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, January 26, 2021
AGENDA

Due to Covid-19, This Board Meetings will be held remotely
To access a Board Meeting by phone:
Dial: 1-669-900-6833
Meeting ID: 972-2644-1653
Passcode: 233230

1. **5:00 P.M. – CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**

2. **5:01 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 December 1, 2020 Regular Board 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 – Jason Flores
     - **i.** November, December 2020 Statistics 🕮
   - **B.** Treasurer's Report – Pat Leach
     - **i.** Donations- November, December 2020

Action
     - **ii.** Financials- November, December 2020: Disbursements, Cash on Hand, Funds Summary 🕮
     - **iii.** Year to Date Budget vs. Actual FY 2020-21 🕮
   - **C.** District Manager Report – Lynn McGarva
   - **D.** Firefighter Association Report – Kritters Blevins
   - **E.** Fire Safe Council/FireWise Coalition/Ridge FireWise Communities Report – Pat Leach
   - **F.** NCFA Report – Pat Leach

6. **OLD BUSINESS**
   - **A.** Water Storage Committee – Bruce Boyd

7. **NEW BUSINESS**

Action
   - **A.** Appointment of New Board Member – Bruce Boyd

Action
   - **B.** Election of Board Officers – Tim Tschantz

Action
   - **C.** Resolution 2021-01 Recognition of Ed Beckenbach's Service to NSJFPD – Board Chair

Action
   - **D.** Annual Board Organization – Board Chair
     - i. Appointment of those Authorized to Sign Warrant Requests
     - ii. Appointment of those Authorized to Sign Checks
     - iii. Finance Committee Membership
     - iv. Personnel Committee Membership
     - v. Selection of Representative and Alternate to Nevada County Fire Agency (NCFA)
     - vi. Selection of Board Member Liaison to LAFCo
     - vii. Selection of Board Member Liaison to Fire Safe Council
     - viii. Selection of Newsletter Editor
     - ix. Selection of Webmaster

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.

x. Setting of Regular Board Meeting Dates
xi. Board Goals 2021

Action **E.** Fire Chief's Contract – Pat Leach

Action **F.** LAFCo Election – Board Chair

7. NEXT MEETING: February 23, 2021 (Be prepared to discuss your 2016 Board goals)

8. ADJOURNMENT

3 A

Draft Minutes of December 1, 2020

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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P.O. Box 299, North San Juan, CA 95960
Phone (530) 292-9159 Fax (530) 292-1417
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BOARD OF DIRECTORS
REGULAR MEETING
Tuesday, December 1, 2020
Draft Minutes

PRESENT: Ed Beckenbach, Chair; Tim Tschantz; Pat Leach, Treasurer; Bruce Boyd; Rhea Williamson

ABSENT: None.

1. **CALL TO ORDER:** Meeting called to order at 5:00 PM. Roll taken. Quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT:**
   No public comment.
3. **CONSENT CALENDAR:**
   A. Minutes of October 27, 2020 Regular Board Meeting
   B. Correspondence; Letter from resident Liz Walsh

   Rhea Williamson moved to approve the Consent Calendar, Tim Tschantz seconded, motion passed by unanimous vote as follows:

   Tim Tschantz
   Pat Leach – Aye
   Bruce Boyd – Aye
   Rhea Williamson – Aye
   Ed Beckenbach – Aye

   Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

4. **ANNOUNCEMENTS:**
   Rhea Williamson informed the group that she is currently unable to access her NSJ Fire email and asked how to correct the issue. Pat Leach informed her to contact Amund at Clientworks.

   Ed Beckenbach announced that tonight will be his last meeting, his term is up December 31, 2020. He wanted to ensure the Board understood how much he has enjoyed the past 18 years (two as a volunteer firefighter and sixteen on the Board). Since the Board will be selecting the new Chair at the January 26 Board Meeting, Ed asked the Vice-Chair, Tim Tschantz, to open the January Meeting before moving to select a new chair. Ed wanted to be sure the firefighters know how much he admires them, likes them, and is proud of their dedication to the Community, that goes for all the Board Members as well. Over the years, Ed has witnessed so many wonderful volunteers and employees at NSJ Fire, always considering and working towards what is best for the District. The Board has done well

over the years, with memorable highlights including the annexation and Measure Q. Ed wanted to thank everyone, and he wishes everyone well.

5. **REPORTS**

A. Chief's Report – Chief Jason Flores

- Presented call statistics for October 2020

Rhea Williamson asked how to respond to inquiries from Community members about response times on incidents. Chief Flores provided a detailed description on factors affecting response times once 911 is notified of an emergency. Chief Browning added that she could contact Heidi Ryan and ask for the response times for incidents as provided on the Crystal Reports (agency reports pulled from the Emergency Command Center).

- We are out of fire season, the burn ban has been lifted, but we are in a dry spell.
- We are still having Covid-19 Team meetings. We are seeing an increase in Covid cases in the County and are monitoring for any changes mandated by Governor Newsome.
- We have stopped in person trainings.
- Fire fighters are limited to two individuals staying overnight in the residence.
- Looking at setting up an online training format; Youtube, etc.
- We have 5 firefighters in an Advanced EMT class in Downieville, they should be certified after the beginning of the year.
- We have been increasing the skills of our EMT's. Recently added skills include: EPI pens, Narcan, and Asprin. SSV (medical licensing authority) has just approved us to administer i-Gel, which is an airway junction that we can put into patients to keep their airway open. This will mean we will need to increase our trainings to keep up with those skills.
- Chief Flores will be traveling to Michigan in January for final inspection on the new fire engine. The engine will then be inspected by Burton in Stockton before the engine is delivered to us in late January. We hope to have the engine in service by early February. The plan is to have the engine housed at station 3.

Tim Tschantz asked if CAL FIRE was still staffing station 42. Chief Flores responded that they are still at full staffing, possibly down staffing to one engine in December, then likely closing station 42 after the beginning of the year.

B. Treasurer's Report – Pat leach

i. Donations – Donations were received as follows: $500 from Babsi Clark and $50 from M. Nielsen. $550 for the month of October, 2020.
ii. Financials- October 2020: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card.

Boyd Johnson asked for clarification on the payment for CPR training (10/9/20, $630); how many students attended? What portion of the expense is salary for the instructor and cost to the Red Cross for certifications? Lynn McGarva answered to the best of her knowledge and let Boyd know she would investigate it further and provide more details.

Boyd Johnson thanked Lynn McGarva for the additional breakdown of Cash Disbursements and Cal Card purchases.

Pat Leach asked Lynn McGarva to provide further details on expenses to Nancy Picker and describe what her roll is with the Department. Tom Browning provided the clarification: Nancy Picker is a retired CAL FIRE dispatcher. OES contacted Chief Browning about adding Nancy as an auxiliary member of NSJ Fire. She gets called out on OES incidents, is paid through our Department, then we are reimbursed for all her expenses and we earn 10% Administrative fee.

Bruce Boyd moved to approve the October 2020 Cash Disbursements as presented, Pat Leach seconded, motion passed by unanimous vote as follows:

Tim Tschantz - Aye
Pat Leach – Aye
Bruce Boyd – Aye
Rhea Williamson – Aye
Ed Beckenbach – Aye

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Bruce Boyd noted that his motion was to approve both the October Cash Disbursements as well as the October Cal Card Summary. Moving forward, the motion will be titled "Disbursements".

C. District Manager's Report – Lynn McGarva

Lynn McGarva wanted Ed to know that she will miss him very much. Lynn also reminded the Board that she will always have batches to sign on Thursday mornings by 10:15. The Auditor will accept emails from Board Members as authorization. If authorized batches are submitted to the County on Thursdays, they will be processed on Tuesdays the following week. Keeping on this schedule helps us ensure we avoid late fees and other unnecessary charges.

Bruce Boyd asked Lynn McGarva to investigate upgrading our HVAC filters to meet Covid-19 standards. Heidi Ryan answered that Boyd Johnson had directed her to order Merv 13 filters to replace all the filters at Station 3.

D. Firefighters Association Report – Nathaniel Van Order

- Re-stocking promotional shirts, which are sold at events as well as Mother Trucker's and The Country Store.
- The Association is holding a competition on their Facebook page to redesign a new shirt. The winner will be announced December 16th.
- We have been working with Chief Flores and Heidi Ryan to create a comprehensive New Hire Process, to help clarify the requirements for prospective volunteers.
- The Association would like for the Boards feedback on the following idea regarding the new dual compliant pants: The Association would like to provide the option of having firefighters purchase their department issued

pants (cost new is $350/each) at half the cost upon resigning from the department after three years of service. This would allow us to purchase more pants as needed, and uniform pants are not as easily re-issued (compared to turnout pants, as an example), as pant sizes are variable.

Tim Tschantz likes the idea of firefighters keeping their pants if they leave after three years of service, it could be an incentive for Firefighters to stay on longer.

Board members agreed that this is a great idea.

E. LAFCo Report – Ed Beckenbach

The group re-established the sphere of influence for Nevada City, a process two years in the making.

This was Ed Beckenbach' last meeting on the LAFCo Board, which means NSJ will no longer have a representative at the meetings or on the Committee. There will be a new election for his replacement representing special districts, interested individuals can apply.

F. Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Pat Leach

At least two FireWise communities on the Ridge were able to show at least $100,000 in fire prevention work for their neighborhoods. Countywide, over $8,000,000 in fire prevention work has been completed this year.

Great work has been done on Old Mill Road, though they are not a certified FireWise Community.

The Fire Safe Council is still working on creating helpful videos to make available on multiple platforms.

G. NCFA Report – Pat Leach.

No meeting, no report.

6. OLD BUSINESS

A. Sick Leave Policy- Bruce Boyd

Second reading of the sick leave policy, re-written to match the format of our Organizational Manual. We have assured our policy matches state laws.

Rhea Williamson pointed out that there is a discrepancy between the sick leave policy and the salary step document which will be seen in Item 7 A. Bruce replied that the attachment in 7 A is an old document and the discrepancy will be corrected to meet the new policy, when it is approved.

Bruce Boyd moved to approve the Sick Leave Policy as written, Pat Leach seconded, motion passed by unanimous vote as follows:

Tim Tschantz
Pat Leach – Aye
Bruce Boyd – Aye

Rhea Williamson – Aye
Ed Beckenbach – Aye

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

B. Water Storage Committee Update- Bruce Boyd
No meeting, no report.

7. NEW BUSINESS

A. Zach Pehling Introduction – Pat Leach
This item was moved before New Business as a courtesy to Mr. Pehling, 5:50 PM
Pat Leach announced that Mr. Zack Pehling came highly recommended by Nevada County Consolidated Fire District. Mr. Pehling is very easy to communicate with, willing to guide us in the right direction, and he is thorough.

Zack Pehling introduced himself to the Board and shared that he has been a CPA for 12 years, has lived in Truckee for 5 years, and has clients all along the Highway 20 corridor. He did Nevada County Consolidated's audit for three years. He wanted the Board to know that the North San Juan Fire 2019-20 audit is going well, and he is nearly complete. Zach will be submitting some draft documents to staff shortly and is recommending we make some policy changes to our fixed asset requirements, moving from $500 to $5,000.

Lynn asked Zack to explain to the Board what this audit is for and why. Zack responded that the audit is a compliance requirement, checking on our finances and ensuring we prepare them in a way that is the same across all districts.

B. Community Outreach on Fire Prevention Discussion – Ed Beckenbach
At the October 27th Board Meeting, Liz Walsh made a comment during Public Comment asking the North San Juan Fire Protection District to assist, if possible, in communicating and ensuring fire prevention work is completed by residents in her neighborhood. Rhea Williamson added a point to Mrs. Walsh's comment during Board Announcements suggesting some options the Department could employ, at which point Ed Beckenbach suggested the item be agendized for further discussion.

Rhea recommended collaborating with other non-profits in the area, the San Juan Ridge Taxpayers Association as an example.

Bruce Boyd suggested having the Ponderosa community develop a Fire Wise community. Pat Leach added that they are working on a Fire Wise community in the Ponderosa area, and that the program is a great avenue for community outreach on fire prevention. Additionally, Joann Fites Kaufman has agreed to be a speaker at the San Juan Ridge Taxpayers Association event in January that will be available on Zoom as well as a distanced gathering in person. The event will be focused on FireWise Communities that have already been approved as well as communities that are working towards being recognized as FireWise Communities. This event has been approved by the Fire Safe Council.

Bruce Boyd brought up the Hazardous Vegetation Abatement Ordinance (a County of Nevada Ordinance) and asked Tom Browning to remind the group why we are not enforcers of brush clearing on private property, to which Tom replied that the County has three inspectors, NSJ Fire has neither the manpower nor resources to commit to this role. However, Tom added that we could make recommendations to property owners about brush clearing through LE 100's (defensible space inspections), but the County has the authority to enforce property clearing under certain circumstances through the abatement program. Tom also cautioned against taking on more responsibility that can overwhelm our volunteers.

Tim Tschantz noted that some residents may be negligent, others may lack the funds to ensure proper clearing. Tim asked if there was any way we could provide trainings or complete prescribed burns for residents. Chief Flores replied that there are groups that conduct prescribed burns and some funding through the Chipper Program and suggested we could ensure our website has links to all the resources available. He also noted that Tim had a great idea, but again cautioned against the increase burden and liability.

Rhea Williamson suggested both updating our website and utilizing the newsletter.

C. Board Vacancy- Bruce Boyd

Only two individuals submitted applications for the three Board positions up for re-election at the November election. The Board of Supervisors then advertised for the position but had no applications. To move forward with filling the Board Vacancy we have two options: 1) hold a special election, which will cost upwards of $5,000; 2) We can advertise for the opening, conduct interviews, and appoint a candidate at our January Board Meeting. The second option will require we advertise for the position for at least 15 days at three locations throughout the District.

Bruce Boyd moved to forego an election and appoint the new Board Member after an application and interview process, Pat Leach seconded, motion passed by unanimous vote as follows:
Tim Tschantz
Pat Leach – Aye
Bruce Boyd – Aye
Rhea Williamson – Aye
Ed Beckenbach – Aye

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

D. OES Information Sharing – Pat Leach

Pat Leach announced that OES is proposing to build four sandwich Boards to display around the Ridge to share information on emergencies. OES is looking for responsible individuals/entities to take on the responsibility of updating these boards.

A Discussion ensued which resulted in more questions than answers. It was decided that this item should be tabled until OES provides more information.

E. **District Manager of Finance and Facilities, District Manager of Operations and Personnel Salary- Bruce Boyd**

We had positive evaluations for our two district managers at the October 27 Board meeting. The Personnel Committee had met before hand and suggested we move them up on the pay schedule to $22/hour, retroactive to the end of probation. The Personnel Committee recommends this action. The District Managers both began at $20/hour, instead of $18, so this will be their first step increase.

Rhea Williamson pointed out that step 8 on the Salary Schedule attachment needs to be removed or edited to reflect the recently adopted Sick Leave Policy.

Bruce Boyd moved to approve a salary step increase for both District Managers to $22/hour retroactive to the end of their probation (October 6th), Tim Tschantz seconded, motion passed by unanimous vote as follows:
Tim Tschantz
Pat Leach – Aye
Bruce Boyd – Aye
Rhea Williamson – Aye
Ed Beckenbach – Aye

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

F. **CLOSED SESSION: Public Employee Performance Evaluation (Gov. Code § 54957)**
Title: Fire Chief

G. **Report on Closed Session**
We evaluated our Chief, found him very acceptable. No action was taken.

8. **NEXT MEETING:** January 26, 2021, time and location to be determined.
9. **ADJOURNMENT:** Meeting adjourned at 7:01 PM.

Heidi Ryan
Heidi Ryan, Board Secretary

5 A

November &
December 2020
Statistics

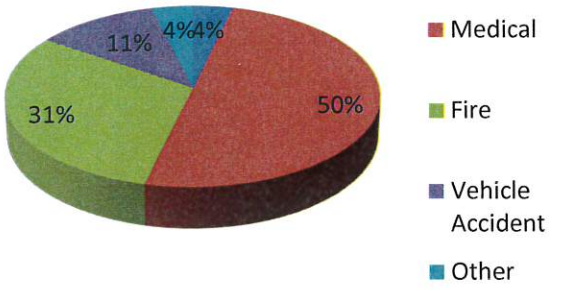
NSJFPD INCIDENT RESPONSE DETAIL -November 2020

Date	ER Type	Location	Minutes	Number of Personnel Responding	Notes	Out of District Responses	Response Time
11/2	MA	Lost River (26186)	93	1	SNMH Transport		10
11/3	FW	Tyler Foote (26338)	112	6	Extinguished		28
11/4	VA	Cruzon (26365)	3	3	Non-Injury		
11/4	PA	Birchville (26388)	76	2	Patient Contact		23
11/6	MA	Highway 49(26583)	39	2	Patient Contact, AMA		33
11/8	MA	Tyler Foote (26736)	38	2	SNMH Transport		9
11/8	DSC	Cruzon (26737)	65	3	UTL		
11/9	MA	Francisco (26877)	54	2	SNMH Transport		16
11/10	FS	Sages (26946)	290	6	Extinguished		26
11/11	MA	Salmon Mine (26980)	51	3	SNMH Transport		12
11/13	FV	Cemetary Alley (27146)	85	1	Extinguished		18
11/14	MA	Kailash Cr. (27291)	56	2	SNMH Transport		13
11/14	DSC	Oak Tree (27323)	70	3	Extinguished		6
11/17	DSC	Cruzon (27575)	64	1	Legal burn pile		24
11/17	MA	Shady Creek (27587)	37	3	SNMH Transport		12
11/17	HC	Hwy 49 (27595)	30	3	Cleared roadway		15
11/18	MA	Tyler Foote (27691)	12	2	Canceled		
11/18	VA	Cruzon (27703)	73	5	SNMH Transport		19
11/20	FV	Old Mill (27794)	213	3	Extinguished		15
11/22	MA	Station 3 (27980)	205	2	Patient Contact		5
11/24	VA	Murphy (28190)	95	1	Non-Injury		16
11/24	MA	Ivy (28193)	37	1	SNMH Transport		9
11/25	MA	Milhous (28277)	51	1	SNMH Transport		23
11/28	MA	Robinson (28489)	21	4	Patient Contact		15
11/30	FW	Oak Tree (28652)	18	3	Fire out on Arrival		14
11/30	MA	Hwy 49 (28665)	50	1	Patient Contact		19

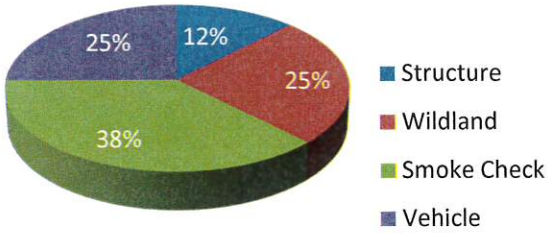
Total Calls:	**26**
Total Man Hours:	**2131.80**
Average FF/Call:	**2.5**

North San Juan Fire Department
Call Details
November 2020

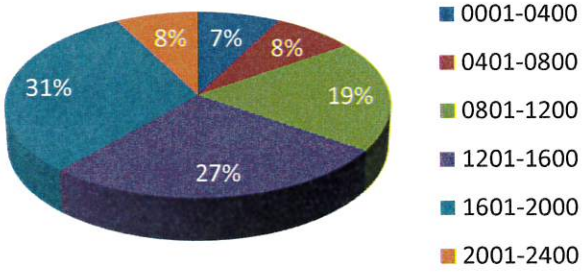
Call Type



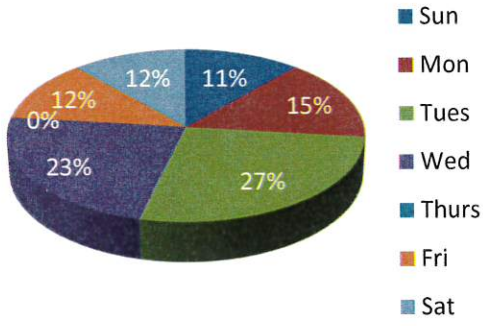
Fire Type



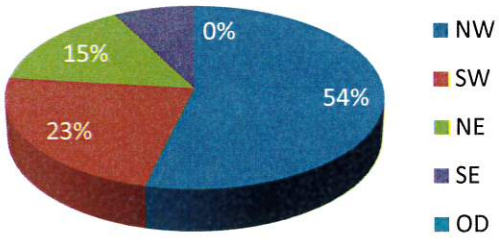
Time of Day

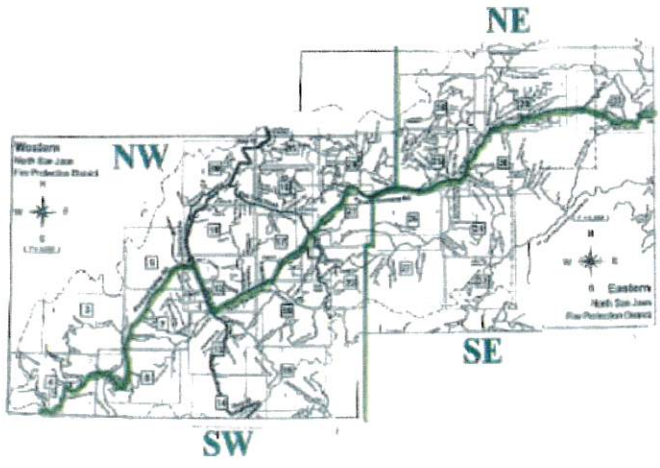


Day of Week



District Area



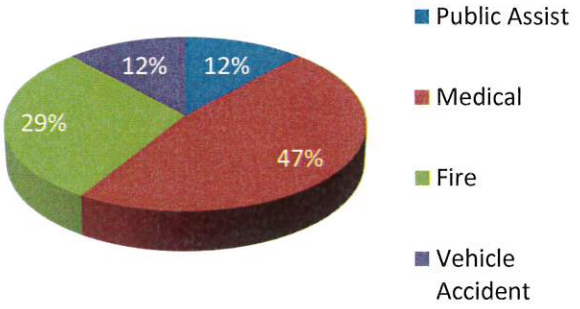


NSJFPD INCIDENT RESPONSE DETAIL - December 2020

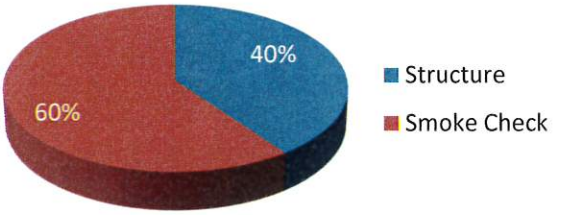
Date	ER Type	Location	Minutes	Number of Personnel Responding	Notes	Out of District Responses	Response Time
12/2	MA	Ivey (28787)	38	3	SNMH Transport		14
12/3	FS	Birchville (28903)	103	4	Extinguished		22
12/7	PA	Tyler Foote (29247)	34	1	Patient Contact		20
12/7	MA	Purdon (29254)	38	2	SNMH Transport		12
12/8	DSC	Sweetland (29335)	127	2	released		21
12/8	MA	Super Stop (29344)	42	3	SNMH Transport		26
12/8	MA	Pleasant Valley (29349)	11	2	Canceled		
12/9	DSC	Old Mill (29428)	25	1	Legal burn		
12/16	MA	Brass Rail (30079)	40	2	Patient AMA		40
12/20	FS	Sumi (30424)	74	6	Extinguished		17
12/24	VA	Independence (30713)	21	2	Canceled	*	
12/25	MA	Murphy (30852)	43	2	SNMH Transport		8
12/26	PA	Boquest (30930)	22	4	Non-Injury		11
12/28	MA	Twilight (31173)	51	2	SNMH Transport		19
12/28	VA	Oregon Creek (31181)	15	2	Non-Injury	*	9
12/29	MA	Tyler Foote (31251)	11	3	Canceled		
12/29	DSC	Pleasant Valley (31272)	14	2	Legal burn		
					Total Calls:	**17**	
					Total Man Hours:	**508.12**	
					Average FF/Call:	**2.5**	

North San Juan Fire Department
Call Details
December 2020

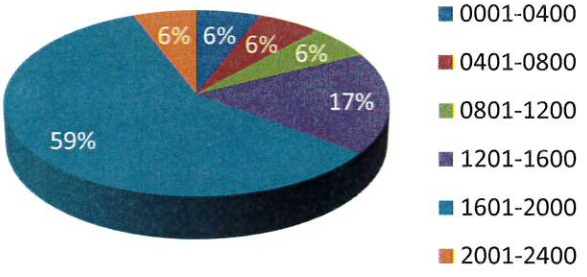
Call Type



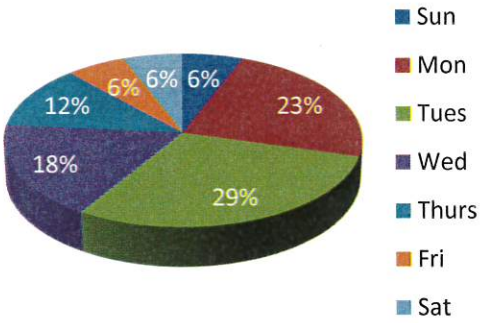
Fire Type



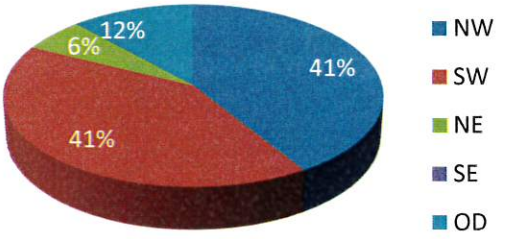
Time of Day

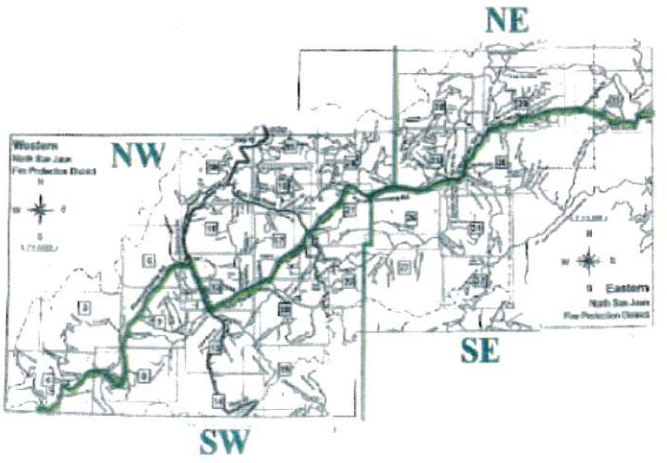


Day of Week



District Area





NORTH SAN JUAN VOLUNTEER FIRE DEPARTMENT

2020 SUMMARY/YEAR TO DATE ACTIVITIES													
Emergency Response	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Medical Aid	9	14	9	13	16	29	30	17	9	21	13	8	**188**
Vehicle Accident	1	3	3	1	3	4	6	6	7	5	3	2	**44**
Fire - Structure	2		2				1				1	2	**8**
Fire - Wildland		6	2	3			1	3	5	1	2		**23**
Fire - Structure/Wildland													**0**
Fire - Vehicle	1	1		1		1					2		**6**
Fire - Vehicle/Wildland													**0**
Fire - Smoke Check	1	5	5	4	3		2		2	2	3	3	**30**
Fire - Debris Check						1							**1**
Fire - Other										1			**1**
Fire - False Alarm													**0**
Fire - Menace Standby			1			1							**2**
Hazard	4		5				1			1	1		**12**
Public Assist	3	1					2			1	1	2	**10**
Other			1		2	1		1					**5**
Totals:	**21**	**30**	**28**	**22**	**24**	**37**	**43**	**27**	**23**	**32**	**26**	**17**	**330**

Previous Years Summary				
2020	**2019**	**2018**	**2017**	**2016**
188	189	207	198	185
44	50	40	60	42
8	7	8	8	6
23	9	21	22	16
0	0	0	0	0
6	13	1	5	7
0	1	2	0	0
30	8	25	7	11
1	31	5	8	2
1	0	0	0	1
0	2	9	9	9
2	0	0	1	2
12	19	8	17	5
10	13	18	15	14
5	5	3	0	6
330	**347**	**347**	**350**	**306**

2020 Monthly Totals:	21	26	28	22	24	37	43	27	23	32	26	17	**326**
2019 Monthly Totals:	18	31	23	22	29	33	35	33	27	40	33	23	**347**
2018Monthly Totals:	24	23	24	25	30	38	40	37	28	27	25	26	**347**
2017 Monthly Totals:	31	35	21	17	25	33	51	40	34	32	16	15	**350**
2016 Monthly Totals:	21	13	25	24	25	34	30	36	23	31	21	23	**306**

Other Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Department Training	4	4	3	4	3	3	5	3	5	4	2	1	**41**
Special Training			1			4	2	2	2		2	1	**14**
External Training		2				2							**4**
Work Party		1											**1**
Public Education													**0**
Public Service													**0**
Totals:	**4**	**7**	**4**	**4**	**3**	**9**	**7**	**5**	**7**	**4**	**4**	**2**	**60**

Out of District Responses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2020 Monthly Totals:	1	2	2	2	1	4	2	7	3	0	0	2	**24**
2019 Monthly Totals:	3	1	8	6	6	5	8	6	3	1	4	3	**54**
2018 Monthly Totals	3	1	1	2	7	6	8	4	7	1	5	2	**47**
2017 Monthly Totals:	5	1	3	3	2	7	18	4	4	6	1	0	**54**
2016 Monthly Totals:	1	2	1	3	4	2	12	12	6	7	2	3	**55**

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Donations:
November &
December 2020

NSJ Fire Protection District
Donation Report
November through December 2020

	Date	Name	Memo	Amount
46180 · Donations				
	12/23/2020	Sparks	Deposit	$108.00
Total 46180 · Donations				$108.00

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Financials:
November &
December 2020

NSJ Fire Protection District

Funds Summary

Period Ending 12/31/2020

		December 31, 2020
Current Assets		
Checking/Savings		
Tri-Counties Bank	$	500.00
General Fund - Nevada County		$150,562.56
Mitigation Fund - Nevada County		$21,533.59
Measure Q - Nevada County		$192,705.46
Total Checking/Savings	$	365,301.61
Total Current Assets	$	**365,301.61**

	General Fund	Mitigation Fund	Measure Q
Beginning Bal	$51,038.57	$20,243.76	$134,228.10
Revenue	$123,496.14	$1,289.83	$59,578.36
Expenditure	$23,972.15	$0.00	$1,101.00
Ending Balance	$150,562.56	$21,533.59	$192,705.46

Notes

Tri Counties there were no transactions.

General Fund Revenue and Expenditures enclosed.

Mitigation AB1600 Fund revenue includes $50.83 Interest and one Fee of $1,239.00. There are no expenditures.

Measure Q revenue includes Teeter Fund (Tax Estimate) of $59,207.56
Expenditures are Direct Charge by Nevada County $1,101.00

NSJ Fire Protection District

Funds Summary

Period Ending 11/30/2020

		November 30, 2020
Current Assets		
Checking/Savings		
Tri-Counties Bank	$	500.00
General Fund - Nevada County	$	51,038.57
Mitigation Fund - Nevada County	$	20,243.76
Measure Q - Nevada County	$	134,228.10
Total Checking/Savings	$	206,010.43
Total Current Assets	$	206,010.43

	General Fund	Mitigation Fund	Measure Q
Beginning Bal	$66,065.27	$20,243.76	$134,228.10
Revenue	$2,259.74	$0.00	$0.00
Expenditure	$17,286.44	$0.00	$0.00
Ending Balance	$51,038.57	$20,243.76	$134,228.10

Notes

Tri Counties there were no transactions.

General Fund Revenue and Expenditures enclosed.

Mitigation AB1600 Fund had no activity in November 2020

Measure Q no actiivity in November 2020

NSJ Fire Protection District
Deposit Detail
November 2020

Type	Num	Date	Name	Account	Amount
Deposit		**11/25/2020**		**10720 · 6720 General Fund**	**2,259.74**
			Nevada County	40030 · Current Unsecured Tax	-2,259.74
TOTAL					-2,259.74

NSJ Fire Protection District
Disbursement Detail by Account
November 2020

Date	Name	Memo	Split	Amount
10720 · 6720 General Fund				
11/04/2020	Hills Flat Lumber	Waste Basket	62700 · Cleaning Supplies	-30.09
11/04/2020	Keenan & Associates	Life and Accident Insurance	61420 · Life and Accident Insurance	-52.79
11/04/2020	FF Green, William J.	Helicopter Training	61341 · Training Materials	-100.00
11/04/2020	Nevada County Sanitation District No. 1	2019-2020 Second Installment	68604 · Sewer Station 1	-416.50
11/04/2020	Nevada County Fire Chief's Association	Chief Membership	62800 · Memberships & Subscriptions	-100.00
11/04/2020	Nevada County Sanitation District No. 1	Annual Fee for 2020-2021	68604 · Sewer Station 1	-833.00
11/04/2020	Eugene Welders	FF Pants	62200 · Clothing - Personnel Items	-2,970.78
11/04/2020	Nevada County Fire Agency	2nd 1/2 of JPA Communication Assessed Maint/Repair/ Replacemnet	62400 · Communicating Equip	-659.56
11/06/2020	Hills Flat Lumber	Waste Basket	62700 · Cleaning Supplies	-4.76
11/06/2020	Boyett Petroleum	Fuel	62600 · Fuel	-223.38
11/06/2020	Rice Business Solutions	Taxes and Payroll	66701 · Accountant/Payroll	-318.75
11/06/2020	ACC Business	Broadband Services	68609 · Broadband	-1,463.26
11/06/2020	EDD	State Payroll Taxes	23500 · State PR Taxes Payable	-32.78
11/06/2020	EDD	State Payroll Taxes	23500 · State PR Taxes Payable	-526.48
11/10/2020	Internal Revenue Service	Federal Payroll Taxes	23400 · Federal Payroll Taxes Payable	-3,473.24
11/20/2020	Admin Pay	Nov Admin Payroll	23600 · Payroll Clearing Account	-591.04
11/20/2020	Admin Pay	Nov Admin Payroll	23600 · Payroll Clearing Account	-1,129.28
11/20/2020	Admin Pay	Nov Admin Payroll	23600 · Payroll Clearing Account	-1,397.79
11/20/2020	PG&E Station #1	Power	68603 · Electric	-21.21
11/20/2020	Gold Country Copier,Inc.	Copier Lease	62915 · Copier Lease	-31.79
11/20/2020	Riebes Auto Parts	Antifreeze	62350 · Engine and Fire Fighting Supply	-39.04
11/20/2020	PG&E Station #1	Power	68603 · Electric	-71.62
11/20/2020	Colantuono, Highsmith & Whatley, PC	General Counsel	66703 · Legal	-140.00
11/20/2020	AT&T CALNET 3	Telephone Service	68601 · Telephone Service	-210.67
11/20/2020	AIRGAS	Oxygen	62850 · Medical Supplies	-398.13
11/20/2020	US Bank	See Cal Card Report	See Cal Card Report	-2,050.50
Total 10720 · 6720 General Fund				-17,286.44
TOTAL				**-17,286.44**

NSJ Fire Protection District
Deposit Detail
December 2020

Name	Account		Amount
	10720 · 6720 General Fund		
FF Browning, Tom (reim)	61370 · Strike Team Fuel Reimbursement		-250.00
NSJ Firefighters Association	62200 · Clothing - Personnel Items		-470.78
CAL FIRE	46230 · Strike Team Wildland Wind Incident		-2,622.82
CAL FIRE	46230 · Strike Team Wildland Wind Incident		-3,144.22
CAL FIRE	46230 · Strike Team Wildland Wind Incident		-1,564.20
CAL FIRE	46230 · Strike Team Wildland Wind Incident		-3,156.87
		TOTAL	-11,208.89
Nevada County	40020 · Prior Secured Taxes		-25.76
		TOTAL	-25.76
Nevada County	44190 · Homeowner Exemption		-621.56
		TOTAL	-621.56
Nevada County	44960 · Prop 172 Public Safety		-6,721.45
		TOTAL	-6,721.45
Nevada County	40310 · Special Assessments / Teeter Funds		-24,270.40
		TOTAL	-24,270.40
Nevada County	40010 · Current Secured Tax		-79,737.20
		TOTAL	-79,737.20
Nevada County	40170 · Supplemental Secured Tax		-260.60
		TOTAL	-260.60
Sign Customer	46260 · Road Sign		-150.50
Sparks	46180 · Donations		-108.00

NSJ Fire Protection District
Deposit Detail
December 2020

US Bank	46270 · Refunds US Bank		-155.51
		TOTAL	-414.01
Nevada County	43010 · Interest-General Fund		-236.27
		TOTAL	-236.27
	Total General Fund Deposits		-123,496.14

NSJ Fire Protection District
Transaction Detail by Account
December 2020

Date	Name	Memo	Split	Amount
10720 · 6720 General Fund				
12/04/2020	ACC Business	Broadband Services	68609 · Broadband	-731.63
12/04/2020	US Bank	See Cal Card Report	See Cal Card Report	-1,002.68
12/04/2020	Life Assist, Inc.	Facemasks, Gowns, FaceShields, Gauze,	62850 · Medical Supplies	-1,383.84
12/04/2020	FF Nancy Picker	Strike Team Miles	61370 · Strike Team Mileage	-54.63
12/04/2020	Sierra Family Medical Clinic	FF physical	61330 · Firefighter Physicals	-76.00
12/04/2020	Boyett Petroleum	Fuel	62600 - Fuel	-398.03
12/04/2020	Hennig's Automotive Repair	Turbo Lines Missing Bolt 2 new hoses 6132 Remove and	62350 - Engine and Fire Fighting Supply $491.15 63706 - Engine	-964.26
12/11/2020	EDD	State Payroll Taxes	23500 · State PR Taxes Payable	-30.14
12/11/2020	Internal Revenue Service	Federal Payroll Taxes	23400 · Federal Payroll Taxes Payable	-619.50
12/11/2020	Northern Sierra Propane	Station 1 Propane	68602 · Propane	-198.56
12/11/2020	Mescher Door Company	Repair Bay Doors Station 3	63705 · Equipment Maintenance	-481.00
12/11/2020	Verizon Wireless	Monthly Charge and 3 tablets	68610 - Cell phone Monthly charge $71.06 62401 - Communicating Equipment $1195.59	-1,266.65
12/11/2020	Keenan & Associates	Department Life Ins	61420 · Life and Accident Insurance	-2,395.43
12/11/2020	Admin Pay	Admin Payroll	23600 · Payroll Clearing Account	-1,344.75
12/11/2020	Admin Pay	Admin Payroll	23600 · Payroll Clearing Account	-1,344.77
12/11/2020	Admin Pay	Admin Payroll	23600 · Payroll Clearing Account	-1,397.79
12/11/2020	FF	FF Overhead Payroll	61350 · Strike Team Payroll	-4,231.48
12/15/2020	Nevada County	Direct Charge Fee	12210 · Direct Charge Fee Nevada County	-1,104.00
12/15/2020	Nevada County	PTAF Allocation	12210 · Direct Charge Fee Nevada County	-3,269.00
12/23/2020	Gold Country Copier,Inc.	Copier Lease and Color Copies	62915 · Copier Lease	-62.46
12/23/2020	Wind, Rachel	Cleaning Station 1	62700 · Cleaning Supplies	-75.00
12/23/2020	PG&E Station #1	Station !	68603 · Electric	-21.18
12/23/2020	PG&E Station #2	Station 2	68603 · Electric	-12.54
12/23/2020	PG&E Station #3	Station 3	68603 · Electric	-50.22

NSJ Fire Protection District
Transaction Detail by Account
December 2020

Date	Name	Memo	Split	Amount
12/23/2020	AT&T CALNET 3	Telephone/ Wireless	68607 · Internet & Web Page	-217.70
12/23/2020	Mountain Woman Gardening	Ground Maint for Sept -Dec 2020	63710 · Ground Maintenance	-1,332.78
12/23/2020	Sierra Family Medical Clinic	For two FF protocol/policies of employment	61330 · Firefighter Physicals	-139.00
12/23/2020	Boyett Petroleum	Fuel	62600 · Fuel	-267.13
Total 10720 · 6720 General Fund				-24,472.15
TOTAL				**-24,472.15**

Journal # 4 Stale Date Check (500.00)

Total $23972.15

NSJ Fire Protection District
CAL CARD "US BANK" Charges
09/23/20-11/23/2020

Charged	For		Amount	
Staples	Tape Dispenser, Retractable Pens, Two Hole Punch		$ 101.42	.
Staples	Bathroom Tissue		$ 77.34	
Dish	Monthly Charge for TV		$ 82.60	
Staples	3 Desk pad Calendars, Case of Copier Paper		$ 154.98	
Verizon	Past Due Balance on cancelled "Bag Phones"		$ 125.71	
Sav-A-Jake	Paramedic IV Bag Hanger 3 pack		$ 25.64	
Zoom	Monthly Service Charge for Zoom Meetings		$ 14.99	
Microsoft Office 365	Annual Subscription for Computers		$ 420.00	
	TOTAL		$ 1,002.68	
Shell Oil	Strike Team Fuel		$ 85.34	
Rockin R	Strike Team Meal		$ 20.50	
Robinson Oil	Strike Team Fuel		$ 31.19	
Burger King	Strike Team Meal		$ 8.65	
Maverik #610	Strike Team Fuel		$ 61.87	
Chevron	Strike Team Fuel		$ 52.48	
Maverik #510	Strike Team Fuel		$ 79.03	
Gold Ranch	Strike Team Fuel		$ 79.68	
Gold Ranch	Strike Team Meal		$ 14.36	
American Red Cross	Training Materials		$ 30.00	
NFPA National Fire Protect	Membership		$ 175.00	
WPSG Inc	Finger Tip Oximeter		$ 266.61	
Dish	Monthly Charge		$ 82.60	
Staples	Printer Cartridges		$ 98.74	
Amazon	AC Furnace Air Filters		$ 36.95	
Sp * Connect Http Sconteche	Mountts for IPAD in Engines		$ 144.00	
AED Super Store	Defibrilation Pads		$ 126.85	
USPS	Mailing		$ 4.60	
Zoom	Monthly Charge		$ 14.99	
USPS	Stamps		$ 55.00	
Gold Pan Lodge	Strike Team Lodging		$ 582.06	
	TOTAL		$ 2,050.50	

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Year-to-Date Budget vs. Actuals

NSJ Fire Protection District
Budget vs. Actual
All Funds
July through December 2020

	TOTAL			
	Jul - Dec 20	Budget	$ Difference	% of Budget
Ordinary Income/Expense				
Income				
12200 · Due to Other Funds	0.00	29,796.00	-29,796.00	0.0%
40000 · Tax Revenue				
40010 · Current Secured Tax	139,183.52	142,169.00	-2,985.48	97.9%
40020 · Prior Secured Taxes	19.75	-56.00	75.75	-35.27%
40030 · Current Unsecured Tax	2,259.74	2,450.00	-190.26	92.23%
40040 · Prior Unsecured Tax	0.00	68.00	-68.00	0.0%
40170 · Supplemental Secured Tax	494.62	1,612.00	-1,117.38	30.68%
40180 · Supplemental Unsecured Tax	18.35	69.00	-50.65	26.59%
40280 · Supplemental Prior Unsecured	0.00	9.00	-9.00	0.0%
40290 · Fire Tax Revenue	0.00	43,955.00	-43,955.00	0.0%
40310 · Special Assessments	24,270.40			
Total 40000 · Tax Revenue	166,246.38	190,276.00	-24,029.62	87.37%
43000 · Inter-Governmental				
43010 · Interest-General Fund	1,147.06	2,000.00	-852.94	57.35%
44190 · Homeowner Exemption	621.56	1,175.00	-553.44	52.9%
44960 · Prop 172 Public Safety	9,768.30	15,000.00	-5,231.70	65.12%
Total 43000 · Inter-Governmental	11,536.92	18,175.00	-6,638.08	63.48%
46100 · Miscellaneous Revenue				
46180 · Donations	1,608.00	0.00	1,608.00	100.0%
46230 · Strike Team	20,637.69	35,000.00	-14,362.31	58.97%
46260 · Road Sign	150.50			
46270 · Refunds US Bank	155.51			
Total 46100 · Miscellaneous Revenue	22,551.70	35,000.00	-12,448.30	64.43%
Total Income	200,335.00	273,247.00	-72,912.00	73.32%
Gross Profit	200,335.00	273,247.00	-72,912.00	73.32%
Expense				
12210 · Direct Charge Fee Nevada County	7,109.00			
23600 · Payroll Clearing Account	45,919.30			
60000 · Advertising and Promotion	1,115.12			
61100 · Permanent Salaries	0.00	80,000.00	-80,000.00	0.0%
61110 · Employer Tax Expense	2,220.94	24,000.00	-21,779.06	9.25%

NSJ Fire Protection District
Budget vs. Actual
All Funds
July through December 2020

	TOTAL			
	Jul - Dec 20	Budget	$ Difference	% of Budget
61120 · Stipend to Chief	3,200.00			
61140 · Clerical Staff Wages	5,935.00			
61305 · Officer Incentive	0.00	2,000.00	-2,000.00	0.0%
61310 · Volunteer Incentive (Comp)	5,500.00	9,000.00	-3,500.00	61.11%
61330 · Firefighter Physicals	426.01	800.00	-373.99	53.25%
61340 · Firefighter Trainer (1099)				
61341 · Training Materials	730.00	5,500.00	-4,770.00	13.27%
61342 · Certifications/Licensing	31.00			
61340 · Firefighter Trainer (1099) - Other	300.00			
Total 61340 · Firefighter Trainer (1099)	1,061.00	5,500.00	-4,439.00	19.29%
61350 · Strike Team Payroll	9,723.37	31,500.00	-21,776.63	30.87%
61370 · Strike Team Mileage	-195.37			
61400 · Insurance (Personnel)				
61410 · Workers Compensation	14,694.00	37,000.00	-22,306.00	39.71%
61420 · Life and Accident Insurance	2,606.59			
Total 61400 · Insurance (Personnel)	17,300.59	37,000.00	-19,699.41	46.76%
62200 · Clothing - Personnel Items	2,500.00	3,000.00	-500.00	83.33%
62225 · PPE-Personnel Protective Equip	0.00	2,500.00	-2,500.00	0.0%
62226 · Operational Supplies	775.76			
62300 · Dispatch Fees	0.00	11,000.00	-11,000.00	0.0%
62350 · Engine and Fire Fighting Supply	3,150.07	7,500.00	-4,349.93	42.0%
62375 · Equipment - Non-Fire Fighting	0.00	2,000.00	-2,000.00	0.0%
62400 · Communicating Equip				
62401 · Radios/Pagers/Phones (New)	1,195.59			
62400 · Communicating Equip - Other	659.56	2,000.00	-1,340.44	32.98%
Total 62400 · Communicating Equip	1,855.15	2,000.00	-144.85	92.76%
62510 · Public Relation - Fire Prevent	145.39	2,000.00	-1,854.61	7.27%
62550 · Food Supplies	0.00	1,000.00	-1,000.00	0.0%
62600 · Fuel	4,032.88	9,000.00	-4,967.12	44.81%
62700 · Cleaning Supplies	545.75	1,200.00	-654.25	45.48%
62750 · Insurance Bldg, Veh, & Liablty	10,130.19	12,000.00	-1,869.81	84.42%
62800 · Memberships & Subscriptions	771.00	2,600.00	-1,829.00	29.65%
62810 · Recognition & Awards	0.00	500.00	-500.00	0.0%
62850 · Medical Supplies	6,148.42	8,000.00	-1,851.58	76.86%
62905 · Office Equipment Purchase	0.00	1,500.00	-1,500.00	0.0%
62910 · Office Equipment Maintenance	154.98	800.00	-645.02	19.37%

NSJ Fire Protection District
Budget vs. Actual
All Funds
July through December 2020

	TOTAL			
	Jul - Dec 20	Budget	$ Difference	% of Budget
62911 · Lease				
62915 · Copier Lease	1,063.72			
Total 62911 · Lease	1,063.72			
62950 · Fees	0.00	5,000.00	-5,000.00	0.0%
63000 · Nevada County Services	0.00	7,000.00	-7,000.00	0.0%
63701 · Structure Maintenance	360.00	2,500.00	-2,140.00	14.4%
63705 · Equipment Maintenance				
62376 · Equipment Repair Non Fire Fight	796.01			
63705 · Equipment Maintenance - Other	1,103.57	8,500.00	-7,396.43	12.98%
Total 63705 · Equipment Maintenance	1,899.58	8,500.00	-6,600.42	22.35%
63706 · Engine Maintenance	12,397.77	11,500.00	897.77	107.81%
63710 · Ground Maintenance	3,086.65	6,500.00	-3,413.35	47.49%
64900 · Office Supplies	1,185.06	1,800.00	-614.94	65.84%
64990 · Board Meeting Supplies	14.99			
66500 · Postage and Delivery	11.51			
66700 · Professional Fees				
66701 · Accountant/Payroll	1,474.50			
66702 · Audit	2,425.00			
66703 · Legal	3,407.96	10,000.00	-6,592.04	34.08%
66704 · Background Checks / Fingerprint	360.50			
66705 · SCI Consulting	3,525.86			
66700 · Professional Fees - Other	0.00	7,000.00	-7,000.00	0.0%
Total 66700 · Professional Fees	11,193.82	17,000.00	-5,806.18	65.85%
66900 · Reconciliation Discrepancies	1,684.38			
68400 · Travel Expense	322.98	200.00	122.98	161.49%
68600 · Utilities				
68601 · Telephone Service	1,163.15			
68602 · Propane	376.69			
68603 · Electric	460.90			
68604 · Sewer Station 1	1,249.50			
68606 · Satellite TV	82.60			
68607 · Internet & Web Page	255.20			
68609 · Broadband	4,389.77			
68610 · Cell Phone/Tablet	71.06			
68600 · Utilities - Other	0.00	12,000.00	-12,000.00	0.0%
Total 68600 · Utilities	8,048.87	12,000.00	-3,951.13	67.07%

NSJ Fire Protection District
Budget vs. Actual
All Funds
July through December 2020

	TOTAL			
	Jul - Dec 20	Budget	$ Difference	% of Budget
80400 · Firefighters Stipend				
80410 · Paid Call (A) Met ALL Qtr Skill	2,500.00			
80420 · Paid Call (B) PART of Qtr Skill	2,693.33			
80430 · Paid Call (C) Officers	806.67			
80440 · Officer Supplemental (D)	1,760.54			
Total 80400 · Firefighters Stipend	7,760.54			
Total Expense	178,554.42	328,400.00	-149,845.58	54.37%
Net Ordinary Income	21,780.58	-55,153.00	76,933.58	-39.49%
Other Income/Expense				
Other Income				
66901 · Stale Dated Checks	522.45			
70000 · Mitigation Fee (AB1600)	5,482.48			
70100 · Mitigation Fund Interest	115.72			
80100 · - Measure Q Interest Income	866.42			
Total Other Income	6,987.07			
Other Expense				
10900 · Refund Sprinklers Installed	951.90			
80000 · Ask My Accountant	14,119.99			
Total Other Expense	15,071.89			
Net Other Income	-8,084.82			
Net Income	13,695.76	-55,153.00	68,848.76	-24.83%

7 A

Appointment of New Board Member

APPLICATION FOR APPOINTMENT
TO THE NORTH SAN JUAN FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS

Instructions

If you are interested in serving on the North San Juan Fire Protection District Board of Directors, please complete this application and return it to the District Office, 13200 Tyler Foote Crossing Rd., Nevada City (mailing address: P.O. Box 299, North San Juan, CA 95960).

Date Due: Noon, Tuesday, January 5, 2021

The appointment will be made at a Board of Directors meeting on Thursday, January 26, 2021 starting at 5:00 p.m. Thank you for your interest.

DATE: ~~12/2/2020~~ 1/2/21

NAME: SAMANTHA HINRICHS AGE (optional): 44

RESIDENCE ADDRESS: [redacted]

BUSINESS OR MAILING ADDRESS: [redacted]

PHONE (DAYTIME):: [redacted] PHONE (EVENING): [redacted]

E-MAIL: [redacted]

EDUCATION			
Institution	**Major**	**Degree**	**Year**
CSU SACRAMENTO	communication	B.A.	2003

WORK / VOLUNTEER EXPERIENCE				
Organization	**City**	**Position**	**From**	**To**
NSJ FIRE	NSJ	FIREFIGHTER	2006	2009
NCSCC	NEVADA CITY	DIRECTOR	2005	2009

PLEASE TURN OVER

STATEMENT OF QUALIFICATIONS:

Please briefly describe your qualifications and why you are interested in serving on the Board of Directors.

I've served on Board of Directors for the No. Columbia Schoolhouse and Sierra Commons. I've been a volunteer firefighter and have called on services from NSJ Fire as a community member. I'm involved in many of the micro-communities on the San Juan Ridge and hope to communicate their needs to the Board of Directors. I believe passionately in community and volunteer service and fire protection and hope to foster a healthy volunteer fire department.

CERTIFICATION:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.

Jonathan Hinrichs
Signature

1/2/21
Date

7 C

Resolution

2021-01

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

Resolution 2021-01

RESOLUTION TO HONOR EDWIN "ED" BECKENBACH'S CONTRIBUTIONS TO THE NORTH SAN JUAN FIRE PROTECTION DISTRICT

WHEREAS, it is the desire of the North San Juan Fire Protection District (NSJFPD) to publicly acknowledge outstanding contributions by individuals to the quality of service we are able to deliver to our constituents; and

WHEREAS, after retiring from NASA's Jet Propulsion Laboratory and relocating to North San Juan, Ed Beckenbach served the NSJFPD and the San Juan Ridge community for over 18 years, two years as a volunteer firefighter and 16 years as a member of the Board of Directors; and,

WHEREAS, while serving as a volunteer firefighter and Board Member, Ed helped develop and review many of the District's organizational and operational plans; and,

WHEREAS, Ed served as a Special District representative to the Nevada County Local Agency Formation Commission from 2009-2020; and,

WHEREAS, in 2017 and 2018, Ed was instrumental in the annexation of 10,000 acres into the North East quadrant of the Fire District; and,

WHEREAS, Ed has given freely of his time and energy, has participated conscientiously in the work of the Board, and has contributed insights with an open mind, sensible attitude, and a dash of humor; and,

WHEREAS, Ed has demonstrated the sincerity of his convictions and has never wavered in his commitment to the welfare of the volunteer firefighters of NSJFPD; and,

WHEREAS, Ed has served as an inspiring mentor to several Board members during his tenure;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the North San Juan Fire Protection District Board of Directors does hereby express its sincere appreciation for the service and dedication Ed Beckenbach has contributed during his membership on the Board of Directors and as a volunteer firefighter of this Fire District.

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 26th day of January 2021, by the following vote:

AYES: ____ NOES: ____ ABSTAIN: ___ ABSENT: ___

_____ _____

,Board Chair Heidi Ryan, Board Secretary

7 E

Fire Chief's Contract

NORTH SAN JUAN
FIRE PROTECTION DISTRICT

FIRE CHIEF SERVICE AGREEMENT

NORTH SAN JUAN FIRE PROTECTION DISTRICT (hereinafter "District"), a California fire district organized under the Fire Protection District Law of 1987 (H&S Code section 13800 et seq.) acting through its Board of Directors, located at the Post Office Box 299, North San Juan, California 95960, (hereinafter referred to as the Board) and Jason Flores, located at P.O. Box 28, North San Juan, California, 95960, in consideration of the mutual promises made herein, agree as follows:

ARTICLE 1. TERM OF SERVICE

Specified Term

Section 1.01. The Board hereby appoints Jason Flores as Fire Chief (hereinafter the "Chief") who hereby agrees to serve the district in that position for a period of two years from the date of execution of this Agreement.

Earlier Termination

Section 1.02. This agreement may be terminated earlier as hereinafter provided.

ARTICLE 2. DUTIES AND OBLIGATION OF FIRE CHIEF

Title and Description of Duties

Section 2.01. The Chief of the North San Juan Fire Department shall do and perform all services, acts, or things necessary or advisable to fulfill the duties of a Fire Chief. However, the Chief shall at all times be subject to the direction of the Board, and to the bylaws, policies, and procedures adopted by the Board. The Chief's duties and job description are more specifically set forth in the Fire Chief Job Description, and in any successor document, as the Board may from time to time adopt.

Section 2.02. The Chief agrees that, to the best of his/her ability and experience and within the resources provided by the District, the Chief will at all times loyally and conscientiously perform all of the duties and obligations required of him/her either expressly or implicitly by the terms of this agreement.

ARTICLE 3. OBLIGATIONS OF THE BOARD

General Description

Section 3.01. The Board shall provide the Chief with the incentives, benefits, and business expense reimbursements specified elsewhere in this agreement.

Office and Staff

Section 3.02. The Board shall provide the Chief with administrative staff, office equipment and supplies, and other facilities and services, as necessary for the performance of his/her duties.

Section 3.03. The Chief shall participate, during his first year, in a six-month performance evaluation with the Board or a committee designated by the Chair, and annually thereafter.

ARTICLE 4. COMPENSATION OF THE CHIEF

Section 4.01. The Board agrees to initially provide the following incentives, benefits, and expense reimbursements which may be changed from time to time, as circumstances and the District budget may necessitate:

a) Public recognition as the Chief of the Department;

b) Training necessary for the performance of Chief's duties;

c) Clothing and personal equipment determined by the Board to be necessary for the performance of Chief's duties;

d) Vehicle and equipment determined by the Board to be necessary for the performance of Chief's duties;

e) Reimbursement for necessary travel expenses;

f) Worker's Compensation coverage while performing District business.

g) Stipend: See Appendix A.

h) Reimbursements as given to firefighters.

ARTICLE 5. BUSINESS EXPENSES

Business Expenses

Section 5.01.

The Board shall promptly reimburse the Chief for all reasonable business expenses incurred by the Chief in promoting the business of the Board, including expenditures for approved travel. Receipts and documentation of expenses are required.

ARTICLE 6. TERMINATION OF SERVICE

Termination by Board

Section 6.01. This agreement may be terminated by the Board at any time with or without cause, subject only to the Chief's right to notice and an opportunity to be heard.

Termination by Chief

Section 6.02. The Chief may terminate his/her obligations under this agreement by giving at least sixty (60) days notice, in advance.

ARTICLE 7. GENERAL PROVISIONS

Notices

Section 7.01. Any notices to be given by either party to the other shall be in writing and may be transmitted either by personal delivery or by mail. Notices shall be deemed communicated as of the date of receipt.

Attorney's Fees and Costs

Section 7.02. If any legal action based in contract law is necessary to enforce or interpret the terms of this agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled. This provision shall be construed as applicable to the entire contract.

Entire Agreement

Section 7.03. This agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the appointment of the Chief by the Board, and contains all of the covenants and agreements between the parties with respect to that appointment in any manner whatsoever. Each party to this agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this agreement shall be valid or binding.

Modifications

Section 7.04. Any modification of this agreement will be in writing and approved by the Board and the Chief.

Effect of Waiver

Section 7.05. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

Partial Invalidity

Section 7.06. If any provision in this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

Law Governing Agreement

Section 7.07. This agreement shall be governed by and construed in accordance with the laws of the State of California.

Dated: _____ _____
, Chair

Dated: _____ _____
Jason D. Flores, Fire Chief

APPENDIX A

FIRE CHIEF'S COMPENSATION

For the two-year contract commencing in 2021 the Fire Chief's stipend is $_____/month.

7 F

LAFCo Election

NSJ F D

Nevada County
Local
Agency
Formation
Commission

LAFCo
950 Maidu Avenue
Nevada City, CA 95959
Phone: 530-265-7180
E mail lafco@co.nevada.ca.us
https://www.mynevadacounty.com/907

Ben Aguilar, **Vice Chair**
Cities

Hardy Bullock
County

Kurt Grundel, **Chair**
Districts

Anna Klovstad
Cities

Dan Miller
County

Josh Susman
Public

Vacant
Districts

Vacant
Districts Alternate

Gloria Glenn
Public Alternate

Sue Hoek
County Alternate

Erin Ruark-Minett
Cities Alternate

SR Jones
Executive Officer

P. Scott Browne
Legal Counsel

Deborah Gilcrest
Clerk/Analyst

January 4, 2021

To: All Boards of Directors of Nevada County Independent Special Districts

From: Deborah Gilcrest, Clerk/Analyst

Subject: **Ballot Packet for Election of LAFCO's Regular and Alternate Special District Members**

Nominations have been received for the open Special District seats on the Nevada Local Agency Formation Commission (LAFCo). Enclosed is a ballot showing the names of the nominated candidates (one for the Regular Special District seat and another for the Alternate Special District seat). Their statements (and/or resumes) are also enclosed. Both nominations were made by resolution of the Nevada Irrigation District (Resolution #2020-31 and Resolution #2020-32).

Only the Chair of your Board of Directors or an appointed substitute may complete and sign the ballot. If a substitute is designated to sign the ballot, a copy of the resolution appointing him or her must be included with the returned ballot. Lack of this person's original signature on the ballot will invalidate that district's vote.

The ballot must be received in the LAFCo office no later than the date stated on the ballot: **Friday, February 12, 2021**. Ballots received after 5:00 p.m. on that date will be invalid and will not be counted. Please be sure this vote takes place at your next regularly scheduled meeting. Only ballots signed and returned by the deadline, either via email or by USPS, will be counted.

Per Section 56332 of LAFCO law, a quorum of at least 13 ballots must be received for the election to be valid. If a quorum of ballots is not received, Section 56332 (f)(6) stipulates the ballot deadline will be extended by 60 days and all districts will be notified of the extension.

Within seven days after the deadline for ballots, the votes will be tallied by LAFCo staff, in the presence of a witness not affiliated with LAFCo or either nominee. Should you wish to witness the tally please call the LAFCo office and a Zoom invitation will be created for observation of the tally.

LOCAL AGENCY FORMATION COMMISSION OF NEVADA COUNTY

Special District Regular Member

(Term to expire in May 2024)

Election Ballot 2021

NORTH SAN JUAN FIRE PROTECTION DISTRICT

_____ **Ricki Heck**, Nevada Irrigation District Board Member
Nominated by:
Nevada Irrigation District

Chair of the Board of Directors

_____
Signature

_____
Printed Name

Must be received by LAFCo no later than
February 12, 2021

Ricki Heck

13641 Greenhorn Road ~ Grass Valley, Ca ~ 95945

(530) 263-5433

rickirheck@gmail.com

Knowledge & Capabilities:

Knowledge of complex zoning/planning/development issues	Negotiation and Research
Commercial Real Estate Acquisitions / Dispositions	Value Creation /Investment Strategies
Due Diligence	Contract Analysis and Oversight
Strategic Planning / Budget Analysis	Local & Regional Political Mechanisms

Professional Experience:

Nevada Irrigation District Dec 2018 to Present
Elected Board of Directors (current President)

- Elected member representing Division 1 to NID's policy making and financial oversight Board.

County of Nevada, Planning Commission Dec 2016 to Dec. 2018

- Appointed member serving District 1 on the County's Planning Commission.

Industry Capital Advisors, LLC (Berkeley Funds)
Vice President of Real Estate Acquisitions / Dispositions Nov 2006 – Dec 2017

- Responsible for the acquisition and disposition across four investment funds totaling approximately $900 million dollars of assets purchased and under management.
- Assist in underwriting assets, market research, sourcing acquisitions, completing due diligence and ensuring performance of the legal requirements for each transaction.
- Design and implementation of the executive management strategy for creating value within each asset.
- Purchases required travel and knowledge of target markets in California as well as the southern United States.

Coldwell Banker Commercial Real Estate Brokerage
Auburn, CA and Grass Valley, CA
Co-Owner August 1990 – Nov. 2008

- Licensed California Real Estate Broker and Co-Owner of two Coldwell Banker Commercial Franchises
- Sold and closed franchises as market forces dictated

State of California, Office of the Lieutenant Governor Aug. 1986 – Dec. 1988
Policy and Field Representative
Office of State Assembly Member John Vasconcellos 1984 - 1986

- Provided policy support on local government, environmental, and agriculture issues for rural Northern California. Acted as liaison for the elected officials to boards of supervisors, cities and rural districts covering the first Congressional District.

Sierra Committee Inc., a non-profit organization serving seniors of Nevada County
Executive Director

Education:

California State University Sacramento

- Concentration on planning and environmental policy
- California Environmental Quality Act (CEQA) regulations and analysis

Licensing and Activities:

CA DRE Broker's License # 01027191 - current through 2024
Board of Directors Community Services Center, assisted in founding the United Way of Nevada County. - 1980's
Field Representative for the veto referendum for Prop 9 (the Peripheral Canal Act) - 1982
Member, City of Roseville Planning Commission- Late 1970's

LOCAL AGENCY FORMATION COMMISSION OF NEVADA COUNTY

Special District Alternate Member

(Term to expire in May 2024)

Election Ballot 2021

NORTH SAN JUAN FIRE PROTECTION DISTRICT

_____ **Rich Johansen**, Nevada Irrigation District Board Member
Nominated by:
Nevada Irrigation District

Chair of the Board of Directors

_____
Signature

_____
Printed Name

Must be received by LAFCo no later than
<u>February 12, 2021</u>

Rich Johansen. Candidate for LAFCO

Local Certified Organic farmer and businessman. Since 1980.

Elected to NID's Board of Directors. 2020

Nevada County Planning Commissioner. 2019-2020.

Nevada County Agricultural Advisory Commissioner. 2003-2018. Chair for 5 years.

Nevada County Citizen's Academy. 2018.

Nevada County Community Advisory Group. 2017.

Nevada Land Trust (Bear Yuba Land Trust). President for 2 years.

Peace Corps Venezuela. 1972-1974.

Veteran. Army National Guard.

B.S. degree in Agricultural Economics and Business Management. UC Davis.

My experiences have taught me the importance of good planning and the conservation of our natural resources. By doing both well, we will have a better future.