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, April 23, 2024, 6:00 PM
AGENDA

1. **6:00 PM - CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**

Action 2. **6:01 PM or as soon thereafter as possible - APPROVAL OF March 26, 2024 REGULAR BOARD MEETING AGENDA**

3. **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. No action may be taken by the Board concerning items not on the agenda.*

4. **MINUTES**

Action **A.** Minutes of March 26, 2024 Regular Board Meeting 🕮

5. **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.*

6. **REPORTS**
   - **A.** Board Chair Report – Bruce Boyd
     - **i.** Correspondence 🕮
   - **B.** Chief's Report – Jason Flores
     - **i.** March 2024 Statistics 🕮
     - **ii.** Current Department Activity
   - **C.** Treasurer's Report – Rhea Williamson

Action
     - **i.** Financials- March 2024: Funds Summary, Deposit Detail, Disbursements, Cal Card 🕮
     - **ii.** FY 2023-24 Year-to-Date Budget vs. Actuals
   - **D.** Firefighter Association Report – Sambhava Burke
   - **E.** Fire Safe Council/FireWise Coalition/Ridge FireWise Communities Report – Pat Leach
   - **F.** NCFA Report – Pat Leach
   - **G.** Auxiliary Report – Sasha St. John

7. **OLD BUSINESS**
   - **A.** Hydrant Committee Update – Tom Browning

Action
   - **B.** Retention Schedule (2024-01) – Heidi Ryan 🕮

8. **NEW BUSINESS**
   - **A.** Station 1 Options – Bruce Boyd

Action
   - **B.** Finance and Facilities Manager Salary – Bruce Boyd

Action
   - **C.** Resolution Calling for General Election (2024-02) – Bruce Boyd

9. **NEXT MEETING: May 28, 2024 at 6:00 PM**

10. **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.

4.A

Draft Minutes
March 26, 2024

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, March 26, 2024
Draft

PRESENT: Rhea Williamson, Treasurer; Pat Leach; Tim Tschantz
STAFF: Jason Flores, Fire Chief; Heidi Ryan

ABSENT: Bruce Boyd, Chair; Samantha Hinrichs, Vice-Chair

1. **CALL TO ORDER:** Meeting called to order at 6:04 PM. Roll taken. Quorum established. Pledge of Allegiance.

2. **APPROVAL OF March 26, 2024, REGULAR BOARD MEETING AGENDA**
   Heidi Ryan asked to remove item 7.A and 8.B. Additionally, the date for the next meeting is incorrect (March 26, 2024), it should be listed as April 23, 2024.

   Tim Tschantz moved to approve the March 26th agenda as amended, Pat Leach seconded, motion carried 3-0-0-2.

3. **PUBLIC COMMENT:**
   John Schema provided Board members with documents he has gathered regarding his ongoing efforts to gain access to his property from Highway 49.

   Boyd Johnson provided Board members with background information on why the district was divided into four quadrants for data tracking. Boyd relayed that the quadrants were developed when station 3 was built, which shifted the headquarters of the department away from downtown North San Juan.

   Boyd Johnson read a list of document types he would like to ensure the Board/District holds onto. Mr. Johnson provided his document list to the District Secretary.

4. **MINUTES:**
   A. **Draft Minutes of February 27th, 2024 Regular Board Meeting**
      Pat Leach moved to approve the Draft Minutes of February 27, 2024, Tim Tschantz seconded, motion carried 3-0-0-2.

5. **ANNOUNCEMENTS:**
   Tim Tschantz announced that the Finance Committee will be discussing the proposed expansion to the apparatus bay at station 3 at their April meeting.

6. **REPORTS**

A. Board Chair Report – Bruce Boyd

No Chair Report.

i. Correspondence

1. Correspondence from LAFCo:
   Heidi Ryan announced that LAFCo received a nomination for the open seat, but the nominee denied the nomination. LAFCo is again looking to fill an open seat for a voting member to represent special districts.

B. Chief's Report –Chief Jason Flores

i. February 2024 Statistics

Jason Flores provided a summary of the February 2024 statistics.

ii. Current Department Activity

- Focusing on equipment maintenance.
- WT6191 has needed repairs which has put us over budget for the equipment maintenance line item.
- Chief Flores and Battalion Chief Van Order have been inventorying each station for maintenance needs.
- There is a dead oak tree at Station 2 that needs to be removed.
- Pile burning is still allowed, no permit required.
- The County Chief's are considering switching from Incident View to Tablet Command.
- Waste Management clean-up day at Oak Tree Park went well.
- Tom Browning is out on Spring Break.

C. Treasurer's Report – Rhea Williamson

i. Financials- February 2024: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card

Rhea Williamson presented the Financials for February 2024.

Rhea Williamson noted on the Deposit Summary page there is what appears to be a correction made by the County ($176.91) but was unsure why it was listed as a deposit. Additionally, Rhea asked why there was a payment from Petty Cash for $250, but said payment was not noted on the Funds Summary Page.

Pat Leach moved to approve the February 2024 Financials and Cal Card as presented, Tim Tschantz seconded, motion carried 3-0-0-2.

D. Firefighters Association Report – Jason Flores

The Association is looking forward to supporting the Auxiliary during the Scotch Broom Breakfast. Additionally, Sambhava wanted the Board to know that Melanya will not be available to help in preparing a newsletter until summer.

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

Pat Leach announced that the Fire Safe Council (FSC) will be holding a fundraiser on June 1st. All proceeds will be donated to the FireWise Communities that participate in the fundraiser. Pat Leach has 8 tickets she would like to give to members of Ridge FireWise Communities.

May 4th is Wildfire Prevention. The FSC is looking for photos/videos/texts from FireWise Communities to showcase work they have completed.

F. **NCFA Report – Pat Leach.**
NCFA Audit Report from 2019-2022 is available for viewing.

G. **Auxiliary Report – Sasha St. John**
No report.

7. **OLD BUSINESS**

A. **Hydrant Committee Update – Tom Browning**
This item was removed from the agenda.

B. **Retention Schedule – Heidi Ryan**
Heidi Ryan announced that she discussed our current retention schedule with Gary Bell to see if it needs to be updated. Mr. Bell recommended we keep our schedule as is but consider passing a resolution that allows us to adhere to the *Secretary of State Local Government Records Management Guidelines*. This way, if we encounter a document type that is not explicitly identified on our Retention Schedule, we will still have a board approved process for how to retain said document. Additionally, Mr. Bell relayed that the primary reason for shredding documents that have aged out is to conserve space. Board members advised Heidi to prepare a resolution as recommended by Mr. Bell.

8. **NEW BUSINESS**

A. **Violence Prevention Plan – Jason Flores**
Jason Flores announced that the State of California required we have this plan in our IIPP by June 2024. Jason provided an overview of the plan. Chief Flores is the administrator of the plan, Chief Officers will be responsible for training firefighters on the plan. Rhea Williamson noted that she has found multiple typos in the plan. Heidi Ryan asked Rhea if she would proofread the plan and we can bring it back to the Board for approval if requested.

B. **Station 1 Options – Bruce Boyd**
This item was removed from the agenda.

C. **Finance and Facilities Manager Salary – Jason Flores**
Jason Flores announced that both Jason and Tom Browning conducted Lynn's evaluation and are very pleased with her work. Lynn has been tasked with developing a detailed description of how she completes her job duties. Jason will be asking the Personnel Committee to consider increasing Lynn's salary by 5%, which would bring her hourly rate to $32.29.

9. **NEXT MEETING:** April 23, 2024, at 6:00 PM. Goals.
10. **ADJOURNMENT:** Meeting adjourned at 7:16 PM.

Heidi Ryan
Heidi Ryan, Board Secretary

6.A.i

Correspondence

PUBLIC NOTICE

The **Local Agency Formation Commission of Nevada County** (Nevada LAFCo) is accepting applications for the Commission's Public Member and Alternate Public Member positions. The term of office will be from appointment to the first Monday in May 2028. The only difference between the two positions is in voting; the Alternate Public Member votes on matters before LAFCo only in the absence of the Public Member or when the Public Member disqualifies themselves from voting.

Although both incumbents have expressed an intention to apply, members of the public are also encouraged to do so. Both positions will be filled from the pool of applicants, so each applicant will be considered for both positions unless they request otherwise.

What is LAFCo?
The Local Agency Formation Commission is an independent agency created by the State Legislature to oversee boundary changes of cities and special districts, including annexations, consolidations, and formations. LAFCo was established to ensure orderly growth and reliable, economical public services, to prevent urban sprawl, and to protect agricultural and open space lands.

Commissioners review proposals for consistency with LAFCo law, the California Environmental Quality Act (CEQA), and Nevada LAFCo policy.

Additional information about LAFCo's responsibilities and a commissioner's duties will be provided to applicants following receipt of their Letter of Interest. Potential applicants may wish to refer to the Nevada LAFCo website https://www.nevadacountyca.gov/907

and that of CALAFCO -the statewide association of LAFCos (http://calafco.org).

What Are the Requirements To Be a LAFCo Commissioner?
Nevada LAFCo usually meets on the third Thursday of each month at 9:30 a.m. in Nevada City. Meetings generally run from one and a half to three hours; preparation would normally require two to six or more hours, depending on the complexity of agenda items. All members are expected to attend meetings regularly.

Neither the Public Member nor the Alternate may be an employee or officer of the County, a city, or a special district with territory in Nevada County. Commissioners must file a Statement of Economic Interests on an annual basis.

How Do I Apply?
To apply for LAFCo's Public Member or Alternate Public Member position, please send a Letter of Interest describing your qualifications and reasons for applying. Letters of interest must be received before 5:00 p.m., Tuesday, April 30, 2024.

Nevada LAFCo
SR Jones, Executive Officer
950 Maidu Avenue
Nevada City, CA 95959
530-265-7180
Email: lafco@nevadacountyca.gov

AT&T

RECEIVED
BY: HR

51514 3 180 T124 P1
North San Juan Fire Dept
Telecommunications Manager
PO Box 299
N San Juan, CA 95960-0299

The facts about your business phone service

April 10, 2024

Dear Telecommunications Manager,

You received a letter from us in January as required by the California Public Utilities Commission (CPUC) announcing our request to update regulations in California that would help us modernize our network. We wanted to ensure there is no confusion and keep you updated.

Most importantly, we want to assure **you will continue to have full access to your current business phone service and 911.**

What we're planning and what it means for you

While we modernize our fiber-based networks in California, we need to update regulations that haven't changed in decades – despite many technological advances. It will be a multi-year effort to chart a smooth and orderly path to bring customers newer and reliable technologies in the years to come.

We want you to know – as a current customer of business phone service – **you can keep your existing business phone service along with access to 911 services** while we work toward bringing you newer, reliable and affordable voice service in the years ahead.

Our promise to keep you connected

We know expanding access to high-speed connectivity in California is critical so every community across the state can thrive in today's digital world. We also know how important it is to stay connected, especially during natural disasters, such as storms, wildfires and earthquakes. Strong, reliable connectivity is crucial for emergency responders and the communities they support.

Here's our commitment to you to keep you connected:

- **You will keep your existing voice service during this multi-year process.**
- **You will continue to have the ability to make phone calls, including 911.**
- **We will continue expanding fiber and wireless networks in California to bring more reliable and affordable connectivity options.**
- **Any future option available to you as an alternative will be equal or better than what you currently have.**
- **No changes will be made to your service without your knowledge, and we will communicate with you about your options as this process moves forward.**

Ways to connect with us

- **Learn More:** For more information about how we're upgrading California's communications network, you can visit: **www.attconnects.com/modernizeCA**
- **Ask Questions:** We're also available to answer questions or concerns you may have. Just call us with your billing account number so we can route you to the right expert:
    - 800.321.2000

Thanks for allowing us the opportunity to serve you,

Marc D. Blakeman
President – AT&T California

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COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT OF PUBLIC WORKS
950 MAIDU AVENUE, SUITE 290, NEVADA CITY, CA 95959-8617
(530) 265-1411 FAX (530) 265-9849 www.nevadacountyca.gov

Trisha Tillotson
Community Development Agency Director

George Schureck
Acting Director of Public Works

RECEIVED
BY: HR

April 10, 2024

TO: **PROPERTY OWNERS WITHIN PROPOSED COUNTY SERVICE AREA**

SUBJECT: **Notice of Public Hearing - Resolution of Intention to Establish Parcel Charges and Issue Ballots to Parcel Owners for Forming CSA 39 for the North San Juan Fire Suppression System**

Dear Property Owner:

Notice is hereby given that the previously scheduled hearing for Tuesday, April 23, 2024, at 10:00 a.m. is rescheduled to occur on Tuesday, May 14, 2024, at 10:00 a.m. or as soon thereafter as the matter may be heard. The Nevada County Board of Supervisors will hold a public hearing to consider adoption of a resolution of intention to issue assessment ballots to parcel owners in order to establish parcel charges and form a new County Service Area (CSA) 39 in compliance with Proposition 218 for the North San Juan Fire Suppression System. The Board of Supervisors shall consider all objections and protests, if any, to the proposed resolution and will conclude with a decision to either approve or reject the resolution. Any interested person shall be permitted to present written and/or oral testimony. The public meeting will be held at the Eric Rood Administration Center Board of Supervisors Chamber, located at 950 Maidu Avenue, Nevada City.

You are receiving this letter because your property is within the proposed CSA and will be subject to a proposed annual parcel charge. You have a right to attend the public meeting to discuss the proposed project, provide oral testimony, and/or submit written materials regarding these matters. Written materials and comments (an original and 9 copies) may be submitted to the Clerk of the Board at 950 Maidu Avenue, Nevada City, CA 95959, by emailing the clerkofboard@nevadacountyca.gov, or by leaving an eComment at www.nevadacountyca.gov/boardmeetings prior to the start of the public hearing. In order for comments to be entered into the administrative record of the meeting, they must be received no later than 4:00 p.m. the day before the meeting. As the date grows closer to the public hearing, please see the May 14, 2024 agenda for additional information on how to provide live comments during the public hearing. The Board Chair may place reasonable restrictions on the time allowed to any person to speak on these matters. Please provide your name, City or District of residence, and reference the **CSA 39 - North San Juan Fire Suppression System Resolution of Intention public hearing** as your topic of interest.

A new 330,000-gallon storage tank, approximately 4,200 feet of pipeline, ten fire hydrants and valves, and a new water well are proposed to be constructed in the commercial core of North San Juan to serve as the new North San Juan Fire Suppression System. The intent of the project is to provide a centralized fire water source supply in the area for increased fire safety, and to remove a barrier for economic development in the area. Without this proposed system, there is no infrastructure that can provide reliable fire water storage, and the private landowners would need to provide their own water storage on each parcel. Construction of the proposed project is anticipated to benefit all parcels within 1,000 feet radius of any of the fire hydrants in the following ways:

- Increased fire resiliency;
- Increased fire suppression capabilities;
- Decreased travel times and response times to prolonged fires; and

- Removal of the barrier for private landowners to provide individual fire water storage supplies.

In order to provide the funding mechanism for maintenance of the proposed North San Juan Fire Suppression System, a CSA is proposed to be formed in accordance with Proposition 218 requirements. A CSA will allow the County to apply parcel charges to all parcels within the CSA's zone of benefit and reimburse the North San Juan Fire Protection District and/or the County for costs associated with the operation and maintenance of the system. The cost for operation and maintenance of the system is approximately $18,172 per year, which is proposed to be distributed across 142 parcels in the zone of benefit resulting in an annual charge of approximately $130 per parcel/year. To establish the CSA in compliance with the California Constitution, a Resolution of Intention is required to be approved by the Board of Supervisors to formally authorize the issuance of ballots to parcel owners within the CSA boundary and to schedule a future ballot hearing. The ballot hearing by the Board of Supervisors will be the next public hearing on July 9, 2024, where the ballots will be opened, counted, and tallied. If a majority of the ballots protest, then the CSA formation will be terminated and parcel charges will not be levied. If a majority protest does not exist, then the Board of Supervisors may proceed with approving the CSA formation and parcel charges starting in Fiscal Year 2026/27.

Only one ballot shall be counted for each parcel, even if there are co-owners. In addition to the ballots in favor of or in opposition to the proposed assessment, the Board of Supervisors will also consider any other protests to the proposed assessment at the public hearing. For each Fiscal Year after the implementation of the parcel charges, the parcel charges will be billed and collected in the same manner as County property taxes.

If you have any questions regarding this item, please call me at 530-470-2580.

GEORGE SCHURECK, INTERIM DIRECTOR

Steven Whittlesey
Senior Civil Engineer

NOTICE OF PUBLIC HEARING

Notice is hereby given that the previously scheduled hearing for Tuesday, April 23, 2024, at 10:00 a.m. is rescheduled to Tuesday, May 14, 2024, at 10:00 a.m. or as soon thereafter as the matter may be heard. The Nevada County Board of Supervisors will hold a public hearing to consider adoption of a resolution of intention to issue assessment ballots and schedule a ballot hearing to establish parcel charges and form a new County Service Area (CSA) in compliance with Proposition 218 for the North San Juan Fire Suppression System. The Board of Supervisors shall consider all objections and protests, if any, to the proposed resolution and will conclude with a decision to either approve or reject the resolution. Any interested person shall be permitted to present written and/or oral testimony.

The public meeting will be held at the Eric Rood Administration Center Board of Supervisors Chamber, located at 950 Maidu Avenue, Nevada City.

Any person wishing to offer testimony on this matter may submit comments to the Clerk of the Board ***in advance*** of the meeting by:

1) Writing a letter to the Clerk of the Board, 950 Maidu Avenue, Ste. 200, Nevada City, CA 95959; or
2) Emailing BOS.PublicComment@nevadacountyca.gov.

After the agenda for this meeting posts on the Board of Supervisors' website, you may submit comments to the Clerk of the Board by:

1) Writing a letter to the Clerk of the Board;
2) Emailing BOS.Public Comment@nevadacountyca.gov;
3) Leaving an eComment at www.mynevadacounty.com/boardmeetings.

In order for comments to be entered into the administrative record of the meeting, they must be received no later than 4:00 p.m. the day before the meeting.

During the May 14, 2024 public hearing, you may provide live public comments by:

1) Calling 1 (530) 270-3474 and waiting on standby to be admitted into the meeting remotely; and
2) Attending the public hearing at the Eric Rood Administrative Center Board Chamber.

Please provide your name, City or District of residence, and reference the **CSA 39 - North San Juan Fire Suppression System Resolution of Intention public hearing** as your topic of interest.

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- Increased fire suppression capabilities;

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NEVADA COUNTY BOARD OF SUPERVISORS

BY: _____
Jeffrey Thorsby, Chief of Staff / Clerk of the Board

PUBLISH: April 30, May 7 and 10, 2024
The Union

MAILING: April 12, 2024
On or before

COUNTY SERVICE AREA 39

FOR

NORTH SAN JUAN FIRE SUPPRESSION SYSTEM

BEING WITHIN A PORTION OF

TOWNSITE of NORTH SAN JUAN

SITUATE WITHIN THE

PORTION of SECTION 5, TOWNSHIP 17 NORTH, RANGE 8 EAST, M.D.M.

NEVADA COUNTY CALIFORNIA

PREPARED BY

NEVADA CITY ENGINEERING, INC.
505 COYOTE STREET * P.O. BOX 1437 * NEVADA CITY , CALIFORNIA

Approved by the Nevada County Local Formation Commission.

Resolution Number: _____

Date: _____

This map, when recorded, was accompanied by a certificate of completion, prepared pursuant to Sections 57200 – 57202 of Government Code, to which was attached a certified copy of the boundary description of the territory shown on said map, the Certificate of Completion is recorded as Document No. _____, Nevada County Records.

_____
S.R. Jones
Executive Officer, Nevada County LAFCO

SURVEYOR'S STATEMENT

This map was prepared by me or under my direction.

LICENSED LAND SURVEYOR ANDREW R. CASSANO L.S. #4370 STATE OF CALIFORNIA

_____
Andrew R. Cassano L.S. 7370
Registration Expires 09-30-25

COUNTY RECORDER'S STATEMENT

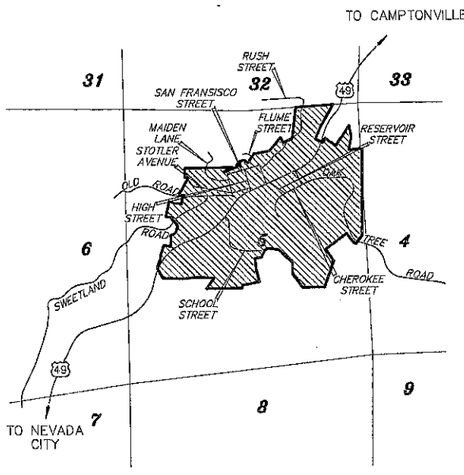
Recorded at the request of S.R. Jones, Executive Officer of the Nevada County Local Agency Formation Commission, at _____ __.M. this _____ day of _____, 202__, in Book ___ of Surveys at Page ___, Nevada County Records.

Document No.:_____

Fee Paid:_____

Natalie Adona
Nevada County Recorder

by: _____
Deputy



LOCATION MAP
N.T.S.

SHEET 1 OF 2

22-052

A-****

LEGEND

PARCEL LINES

ASSESSMENT DISTRICT BOUNDREY

NOTHING FOUND, NOTHING SET

L#/C# COURSE NUMBER (LINE OR CURVE)

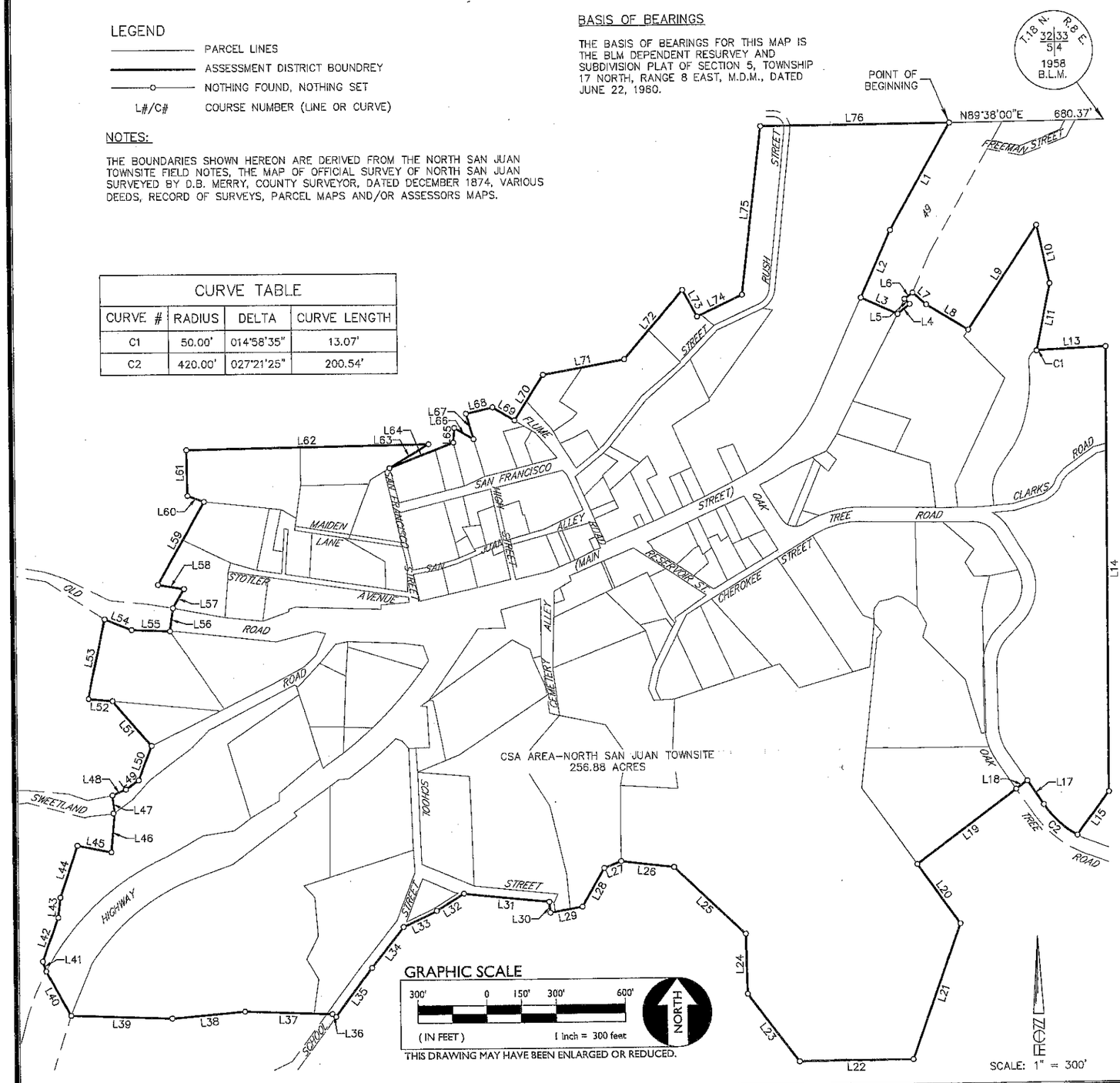
NOTES:

THE BOUNDARIES SHOWN HEREON ARE DERIVED FROM THE NORTH SAN JUAN TOWNSITE FIELD NOTES, THE MAP OF OFFICIAL SURVEY OF NORTH SAN JUAN SURVEYED BY D.B. MERRY, COUNTY SURVEYOR, DATED DECEMBER 1874, VARIOUS DEEDS, RECORD OF SURVEYS, PARCEL MAPS AND/OR ASSESSORS MAPS.

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS MAP IS THE BLM DEPENDENT RESURVEY AND SUBDIVISION PLAT OF SECTION 5, TOWNSHIP 17 NORTH, RANGE 8 EAST, M.D.M., DATED JUNE 22, 1960.

CURVE TABLE			
CURVE #	RADIUS	DELTA	CURVE LENGTH
C1	50.00'	014°58'35"	13.07'
C2	420.00'	027°21'25"	200.54'



GRAPHIC SCALE

300' 0 150' 300' 600'

(IN FEET) 1 inch = 300 feet

NORTH

THIS DRAWING MAY HAVE BEEN ENLARGED OR REDUCED.

SCALE: 1" = 300'

LINE TABLE		
LINE #	BEARING	DISTANCE
L1	S30° 12' 15"W	536.66'
L2	S24° 44' 27"W	321.30'
L3	S65° 14' 28"E	177.46'
L4	N51° 18' 03"E	69.00'
L5	N45° 51' 34"W	31.99'
L6	N53° 24' 25"E	45.65'
L7	S48° 22' 29"E	78.62'
L8	S58° 08' 51"E	213.99'
L9	N34° 10' 15"E	545.34'
L10	S11° 55' 31"E	259.79'
L11	S12° 16' 38"W	299.50'
L13	N87° 45' 07"E	293.72'
L14	S00° 49' 47"W	1940.66'
L15	S37° 11' 48"W	233.60'
L17	N33° 49' 24"W	125.41'
L18	S53° 38' 50"W	60.06'
L19	S53° 38' 48"W	540.71'
L20	S35° 15' 15"E	317.53'
L21	S19° 58' 44"W	624.48'
L22	S89° 32' 13"W	497.68'

LINE TABLE		
LINE #	BEARING	DISTANCE
L23	N36° 45' 42"W	367.12'
L24	N01° 00' 00"W	261.00'
L25	N46° 30' 00"W	426.00'
L26	N83° 00' 00"W	229.00'
L27	S68° 56' 00"W	80.12'
L28	S30° 22' 15"W	192.60'
L29	S80° 00' 00"W	141.35'
L30	N04° 47' 00"W	47.27'
L31	N84° 06' 56"W	372.79'
L32	S58° 18' 00"W	157.95'
L33	S65° 08' 00"W	142.87'
L34	S38° 14' 00"W	223.66'
L35	S36° 34' 20"W	263.83'
L36	N53° 25' 40"W	20.00'
L37	N88° 04' 30"W	379.34'
L38	S84° 51' 00"W	312.39'
L39	N88° 03' 49"W	438.19'
L40	N28° 50' 49"W	221.28'
L41	N19° 38' 14"W	44.57'
L42	N20° 13' 05"E	201.97'

LINE TABLE		
LINE #	BEARING	DISTANCE
L43	N06° 28' 16"E	87.85'
L44	N18° 37' 27"E	236.78'
L45	S78° 35' 00"E	149.14'
L46	N05° 33' 00"E	171.68'
L47	N07° 18' 40"W	76.05'
L48	N66° 13' 00"E	64.90'
L49	N54° 33' 00"E	67.70'
L50	N20° 42' 00"E	160.20'
L51	N40° 23' 31"W	257.19'
L52	N84° 25' 45"W	105.00'
L53	N12° 05' 00"E	353.40'
L54	S68° 13' 00"E	125.90'
L55	S87° 44' 00"E	165.10'
L56	N07° 48' 00"E	101.19'
L57	N29° 20' 00"E	96.00'
L58	N80° 27' 00"W	112.41'
L59	N29° 13' 04"E	413.82'
L60	N70° 00' 00"W	76.42'
L61	N00° 45' 00"W	199.75'
L62	N88° 52' 00"E	1056.40'

LINE TABLE		
LINE #	BEARING	DISTANCE
L63	S58° 51' 00"W	200.84'
L64	N68° 36' 32"E	301.11'
L65	N04° 25' 47"E	64.07'
L66	S59° 35' 31"E	98.01'
L67	N16° 18' 23"W	115.74'
L68	N76° 42' 22"E	120.77'
L69	S58° 42' 17"E	111.34'
L70	N32° 36' 01"E	234.63'
L71	N79° 43' 00"E	361.44'
L72	N40° 43' 00"E	395.30'
L73	S28° 47' 00"E	133.30'
L74	N64° 43' 00"E	219.10'
L75	N07° 13' 00"E	738.79'
L76	N89° 38' 00"E	830.97'

22-052

A-****

FREZ
STAKE = 20'
CONTOUR INTERVAL = 2'

ENGINEERING • SURVEYING
PLANNING

NEVADA
CITY
ENGINEERING, INC.

505-B COYOTE STREET NEVADA CITY
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Sauers Engineering, Inc.
Civil & Environmental Engineers
105 Providence Mine Road, Suite 202, Nevada City, CA 95959
tel (530) 265-8021 www.sauerseng.com

MANAGEMENT PLAN FOR
NORTH SAN JUAN FIRE SYSTEM

COUNTY OF NEVADA
9-12-23

APNs - VARIOUS AS SHOWN

- POTENTIAL WETLAND AREA

- 100' NON-DISTURBANCE AREA

- PROPOSED EASEMENT AREA

TOPOGRAPHIC SURVEY
F O R
NEVADA COUNTY
BEING
LOTS 6 AND 7
BLOCK 3, NORTH SAN JUAN
PTN N.E. 1/4 SEC. 5, T.17N., R.8E., M.D.M.
WITHIN THE UNINCORPORATED TERRITORY OF
NEVADA COUNTY , CALIFORNIA

OVERALL SHEET

6.B.i

Statistics

March 2024

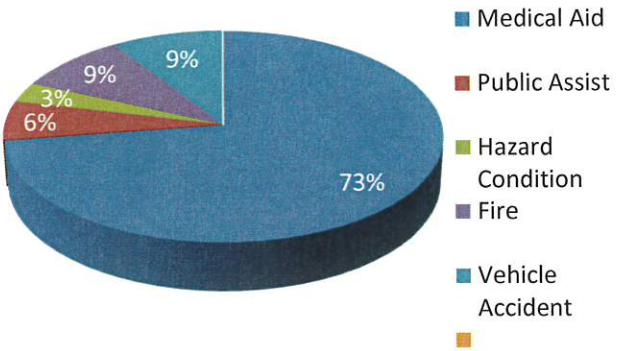
NSJFPD INCIDENT RESPONSE DETAIL - March 2024

Date	Type	Location	Minutes	Responders	Notes	Out of District Responses	Response Time
3/1	Medical Aid	Sweetland Rd. (006260)	41	5	SNMH Transport		9
3/2	Medical Aid	German Bar (006388)	359	8	Patient Contact	*	46
3/3	Medical Aid	Shady Creek (006458)	53	3	SNMH Transport		11
3/4	Vehicle Accident	Edwards Crossing (006618)	23	1	Canceled		
3/7	Medical Aid	Blind Shady (006887)	84	3	Calstar Transport		8
3/8	Medical Aid	Hwy 49 (006997)	39	3	SNMH Transport		13
3/9	Medical Aid	Francisco (007069)	45	2	SNMH Transport		24
3/9	Medical Aid	Slide Mine (007102)	97	4	SNMH Transport		17
3/9	Medical Aid	Robinson (007130)	36	6	SNMH Transport		7
3/11	Medical Aid	Tyler Foote (007327)	51	2	Patient Refused		9
3/12	Medical Aid	Reader Ranch (007343)	50	1	SNMH Transport		13
3/12	Medical Aid	Hwy 49 (007409)	29	2	SNMH Transport		15
3/13	Medical Aid	Hwy 49 (007421)	45	2	SNMH Transport		13
3/14	Medical Aid	Tyler Foote (007552)	42	2	SNMH Transport		14
3/15	Hazard Condition	Purdon Rd (007700)	17	2	False Alarm		8
3/19	Vehicle Accident	Pleasant Valley (008090)	20	1	Canceled		
3/20	Medical Aid	Sweetland (008153)	61	3	SNMH Transport		15
3/21	Wildland Fire	Moonshine (008263)	230	3	Extinguished	*	82
3/21	Wildland Fire	Tyler Foote (008267)	180	2	Extinguished		4
3/21	Medical Aid	Sweetland (008287)	55	1	SNMH Transport		18
3/22	Medical Aid	Hwy 49 (008316)	45	2	SNMH Transport		14
3/24	Medical Aid	Shady Creek (008461)	51	2	SNMH Transport		8
3/24	Medical Aid	Hwy 49 (008477)	39	2	SNMH Transport		10
3/25	Public Assist	Robinson Rd. (008613)	17	2	Patient Contact		13
3/26	Medical Aid	Hwy 49 (008711)	34	2	SNMH Transport		16
3/27	Structure Fire	Moonshine (008783)	47	4	Extinguished	*	25
3/29	Medical Aid	Brem Ln. (009005)	44	6	SNMH Transport		18
3/30	Vehicle Accident	Tyler Foote (009014)	31	5	Non-Injury		9
3/30	Medical Aid	Albion Way (009037)	42	3	Non-Injury		7
3/30	Medical Aid	Sweetland (009100)	40	2	SNMH Transport		11
3/31	Medical Aid	Tyler Foote (009146)	35	2	SNMH Transport		0
3/31	Public Assist	Crescent Moon (009201)	17	3	Patient Contact		6

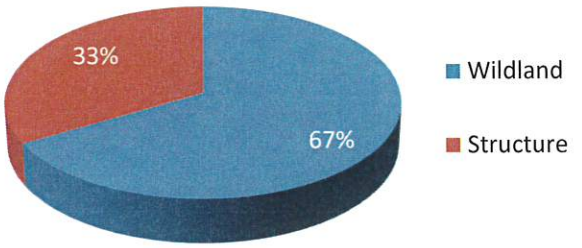
Total Calls:	**32**
Total Man Hours:	**122.57**
Average FF/Call:	**2.8**

North San Juan Fire Department
Call Details
February 2024

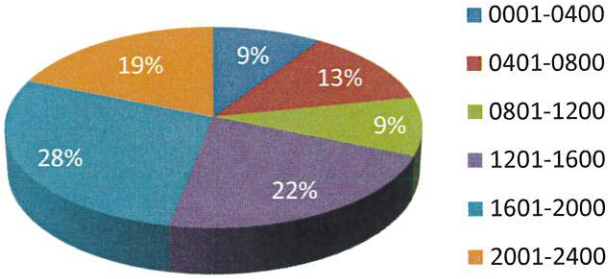
Call Type



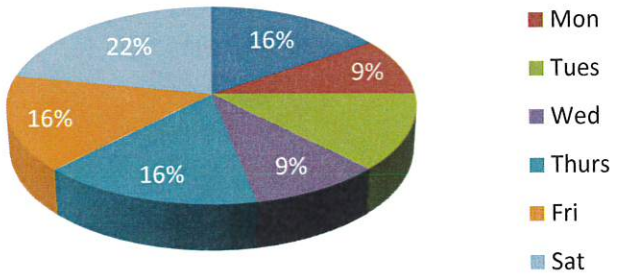
Fire Type



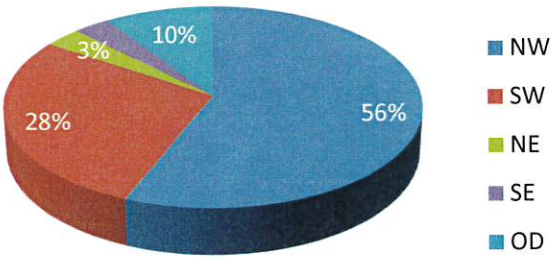
Time of Day

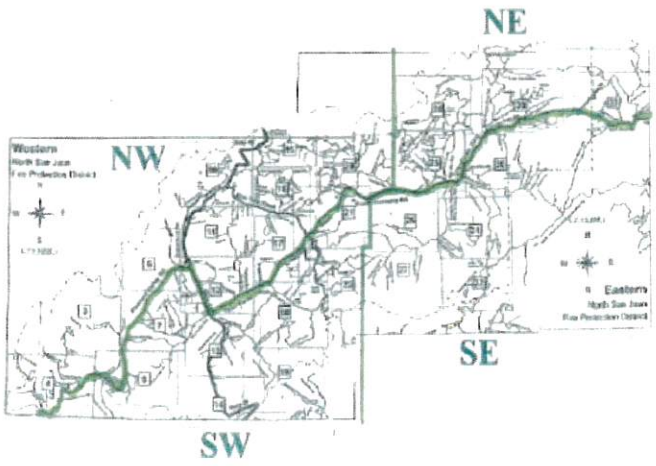


Day of Week



District Area





NORTH SAN JUAN VOLUNTEER FIRE DEPARTMENT

2024 SUMMARY/YEAR TO DATE ACTIVITIES													
Emergency Response	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Medical Aid	18	17	23										**58**
Vehicle Accident	2	3	3										**8**
Fire - Structure	2	4	1										**7**
Fire - Wildland			2										**2**
Fire - Structure/Wildland													**0**
Fire - Vehicle		1											**1**
Fire - Vehicle/Wildland													**0**
Fire - Smoke Check													**0**
Fire - Debris Check		2											**2**
Fire - Other													**0**
Fire - False Alarm													**0**
Fire - Menace Standby													**0**
Hazard		2	1										**3**
Public Assist	3	2	2										**7**
Other	1	1											**2**
Totals:	**26**	**32**	**32**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**90**

Previous Years Summary				
2024	**2023**	**2022**	**2021**	**2020**
58	267	224	215	188
8	43	45	69	44
7	17	14	22	8
2	20	18	31	23
0	0	5	0	0
1	3	7	7	6
0	0	1	0	0
0	2	17	32	30
2	15	0	0	1
0	0	0	0	1
0	0	1	0	0
0	2	4	8	2
3	12	5	12	12
7	13	16	15	10
2	0	4	4	5
90	**394**	**361**	**415**	**330**

2024 Monthly Totals	26	32	32	0	0	0	0	0	0	0	0	0	**90**
2023 Monthly Totals:	21	25	43	37	42	35	38	29	34	35	24	31	**394**
2022 Monthly Totals:	23	25	29	23	37	25	35	40	32	27	31	34	**361**
2021 Monthly Totals:	28	21	16	35	48	50	39	39	32	42	32	33	**415**
2020 Monthly Totals:	21	26	28	22	24	37	43	27	23	32	26	17	**326**

Other Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Department Training	5	4	4										**13**
Special Training	1												**1**
External Training													**0**
Work Party													**0**
Public Education													**0**
Public Service													**0**
Totals:	**6**	**4**	**4**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**14**

Out of District Responses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 Monthly Totals:	0	1	3										4
2023 Monthly Totals:	2	3	5	3	4	4	7	3	8	7	1		45
2022 Monthly Totals:	1	3	5	3	5	1	3	3	3	3	0	2	31
2021 Monthly Totals:		1	2	7	5	5	3	2	3	2	4	1	35
2020 Monthly Totals:	1	2	2	2	1	4	2	7	3	0	0	2	**26**

6.B.i

Financials

March 2024

NSJ Fire Protection District

Funds Summary

Period Ending 03/31/2024

	March 31, 2024
Current Assets	
Tri-Counties Bank (Petty Cash)	**$ 500.00**
6720 General Fund	**$ 393,712.98**
GF Capital Equipment Fund	**$ 400,000.00**
GF Improvement Fund	**$ 274,300.93**
GF Reserves	**$ 200,000.00**
6717 Measure Q	**$ -**
Measure Q Reserves	**$ 170,050.05**
6777 Mitigation	**$ 23,376.71**
Total Current Assets	**$ 1,461,940.67**

Account	Begin Balance	Deposits	Transfer IN	Expenses	Transfer OUT	Balance
Tri-Counties (Petty Cash)	$ 500.00					$ 500.00
Total Petty Cash						**$ 500.00**
General Fund	$ 413,869.97	$ 25,141.25		$ (45,298.24)		$ 393,712.98
GF Equipment Fund	$ 400,000.00					$ 400,000.00
GF Improvement	$ 274,300.93					$ 274,300.93
GF Reserves	$ 200,000.00					$ 200,000.00
Total 6720 General Fund						**$ 1,268,013.91**
Measure Q Fund						$ -
Measure Q Fund Reserve	$ 168,562.38	$ 1,487.67				$ 170,050.05
Total 6717 Measure Q Fund						**$ 170,050.05**
Mitigation Fund	$ 23,045.38	$ 331.33				$ 23,376.71
Total Mitigation Fund						**$ 23,376.71**

Assests as of 03/31/24 $ 1,461,940.67

NSJ Fire Protection District

Deposit Detail

March 2024

Date	Memo	Account	Amount
03/30/2024	**Deposit**	**10717 · Measure Q Fund**	**1,487.67**
	Deposit	47000.3 · Measure Q Interest	-1,487.67
			-1,487.67
03/13/2024	**Deposit**	**10720 · GF General Fund**	**8,018.76**
	Buttermilk Incident	46110.1 · Strike Team Personnel	-649.53
	Buttermilk Incident	46110.1 · Strike Team Personnel	-2,374.85
	Buttermilk Incident	46110.5 · Strike Team Engine	-3,559.49
	Buttermilk Incident	46110.2 · Strike Team Admin	-1,434.89
			-8,018.76
03/31/2024	**Deposit**	**10720 · GF General Fund**	**3,983.50**
	Dec-2023	44960 · Prop 172 Public Safety	-3,983.50
			-3,983.50
03/13/2024	**Deposit**	**10720 · GF General Fund**	**696.69**
	Replace Check V983368 pd to wrong vendor	46190 · Refund Misc	-696.69
			-696.69
03/30/2024	**Deposit**	**10720 · GF General Fund**	**11,759.62**
	Deposit	43010 · Interest-General Fund	-11,759.62
			-11,759.62
03/30/2024	**Deposit**	**10720 · GF General Fund**	**682.60**
	Deposit	40280 · Supplemental Prior Unsecured	-0.28
	Deposit	40180 · Supplemental Unsecured Tax	-31.57
	Deposit	40170 · Supplemental Secured Tax	-628.94
	Deposit	40180 · Supplemental Unsecured Tax	-4.25
	Deposit	40030 · Current Unsecured Tax	-17.56
			-682.60
03/30/2024	**Deposit**	**10720 · GF General Fund**	**0.08**
	Mitigation Change	46180 · Donations	-0.08
			-0.08
03/30/2024	**Deposit**	**10777 · 6777 -Mitigation (AB1600) Fund**	**331.33**
	Justin Shipley	47000.1 · Mitigation Fees	-130.00
	Deposit	47000.2 · Mitigation Interest	-201.33
			-331.33

NSJ Fire Protection District

Check Listing by Bank Account

March 2024

Date	Name	Memo	Paid Amount
03/15/2024	FF Scott, William S. (reim)	Dump Reimburse	-9.71
03/15/2024	Verizon Wireless	Tablets	-121.72
03/15/2024	FF Van Order, Nate (reim)	SCBA Battery Reimbursement	-129.04
03/15/2024	Palmer Enterprises	Installation of Carrier Bearing on D	-288.63
03/15/2024	Boyett Petroleum	Fuel	-308.90
03/15/2024	Hunt & Sons	Propane	-410.00
03/15/2024	Boyett Petroleum	Fuel	-545.13
03/15/2024	US Bank	See Cal Card Expenses	-2,182.79
03/15/2024	SCI Consulting Group	Tax Consultant	-2,200.00
03/15/2024	Fire Risk Management Service (FF	Work Comp Insurance	-31,999.00
03/20/2024	FF Davis, Tommy	Mud & Debri Cover Pay	-147.76
03/20/2024	FF Rodriguez, Alex	Mud & Debri Cover Pay	-147.76
03/20/2024	FF Fites-Kaufman, Casey	Mud & Debri Cover pay	-295.52
03/20/2024	Lynn McGarva	March Admin Pay	-1,560.85
03/20/2024	FF Flores, Jason	March Admin Pay	-1,678.23
03/20/2024	Heidi Ryan	March Admin Pay	-1,690.55
03/20/2024	EDD	State Payroll Tax	-78.71
03/20/2024	EDD	State Payroll Tax	-148.44
03/20/2024	Internal Revenue Service	Payroll Tax	-1,355.50
			-45,298.24
TOTAL			**-45,298.24**

NSJ Fire Protection District

US Bank/Cal Card Transaction Detail Report

January through February, 2024

Date	Name	Memo	Paid Amount
01/18/2024	Calif Assoc of Mutual Water Co	Membership for Vehicle & Liability Ins	100.00
01/19/2024	Amazon.Com	Truck Box	1,049.28
01/23/2024	49er Communications	Radio Repairs	254.68
01/23/2024	All Season Awards	Recognition & Awards	41.18
01/23/2024	SSV EMS Agency	Classes & Licensing	86.00
01/23/2024	Amazon.Com	Carbon Monoxide Meter	96.21
02/22/2024	Tofanelli's	Chiefs Meeting Breakfast	44.61
02/26/2024	Dish Network	Residence TV	102.66
02/26/2024	Microsoft 365	License	106.70
02/26/2024	Microsoft 365	License	92.00
02/26/2024	Staples	Paper and USB	209.47
			2,182.79

6.B.ii

FY 2023-24

Budget vs. Actuals

NSJ Fire Protection District
Budget vs. Actual
ALL FUNDS
July 1, 2023 through April 10, 2024

	TOTAL		
	Jul 1, '23 - Apr 10, 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
12200 · Due to Other Funds	0.00	0.00	0.0%
39600 · Inter Fund Transfer	0.00	50,620.00	0.0%
40000 · Revenue			
40010 · Current Secured Tax	151,733.64	161,000.00	94.24%
40020 · Prior Secured Taxes	0.00	5.00	0.0%
40030 · Current Unsecured Tax	2,815.46	2,500.00	112.62%
40040 · Prior Unsecured Tax	49.22	60.00	82.03%
40160 · St-Other in Lieu	7.27	85.00	8.55%
40170 · Supplemental Secured Tax	3,246.95	7,700.00	42.17%
40180 · Supplemental Unsecured Tax	131.44	200.00	65.72%
40280 · Supplemental Prior Unsecured	10.74	20.00	53.7%
40290 · Fire Tax Revenue	0.00	0.00	0.0%
40300 · Measure Q Revenue	0.00	0.00	0.0%
40310 · Special Assessments	150,722.86	150,032.00	100.46%
40000 · Revenue - Other	0.00	0.00	0.0%
Total 40000 · Revenue	308,717.58	321,602.00	95.99%
43000 · Inter-Governmental			
43000.1 · 2020 AFG FEMA Grant Revenue	0.00	0.00	0.0%
43010 · Interest-General Fund	27,189.94	14,000.00	194.21%
44190 · Homeowner Exemption	503.09	500.00	100.62%
44960 · Prop 172 Public Safety	38,587.41	54,500.00	70.8%
45000 · Grants Received			
46574 · NSJFD Auxillary	0.00	0.00	0.0%
45000 · Grants Received - Other	0.00	0.00	0.0%
Total 45000 · Grants Received	0.00	0.00	0.0%
45170 · Direct Charges	0.00	0.00	0.0%
43000 · Inter-Governmental - Other	0.00	0.00	0.0%
Total 43000 · Inter-Governmental	66,280.44	69,000.00	96.06%
46100 · Miscellaneous Revenue			
46110 · Strike Team			
46110.1 · Strike Team Personnel	235,332.31	232,308.00	101.3%
46110.2 · Strike Team Admin	67,058.98	62,000.00	108.16%
46110.3 · Strike Team Personal Vhcl Miles	0.00	0.00	0.0%
46110.4 · Strike Team Travel/Lodging/Meal	5,020.65	5,020.00	100.01%
46110.5 · Strike Team Engine	40,409.73	37,000.00	109.22%
46110.6 · Strike Team Support Vehicle	5,375.00	5,400.00	99.54%
46110.7 · Strike Team Water Tender	2,726.33	1,272.00	214.33%
46110 · Strike Team - Other	0.00	0.00	0.0%
Total 46110 · Strike Team	355,923.00	343,000.00	103.77%
46180 · Donations	982.00	1,000.00	98.2%
46190 · Refund Misc	185.44	0.00	100.0%
46210 · Station 1 Rental	610.00	100.00	610.0%
46220 · Station 3 Rental	0.00	0.00	0.0%
46260 · Road Sign	134.38	0.00	100.0%
46270 · Refunds US Bank	92.88	0.00	100.0%
46100 · Miscellaneous Revenue - Other	0.00	0.00	0.0%
Total 46100 · Miscellaneous Revenue	357,927.70	344,100.00	104.02%
47000 · Other Income			
47000.1 · Mitigation Fees	4,377.25	2,000.00	218.86%
47000.2 · Mitigation Interest	458.93	300.00	152.98%

NSJ Fire Protection District
Budget vs. Actual
ALL FUNDS
July 1, 2023 through April 10, 2024

	TOTAL		
	Jul 1, '23 - Apr 10, 24	Budget	% of Budget
47000.3 · Measure Q Interest	2,886.78	1,600.00	180.42%
47000 · Other Income - Other	0.00	0.00	0.0%
Total 47000 · Other Income	7,722.96	3,900.00	198.03%
48700 · CPR/First Aid Classes	0.00	0.00	0.0%
Total Income	740,648.68	789,222.00	93.85%
Cost of Goods Sold			
50000 · Cost of Goods Sold			
50100 · Road Sign Manufacturing	134.38	0.00	100.0%
51200 · CPR/First Aid Public Classes	0.00	0.00	0.0%
50000 · Cost of Goods Sold - Other	0.00	0.00	0.0%
Total 50000 · Cost of Goods Sold	134.38	0.00	100.0%
Total COGS	134.38	0.00	100.0%
Gross Profit	740,514.30	789,222.00	93.83%
Expense			
55000 · Grant Expenses			
55000.1 · 2020 FEMA AFG Grant Expense	0.00	0.00	0.0%
55400 · NSJFD Auxillary	0.00	0.00	0.0%
55000 · Grant Expenses - Other	0.00	0.00	0.0%
Total 55000 · Grant Expenses	0.00	0.00	0.0%
56000 · Capital Outlay			
56000.1 · Measure Q Capital Equipment	18,637.00	20,937.00	89.02%
56000.2 · Mitigation Capital Improvement	2,300.00	0.00	100.0%
56000.3 · GF Capital Equpment	35,119.78	35,120.00	100.0%
56000.4 · GF Capital Improvement	268.75	15,500.00	1.73%
56000 · Capital Outlay - Other	0.00	0.00	0.0%
Total 56000 · Capital Outlay	56,325.53	71,557.00	78.71%
60000 · Advertising and Promotion	0.00	0.00	0.0%
61100 · Permanent Salaries	0.00	0.00	0.0%
61110 · Employer Tax Expense	21,307.47	37,225.00	57.24%
61120 · Stipend to Chief	17,100.00	22,800.00	75.0%
61140 · Clerical Admin Staff Wages			
61140.1 · Measure Q Administration	0.00	5,482.00	0.0%
61140 · Clerical Admin Staff Wages - Other	30,096.58	53,000.00	56.79%
Total 61140 · Clerical Admin Staff Wages	30,096.58	58,482.00	51.46%
61300 · Firefighters Stipend/Paid Call			
61300.1 · GF Paid Call &Train & Certif	18,674.83	20,000.00	93.37%
61300.2 · Measure Q Rank	17,140.00	32,890.00	52.11%
61300.3 · Measure Q (B) Certifications	0.00	0.00	0.0%
61300.4 · Measure Q - Prev Qtr Certs	0.00	0.00	0.0%
61300 · Firefighters Stipend/Paid Call - Other	0.00	0.00	0.0%
Total 61300 · Firefighters Stipend/Paid Call	35,814.83	52,890.00	67.72%
61310 · Volunteer Comp (Comp) Paid Call	0.00	0.00	0.0%
61312 · Volun Paid Train	0.00	0.00	0.0%
61320 · Call Attendance (Old Mileage)	0.00	0.00	0.0%
61330 · Firefighter Physicals	350.00	3,896.00	8.98%
61340 · Firefighter Trainer			
61341 · Training Materials	163.87	3,771.00	4.35%
61342 · Classes &Licensing	5,589.23	5,000.00	111.79%
61340 · Firefighter Trainer - Other	750.00	5,000.00	15.0%
Total 61340 · Firefighter Trainer	6,503.10	13,771.00	47.22%
61350 · Strike Team Pmts			
61350.1 · Strike Team Personnel	27,474.91	45,000.00	61.06%

NSJ Fire Protection District
Budget vs. Actual
ALL FUNDS
July 1, 2023 through April 10, 2024

	TOTAL		
	Jul 1, '23 - Apr 10, 24	Budget	% of Budget
61350.2 · Strike Team Pmts. OT	124,954.44	155,000.00	80.62%
61350.3 · Strike Team FF Misc Rmbrsements	0.00	0.00	0.0%
61350.4 · Strike Team Lodging/Meals	3,481.58	0.00	100.0%
61350.5 · Strike Team Employee Mileage	1,483.58	0.00	100.0%
61350.6 · Strike Team Fuel	0.00	0.00	0.0%
61350.7 · Strike Team Rmbse Overpay	0.00	0.00	0.0%
61350 · Strike Team Pmts - Other	0.00	0.00	0.0%
Total 61350 · Strike Team Pmts	157,394.51	200,000.00	78.7%
61400 · Insurance (Personnel)			
61410 · Workers Compensation	31,999.00	20,000.00	160.0%
61415 · Work Comp Special Assessment	0.00	0.00	0.0%
61420 · Life and Accident Insurance	1,469.40	2,300.00	63.89%
61400 · Insurance (Personnel) - Other	0.00	0.00	0.0%
Total 61400 · Insurance (Personnel)	33,468.40	22,300.00	150.08%
61450.1 · Strike Team On Site Pay	3,592.00	3,000.00	119.73%
61450.2 · Strike Team Off Site Pay	384.00	500.00	76.8%
62200 · FF Uniform/Clothing	418.82	500.00	83.76%
62225 · PPE-Personnel Protective Equip	367.92	5,000.00	7.36%
62226 · Operational Supplies & Service	0.00	0.00	0.0%
62300 · Dispatch Fees / Co-op Agreement	13,027.31	15,000.00	86.85%
62350 · Fire Fighting Expenses			
62350.1 · Fleet Repair & Maint	23,808.78	15,000.00	158.73%
62350.2 · Fire Fighter Fighting Supplies	1,291.69	5,000.00	25.83%
62350.3 · New Firefighting Equip	0.00	0.00	0.0%
62350 · Fire Fighting Expenses - Other	1,094.50	0.00	100.0%
Total 62350 · Fire Fighting Expenses	26,194.97	20,000.00	130.98%
62351 · Structure Maint	627.33	1,000.00	62.73%
62352 · Non FireFight Equp Maint&Repair	1,910.46	1,000.00	191.05%
62375 · Equipment - Non-Fire Fighting	549.85	1,300.00	42.3%
62376 · Equipment Repair Non Fire Fight	0.00	0.00	0.0%
62400 · Communicating Equip			
62400.1 · Tablets for Engines	0.00	0.00	0.0%
62400.2 · Radios/Pagers/Phones (New)	0.00	1,000.00	0.0%
62400.3 · Repair Radios/Pagers/Telephone	1,634.68	500.00	326.94%
62400 · Communicating Equip - Other	0.00	0.00	0.0%
Total 62400 · Communicating Equip	1,634.68	1,500.00	108.98%
62500 · Subscriptions	2,615.93	3,500.00	74.74%
62502 · Legal Public Notice	252.47	500.00	50.49%
62510 · Public Relation - Fire Prevent			
62510.1 · CPR/Public First Aid Classes	0.00	0.00	0.0%
62510.2 · Newsletter & Christmas Cards	0.00	2,900.00	0.0%
62510 · Public Relation - Fire Prevent - Other	0.00	400.00	0.0%
Total 62510 · Public Relation - Fire Prevent	0.00	3,300.00	0.0%
62550 · Food Supplies	21.53	500.00	4.31%
62600 · Fuel	11,208.82	15,000.00	74.73%
62700 · Cleaning Supplies	649.39	1,000.00	64.94%
62750 · Insurance Bldg, Veh, & Liabilty	0.00	46,000.00	0.0%
62800 · Memberships	4,827.83	3,500.00	137.94%
62810 · Recognition & Awards	99.70	500.00	19.94%
62850 · Medical Supplies	3,640.96	7,500.00	48.55%
62905 · Office Equipment Purchase	0.00	0.00	0.0%
62910 · Office Equipment Maintenance	0.00	0.00	0.0%

NSJ Fire Protection District
Budget vs. Actual
ALL FUNDS
July 1, 2023 through April 10, 2024

	TOTAL		
	Jul 1, '23 - Apr 10, 24	Budget	% of Budget
62911 · Office Machine Maintenance			
62915 · Copier Maintenance	1,352.72	1,700.00	79.57%
62911 · Office Machine Maintenance - Other	0.00	0.00	0.0%
Total 62911 · Office Machine Maintenance	1,352.72	1,700.00	79.57%
62950 · Fees	0.00	0.00	0.0%
63000 · Nevada County Services	5,148.89	5,000.00	102.98%
63400 · Interest Expense	0.00	0.00	0.0%
63700 · 6168 Engine	0.00	0.00	0.0%
63701 · Structure Maintenance	0.00	0.00	0.0%
63705 · Equipment Maintenance	0.00	0.00	0.0%
63706 · Engine Maintenance & Repair	0.00	0.00	0.0%
63707 · New Engine 6168 Tools/Euipment	0.00	0.00	0.0%
63710 · Ground Maintenance	128.51	0.00	100.0%
64900 · Office Supplies	2,305.81	3,500.00	65.88%
64990 · Meeting Supplies & Subscription	264.54	300.00	88.18%
66000 · Payroll Expenses	0.00	0.00	0.0%
66500 · Postage and Delivery	10.40	400.00	2.6%
66600 · Printing and Reproduction	0.00	250.00	0.0%
66700 · Professional Fees			
66701 · Payroll Services	1,246.00	1,800.00	69.22%
66702 · Audit	7,190.00	6,700.00	107.31%
66703 · Legal	80.00	1,000.00	8.0%
66704 · Background Checks / Fingerprint	474.76	500.00	94.95%
66705 · SCI Consulting	6,200.00	6,100.00	101.64%
66706 · Election Share of Cost	0.00	0.00	0.0%
66700 · Professional Fees - Other	0.00	0.00	0.0%
Total 66700 · Professional Fees	15,190.76	16,100.00	94.35%
66900 · Reconciliation Discrepancies	0.00	0.00	0.0%
68100 · Telephone Expense	0.00	0.00	0.0%
68400 · Travel Expense	0.00	0.00	0.0%
68600 · Utilities			
68601 · Telephone Service	1,419.06	2,400.00	59.13%
68602 · Propane	2,791.79	5,000.00	55.84%
68603 · Electric	2,411.54	2,100.00	114.84%
68604 · Sewer Station 1	1,093.00	1,000.00	109.3%
68606 · Satellite TV	796.24	1,000.00	79.62%
68607 · Internet & Web Page	511.41	700.00	73.06%
68609 · Broadband	3,414.53	6,000.00	56.91%
68610 · Tablets	699.46	650.00	107.61%
68600 · Utilities - Other	0.00	0.00	0.0%
Total 68600 · Utilities	13,137.03	18,850.00	69.69%
80210 · Adv EMT Training Incentive	0.00	0.00	0.0%
80400 · Firefighters Stipend			
80410 · Paid Call (A) Met ALL Qtr Skill	0.00	0.00	0.0%
80420 · Paid Call (B) PART of Qtr Skill	0.00	0.00	0.0%
80430 · Paid Call (C) Officers	0.00	0.00	0.0%
80440 · Officer Supplemental (D)	0.00	0.00	0.0%
80400 · Firefighters Stipend - Other	0.00	0.00	0.0%
Total 80400 · Firefighters Stipend	0.00	0.00	0.0%
80450 · FF Paid Call Officer Stipend	0.00	0.00	0.0%
Total Expense	467,923.05	659,121.00	70.99%
Net Ordinary Income	272,591.25	130,101.00	209.52%

NSJ Fire Protection District
Budget vs. Actual
ALL FUNDS
July 1, 2023 through April 10, 2024

	TOTAL		
	Jul 1, '23 - Apr 10, 24	Budget	% of Budget
Other Income/Expense			
Other Income			
46290 · Voided/Stop Payment	-696.69	0.00	100.0%
66901 · Stale Dated Checks	0.00	0.00	0.0%
70000 · Mitigation Fee (AB1600)	0.00	0.00	0.0%
70100 · Mitigation Fund Interest	0.00	0.00	0.0%
80100 · - Measure Q Interest Income	0.00	0.00	0.0%
Total Other Income	-696.69	0.00	100.0%
Other Expense			
10900 · Refund Sprinklers Installed	0.00	0.00	0.0%
64300 · Interest Expense (Leases)	0.00	0.00	0.0%
66902 · Reimburse Stale Dated Check	0.00	0.00	0.0%
80000 · Ask My Accountant	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.0%
Net Other Income	-696.69	0.00	100.0%
Net Income	271,894.56	130,101.00	208.99%

7.B

Resolution 2024-01
Records Retention
Schedule

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 2024-01

RESOLUTION TO APPLY A COLA TO SPECIAL TAX MEASURE Q FOR FY 2023-24

WHEREAS, the Board of Directors of the North San Juan Fire Protection District did duly adopt a Records Retention Schedule that was adopted on May 18, 2010; and

WHEREAS, The current Records Retention Schedule is included in section 1708 of the Districts Organizational Manual; and

WHEREAS, The Board of Directors of the North San Juan Fire Protection District has reviewed the current Records Retention Schedule and determined the records listed does not represent all document types the District manages; and

WHEREAS, The Secretary of State Archives Division keeps a master list of document types and relevant retention schedules that encompasses all document types specific to local governments titled, *Local Government Records Management Guidelines*; and

WHEREAS, The Board of Directors of the North San Juan Fire Protection District seeks to include reference to said document on their Records Retention Schedule; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Board of Directors of the North San Juan Fire Protection District does hereby include a link to the *Local Government Records Management Guidelines* for guidance on how to retain documents not explicitly identified in their current Records Retention Schedule.

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 23rd day of April, 2024, by the following vote:

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

Bruce Boyd, Board Chair

Heidi Ryan, Board Secretary

8.C

Resolution 2024-02
Calling for General
Election

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 2024-02

RESOLUTION CALLING GENERAL DISTRICT ELECTION NORTH SAN JUAN FIRE PROTECTION DISTRICT

WHEREAS, an election will be held within the North San Juan Fire Protection District on November 05, 2024 for the purpose of electing two members to the District Board of Directors; and

WHEREAS, whenever two or more elections are called to be held on the same day, in the same territory, or in part of the same territory, such elections should be consolidated;

NOW, THEREFORE, BE IT RESOLVED THAT an election will be held on November 05, 2024 for the purpose of electing two members to the District Board of Directors; and

BE IT FURTHER RESOLVED THAT the North San Juan Fire Protection District requests the governing body of the County of Nevada, as prescribed by Elections Code Section 10402 and 10403 to consolidate the regularly scheduled district election with any other elections to be held on November 05, 2024, and

BE IT FURTHER RESOLVED THAT the Candidate is to pay for the publication of the candidate's statement, pursuant to Elections Code Section 10509. The limitation on the number of words that a candidate may use in his/her Candidate's Statement is 200 words; and

BE IT FURTHER RESOLVED THAT the North San Juan Fire Protection District agrees to reimburse the County of Nevada for the District's prorated share of the costs of the election.

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 23rd day of April 2024, by the following vote:

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

ATTEST:

_____ _____

Bruce Boyd, Chair Heidi Ryan, Board Secretary

NOTICE OF DISTRICT ELECTION

NORTH SAN JUAN FIRE PROTECTION DISTRICT

Notice is hereby given that a General District Election will be held in this district on November 05, 2024. There are 2 elective offices that are to be filled at that election for which candidates may be nominated, and the titles of the election to those offices are for short terms or long terms are as follows:

Title of Office	Name of Incumbent	Length of Term
Director	Pat Leach	Four years
Director	Rhea Williamson	Four years

The policy of the North San Juan Fire Protection District with respect to payment of the costs of printing the 200-word Candidate's Statement of Qualifications that appear in the Sample Ballot Booklets is as follows (check one):

☐ The district will pay the cost.

☒ The candidate will pay the cost. If the candidate is to pay the cost, the County Clerk is authorized to require payment in advance and to determine the cost of printing, handling, and mailing the Candidate's statement.

There have been no changes to the District boundary since November 2020.

Dated this 23rd day of April, 2024.

District Seal

_____

District Secretary