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, 25 March, 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 March 25, 2024 REGULAR BOARD MEETING AGENDA**

3. **PUBLIC COMMENT and RECORDS**

In accordance with the Brown Act, members of the public are invited to address any item of interest within its subject matter jurisdiction of the Board, even if the item does not appear on the agenda. Public comment will be allotted a total minimum of 15 minutes during any regular meeting. Individual speakers may be limited to 3 minutes each, depending on the number of requests to speak. At special meetings, public comment will only be allowed on matters specifically listed on the agenda. Each speaker will have one opportunity to comment. The order of speaking will be based on the order in which requests are received. ***No action may be taken by the Board concerning items not on the agenda.***

4. **MINUTES**

Action
- **A.** Minutes of February 25, 2025 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 – Tom Browning
  - **i.** February 2024 Statistics 🕮
  - **ii.** Current Department Activity
- **C.** Treasurer's Report – Rhea Williamson

Action
  - **i.** Financials- February 2025: Funds Summary, Deposit Detail, Disbursements, Cal Card 🕮
- **D.** Firefighter Association Report – Sambhava Burke
- **E.** Fire Safe Council/FireWise Coalition/Ridge FireWise Communities Report – Samantha Hinrichs
- **F.** NCFA Report – Tim Tschantz
- **G.** Auxiliary Report – Sasha St. John

8. **OLD BUSINESS**

Action
- **A.** Rental Agreement 🕮
- **B.** Hydrant Committee Update – Tom Browning
- **C.** Auto aid agreement Western Nevada County Fire Chief's association – Tom Browning 🕮
- **D.** Forest Reserve Fund Grant – Bruce Boyd

9. **NEW BUSINESS**

Action
- **A.** Resolution 2025-01 Applying a COLA to Measure Q for FY 2025-26 – Rhea Williamson 🕮
  - **i.** **Public Hearing.** 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.
  - **ii.** **Board Discussion/Adoption**
- **B.** Interim Fire Chief Contract – Bruce Boyd 🕮
- **C.** Board Goals – Bruce Boyd

10. **NEXT MEETING: April 29, 2025 at 6:00 PM**

11. **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.

Minutes of
February 25, 2025

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
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BOARD OF DIRECTORS
REGULAR MEETING
Tuesday, February 25, 2025
Draft

PRESENT: Samantha Hinrichs, Vice-Chair; Rhea Williamson, Treasurer; Tim Tschantz, Pamela Morey
STAFF: Tom Browning, Deputy Fire Chief; Lynn McGarva; Amy Rodriguez

ABSENT: Bruce Boyd, Chair

1. **CALL TO ORDER:** Meeting called to order at 6:01 PM. Roll taken. Quorum established. Pledge of Allegiance.

2. **APPROVAL OF February 25, 2025, REGULAR BOARD MEETING AGENDA**
Rhea Williamson moved to approve the January 28, 2025 Regular Board Meeting Agenda, Tim Tschantz seconded, motion carried 4-0-0-1.

3. **PUBLIC COMMENT:**
Boyd Johnson complimented the improvements made to the website, noting that it is now much more informative. He also requested the addition of two more links: one to the Fire District Formation Act, which explains the justification for collecting taxpayer money, and one to the Brown Act.

Tim had questions regarding the clarity of the wording used in the public comment section.

Tom Browning clarified the wording issue and explained its relevance.

4. **MINUTES:**
A. Draft Minutes of January 28, 2025, Regular Board Meeting
Rhea Williamson moved to adopt the Draft Minutes of January 28th, 2025, Pamela seconded it, motion carried by the following roll call vote:

Rhea Williamson: Aye
Pat Leach: Aye
Tim Tschantz: Aye
Samantha Hinrichs: Abstain

Bruce Boyd: Absent

Aye: 3 Noes: 0 Abstain: 1 Absent: 1
(Samantha abstained due to her absence at the previous board meeting)

B. Draft Minutes of February 11, 2025, Special Board Meeting
Rhea moved to adopt the Draft Minutes of November 26th, 2024, Tim seconded it, motion carried 4-0-0-1

5. ANNOUNCEMENTS:
Samantha provided an update on her progress toward obtaining her teaching credentials, highlighting that she is nearing the completion of the process.

6. Penn Valley Consolidation – Bruce Stephenson
Tom Browning introduced Bruce Stephenson, the Board Chair of Penn Valley, and shared that Bruce is a retired Captain Paramedic from Roseville Firefighters.

Bruce Stephenson gave an update on the challenges faced by his district, including the consolidation process and the difficulties with the county and LAFCO. He explained that the consolidation, which involves merging four fire departments into one entity, is moving forward under the name "Nevada County Fire and Rescue." He addressed concerns about rumors and provided firsthand information on the progress of the merger.

Stephenson explained that the department's structure had to undergo a "reorganization" to consolidate with the other departments. He outlined how the consolidation would be funded, how fire engines would be staffed with one paramedic, and the plans to incorporate ambulances into their district to generate additional revenue through hospital transfers.

Bruce Stephenson shared the obstacles the county had presented, including opposition to the promotion of three Battalion Chiefs. He explained that the promotion was necessary for individuals who had been performing those duties for 10 years, as there were no Battalion Chiefs in place.

Stephenson mentioned that rumors may be circulating, and he attended the board meeting to address and clarify the situation personally, to prevent confusion or misinformation.

7. REPORTS

A. Board Chair Report – Bruce Boyd
Bruce Boyd

i. Correspondence

- The Grand Jury of Nevada County Special Districts sent a brief survey, stating that it was not an investigation but requested a response from the district. Samantha suggested forwarding the survey to Board to follow up before the deadline.

  Tom suggested that he and Amy could respond to the Grand Jury, informing them that the board is solid. And recommended that the survey response be sent only

to the Board Chair or Vice Chair to avoid serial communication, in compliance with the Brown Act.

- Sara Greensfelder sent an email about a webinar regarding the update of the District's CWPP and suggested it might be beneficial to distribute the information to the board members.

B. Chief's Report –Tom Browning

i. January 2025 Statistics

Chief Browning introduced Jordan Vargas, a new firefighter who recently graduated from the fire academy.
Tom Browning reported that 13 people are currently in the process of joining the department, with a goal of recruiting 25 new members for the year, and the department is halfway to meeting that target.

Tom shared that he and Amy have worked on a spreadsheet to track the progress of each new recruit. He also explained the process recruits must go through to officially join the department.

Tom provided a summary of the **January 2024, Statistics**

During the statistics section, Tom shared that the goal of staffing each shift with two people is working well, and the number of calls with only one responder is decreasing.

Boyd Johnson expressed appreciation for including the out-of-district response data for incidents where our firefighters responded to the wildfires in LA in January. However, he also raised concerns about the lack of coverage and emphasized that the district should be better equipped to respond to calls. In response, the board stated that with 13 new recruits joining the department, staffing levels will improve, helping to cover more shifts.

ii. Current Department Activity

Tom presented his goals for the current year.
He shared that the training schedule is changing, with firefighters now having one training session on a Saturday per month. He also mentioned that, while the training needs to cover basic topics for new recruits, it must remain engaging to maintain the interest of veteran members who have already completed these trainings multiple times.

Nathaniel, Battalion Chief, and Chris Rainville have been reconfiguring the training plans for the department.

Tom provided an update on the accident involving the water tender, which occurred while returning from fighting fires in LA.

iii. Social media report

Amy Rodriguez presented a social media report, explained the significant exposure the social media accounts have gained, highlighting the interactions and engagement the videos and photos have received.

And clarified that the language used on social media is primarily intended to celebrate the firefighters and their service. She emphasized that no personal or sensitive information about the calls firefighters respond to is posted.

C. Treasurer's Report – Rhea Williamson

i. Financials- January 2025: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card

Rhea Williamson presented the Financials January 2025.

Rhea Williamson moved to approve the November and December 2024 Financials and Cal Card as presented, Pamela Morey seconded, motion carried 4-0-0-1.

Boyd Johnson stressed that all public information should be available on Transparent California and should not be provided only upon request.

He questioned whether the board members are aware of how much each firefighter earns, to which it was explained that they are aware, as every payment must be signed off by at least two people, such as the Fire Chief and a board member, or two board members.

Rhea, a member of the finance committee, confirmed she is aware of each person's pay.

Tom explained that firefighter pay fluctuates because they are paid per call, not by hour, and that administrative pay is explicitly disclosed.

After several minutes of discussion, Samantha requested to move forward with the agenda, as it was getting late.

ii. Draft Audit FY 2024-25

Rhea Williamson presented the FY 2024-25 Audit, prepared by Pehling's PnPCPA and announced that there were no findings identified or requests, and that it was a successful audit that covered all the required areas.

Rhea Williamson moved to approve the FY 2024-25 Audit as presented, Pamela seconded, motion carried 4-0-0-1.

D. Firefighters Association Report – Sambhava Burke

Tom gave a brief report, stating that the firefighters have set goals for the current year, primarily focused on supporting the firefighters themselves. He also mentioned that an association meeting would be held soon.

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

Samantha shared that she met with Sara Greensfelder, she also reported that the fuel break project has begun, with the road being cleared.

Sean Ryan has been working with a crew on Jackass Flats, and the required archaeological report was reviewed before starting the work, allowing the clearing of the road to begin.

She mentioned that her understanding is that the work will progress from Jackass Flats to the Governor's Trail (Stagecoach Trail), and then move on to Milhous.

F. NCFA Report – Tim Tschantz

No Report

G. Auxiliary Report – Sasha St. John

No Report

8. OLD BUSINESS

A. Rental Agreement

- Tom Browning presented the amendments to the rental policy agreement, explaining that he used a change-tracked mode so everyone could see the revisions.

  He made several changes, including a restriction on selling alcohol and a new policy regarding the rental or removal of equipment and kitchen utensils from the premises.

  He also sought clarification on whether kitchen utensils can be used if someone rents both the hall and the kitchen.

- Liz Walsh shared that the auxiliary does not want to take ownership of any donated items, and that anything left in the station belongs to the department.

- Tom clarified that this was the first reading of the amendments, and there would be a second reading before the changes are approved.

B. Hydrant Committee Update – Tom Browning

Tom explained that the period for the LAFCO special assessment district was approaching its expiration, so a meeting was held the previous week to extend the timeline.

This extension is necessary because the assessments cannot be implemented until the project is completed, and they have one year to finish it.

The county needs to conduct a reassessment for the grant's paperwork.

Although Tom was unable to attend the meeting, he spoke with the SR and wrote a letter that was passed to the board members in the meeting. He confirmed that progress on the hydrants is still moving forward, though slowly.

C. Forest Reserve Fund Grant

Tom Browning gave the report on the water tanks, sharing Bruce Boyd's architectural plan drawing and the easement for their installation. The project is moving forward, and a budget proposal for the engineering of the project has already been prepared.

Rhea commented that the chosen location for the water tanks is a really good spot.

D. Newsletter

- Amy gave a quick report on the newsletter planning, confirming that two community members are willing to help with it. The plan is to have two newsletters: one for spring/summer and another for fall/winter. Amy shared that she and Rhea met to discuss possible topics, and the goal is to release the spring/summer newsletter by the end of April.

- It was discussed how to inform the community that donations are received.

9. NEW BUSINESS

A. Resolution 2025-01 Applying a COLA to Measure Q for FY2025-26

Rhea Williamson announced that the Finance Committee voted to apply a cost-of-living adjustment (COLA) to Measure Q in the amount of 2.38%.

Samantha opened the Public Hearing. Having no comments, the Public Hearing was closed.

This was the first reading, and the second reading will be held at the next meeting. After that, the resolution can be approved.

B. Salary Increase for Finance and Facilities Manager – Tom Browning

Tom Browning announced that Lynn McGarva received a positive evaluation and recommends Lynn receive a 3% COLA increase which would take her hourly rate from $33.26 to $34.29. Effective April 6th.
Motion carried by the following roll call vote:

Samantha Hinrichs – Aye
Rhea Williamson – Aye
Pamela Morey – Aye
Tim Tschantz – Aye
Bruce Boyd – Absent

Aye: 4 No: 0 Abstain: 0 Absent: 1

C. Board Goals

Samantha suggested presenting the board goals at the next meeting

10. NEXT MEETING: March 25, 2025, at 6:00 PM.

11. ADJOURNMENT: Meeting adjourned at 8:15 PM.

Amy Rodriguez
Amy Rodriguez, Board Secretary

6.B.i

February 2025
Statistics

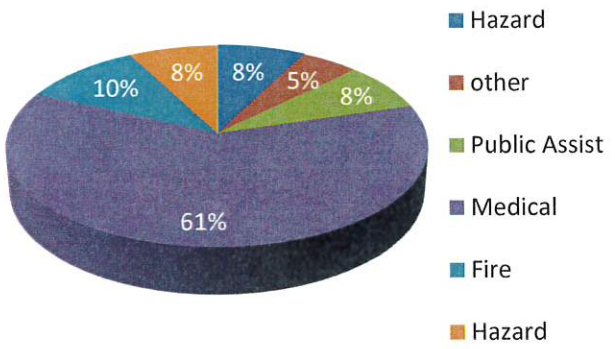
NSJFPD INCIDENT RESPONSE DETAIL - February 2025

Date	ER Type	Location	Mins.	Number of Personnel Responding	Total Responders	Notes	OD	Response Time
2/1	Medical Aid	Grizzly Hill Rd (003276)	54	6	8	SNMH Transport		13
2/1	Medical Aid	Robinson Rd (03301)	2	1		Other		
2/1	Medical Aid	Purdon Rd (003332)	47	6	8	SNMH Transport		6
2/2	Debris/Smoke Check	Lake City Rd (03468)	112	5		Extiguished		17
2/3	Medical Aid	Village Dr (03512)	27	4		Other		8
2/3	Medical Aid	New Rome Rd (003615)	5	5		Other	1	
2/4	Medical Aid	NSJ Station 3 / Tyler Foote (03707)	5	5		False Alarm		2
2/6	Medical Aid	Rices Crossing (03878)	39	5		Patient Contact		31
2/6	Other	Relief Hill (03899)	84	5		Tree in Roadway	1	52
2/6	Hazard Condition	Tyler Foote (03967)	19	4		UTL		
2/7	Hazard Condition	Pleasant Valley Rd (03975)	111	5		Other		13
2/7	Hazard Condition	Hwy 49 / Readre Ranch (03976)	30	4		Other		16
2/7	Public Assist	Miller Rd (004011)	63	4		Other		
2/9	Medical Aid	Sweetland Rd (04224)	36	2		SNMH Transport		15
2/9	Medical Aid	Cherokee St (04289)	45	2	4	Patient Contact		9
2/10	Other	Feather Ct (004305)	34	1		Found gas leak		33
2/10	Medical Aid	Brotherhoodway / Light land Ct (04310)	56	1		Patient Contact		15
2/10	Medical Aid	Old Mill Rd	59	1		Patient Contact		9
2/12	Medical Aid	Birchville Rd (04534)	29	3		Patient Contact		7
2/12	Medical Aid	Sweetland Rd (04589)	32	2	4	SNMH Transport		11
2/12	Fire-Vehicle	Hwy 49 (04600)	49	6	8	Extiguished		11
2/15	Medical Aid	Walls Flat Rd (04878)	62	3		Patient Contact		24
2/16	Medical Aid	Murphy Rd (04999)	56	2		Patient Contact		14
2/16	Debris/Smoke Check	Tyler Foote (05054)	3	1		UTL		
2/18	Medical Aid	Sweetland Rd (05178)	36	1	3	Patient Contact		6
2/18	Medical Aid	N. Canyon (05202)	38	1	3	SNMH Transport		22
2/21	Public Assist	Tyler Foote (005468)	16	2		Patient Contact		12
2/21	Medical Aid	Trilobites Ct (005513)	39	2		Patient Contact		10
2/22	Public Assist	Whittlesey Ln (05593)	23	2		Non-Injury		18
2/24	Medical Aid	Grizzly Creek Rd (05788)	56	2		SNMH Transport		34
2/25	Medical Aid	Tyler Foote (05855)	52	1	3	Patient Contact		23
2/25	Medical Aid	Robinson Rd (05878)	58	1	3	Patient Contact		23
2/27	Fire-Structure	Old Toll Rd (06006)	71	4		Extiguished	1	30
2/28	Medical Aid	Robinson RD (006080)	67	2	2	Patient Contact		10
2/28	Medical Aid	Derbec Rd (006117)	51	2	2	Patient Contact		21
2/28	Medical Aid	Kentucky Ct (06180)	36	4	4	Canceled		

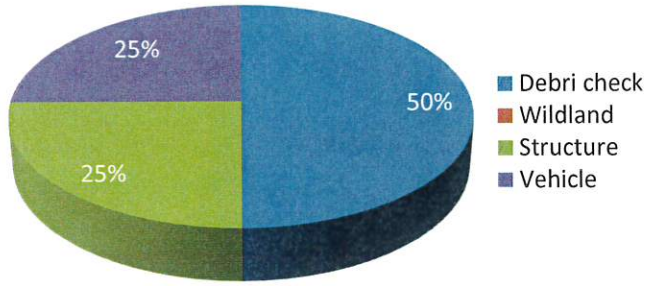
Total Calls:	**36**
Average FF/Call:	**3.0**

North San Juan Fire Department
Call Details
February 2025

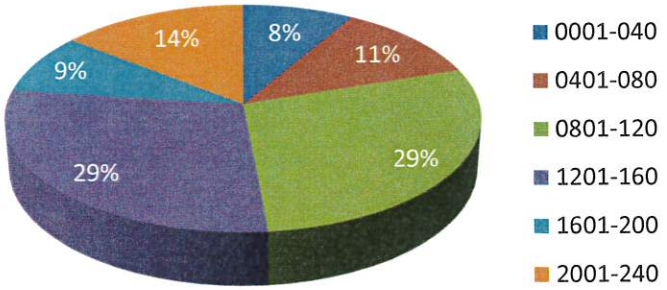
Call Type



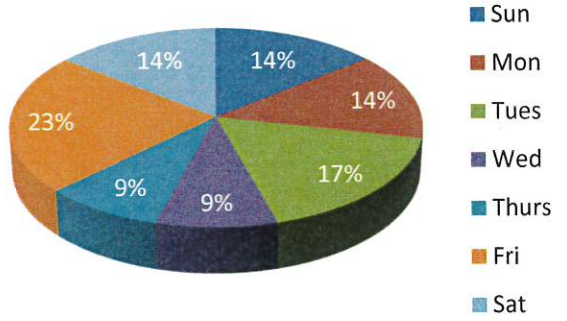
Fire Type



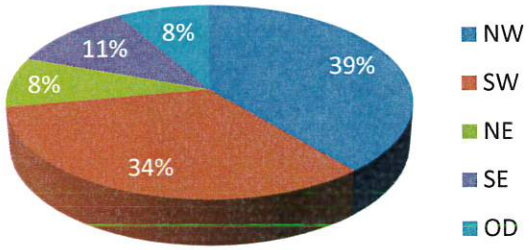
Time of Day

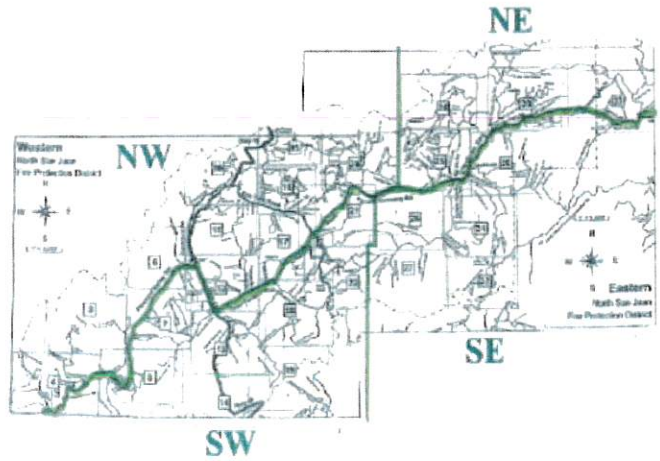


Day of Week



District Area





NORTH SAN JUAN VOLUNTEER FIRE DEPARTMENT

2025 SUMMARY/YEAR TO DATE ACTIVITIES													
Emergency Response	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Medical Aid	15	24											**39**
Vehicle Accident	3												**3**
Fire - Structure	1	1											**2**
Fire - Wildland	3												**3**
Fire - Structure/Wildland													**0**
Fire - Vehicle		1											**1**
Fire - Vehicle/Wildland													**0**
Fire - Smoke Check	4	2											**6**
Fire - Debris Check													**0**
Fire - Other													**0**
Fire - False Alarm													**0**
Fire - Menace Standby													**0**
Hazard		3											**3**
Public Assist	2	3											**5**
Other	1	2											**3**
Totals:	**29**	**36**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**65**

Previous Years Summary				
2024	**2023**	**2022**	**2021**	**2020**
304	267	224	215	188
41	43	45	69	44
17	17	14	22	8
33	20	18	31	23
0	0	5	0	0
8	3	7	7	6
0	0	1	0	0
15	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
465	**394**	**361**	**415**	**330**

2025 Monthly Totals	**29**	**36**											
2024 Monthly Totals	26	32	32	32	34	63	70	46	42	31	36	18	**462**
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**

6.C.i

Financials
February 2025:
Funds Summary,
Deposits Detail,
Disbursements,
Cal Card

NSJ Fire Protection District

Funds Summary

Period Ending 02/28/2025

	February 28, 2025
Current Assets	
Tri-Counties Bank (Petty Cash)	**$ 500.00**
6720 General Fund	**$ 994,317.99**
GF Capital Equipment Fund	**$ 400,000.00**
GF Improvement Fund	**$ 374,300.93**
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	**$ 2,228,359.53**

Account	Begin Balance	Deposits	Transfer IN	Expenses	Transfer OUT	Balance
Tri-Counties (Petty Cash)	$ 420.00	$ 92.09		$ (12.09)		$ 500.00
Total Petty Cash						**$ 500.00**
General Fund	$ 936,420.49	$ 192,613.99		$ (134,716.49)		$ 994,317.99
GF Equipment Fund	$ 400,000.00					$ 400,000.00
GF Improvement Fund	$ 374,300.93					$ 374,300.93
GF Reserve	$ 200,000.00					$ 200,000.00
Total 6720 General Fund						**$ 1,968,618.92**
*** Measure Q Fund**	**$ 168,805.87**					**$ 168,805.87**
Measure Q Fund Reserve	$ 166,989.45					$ 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	$ 24,251.16					$ 24,251.16
Total Mitigation Fund						**$ 24,251.16**

Assests as of 02/28/25 $ 2,228,359.53

NSJ Fire Protection District
Deposit Detail
February 2025

	Date	Memo	Account	Class	Amount
	02/12/2025	**Deposit**	**10720 · GF General Fund**		**2,491.67**
		Pre Position 09/02/2024-09/03/2024	46110.1 · Strike Team Personnel	6720 General Fund	-2,053.92
		Pre Position 09/02/2024-09/03/2024	46110.2 · Strike Team Admin	6720 General Fund	-437.75
TOTAL					-2,491.67
	02/12/2025	**Deposit**	**10720 · GF General Fund**		**100.00**
		Drummond (Beckenbach)	46180 · Donations	6720 General Fund	-100.00
TOTAL					-100.00
	02/13/2025	**Deposit**	**10720 · GF General Fund**		**500.00**
		Donation - Sharon Beckenbach for Ed Beckenbach	46180 · Donations	6720 General Fund	-500.00
TOTAL					-500.00
	02/13/2025	**Deposit**	**10720 · GF General Fund**		**54.05**
		See Cal Card Purchase Reimbursed	62350.2 · Fire Fighter Fighting Supplies	6720 General Fund	-54.05
TOTAL					-54.05
	02/20/2025	**Deposit**	**10720 · GF General Fund**		**17,567.06**
		Rail Ridge	46110.1 · Strike Team Personnel	6720 General Fund	-13,521.64
		Rail Ridge - Stoner	61350.5 · Strike Team Employee Mileage	6720 General Fund	-736.88
		Rail Ridge	46110.4 · Strike Team Travel/Lodging/Meal	6720 General Fund	-222.25
		Rail Ridge	46110.2 · Strike Team Admin	6720 General Fund	-3,086.29
TOTAL					-17,567.06
	02/24/2025	**Deposit**	**10720 · GF General Fund**		**71,659.06**
		Line Incident	46110.1 · Strike Team Personnel	6720 General Fund	-44,022.53
		Line Incident	46110.5 · Strike Team Engine	6720 General Fund	-15,047.04
		Deposit	46110.2 · Strike Team Admin	6720 General Fund	-12,589.49
TOTAL					-71,659.06
	02/24/2025	**Deposit**	**10720 · GF General Fund**		**9.87**
		Deposit	40010 · Current Secured Tax	6720 General Fund	-9.87
TOTAL					-9.87
	02/24/2025	**Deposit**	**10720 · GF General Fund**		**1.89**
		Deposit	40040 · Prior Unsecured Tax	6720 General Fund	-1.89
TOTAL					-1.89
	02/24/2025	**Deposit**	**10720 · GF General Fund**		**342.40**
		Deposit	40170 · Supplemental Secured Tax	6720 General Fund	-342.40
TOTAL					-342.40
	02/24/2025	**Deposit**	**10720 · GF General Fund**		**7.62**
		Deposit	40180 · Supplemental Unsecured Tax	6720 General Fund	-7.62
TOTAL					-7.62
	02/24/2025	**Deposit**	**10720 · GF General Fund**		**2.01**
		Deposit	40280 · Supplemental Prior Unsecured	6720 General Fund	-2.01
TOTAL					-2.01
	02/27/2025	**Deposit**	**10720 · GF General Fund**		**38,731.12**
		Boise Incident	46110.1 · Strike Team Personnel	6720 General Fund	-31,664.60
		Boise Incident	61350.5 · Strike Team Employee Mileage	6720 General Fund	-262.00
		Boise Incident	46110.2 · Strike Team Admin	6720 General Fund	-6,804.52
TOTAL					-38,731.12
	02/27/2025	**Deposit**	**10720 · GF General Fund**		**61,147.24**
		Boise Incident	46110.1 · Strike Team Personnel	6720 General Fund	-49,584.81
		Boise Incident	46110.3 · Strike Team Personal Vhcl Miles	6720 General Fund	-472.91
		Boise Incident	61350.8 · Strike Team Lodging/Meals	6720 General Fund	-346.80
		Deposit	46110.2 · Strike Team Admin	6720 General Fund	-10,742.72
TOTAL					-61,147.24

NSJ Fire Protection District
Transaction Detail by Account
February 2025

Date	Num	Name	Memo	Amount
10250 · Tri-Counties Bank - Petty Cash				
02/26/2025	279746	Tri Counties Bank	$12.09 Dump $80 Patch Sew	92.09
Total 10250 · Tri-Counties Bank - Petty Cash				92.09
10720 · GF General Fund				
02/07/2025	V959616	Smile Business	Copier Agreement	-61.70
02/07/2025	V959617	Colantuono, Highsmith & Whatley, PC	General Counseling	-120.00
02/07/2025	279101	Wind, Rachel	Aug 2024-Jan 2025 Cleaning	-277.50
02/07/2025	279130	Palmer Enterprises	6182 Air Leak	-364.93
02/07/2025	279119	Rice Business Solutions	Payroll Services	-409.25
02/07/2025	279134	Hunt Propane	Propane	-572.40
02/07/2025	279135	ACC Business	Two Months Broadband	-880.66
02/07/2025	V959646	ESO	INFERS	-956.34
02/07/2025	V959661	Boyett Petroleum	Fuel	-1,349.19
02/07/2025	279086	Department of Forestry & Fire	Dispatch, Air Station Agreement	-3,513.71
02/07/2025	V959880	FF Scott, William S. (reim)	Reimburse Dump Run	-10.10
02/07/2025	V959915	Amy Rodriguez	New Keys & Postage Reimburser	-18.39
02/07/2025	V959916	Lynn McGarva	Reimburse Postage	-61.46
02/07/2025	279278	Verizon Wireless	Tablets	-165.00
02/07/2025	279289	Life Assist, Inc.	Non Rebreather	-316.61
02/14/2025	V959853	Colantuono, Highsmith & Wh	General Counseling	-500.00
02/14/2025	V959854	Department of Forestry & Fire	Dispatach, Air Station Quarter 2 /	-3,598.91
02/14/2025	V959855	US Bank	See Cal Card	-3,881.62
02/14/2025	279333	Palmer Enterprises	6130 Annual Inspection , Oil leak	-7,524.66
02/14/2025	279334	FF	July Move Up and Cover	-4,135.12
02/14/2025	V960027	FF	July Move Up and Cover	-4,947.00
02/14/2025	V960028	FF	July Move Up and Cover	-5,358.36
02/14/2025	V960029	FF	Pre Position Begin 08/02/2024 ar	-6,620.02
02/14/2025	V960034	FF	Bear Incident	-6,903.32
02/14/2025	V960056	FF	Bear Incident	-7,161.33
02/14/2025	279439	FF	Bear Incident	-7,512.05
02/14/2025	V960056	FF	Shoe Incident	-7,746.07
02/14/2025	V960022	FF	Shoe Incident	-8,151.95
02/14/2025	V960023	FF	Bear Incident	-9,214.89
02/14/2025	V960024	FF	Shoe Incident	-9,926.41
02/14/2025	V960026	FF	Backfill	-118.21
02/14/2025	V960027	FF	Backfill	-118.21
02/14/2025	V959988	FF	Backfill	-147.76
02/14/2025	V959989	FF	July Move Up and Cover	-218.65
02/14/2025	V959990	FF	Backfill	-1,152.52
02/14/2025	V959991	FF	Backfill	-1,254.10
02/14/2025	V959992	FF	Backfill	-1,536.71
02/14/2025	V959993	Admin	February 2025 Admin	-1,674.96
02/14/2025	V960020	Admin	February 2025 Admin	-1,687.93
02/14/2025	914338	EDD	State Payroll Taxes	-2,511.61
02/14/2025	V960021	EDD	State Payroll Taxes	-1.84
02/14/2025	914337	Internal Revenue Service	State Payroll Taxes	-20,614.54
02/14/2025	914339	Internal Revenue Service	Federal Payroll Taxes	-10.40
02/14/2025	V959834	Smile Business	Copier Agreement	-123.57

Date	Num	Name	Memo	Amount
02/19/2025	V959835	Admin	Feb 2025 Admin Pay	-62.66
02/26/2025	279745	Napa Auto Parts	Glass Cleaner / Anti Freeze	-68.99
02/26/2025	279746	Tri Counties Bank	Reimburse Petty Cash	-92.09
02/26/2025	V960221	Fire Risk Management Service (FRMS)	Life Ins	-149.65
02/26/2025	V960222	Banner Communications & Electronics	Radio Repair	-260.28
02/26/2025	V960241	Boyett Petroleum	Fuel	-652.86
			Total 10720 · GF General Fund	-134,716.49

NSJ Fire Protection District

US Bank Cal Card

As of January 22, 2025

	Date	Name	Memo	Amount
1	12/31/2024	Dish Network	Residence TV	109.66
2	12/31/2024	UPS Store - Grass Valley	Background Checks	216.00
3	01/07/2025	Digium Cloud Services	Telephone Service	160.26
4	01/08/2025	BadgeandWallet	Name Tags	40.00
5	01/08/2025	Microsoft 365	Microsoft License	92.00
6	01/10/2025	FlyingCross	Uniform Shirts	445.66
7	01/10/2025	Staples	Chair Mat & Telephone Note Pad	70.92
8	01/10/2025	Staples	Pens	38.68
9	01/10/2025	Strike Team - Meals / Lodging	Multiple Incidents - 6191Captain Roland 01/11/2025	171.15
10	01/10/2025	Amazon.Com	Unknown - Waiting on Receip	54.05
11	01/11/2025	Strike Team - Meals / Lodging	Multiple Incidents - 6168 Captain Guetebier 1/09-1/18/2025	2,373.24
12	01/13/2025	Microsoft 365	Microsoft Licenses	110.00
				3,881.62
		Total 10790 · Cal Card		**3,881.62**

8.A.

Rental Agreement

1707.2. RENTAL OF DISTRICT FACILITIES

The Board or its designee may rent or allow ~~to be used District facilities~~District facilities to be used 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~~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. No alcohol may be sold at District facilities. No tables, chairs, or kitchen supplies shall be removed from the station without the authorization of the Board or its designee. No district equipment shall be used, borrowed, or leased from the District for personal use. Scotch Broom pullers are allowed to be used by the public following District approved rules and regulations. Board members, Firefighters, and District employees are not entitled to any special privileges with regards to District facilities or equipment.

8.C.

Auto aid agreement
Western
Nevada County
Fire Chief's
Association

WESTERN NEVADA COUNTY FIRE CHIEFS ASSOCIATION

Fire and Rescue Mutual Aid Agreement

Participating Agencies

Higgins Fire Protection District
Nevada County Consolidated Fire District
North San Juan Fire Protection District
Ophir Hill Fire Protection District
Peardale-Chicago Park Fire Protection District
Penn Valley Fire Protection District
Rough and Ready Fire Protection District
Washington Fire Department
CAL FIRE NEU
Grass Valley City Fire Department
Nevada City Fire Department

Original Adoption Date – February 6, 2025

Statement:

A Fire Districts/Departments primary responsibility is to prevent loss of life and damage or destruction to personal property and to minimize impacts to cultural, historical, and economic resources and critical infrastructure. To fulfill the mission, each agency must maintain an adequate number of appropriately trained personnel, properly equipped response apparatus, effective communication systems and a strategic deployment plan that ensures a safe, effective, and efficient response.

Purpose:

The purpose of this agreement is to provide a coordinated effort that maximizes resource deployment throughout Western Nevada County based on a "***closest resource concept.***"

Administration:

The administration of this plan will be the duty of the Western Nevada County Fire Chiefs Association. By signing this agreement, each participating District/Department attests participation in the Western Nevada County Fire Chiefs Association Fire and Rescue Mutual Aid Agreement.

Definitions:

- **"Agency Representative"** An Agency Representative (AREP) is an individual assigned to an incident from an assisting or cooperating agency who has delegated authority to make decisions on matters affecting that agency's participation at the incident. Agency Representatives report to the Liaison Officer or to the Incident Commander in the absence of a Liaison Officer

- **"Duty Chief'** is defined as an agency appointed line or staff officer vested with the authority to make decisions on behalf of their agency and provided with a "code 3" capable command vehicle equipped with a multi-channel radio, portable radio, cellular phone, agency maps, and personal protective equipment.

- **"Emergency"** is defined as a potentially life threatening or property damaging event including, but not specifically limited to structure fires, vegetation fires, vehicle fires, medical aid, rescues, and hazardous materials incidents or other intentional acts.

- **"Fire Agency"** a participatory Fire District or Department that is signatory to this agreement.

- **"Initial Response"** are resources initially committed to an incident.

- **"Automatic Aid"** is an agreement between two agencies to dispatch the closest appropriate available resource to an incident without a formal request regardless of jurisdictional boundaries.

- **"Mutual Aid"** is an agreement among emergency responders to lend assistance across jurisdictional boundaries by providing the closest appropriate resource. This may occur due to an emergency response that exceeds local resources, such as a disaster or a multiple-alarm fire.

- **"Move up and cover"** is defined as the practice of reallocating and/or posting response resources to cover emergencies in another agency's response area where resources have been depleted.

- **"Operational Period"** is the period scheduled for execution of a given set of tactical actions or objectives as specified in an Incident Action Plan.

- **"Single Point Ordering"** is when Incident Commander(s) establish single point ordering through a designated dispatch center for incident resources.

- **"Unified Command"** shall have the same definition as in the Fire Service Field Operations Guide (FOG), ICS 420-1, most current edition, as published by FIRESCOPE.

Participation:

All Western Nevada County Fire Chiefs Association Fire Agencies are eligible for participation in this Fire and Rescue Mutual Aid Plan. Signatory Fire Chiefs agree to participation. Fire Agency Duty Chiefs will implement and coordinate mutual aid and move up and cover with the Grass Valley Emergency Command Center.

No party to this agreement shall be exposed to a claim for damages due to its participation in this agreement. The parties reserve all their immunities under applicable law. Should one party believe another party is not fulfilling its obligations under this agreement, it may invite the party claimed to be in breach to mediate the dispute. In the absence of voluntary resolution, the party claiming breach may terminate this agreement as between itself and the party claimed to be in breach by a writing provided with 30 days' notice.

Incident Command:

Each participating Fire Agency is responsible for providing qualified Incident Command. The Incident Commander is responsible for the overall management of the incident. On most incidents, a single Incident Commander carries out the command activity. However, Unified Command may be appropriate during multi-jurisdictional incidents. Unified Incident Commanders have the authority to commit resources from their Fire Agency and expend Fire Agency Funds if necessary. When Unified Command is established single point ordering and a single Operations Section Chief shall be utilized.

Operations:

Each participating Fire Agency may request assistance from another Fire Agency. The request shall be from a Fire Chief, Duty Chief, Officer in Charge, or dispatch communication center based on pre-established procedures.

The Fire Agency requesting Mutual Aid shall order the number, type and kind of resources needed resources through the respective dispatch center.

Each Fire Agency shall provide appropriately trained firefighters and equipment in accordance with accepted standards, best practices and approved procedures when requested for the mitigation of an emergency at no cost to the requesting agency.

Minimum staffing for an engine will be two (2) and one (1) for water tender or support unit.

A Fire Agency providing Mutual Aid may send an AREP at their discretion based on incident complexity.

Appropriate resources shall be identified and assigned based on proximity via a "closest resource concept". According to established procedures, the dispatch center requesting the Mutual Aid resources shall place resource orders through the neighboring districts/departments. The Incident Command System shall be utilized for incident operations and organization.

Battalion Chief Mutual Aid will be provided upon request. If a Battalion Chief is unavailable to respond to an incident within their jurisdiction or will be delayed, the Duty Chief having jurisdiction may request Mutual Aid through the respective dispatch centers. Mutual Aid will be requested/provided utilizing the "closest resource concept."

At no time will a Fire Agency be required to exceed maximum draw down levels.

The Incident Command System shall be used for incident operations and organization.

Initial response mutual aid resources are to be released by the end of the first operational period or as soon as the incident is contained or adequately stabilized.

Adequate logistical support, rehabilitation, decontamination, and equipment replacement shall be provided by the requesting Fire Agency prior to the release from an incident.

Communications:

Incident communications will utilize the designated command channel of the Fire Agency with jurisdictional authority. Responding resources shall switch to the requesting Fire Agency's command frequency once responding or as soon as geographically possible.

Automatic Aid:

Fire Agencies may enter into Automatic Aid agreements. Automatic Aid must be based on a closet resource concept. Through Automatic Aid a Fire Agency has the ability to dispatch another Fire Agency's resource from a single dispatch center or through CAD to CAD. It is incumbent on Fire Agencies to enter into Automatic Aid Agreements to fulfill specific response needs. Automatic Aid must be based on closest available resources.

Mutual Aid:

Under this agreement, each participating Fire Agency may request Mutual Aid from other Fire Agencies across jurisdictional boundaries. At no time is a Fire Agency expected to deplete their resources below maximum draw down levels or inhibit their operations to provide Mutual Aid. Fire Agencies signatory to this operating plan agree to provide Mutual Aid as resource availability allows.

Move Up and Cover:

Under this agreement, each participating Fire Agency may request station coverage from another Fire Agency. The Fire Agency providing cover will provide a resource of the same type, kind, staffing, and EMS level to the best of their ability.

Coverage should be of similar type to those resources that are covered behind unless no other options exist. Type 1 or Type 2 Engines should be provided for coverage in areas of dense residential or commercial area.

Coverage will occur if expected resource commitment is more than 20 minutes for the primary and secondary Stations within a zone and be based on resource availability.

A minimum of one engine will be staffed and available in each zone when operationally possible. No zone should remain uncovered for greater than twenty (20) minutes. Duty officers have the discretion to request engines to cover as needed. Cover engines will inform ECC when enroute to the cover station or area.

ECC shall tone out North San Juan at point of extreme drawdown to determine their coverage availability.

The last remaining Battalion Chief will oversee coverage in accordance with this plan, adjusting as necessary to ensure sufficient resources based on the duration and complexity of the incident.

Western Nevada County will be divided into six (6) zones:

(North)	– NCC Station 84, GV Station 5, NCC Station 86
(Central)	– GV Station 2 and 1
(South Central)	– NCC Station 88 and 89
(South)	– Higgins Station 21, 22, 23
(East)	– OPH Station 52, PCP Station 57
(West)	– PNV Station 43, 44, and 59

Station 89, Station 59, Station 86 and Station 21 resources should be the first resources assigned to cover when available.

Non jurisdictional resources should be relieved from cover assignment as jurisdictional resources come available.

Where possible and practical jurisdictional resources should cover jurisdictional stations.

Coverage will occur based on the coverage flow chart and lower priority stations should move and cover higher priority stations.

Recognizing the regional response needs to staff expanding incidents or incidents with significant augmentation of firefighting resources, this agreement shall provide the framework for a "move up and cover" plan. This plan will identify maximum draw down by Agency and stations to be covered during times of regional, system-wide draw down and must be based on a "closest resource concept" identified in **Appendix A.**

It is the responsibility of Fire Agency Duty Chiefs to coordinate and implement this plan in conjunction with the respective dispatch centers.

Exhibits:

Appendix A - Maximum Drawdown Plan/Priority Station Cover Plan. The following is a list that illustrated the progressive sequence of "Must Cover" stations within XNE.

1) 2
2) 2, 88 (McKnight/Hwy 49)
3) 2, 88, 43
4) 2, 88, 43, 21
5) 2, 88, 43, 21, 84
6) 2, 88, 43, 21, 84, 52
7) 2, 88, 43, 21, 84, 52, 1

Approvals:

IN WITNESS WHEREOF, the parties have executed this agreement on February 6, 2025;

Joel Tam, Fire Chief
Higgins Fire Protection District

Jim Bierwagen, Fire Chief
Peardale-Chicago Park Fire Protection District

Mark Buttron, Fire Chief
Nevada City Fire Department
Grass Valley Fire Department

Don Wagner, Fire Chief
Penn Valley Fire Protection District
Rough & Ready Fire Protection District

Jason Robitaille, Fire Chief
Nevada County Consolidated Fire District

Mike Stewart, Fire Chief
Washington Fire Department

Tom Browning, Fire Chief
North San Juan Fire Protection District

Brian Estes, Unit Chief
CAL FIRE NEU

Robb Rothenberger, Fire Chief
Ophir Hill Fire Protection District

Appendix: A

Nevada County Fire Agencies Cover Plan Draw Down/Priority Cover Plan – Not for Initial Attack

Fire Agency	Dispatch Center	Total Staffed Resources	Maximum Draw Down	Priority Cover Stations	ALS/BLS
Higgins Fire District	Grass Valley ECC	3 ENG	1	Station 21	BLS
Nevada County Consolidated District	Grass Valley ECC	4 ENG	1	Stations 88, 84	BLS
North San Juan Fire Protection District	Grass Valley ECC	1 ENG	1	Station 3	BLS
Ophir Hill Fire Protection District	Grass Valley ECC	1 ENG	0	Station 52	BLS
Rough and Ready Fire Protection District	Grass Valley ECC	1 ENG	0	Station 59	BLS
Penn Valley Fire Protection District	Grass Valley ECC	2 ENG	1	Station 43	ALS
Peardale-Chicago Park Fire Protection District	Grass Valley ECC	1 ENG	0	Station 57	BLS
Washington Fire Department	Grass Valley ECC	1 ENG	1	Station 60	BLS
Grass Valley City/ Nevada City Fire Department	Grass Valley ECC	3 ENG/1 TRK	2	Station 2	ALS
CAL FIRE NEU	Grass Valley ECC	2 ENG	0	Station 20	BLS
	Total	**19**	**7**		

Appendix: B Nevada County - As of February 6, 2025

RESPONSE PLAN MATRIX

NEVADA COUNTY STANDARD PLANS

CALL TYPE	DUTY (AHJ)	ALL CALL	ENGINE	TRUCK	RESCUE	WT	AMB	CAL FIRE ENG	CAL FIRE OTHER
Public Assist			1						
Medical			1				1		
Medical – Violence / Staging Required			1				1		
Medical – ECHO Response			2				1		
Vehicle Accident / Rescue	1		2				1		
Accident W/ Extrication	1		2				1		
Hazardous Condition	1		2						
Electrical Hazard			1						
Vehicle Fire	1		2					2- Summer	BC
Alarm Sounding Residential	Notify		1						
Alarm Sounding Commercial	1		2						
Residential Structure Fire	1	X	4			2*	1	2- Summer	BC
	CAL FIRE responds in addition to if closest resource (minimum 4 local gov't resources)								
Commercial Structure Fire	1	X	4	1**		2*	1	2- Summer	BC
	CAL FIRE responds in addition to if closest resource (minimum 4 local gov't resources)								
Smoke Check			1					1- Summer 1 Winter	BC
Vegetation Fire, LOW	1	X	2					2- Summer 1 Winter	
Vegetation Fire, MED	1	X	3			1		4- Summer	BC AA AT HEL DOZ CREW
Vegetation Fire, HIGH	1	X	3			1		6- Summer	BC AA 2xAT HEL DOZ 2xCREW
Structure Fire – 2ND ALARM	1	X	2 Closest From Any Agency						

	CALL TYPE	DUTY (AHJ)	ALL CALL	ENGINE	TRUCK	RESCUE	WT	AMB	CAL FIRE ENG	CAL FIRE OTHER
CITY PLAN	Commercial Alarm Sounding	1		2	*					
	Residential Alarm Sounding	Notify		1						
	ECHO Response	Notify		2						
	Vegetation Fire, HIGH	2	X	3					6-Summer	BC AA 2xAT HEL DOZ 2xCRW
	Residential Structure Fire	2	X	4 (type I's)	*		2*	1	2-Summer	BC
		CAL FIRE and OPH will respond in addition to if closest resource (minimum 4 type I's of local gov't resources)								
	Commercial Structure Fire	2	X	4	**		2*	1	2-Summer	BC
		CAL FIRE and OPH will respond in addition to if closest resource (minimum 4 type I's of local gov't resources)								
	Accident w/ Extrication	1		3				1	If Closest Resource	
		CAL FIRE can fulfill the 3rd engine requirement if closest resource								

Additional changes to County Standard Plans

Non-hydranted areas GIS information coming from NID for water tender response.

COLUMN AND RESPONSE PLAN NOTES

- **DUTY** = Agency duty officer (City or County)
  - Other agency duty officer if primary is Committed.
- **ENGINE** = Closest engine though boundary drop agreement
  - CAL FIRE will respond to City jurisdiction as closest for *Accidents w/ Extrication* and *Structure Fires*
  - CAL FIRE, ADDITION TO response criteria for *Structure Fire* and *Vegetation Fire* incidents
- **TRUCK** = If T2 is unavailable, an additional engine will recommend
  - * Indicates T2 in place of E2 if closest resource
  - ** Indicates T2 in addition to response if not closest resource

9.A.

Resolution 2025-01
Applying a COLA to
Measure Q for
FY 2025-26

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 2025-01

RESOLUTION TO APPLY A COLA TO SPECIAL TAX MEASURE Q FOR FY 2025-26

WHEREAS, the Board of Directors of the North San Juan Fire Protection District did duly adopt a Special Tax pursuant to the provision of Government Code Section 53978, approved by the voters of the District on June 3, 2014; and

WHEREAS, The North San Juan Fire Protection District has entered into a Standard Form Tax Collection Services contract with the County of Nevada dated July 8th, 1996; and

WHEREAS, the Board of Directors of the North San Juan Fire Protection District has passed and adopted Resolution #2014-06, of said District, which provides for the collection of a Special Tax on each taxable entity as defined in Section I of Resolution #2014-06, and to be collected by the Tax Collector of the County of Nevada for FY 2025-26 to meet the emergency medical response and fire protection costs for the North San Juan Fire Protection District community; and

WHEREAS, the taxes on each parcel shall be billed on the secured tax roll bills for FY 2025-26; and

WHEREAS, the Measure Q special tax allows for an inflationary adjustment equal to the San Francisco-Oakland-San Jose Consumer Price Index (CPI) or 3%, whichever is lower. The current CPI for San Francisco-Oakland-San Jose is 2.38%; and

WHEREAS, applying a 2.38% COLA to Measure Q would equate to the following changes per parcel type: Primary Residential – from $66.96 to $68.55; Additional Dwellings – from $50.21 to $51.41; Commercial – from $133.91 to $137.10; Industrial – from $200.87 to $205.65; Vacant/Agricultural/Open Space – from $47.53 to $48.67; Mixed Use (Residential and Commercial) Primary – from $107.13 to $109.68; Mixed Use (Residential and Commercial) Additional Units – from $50.21 to $51.41.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the North San Juan Fire Protection District Board of Directors does hereby approve applying a 2.38% COLA to Measure Q effective FY 2025-26.

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 XX day of XXXX 2025, by the following vote:

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

_____ _____

Bruce Boyd, Board Chair Amy Rodriguez, Board Secretary

EXHIBIT A

RESOLUTION 2025-01

Classification of Real Property Residential Equivalent
By Parcel Type
For Fiscal Year 2025-26

Residential Equivalent - $68.55
(Effective July 2025)

Parcel Type	Tax Rate
Residential	
First Residential Unit (1.0RE)	$ 68.55
Subsequent Units (0.75 RE each)	$ 51.41
Commercial	
Two (2.0) RE	$ 137.10
Industrial	
Three (3.0) RE	$ 205.65
Vacant / Agricultural / Open Space	
0.71 RE	$ 48.67
Mixed Use – Residential & Commercial	
Commercial Use & First Residential Unit (1.6 RE)	$ 109.68
Subsequent Residential Units (0.75 RE)	$ 51.41

This special tax shall be collected within the following Tax Area Codes:
68-026, 79-005, 79-006, 79-008, 79-011, and 79-013

9.B.

Interim Fire Chief Contract

NORTH SAN JUAN
FIRE PROTECTION DISTRICT

INTERIM FIRE CHIEF SERVICE AGREEMENT

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

ARTICLE 1. TERM OF SERVICE

Specified Term

Section 1.01. The Board hereby appoints Tom Browning as Interim Fire Chief (hereinafter the "Chief") who hereby agrees to serve the district in that position for a period of six months from the date of execution of this Agreement.
The term of this appointment may be extended for an additional six months by a voice vote of the Board.

START DATE: _____ ENDING DATE: _____

Earlier Termination

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

ARTICLE 2. DUTIES AND OBLIGATION OF IINTERIM FIRE CHIEF

Title and Description of Duties

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

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

Section 2.03 Stipulated Duties

a) Attend all Board meetings

b) Attend all Staff meetings

c) Attend District Standing committee meetings

d) Represent the District in Community or County wide meetings

e) Have a minimum of four hours per week at the District Office and a minimum of eight hours per week dedicated to district business.

f) Attend training meetings

g) Provide the Board with a list of goals for the interim period, for the purpose of guiding performance and evaluating progress.

ARTICLE 3. OBLIGATIONS OF THE BOARD

General Description

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

Office and Staff

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

Section 3.03. The Chief shall participate, at the end of the term of service in a performance evaluation with the Board or a committee designated by the Chair, and annually thereafter.

ARTICLE 4. COMPENSATION OF THE CHIEF

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

a) Public recognition as the Chief of the Department;

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

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

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

e) Reimbursement for necessary travel expenses.

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

g) Stipend shall be the sole compensation as Interim Chief. See Appendix A.

ARTICLE 5. BUSINESS EXPENSES

Business Expenses

Section 5.01.

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

ARTICLE 6. TERMINATION OF SERVICE

Termination by Board

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

Termination by Chief

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

ARTICLE 7. GENERAL PROVISIONS

Notices

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

Attorney's Fees and Costs

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

Entire Agreement

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

Modifications

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

Effect of Waiver

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

Partial Invalidity

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

Law Governing Agreement

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

Dated: _____ _____
Bruce Boyd, Chair

Dated: _____ _____
Tom Browning, Interim Fire Chief

APPENDIX A

INTERIM FIRE CHIEF'S COMPENSATION

For the six-month contract commencing in February 2025 the Interim Fire Chief's stipend is $1000/month.