

Nevada County Consolidated Fire District

640 Coyote Street
Nevada City, CA 95959
(530) 265-4431
FAX 265-4438



www.nccfire.com
nccfire@nccfire.com

BOARD OF DIRECTORS

Keith Grueneberg, President
Barry Dorland, Vice President
Tom Carrington
Spencer Garrett
David Hanson
Patricia Nelson
Marianne Slade-Troutman

STAFF

Jim Turner, Fire Chief
Jerry Funk, Deputy Fire Chief
Terry McMahan, Fire Marshal
Patrick Mason, Deputy Fire Marshal
Jeff Van Groningen, Finance Manager
Shawna Cresswell, Finance Assistant
Nicole Long, Operations Support Manager

BOARD OF DIRECTORS
AGENDA - REGULAR MEETING
THURSDAY, JUNE 18, 2020 – 7:00 PM
Held Remotely at Conference Caller
1 (800) 444-2801
Conference Code: 1665498

Governor Newsom has declared a State of Emergency to exist in California as a result of the threat of the Coronavirus (COVID-19). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow the public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements.

The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public's and Employees health and well-being are the top priority for the Board of Directors of the Nevada County Consolidated Fire District, and you are urged to take all the appropriate health safety precautions. To facilitate this process, the meeting of the Board will be available by:

Held Remotely at Conference Caller

1 (800) 444-2801

Conference Code: 1665498

Note: The meeting is being held only by telephonic means and will be made accessible to members of the public seeking to attend and to address the Board only through the phone number set forth above, except members of the public seeking to attend and address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twelve (12) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Nicole Long, Board Secretary

(530)265-4431

nicolelong@nccfire.com

The Board of Directors welcomes you to its meetings and your participation is encouraged and appreciated. All meetings are recorded. Any Member of the Audience desiring to address the Board on a matter appearing on the Agenda, before or during consideration of the item, may do so after receiving recognition from the presiding officer. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. For further rules on public comment and other matters, please see the last page of this agenda.

NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Clerk of the Board for further information.

All items posted on the agenda, including under correspondence, may be acted upon by the Board of Directors. However, matters under committee reports and department manager's reports may be briefly addressed by the Board or Staff but no action or discussion shall be undertaken on any item not appearing on the posted agenda. (GC 54954.2)

The Board of Directors may hold a Closed Session as the agenda schedule permits.

STANDING ORDERS:



- 7:00 p.m. Call to Order
- Roll Call
- Pledge of Allegiance to the Flag
- Corrections and/or deletions to the agenda

***PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Per CA Government Code 54954.3

This is the time for any member of the public to address the Board on any item not on this Agenda that is within the subject matter jurisdiction of the NCCFD Board. Please wait for recognition from the presiding officer. The Board generally cannot act on or discuss an item not on the agenda. However, the Board may "briefly respond" to comments or questions from the members of the public. Please see the rules for public comment at the end of this agenda.

CONSENT CALENDAR

These items are considered to be routine and may be enacted by one motion by the Board of Directors. There will be no separate discussion of these items. If discussion is desired, any board or staff member or interested party may request that an item be removed from the Consent Calendar to be considered separately.

1. Acceptance of Minutes – May 21, 2020 and June 4, 2020
2. Fund Balances, Check History Report and Credit Card History Report

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Dorland, Slade-Troutman

PERSONNEL: Carrington, Hanson, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

WESTERN NEVADA COUNTY FIRE AGENCY: Grueneberg, Dorland, Hanson

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

NEW BUSINESS

3. Discussion and possible action, Resolution R20-14, Transfer of Funds from Operating Fund 722 to Capital Reserve Fund 758 for Equipment and Vehicles. **Finance Manager Van Groningen**
4. Discussion and possible action, Resolution R20-15, Transfer of Funds from Operating Fund 722 to Contingency Fund 723, for Obtaining the two-month desired operating costs in the contingency fund. **Finance Manager Van Groningen**
5. Discussion and possible action, Resolution R20-16, Transfer of Funds from Operating Fund 722 to Capital Reserve Fund 758, for the Annual Reserve Contribution. **Finance Manager Van Groningen**

6. Discussion and possible action, Resolution R20-17, Authorized Personnel Resolution for Fiscal Year 2020/2021. Fire Chief Turner
7. Discussion and possible action, Resolution R20-18, Establishing the Appropriations Limit for Fiscal Year 2020/2021. Finance Manager Van Groningen
8. Discussion and possible action, Resolution R20-19, Adopting the Preliminary Budget for the Fiscal Year 2020/2021. Finance Manager Van Groningen
9. Discussion and possible action, Resolution R20-20, Amending Participants for US Bank Cal-Card Purchasing Program. Finance Manager Van Groningen
10. Discussion and possible action, Resolution R20-21, Employment of a Part-Time Temporary Finance Assistant. Fire Chief Turner
11. Discussion and possible action, Resolution R20-22, 180-Day Wait Period Exception to Hire a CAL PERS Annuitant. Finance Manager Van Groningen

CHIEF'S MONTHLY REPORT

***BOARD DISCUSSION**

ADJOURNMENT



Board Meeting Schedule

All Regular Board Meetings will take place on the third Thursday of the month.

Copies

Copies of the agenda documents relative to an agenda item may be obtained at the Administrative Office, 640 Coyote Street, Nevada City, CA 95959, at a cost of \$1.00 dollar per page.

Board Meeting Notices

This Regular Meeting Agenda was posted 72 hours in advance of the meeting at the following locations: Nevada County Consolidated Fire District: Administration Office, 640 Coyote Street, Nevada City; Station 86, 12337 Banner Lava Cap Rd, Nevada City; Station 88, 14400 Golden Star, Grass Valley; Station 89, 11833 Tammy Way, Grass Valley; and on our website address at <http://www.nccfire.com>. Our e-mail address is nccfire@nccfire.com.

Rules Applying to Public Comments (as provided by CA Government Code Section 54954.)

A. Members of the public wishing to address the Board upon any subject within the jurisdiction of the Nevada County Consolidated Fire District may do so upon receiving recognition from the presiding officer at the appropriate time. You may address the Board on any agenda item prior to Board Action. If you wish to address the Board on an item not on the agenda, you may do so during the General Public Comment period. Understand that no action may be taken on an item not on the agenda.

- Where necessary for the orderly operation of the meeting, the presiding officer may limit public comment during the public comment period or public hearing to no more than five minutes per individual.

B. After receiving recognition, please stand and state your name, as all meetings are being taped. Note that stating your name is a voluntary act and is not required.

C. Members of the public may submit written comments on any matter that is listed on the agenda or for general public comment. You may submit written comments on any matter by U.S. Mail addressed to 640 Coyote Street, Nevada City, CA 95959 or by e-mail to nicolelong@nccfire.com. For comments to be read at the meeting and entered into the minutes they must be received no later than 8:00 a.m. on the morning of the noticed meeting.

D. All documents to be presented to the Board of Directors shall be given to the Secretary of the Board for distribution (original and seven copies) prior to the Call of Order of meeting.

E. Complaints against any individual District employee cannot be brought up in open meeting directly. The District will only consider such a complaint if submitted in writing.

DRAFT
Nevada County Consolidated Fire District

640 Coyote Street Nevada
City, CA 95959 (530) 265-
4431
FAX 265-4438



www.nccfire.com
nccfire@nccfire.com

BOARD OF DIRECTORS MINUTES May 21, 2020

Regular Meeting held remotely at
1 (800) 444-2801
Conference Code: 1665498

NCCFD DIRECTORS

Present: Grueneberg (President), Carrington, Garrett, Hanson, Nelson, Slade-Troutman

STAFF:

Present: Fire Chief Turner, Deputy Chief Funk, Fire Marshal McMahan, Finance Manager Van Groningen, Operations Support Long

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting that Director Dorland was absent. President Grueneberg led the pledge of allegiance.

***PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Per CA Government Code 54954.3

No public comment.

CONSENT CALENDAR

1. Acceptance of Minutes – April 16, 2020 and May 14, 2020
2. Fund Balances, Check History report and Credit Card History Report

President Grueneberg reported that page 7-3 and 8-2 inadvertently had motions carried already in the resolutions as a copy and paste mistake, corrections were made and made publicly on the website. Director Nelson motioned to accept the consent calendar. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote with Director Dorland absent.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Dorland, Slade-Troutman

PERSONNEL: Carrington, Hanson, Nelson

Ad Hoc COMMITTEES

NEGOTIATIONS: Carrington

BOARD POLICY AND PROCEDURES: Grueneberg

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – Director Hanson reported that the committee had a meeting and went over the amended budget that will be heard later in the meeting.

Personnel – No report.

Negotiations – No report.

Board Policy & Procedures – No report.

JPA – No report.

NEW BUSINESS

3. Discussion and possible action, Resolution R20-09, Amendment of the 19/20 Fiscal Year Budget.

Finance Manager Van Groningen verbally reviewed the amended budget. The budget recap on page 3-2, shows the amended budget, final approved budget and the change between the two. Throughout the remainder of the budget the columns show the amended budget, final budget and actual revenue/expenditures as of April 30, 2020. The accounts that have changed have asterisks on left hand side and are bolded. After a brief review of the changes, Director Slade-Troutman motioned to adopt Resolution R20-09, Amendment of the 19/20 Fiscal Year Budget. Director Hanson seconded. **MOTION** passed unanimously following a roll call vote with Director Dorland being absent.

4. Discussion and possible action, Resolution R20-10, 2012 Special Tax Fund 734 transfer to Operating Fund 722.

Finance Manager Van Groningen reported that we received our final allocation of taxes and the Special Tax funds are deposited into fund 734. These funds then need to be transferred to Operating Fund 722. Director Hanson motioned to adopt Resolution R20-10, Special Tax Fund 734 Transfer to Operating Fund 722 in the amount of \$389,000.00. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call with Director Dorland being absent.

5. Discussion and possible action, Accepting the bid from the winning bidder for Audit Services for the Fiscal Years 19/20, 20/21 and 21/22 and authorizing the Fire Chief or Designee to enter into an agreement for audit services.

Finance Manager Van Groningen verbally reviewed his staff report and thanked Pehling and Pehling for fulfilling their contract the last 3 years. The Board of Directors approved at the March 16, 2020 meeting to solicit an RFP for audit and State Controller's Office (SCO) reporting services. The District received six (6) proposals and Finance Manager Van Groningen selected two for an oral interview and reference check. The reference checks have not been completed. After a brief discussion, Director Hanson motioned to complete the reference checks and bring to the finance committee for approval to enter into the agreement. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call with Director Dorland being absent.

6. Discussion regarding the 20/21 Fiscal Year Preliminary Budget.

Finance Manager Van Groningen reported that this is just presenting the preliminary budget for directors to review for any questions prior to the June meeting. The Finance Committee will meet beforehand to review.

7. **Discussion and possible action, Resolution R20-11, Authorizing the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services within the Boundaries of Nevada County Consolidated Fire District & Requesting the County of Nevada to Levy & Collect District-Wide Special Tax for Fire Suppression, Protection & Emergency Medical Response Services for FY 2020/2021 Tax Rolls. This item will include discussion and possible action concerning the Potential Need for an Increase in the Special Tax Rate.**

President Grueneberg reported the earlier mentioned error is on this resolution. Finance Manager Van Groningen reported that the increase the District is asking for is 2.7%, based on the Western States CPI Average. Director Garrett asked if the budget would fall short if we did not ask for this increase. Finance Manager Van Groningen reported that this 2.7% increase has already been placed in the preliminary budget and is showing it falling short. Director Hanson motioned to adopt Resolution R20-11, Authorizing the Special Tax increase of 2.7%. Director Nelson seconded. **MOTION** passed unanimously following a roll call with Director Dorland being absent.

8. **Discussion and possible action, Resolution R20-12, Authorizing the Fire Suppression Benefit Assessment, District 2004-1, Located within the Boundaries of the Nevada County Consolidated Fire District, to be placed on the Nevada County Secured Tax Rolls, Requesting the County of Nevada to Levy and Collect the District-Wide Fire Suppression Benefit Assessment. This item will include discussion and possible action concerning the Potential Need for an Increase in the Assessment Rate.**

President Grueneberg reported the earlier mentioned error is on this resolution. Finance Manager Van Groningen reported that the increase we are asking for is 3% increase. Director Nelson motioned to adopt Resolution R20-12, Authorizing the Assessment. Director Carrington seconded. **MOTION** passed unanimously following a roll call with Director Dorland being absent.

9. **Discussion and possible action, regarding Ordinance OR18-01, the District's Conflict of Interest Code.**

Fire Chief Turner reported that this is the biannual review of the District's Conflict of Interest Code. If no changes need to be made than we can move forward with this Ordinance. If the Directors request any changes, an updated ordinance will be brought to the Board next month. Fire Chief Turner reviewed section 2-2 of the ordinance which states the position within the organization that must file statements of economic interest. Director Slade-Troutman motioned to approve Ordinance OR18-01, with no changes needed. Director Hanson seconded. **MOTION** passed unanimously following a roll call with Director Dorland being absent.

10. **Discussion and possible action, Resolution R20-13, Resolution Calling for a General District Election.**

President Grueneberg reviewed this is a state-mandated requirement to consolidate our election of elective offices with other agencies that may need to be placed on the General Election ballot in November. The Board of Directors has always chosen to have the candidate pay the cost and has limited the statement to 200 words. After a brief discussion, Directors chose to have it remain the same and Director Slade-Troutman motioned to adopt Resolution R20-13. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote with Director Dorland being absent.

11. **Correspondence.**

11.A – Senate Certificate of Recognition

Very commendable certificate of recognition from the Senator Dahle's office.

CHIEF’S MONTHLY REPORT

Chief Funk did a quick overview of the monthly report. Call volume decreased with the heightened shelter in place order. COVID-19 down since the heightened shelter in place. Incidents are down everywhere, not just Nevada County. Staff participated in a lot of COVID activities and meeting.

Prevention – All meetings and presentations have been done virtually. Fire Marshal McMahan quickly reviewed the discussion of safe burning that took place at the Board of Supervisors meeting. Projects are continuing to come in, the County says to get ready for a lot of plans when everything re-opens. Discussion on the drone program that Deputy Fire Marshal Mason has started with vacant lots, this stemmed from the vacant property owners’ letter that was sent out on a grant. The District has received a lot of positive feedback with owners requesting information and assistance on how to clear up their parcels.

***BOARD DISCUSSION**

Director Garrett asked if MOU was ratified and if retro pay was completed. Chief Turner reported that the MOU was ratified, and employees received retro pay approximately 2 weeks ago.

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:44 p.m.

Attest:

Approved by:

Nicole Long
Board Secretary

Keith Grueneberg
President of the Board

DRAFT
Nevada County Consolidated Fire District

640 Coyote Street Nevada
City, CA 95959 (530) 265-
4431
FAX 265-4438



www.nccfire.com
nccfire@nccfire.com

FINANCE COMMITTEE MINUTES June 4, 2020

Special Meeting held remotely at
1 (800) 444-2801
Conference Code: 1665498

NCCFD DIRECTORS

Present: Dorland, Slade-Troutman

STAFF:

Present: Fire Chief Turner, Finance Manager Van Groningen, Operations Support Long

STANDING ORDERS:

Director Dorland called the meeting to order at 10:01 a.m. Roll call was taken, noting that Director Hanson absent. Director Dorland then led in the pledge of allegiance.

***PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Per CA Government Code 54954.3

No public comment was made.

NEW BUSINESS

1. **Discussion and Possible Action, Accepting the bid for Audit Services for the Fiscal Years 19/20, 20/21 and 21/22 and authorizing the Fire Chief or Designee to enter into an agreement for audit services.**

Finance Manager Van Groningen reported that the staff report was very similar to the one in the May regular meeting packet. He stated that the interviews and reference checks were completed Staff recommends Fechter & Company. In the report the annual inflation costs are included for each year. Director Slade-Troutman approved to accept the bid from Fechter & Company for Audit Services for Fiscal Year 19/20, 20/21, and 21/22 and authorize the Fire Chief or Designee to enter into an agreement for audit services. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with Director Hanson absent.

2. **Preliminary Budget Review for Fiscal Year 2020/2021.**

Finance Manager Van Groningen reported this is similar to what was presented at the May meeting. He reviewed the preliminary budget, highlighting the items below:

Throughout the budget there are three (3) columns, the FY 20/21 preliminary budget, 19/20 amended budget and the actual expenses and revenues as of April 30, 2020. This will be updated prior to the June regular meeting to reflect May 31, 2020 actual expenses and revenues.

Page 2-1: is a high-level recap of the operating budget.

Page 2-2: secured taxes, not much information released at this point placed a 3% increase in the preliminary budget. This is conservative compared to prior years.

- Account 4110: 3% increase based on the resolution passed at the May meeting
- Account 4150: 2.7% increase based on the resolution passed at the May meeting

- Account 4690: includes DSI agreement and support services provided to Higgins Fire

Page 2-3: This page is a majority of our operating expenses. Wages and benefits all existing costs with the current MOU in place.

- Account 5131: The District will not have a seasonal program this year.
- Account 5711: increased UAL and it is estimated that it will continue to increase over the next 2 years.

Page 2-4:

- 6114: budgeting additional intern costs
- 6716: increase costs for new requirements for advanced and optional skills.

Page 2-7:

- 7566: increase in legal expenses due to negotiations coming up this year
- 7571: it is a state requirement to retain a medical director.
- 7611: general elections this year for board members, this is an estimated cost. If candidates run unopposed there will be no election costs.

Page 2-8: The large increase is account 7831, the dispatch estimate came in much higher this year. They are adding an additional dispatcher and their contract had a 15% increase over the next 3 years.

Finance Van Groningen then reported that the total operating costs \$7,164,864.00 and expenditures are over \$160,862.00. A majority of that is legal, election and servers.

Fund 733, mitigation fund. The District has its last payment on Station 84 and a payment on Engine 86.

Fund 734, special tax fund. All revenue is transferred to 722 with fees expensed.

Fund 758, capital improvement fund. Expenditures include miscellaneous equipment accessories and payment on the new Brush.

Page 2-12: The summary of all funds was reviewed, noting that the beginning fund balances are all projections.

Director Dorland accepted the review of the preliminary budget for FY 20/21 and approved it moving forward to the regular meeting on June 18, 2020. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote with Director Hanson absent.

3. Review and Approval of the 2020/2021 Appropriations Limit.

Finance Manager Van Groningen reported that it setting an appropriations limit is required by the State of California. He reviewed the calculations and made note that the wrong FY was written as 2018/2019 and it should be 2019/2020. He will make the correction prior to presentation at the June meeting. Director Dorland accepted the review of the appropriations limit for FY 20/21 and approved it moving forward to the regular meeting on June 18, 2020. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote

ADJOURNMENT

Director adjourned the meeting at 10:40 a.m.

Attest:

Approved by:

Nicole Long
Board Secretary

Barry Dorland
Finance Committee

**Nevada County Consolidated Fire District
Fund Recap & Cash Balances
May 2020**

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash ¹	2,179,159	1,069,800	71,781	389,683	353,281	4,063,704
Revenues	30,602		3,668	-	-	34,270
Expenditures	(692,520)	-	-	-	(15,322)	(707,842)
Other Inc/Expense	-		-	-	-	-
Other Activity ²	(4,393)	-	294	-	501	(3,598)
Ending Cash ¹	1,512,848	1,069,800	75,743	389,683	338,460	3,386,534

¹ Includes Well Fargo

² Balance sheet cash activity not reported on fund report in the current month.

**Nevada County Consolidated Fire District
Operating Fund 722
May 2020**

	<u>May</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue				
4000 · Taxes & Assessments				
4010 · Current Secured		2,951,245	3,084,552	96%
4011 · Prior Secured		(1,134)	59,702	(2%)
4020 · Current Unsecured		52,286		
4030 · Prior Unsecured		1,444		
4040 · Supplemental Secured	3,319	26,126	29,477	89%
4050 · Supplemental Unsecured		1,322		
4060 · Supplemental Prior Unsecured		172		
4110 · Special Assessment		1,909,165	2,009,382	95%
4150 · Special Tax of 2012		572		100%
4151 · Special Tax 2012 (transfer in)		563,000	955,327	59%
4160 · AB 1600 Mitigation Fees	0	0		
4230 · State Homeowners		24,067	25,435	95%
4240 · State Public Safety Prop 172		333,971	387,198	86%
4290 · Other		1		
Total 4000 · Taxes & Assessments	3,319	5,862,237	6,551,073	89%
4500 · Reimbursements				
4510 · Strike Team	40,469	228,248	79,591	102%
4520 · Strike Team Prior Year		10,468	10,468	
4522 · Strike Team Cost Offset	(25,688)	(146,572)		
4540 · Vehicle Repair	158	4,271	5,000	85%
4550 · Cost Recovery	1,376	16,952	20,000	85%
4690 · Other Reimbursements	1,020	77,684	63,910	122%
Total 4500 · Reimbursements	17,335	191,051	178,969	107%
4800 · Other Revenue				
4810 · Inspections & Permits	806	11,532	10,000	115%
4812 · Plan Reviews	6,492	19,264	15,000	128%
4820 · Interest & Finance Charges	0	23,611	18,000	131%
4830 · Rentals	2,650	27,530	28,740	96%
4870 · Other Revenue		1,641	2,000	82%
Total 4800 · Other Revenue	9,948	83,578	73,740	113%
Total Revenue	30,602	6,136,866	6,803,782	90%

Fiscal year complete 84%. Payroll complete 85%.

**Nevada County Consolidated Fire District
Operating Fund 722
May 2020**

	<u>May</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Expense				
5000 · Wages & Benefits				
5100 · Wages				
5111 · Chief / Deputy Chief (2)	30,640	325,600	353,362	92%
5113 · Battalion Chief (2)	28,634	206,225	224,280	92%
5114 · Prevention (2)	23,026	186,338	206,267	90%
5121 · Captains (9)	112,831	757,845	830,102	91%
5122 · Lieutenants (6)	65,030	411,124	463,822	89%
5123 · Firefighter (12)	106,196	667,570	740,641	90%
5131 · Supplemental / Seasonal FF		137,631	137,631	100%
5132 · PCF / Reserve FF		3,792	3,815	99%
5141 · Clerical (3)	21,584	206,902	226,555	91%
5145 · Fire Mechanic (1.5)	16,184	109,297	124,363	88%
5151 · Overtime	51,681	337,490	412,142	82%
5153 · Additional Overtime Staffing	1,313	9,085	18,292	50%
5155 · EPSL Overtime	1,282	1,384		
5161 · Strike Team	8,241	98,864		
5165 · Strike Team Backfill	3,975	47,668		
5167 · Strike Team Revenue Offset	(25,321)	(144,477)		
5171 · Holiday Stipend	5,950	68,705	73,707	93%
5173 · Vacation / CTO Buy Back	8,200	59,699	81,425	73%
5185 · Directors	(63)	3,387	4,500	75%
Total 5100 · Wages	459,383	3,494,129	3,900,904	90%
5500 · Payroll Taxes				
5511 · Medicare Employer Tax	6,430	48,013	56,878	84%
5512 · Soc Security Employer Tax	5	454	516	88%
5521 · SUI Employer Tax	2	6,840	9,108	75%
5526 · Strike Team Revenue Offset	(367)	(2,095)		
Total 5500 · Payroll Taxes	6,070	53,212	66,502	80%
5700 · Benefits				
5711 · Pension	75,031	847,255	913,074	93%
5731 · Health Insurance	54,337	622,932	772,464	81%
5735 · Life Insurance	930	13,117	16,200	81%
5751 · Workers Comp Insurance		188,898	188,898	100%
Total 5700 · Benefits	130,298	1,672,202	1,890,636	88%
Total 5000 · Wages & Benefits	595,751	5,219,543	5,858,042	89%

Fiscal year complete 84%. Payroll complete 85%.

**Nevada County Consolidated Fire District
Operating Fund 722
May 2020**

	<u>May</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
6000 · Personnel Related				
6010 · Clothing / PPE				
6011 · Uniforms	5,612	8,751	11,835	74%
6021 · Personal Protective Equip	2,133	34,669	40,000	87%
6031 · Safety & PPE (per MOU)	8,903	32,320	33,060	98%
Total 6010 · Clothing / PPE	<u>16,648</u>	<u>75,740</u>	<u>84,895</u>	<u>89%</u>
6100 · Food / Meals				
6111 · Meals - Administration		80	350	23%
6113 · Meals - Fire			1,500	
6114 · Meals - Interns		10,560	10,560	100%
Total 6100 · Food / Meals		<u>10,640</u>	<u>12,410</u>	<u>86%</u>
6200 · Training / Fitness				
6211 · Wellness Program		22,831	26,740	85%
6213 · Fitness Program	139	3,808	4,400	87%
6221 · Tuition - Safety Personnel	(750)	12,194	20,000	61%
6232 · Travel Expense		4,017	8,500	47%
6241 · Training Materials		556	2,000	28%
6246 · Public Safety Training Center		1,194	1,000	119%
6251 · Education Incentive Program		407	407	100%
6261 · Licenses & Certificates		2,209	2,250	98%
6271 · Training - Administration	(600)	3,867	7,000	55%
Total 6200 · Training / Fitness	<u>(1,211)</u>	<u>51,083</u>	<u>72,297</u>	<u>71%</u>
Total 6000 · Personnel Related	<u>15,437</u>	<u>137,463</u>	<u>169,602</u>	<u>81%</u>
6500 · Facility & Equipment Related				
6510 · Communications				
6511 · Telephones	994	14,725	18,000	82%
6521 · Mobile Phones	565	7,551	8,550	88%
6510 · Communications - Other	21	21		
Total 6510 · Communications	<u>1,580</u>	<u>22,297</u>	<u>26,550</u>	<u>84%</u>
6550 · Station				
6551 · Supplies & Services - Stations	1,240	12,924	18,000	72%
6591 · Small Tools		209		
Total 6550 · Station	<u>1,240</u>	<u>13,133</u>	<u>18,000</u>	<u>73%</u>
6610 · Insurance				
6611 · Liability		14,335	13,824	104%
6621 · Property		16,497	16,457	100%
Total 6610 · Insurance		<u>30,832</u>	<u>30,281</u>	<u>102%</u>
6650 · Maintenance				
6681 · Facility Maint & Improvements	11,852	112,454	120,000	94%
Total 6650 · Maintenance	<u>11,852</u>	<u>112,454</u>	<u>120,000</u>	<u>94%</u>
6700 · Medical Supplies				
6716 · EMS Supplies	799	15,723	17,000	92%
Total 6700 · Medical Supplies	<u>799</u>	<u>15,723</u>	<u>17,000</u>	<u>92%</u>

Fiscal year complete 84%. Payroll complete 85%.

**Nevada County Consolidated Fire District
Operating Fund 722
May 2020**

	May	YTD Actual	Budget	% of Budget
6750 · Apparatus Equipment				
6751 · Hose	2,487	12,440	21,000	59%
6756 · Ladders			1,150	
6761 · Suppression Equip	17	4,037	10,000	40%
6766 · Power Tools & Equipment	286	6,957	6,800	102%
6771 · Pump Testing		3,740	4,347	86%
6776 · Mobile Communications		2,245	2,500	90%
6781 · Technical Rescue Equip	746	5,384	6,500	83%
6786 · SCBA Repair & Maintenance	3,663	6,005	5,000	120%
6791 · Small Tools - Apparatus		38	1,000	4%
Total 6750 · Apparatus Equipment	7,199	40,846	58,297	70%
6800 · Utilities				
6811 · Alarm		1,348	2,120	64%
6821 · Electricity / Gas	2,826	35,773	44,515	80%
6831 · Propane	655	11,425	13,230	86%
6841 · Trash	226	3,104	3,837	81%
6851 · Water / Sewer	600	7,439	8,224	90%
Total 6800 · Utilities	4,307	59,089	71,926	82%
6900 · Capital Expenditures				
6911 · Stations		18,000	18,000	100%
6921 · Apparatus & Equipment		26,763	31,500	85%
Total 6900 · Capital Expenditures		44,763	49,500	90%
Total 6500 · Facility & Equipment Related	26,977	339,137	391,554	87%
7000 · Vehicle Related				
7001 · Insurance				
7005 · Vehicle Insurance		7,471	8,481	88%
7001 · Insurance - Other		202		100%
Total 7001 · Insurance		7,673	8,481	90%
7010 · Maintenance				
7011 · Accessories	10,890	59,215		
7016 · Batteries		1,992		
7021 · Body		902		
7026 · Brakes	963	4,496		
7036 · Pumps	962	2,866		
7041 · Tires	40	10,562		
7046 · Tools & Shop Related	411	12,466		
7048 · All Categories for Budget			106,200	
7049 · Outside Agency Vehicle Maint	508	4,675		
7010 · Maintenance - Other		248		
Total 7010 · Maintenance	13,774	97,422	106,200	92%
7050 · Fuel				
7051 · Fuel	2,062	53,114	67,598	79%
Total 7050 · Fuel	2,062	53,114	67,598	79%
Total 7000 · Vehicle Related	15,836	158,209	182,279	87%

Fiscal year complete 84%. Payroll complete 85%.

**Nevada County Consolidated Fire District
Operating Fund 722
May 2020**

	May	YTD Actual	Budget	% of Budget
7500 · General & Admin Related				
7501 · Office Expense				
7502 · Administration	871	4,655	7,200	65%
7506 · Board		773	1,800	43%
7508 · Computer & Software Expense	2,154	40,363	60,723	66%
7509 · Copier Expense	63	1,199	1,500	80%
7511 · Memberships		10,247	15,000	68%
7521 · Postage & Delivery		1,059	2,040	52%
Total 7501 · Office Expense	3,088	58,296	88,263	66%
7550 · Professional Services				
7551 · Accounting		11,764	11,450	103%
7556 · Computer & IT Support	540	7,697	9,720	79%
7561 · Consultants		23,895	33,495	71%
7563 · Hiring Expense		2,138	8,005	27%
7566 · Legal Expense		20,309	24,433	83%
7571 · Medical Director		1,874	3,600	52%
Total 7550 · Professional Services	540	67,677	90,703	75%
7590 · Publications				
7591 · Legal Notices		392	600	65%
7596 · Marketing / Advertising			500	
Total 7590 · Publications		392	1,100	36%
7600 · Special District				
7621 · LAFCo		6,458	6,458	100%
7631 · Nevada County Fees		76,540	71,901	106%
Total 7600 · Special District		82,998	78,359	106%
7650 · Prevention				
7651 · Code Purchases		3,127	3,000	104%
7653 · Investigation Supplies	327	891	7,025	13%
7657 · Inspection Supplies	631	719	3,000	24%
7661 · Prof Svcs / Plan Checks	99	1,372	2,500	55%
7663 · Public Education Supplies	1,576	4,616	6,000	77%
7665 · Subscriptions / Memberships		1,266	5,750	22%
7667 · Training		4,259	5,000	85%
7669 · Other Prevention / Law Enforce		2,074	8,000	26%
Total 7650 · Prevention	2,633	18,324	40,275	45%
7800 · JPA				
7831 · Dispatch Charges	32,258	107,061	100,000	107%
7841 · Dues / Administration		4,316	8,918	48%
Total 7800 · JPA	32,258	111,377	108,918	102%
Total 7500 · General & Admin Related	38,519	339,064	407,618	83%
8500 · Strike Team Non Labor Expenses		4,312		
Total Expense	692,520	6,197,728	7,009,095	88%

Fiscal year complete 84%. Payroll complete 85%.

**Nevada County Consolidated Fire District
 Operating Fund 722
 May 2020**

	<u>May</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Fund Over / (Under)	(661,918)	(60,862)	(205,313)	30%
Other Income/Expense				
Other Income				
9001 · Grant Revenue		26,250		
Total Other Income		26,250		
Other Expense				
8700 · Transfers Out				
8723 · Transfer to 723			166,940	
8758 · Transfer to 758			75,000	
Total 8700 · Transfers Out			241,940	
9101 · Grant Expense		18,838		
Total Other Expense		18,838	241,940	8%
Net Other		7,412	(241,940)	(3%)
Net Fund Activity	<u>(661,918)</u>	<u>(53,450)</u>	<u>(447,253)</u>	

**Nevada County Consolidated Fire District
 AB 1600 Mitigation Fund 733
 May 2020**

	<u>May</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue				
4000 · Taxes & Assessments				
4160 · AB 1600 Mitigation Fees	3,668	81,448	80,000	102%
Total 4000 · Taxes & Assessments	<u>3,668</u>	<u>81,448</u>	<u>80,000</u>	<u>102%</u>
4800 · Other Revenue				
4820 · Interest & Finance Charges		1,650	2,000	83%
4870 · Other Revenue		50		
Total 4800 · Other Revenue	<u></u>	<u>1,700</u>	<u>2,000</u>	<u>85%</u>
Total Revenue	<u>3,668</u>	<u>83,148</u>	<u>82,000</u>	<u>101%</u>
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6911 · Stations		27,085	54,170	50%
6921 · Apparatus & Equipment		98,996	98,996	100%
Total 6900 · Capital Expenditures	<u></u>	<u>126,081</u>	<u>153,166</u>	<u>82%</u>
Total 6500 · Facility & Equipment Related	<u></u>	<u>126,081</u>	<u>153,166</u>	<u>82%</u>
Total Expense	<u></u>	<u>126,081</u>	<u>153,166</u>	<u>82%</u>
Fund Over / (Under)	<u>3,668</u>	<u>(42,933)</u>	<u>(71,166)</u>	<u>60%</u>
Net Fund Activity	<u><u>3,668</u></u>	<u><u>(42,933)</u></u>	<u><u>(71,166)</u></u>	

**Nevada County Consolidated Fire District
Special Tax Fund 734
May 2020**

	May	YTD Actual	Budget	% of Budget
Revenue				
4000 · Taxes & Assessments				
4150 · Special Tax of 2012		913,744	962,226	95%
Total 4000 · Taxes & Assessments		913,744	962,226	95%
4800 · Other Revenue				
4820 · Interest & Finance Charges		1,423	1,355	105%
Total 4800 · Other Revenue		1,423	1,355	105%
Total Revenue		915,167	963,581	95%
Expense				
7500 · General & Admin Related				
7600 · Special District				
7631 · Nevada County Fees		8,502	8,757	97%
Total 7600 · Special District		8,502	8,757	97%
Total 7500 · General & Admin Related		8,502	8,757	97%
Total Expense		8,502	8,757	97%
Fund Over / (Under)		906,665	954,824	95%
Other Income/Expense				
Other Expense				
8700 · Transfers Out				
8722 · Transfer to 722		563,000	955,327	59%
Total 8700 · Transfers Out		563,000	955,327	59%
Total Other Expense		563,000	955,327	59%
Net Other		(563,000)	(955,327)	59%
Net Fund Activity		343,665	(503)	

**Nevada County Consolidated Fire District
Capital Fund 758
May 2020**

	May	YTD Actual	Budget	% of Budget
Revenue				
4800 · Other Revenue				
4820 · Interest & Finance Charges		8,387	10,000	84%
4855 · Sale of Real Property				
Total 4800 · Other Revenue		8,387	10,000	84%
Total Revenue		8,387	10,000	84%
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6911 · Stations	700	41,120	42,000	98%
6921 · Apparatus & Equipment	6,007	195,878	205,286	95%
6931 · Vehicles	8,615	67,252	65,000	103%
Total 6900 · Capital Expenditures	15,322	304,250	312,286	97%
Total 6500 · Facility & Equipment Related	15,322	304,250	312,286	97%
Total Expense	15,322	304,250	312,286	97%
Fund Over / (Under)	(15,322)	(295,863)	(302,286)	98%
Other Income/Expense				
Other Income				
8800 · Transfers In				
8822 · Transfer from 722			75,000	
Total 8800 · Transfers In			75,000	
Total Other Income			75,000	
Net Other			75,000	
Net Fund Activity	(15,322)	(295,863)	(227,286)	

Nevada County Consolidated Fire District
Check History Report
May 2020

Date	Number	Name	Account	Paid Amount
05/04/2020		Retro Pay 2020	Net Payroll	152,177.29
05/04/2020	221577	NCCFD - EFTPS (Fed & State Taxes)	2202 · FICA Payable (Medicare & SS)	5,765.10
			2201 · Federal Income Tax Payable	30,965.94
			2211 · State Income Tax Payable	13,069.74
05/04/2020	221588	SPECIAL DIST RISK MGMT AUTH.	5731 · Health Insurance	4,851.57
05/04/2020	221593	BLUE SHIELD OF CALIFORNIA	5731 · Health Insurance	30,970.58
05/04/2020	221631	AFLAC	2271 · AFLAC Payable	982.00
05/04/2020	221636	FDAC Employee Benefits Authority	5735 · Life Insurance	1,599.15
05/04/2020	221643	STANDARD INSURANCE COMPANY	2273 · LTD [Safety] Payable	907.50
05/04/2020	V963792	KAISER FOUNDATION HEALTH PLAN	5731 · Health Insurance	20,769.76
05/07/2020	213894	Slade-Troutman Marianne	<i>Stale Dated VOID Check</i>	<i>(138.15)</i>
05/07/2020		PP: 04/19 - 05/02/2020	Net Payroll	95,140.63
05/07/2020	221713	NCCFD - EFTPS (Fed & State Taxes)	2201 · Federal Income Tax Payable	13,275.56
			2202 · FICA Payable (Medicare & SS)	3,479.74
			2211 · State Income Tax Payable	4,974.80
05/07/2020	221714	HSA BANK, DIV. OF WEBSTER BANK	2276 · HSA Payable	178.21
05/07/2020	221715	CalPERS 457 Plan (Def. Comp)	2266 · Deferred Compensation Payable	1,350.00
05/07/2020	221750	B&C ACE HOME & GARDEN CENTER	6766 · Power Tools & Equipment	136.68
05/07/2020	221762	NETWORK DESIGN ASSOCIATES	7556 · Computer & IT Support	270.00
05/07/2020	221765	HANSEN BROS. ENTERPRISES	6681 · Facility Maint & Improvements	360.11
05/07/2020	221768	PLAZA TIRE & AUTO SERVICE	7041 · Tires	40.00
05/07/2020	221775	RIEBES AUTO PARTS	7011 · Accessories	498.92
05/07/2020	221782	CDW GOVERNMENT INC	7508 · Computer & Software Expense	179.23
05/07/2020	221783	COMCAST	6511 · Telephones	129.23
05/07/2020	221788	ADVANTAGE GEAR, INC.	6031 · Safety & PPE (per MOU)	664.57
05/07/2020	221816	TOTAL ADMIN SVCS (TASC)	5731 · Health Insurance	280.44
05/07/2020	221820	GOLDEN STATE EMERGENCY VEHICLE	7036 · Pumps	961.67
05/07/2020	221835	STREAMLINE	7508 · Computer & Software Expense	200.00
05/07/2020	909026	CalPERS (Retirement)	2261 · CalPERS Payable	35.34
			2261 · CalPERS Payable	11,187.37
			2261 · CalPERS Payable	332.86
			5711 · Pension	21,840.13
05/07/2020	V964264	CAPITOL CLUTCH AND BRAKE, INC.	7026 · Brakes	123.54
05/07/2020	V964276	A TO Z SUPPLY	6681 · Facility Maint & Improvements	11.20
05/07/2020	V964280	NEVADA COUNTY PROF FF ASSN	2251 · NCCFA Dues	1,085.00
05/07/2020	V964288	NATIONWIDE RETIREMENT SOLUTION	2266 · Deferred Compensation Payable	8,072.03
05/07/2020	V964292	RIVERVIEW INTERNATIONAL TRUCKS	7026 · Brakes	839.95
05/07/2020	V964295	WALKER'S OFFICE SUPPLY	6551 · Supplies & Services - Stations	79.51
05/07/2020	V964302	BURTON'S FIRE APPARATUS	7049 · Outside Agency Vehicle Maint	350.36
05/07/2020	V964351	Bare Bones Workwear	6011 · Uniforms	5,394.72
05/14/2020	221922	B&C ACE HOME & GARDEN CENTER	6681 · Facility Maint & Improvements	20.42
05/14/2020	221923	NEVADA CITY, CITY OF	6851 · Water / Sewer	267.18
05/14/2020	221925	L.N. CURTIS & SONS	6751 · Hose	471.43
05/14/2020	221926	WASTE MANAGEMENT OF NEV. CO.	6841 · Trash	185.40
05/14/2020	221927	WASTE MANAGEMENT OF NEV. CO.	6841 · Trash	40.50
05/14/2020	221928	NETWORK DESIGN ASSOCIATES	7556 · Computer & IT Support	270.00
05/14/2020	221930	NID	6851 · Water / Sewer	54.97
05/14/2020	221931	NID	6851 · Water / Sewer	31.94
05/14/2020	221932	NID	6851 · Water / Sewer	144.00
05/14/2020	221933	PACIFIC GAS & ELECTRIC CO.	6821 · Electricity / Gas	2,825.52

Nevada County Consolidated Fire District
Check History Report
May 2020

Date	Number	Name	Account	Paid Amount
05/14/2020	221934	CAL DEPT FORESTRY (ACCTG OFF)	7831 · Dispatch Charges	32,257.82
05/14/2020	221935	RESCUE RESPONSE	6781 · Technical Rescue Equip	479.72
05/14/2020	221936	COMCAST	6511 · Telephones	129.34
05/14/2020	221937	CalCARD (US BANK)	<i>See Attached Report</i>	10,878.07
05/14/2020	221938	Cummins Pacific LLC	7011 · Accessories	683.78
05/14/2020	221939	AT&T CALNET 3	6511 · Telephones	390.65
05/14/2020	221941	SIERRA LAND IMPROVEMENT	6681 · Facility Maint & Improvements	1,500.00
05/14/2020	V964428	ECONOMY PEST CONTROL	6681 · Facility Maint & Improvements	324.00
05/14/2020	V964434	A TO Z SUPPLY	7011 · Accessories	6.65
05/14/2020	V964436	HILLS FLAT LUMBER COMPANY	6681 · Facility Maint & Improvements	42.30
05/14/2020	V964437	MISSION LINEN SUPPLY, INC.	6551 · Supplies & Services - Stations	126.48
05/14/2020	V964438	AIRGAS, NCN	6716 · EMS Supplies	332.30
05/14/2020	V964442	WALKER'S OFFICE SUPPLY	7502 · Administration	741.58
05/14/2020	V964447	HUNT & SONS, INC.	7051 · Fuel	3,556.82
05/14/2020	V964448	SUDDENLINK (CEQUEL)	6511 · Telephones	138.45
05/14/2020	V964454	SATCOM GLOBAL INC	6521 · Mobile Phones	102.26
05/14/2020	V964456	MUNICIPAL EMERGENCY SERVICES	6786 · SCBA Repair & Maintenance	3,663.01
05/14/2020	V964464	ROBINSON ENTERPRISES, INC.	7051 · Fuel	328.53
05/18/2020	909061	CalPERS (Retirement)	2261 · CalPERS Payable	191.96
			2261 · CalPERS Payable	17,087.68
			5711 · Pension	31,668.15
05/21/2020		PP: 05/03 - 05/16/2020	Net Payroll	98,331.89
05/21/2020	222096	NCCFD - EFTPS (Fed & State Taxes)	2201 · Federal Income Tax Payable	13,605.74
			2202 · FICA Payable (Medicare & SS)	3,614.62
			2202 · FICA Payable (Medicare & SS)	9.30
			2211 · State Income Tax Payable	5,157.49
			2213 · SUI Payable	1.58
05/21/2020	222097	HSA BANK, DIV. OF WEBSTER BANK	2276 · HSA Payable	178.21
05/21/2020	222098	CalPERS 457 Plan (Def. Comp)	2266 · Deferred Compensation Payable	1,350.00
05/21/2020	909072	CalPERS (Retirement)	2261 · CalPERS Payable	35.34
			2261 · CalPERS Payable	11,114.48
			2261 · CalPERS Payable	266.28
			5711 · Pension	21,522.27
05/21/2020	V964569	NEVADA COUNTY PROF FF ASSN	2251 · NCCFA Dues	1,085.00
05/21/2020	V964577	NATIONWIDE RETIREMENT SOLUTION	2266 · Deferred Compensation Payable	5,438.77
05/26/2020	222336	B&C ACE HOME & GARDEN CENTER	6681 · Facility Maint & Improvements	94.69
05/26/2020	222341	AT&T (Carol Stream)	6511 · Telephones	36.04
05/26/2020	222343	VERIZON WIRELESS	6521 · Mobile Phones	668.91
			7508 · Computer & Software Expense	506.89
05/26/2020	222357	LYNN CARD COMPANY	7502 · Administration	44.70
05/26/2020	222359	ADVANTAGE GEAR, INC.	6031 · Safety & PPE (per MOU)	683.97
05/26/2020	222365	Cummins Pacific LLC	7011 · Accessories	2,136.25
05/26/2020	222369	AT&T CALNET 3	6511 · Telephones	22.97
05/26/2020	V964704	BUCKMASTER OFFICE SOLUTIONS	7509 · Copier Expense	62.58
05/26/2020	V964711	AIR EXCHANGE	6681 · Facility Maint & Improvements	7,294.76
05/26/2020	V964717	WALKER'S OFFICE SUPPLY	7502 · Administration	108.24
05/26/2020	V964730	BANNER COMMUNICATIONS	7657 · Inspection Supplies	630.70
05/26/2020	V964740	Bare Bones Workwear	6011 · Uniforms	217.49
05/28/2020	222393	L.N. CURTIS & SONS	6751 · Hose	2,015.72
05/28/2020	222403	HANSEN BROS. ENTERPRISES	6681 · Facility Maint & Improvements	350.79

Nevada County Consolidated Fire District
Check History Report
 May 2020

Date	Number	Name	Account	Paid Amount
05/28/2020	222410	NID	6851 · Water / Sewer	102.38
05/28/2020	222417	SUBURBAN PROPANE	6831 · Propane	655.34
05/28/2020	222426	Alert-All Corp	7663 · Public Education Supplies	1,575.78
05/28/2020	222429	TALAN PAVING	6681 · Facility Maint & Improvements	1,500.00
05/28/2020	222462	GOLDEN STATE EMERGENCY VEHICLE	7011 · Accessories	344.56
05/28/2020	V964754	ECONOMY PEST CONTROL	6681 · Facility Maint & Improvements	97.00
05/28/2020	V964758	MISSION LINEN SUPPLY, INC.	6551 · Supplies & Services - Stations	68.00
Total 1002 · NC Operating 722				\$ 723,261.92
1003 · NC Mitigation 733				
Total 1003 · NC Mitigation 733				\$ -
1004 NC Special Tax 734				
Total 1004 NC Special Tax 734				\$ -
1008 · NC Capital Expenditure 758				
05/07/2020	221775A	RIEBES AUTO PARTS	6931 · Vehicles	353.02
05/07/2020	V964327	BANNER COMMUNICATIONS	6931 · Vehicles	92.23
05/07/2020	V964350	LEHR AUTO ELECTRIC	6931 · Vehicles	306.11
05/14/2020	221924	ALLSTAR FIRE EQUIPMENT, INC.	6921 · Apparatus & Equipment	4,542.16
05/14/2020	V964458	BANNER COMMUNICATIONS	6921 · Apparatus & Equipment	1,464.75
05/14/2020	221940	EXTENDOBED	6931 · Vehicles	7,113.00
05/14/2020	221929	GLASS ARCHITECTS	6911 · Stations	700.00
05/14/2020	221937	CalCARD (US BANK)	<i>See Attached Report</i>	250.00
Total 1008 · NC Reserve 758				\$ 14,821.27
1022 · Wells Fargo 2541				
05/26/2020	052520	Harland Clarke Checks	7502 · Administration	192.00
Total 1022 · Wells Fargo 2541				\$ 192.00
1023 · Wells Fargo 2637				
Total 1022 · Wells Fargo 2637				\$ -
TOTAL CHECKS ISSUED				738,275.19

Nevada County Consolidated Fire District
Credit Card History Report Export
May 2020

Statement Cycle 04/06 - 05/05/2020

Date	Cardholder	Vendor Name	Account	Paid Amount
05/06/2020	Greene	Lester Enterprises / North State Weldin	7011 · Accessories	110.00
05/06/2020	Greene	PIERCE MANUFACTURING, INC.	6221 · Tuition - Safety Personnel	-750.00
05/06/2020	Greene	PIERCE MANUFACTURING, INC.	6271 · Training - Administration	-750.00
05/06/2020	Greene	KIMBALL MIDWEST	7011 · Accessories	72.03
05/06/2020	Greene	Drive Line Service of Sacramento	7011 · Accessories	2,237.48
05/06/2020	Greene	SNAP-ON INDUSTRIAL	7046 · Tools & Shop Related	126.31
05/06/2020	Greene	Drive Line Service of Sacramento	7011 · Accessories	1,641.60
05/06/2020	Greene	MAC TOOLS	-SPLIT-	200.70
05/06/2020	Greene	CORNWELL ANDERSON TOOL	7046 · Tools & Shop Related	50.08
05/06/2020	Greene	Boyle Future Technology	7011 · Accessories	322.34
05/06/2020	Greene	MAC TOOLS	7046 · Tools & Shop Related	33.62
05/06/2020	Greene	DISH NETWORK	6511 · Telephones	75.60
05/06/2020	Greene	Grainger	7011 · Accessories	868.50
05/06/2020	Long	AMAZON MARKETPLACE	7508 · Computer & Software Expense	171.88
05/06/2020	Long	Bluebeam	7661 · Prof Svcs / Plan Checks	99.00
05/06/2020	Long	SUDDENLINK (CEQUEL)	6511 · Telephones	93.01
05/06/2020	Long	MICROSOFT OFFICE	7508 · Computer & Software Expense	893.00
05/06/2020	Long	Febooti, Inc.	7508 · Computer & Software Expense	349.00
05/06/2020	Long	AMAZON MARKETPLACE	7508 · Computer & Software Expense	-249.43
05/06/2020	Mason	Evident	-SPLIT-	304.00
05/06/2020	JVG	LIEBERT CASSIDY WHITMORE	6271 · Training - Administration	75.00
05/06/2020	JVG	LIEBERT CASSIDY WHITMORE	6271 · Training - Administration	75.00
05/06/2020	Benton	B&C ACE HOME & GARDEN CENTER	7011 · Accessories	7.58
05/06/2020	Benton	B&C ACE HOME & GARDEN CENTER	6766 · Power Tools & Equipment	86.79
05/06/2020	Benton	NPI/RAM Mounts	-SPLIT-	103.18
05/06/2020	McKinley	Dickies	-SPLIT-	99.66
05/06/2020	McKinley	Rogue Fitness	6213 · Fitness Program	138.50
05/06/2020	McKinley	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	197.76
05/06/2020	Menth	Grocery Outlet	6551 · Supplies & Services - Stations	234.64
05/06/2020	Witter	AMAZON MARKETPLACE	6761 · Suppression Equip	17.31
05/06/2020	Johnsen	North American Rescue	-SPLIT-	435.13
05/06/2020	Davison	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	150.44
05/06/2020	Davison	B&C ACE HOME & GARDEN CENTER	6766 · Power Tools & Equipment	26.03
05/06/2020	Davison	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	20.47
05/06/2020	Davison	The Home Depot	6681 · Facility Maint & Improvements	217.73
05/06/2020	Davison	Tunez 4 U	7011 · Accessories	175.00
05/06/2020	McMahan	Work Boots USA	6031 · Safety & PPE (per MOU)	325.02
05/06/2020	Serna	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	70.92
05/06/2020	Coombe	Mystery Ranch Backpacks	6021 · Personal Protective Equip	93.38
05/06/2020	Turner	Chevron	7502 · Administration	10.00
05/06/2020	Turner	Suds Bros Car Wash	7502 · Administration	17.00
05/06/2020	Funk	Mystery Ranch Backpacks	6021 · Personal Protective Equip	2,039.73
05/06/2020	Sullivan	B&C ACE HOME & GARDEN CENTER	6766 · Power Tools & Equipment	86.79
05/06/2020	Sullivan	Sierra Outdoor Center	6781 · Technical Rescue Equip	266.30
05/06/2020	Sullivan	Kindle Unlimited	7502 · Administration	9.99
Fund 722 Total				\$ 10,878.07

Nevada County Consolidated Fire District
Credit Card History Report Export
 May 2020

Statement Cycle 04/06 - 05/05/2020

Date	Cardholder	Vendor Name	Account	Paid Amount
05/06/2020	Davison	Tunez 4 U	6931 · Vehicles	250.00
			Fund 758 Total	\$ 250.00
				Total Charges \$ 11,128.07
Payment Information				
05/14/2020		Check 221937	Fund 722	10,878.07
05/14/2020		Check 221937	Fund 758	250.00
			Payments to U.S. Bank Cal Card	\$ 11,128.07
				Account Balance \$ -



Nevada County Consolidated Fire District

Resolution 20-14

Transfer of Funds for Equipment and Vehicles

WHEREAS, Nevada County Consolidated Fire District (NCCFD) routinely contracts with the California Office of Emergency Services (CalOES) as per the terms of the Agreement For Local Government Fire and Emergency Assistance (agreement), and

WHEREAS, CalOES and/or CalFIRE may request NCCFD send personnel and equipment to emergencies throughout the state of California, as per the terms of the agreement, and

WHEREAS, the agreement allows NCCFD to be paid predetermined rates to cover expenses incurred when sending personnel and equipment to the requested emergencies, and

WHEREAS, the use of equipment and vehicles creates additional wear and tear on same, therefore increasing maintenance cost and reducing the useful life of those assets.

WHEREAS, 2019-20 was a moderate fire season, resulting in wear and tear on equipment and vehicles, and therefore resulting in associated reimbursement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Nevada County Consolidated Fire District to transfer \$75,000 of fire reimbursement funds currently in Operating fund 6722 to the Capital Reserve fund 6758 to be used for future payments for equipment and vehicles.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

Resolution 20-15

Designate Amount for Contingency Fund

WHEREAS, the Nevada County Consolidated Fire District (NCCFD) Board of Directors (Board), has established Contingency Fund 723; and

WHEREAS, the Board feels it prudent and conservative to maintain such fund to the equivalent of two months operating expenses, plus 10% for capital replacement; and

WHEREAS, operating expenses for fiscal year 2019-20 are projected to be \$565,976 per month plus 10% for an adjusted total of \$622,574 per month, for a two-month total of \$1,245,148 and

WHEREAS, the Contingency Fund has current funding of \$1,069,800.

NOW, THEREFORE, BE IT RESOLVED by the Board to direct staff to transfer \$175,348 from Operating Fund 722 to Contingency Fund 723, to obtain the desired two-month Contingency Fund of \$1,245,148 within the district's accounting system.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:
Noes:
Absent:
Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

Resolution 20-16

Equipment Reserve Transfer

WHEREAS, Nevada County Consolidated Fire District (NCCFD) utilizes a variety of equipment types for suppression, rescue and emergency situations, and

WHEREAS, such equipment needs to be replaced periodically due to wear and tear, service life standards, technology and safety standards, and

WHEREAS, such equipment is typically expensive and can place a financial burden on NCCFD when replacement is necessary, and

WHEREAS, sound fiscal responsibility dictates setting funds aside on a consistent basis, so such equipment can be purchased when needed to maintain our service efficiency and safety standards, and

WHEREAS, Resolution 18-30 was adopted at the regular board meeting on December 20, 2018 mandating an annual reserve contribution of \$50,000 for the purchase of future equipment.

NOW, THEREFORE, BE IT RESOLVED NCCFD transfer \$50,000 from Operating fund 6722 to Capital Replacement fund 6758

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

RESOLUTION NO. 20-17

AUTHORIZED PERSONNEL RESOLUTION

WHEREAS, the Nevada County Consolidated Fire District Board of Directors is authorized by Health and Safety Code Section 13861 (d) to appoint necessary employees, to define their qualifications and duties, and to provide a pay schedule for performance of their duties, and;

WHEREAS, each year the Board of Directors must determine the number of employees needed to protect the lives and property of its residents and to perform other staff function, and;

WHEREAS, the Board must budget accordingly for the positions authorized by this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District, the following number of personnel are hereby authorized for Fiscal Year 2020/2021:

<u>Description</u>	<u>Total Number</u>	<u>Description</u>	<u>Total Number</u>
Fire Chief	1	Deputy Fire Chief	1
Division Chief	0	Battalion Chief	2
Fire Marshal	1	Deputy Fire Marshal	1
Fire Captain	9	Lieutenant	6
Firefighter/Operator	12	Fire Mechanic I	0
Fire Inspector, Non-Safety	0	Finance Manager	1
Operations Sup Manager	1	Finance Administrative Asst.	1
Reserves	15	Fire Mechanic II	1
Service Technician	1	Seasonal Firefighters	0

ON A MOTION by Director _____, seconded by Director _____, the foregoing resolution was passed and adopted this 18th day of June 2020, by the following vote to wit:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

Resolution 20-18

Appropriations Limit for Fiscal Year 2020-21

WHEREAS, Article XIII B of the State of California Constitution and § 7910 of the Government Code of the State of California require the setting of an Appropriations Limit for each fiscal year; and

WHEREAS, the California Revenue and Taxation code, § 2227, mandates the California State Department of Finance to transmit an estimate of the percentage change in population to local governments; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District hereby adopts the 2020-21 Fiscal Year Appropriations Spending Limit in the amount of \$5,384,510 based on the following calculation using data from the California State Department of Finance (see attached Exhibit "A");

This limit is based on a change factor of 1.0406, arrived by using a Per Capita Income growth factor of 3.73% and a Population increase factor of .32%. Calculation of factors allows a 1.0406 change for FY 2020-21, an increase of 4.06 percent or \$210,178 from FY 2020-21

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:
Noes:
Absent:
Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

Resolution 20-18

Appropriations Limit for Fiscal Year 2020-21

Exhibit A

	<u>FY 2020-21</u>		
Per Capital Personal Income change over prior year	3.73%		
Population change Nevada County, unincorporated	0.32%		
Limit increase factor	104.06%		
Calculation:	<u>FY 2020-21</u>	<u>FY 2019-20</u>	<u>Change</u>
FY 2019-20 Limit calculated	\$ 5,174,332		
Limit increase factor	1.0406		
Sub total	\$ 5,384,510	\$ 5,174,332	\$ 210,178

Prepared by: J. Van Groningen
 20-May-20
 appropriations limit 2020-21.xlsx

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2020-21 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2020-21	3.73



Nevada County Consolidated Fire District

Resolution 20-18

Appropriations Limit for Fiscal Year 2020-21

Attachment B

Annual Percent Change in Population Minus Exclusions*

January 1, 2019 to January 1, 2020 and Total Population, January 1, 2019

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2019-2020	1-1-19	1-1-20	1-1-2020
Nevada				
Grass Valley	0.11	12,851	12,865	12,865
Nevada City	-0.63	3,160	3,140	3,140
Truckee	0.57	16,136	16,228	16,228
Unincorporated	0.32	65,593	65,804	65,881
County Total	0.30	97,740	98,037	98,114



Nevada County Consolidated Fire District

Resolution 20-19

Preliminary Budget for Fiscal Year 2020-21

WHEREAS, the Nevada County Consolidated Fire District (NCCFD) Board of Directors (Board) is required by California Health and Safety Code, § 13890, to adopt a preliminary budget on or before June 30 each year, and

WHEREAS, management has identified the needed funds to expend during the fiscal year 2020-2021 to maintain a designated level of service over and above operational expenditures, and

WHEREAS, § 3.5 of the district bylaws requires adoption of the preliminary budget in June for the ensuing year;

NOW, THEREFORE, BE IT RESOLVED by the Board hereby adopts the preliminary budget for the fiscal year 2020-2021 as follows:

Fund 722:	Operations	\$ 7,164,864
Fund 733:	AB1600 (Mitigation Fees)	\$ 126,081
Fund 734:	2012 Special Tax	\$ 9,018
Fund 758:	Reserves	\$ 84,819

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District
Preliminary Budget
Fiscal Year 2020-21
As of June 18, 2020

Page

8- 3	Operating Fund 722 Budget Recap
8- 4	Budget Summary - Operating Fund 722
8- 11	Budget Summary - Mitigation Fee Fund 733
8- 12	Budget Summary - Special Tax Fund 734
8- 13	Budget Summary - Capital Expenditure Fund 758
8- 14	Budget Summary - All Fund Summary

Nevada County Consolidated Fire District
 ~Operating Fund 722 Budget Recap~

	<u>2020-21</u>	<u>2019-20</u>	
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>
<u>Revenues</u>			
Taxes & Assessments	6,757,321	6,551,073	89%
Reimbursements	164,460	178,969	107%
Other Revenue	82,221	73,740	113%
Revenue Total	7,004,002	6,803,782	90%
<u>Operating Expenditures</u>			
Wages & Benefits			
Wages	3,816,540	3,900,903	90%
Taxes	61,767	66,502	80%
Benefits	2,011,194	1,890,636	88%
Wages & Benefits Total	5,889,501	5,858,041	89%
Personnel Related	199,549	169,602	81%
Facility & Equipment	409,133	391,554	87%
Vehicle Related	181,630	182,279	87%
Gen & Admin	485,052	407,619	83%
Total Operating Expenditures	7,164,864	7,009,094	88%
Fund 722 Over / <under>	(160,862)	(205,312)	
Seasonal program funded from prior yr	-		
Fund 722 adjusted Over / <under>	(160,862)		
Beginning Cash Balance	1,117,385	1,573,045	
Revenues	7,004,002	6,803,781	
Available Cash	8,121,387	8,376,826	
Expenditures	(7,164,864)	(7,009,093)	
Transfer Out Capital Expenditures (758)	(75,000)	(75,000)	
Transfer Out Contingency Fund (723)	(68,410)	(175,348)	
Ending Cash Balance	813,113	1,117,385	
<u>Contingency Fund (723)</u>			
Beginning Cash Balance	1,245,148	1,069,800	
Transfer In Operating Funds (722)	68,410	175,348	
Ending Cash Balance	1,313,558	1,245,148	

**Budget Summary for:
~Operating Fund 722~**

	<u>FY 2020-21</u>	<u>2019-20</u>		
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>	
<u>Revenues</u>				
<u>Taxes & Assessments</u>				
4010 Current Secured (Tax)	3,198,546	3,084,552	96%	3% increase
4011 Prior Secured (Tax)	-	59,702	-2%	
4020 Current Unsecured (Tax)	54,257	-		
4030 Prior Unsecured (Tax)	1,390	-		
4040 Supplemental Secured (Tax)	39,205	29,477	89%	
4050 Supplemental Unsecured (Tax)	1,315	-		
4060 Suppl Prior Unsecured (Tax)	169	-		
4110 NCCFD Special Assessi	2,065,771	2,009,382	95%	3% increase
4150 Special Tax - 2012	984,137	955,327	59%	2.7% increase
4230 State - Homeowners (Tax)	25,334	25,435	95%	
4240 State Aid - Prop 172	387,198	387,198	86%	
4290 Other	-	-		
	<u>6,757,321</u>	<u>6,551,073</u>	<u>89%</u>	
<u>Reimbursements</u>				
4510 Fire Reimbursement (net)	75,000	79,591	103%	
4520 Prior Year Fire Reimbursement	-	10,468	100%	
4540 Vehicle Repairs (Non-Tax)	5,000	5,000	85%	
4550 Cost Recovery (Non-Tax)	18,500	20,000	85%	
4690 Reimbursement - Other	65,960	63,910	122%	Includes DSI
Subtotal	<u>164,460</u>	<u>178,969</u>	<u>107%</u>	
<u>Other Revenue</u>				
4810 Inspections/Permits (Prevention)	12,000	10,000	115%	
4812 Plan Review (Prevention)	10,000	15,000	128%	
4820 Interest (Non-Tax)	31,481	18,000	131%	
4830 Rentals (Non-Tax)	28,740	28,740	96%	
4860 Prior Year Revenue (Non-Tax)	-	-	0%	
4870 Other Revenue (Non-Tax)	-	2,000	82%	
Subtotal	<u>82,221</u>	<u>73,740</u>	<u>113%</u>	
Revenue Total	<u>7,004,002</u>	<u>6,803,782</u>	<u>90%</u>	

**Budget Summary for:
~Operating Fund 722~**

	<u>FY 2020-21</u>	<u>2019-20</u>	
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>
<u>Wages & Benefits</u>			
<u>Wages (staffing level)</u>			
5111 Chief / Deputy Chief (2)	353,362	353,362 (2)	92%
5113 Battalion Chief (2)	225,361	224,280 (2)	92%
5114 Prevention(2)	207,881	206,267 (2)	90%
5121 Captains (9)	844,810	830,102 (9)	91%
5122 Lieutenants (6)	471,207	463,822 (6)	89%
5123 Firefighter (12)	763,117	740,641 (12)	90%
5131 Suppl/Seasonal/Apprentic FF	-	137,631	100%
5132 PCF Program	600	3,815	99%
5141 Clerical(3)	226,807	226,555 (3)	91%
5145 Fire Mechanic (2)	125,510	124,363 (1.5)	88%
5151 Overtime	402,730	412,142	82%
5153 Additional Overtime Staffing	18,708	18,292	50%
5161 Strike Team	-	-	0%
5165 Strike Team Backfill	-	-	0%
5171 Holiday Stipend	75,196	73,707	93%
5173 Vacation Sell Back	96,751	81,424	73%
5185 Directors	4,500	4,500	75%
Subtotal	3,816,540	3,900,903 (37.5)	90%
<u>Taxes</u>			
5511 Medicare: Employer Tax	55,758	56,878	81%
5512 FICA: Employer Tax	316	516	88%
5521 SU: Employer Tax	5,693	9,108	75%
Subtotal	61,767	66,502	80%
<u>Benefits</u>			
5711 CalPERS	1,021,801	913,074	93%
5731 Health Insurance	772,464	772,464	81%
5735 Life Insurance	15,000	16,200	81%
5751 Workers Comp Insurance	201,929	188,898	100%
Subtotal	2,011,194	1,890,636	88%
Wages & Benefits Total	5,889,501	5,858,041	89%
% of Revenue	84.1%	86.1%	

Classic
Safety 21.75%, Misc 15.45%
PEPRA
Safety 13.04%, Misc 7.73%
UAL \$369k

Includes seasonals

**Budget Summary for:
~Operating Fund 722~**

	<u>FY 2020-21</u>	<u>2019-20</u>	
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>
<u>Personnel Related</u>			
<u>Clothing/PPE</u>			
6011 Uniforms	13,005	11,835	74%
6021 Personal Protective Equipment	35,000	40,000	87%
6031 Safety & PPE (per MOU)	33,060	33,060	98%
Subtotal	81,065	84,895	89%
<u>Food / Meals</u>			
6111 Meals - Administration	300	350	23%
6113 Meals - Fire	500	1,500	0%
6114 Meals - Interns	41,096	10,560	100%
Subtotal	41,896	12,410	86%
<u>Training / Fitness</u>			
6211 Wellness	30,818	26,740	85%
6213 Fitness	3,770	4,400	87%
6221 Tuition/Licenses	20,500	20,000	61%
6232 Travel	8,500	8,500	47%
6241 Training Materials	2,000	2,000	28%
6246 Public Safety Training Center	1,000	1,000	119%
6251 Education Incentive Program	-	407	100%
6261 Mandatory Licenses	2,500	2,250	98%
6271 Admin Training	7,500	7,000	55%
Subtotal	76,588	72,297	71%
Personnel Related Total	199,549	169,602	81%

6 1st half, 13 2nd half

**Budget Summary for:
~Operating Fund 722~**

	FY 2020-21	2019-20	
	Preliminary Budget	Amended Budget	Through 31-May
<u>Facility & Equipment</u>			
<u>Communication</u>			
6511 Telephones	20,280	18,000	82%
6521 Cellular Phones	9,060	8,550	88%
Subtotal	29,340	26,550	84%
<u>Station</u>			
6551 Supplies & Services	13,380	18,000	72%
Subtotal	13,380	18,000	72%
<u>Insurance</u>			
6611 Liability & Umbrella	15,052	13,824	104%
6621 Property	17,322	16,457	100%
Subtotal	32,374	30,281	102%
<u>Facility Maintenance</u>			
6681 Facility Maintenance & Imp	120,000	120,000	94%
Subtotal	120,000	120,000	94%
<u>Medical Supplies</u>			
6716 EMS Supplies	20,000	17,000	92%
Subtotal	20,000	17,000	92%
<u>Apparatus Equipment</u>			
6751 Hose	16,000	21,000	59%
6756 Ladder	1,500	1,150	0%
6761 Suppression Equip/Small Tools	7,500	10,000	40%
6766 Power Tools	6,800	6,800	102%
6771 Pumps	4,350	4,347	86%
6776 Mobile Communication	3,800	2,500	90%
6781 Technical Rescue Equipment	10,000	6,500	83%
6786 SCBA's	8,381	5,000	120%
6791 Small Tools	3,100	1,000	25%
6796 Drone	3,168	-	0%
Subtotal	64,599	58,297	70%

**Budget Summary for:
~Operating Fund 722~**

	<u>FY 2020-21</u>	<u>2019-20</u>	
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>
<u>Utilities</u>			
6811 Alarm	1,360	2,120	64%
6821 Electricity / Gas (PGE)	41,143	44,515	80%
6831 Propane	13,136	13,230	86%
6841 Trash	3,600	3,837	81%
6851 Water / Sewer	8,549	8,224	90%
Subtotal	67,788	71,926	82%
<u>Capital Expenditures</u>			
6911 Station	-	18,000	100%
6921 Equipment	37,103	31,500	85%
6931 Vehicle	-	-	
6941 Admin	24,550	-	
6951 Other	-	-	
Subtotal	61,653	49,500	90%
Facility & Equipment Total	409,133	391,554	87%
<u>Vehicle Related</u>			
<u>Insurance</u>			
7001 Vehicle Insurance	8,557	8,481	90%
Subtotal	8,557	8,481	90%
<u>Maintenance</u>			
7048 All categories	105,820	106,200	92%
Subtotal	105,820	106,200	92%
<u>Fuel</u>			
7051 Fuel	67,253	67,598	79%
Subtotal	67,253	67,598	79%
Vehicle Related Total	181,630	182,279	87%

Radios, Bullard Camera, Voice amp

Server and install

**Budget Summary for:
~Operating Fund 722~**

	<u>FY 2020-21</u>	<u>2019-20</u>	
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>
<u>Gen & Admin</u>			
<u>Office Expense</u>			
7502 Administration	5,200	7,200	65%
7506 Board	1,200	1,800	43%
7508 Computers	65,200	60,723	66%
7509 Copier	1,500	1,500	80%
7511 Memberships	15,125	15,000	68%
7516 Mileage Reimbursement	-	-	0%
7521 Postage & Delivery	1,800	2,040	52%
7531 Other	-	-	
Subtotal	90,025	88,263	66%
<u>Professional Services</u>			
7551 Accounting	15,000	11,450	103%
7556 Computer	10,080	9,720	79%
7561 Consultants	8,000	33,495	71%
7563 Hiring	8,700	8,005	27%
7566 Legal	53,115	24,434	83%
7571 Medical Director	3,600	3,600	52%
Subtotal	98,495	90,704	75%
<u>Publications</u>			
7591 Legal Notices	600	600	65%
7596 Marketing/Advertising	500	500	0%
Subtotal	1,100	1,100	36%
<u>Special District</u>			
7611 Election	30,000	-	
7621 LAFCo Budget Share	6,745	6,458	100%
7631 Nevada County Fees	74,323	71,901	106%
7641 Other	-	-	
Subtotal	111,068	78,359	106%

Negotiations

**Budget Summary for:
~Operating Fund 722~**

	<u>FY 2020-21</u>	<u>2019-20</u>	
	<u>Preliminary Budget</u>	<u>Amended Budget</u>	<u>Through 31-May</u>
<u>Prevention</u>			
7651 Code purchases	1,500	3,000	104%
7653 Investigation supplies	4,300	7,025	13%
7657 Inspection supplies	1,500	3,000	24%
7661 Professional Svcs/Plan checks	2,500	2,500	55%
7663 Public Education supplies	4,000	6,000	77%
7665 Subscriptions/Memberships	3,000	5,750	22%
7667 Training	5,000	5,000	85%
7669 Other	3,500	8,000	26%
Subtotal	25,300	40,275	45%
<u>JPA</u>			
7831 Dispatch Charges	150,000	100,000	107%
7841 JPA Expense Allocation	9,064	8,918	48%
Subtotal	159,064	108,918	102%
Gen & Admin Total	485,052	407,619	83%
Total Operating Expenditures	7,164,864	7,009,094	88%
	-	-	
Fund 722 Over / <under>	(160,862)	(205,312)	

Budget Summary for:
~Operating Fund 733~

	FY 20-21	2019-20	
	Preliminary Budget	Amended Budget	Through 31-May
Revenues			
4160 Mitigation Fees	80,000	80,000	102%
4820 Interest	-	2,000	83%
Revenue Total	80,000	82,000	101%
Expenses			
6911 Structure & Improvements	27,085	54,170	50%
6921 Equipment	98,996	98,996	100%
7561 Consultants	-		
Expense Total	126,081	153,166	82%
Fund 733 Over / <under>	(46,081)	(71,166)	
Beginning Cash	47,990	0	
Fund 733 Over / <under>	(46,081)	0	
Ending Cash	1,909	0	

Detail

<u>Acct Description</u>	<u>Amount</u>
6911 West America	27,085
6921 PNC Engine 86	98,996

Budget Summary for: ~Operating Fund 734~	FY 2020-21	2019-20	
	Preliminary Budget	Amended Budget	Through 31-May
Revenues			
4150 Special Tax 2012	991,257	962,226	95%
4820 Interest	1,897	1,355	105%
Revenue Total	993,154	963,581	95%
Expenses			
7631 Special District Fees	9,018	8,757	97%
Expense Total	9,018	8,757	97%
Fund 734 Over / <under>	984,137	954,824	
Beginning Cash	45,512		
Fund 734 Over / <under>	984,137		
Transfer Out	(984,649)		
Ending Cash	45,000		

Budget Summary for:
~Operating Fund 758~

	<u>FY 2020-21</u>	<u>2019-20</u>	
	<u>Preliminary</u>	<u>Amended</u>	<u>Through</u>
	<u>Budget</u>	<u>Budget</u>	<u>31-May</u>
Revenues			
4820 Interest		10,000	84%
4830 Equipment Rental		0	0%
4850 Sale of Surplus Property	40,000	0	0%
Revenue Total	40,000	10,000	84%
Expenses			
6911 Station	0	42,000	98%
6921 Equipment	25,000	89,600	95%
6931 Vehicles	59,819	180,686	103%
7561 Consultants	0	0	0%
Expense Total	84,819	312,286	97%
Fund 758 Over / <under>	(44,819)	(302,286)	
Beginning Cash	407,718		
Transfer in from 722	0		
Fund 758 Over / <under>	(44,819)		
Ending Cash	362,899		

Detail

<u>Acct</u>	<u>Amount</u>
6911 Station 86	0
6921 Misc	25,000
6931 Rescue Vehicle	59,819
	<u>84,819</u>

Budget Summary for:
~All Fund Summary~

	722 Operating	723 Contingency	733 AB1600	734 Spec Tax	758 Capital	Total
Beginning Balance	1,117,385	1,245,148	47,990	45,512	407,718	2,863,753
Receipts	6,019,866		80,000	993,154	40,000	7,133,020
Special Tax	984,137			(984,649)		(512)
Expenditures	(7,164,864)		(126,081)	(9,018)	(84,819)	(7,384,782)
Change for Fiscal Year	(160,862)	-	(46,081)	(512)	(44,819)	(252,274)
Transfers						
Contingency	(68,410)	68,410				-
Equipment Fund	(75,000)				75,000	-
Ending Balance	813,113	1,313,558	1,909	45,000	437,899	2,611,479



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Finance Manager Van Groningen through Fire Chief Turner
Date: June 10, 2020
Re: Cal-Card / VISA

Background:

The District issues US Bank Cal-Cards that are routinely utilized for purchases related to training, incidents and collateral duties.

The County of Nevada Auditor-Controller's Office has made a change in warrant processing procedures. The changes include mailing warrants out from their office with no vendor remittance form, resulting in misapplication of payments and additional staff time to investigate problems.

Recommendation:

The District obtain one (1) finance assigned Cal-Card with a \$20,000.00 credit limit. This card would be utilized for payment to vendors who routinely misapply district payments (example, utility and communication vendors). Cal-Card usage will follow existing procedures as set forth in District Purchasing Policy (Policy 209).

Fiscal Implications:

No negative impact, possibly some savings in staff time.

Credit card usage is reported with the monthly fund reports.



Nevada County Consolidated Fire District

Resolution 20-20

Amending Participants for The US Bank Cal-Card Purchasing Program

WHEREAS, the Nevada County Consolidated Fire District (NCCFD) uses the US Bank CAL-Card Purchasing Program for the purpose of allowing more flexibility in the organization in paying bills and meeting the needs of NCCFD personnel during emergencies and regular operations; and

WHEREAS, on February 21, 2019, the NCCFD Board of Directors adopted Resolution R19-07, Amending Participants and Purchasing Limits for the US Bank Cal-Card Purchasing Program, a copy of which is attached hereto as "Exhibit A"; and

WHEREAS, Staff has recognized the need for a finance assigned Cal-Card to utilize when needed; and

WHEREAS, Staff requests the Board approve the changes as listed in "Exhibit B",

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District, the Board approves the addition of one (1) unassigned card, with purchasing limits listed in "Exhibit B".

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020, by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board

NCCFD Purchasing Limits

Limit	Position
\$5,000	Chief
\$5,000	Deputy Fire Chief
\$5,000	Fire Marshal
\$3,000	Battalion Chief
\$3,000	Battalion Chief
\$3,000	Finance Manager
\$3,000	Dep. Fire Marshal
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$5,000	Mechanic
\$3,000	Operational Support Manager
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Unassigned
\$1,000	Unassigned

NCCFD Purchasing Limits

Limit	Position
\$20,000	Finance Department
\$5,000	Chief
\$5,000	Deputy Fire Chief
\$5,000	Fire Marshal
\$3,000	Battalion Chief
\$3,000	Battalion Chief
\$3,000	Finance Manager
\$3,000	Dep. Fire Marshal
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$2,000	Captain
\$5,000	Mechanic
\$3,000	Operational Support Manager
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Lieutenant
\$1,000	Unassigned
\$1,000	Unassigned



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

To: Nevada County Consolidated Fire District Board of Directors
From: Jim Turner, Fire Chief
Date: June 10, 2020
Re: Vacant Finance Assistant Position

Background:

For over five years, Finance Assistant Shawna Cresswell has been an instrumental part of our administrative team. Ms. Cresswell has accepted a new finance position with the Nevada Irrigation District. Her position within the District is responsible for facilitating accounts payable, processing warrants to be submitted to the County for payment, invoicing, deposits and other functions. With Shawna's departure, it has created a vacancy within the finance section that will need to be filled.

Recommendation:

It is the recommendation of the Fire Chief and the Finance Manager to fill this position with a temporary employee to allow staff adequate time to recruit and retain a full-time employee to fulfill this vacancy. The temporary appointment would allow the District's management Staff to continue to meet the financial obligations and commitments that have been previously put into place without interruption.

Fiscal Implications:

There is no fiscal implication to the budget with the associated request. The temporary finance assistant's position would fall within the identified and Board approved salary range for the position. There would be a reduction in scheduled hours worked and reduced benefits in comparison to the full-time position.



Nevada County Consolidated Fire District

Resolution 20-21

Employment of a part-time, temporary Finance Assistant position

WHEREAS, Nevada County Consolidated Fire District (NCCFD) has identified a need to hire a temporary employee to help with workload due to the vacancy of the Finance Assistant position; and

WHEREAS, Section 3.1.4 of the NCCFD Personnel Code authorizes the hiring of a temporary employee for a period up to six months; and

WHEREAS, the Chief is requesting the Board of Directors to authorize the temporary position for six months; and

WHEREAS, NCCFD currently has the need to fill this position as a full time, permanent position, therefore is in process of doing such; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District hereby authorizes the employment to fill the temporary position of Finance Assistant for a period of up to six months. This position shall not be entitled to any benefits with regards to vacation, holiday pay, CTO, medical insurance, life insurance, dental/vision insurance or Cal PERS retirement.

BE IT FURTHER RESOLVED the temporary Finance Assistant will be a part-time employee working approximately 20 to 25 hours per week and paid within the Admin hourly rate approved by the Board of Directors.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

Resolution 20-22

Resolution For 180-Day Wait Period Exception G.C. sections 7522.56 & 21221(h)

WHEREAS, in compliance with Government Code section 7522.56 the Board of Directors of Nevada County Consolidated Fire District must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his or her retirement date; and

WHEREAS, Leslie A. Quinterno, CalPERS ID 3484287158 retired from (County of Nevada, Auditor-Controller's Office) in the position of Accountant Auditor I, effective April 25, 2020; and

WHEREAS, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is October 23, 2020 without this certification resolution; and

WHEREAS, section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Board of Directors of Nevada County Consolidated Fire District, the Nevada County Consolidated Fire District and Leslie A. Quinterno certify that Leslie A. Quinterno has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Board of Directors of Nevada County Consolidated Fire District hereby appoints Leslie A. Quinterno as an interim appointment retired annuitant to the vacant position of Finance Assistant for the Nevada County Consolidated Fire District under Government Code section 21221(h), effective June 22, 2020; and

WHEREAS, an appointment under Government Code section 21221(h) requires an active, publicly posted recruitment for a permanent replacement; and

WHEREAS, the current status of this recruitment is updating job descriptions and preparing classified advertisements for publishing in newspapers and electronically; and

WHEREAS, this section 21221(h) appointment shall only be made once and therefore will end on December 17, 2020; and

WHEREAS, the entire employment agreement, contract or appointment document between Leslie A. Quinterno and the Nevada County Consolidated Fire District has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and



Nevada County Consolidated Fire District

Resolution 20-22

Resolution For 180-Day Wait Period Exception G.C. sections 7522.56 & 21221(h)

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$4,553 and the hourly equivalent is \$26.27, and the minimum base salary for this position is \$3,675 and the hourly equivalent is \$21.20; and

WHEREAS, the hourly rate paid to Leslie A. Quintero will be \$25.00; and

WHEREAS, Leslie A. Quintero has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

THEREFORE, BE IT RESOLVED THAT the Board of Directors of Nevada County Consolidated Fire District hereby certifies the nature of the employment of Leslie A. Quintero as described herein and detailed in the attached employment agreement / contract / appointment document and that this appointment is necessary to fill the critically needed position of Finance Assistant for the Nevada County Consolidated Fire District by June 22, 2020 because prior employee voluntarily terminated employment effective June 12, 2020.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of June 2020 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board

From: [REDACTED]
To: [Jeff Van Groningen](mailto:Jeff.Van.Groningen)
Subject: RE: Temporary job offer
Date: Thursday, June 11, 2020 2:28:01 PM

Hello Jeff,

I am honored that you have offered me this temporary employment and will be happy to work for Consolidated providing your Board approves the resolution and that we have all the blessings from CalPERS for me to return to work as a temporary retired annuitant.

Thank you for the opportunity to work for you and I accept your offer.

Leslie Quintero
[REDACTED]

From: Jeff Van Groningen <jeffvg@nccfire.com>
Sent: Thursday, June 11, 2020 2:10 PM
To: [REDACTED]
Subject: Temporary job offer

Ms. Leslie Quintero,

I am please to offer the temporary employment as Financial Assistant with Nevada County Consolidated Fire Department. We are offering an hourly wage of \$25.00. This offer is contingent on two items:

1. Approval of required resolutions by our Board of Directors at our next board meeting, which is June 18, 2020, and
2. Approval by CalPERS to waive the 180 waiting period normally required for new annuitants.

This temporary position is limited to the requirements of hiring a CalPERS annuitant. Some of the those requirements are a limit of 960 hours during the employment period and no benefits. This position will not be available for permanent employment at a later date.

We are anticipating a start date of June 22, 2020, but may be later depending on the CalPERS approval timing.

If you have questions, please contact me.

Jeff Van Groningen, Finance Manager
Nevada County Consolidated Fire District
640 Coyote Street
Nevada City, CA 95959
Office (530) 265-4431
jeffvg@nccfire.com



NCCFD CHIEFS' MONTHLY REPORT

To: NCCFD Board of Directors
From: Jim Turner, Fire Chief
Jerry Funk, Deputy Chief
Date: June 9, 2020

OPERATIONS

Statistical data for the period of May 1 thru May 31, 2020.

- 522 calls for service. (300 emergency, 222 non-emergency)
 - Average response time urban – 3 minutes 39 seconds
 - Average response time rural - 8 minutes 57 seconds
 - Average response time overall - 6 minutes 56 seconds
- *Averages based on emergency responses only.

Significant Incidents:

- COVID 19
- High angle rescue Vista Point @ Hwy 20. Male subject suffered serious injuries after falling approximately 150' off the overlook.
- Mutual aid to Penn Valley for a residential structure fire. Fire was contained to a detached garage.
- Numerous vegetation fires. Largest being ½ acre. Most caused by escaped debris burns.
- Several serious vehicle accidents.

Training:

- 632 hours of documented training for the month of May.

ADMINISTRATION

- Chief Turner participated in several tele-meetings regarding COVID-19.
- Chief Turner participated in the Safe Summer Recreation planning meeting.
- Chief Turner was the guest speaker at the California Association of Realtors annual meeting. He spoke on the topic of wildland fire safety and personal responsibility during an incident.
- Staff held several meetings in the development of the preliminary budget.
- Deputy Chief Funk completed and submitted an Assistance to Firefighters Supplemental Grant regarding COVID-19. Funds requested would replace / replenish PPE and related supplies.



NCCFD CHIEFS' MONTHLY REPORT

- Deputy Chief Funk met with an electrical engineer regarding the installation and upgrade of the generator for Station 84. Plans for the installation are currently being drawn.
- Staff participated in a Finance Committee Meeting.

FIRE PREVENTION

Projects:

- The new County Maintenance Facility is nearing completion, final inspections should be completed soon.

Meetings and Training attended by Fire Marshal McMahan:

- Coalition of Firewise Communities
- Fire Prevention Staff
- Nevada County Board of Supervisors regarding the MOU for supervision of the Defensible Space Inspectors
- Sacramento Regional Fire Prevention Officers with Deputy Fire Marshal Mason
- Yuba River Cohort meeting with Chief Turner
- Interviewed by a firm working with the County of Nevada regarding services within the Community Services Agency.
- California Residential Fire Sprinkler Coalition
- Guest on KNCO talk show discussing Station 89 and how COVID-19 affected services within the Fire District with Captain Davison
- Fire Safe Council of Nevada County with Deputy Fire Marshal Mason
- Nevada County Wildfire Stakeholders

Comments:

The 4th of July parade and evening events have been cancelled this year. There is still a need to have a taskforce in place that prevention staff will be working on.