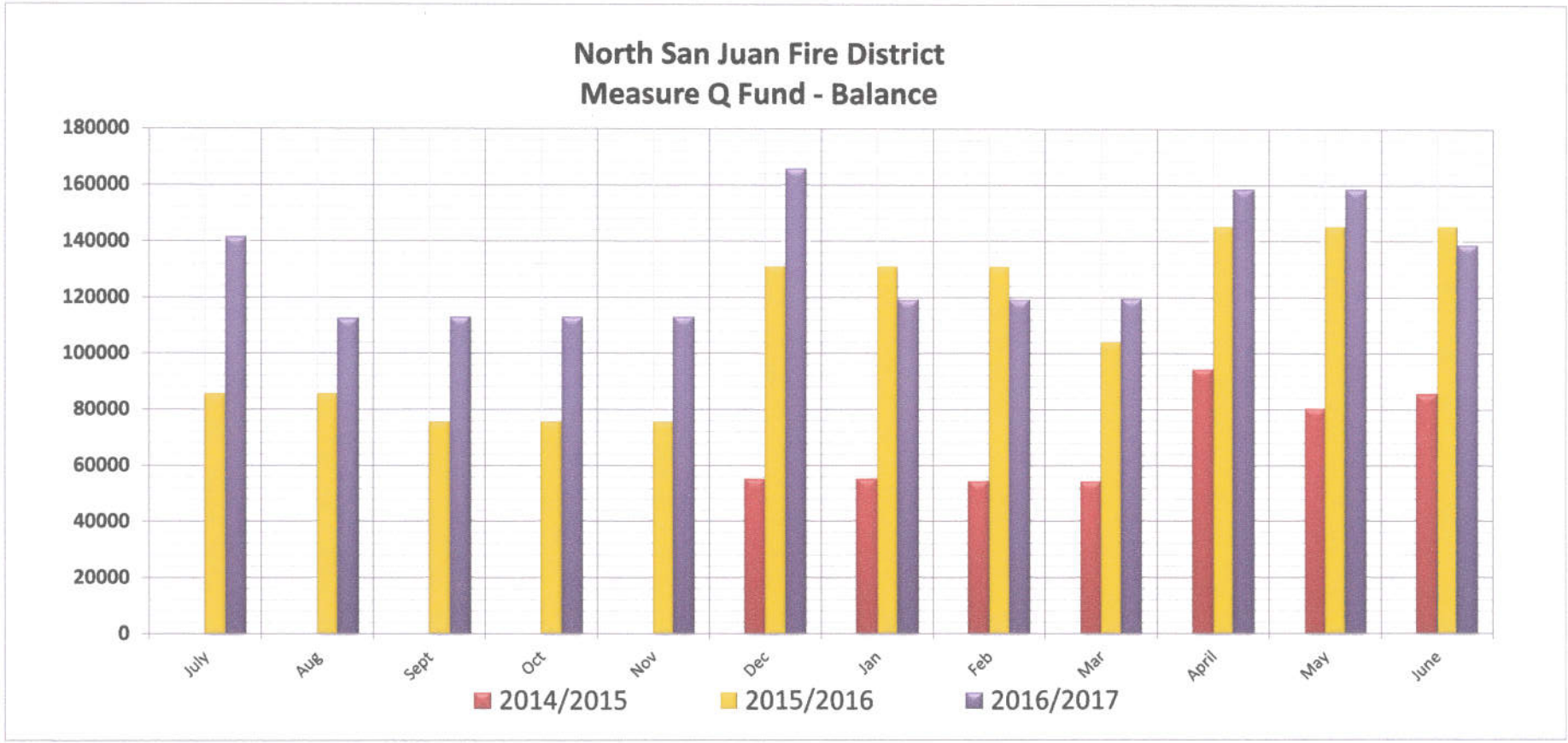
CAL-CARD

As of June 30, 2017

Date	Name	Memo	Amount
04/18/2017	Dish Network	Satellite service	$ 122.58
04/26/2017	Amazon.Com	Truck part	$ 16.87
04/27/2017	Amazon.Com	Replacement projector bulb	$ 43.06
04/29/2017	Amazon.Com	Light fixture	$ 21.98
05/04/2017	Amazon.Com	Copy paper	$ 35.15
05/08/2017	Amazon.Com	Cell phone accessory	$ 26.82
05/08/2017	Amazon.Com	Office supplies	$ 0.63
05/08/2017	Amazon.Com	Printable stamps	$ 17.83
05/08/2017	Amazon.Com	Cleaning supplies	$ 20.33
05/09/2017	Amazon.Com	Damaged in shipment	$ (10.99)
05/09/2017	Pumps West - Motor Electric	DC Motor for 6162	$ 334.95
05/09/2017	Verizon Wireless	Cell Phone Service	$ 29.99
05/10/2017	Amazon.Com	Return	$ (26.82)
05/10/2017	Amazon.Com	Paper towels	$ 32.33
05/10/2017	The Union	Subscription	$ 176.66
05/14/2017	Intuit	Annual renewal of QuickBooks Payroll	$ 299.95
05/14/2017	Amazon.Com	Batteries for drill	$ 94.63
05/15/2017	Target Solutions	Annual subscription	$ 2,022.52
05/15/2017	Code 42	Software	$ 13.99
05/15/2017	Amazon.Com	CFL Light bulbs	$ 31.80
05/15/2017	Amazon.Com	Maintenance - glue	$ 13.91
05/17/2017	Amazon.Com	Cable repair kit	$ 20.34
05/22/2017	Amazon.Com	Office supplies	$ 73.68
05/11/2017	USPS	Postage	$ 7.50
05/15/2017	Grass Valley Florist	Botrell	$ 75.51
			$ 3,495.20
TOTAL			$ 3,495.20


North San Juan Fire District
Monthly Expenditures - General Fund
$80,000
$70,000
$60,000
$50,000
$40,000
$30,000
$20,000
$10,000
$-
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
March
April
May
June
2013/2014
2014/2015
2015/2016
2016/2017


North San Juan Fire District
General Fund - Balance
$250,000
$200,000
$150,000
$100,000
$50,000
$-
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
April
May
June
2013/2014
2014/2015
2015/2016
2016/2017


North San Juan Fire District
Measure Q Fund - Balance
180000
160000
140000
120000
100000
80000
60000
40000
20000
0
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
April
May
June
2014/2015
2015/2016
2016/2017

5 Biii
Mitigation Fund Report

North San Juan Fire Protection District
Mitigation Fund (AB 1600) Report
FY 2016/2017

The AB1600 Mitigation fee rate schedule did not change during the fiscal year. However, with the change in the building code that now requires sprinklers in all new residential construction our projected income from AB1600 fees has been cut in half. Under the current fee schedule non sprinklered structures incur a fee of .59 cents per square foot, while those with sprinklers are charged a development fee of .29 cents per square foot.

The total 2016-2017 revenue from permits issued was $5,736.69. Annual interest earned for the fund was $47.03. One lease payment was made to WestAmerica Bank for $9,219. The fiscal year ended with a balance in the Mitigation Fund of $3,064.00.

• Beginning Fund Balance (July 1, 2016)	$6,769.54
• Nine (9) permits issued	$5,736.69
• Fund interest	$47.03
• Lease payment	($9,219)
• Refund (partial)	$270.26
• **Ending Balance (June 30, 2017)**	**$ 3,064.00**

The Board approved a 2016-2017 budget for expenditures from the Mitigation (AB 1600) fund to pay the District's lease-purchase. There are five (5) payments of $9,219.01 required on this lease. The fourth, was made on January 18, 2017.

The following statistics are provided for information:

Month	Permits Issued	Total Square Feet
July	1	
August	1	
September	0	
October	0	
November	0	
December	2	
January	1	
February	1	
March	2	
April	0	
May	0	
June	1	
TOTAL	9	8,042

This report has been provided in compliance with Section #66006, sub-paragraph (b) of the California Government Code.

5Biv.
Proposition 172 Report

NORTH SAN JUAN
FIRE PROTECTION DISTRICT
Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 • Fax: (530) 292-1417
e-mail: info911@nsjfire.org ✦ www.nsjfire.org

Serving Since 1862

July 18, 2017

Nevada County Executive Office
950 Maidu Avenue – Suite 220
Nevada City, CA 95959

ANNUAL REPORT FOR PROPOSITION #172 FUNDS
2016-2017

Please find enclosed a copy of the above referenced report detailing the Proposition #172 activities of the North San Juan Fire Protection District during fiscal year 2016-2017.

If you require additional information, or clarification of the information provided, please feel free to contact me.

Sincerely,

W. Tracy Corris
District Manager

Cc: Board of Directors

ANNUAL REPORT FOR 2016-17 PROPOSITION 172 FUNDS

Please fill out the form below detailing your entity's usage of Prop 172 funds in the 2016-17 Fiscal Year. Providing this information satisfies the reporting requirements of the resolution authorizing allocation of Proposition 172 funds to Fire Districts.

Entity Name: North San Juan Fire Protection District

$26,480 - Total Proposition 172 Revenue received in 2016-17 (See Attached)

Was 100% of the revenue spent on Public Safety related activities? Please circle one:
(Yes) No If "No" please explain: _____

If Proposition 172 funds were spent on specific purposes (i.e. equipment purchased specifically with Prop 172) please list the items and amounts.

Item	Amount
Total:	

If Proposition 172 funds were used for general purposes, please list the amounts in the following categories.

Item	Amount
Employee Costs	3,500
Services and Supplies	22,980
Capital Expenditures	-0-
Other Charges	-0-
Total:	26,480

The Board of Supervisors adopted the Hazardous Vegetation Abatement Ordinance to assist homeowners to meet defensible space requirements, and as a tool to assist Fire Districts with enforcing relevant fire codes. Please describe efforts taken in support of the ordinance in the 2016-17 fiscal year:

Twelve (12) Defensible Space Site Inspections And Consultations.

W. Tracy Correis
Print Name

District Manager
Title

W. Tracy Correis
Signature

7/17/17
Date

Please return this form by July 31, 2017 to avoid any delay in issuing 2017-18 payments:
Return form to:

County of Nevada
County Executive Office
950 Maidu Avenue
Nevada City, CA 95959

NORTH SAN JUAN FIRE DISTRICT
Account QuickReport
July 2016 through June 2017

Type	Date	Num	Name	Memo	Split	Amount
43000 · Inter Governmental						
44960 · Proposition 172 Public Safety						
Deposit	10/31/2016		Nevada County	Deposit	10720 · Gener...	2,479.92
Deposit	11/30/2016		Nevada County	Deposit	10720 · Gener...	2,377.15
Deposit	12/30/2016		Nevada County	Deposit	10720 · Gener...	3,025.30
Deposit	01/31/2017		Nevada County	Deposit	10720 · Gener...	2,399.48
Deposit	01/31/2017		Nevada County	Prop 172	10720 · Gener...	2,398.48
Deposit	02/28/2017		Nevada County	Deposit	10720 · Gener...	6,053.05
Deposit	04/30/2017		Nevada County	Deposit	10720 · Gener...	2,283.97
Deposit	05/31/2017		Nevada County	Deposit	10720 · Gener...	5,462.96
Total 44960 · Proposition 172 Public Safety						26,480.31
Total 43000 · Inter Governmental						26,480.31
TOTAL						**26,480.31**

6A
Resolution 2017-05

NORTH SAN JUAN FIRE PROTECTION DISTRICT
Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 ✦ Fax: (530) 292-1417 ✦ e-mail: info911@nsjfire.org

Serving Since 1862

Resolution 2017-05

Resolution of Appreciation for District Volunteers

A RESOLUTION thanking the volunteers of the North San Juan Fire Protection District.

WHEREAS volunteer duties range from vehicle maintenance, hose testing, AED maintenance, water system maintenance, landscaping, NFIRS reporting, database updates, electrical work, food for training nights, painting, facility maintenance, and numerous other tasks, and

WHEREAS volunteers are the backbone of our community . They are willing to give of their time, talents, and energy to help make the North San Juan Fire Department run better and smoother, and

WHEREAS, according to the nonprofit association group Independent Sector the estimated dollar value of volunteer time for 2016 was $24.14/hour, in essence saving the District thousands of dollars, and

WHEREAS, without the help of our tireless and selfless volunteers we would not as an organization be who we are,

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE NORTH SAN JUAN FIRE PROTECTION DISTRICT wish to extend our warmest thanks and appreciation to those who give their time and commitment to helping this District. In particular, thanks to our Administrative Volunteers, the Fire Auxiliary, and residents of Ananda Village.

PASSED AND ADOPTED as a Resolution of the Board of Directors of the North San Juan Fire Protection District at a regular meeting of said Board, held on the 25th day of July 2017, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: ___ ABSENT: ___

_____ _____

Bruce Boyd, Board Chair Kelly Moreno, Board Secretary

6B
Resolution 2017-06

NORTH SAN JUAN FIRE PROTECTION DISTRICT
Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 ✦ Fax: (530) 292-1417 ✦ e-mail: info911@nsjfire.org

Resolution 2017-06

FEE SCHEDULE FOR FISCAL YEAR 2017-2018 FOR CASES OF NEGLIGENCE, CRIMINAL ACTIVITY AND FALSE ALARMS

WHEREAS, the North San Juan Fire Protection District provides services in cases of negligence, criminal activity and false alarms with diligence equal to services provided for the general benefit of the public; and

WHEREAS, pursuant to Health and Safety Code Section 13916, the District is empowered to impose service fees; and

WHEREAS, the Board adopted Ordinance 2007-01 on July 17, 2007 authorizing imposition of fees in cases of negligence, criminal activity and false alarms, and

WHEREAS, the Board adopted Resolution 2010-08 on September 21, 2010 establishing a Cost Recovery Program and setting fee schedules,

NOW THEREFORE BE IT RESOLVED that the following fee structure be set for FY2017/2018:

ARTICLE I. A fee will be assessed for each response in cases of negligence and/or criminal activity as set out in the Cost Recovery Program fee schedule (see Appendix A).

ARTICLE II. A fee of $125 will be assessed for false alarm activations upon the third response to the same address within any 12-month period.

PASSED AND ADOPTED as a Resolution of the Board of Directors of the North San Juan Fire Protection District at a regular meeting of said board, held on the 25th day of June 2017, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

ATTEST:

_____ _____

Bruce Boyd, Board Chair Kelly Moreno, Board Secretary

Resolution 2017-06

APPENDIX A

1. $400.00 per hour/per engine. Equipment and personnel mitigation rate.
This includes one (1) fire engine with three (3) fire personnel.

2. $250.00 per hour – Command Unit.
This includes one (1) scene commander.

3. $65.00 – Hazardous Material Assessment and Scene Stabilization.
This includes equipment: gloves, traffic cones, caution tape, flares, and personnel to secure safe traffic lanes.

3. $1,055.00 Extrication.
Heavy rescue truck & tools, ropes, airbags, cribbing etc.

4. $30.00 Vehicle Fluid and/or Debris Clean-up.
This includes proper clean up removal with absorbent from the city/county street. Please refer to the Federal Traffic Clean Water Act

5. $400.00 per hour/per engine. Equipment and personnel usage rate.
This includes one (1) fire tanker engine with minimum two (2) fire personnel to create and secure landing zone for helicopter.

Here is a list of our standard billing rates.

Apparatus. **The following rates for fire apparatus shall be charged for operational response:**

1. Class A pumper, per hour	$ 400.00
2. Tanker apparatus, per hour	$ 300.00
3. Initial Attack truck, per hour	$ 500.00
4. Staff vehicle, per hour	$ 75.00
5. Utility truck, per hour	$ 150.00

Personnel. The following rates for personnel shall be charged for operational response:

1. Firefighter, per hour	$ 50.00
2. Hazmat operation, per hour	$ 35.00
3. Hazmat awareness, per hour	$ 25.00
4. Fire investigators, per hour	$ 275.00
5. Incident commander, per hour	$ 75.00

Haz-mat. The following rates for haz-mat supplies shall be charged for operational response:

1. Absorbent, per bag	$ 30.00
2. Drum liners, each	$ 8.00

3. Lite-Dri, per 50 lb bag	$ 20.00
4. Top-Sol, per bag	$ 30.00
5. Traffic cones, caution tape, flares	$ 20.00
6. Poly sheeting, per roll	$ 50.00
7. Plug and patch kit, each	$ 30.00
8. Disposal Rate	$ 37.00
9. Latex gloves, 1 pair	$ 5.00
10. Disposable goggles, 1 pair	$ 10.00

Protective equipment replacement. The following rates for damaged or contaminated protective equipment shall be charged for operational response:

1. Helmet, each	$ 350.00
2. Nomex hood, each	$ 45.00
3. Structure coat, each	$ 1,110.00
4. Structure pants, each	$ 900.00
5. FF boots, each	$ 200.00
6. FF gloves, each	$ 45.00
7. PASS Device, each	$ 200.00

Rescue equipment used. The following rates for rescue equipment used shall be charged for operational response:

1. Spreaders, per hour	$185.00
2. Cutters, per hour	$ 185.00
3. Ram(s), per hour	$ 185.00
4. Porta power, per hour	$ 85.00
5. Ajax cutting tool, per hour	$ 25.00
6. Acetylene cutting kit, per hour	$ 185.00
7. Milwaukee saws-all, per hour	$ 65.00
8. Air impact tools, per hour	$ 85.00
9. Air bags, per hour	$ 300.00
10. Stabilization Jacks per hour	$ 225.00