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 28, 2025, 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 January 28, 2025 REGULAR BOARD MEETING AGENDA**

3. **WELCOME PAMELA MOREY**

4. **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.*

5. **MINUTES**

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

6. **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.*

Action 7. Annual Board Organization – Bruce Boyd
   i. Selection of Board Chair
   ii. Selection of Vice-Chair
   iii. Selection of Treasurer & Finance Committee
   iv. Appointment of those Authorized to Sign Warrant Requests 2025 🕮
   v. Appointment of those Authorized to Sign Checks
   vi. Finance Committee Membership
   vii. Personnel Committee Membership
   viii. Selection of Representative and Alternate to Nevada County Fire Agency (NCFA)
   ix. Selection of Board Member Liaison to Fire Safe Council
   x. Selection of Newsletter Editor
   xi. Setting of Regular Board Meeting Dates

8. **REPORTS**
   A. Board Chair Report – Bruce Boyd
      i. Correspondence (3) 🕮
   B. Chief's Report – Jason Flores
      i. November and December 2024 Statistics 🕮
      ii. Current Department Activity
      iii. Nevada County Mutual Aid – Tom Browning
   C. Treasurer's Report – Rhea Williamson

Action **i.** Financials- November & December 2024: Funds Summary, Deposit Detail, Disbursements, Cal Card 🕮
      ii. Inter-fund Transfer 🕮
      iii. Year-to-Date Budget vs. Actual 🕮

Action **iv.** FY 2024-25 Budget Adjustments
      v. COLA to Measure Q FY 2025-26
   D. Firefighter Association Report – Sambhava Burke
   E. NCFA Report – Tim Tschantz
   F. Auxiliary Report – Sasha St. John

9. **OLD BUSINESS**
   A. Forest Reserve Fund Grant – Bruce Boyd
   B. Hydrant Committee Update – Tom Browning
   C. Review Rental Policy 🕮

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.

D. *Municipal Service Review (MSR) and Related Sphere of Influence Updates of Fire and Emergency Response Services provided in Nevada County (Final Draft)* – Tom Browning

10. **NEW BUSINESS**

A. Updates to Nevada County CWPP

B. CLOSED SESSION: Pursuant to Section 54967 of the Brown Act: Public Employee Performance Evaluation: Fire Chief

11. **NEXT MEETING: February 25, 2025 at 6:00 PM - Be Prepared to discuss your 2024 Board Goals**

12. **ADJOURNMENT**

5.A

Draft Minutes
11-26-2024

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, November 26, 2024
Draft

PRESENT: Bruce Boyd, Chair; Samantha Hinrichs, Vice-Chair; Rhea Williamson, Treasurer; Tim Tschantz, Pat Leach
STAFF: Tom Browning, Deputy Fire Chief; Lynn McGarva; Heidi Ryan; Amy Rodriguez

ABSENT: None

1. **CALL TO ORDER:** Meeting called to order at 6:01 PM. Roll taken. Quorum established. Pledge of Allegiance.
   Pat Leach arrived at 6:02 ; full Board present.

2. **APPROVAL OF November 26, 2024, REGULAR BOARD MEETING AGENDA**
   Samantha Hinrichs moved to approve the November 26, 2024 Regular Board Meeting Agenda, Rhea Williamson seconded, motion carried 5-0-0-0.

3. **CHRIS DORN COMMEMORATION**
   Moment of Remembrance for Chris Dorn

- **Bruce Boyd** took a moment to honor the memory of Chris Dorn, a firefighter who recently passed away. He shared a personal recollection of meeting Chris at Pike and highlighted his deep involvement and dedication to the fire service and community.
- **Tom Browning, Deputy Chief**, expressed the profound impact Chris had on the organization, noting that Chris set an exceptionally high standard for the crew. He emphasized how Chris always ensured the team did what was right and how he was known for his positive attitude, always wearing a smile.
- **Rhea Williamson and Sasha St.John** also shared their reflections, noting how friendly and approachable Chris was. They mentioned how Chris was a constant source of encouragement, always cheering for and applauding his colleagues.
- **Lynn McGarva** shared a story about a time when Chris went on a strike team, where he was highly recognized for his performance and efforts. Lynn noted that Chris's exemplary conduct not only brought recognition to himself but also highlighted the strength and professionalism of the entire department.
- **Jason Flores, Fire Chief** provided details regarding the memorial for Chris Dorn.

4. **PUBLIC COMMENT:**
   None

5. **MINUTES:**
   A. **Draft Minutes of October 22, 2024, Regular Board Meeting**

Samantha Hinrichs moved to approve the draft minutes from October 22 Tim Tschantz seconded, motion carried 5-0-0-0

6. **ANNOUNCEMENTS:**

Bruce Boyd shared the sad news of the passing of Ed Beckenbach, a former volunteer firefighter and long-time board member. Ed passed away peacefully, surrounded by his family. Bruce mentioned that a memorial for Ed will take place in February.

Bruce also informed the board that **Pat Leach** was attending her last board meeting after 20 years of service. Bruce expressed his appreciation for working with Pat over the years and praised her commitment and contributions.

Pat shared her gratitude, saying she was honored to have served on the fire board. She took the opportunity to compliment the volunteers for their dedication, as well as the fire auxiliary and office staff for their support.

Bruce then introduced **Pamela**, who was present in the room, as the new board member who will join after Pat's term expires.

Samantha complimented Pat's hard work across multiple organizations, particularly noting her efforts with the Firewise Communities program.

Lynn highlighted how crucial Pat's intervention was when she stepped in to assist with the department's financial matters, acknowledging her significant impact on the department's stability and success.

At **6:25 PM**, the meeting was temporarily adjourned for 5 minutes to allow board members to personally thank Pat, give hugs, and take a picture.

The meeting reconvened at **6:29 PM**.

1. **REPORTS**
   A. **Board Chair Report – Bruce Boyd**

Bruce Boyd

i. **Correspondence**

No correspondence

B. **Chief's Report –Jason Flores**

i. **October 2024, Statistics**

Jason provided a summary of the statistics.
highlighting that it looks like another record-breaking year with more incidents than ever before.

- During the report, **Rhea** expressed concern about personnel, noting that many of the calls showed only one firefighter responding. She emphasized that ideally, there should not be single responders.
- **Jason** responded that other agencies, such as Cal Fire, also respond to calls, and he will encourage our firefighters to ensure they complete the section of the incident report that indicates when additional responders were at the scene.

ii. **Current Department Activity**

Jason Flores

- Jason reminded the board that it is now open burning season, and members of the community no longer need a burn permit. However, they must still verify that it is a permissible burn day.
- Jason shared that **Rich Mead** will be retiring this month after two years of service in our department.
- He also informed the board that **Camptonville** and **Pike** are currently facing low staffing levels and may require assistance from our department. It is important to consider potential requests for support.

- Jason mentioned **Chris Dorn's service**, and shared that the firefighters participated in a Critical Incident Stress Management (CISM) session following Chris's sudden death.
- **Tom Browning** reported on a recent Nevada County Board of Supervisors meeting, where the districts and standards of coverage were discussed. He emphasized the importance of being clear as an organization about our response levels, conducting evaluations, and determining if the organization can meet these standards.
- Tom also discussed ongoing talks regarding consolidation, LAFCO, and the tax revenue disparities between areas. There is a plan to stabilize funding for the Rough and Ready station.
- Additionally, Tom mentioned that our **sphere of influence** has extended and explained when and how this could impact our district.
- **Bruce** pointed out that the area added to our district includes old gold mines.
- **Rhea** and **Lynn** asked if the expansion might impact the community plan, and Tom reassured them that no changes to the plan are necessary and that it will not negatively affect the district.
- **Jason** mentioned that he attended the Firefighter's Thanksgiving event, where the funds raised go to the Firefighter Foundation. During the event, Chris Dorn's service and passing were recognized.
- Jason also shared that he has been working on revising our SOGs (Standard Operating Guidelines) and firefighter guidelines with assistance from a former firefighter in our district.
- **Tom Browning** reported that the South Yuba River Fire Break Committee has selected the priority area for the fuel break, which will be in the southern part of our district. He noted that the last three major fires in the district originated from this river canyon.
- **Bruce** mentioned that Cal Fire is contracted to clear the fuel break around access roads, and the project is set to begin on **December 17**.

C. Treasurer's Report – Rhea Williamson

i. **Financials- July, October 2024: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card**

Rhea Williamson presented the Financials for October 2024.

Rhea Williamson moved to approve the October 2024 Financials and Cal Card as presented, Samantha Hinrichs seconded, motion carried 5-0-0-0.

D. Firefighters Association Report – Tom Browning

- No Report

E. **Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Pat Leach**
No Report

F. **NCFA Report – Pat Leach.**
Pat reported that 9 Firewise Communities in Nevada County missed the deadline for renewal. However, she assured the board that she is still working with most of these communities

G. **Auxiliary Report – Sasha St. John**
- Sasha informed the board that the venue where the appreciation dinner is usually held, Shady Creek Event Center, will no longer rent their space for private events. However, they will make an exception and continue hosting the appreciation dinner for firefighters.
- She also shared that the Auxiliary is now teaming up with the Community Center to prepare dinner for the firefighters every Wednesday during their training. Previously, the Auxiliary only provided snacks, but now they are preparing full meals. The community is excited to support the firefighters, and when people purchase food at the Community Center, they are donating to cover the cost of those meals. Sasha mentioned that the local community feels proud to share with the firefighters.
- The Auxiliary is also connecting with more organizations, exchanging resources, and collaborating to better support the fire department.
- Heidi inquired about the results from the last fundraiser with Briar Patch. Sasha responded that she hasn't heard back yet, but she estimates the total raised was just over $2,000.
- Bruce expressed his appreciation for the Auxiliary's efforts, noting that their support has been invaluable in other ways, such as helping fund the purchase of swift water gear. He commended the impressive labor and dedication shown by the Auxiliary.

2. **OLD BUSINESS**

A. **Award Bid for Turnout Quotes – Angela Flores**
- Angela presented three quotes for turnout gear and discussed the benefits, quality, and differences noted by the firefighters who tested the equipment.
- The board members engaged in a discussion about which option would best cover the department's needs. They emphasized that all options met safety standards and deliberated on their legal responsibility to act in the best interest of the district, considering both safety and financial implications.
- After thorough discussion, the board decided to go with the lowest bid.

Rhea moved to award the bid to Sea Western Firefighter Equipment in the amount of $90,292.69.
Sam Hinrichs seconded it, motion carried by the following roll call vote:

Samantha Hinrichs: Aye

Rhea Williamson: Aye
Pat Leach: Aye
Tim Tschantz: Aye
Bruce Boyd: Aye

Aye: 5 Noes: 0 Abstain: 0 Absent: 0

B. Grant Award: Forest Reserve Fund Grant – -Bruce Boyd

- Bruce shared that the grant of $80,000 has been deposited. The plan is to install two 5,000-gallon water tanks on Purdon Road, similar to the project completed on Cruzon Road.
- Tom discussed the benefits of having two 5,000-gallon tanks instead of one 10,000-gallon tank. He explained that the two smaller tanks would be more cost-effective and would require less complex engineering, providing a more efficient solution.

C. Hydrant Committee Update – Tom Browning

- Tom gave an update on the Hydrant Committee's progress. He shared that they have gone out to bid for a company that will monitor wells in the area to ensure that when the tanks are filled, they do not deplete the water table. The county is also looking for additional sites for this project.
- The committee is currently seeking a grant for a new income survey, as the last one showed the income in half of the town was too high for us to qualify. The survey needs to be redone.
- The Hydrant Committee is continuing to meet every two weeks and expects the project to take place within the next two years.

3. **NEW BUSINESS**
   No New Business

4. **NEXT MEETING:** January 28, 2024, at 6:00 PM.

   Bruce reminded the board that the next meeting will be the organizational meeting and noted that there will be a new board member joining. He expressed his gratitude for having served as chair for the last two years and wished everyone happy holidays.

5. **ADJOURNMENT:** Meeting adjourned at 7:38 PM.

Amy Rodriguez
Amy Rodriguez, Board Secretary

8.A.i

Correspondence

Delete | Archive | Move | Report | Reply | Reply All | Forward | Share to Teams | All Apps | Website - dis... | Mark Unread | Find | Zoom | Reply with Scheduling Poll | ...

Please look at County Draft CWPP (what it says about NSJFPD)

Sara Greensfelder <saragreensfelder@gmail.com>
To District Secretary; District Manager

Reply | Reply All | Forward

Thu 12/19/2024 4:10 PM

You forwarded this message on 12/23/2024 9:11 AM.

NSJFPD- Sara edits.docx
17 KB

Dear NSJFPD Board,

On December 13, I received an email from Alessandra Zambrano, the County Wildfire Coordinator for Office of Emergency Services. It included this information:

We are very excited to announce that next week the Draft Nevada County Community Wildfire Protection Plan will be available for public feedback! We will be sending out a press release announcing it early next week. However, we recognize that many of you were a big part of this process and have been integral in helping get the CWPP to this point. With that said we would like to offer you the opportunity to participate in the feedback process in advance of the public release. You can do so here:

Community Wildfire Protection Plan | Nevada County, CA

The document will be available for the next 30 days after which we will review all the feedback from the public and stakeholders and begin preparing the final document.

If you have any questions, please feel free to reach out.

Office: 530-559-7286
Alessandra.Zambrano@NevadaCountyCA.gov
Learn About the Community Wildfire Protection Plan at //ReadyNevadaCounty.org/CWP

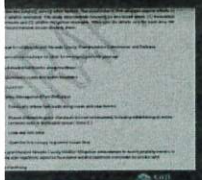
I have looked over the Plan, and I really think that the description of NSJFPD needs some updating. The language that describes the district was mostly taken from the current 2017 NSJFPD CWPP, and the previous version, and I think it sheds our district and fire department in something of an outdated light. I've attached a screenshot of what the CWPP says.

For one thing, it should be titled "North San Juan Fire Protection District" (like "Truckee Fire Protection District", above NSJ), not "North San Juan", and should be focused on the entire district, not just North San Juan. In my opinion, it kind of paints the community as clueless about how to make our environment more fire-safe, whereas I think a lot of progress has been made over the past few years.

I drafted something as a potential replacement, which is attached. I changed the title and replaced the first paragraph of the County version with two paragraphs. I didn't make any changes to the rest. I do think that it's important to make some revision, and I hope you agree. I see that YubaNet has an article about the release of the draft, which says that public feedback may be made until **January 13**,

Sincerely,
Sara Greensfelder

RECEIVED
BY:



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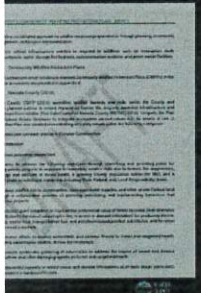

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2.8.1.6.2 Truckee Fire Protection District (2024)

In collaboration with SWCA Environmental Consultants, Truckee Fire completed a CWPP for the Truckee community. The 2024 Truckee Fire Protection District Wildfire Protection Plan (CWPP) identifies potential priority areas where mitigation measures can help protect the irreplaceable life, property, and critical infrastructure within and adjacent to the Truckee Fire Protection District (FPD) and is published as an ArcGIS StoryMap (Truckee Fire 2024).

2.8.1.6.3 North San Juan (2017)

North San Juan (NSJ) is a community along the San Juan Ridge, located north of the Nevada City and Grass Valley areas, and is located within the Grass Valley / Nevada City FZ. NSJ faces a severe risk of wildfire due to years of fire suppression, soil disturbance, vegetation regrowth, rural development, and road construction, the latter of which are often not to current specifications. In addition, dense mixed forest understory composed of ladder fuels reduces fire suppression capabilities; many buildings lack defensible space; and some bridges, culverts, and roads cannot safely accommodate fire suppression apparatus. Water supplies are often inadequate for fire protection, and many citizens are unaware of actions they can take independently to improve their personal safety and protect their property. These factors have created the potential for severe fires and reduced fire-fighting capabilities. The size of the NSJ Fire Protection District (FPD), which services the NSJ community, is 70 square miles, and its location north of Nevada City and Grass Valley magnifies these challenges and presents a risk to Nevada County's major population areas.

The second edition of the NSJ CWPP was drafted by the NSJ FPD and updated in 2017. Prior to the 2017 update, the first iteration of this CWPP was published in 2005. The NSJ CWPP has two purposes:

1. To provide a database of District information for inclusion in grant proposals or for other uses

2. To satisfy the requirement for priority funding of grants under the Healthy Forests Restoration Act of 2003 a Fire Plan exists giving "background information about a project area, a discussion of community values at risk, community base maps, a fire risk assessment, and recommendations that identify treatment areas for reducing fuels and promoting education and awareness about wildland fires."

The primary goal of the CWPP is to protect human life, private property, essential infrastructure, and natural resources through the implementation of fire prevention projects that work to increase public awareness, improve forest health, sustain local wildlife, and preserve the natural beauty of the area through a shared responsibility concept. The final adopted plan was included in the previous County-wide CWPP as an Appendix.

Sara Edits

North San Juan Fire Protection District (NSJFPD)

NSJFPD serves a 70 square mile area of the San Juan Ridge, located north of the Nevada City and Grass Valley areas, and is located within the Grass Valley / Nevada City FZ. It includes the town of North San Juan, and the smaller communities of French Corral, Birchville, Sweetland, Cherokee and North Columbia. Over the past several decades the district has grown from a volunteer fire department to a taxpayer-supported fire district still staffed mainly by volunteers. Cal Fire Columbia Hill Station 42 is located within the district and is staffed during fire season.

Situated between the Middle and South forks of the Yuba River, factors such as topography, fire suppression and a network of privately and in some cases poorly-maintained roads have contributed to a severe risk of wildfire throughout much of the district. However, various programs offered by county and federal agencies and the creation of twelve Firewise Communities since 2018 have helped to improve conditions in many neighborhoods.

The second edition of the district's CWPP was drafted by the NSJFPD and updated in 2017. Prior to the 2017 update, the first iteration of this CWPP was published in 2005. The NSJFPD CWPP has two purposes:

1. To provide a database of District information for inclusion in grant proposals or for other uses

2. To satisfy the requirement for priority funding of grants under the Healthy Forests Restoration Act of 2003 a Fire Plan exists giving "background information about a project area, a discussion of community values at risk, community base maps, a fire risk assessment, and recommendations that identify treatment areas for reducing fuels and promoting education and awareness about wildland fires." The primary goal of the CWPP is to protect human life, private property, essential infrastructure, and natural resources through the implementation of fire prevention projects that work to increase public awareness, improve forest health, sustain local wildlife, and preserve the natural beauty of the area through a shared responsibility concept. The final adopted plan was included in the previous Countywide CWPP as an Appendix.

From 2017 NSJFPD CWPP

1.0 EXECUTIVE SUMMARY

1.1 PROBLEM OVERVIEW

The NSJFPD faces a severe risk of wildland fire. Years of fire suppression, soil disturbance, vegetation regrowth, rural development and road construction, often not to current specifications, have created the potential for severe fires and reduced fire-fighting capabilities. During the summer fire season our dense mixed forest understory composed of ladder fuels reduces fire suppression capabilities. Many of our buildings lack defensible space and some

bridges, culverts and roads cannot safely accommodate fire suppression apparatus. Water supplies are often inadequate for fire protection and many citizens are unaware of actions they can take independently to improve their personal safety and protect their property. The size of our District, 70 square miles, and its location north of Nevada City and Grass Valley, magnify these challenges and present a risk to Nevada County's major population areas.

From County Draft CWPP

2.8.1.6.3 North San Juan (2017)

North San Juan (NSJ) is a community along the San Juan Ridge, located north of the Nevada City and Grass Valley areas, and is located within the Grass Valley / Nevada City FZ. NSJ faces a severe risk of wildfire due to years of fire suppression, soil disturbance, vegetation regrowth, rural development, and road construction, the latter of which are often not to current specifications. In addition, dense mixed forest understory composed of ladder fuels reduces fire suppression capabilities; many buildings lack defensible space; and some bridges, culverts, and roads cannot safely accommodate fire suppression apparatus. Water supplies are often inadequate for fire protection, and many citizens are unaware of actions they can take independently to improve their personal safety and protect their property. These factors have created the potential for severe fires and reduced fire-fighting capabilities. The size of the NSJ Fire Protection District (FPD), which services the NSJ community, is 70 square miles, and its location north of Nevada City and Grass Valley magnifies these challenges and presents a risk to Nevada County's major population areas.

The second edition of the NSJ CWPP was drafted by the NSJ FPD and updated in 2017. Prior to the 2017 update, the first iteration of this CWPP was published in 2005. The NSJ CWPP has two purposes:

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2.8.1.6.4 Grass Valley Wildfire Hazard and Risk Assessment (2024) The City of Grass Valley prepared a Wildfire Hazard and Risk Assessment to evaluate the City's wildfire exposure and identify where approaches could be implemented to reduce wildfire risk to the community. The Assessment included focused wildfire hazard and risk modeling for the City and its Sphere of Influence, which indicated that over 75% of the analysis area exhibited High, Very High, and Extreme wildfire relative risk. The assessment report provides a description of potential wildfire risk reduction approaches and was completed in 2024.

2.8.1.6.5 Nevada City (2024) The City of Nevada City is in the process of developing a CWPP covering the City and its Sphere of Influence. To date, the City has initiated community outreach, completed a community survey and held a community workshop to gather input for the CWPP development process. Preparation of the CWPP document is currently underway.

2.8.1.6.6 Nevada County Resource Conservation District (2024) The Nevada County Resource Conservation District has developed a strategic plan that addresses its stated goals of 1) Carbon Sequestration, Biomass Removal, and Wood Product Utilization; 2) Wildfire Mitigation and Resilience; 3) Climate Resilience Actions; and 4) Social and Cultural Well-Being. The plan identifies strategic initiatives including livestock grazing and prescribed fire, biochar usage for mine restoration and soil health, carbon sequestration and ecosystem health, and recreation and tourism utilization. Projects identified in the plan include fuel reduction and fire prevention, prescribed fire training, education, reforestation, biomass utilization, and early warning systems enhancements, amongst others.

2.8.1.7 Sierra Nevada Conservancy Strategic Plan (2024–2029) The Sierra Nevada Conservancy is a state agency with a mission to initiate, encourage, and support efforts that improve the environmental, economic, and social well-being of California's Sierra-Cascade Region, its communities, and the people of the state. The Sierra Nevada Conservancy services the "SierraCascade" region, which includes the mountains and foothills of the Sierra Nevada range, the Mono Basin, Owens Valley, the Modoc Plateau, and parts of the southern Cascade Range and Klamath Mountains (Sierra Nevada Conservancy n.d.). The purpose of the Sierra Nevada Conservancy 2024–2029 Strategic Plan document is to identify Sierra Nevada Conservancy's priorities over the next 5 years, lay out the strategies and high-level actions that will advance those priorities, and communicate how this work meets Sierra-Cascade Regional needs and state priorities (Siera Nevada Conservancy 2024). The plan details the four regional goals that the Sierra Nevada Conservancy will engage in, with objectives outlined for each to meet these goals: 1. Healthy Forests and Watersheds 2. Resilient Sierra-Cascade Communities 3. Sustainable Recreation, Tourism, and Equitable Outdoor Access

District Secretary

From:	Deborah Gilcrest <Deborah.Gilcrest@nevadacountyca.gov>
Sent:	Wednesday, January 22, 2025 3:38 PM
To:	Truckee Cemetery Admin; manager at nevada cemetery; Heidi K; Adina Newberry; Ophir Hill Fire Protection District Board Sec; daleflies@hotmail.com; Chris & Susan Postlewaite/Kane; Chris & Susan Postlewaite/Kane; higgins fire dist; jtam; kiwicjan8 @gmail.com; Kingsbury Greens CSD; mystic mine csd; briana.bacon@ncrcd.org; NCC Fire; Jason Robitaille; Nevada County Consolidated Fire District; District Secretary; District Manager; Chief 61; Tom Browning
Cc:	Gordon Mangel - district member; Gordon Mangel; Josh Susman; Ricki Heck; Rich Johansen
Subject:	Call for Nominations
Attachments:	request for nominations.2025.pdf

Hello Special Districts:

Please review the attached and let us know if you have any questions!

A deadline is referenced in this material: March 7, 2025.

Thank you,

Deborah Gilcrest, Clerk/Analyst
Nevada LAFCo
950 Maidu Avenue, Suite 270
Nevada City, CA 95959
530-265-7180

RECEIVED
BY: AR

Nevada County
Local
Agency
Formation
Commission

LAFCo
950 Maidu Avenue
P.O. Box 599002
Nevada City, CA 95959-7902
Phone: 530-265-7180
E mail: lafco@nevadacountyca.gov
https://www.mynevadacounty.com/907

Josh Susman, **Chair**
Public

Ricki Heck
Districts

Sue Hoek
County

Vacant
Cities

Gordon Mangel, **Vice-Chair**
Districts

Gary Petersen
Cities

Lisa Swarthout
County

Hardy Bullock
County Alternate

Rich Johansen
Districts Alternate

Erin Minett
Public Alternate

Vacant
Cities Alternate

SR Jones
Executive Officer

P. Scott Browne
Legal Counsel

Deborah Gilcrest
Clerk/Analyst

January 21, 2025

To: Boards of Directors – Nevada County's Independent Special Districts

From: Deborah Gilcrest, Commission Clerk-Analyst

RE: **Request for Nomination of Candidates for LAFCo's Special District member vacancies**

- One regular district member
- One alternate district member

Two of LAFCo's district members, Ricki Heck and Rich Johansen, have represented all 24 Nevada County independent districts since May of 2021. Pursuant to the provisions of Government Code 56332, Nevada LAFCo conducts the business of the Special District Selection Committee (addressee) via electronic mail - including nominations and elections. This communication is to notify the Special Districts that LAFCo is again seeking the nomination of candidates.

Please see the attached documents for an explanation of the responsibilities of a LAFCo Commissioner; and for more detailed information regarding LAFCo's mandate, please visit our website or call the office and speak with a staff member (530) 265-7180.

https://www.nevadacountyca.gov/907

Following are the steps of the nomination and election process:

1. The request for nominations (*this letter*) is sent to each Independent Special District, and to ensure all districts the maximum time to act, the initial notice is sent by email.

2. Each Dstrict may nominate one candidate for each vacancy, and the District is not required to make a nomination. Each candidate must have his or her own nominating resolution (a sample resolution is enclosed). One resolution will specify the nominee for the Regular District member, and the other resolution will specify the nominee for the Alternate District member. Nominees must be Board members, not staff.

Responsibilities of a LAFCo Commissioner

What is LAFCo?
The Local Agency Formation Commission (LAFCo) is an independent public agency with authority over local government agency changes of organization—that is, annexations, detachments, and consolidations of cities or districts, formation and dissolution of Special Districts, and incorporation and disincorporation of cities. Additionally, LAFCo is responsible for adopting a Sphere of Influence for each agency in the county. The Sphere of Influence is a plan for an agency's probable future boundaries and should represent a logical growth plan for the agency.

LAFCo's Composition
The Commission is composed of two Special District Members (elected by the Indepen-dent Special Districts Committee); two County Members (appointed by the Board of Supervisors); two City Members (appointed by the City Selection Committee); and a Public Member (appointed by the other LAFCo Commissioners). ***In addition, each category has an Alternate Member who votes in the absence of one of the members of that category. Alternate Members attend all meetings and participate in all discussions.***

The Commissioner's Role
LAFCo Commissioners approve or deny proposals for changes in organization based on the procedures and standards of the Cortese-Knox-Hertzberg Local Government Reor-ganization Act of 2000 (Government Code Sections 56000 *et seq.*). Additionally, LAFCo is subject to the California Environmental Quality Act, as are all public agencies.

LAFCo Commissioners are required to file an annual Statement of Economic Interest, Form 700, as prescribed by the Fair Political Practices Commission, and to observe the LAFCo Conflict of Interest Code.

Commissioners, including alternates, are also required to complete two hours of ethics training in compliance with AB 1234 within one year of their election (County, City, and District members) or appointment (Public members) and every two years thereafter.

LAFCo Meetings
The Commission usually meets at 9:30 a.m. on the third Thursday of each month in Nevada City; meetings are occasionally held elsewhere and at other times. Commissioners are expected to attend all meetings and participate in the deliberation process. LAFCo also has an appointed staff to coordinate meeting logistics and to research and make recommendations on proposals before the Commission.

8.B.i

Statistics
November &
December

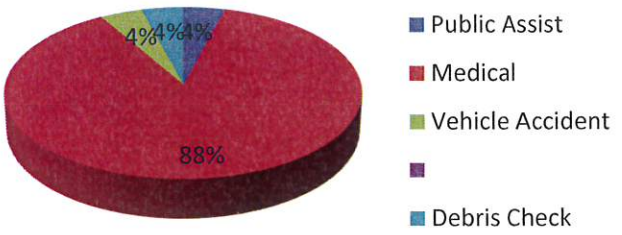
NSJFPD INCIDENT RESPONSE DETAIL -November 2024

Date	ER Type	Location	Minutes	Number of Personnel Responding	Total Minutes	Notes	Out of District Responses	Response Time
11/1	Debris / Smoke Check	Tyler Foote Crossing (032603)	84	1	84	Active Fire		17
11/1	Debris / Smoke Check	Francisco Ln (032610)	78	1	78	Active Fire		38
11/1	Medical Aid	NSJ Senior Center (032623)	38	1	38	Patient Contact		26
11/1	Vehicle Accident	HWY 49 / Milhous (032639)	24	6	144	Non-Injury		15
11/2	Medical Aid	School St (032666)	37	1	37	Patient Contact		10
11/3	Medical Aid	Blue Sage way (032768)	52	2	104	Patient Contact		16
11/3	Vehicle Accident	Tyler Crossing Rd / Murphy (03284	35	5	175	Non-Injury		7
11/4	Debris / Smoke Check	Tyler Foote (032914)	63	3	189	Other		20
11/5	Debris / Smoke Check	Shady Creek Dr (033020)	24	1	24	Other		
11/5	Fire Wildland	HWY 49 / Milhous (033022)	56	4	224	Other		26
11/6	Medical Aid	German Bar (033064)	103	3	309	SNMH Transport		58
11/7	Debris / Smoke Check	Hwy 49 (033165)	54	2	108	Extinguished		13
11/7	Fire Wildland	Oak Tree (033211)	118	3	354	Extinguished		6
11/8	Medical Aid	Crescent Moon (033276)	50	1	50	SNMH Transport		42
11/8	Medical Aid	Shady Creek Dr (033288)	43	1	43	SNMH Transport		33
11/9	Public Assist	Tyler Foote (033391)	13	3	39	Patient Contact		9
11/9	Medical Aid	Sweetland Rd (033471)	40	3	120	SNMH Transport		12
11/9	Debris / Smoke Check	Bloody Run (033478)	17	3	51	Canceled		
11/10	Vehicle Accident	Tyler Foote (033535)	37	3	111	Patient Contact		9
11/11	Vehicle Accident	Oregon Creek (033672)	9	2	18	Canceled		
11/13	Medical Aid	Heesche Av (033862)			0			
11/14	Medical Aid	Francisco La (033962)	36	2	72	Patient Contact		11
11/15	Vehicle Accident	Murphy Rd (034023)	14	5	70	Unable to Locate		
11/15	Debris / Smoke Check	Rices Crossing (034084)	60	2	120	Other		15
11/17	Medical Aid	Ananda Village (034232)	41	2	82	Patient Contact		11
11/18	Medical Aid	Hwy 49 (034307)	36	2	72	Patient Contact		16
11/18	Medical Aid	Pleasant Valley Rd (034326)	59	2	118	Patient Contact		12
11/20	Medical Aid	Fox Fire (034487)	71	2	142	Patient Contact		9
11/20	Medical Aid	Sweetland Rd (034547)	35	1	35	Patient Contact		9
11/23	Medical Aid	Pleasant Valley Rd (034866)	28	6	168	Unable to Locate		
11/25	Medical Aid	School St (035066)	57	3	171	Patient Contact		22
11/28	Medical Aid	Cruzon Rd (035315)	56	2	112	Patient Contact		11
11/28	Medical Aid	Tyler Foote (035382)	38	4	152	Patient Contact		10
11/29	Public Assist	Drunken Miners Rd (035471)	25	2	50			21
11/30	Medical Aid	Twi Lite Wy (035519)	48	2	96	SNMH Transport		7
11/30	Medical Aid	Francico Ln (035570)	46	2	92	SNMH Transport		10
					0			
					0			

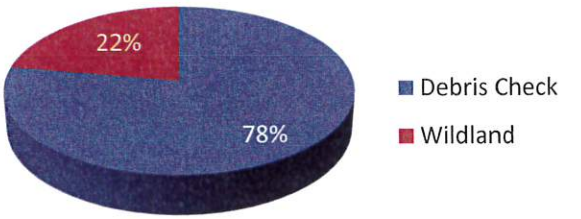
Total Calls:	**36**
Total Man Hours:	**64.20**
Average FF/Call:	**2.4**

North San Juan Fire Department
Call Details
November 2024

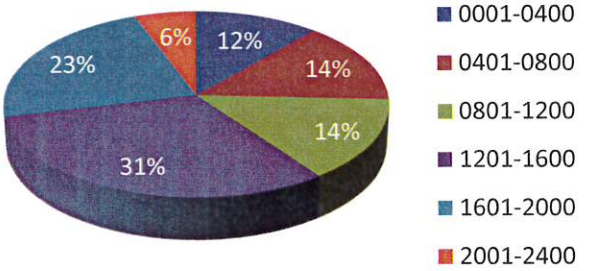
Call Type



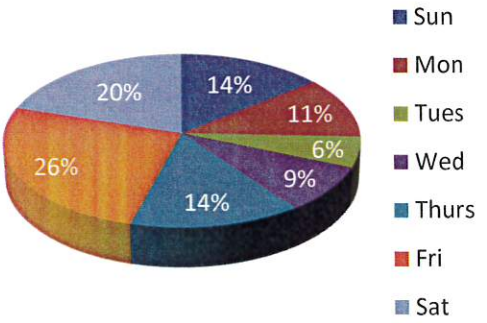
Fire Type



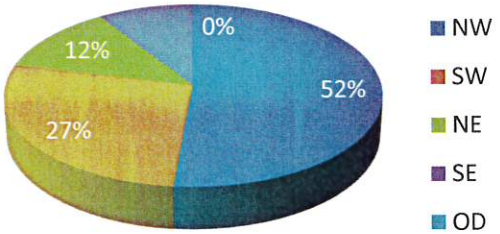
Time of Day

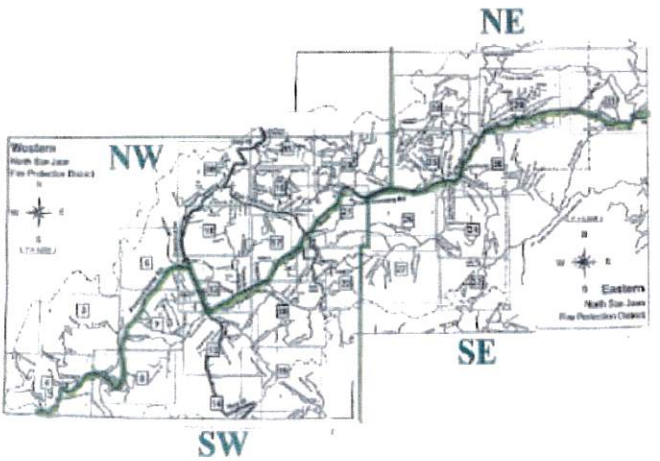


Day of Week



District Area



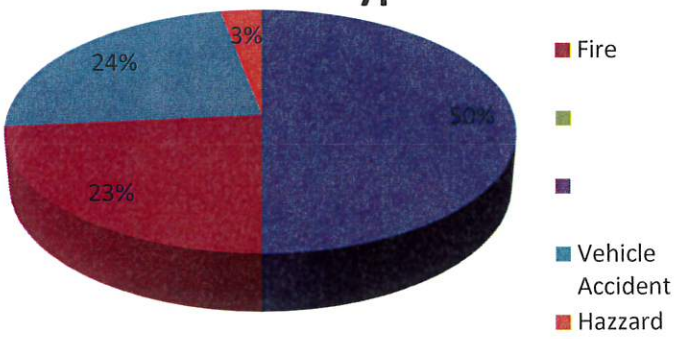


NSJFPD INCIDENT RESPONSE DETAIL - December 2024

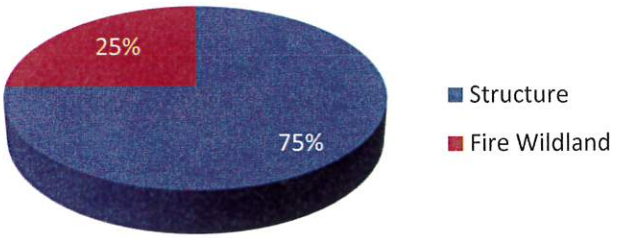
Date	ER Type	Location	Minutes	Number of Personnel Responding	Total Responders	Total Time	Notes	Out of District Responses	Response Time
12/4	Medical Aid	Ranikhet Rd (035939)				0			
12/4	Fire Structure	New School Rd (035953)				0			
12/8	Medical Aid	Oak Tree Rd (036339)	45	1		45	Patient Contact		9
12/10	Medical Aid	Grizzly Hill Rd (036516)	56	2	4	112	Patient Contact		13
12/10	Medical Aid	Tyler Foote Crossing Rd (036544)				0			
12/11	Fire - Wildland	Bind Shady (036591)	42	2	8	84	Other		18
12/11	Fire Structure	Pathfinder Wy (036608)	20	2	5	40	False Alarm		9
12/14	Hazard Condition	HWY 49 (036966)	12	3	3	36	Other		9
12/16	Medical Aid	Purdon Rd (037221)	37	1	3	37	Patient Contact		8
12/17	Medical Aid	HWY 49 (037246)	38	1	3	38	Patient Contact		8
12/18	Vehicle Accident	Tyler Foote Crossing Rd (037392)	20	2	3	40	Non-Injury		12
12/20	Medical Aid	Old Mill Rd (037622)	48	1		48	Patient Contact		13
12/20	Medical Aid	Tyler Foore Crossing Rd (037623)	30	1		30	Patient Contact		11
12/29	Medical Aid	Robinson Rd (038609)	43	2	5	86	Canceled		2
12/30	Fire Structure	Hwy 49 (038713)	120	5	11	600	Extinguished		8
12/30	Medical Aid	Tyler Foote (038752)	4	4		16	Non-Injury		3
12/30	Medical Aid	Village Dr (038730)	9	4		36	False Alarm		6
12/31	Medical Aid	Tyler Foote (038908)	44	2		88	Patient Contact		10
						1336			
							Total Calls:	**18**	
							Total Man Hours:	**22.27**	
							Average FF/Call:	**1.8**	

North San Juan Fire Department
Call Details
December 2024

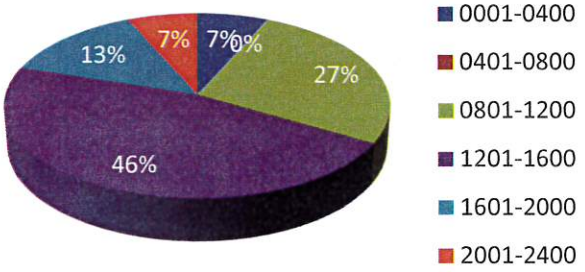
Call Type



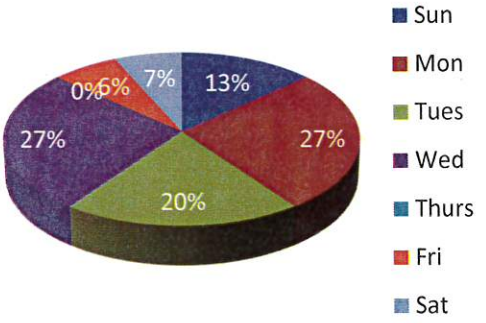
Fire Type



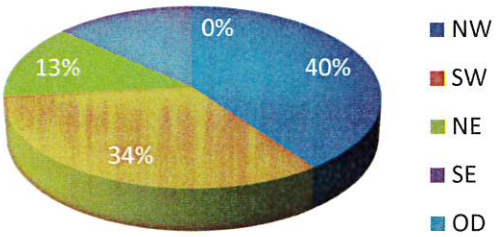
Time of Day

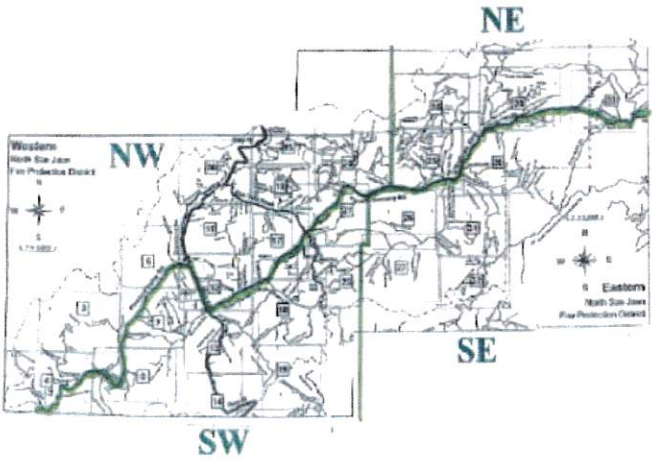


Day of Week



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	22	20	47	47	33	30	18	19	12	**306**
Vehicle Accident	2	3	3	3	1	6	5	4	2	5	5	1	**40**
Fire - Structure	2	4	1			3	1	1	2	1		3	**18**
Fire - Wildland			2	3	3	3	12	2	2		2	1	**30**
Fire - Structure/Wildland													**0**
Fire - Vehicle		1			3			1	2	1			**8**
Fire - Vehicle/Wildland													**0**
Fire - Smoke Check					1	3					7		**11**
Fire - Debris Check		2		2	4		1		2	4			**15**
Fire - Other													**0**
Fire - False Alarm													**0**
Fire - Menace Standby													**0**
Hazard		2	1				1			2		1	**7**
Public Assist	3	2	2	2	2		3	5	2		1		**22**
Other	1	1				1							**3**
Totals:	**26**	**32**	**32**	**32**	**34**	**63**	**70**	**46**	**42**	**31**	**34**	**18**	**460**

Previous Years Summary				
2024	**2023**	**2022**	**2021**	**2020**
306	267	224	215	188
40	43	45	69	44
18	17	14	22	8
30	20	18	31	23
0	0	5	0	0
8	3	7	7	6
0	0	1	0	0
11	2	17	32	30
15	15	0	0	1
0	0	0	0	1
0	0	1	0	0
0	2	4	8	2
7	12	5	12	12
22	13	16	15	10
3	0	4	4	5
460	**394**	**361**	**415**	**330**

2024 Monthly Totals	26	32	32	32	34	63	70	46	42	31	34	18	**460**
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	4	5	4	5	3	3	5	2	1	**45**
Special Training	1				1	1	1				1		**5**
External Training				1									**1**
Work Party					1								**1**
Public Education					1	1							**2**
Public Service						1							**1**
Totals:	**6**	**4**	**4**	**5**	**8**	**7**	**6**	**3**	**3**	**5**	**3**	**1**	**55**

Out of District Responses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 Monthly Totals:	0	1	3	3	2	12	15	3	4	0	0	1	44
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**

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Financials
November &
December

NSJ Fire Protection District

Funds Summary

Period Ending 12/31/2024

	December 31, 2024
Current Assets	
Tri-Counties Bank (Petty Cash)	**$ 500.00**
6720 General Fund	**$ 964,298.41**
GF Capital Equipment Fund	**$ 400,000.00**
GF Improvement Fund	**$ 274,300.93**
GF Reserves	**$ 200,000.00**
6717 Measure Q	**$ -**
Measure Q Capital Improvement	**$ 48,000.00**
Measure Q Capital Equipment	**$ 20,000.00**
Measure Q Reserve	**$ 166,989.45**
6777 Mitigation	**$ 24,251.16**
Total Current Assets	**$ 2,098,339.95**

Account	Begin Balance	Deposits	Transfer IN	Expenses	Transfer OUT	Balance
Tri-Counties (Petty Cash)	$ 252.00		$ 248.00			$ 500.00
Total Petty Cash						**$ 500.00**
General Fund	$ 608,451.86	$ 589,118.39		$ (233,271.84)		$ 964,298.41
GF Equipment Fund	$ 400,000.00					$ 400,000.00
GF Improvement Fund	$ 274,300.93					$ 274,300.93
GF Reserve	$ 200,000.00					$ 200,000.00
Total 6720 General Fund						**$ 1,838,599.34**
*** Measure Q Fund**	**$ 168,805.87**					**$ 168,805.87**
Measure Q Fund Reserve	$ 102,093.18	$ 66,002.77		-$ 1,106.50		$ 166,989.45
Measure Q Capital Improvement	$ 48,000.00					$ 48,000.00
Measure Q Capital Equipment	$ 20,000.00					$ 20,000.00
Total 6717 Measure Q Fund						**$ 234,989.45**
Mitigation Fund	$ 24,101.92	$ 149.24				$ 24,251.16
Total Mitigation Fund						**$ 24,251.16**

Assests as of 12/31/24 $ 2,098,339.95

NSJ Fire Protection District
Deposit Detail
November through December 2024

	Type	Date	Memo	Class	Amount
	Deposit	**11/01/2024**	**Deposit**		**248.00**
			Annual PO Box Rental	10250 - Petty Cash	-188.00
			Safety Deposit Box Rental	10250 - Petty Cash	-60.00
TOTAL					-248.00
	Deposit	**11/06/2024**	**Deposit**		**37,489.47**
			OES Pre Position 07/24/2024	6720 General Fund	-22,242.96
			OES Pre Position 07/24/2024	6720 General Fund	-7,523.52
			OES Pre Position 07/24/2024	6720 General Fund	-1,136.61
			OES Pre Position 07/24/2024	6720 General Fund	-6,586.38
TOTAL					-37,489.47
	Deposit	**11/06/2024**	**Deposit**		**52,688.47**
			Nixon	6720 General Fund	-31,819.79
			Nixon	6720 General Fund	-11,612.05
			Nixon	6720 General Fund	-9,256.63
TOTAL					-52,688.47
	Deposit	**11/06/2024**	**Deposit**		**9,966.69**
			Pre Pos 08.02.2024	6720 General Fund	-8,215.68
			Pre Pos 08.02.2024	6720 General Fund	-1,751.01
TOTAL					-9,966.69
	Deposit	**11/06/2024**	**Deposit**		**4,983.34**
			PRE PO 08.17.2024	6720 General Fund	-4,107.84
			PRE PO 08.17.2024	6720 General Fund	-875.50
TOTAL					-4,983.34
	Deposit	**11/07/2024**	**Deposit**		**12,458.36**
			Pre Position 08/09/2024-08/14/2024	6720 General Fund	-10,269.60
			Pre Position 08/09/2024-08/14/2024	6720 General Fund	-2,188.76
TOTAL					-12,458.36
	Deposit	**11/15/2024**	**Deposit**		**12,934.63**

NSJ Fire Protection District
Deposit Detail
November through December 2024

Type	Date	Memo	Class	Amount
		2024 OSC Support	6720 General Fund	-9,084.24
		2024 OSC Support	6720 General Fund	-664.00
		2024 OSC Support	6720 General Fund	-913.96
		2024 OSC Support	6720 General Fund	-2,272.43
TOTAL				-12,934.63
Deposit	**11/19/2024**	**Deposit**		**7.07**
		St-Other In Lieu	6720 General Fund	-7.07
TOTAL				-7.07
Deposit	**11/25/2024**	**Deposit**		**2,394.84**
		Current Unsecured Tax	6720 General Fund	-2,394.84
TOTAL				-2,394.84
Deposit	**12/04/2024**	**Deposit**		**148.30**
		Homeowner Exemption	6720 General Fund	-148.30
TOTAL				-148.30
Deposit	**12/10/2024**	**Deposit**		**88,848.44**
		Current Secured Tax	6720 General Fund	-88,848.44
TOTAL				-88,848.44
Deposit	**12/10/2024**	**Deposit**		**74.48**
		Current Unsecured Tax	6720 General Fund	-74.48
TOTAL				-74.48
Deposit	**12/10/2024**	**Deposit**		**24,236.31**
		Special Assessments	6720 General Fund	-24,236.31
TOTAL				-24,236.31
Deposit	**12/12/2024**	**Deposit**		**285,291.81**
		Park Incident	6720 General Fund	-163,832.68
		Park Incident	6720 General Fund	-68,582.34
		Park Incident	6720 General Fund	-2,755.00
		Park Incident	6720 General Fund	-50,121.79

NSJ Fire Protection District
Deposit Detail
November through December 2024

	Type	Date	Memo	Class	Amount
TOTAL					-285,291.81
	Deposit	**12/12/2024**	**Deposit**		**270.00**
			Fleur (Beckenbach)	6720 General Fund	-25.00
			McCormick (Beckenbach)	6720 General Fund	-20.00
			August (Beckenbach)	6720 General Fund	-100.00
			Tolfree (Beckenbach)	6720 General Fund	-25.00
			Clark (Beckenbach)	6720 General Fund	-100.00
TOTAL					-270.00
	Deposit	**12/12/2024**	**Deposit**		**275.00**
			Orr- Station 1 Rental	6720 General Fund	-275.00
TOTAL					-275.00
	Deposit	**12/12/2024**	**Deposit**		**131.88**
			Parts Refund	6720 General Fund	-131.88
TOTAL					-131.88
	Deposit	**12/16/2024**	**Deposit**		**3,900.91**
			Prop 172 Oct-24	6720 General Fund	-3,900.91
TOTAL					-3,900.91
	Deposit	**12/16/2024**	**Deposit**		**4,554.70**
			Prop 172 Nov-2024	6720 General Fund	-4,554.70
TOTAL					-4,554.70
	Deposit	**12/18/2024**	**Deposit**		**33,082.22**
			Boise	6720 General Fund	-26,957.70
			Boise	6720 General Fund	-312.44
			Boise	6720 General Fund	-5,812.08
TOTAL					-33,082.22
	Deposit	**12/18/2024**	**Deposit**		**17.51**
			Prior Unsecured Tax	6720 General Fund	-17.51
TOTAL					-17.51

NSJ Fire Protection District
Deposit Detail
November through December 2024

Type	Date	Memo	Class	Amount
Deposit	**12/18/2024**	**Deposit**		**1,409.13**
		Supplemental Secured Tax	6720 General Fund	-1,409.13
TOTAL				-1,409.13
Deposit	**12/18/2024**	**Deposit**		**19.00**
		Supplemental Unsecured Tax	6720 General Fund	-19.00
TOTAL				-19.00
Deposit	**12/18/2024**	**Deposit**		**11.47**
		Supplemental Prior Unsecured	6720 General Fund	-11.47
TOTAL				-11.47
Deposit	**12/18/2024**	**Deposit**		**10,243.45**
		General Fund Interest	6720 General Fund	-10,243.45
TOTAL				-10,243.45
Deposit	**12/30/2024**	**Deposit**		**445.23**
		Ed Beckenbach -Barbara Mikusko	6720 General Fund	-100.00
		Nielsen Donations	6720 General Fund	-75.00
		Ed Beckenbach-John & Susan Ryan	6720 General Fund	-25.00
		US Bank Rewards	6720 General Fund	-245.23
TOTAL				-445.23
Deposit	**12/30/2024**	**Deposit**		**3,235.68**
		Return of Wage Garnishment	6720 General Fund	-3,235.68
TOTAL				-3,235.68
Deposit	**12/31/2024**	**Deposit**		**149.24**
		Mitigation Interest	6777 Mitigation Fund	-149.24
TOTAL				-149.24
Deposit	**12/31/2024**	**Deposit**		**1,168.49**
		Measure Q Interest	6717 Measure Q	-1,168.49

NSJ Fire Protection District
Deposit Detail
November through December 2024

Type	Date	Memo	Class	Amount
TOTAL				-1,168.49
Deposit	**12/31/2024**	**Deposit**		**64,834.28**
		Special Assessments	6717 Measure Q	-64,834.28
TOTAL				-64,834.28

	Date	Num	Name	Memo	Amount
	10717 · Measure Q Fund				
1	12/31/2024	231439	Nevada County	Direct Charge Fee for Measur	-1,106.50
	Total 10717 · Measure Q Fund				-1,106.50
	10720 · GF General Fund				
2	11/01/2024	276176	Nevada County Sanitation Dis	Solid Waste Parcel Charge	-67.98
3	11/01/2024	276176	Nevada County Sanitation Dis	Solid Waste Parcel Charge	-43.22
4	11/01/2024	276176	Nevada County Sanitation Dis	Solid Waste Parcel Charge	-1,197.00
5	11/01/2024	276214	Napa Auto Parts	clean-up tools for parts	-77.99
6	11/01/2024	276216	Harvey And Songer	Water Tender Rod Assembly	-1,275.98
7	11/01/2024	276217	MAJCO LLC Big Brand Tires	Water Tender Tires	-7,020.70
8	11/01/2024	276218	Napa Auto Parts	L.E.D. Lamp	-15.92
9	11/01/2024	276219	Foster & Son	Hose Assembly	-16.78
10	11/01/2024	V954707	Hills Flat Lumber	Mouse Traps	-24.18
11	11/01/2024	V954708	B & C Home Center	Light Bulb	-26.45
12	11/01/2024	V954710	California Franchise Tax Boai	Wage Assignment	-3,235.68
13	11/01/2024	V954711	ACC Business	Old Telephone Service	-3.80
14	11/01/2024	V954712	Lynn McGarva	Postage to mail back old Tele	-12.21
15	11/01/2024	V954713	Rice Business Solutions	Payroll	-87.50
16	11/01/2024	V955562	Smile Business	Monthly Agreement	-148.73
17	11/01/2024	V955592	Banner Communications & El	Radio Repairs	-203.06
18	11/01/2024	V955593	Boyett Petroleum	Fuel	-287.10
19	11/01/2024	276609	Rice Business Solutions	Payroll Services	-287.50
20	11/01/2024	276610	FF Donald Stoner (reimb)	Boise Miles	-312.44
21	11/01/2024	V954708	Tri Counties Bank	Reimburse Petty Cash Annua	-188.00
22	11/01/2024	V954708	Tri Counties Bank	Safety Deposit Box	-60.00
23	11/15/2024	V955592	Banner Communications & El	Radio Programming	-480.00
24	11/15/2024	V955593	ACC Business	Broadband	-576.34
25	11/15/2024	V955600	Boyett Petroleum	Fuel	-714.52
26	11/15/2024	276616	Palmer Enterprises	Sway Bar, Bushings, Service	-1,151.88
27	11/15/2024	276585	US Bank	See Cal Card Expenses	-1,818.14
28	11/15/2024	V955745	Heidi Ryan	Nov Admin Pay	-322.17
29	11/15/2024	V955789	Amy Rodriguez	Nov Admin Pay	-1,658.09
30	11/15/2024	V955790	FF	Nov Admin Pay	-1,678.23
31	11/15/2024	V955730	Lynn McGarva	Admin Pay	-1,760.41
32	11/15/2024	V955762	FF	Pre Position	-1,894.94
33	11/15/2024	V955742	FF	Pre Positioin	-1,999.56
34	11/15/2024	V955736	FF	Pre Position	-2,246.99
35	11/20/2024	V955742	FF	Pre Position	-3,009.83
36	11/20/2024	V955732	FF	Pre Position	-3,009.84
37	11/20/2024	276687	FF	Pre Position	-3,280.77
38	11/20/2024	V955736	FF	Pre Positiion	-3,802.68
39	11/20/2024	V955742	FF	Nixon Incident	-4,443.73
40	11/20/2024	V955757	FF	Pre Positiion	-4,676.73
41	11/20/2024	V955736	FF	Nixon Incident	-5,365.91
42	11/20/2024	V955737	FF	Nixon	-5,812.12
43	11/20/2024	V955746	FF	Pre Position 08/09/2024-08/1	-11,850.56
44	11/20/2024	914069	EDD	State Payroll Taxes	-198.57
45	11/20/2024	914069	EDD	State Payroll Taxes	-934.54
46	11/20/2024	914070	Internal Revenue Service	Federal Payroll Taxes	-13,733.28
47	11/20/2024	914071	Nevada County Fire Agency	Radio and Air Station Agreem	-2,096.43
48	12/19/2024	277111	Verizon Wireless	Tablets	-60.86
49	12/19/2024	V956194	Colantuono, Highsmith & Wh	General Counseling	-80.00
50	12/19/2024	V956195	PG&E Station #1	Station 1 Power	-94.45
51	12/19/2024	V956196	FF Scott, Willlam S. (reim)	Class Miles in Navato	-153.27
52	12/19/2024	V956196	FF Scott, William S. (reim)	Class MilesS-215	-350.00
53	12/19/2024	V956197	Fire Risk Management Servic	November Life	-175.30
54	12/19/2024	V956197	Fire Risk Management Servic	December Life	-175.30
55	12/19/2024	2777143	House of Print & Copy	Patient Forms	-206.53
56	12/19/2024	2777144	FF Donald Stoner (reimb)	Out of Pocket Meals Rail Ridg	-222.25

	Date	Num	Name	Memo	Amount
57	12/19/2024	2777191	Hunt Propane	Propane	-434.25
58	12/19/2024	2777144	FF Donald Stoner (reimb)	Miles Rail Ridge	-736.88
59	12/19/2024	2777145	FF Lingen, Doug (reim)	Boise Miles	-892.76
60	12/19/2024	2777145	FF Lingen, Doug (reim)	Rail Ridge Miles	-1,001.50
61	12/19/2024	1102.00	Nevada County	24/25 Direct Chg Fee	-1,102.00
62	12/19/2024	1102.01	Nevada County	PTAF Allocation	-3,114.36
63	12/19/2024	V957099	Smile Business	Copier Agreement	-77.04
64	12/19/2024	V957100	Hunt Propane	Annual Charge for 3 Tanks	-250.00
65	12/19/2024	V957101	Rice Business Solutions	Payroll & Payroll Tax	-150.00
66	12/19/2024	V957102	Boyett Petroleum	Fuel	-262.82
67	12/19/2024	V957103	Boyett Petroleum	Fuel	-376.78
68	12/19/2024	V957104	ACC Business	Broadband	-440.33
69	12/19/2024	V957105	FF	Backfill	-118.20
70	12/19/2024	V957105	FF	Park Incident	-15,180.85
71	12/19/2024	V957226	FF	Backfill	-147.76
72	12/19/2024	V957227	FF	Backfill	-177.31
73	12/19/2024	V957139	FF	Dec Admin Pay	-1,258.67
74	12/19/2024	V957230	Amy Rodriguez	Dec Admin Pay	-1,563.47
75	12/19/2024	V957168	Lynn McGarva	Dec Admin Pay	-2,042.92
76	12/19/2024	277564	FF	Park Incident	-7,234.74
77	12/19/2024	V957179	FF	Park Incident	-8,956.55
78	12/19/2024	V957172	FF	Park Incident	-8,977.12
79	12/19/2024	V957173	FF	Park Incident	-9,766.10
80	12/19/2024	V957170	FF	Park Incident	-14,532.30
81	12/19/2024	V957171	FF	Park Incident	-24,921.42
82	12/19/2024	277492	California Franchise Tax Boai	Wage Garnishment	-419.56
83	12/20/2024	277493	EDD	Payroll State Tax	-149.76
84	12/30/2024	914150	EDD		-3,797.73
85	12/30/2024	914149	Internal Revenue Service	Federal Payroll Ta	-28,653.54
86	12/30/2024	V957251	Banner Communications & El	Radio Program Repair	-97.60
87	12/30/2024	V957251	Fire Risk Management Servic	Life Ins	-106.90
88	12/30/2024	V957252	FF Scott, William S. (reim)	Certififcation & Licensing	-118.00
89	12/30/2024	V957253	Boyett Petroleum	Fuel	-274.29
90	12/30/2024	V957254	Hunt Propane	Propane	-377.35
91	12/30/2024	V957254	Hunt Propane	Propane	-461.63
92	12/30/2024	V957255	FF Browning, Tom	Boise Incident Miles	-472.91
Total 10720 · GF General Fund					-233,271.84

NSJ Fire Protection District

US Bank/Cal Card Transaction Detail Report

September 22 through October 22, 2024

Date	Name	Memo	Paid Amount
09/22/2024	Strike Team Lodging	Bridge, Shoe, and Line Incident Meals & Lodging	1,266.93
10/01/2024	Dish Network	Resident TV	102.66
10/01/2024	Digium Cloud Services	Monthly Phone Service	160.55
10/02/2024	Sierra Sacramento Valley	EMT Renewal	86.00
10/13/2024	Microsoft 365	Licenses	92.00
10/13/2024	Microsoft 365	Licenses	110.00
			1,818.14

8.C.ii

Inter-fund Transfer

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

January 13, 2025

Board of Directors
North San Juan Fire Protection District

The Finance committee met on January 8, 2024. The Finance Committee recommends the following inter-fund transfer be made:

$100,000 be transferred from the General Fund Improvement Fund to the General Fund.

The Department has accepted a Grant from FEMA for the purchase of Turnouts. The transfer will accommodate the expense until the revenue is received.

Respectfully,
Lynn McGarva
Finance Manager

8.C.iii

Year-to-Date
Budget vs. Actual

NSJ Fire Protection District
Budget vs. Actual
July through December 2024

	TOTAL		
	Jul - Dec 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	204,000.00	0.0%
40000 · Revenue			
40010 · Current Secured Tax	88,848.44	161,000.00	55.19%
40020 · Prior Secured Taxes	0.00	5.00	0.0%
40030 · Current Unsecured Tax	2,469.32	3,000.00	82.31%
40040 · Prior Unsecured Tax	17.51	60.00	29.18%
40160 · St-Other in Lieu	7.07	85.00	8.32%
40170 · Supplemental Secured Tax	1,409.13	7,700.00	18.3%
40180 · Supplemental Unsecured Tax	19.00	200.00	9.5%
40280 · Supplemental Prior Unsecured	11.47	20.00	57.35%
40310 · Special Assessments	89,070.59	155,897.00	57.13%
Total 40000 · Revenue	181,852.53	327,967.00	55.45%
43000 · Inter-Governmental			
43010 · Interest-General Fund	22,130.31	18,350.00	120.6%
44190 · Homeowner Exemption	148.30	500.00	29.66%
44960 · Prop 172 Public Safety	16,018.25	54,500.00	29.39%
45000 · Grants Received			
45000.1 · Forrest Reserve Grant	18,000.00	18,000.00	100.0%
Total 45000 · Grants Received	18,000.00	18,000.00	100.0%
43000 · Inter-Governmental - Other	0.00	0.00	0.0%
Total 43000 · Inter-Governmental	56,296.86	91,350.00	61.63%
46100 · Miscellaneous Revenue			
46110 · Strike Team			
46110.1 · Strike Team Personnel	462,580.89	50,000.00	925.16%
46110.2 · Strike Team Admin	128,371.74	211,416.00	60.72%
46110.3 · Strike Team Personal Vhcl Miles	312.44	0.00	100.0%
46110.4 · Strike Team Travel/Lodging/Meal	6,255.40	0.00	100.0%
46110.5 · Strike Team Engine	126,614.32	218,152.00	58.04%
46110.6 · Strike Team Support Vehicle	5,245.00	0.00	100.0%
46110.7 · Strike Team Water Tender	0.00	0.00	0.0%
46110 · Strike Team - Other	0.00	0.00	0.0%
Total 46110 · Strike Team	729,379.79	479,568.00	152.09%
46180 · Donations	6,476.18	1,000.00	647.62%
46190 · Refund Misc	0.00	0.00	0.0%
46210 · Station 1 Rental	405.00	500.00	81.0%
46270 · Refunds US Bank	361.31	0.00	100.0%
Total 46100 · Miscellaneous Revenue	736,622.28	481,068.00	153.12%
47000 · Other Income			
47000.1 · Mitigation Fees	1,416.00	3,000.00	47.2%

NSJ Fire Protection District
Budget vs. Actual
July through December 2024

	TOTAL		
	Jul - Dec 24	Budget	% of Budget
47000.2 · Mitigation Interest	342.98	300.00	114.33%
47000.3 · Measure Q Interest	2,620.92	1,600.00	163.81%
Total 47000 · Other Income	4,379.90	4,900.00	89.39%
Total Income	979,151.57	1,109,285.00	88.27%
Cost of Goods Sold			
50000 · Cost of Goods Sold			
50100 · Road Sign Manufacturing	0.00	0.00	0.0%
Total 50000 · Cost of Goods Sold	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.0%
Gross Profit	979,151.57	1,109,285.00	88.27%
Expense			
56000 · Capital Outlay			
56000.1 · Measure Q Capital Equipment	0.00	19,122.00	0.0%
56000.2 · Mitigation Capital Improvement	0.00	3,300.00	0.0%
56000.3 · GF Capital Equpment	0.00	34,635.00	0.0%
56000.4 · GF Capital Improvement	1,268.84	222,000.00	0.57%
Total 56000 · Capital Outlay	1,268.84	279,057.00	0.46%
60000 · Advertising and Promotion	0.00	0.00	0.0%
61110 · Employer Tax Expense	30,229.59	9,800.00	308.47%
61120 · Stipend to Chief	11,400.00	22,800.00	50.0%
61140 · Clerical Admin Staff Wages			
61140.1 · Measure Q Administration	0.00	5,643.00	0.0%
61140 · Clerical Admin Staff Wages - Other	23,023.97	44,500.00	51.74%
Total 61140 · Clerical Admin Staff Wages	23,023.97	50,143.00	45.92%
61300 · Firefighters Stipend/Paid Call			
61300.1 · GF Paid Call	9,999.96	20,000.00	50.0%
61300.2 · Measure Q Rank	14,775.00	33,550.00	44.04%
61300 · Firefighters Stipend/Paid Call - Other	0.00	0.00	0.0%
Total 61300 · Firefighters Stipend/Paid Call	24,774.96	53,550.00	46.27%
61330 · Firefighter Physicals	231.10	500.00	46.22%
61340 · Firefighter Trainer			
61341 · Training Materials	0.00	3,000.00	0.0%
61342 · Classes &Licensing	1,398.83	8,000.00	17.49%
61340 · Firefighter Trainer - Other	0.00	5,500.00	0.0%
Total 61340 · Firefighter Trainer	1,398.83	16,500.00	8.48%
61350 · Strike Team Pmts			
61350.1 · Strike Team Personnel	90,052.05	12,500.00	720.42%
61350.2 · Strike Team Pmts. OT	210,762.00	37,500.00	562.03%
61350.5 · Strike Team Employee Mileage	2,373.94	0.00	100.0%
61350.6 · Strike Team Fuel	445.28	0.00	100.0%
61350.8 · Strike Team Lodging/Meals	9,427.91	0.00	100.0%
Total 61350 · Strike Team Pmts	313,061.18	50,000.00	626.12%

NSJ Fire Protection District
Budget vs. Actual
July through December 2024

	TOTAL		
	Jul - Dec 24	Budget	% of Budget
61400 · Insurance (Personnel)			
61410 · Workers Compensation	0.00	20,000.00	0.0%
61420 · Life and Accident Insurance	802.40	2,300.00	34.89%
Total 61400 · Insurance (Personnel)	802.40	22,300.00	3.6%
61450.1 · Strike Team On Site Pay	7,876.00	300.00	2,625.33%
61450.2 · Strike Team Off Site Pay	2,192.00	100.00	2,192.0%
62200 · FF Uniform/Clothing	57.00	100.00	57.0%
62225 · PPE-Personnel Protective Equip			
62225.9 · PPE-Personnel Protective Equip	499.04	0.00	100.0%
62225 · PPE-Personnel Protective Equip - Other	0.00	0.00	0.0%
Total 62225 · PPE-Personnel Protective Equip	499.04	0.00	100.0%
62300 · Dispatch Fees / Co-op Agreement	3,455.40	15,000.00	23.04%
62350 · Fire Fighting Expenses			
62350.1 · Fleet Repair & Maint	24,599.97	30,000.00	82.0%
62350.2 · Fire Fighter Fighting Supplies	6,205.27	10,600.00	58.54%
62350.3 · New Firefighting Equip	0.00	500.00	0.0%
62350 · Fire Fighting Expenses - Other	664.32	5,000.00	13.29%
Total 62350 · Fire Fighting Expenses	31,469.56	46,100.00	68.26%
62351 · Structure Maint	305.63	1,000.00	30.56%
62352 · Non FireFight Equp Maint&Repair	21.53	1,000.00	2.15%
62375 · Equipment - Non-Fire Fighting	327.29	1,000.00	32.73%
62400 · Communicating Equip			
62400.3 · Repair Radios/Pagers/Telephone	780.66	1,000.00	78.07%
62400 · Communicating Equip - Other	0.00	0.00	0.0%
Total 62400 · Communicating Equip	780.66	1,000.00	78.07%
62500 · Subscriptions	1,119.99	3,500.00	32.0%
62502 · Legal Public Notice	104.76	500.00	20.95%
62510 · Public Relation - Fire Prevent			
62510.1 · CPR/Public First Aid Classes	0.00	3,000.00	0.0%
62510.2 · Newsletter & Christmas Cards	0.00	3,000.00	0.0%
62510 · Public Relation - Fire Prevent - Other	206.53	400.00	51.63%
Total 62510 · Public Relation - Fire Prevent	206.53	6,400.00	3.23%
62550 · Food Supplies	0.00	500.00	0.0%
62600 · Fuel	8,779.61	15,000.00	58.53%
62700 · Cleaning Supplies	349.00	1,000.00	34.9%
62750 · Insurance Bldg, Veh, & Liablty	0.00	51,000.00	0.0%
62800 · Memberships	4,467.93	5,000.00	89.36%
62810 · Recognition & Awards	0.00	500.00	0.0%
62850 · Medical Supplies	2,227.01	5,000.00	44.54%
62910 · Office Equipment Maintenance	1,411.50	0.00	100.0%
62911 · Office Machine Maintenance			
62915 · Copier Maintenance	560.13	1,700.00	32.95%

NSJ Fire Protection District
Budget vs. Actual
July through December 2024

	TOTAL		
	Jul - Dec 24	Budget	% of Budget
Total 62911 · Office Machine Maintenance	560.13	1,700.00	32.95%
63000 · Nevada County Services	5,322.86	6,000.00	88.71%
63710 · Ground Maintenance	0.00	0.00	0.0%
64900 · Office Supplies	532.11	3,500.00	15.2%
64990 · Meeting Supplies & Subscription	0.00	0.00	0.0%
66500 · Postage and Delivery	291.55	150.00	194.37%
66600 · Printing and Reproduction	0.00	250.00	0.0%
66700 · Professional Fees			
66701 · Payroll Services	850.00	1,800.00	47.22%
66702 · Audit	3,550.00	7,300.00	48.63%
66703 · Legal	80.00	1,000.00	8.0%
66704 · Background Checks / Fingerprint	72.76	500.00	14.55%
66705 · SCI Consulting	6,413.43	6,500.00	98.67%
Total 66700 · Professional Fees	10,966.19	17,100.00	64.13%
68600 · Utilities			
68601 · Telephone Service	1,761.94	3,000.00	58.73%
68602 · Propane	1,523.23	4,000.00	38.08%
68603 · Electric	2,246.72	3,000.00	74.89%
68604 · Sewer Station 1	1,308.20	1,200.00	109.02%
68606 · Satellite TV	520.30	1,000.00	52.03%
68607 · Internet & Web Page	711.98	700.00	101.71%
68609 · Broadband	2,483.84	6,000.00	41.4%
68610 · Tablets	365.16	800.00	45.65%
Total 68600 · Utilities	10,921.37	19,700.00	55.44%
Total Expense	500,435.52	707,050.00	70.78%
Net Ordinary Income	478,716.05	402,235.00	119.01%
Other Income/Expense			
Other Income			
46290 · Voided/Stop Payment	0.00	0.00	0.0%
66901 · Stale Dated Checks	-29.84	0.00	100.0%
Total Other Income	-29.84	0.00	100.0%
Other Expense			
80000 · Ask My Accountant	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.0%
Net Other Income	-29.84	0.00	100.0%
Net Income	**478,686.21**	**402,235.00**	**119.01%**

8.C.iv

FY 2024-25
Budget
Adjustments

NSJ Fire Protection District
Budget vs. Actual PROPOSED AMENDMENTS
July through December 2024

	Jul - Dec 24	Budget	% of Budget	Increase to	Proposed Amendment
Ordinary Income/Expense					
Income					
12200 · Due to Other Funds	0.00	0.00	0.0%		
39600 · Inter Fund Transfer	0.00	204,000.00	0.0%		
40000 · Revenue					
40010 · Current Secured Tax	88,848.44	161,000.00	55.19%		
40020 · Prior Secured Taxes	0.00	5.00	0.0%		
40030 · Current Unsecured Tax	2,469.32	3,000.00	82.31%		
40040 · Prior Unsecured Tax	17.51	60.00	29.18%		
40160 · St-Other in Lieu	7.07	85.00	8.32%		
40170 · Supplemental Secured Tax	1,409.13	7,700.00	18.3%		
40180 · Supplemental Unsecured Tax	19.00	200.00	9.5%		
40280 · Supplemental Prior Unsecured	11.47	20.00	57.35%		
40310 · Special Assessments	89,070.59	155,897.00	57.13%		
Total 40000 · Revenue	181,852.53	327,967.00	55.45%		
43000 · Inter-Governmental					
43010 · Interest-General Fund	22,130.31	18,350.00	120.6%		
44190 · Homeowner Exemption	148.30	500.00	29.66%		
44960 · Prop 172 Public Safety	12,201.96	54,500.00	22.39%		
45000 · Grants Received					
45000.1 · Forrest Reserve Grant	18,000.00	18,000.00	100.0%		
Total 45000 · Grants Received	18,000.00	18,000.00	100.0%		
43000 · Inter-Governmental - Other	0.00	0.00	0.0%		
Total 43000 · Inter-Governmental	52,480.57	91,350.00	57.45%		
46100 · Miscellaneous Revenue					
46110 · Strike Team					
46110.1 · Strike Team Personnel	462,580.89	50,000.00	925.16%	897,616	847,616
46110.2 · Strike Team Admin	128,371.74	211,416.00	60.72%	243,636	32,220
46110.3 · Strike Team Personal Vhcl Miles	312.44	0.00	100.0%	313	313
46110.4 · Strike Team Travel/Lodging/Meal	6,255.40	0.00	100.0%	6,226	6,226
46110.5 · Strike Team Engine	126,614.32	218,152.00	58.04%	222,698	4,546
46110.6 · Strike Team Support Vehicle	5,245.00	0.00	100.0%	8,702	8,702
46110 · Strike Team - Other	0.00	0.00	0.0%		0
Total 46110 · Strike Team	729,379.79	479,568.00	152.09%		899,623
46180 · Donations	6,476.18	1,000.00	647.62%	8,000	7,000
46190 · Refund Misc	0.00	0.00	0.0%		
46210 · Station 1 Rental	405.00	500.00	81.0%		
46270 · Refunds US Bank	361.31	0.00	100.0%		
Total 46100 · Miscellaneous Revenue	736,622.28	481,068.00	153.12%		
47000 · Other Income					
47000.1 · Mitigation Fees	1,416.00	3,000.00	47.2%		
47000.2 · Mitigation Interest	342.98	300.00	114.33%		
47000.3 · Measure Q Interest	2,620.92	1,600.00	163.81%		
Total 47000 · Other Income	4,379.90	4,900.00	89.39%		
Total Income	975,335.28	1,109,285.00	87.93%		
Cost of Goods Sold					
50000 · Cost of Goods Sold					
50100 · Road Sign Manufacturing	0.00	0.00	0.0%		
Total 50000 · Cost of Goods Sold	0.00	0.00	0.0%		
Total COGS	0.00	0.00	0.0%		
Gross Profit	975,335.28	1,109,285.00	87.93%		
Expense					
56000 · Capital Outlay					

NSJ Fire Protection District
Budget vs. Actual PROPOSED AMENDMENTS
July through December 2024

	Jul - Dec 24	Budget	% of Budget	Increase to	Proposed Amendment
56000.1 · Measure Q Capital Equipment	0.00	19,122.00	0.0%		
56000.2 · Mitigation Capital Improvement	0.00	3,300.00	0.0%		
56000.3 · GF Capital Equpment	0.00	34,635.00	0.0%		
56000.4 · GF Capital Improvement	1,268.84	222,000.00	0.57%		
Total 56000 · Capital Outlay	1,268.84	279,057.00	0.46%		
60000 · Advertising and Promotion	0.00	0.00	0.0%		
61110 · Employer Tax Expense	30,229.59	9,800.00	308.47%	82,127	72,327
61120 · Stipend to Chief	11,400.00	22,800.00	50.0%		
61140 · Clerical Admin Staff Wages					
61140.1 · Measure Q Administration	0.00	5,643.00	0.0%		
61140 · Clerical Admin Staff Wages - Other	23,023.97	44,500.00	51.74%		
Total 61140 · Clerical Admin Staff Wages	23,023.97	50,143.00	45.92%		
61300 · Firefighters Stipend/Paid Call					
61300.1 · GF Paid Call	9,999.96	20,000.00	50.0%		
61300.2 · Measure Q Rank	14,775.00	33,550.00	44.04%		
61300 · Firefighters Stipend/Paid Call - Other	0.00				
Total 61300 · Firefighters Stipend/Paid Call	24,774.96	53,550.00	46.27%		
61330 · Firefighter Physicals	231.10	500.00	46.22%		
61340 · Firefighter Trainer					
61341 · Training Materials	0.00	3,000.00	0.0%		
61342 · Classes &Licensing	1,398.83	8,000.00	17.49%		
61340 · Firefighter Trainer - Other	0.00	5,500.00	0.0%		
Total 61340 · Firefighter Trainer	1,398.83	16,500.00	8.48%		
61350 · Strike Team Pmts					
61350.1 · Strike Team Personnel	90,052.05	12,500.00	720.42%	169,373	156,873
61350.2 · Strike Team Pmts. OT	210,762.00	37,500.00	562.03%	449,350	411,850
61350.5 · Strike Team Employee Mileage	2,373.94	0.00	100.0%	2,474	2,474
61350.6 · Strike Team Fuel	445.28	0.00	100.0%	445	445
61350.8 · Strike Team Lodging/Meals	9,427.91	0.00	100.0%	15,669	15,669
Total 61350 · Strike Team Pmts	313,061.18	50,000.00	626.12%		
61400 · Insurance (Personnel)					
61410 · Workers Compensation	0.00	20,000.00	0.0%		
61420 · Life and Accident Insurance	802.40	2,300.00	34.89%		
Total 61400 · Insurance (Personnel)	802.40	22,300.00	3.6%		
61450.1 · Strike Team On Site Pay	7,876.00	300.00	2,625.33%	8,000	7,700
61450.2 · Strike Team Off Site Pay	2,192.00	100.00	2,192.0%	2,200	100
62200 · FF Uniform/Clothing	57.00	100.00	57.0%		
62225 · PPE-Personnel Protective Equip					
62225.9 · PPE-Personnel Protective Equip	499.04				
62225 · PPE-Personnel Protective Equip - Other	0.00	0.00	0.0%		
Total 62225 · PPE-Personnel Protective Equip	499.04	0.00	100.0%		
62300 · Dispatch Fees / Co-op Agreement	3,455.40	15,000.00	23.04%		
62350 · Fire Fighting Expenses					
62350.1 · Fleet Repair & Maint	24,599.97	30,000.00	82.0%	45,000	15,000
62350.2 · Fire Fighter Fighting Supplies	6,205.27	10,600.00	58.54%		
62350.3 · New Firefighting Equip	0.00	500.00	0.0%		
62350 · Fire Fighting Expenses - Other	664.32	5,000.00	13.29%		
Total 62350 · Fire Fighting Expenses	31,469.56	46,100.00	68.26%		
62351 · Structure Maint	305.63	1,000.00	30.56%		
62352 · Non FireFight Equp Maint&Repair	21.53	1,000.00	2.15%		
62375 · Equipment - Non-Fire Fighting	327.29	1,000.00	32.73%		
62400 · Communicating Equip					
62400.3 · Repair Radios/Pagers/Telephone	780.66	1,000.00	78.07%	1,500	500

NSJ Fire Protection District
Budget vs. Actual PROPOSED AMENDMENTS
July through December 2024

	Jul - Dec 24	Budget	% of Budget	Increase to	Proposed Amendment
62400 · Communicating Equip - Other	0.00	0.00	0.0%		
Total 62400 · Communicating Equip	780.66	1,000.00	78.07%		
62500 · Subscriptions	1,119.99	3,500.00	32.0%		
62502 · Legal Public Notice	104.76	500.00	20.95%		
62510 · Public Relation - Fire Prevent					
62510.1 · CPR/Public First Aid Classes	0.00	3,000.00	0.0%		
62510.2 · Newsletter & Christmas Cards	0.00	3,000.00	0.0%		
62510 · Public Relation - Fire Prevent - Other	206.53	400.00	51.63%		
Total 62510 · Public Relation - Fire Prevent	206.53	6,400.00	3.23%		
62550 · Food Supplies	0.00	500.00	0.0%		
62600 · Fuel	8,779.61	15,000.00	58.53%		
62700 · Cleaning Supplies	349.00	1,000.00	34.9%		
62750 · Insurance Bldg, Veh, & Liablty	0.00	51,000.00	0.0%		
62800 · Memberships	4,467.93	5,000.00	89.36%		
62810 · Recognition & Awards	0.00	500.00	0.0%		
62850 · Medical Supplies	2,227.01	5,000.00	44.54%		
62910 · Office Equipment Maintenance	1,411.50				
62911 · Office Machine Maintenance					
62915 · Copier Maintenance	560.13	1,700.00	32.95%		
Total 62911 · Office Machine Maintenance	560.13	1,700.00	32.95%		
63000 · Nevada County Services	5,322.86	6,000.00	88.71%		
63710 · Ground Maintenance	0.00	0.00	0.0%		
64900 · Office Supplies	532.11	3,500.00	15.2%		
64990 · Meeting Supplies & Subscription	0.00	0.00	0.0%		
66500 · Postage and Delivery	291.55	150.00	194.37%	400	250
66600 · Printing and Reproduction	0.00	250.00	0.0%		
66700 · Professional Fees					
66701 · Payroll Services	850.00	1,800.00	47.22%		
66702 · Audit	3,550.00	7,300.00	48.63%		
66703 · Legal	80.00	1,000.00	8.0%		
66704 · Background Checks / Fingerprint	72.76	500.00	14.55%		
66705 · SCI Consulting	6,413.43	6,500.00	98.67%		
Total 66700 · Professional Fees	10,966.19	17,100.00	64.13%		
68600 · Utilities					
68601 · Telephone Service	1,761.94	3,000.00	58.73%		
68602 · Propane	1,523.23	4,000.00	38.08%		
68603 · Electric	2,246.72	3,000.00	74.89%		
68604 · Sewer Station 1	1,308.20	1,200.00	109.02%		
68606 · Satellite TV	520.30	1,000.00	52.03%		
68607 · Internet & Web Page	711.98	700.00	101.71%		
68609 · Broadband	2,483.84	6,000.00	41.4%		
68610 · Tablets	365.16	800.00	45.65%		
Total 68600 · Utilities	10,921.37	19,700.00	55.44%		
Total Expense	500,435.52	707,050.00	70.78%		
Net Ordinary Income	474,899.76	402,235.00	118.07%		
Other Income/Expense					
Other Income					
46290 · Voided/Stop Payment	0.00	0.00	0.0%		
66901 · Stale Dated Checks	-29.84				
Total Other Income	-29.84	0.00	100.0%		
Other Expense					
80000 · Ask My Accountant	0.00				
Total Other Expense	0.00				

NSJ Fire Protection District
Budget vs. Actual PROPOSED AMENDMENTS
July through December 2024

	Jul - Dec 24	Budget	% of Budget	Increase to	Proposed Amendment
Net Other Income	-29.84	0.00	100.0%		
Net Income	474,869.92	402,235.00	118.06%		

Profit & Loss Budget vs. Actual

With PROPOSED Amendments

July through December 2024

	Jul - Dec 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	204,000.00	0.0%
40000 · Revenue			
40010 · Current Secured Tax	88,848.44	161,000.00	55.19%
40020 · Prior Secured Taxes	0.00	5.00	0.0%
40030 · Current Unsecured Tax	2,469.32	3,000.00	82.31%
40040 · Prior Unsecured Tax	17.51	60.00	29.18%
40160 · St-Other in Lieu	7.07	85.00	8.32%
40170 · Supplemental Secured Tax	1,409.13	7,700.00	18.3%
40180 · Supplemental Unsecured Tax	19.00	200.00	9.5%
40280 · Supplemental Prior Unsecured	11.47	20.00	57.35%
40310 · Special Assessments	89,070.59	155,897.00	57.13%
Total 40000 · Revenue	181,852.53	327,967.00	55.45%
43000 · Inter-Governmental			
43010 · Interest-General Fund	22,130.31	18,350.00	120.6%
44190 · Homeowner Exemption	148.30	500.00	29.66%
44960 · Prop 172 Public Safety	12,201.96	54,500.00	22.39%
45000 · Grants Received			
45000.1 · Forrest Reserve Grant	18,000.00	18,000.00	100.0%
Total 45000 · Grants Received	18,000.00	18,000.00	100.0%
43000 · Inter-Governmental - Other	0.00	0.00	0.0%
Total 43000 · Inter-Governmental	52,480.57	91,350.00	57.45%
46100 · Miscellaneous Revenue			
46110 · Strike Team			
46110.1 · Strike Team Personnel	462,580.89	897,616	51.53%
46110.2 · Strike Team Admin	128,371.74	243,636	52.69%
46110.3 · Strike Team Personal Vhcl Miles	312.44	313	99.82%
46110.4 · Strike Team Travel/Lodging/Meal	6,255.40	6,226	100.47%
46110.5 · Strike Team Engine	126,614.32	222,698	56.86%
46110.6 · Strike Team Support Vehicle	5,245.00	8,702	60.27%
46110 · Strike Team - Other	0.00		0.0%
Total 46110 · Strike Team	729,379.79	1,379,191.00	52.89%
46180 · Donations	6,476.18	8,000.00	80.95%
46190 · Refund Misc	0.00	0.00	0.0%
46210 · Station 1 Rental	405.00	500.00	81.0%
46270 · Refunds US Bank	361.31	0.00	100.0%
Total 46100 · Miscellaneous Revenue	736,622.28	1,387,691.00	53.08%
47000 · Other Income			
47000.1 · Mitigation Fees	1,416.00	3,000.00	47.2%
47000.2 · Mitigation Interest	342.98	300.00	114.33%
47000.3 · Measure Q Interest	2,620.92	1,600.00	163.81%
Total 47000 · Other Income	4,379.90	4,900.00	89.39%
Total Income	975,335.28	2,015,908.00	48.38%
Cost of Goods Sold			
50000 · Cost of Goods Sold			
50100 · Road Sign Manufacturing	0.00	0.00	0.0%
Total 50000 · Cost of Goods Sold	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.0%
Gross Profit	975,335.28	2,015,908.00	48.38%
Expense			
56000 · Capital Outlay			
56000.1 · Measure Q Capital Equipment	0.00	19,122.00	0.0%
56000.2 · Mitigation Capital Improvement	0.00	3,300.00	0.0%
56000.3 · GF Capital Equpment	0.00	34,635.00	0.0%

Profit & Loss Budget vs. Actual

With PROPOSED Amendments

July through December 2024

56000.4 · GF Capital Improvement	1,268.84	222,000.00	0.57%
Total 56000 · Capital Outlay	1,268.84	279,057.00	0.46%
60000 · Advertising and Promotion	0.00	0.00	0.0%
61110 · Employer Tax Expense	30,229.59	91,927	32.88%
61120 · Stipend to Chief	11,400.00	22,800.00	50.0%
61140 · Clerical Admin Staff Wages			
61140.1 · Measure Q Administration	0.00	5,643.00	0.0%
61140 · Clerical Admin Staff Wages - Other	23,023.97	44,500.00	51.74%
Total 61140 · Clerical Admin Staff Wages	23,023.97	50,143.00	45.92%
61300 · Firefighters Stipend/Paid Call			
61300.1 · GF Paid Call	9,999.96	20,000.00	50.0%
61300.2 · Measure Q Rank	14,775.00	33,550.00	44.04%
61300 · Firefighters Stipend/Paid Call - Other	0.00		
Total 61300 · Firefighters Stipend/Paid Call	24,774.96	53,550.00	46.27%
61330 · Firefighter Physicals	231.10	500.00	46.22%
61340 · Firefighter Trainer			
61341 · Training Materials	0.00	3,000.00	0.0%
61342 · Classes &Licensing	1,398.83	8,000.00	17.49%
61340 · Firefighter Trainer - Other	0.00	5,500.00	0.0%
Total 61340 · Firefighter Trainer	1,398.83	16,500.00	8.48%
61350 · Strike Team Pmts			
61350.1 · Strike Team Personnel	90,052.05	169,373	53.17%
61350.2 · Strike Team Pmts. OT	210,762.00	449,350	46.9%
61350.5 · Strike Team Employee Mileage	2,373.94	2,474	95.96%
61350.6 · Strike Team Fuel	445.28	445	100.06%
61350.8 · Strike Team Lodging/Meals	9,427.91	15,669	60.17%
Total 61350 · Strike Team Pmts	313,061.18	637,311.00	49.12%
61400 · Insurance (Personnel)			
61410 · Workers Compensation	0.00	20,000.00	0.0%
61420 · Life and Accident Insurance	802.40	2,300.00	34.89%
Total 61400 · Insurance (Personnel)	802.40	22,300.00	3.6%
61450.1 · Strike Team On Site Pay	7,876.00	8,000	98.45%
61450.2 · Strike Team Off Site Pay	2,192.00	2,200	99.64%
62200 · FF Uniform/Clothing	57.00	100.00	57.0%
62225 · PPE-Personnel Protective Equip			
62225.9 · PPE-Personnel Protective Equip	499.04		
62225 · PPE-Personnel Protective Equip - Other	0.00	0.00	0.0%
Total 62225 · PPE-Personnel Protective Equip	499.04	0.00	100.0%
62300 · Dispatch Fees / Co-op Agreement	3,455.40	15,000.00	23.04%
62350 · Fire Fighting Expenses			
62350.1 · Fleet Repair & Maint	24,699.97	45,000.00	54.67%
62350.2 · Fire Fighter Fighting Supplies	6,205.27	10,600.00	58.54%
62350.3 · New Firefighting Equip	0.00	500.00	0.0%
62350 · Fire Fighting Expenses - Other	664.32	5,000.00	13.29%
Total 62350 · Fire Fighting Expenses	31,469.56	61,100.00	51.51%
62351 · Structure Maint	305.63	1,000.00	30.56%
62352 · Non FireFight Equp Maint&Repair	21.53	1,000.00	2.15%
62375 · Equipment - Non-Fire Fighting	327.29	1,000.00	32.73%
62400 · Communicating Equip			
62400.3 · Repair Radios/Pagers/Telephone	780.66	1,500.00	52.04%
62400 · Communicating Equip - Other	0.00	0.00	0.0%
Total 62400 · Communicating Equip	780.66	1,500.00	52.04%
62500 · Subscriptions	1,119.99	3,500.00	32.0%
62502 · Legal Public Notice	104.76	500.00	20.95%
62510 · Public Relation - Fire Prevent			
62510.1 · CPR/Public First Aid Classes	0.00	3,000.00	0.0%
62510.2 · Newsletter & Christmas Cards	0.00	3,000.00	0.0%
62510 · Public Relation - Fire Prevent - Other	206.53	400.00	51.63%

Profit & Loss Budget vs. Actual

With PROPOSED Amendments

July through December 2024

Total 62510 · Public Relation - Fire Prevent	206.53	6,400.00	3.23%
62550 · Food Supplies	0.00	500.00	0.0%
62600 · Fuel	8,779.61	15,000.00	58.53%
62700 · Cleaning Supplies	349.00	1,000.00	34.9%
62750 · Insurance Bldg, Veh, & Liablty	0.00	51,000.00	0.0%
62800 · Memberships	4,467.93	5,000.00	89.36%
62810 · Recognition & Awards	0.00	500.00	0.0%
62850 · Medical Supplies	2,227.01	5,000.00	44.54%
62910 · Office Equipment Maintenance	1,411.50		
62911 · Office Machine Maintenance			
62915 · Copier Maintenance	560.13	1,700.00	32.95%
Total 62911 · Office Machine Maintenance	560.13	1,700.00	32.95%
63000 · Nevada County Services	5,322.86	6,000.00	88.71%
63710 · Ground Maintenance	0.00	0.00	0.0%
64900 · Office Supplies	532.11	3,500.00	15.2%
64990 · Meeting Supplies & Subscription	0.00	0.00	0.0%
66500 · Postage and Delivery	291.55	400.00	72.89%
66600 · Printing and Reproduction	0.00	250.00	0.0%
66700 · Professional Fees			
66701 · Payroll Services	850.00	1,800.00	47.22%
66702 · Audit	3,550.00	7,300.00	48.63%
66703 · Legal	80.00	1,000.00	8.0%
66704 · Background Checks / Fingerprint	72.76	500.00	14.55%
66705 · SCI Consulting	6,413.43	6,500.00	98.67%
Total 66700 · Professional Fees	10,966.19	17,100.00	64.13%
68600 · Utilities			
68601 · Telephone Service	1,761.94	3,000.00	58.73%
68602 · Propane	1,523.23	4,000.00	38.08%
68603 · Electric	2,246.72	3,000.00	74.89%
68604 · Sewer Station 1	1,308.20	1,200.00	109.02%
68606 · Satellite TV	520.30	1,000.00	52.03%
68607 · Internet & Web Page	711.98	700.00	101.71%
68609 · Broadband	2,483.84	6,000.00	41.4%
68610 · Tablets	365.16	800.00	45.65%
Total 68600 · Utilities	10,921.37	19,700.00	55.44%
Total Expense	500,435.52	1,402,038.00	35.69%
Net Ordinary Income	474,899.76	613,870.00	77.36%
Other Income/Expense			
Other Income			
46290 · Voided/Stop Payment	0.00	0.00	0.0%
66901 · Stale Dated Checks	-29.84		
Total Other Income	-29.84	0.00	100.0%
Other Expense			
80000 · Ask My Accountant	0.00		
Total Other Expense	0.00		
Net Other Income	-29.84	0.00	100.0%
	474,869.92	**613,870.00**	**77.36%**

9.C

Rental Policy

Any board-related emails on personal accounts must be kept for a minimum of two years and the account holder agrees to search the account (or allow the District to do so) when it is necessary to comply with record requests.

Board members will not discuss matters of the board on social media.

1705. STATEMENTS BY THE BOARD ON ISSUES WHICH AFFECT THE DISTRICT

(Section 1705 adopted 10/19/2004)

Prior to the release of a public statement on an issue of importance to the District, a majority vote will first be taken to approve the wording of the public statement. An "issue of importance" shall be defined as any matter that may come before the Board for which the District needs to make a decision by a vote of the Board.

1706. POLITICAL ENDORSEMENT

(Section 1706 updated and adopted 5/18/2010)

The North San Juan Fire Protection District shall not support or endorse any candidate for political office (local, state, federal) except as required as part of their regular Board duties. This policy shall not be interpreted as an interference in the civil rights of individuals, as individuals, to engage in political campaigns.

1707. USE OF DISTRICT FACILITIES AND EQUIPMENT

1707.1. STATION ACCESS

It is the policy of the North San Juan Fire Protection District to grant access to District stations to District employees and to those active firefighters listed on the most current department roster as developed by the Fire Chief. All others not included in the above categories (active firefighters, and district employees) are always denied access to District stations/property unless under the supervision of appropriate District personnel . Exceptions may be made by the Chief during incidents and emergencies .

Access to the District's business office is restricted to the Chief and his designees and to other employees as designated by the Board.

The purpose of the Station Access policy is to limit the District's financial liability and legal responsibility in the event that someone other than those covered by District insurance policies is injured while on District property. It is also the intention of this policy to ensure that District property is maintained in a secure and locked environment through the proper following of building security and safety procedures.

1707.2. RENTAL OF DISTRICT FACILITIES

The Board or its designee may rent or allow to be used District facilities subject to all requirements of the District and the District's insurer. The Board shall set the rental rates and approve the rules and regulations under which the facilities are rented or allowed to be used. The District may waive rental fees and/or waive self insurance for community not-for-profit events or for private events

related to the Fire Department. No alcohol may be served at such events without the express approval of the Board at a regularly scheduled meeting.

1708. RECORDS RETENTION SCHEDULE

(Section 1708 updated and adopted 5/18/2010)

District staff shall be responsible to maintain and archive in secure and weatherproof locations all records for periods of time outlined below.

Board & Standing Committee meeting minutes	Permanently
Resolutions and ordinances	Permanently
Payroll records	Permanently
Employee time cards	7 years
Employee personnel records (after termination)	4 years
Employment applications	3 years
Audit reports	Permanently
Contracts and leases (expired)	7 years
Contracts and leases (in effect)	Permanently
Fixed assets and depreciation schedules	Permanently
Insurance records and open claims	Permanently
Accident reports and claims (settled)	7 years
General ledgers and year-end trial balances	Permanently
Financial statements (year-end)	Permanently
Bank statements and cancelled checks	7 years
Vendor invoices and accounts payable ledgers	7 years
General and routine correspondence	2 years
Legal and important correspondence	Permanently
Safety records	6 years
Electronic media	1 year
Recordings of District meetings	1 year
Deeds	permanently
Grant applications and correspondence	5 years
Strike team records	5 years
Incident reports	5 years
Document drafts	Until adoption of final

The Operations and Personnel Manager shall be responsible for the destruction of records that have aged beyond the archive schedule.

1709. REQUESTS FOR PUBLIC INFORMATION

(Section 1709 updated and adopted 5/18/2010)

The California Public Records Act, Section 6250, states the following:

> In enacting this chapter, the Legislature, mindful of the right of individuals to privacy, finds and declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state.