

# Nevada County Consolidated Fire District

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## BOARD OF DIRECTORS

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

## STAFF

Jason Robitaille, Fire Chief  
Pat Sullivan, Division Chief  
Patrick Mason, Fire Marshal  
Kevin Greene, Fleet and Facilities Supervisor  
Nicole Long, Administrative Services Manager  
Kaitlin Purvis, Finance Administrative Assistant  
Tricia Bush, Administrative Services Assistant

## BOARD OF DIRECTORS REGULAR MEETING AGENDA THURSDAY, DECEMBER 21, 2023— 7:00 PM

NEVADA COUNTY CONSOLIDATED FIRE DISTRICT, 11329 MCCOURTNEY ROAD, GRASS VALLEY, CA 95949



Tricia Bush, Board Secretary  
(530) 265-4431  
[triciabush@nccfire.com](mailto:triciabush@nccfire.com)

The Board of Directors welcomes you to its meetings and your participation is encouraged and appreciated. 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 for all interested parties to 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 the 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 – November 16, 2023
2. Fund Balances, Check History Report and Credit Card History Report

**COMMITTEE REPORTS**

**STANDING COMMITTEES**

FINANCE/BUDGET: Hall, Slade-Troutman  
PERSONNEL: Carrington, Garrett, Nelson

**AD HOC COMMITTEES**

BOARD POLICY AND PROCEDURES: Grueneberg  
CONSOLIDATION: Grueneberg, Dorland, Carrington  
REORGANIZATION PR/COMMUNICATIONS: Nelson, Bush

**LOCAL AGENCY ASSIGNMENTS**

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

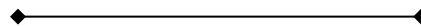
**NEW BUSINESS**

3. Discussion and Possible Action, Resolution R23-31, Updating the Job Description for Lieutenant. Division Chief Sullivan
4. Discussion and Possible Action, Election of Board Officers for the term January 1, 2024 through December 31, 2024. President Grueneberg

**CHIEFS 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](mailto: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 [triciabush@nccfire.com](mailto:triciabush@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  
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**BOARD OF DIRECTORS MINUTES November 16, 2023**

Regular Meeting held at  
11329 McCourtney Road, Grass Valley, CA 95949

**NCCFD DIRECTORS**

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

**STAFF:**

**Present:** Fire Chief Robitaille, Division Chief Sullivan, Administrative Services Manager Long, Fire Prevention Officer II Tellam, Fleet & Facilities Supervisor Greene and PVFD Board President Stephenson.

**STANDING ORDERS:**

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting that all Directors but Director Garrett present. Fleet & Facilities Supervisor Greene led in the pledge of allegiance.

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

*Per CA Government Code 54954.3*

No comment.

**CONSENT CALENDAR**

1. Acceptance of Meeting Minutes – October 19, 2023
2. Acceptance of Joint Workshop Meeting Minutes – October 7, 2023
3. Fund Balances, Check History Report, and Credit Card History Report
4. Update the Nevada County Signature Sheet

Director Dorland motioned to accept items 1,3 and 4 on the consent calendar. Director Slade-Troutman seconded. **MOTION** passed unanimously with all Directors but Director Garrett present. Director Nelson requested to pull item 2, the Joint Workshop meeting minutes, to reflect the amendments made from the October meeting as discussed. The minutes were amended, adding the Board Discussion which the topics of discussion were the Communications Plan and staffing concerns. Director Dorland motioned to accept item 2 on the consent calendar. Director Hall seconded. **MOTION** passed unanimously with Director Garrett absent.

**COMMITTEE REPORTS**

**STANDING COMMITTEES**

**FINANCE/BUDGET:** Hall, Slade-Troutman  
**PERSONNEL:** Carrington, Garrett, Nelson

**AD HOC COMMITTEES**

**BOARD POLICY AND PROCEDURES:** Grueneberg  
**CONSOLIDATION:** Carrington, Dorland, Grueneberg

**LOCAL AGENCY ASSIGNMENTS**

**NEVADA COUNTY FIRE AGENCY (JPA):** Garrett, Robitaille

Finance – No report.

Personnel – No report.

Board Policy & Procedures – No report

Consolidation – President Grueneberg and Chief Robitaille met with the County Clerk in which there are just over 30,000 voters in Nevada County. 9,000 voters will be needed to protest the consolidation.

JPA – Chief Robitaille advised Director Garrett attended the meeting. The dispatch contract was approved as was the surplus of Command One for NCSO.

## **NEW BUSINESS**

### **5. Discussion and Possible Action, Mentions of Outstanding Service.**

President Grueneberg awarded Fleet and Facilities Supervisor Greene a certificate for Outstanding Service for an excellent job fixing Water Tender 59 which had sat for a year due to mechanical trouble. The NCC Fire Board acknowledged Fleet & Facilities Supervisor Greene and Service Technician Derek Margherita for their services in keeping all NCC Fire apparatus in service and mission ready. Their talent, work ethic and dedication are appreciated.

### **6. Discussion and Possible Action, R23-30, Fund Transfer from 722 to 758.**

Administrative Services Long stated the district received a grant that was deposited in Fund 722, but since it is a capital improvement, they want to transfer the funds into Fund 758 and reflect the costs in that. Director Nelson motioned to approve R23-30, Fund Transfer from 722 to 758. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

### **7. Discussion and Possible Action, Name of Reorganization District.**

President Grueneberg advised LAFCo approved the name: Nevada County Fire & Rescue District. No discussion from the board. Director Dorland motioned to approve the Name of the Reorganization District. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

### **8. Discussion and Possible Action, New Organization of the Board.**

President Grueneberg advised the Board they will not be making any decision tonight on who will be remaining on the Board after the reorganization but wished to get approval for a 7-member Board of Directors for the new district. Director Dorland approved the New Organization of the Board with 7 members. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent. President Grueneberg advised the 7 members would be split (4 from NCC Fire and 3 from Penn Valley Fire) based on tax appropriations. Both NCC Fire and Penn Valley Fire Boards will operate through June 2023, with the new board starting on July 1, 2024. Director Slade-Troutman motioned to approve NCC Fire having 4 positions on the New Reorganization Board. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

### **9. Discussion and Possible Action, Appoint Members to the Ad Hoc Communications Committee.**

President Grueneberg advised the need for a Communications Committee came out of the Joint Workshop in October with Director Nelson bringing up the idea to look for people within our organizations to assist in getting the word out and the various methods to use. Director Jordan and Vice Chair Wittler from Penn Valley Fire volunteered to join the committee. Director Nelson advised she would be interested in volunteering and advised she could assist behind the scenes and attend meetings. President Grueneberg nominated Board Secretary Tricia Bush due to her background in Journalism.

### **10. Discussion and Possible Action, Amendment 1 to the MOU Between County of Nevada, Rough and Ready Fire Protection District, Penn Valley Fire Protection District and Nevada County Consolidated Fire District to Approve Resolutions in Support of Submitting the Reorganization Plan to LAFCo.**

President Grueneberg stated by December, we would like to pass the Resolution of Intent, but are putting it off until February. This is just to acknowledge the change and amend the original MOU. The County Resolution is 23-429. Director Nelson motioned to adopt Amendment 1- MOU Between County of Nevada, Rough and Ready Fire Protection District, Penn Valley Fire Protection District and Nevada County Consolidated Fire District to Approve Resolutions in Support of Submitting the Reorganization Plan to

LAFCo. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

**11. Discussion and Possible Action, Accept Citizen Oversight Committee Resignation from Tom O’Toole and Authorize Staff to Open Applications for a New Member.**

President Grueneberg announced that Citizen Oversight Committee Member Tom O’Toole resigned from his position on the Nevada County Citizen Oversight Committee. President Grueneberg stated he would like to present him with a certificate for his hard work and dedication to our agency and community over the years. Director Dorland motioned to accept Citizen Oversight Committee Resignation from Tom O’Toole and Authorize Staff to Open Applications for a New Member. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

**CHIEF’S MONTHLY REPORT**

Chief Robitaille addressed the Board stating the seasonal appointment has ended and two seasonals have been hired as temporary firefighters to fill some vacancies. WT 59 is in service at Rough and Ready Fire and Fleet & Facilities Supervisor Greene and Service Technician Margherita worked hard on getting it up and running. A new Admin vehicle was delivered that was fully outfitted and ready to go. He attended a meeting with Peardale-Chicago Park Fire where they discussed possible reorganization plans, he was the guest speaker at the NCLEFPC Membership Mixer and attended the Nevada County Board of Supervisors Meeting where our fee schedule was approved. He attended the Alta Sierra Town Hall Meeting with Congressman Kiley and Supervisors Hoek and Scofield, the NCC Fire Citizen Oversight Committee, and met with LAFCo. Chief Robitaille and Division Chief Sullivan advised Station 82 funding was received to start the Revitalization Project and hopefully they will get a bus turnaround at that location. They attended the Joint Leadership Meeting with PVFD and NCC Fire staff, attended both the County Chiefs Meeting and the District Battalion Chiefs Meeting. Division Chief Sullivan briefed the board on his meetings with Yuba River Cohorts, the Law Enforcement Fire Council Meeting, KNCO Interview as well as reminding everyone about Firefighter Thanksgiving on November 20. He summarized the statistics for the district, advising 339 calls for service with 41% as Fire Calls and 59% EMS calls. He reported a 5:50 average travel time for first due units to scene, 12 fires (9 vegetation, 2 vehicle fires and 1 structure). Rescue 84 assisted Nevada County SAR with a rescue near Purdon Crossing.

FPO Tellam gave the Fire Prevention Report highlighting several public education events at our local schools such as assisting GVFD with an event at Lyman Gilmore, attending the Fall Festival at Deer Creek School and speaking with kids from Alta Sierra School. Magnet Day is this Friday where winners from Coloring with Caution (a fire prevention week contest) will get to put their magnet on fire apparatus and staff vehicles. Crews participated in a Halloween book reading at Madeline Helling Library and passed candy out at several locations. Chief Mason attended the CCAI conference in San Luis Obispo and learned about lithium batteries. FPO II Tellam advised he attended and completed all 832PC courses and is now a Sworn Peace Officer. Chief Mason, Tellam and PT Fire Investigator attended a fire investigation report class. FPO Tellam met with faculty at an agricultural property bequeathed to the school district for ag programs on Chukar Road. Chief Mason and Tellam attended the Sierra Sacramento Arson Task Force meeting and the Sacramento Regional Prevention Officers meeting at SMUD. Lastly, FPO II Tellam and Division Chief Sullivan attended the CAUSS Meeting at the Superintendent of Schools office.

**\*BOARD DISCUSSION**

No discussion

**ADJOURNMENT**

President Grueneberg adjourned the meeting at 7:54 pm.

Attest:

Approved by:

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Tricia Bush  
Board Secretary

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Keith Grueneberg  
President of the Board

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**Nevada County Consolidated Fire District  
Fund Recap & Cash Balances  
November, 2023**

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash <sup>1</sup>	(2,497)	1,143,736	207,585	64,224	466,739	1,879,787
Revenues	9,654	-	2,195	-	-	11,849
Expenditures	(695,065)	-	-	-	(18,299)	(713,364)
Other Inc/Expense	(61,191)	-	-	-	58,125	(3,066)
Other Activity <sup>2</sup>	(200,870)	-	-	-	-	(200,870)
Ending Cash <sup>1</sup>	(949,969)	1,143,736	209,780	64,224	506,565	974,336

<sup>1</sup> Includes Well Fargo

<sup>2</sup> Reconciling items, prior period adjustments



## Nevada County Consolidated Fire District Operating Fund 722 November 2023

	Nov 23	Jul - Nov 23	Budget	% of Budget
<b>Revenues</b>				
<b>4000 · Taxes &amp; Assessments</b>				
4010 · Current Secured			3,808,156	
4020 · Current Unsecured		63,288	55,013	115%
4030 · Prior Unsecured			2,026	
4040 · Supplemental Secured			104,000	
4050 · Supplemental Unsecured			4,800	
4060 · Supplemental Prior Unsecured			307	
4110 · Benefit Assessment	2,128	2,128	2,281,680	0%
4120 · Benefit Assessment Pr Yr		42		
4150 · Special Tax of 2012	98	98	1,040,653	0%
4230 · State Homeowners			24,888	
4240 · State Public Safety Prop 172		127,254	517,390	25%
<b>Total 4000 · Taxes &amp; Assessments</b>	<b>2,226</b>	<b>192,810</b>	<b>7,838,913</b>	<b>2%</b>
<b>4500 · Reimbursements</b>				
4510 · Strike Team	19,342	152,522	75,000	72%
4522 · Strike Team Cost Offset	(14,131)	(98,359)		
<i>\$100,038 of S/T payments (4510) are from prior Fiscal Year Incidents</i>				
4540 · Vehicle Repair			5,000	
4550 · Cost Recovery		9,381	12,000	78%
4690 · Other Reimbursements	890	10,490	37,240	28%
<b>Total 4500 · Reimbursements</b>	<b>6,101</b>	<b>74,034</b>	<b>129,240</b>	<b>57%</b>
<b>4800 · Other Revenue</b>				
4810 · Inspections & Permits	649	4,789	8,300	58%
4812 · Plan Reviews	213	4,729	12,000	39%
4820 · Interest & Finance Charges	15	16,957	25,000	68%
4830 · Rentals	450	2,250	4,440	51%
4840 · Other Current Services		1,048	4,000	26%
<b>Total 4800 · Other Revenue</b>	<b>1,327</b>	<b>29,773</b>	<b>53,740</b>	<b>55%</b>
<b>Total Revenues</b>	<b>9,654</b>	<b>296,617</b>	<b>8,021,893</b>	<b>4%</b>

## Nevada County Consolidated Fire District Operating Fund 722 November 2023

Expense	Nov 23	Jul - Nov 23	Budget	% of Budget
<b>5000 · Wages &amp; Benefits</b>				
<b>5100 · Wages</b>				
5111 · Chief / Div. Chief (2)	25,552	127,762	342,058	37%
5113 · Battalion Chief (3)	29,407	146,397	384,926	38%
5114 · Fire Marshal / DFM (2)	19,745	103,495	261,749	40%
5121 · Captains (9)	74,182	344,907	953,162	36%
5122 · Lieutenants (6)	22,844	131,695	515,316	26%
5123 · Firefighter (15)	60,997	283,634	1,001,619	28%
5131 · Supplemental / Seasonal FF	10,746	100,098	166,421	60%
5132 · PCF / Reserve FF	24	2,930	5,500	53%
5141 · Clerical (2.5)	18,001	79,608	203,743	39%
5145 · Fire Mechanic (1.5)	11,343	58,813	169,989	35%
5151 · Overtime	69,362	305,751	806,826	38%
5153 · Additional Overtime Staffing	104	638	47,155	1%
5159 · St. 59 Staffing (Wages)	(1,111)	(13,189)	(461,783)	3%
5161 · Strike Team		108,125		
5165 · Strike Team Backfill		46,191		
5167 · Strike Team Revenue Offset	(13,929)	(96,953)		
5171 · Holiday Stipend	8,930	35,620	97,851	36%
5173 · Vacation / CTO Buy Back	4,238	33,488	61,677	54%
5185 · Directors	300	1,425	4,500	32%
<b>Total 5100 · Wages</b>	<b>340,735</b>	<b>1,800,435</b>	<b>4,560,709</b>	<b>39%</b>
<b>5500 · Payroll Taxes</b>				
5511 · Medicare Employer Tax	4,506	25,244	72,393	35%
5512 · Soc Security Employer Tax	189	488	1,172	42%
5521 · SUI Employer Tax	109	678	5,819	12%
5526 · Strike Team Revenue Offset	(202)	(1,406)		
5559 · St. 59 Payroll Taxes (Taxes)	99	(196)	(6,696)	3%
<b>Total 5500 · Payroll Taxes</b>	<b>4,701</b>	<b>24,808</b>	<b>72,688</b>	<b>34%</b>
<b>5700 · Benefits</b>				
5711 · Pension	235,661	802,919	1,145,664	70%
5731 · Health Insurance	50,166	259,144	922,464	28%
5735 · Life Insurance	4,487	7,547	14,400	52%
5751 · Workers Comp Insurance		293,858	326,505	90%
5759 · St. 59 Benefits	(3,131)	(13,838)	(186,288)	7%
<b>Total 5700 · Benefits</b>	<b>287,183</b>	<b>1,349,630</b>	<b>2,222,745</b>	<b>61%</b>
<b>Total 5000 · Wages &amp; Benefits</b>	<b>632,619</b>	<b>3,174,873</b>	<b>6,856,142</b>	<b>46%</b>

## Nevada County Consolidated Fire District Operating Fund 722 November 2023

	Nov 23	Jul - Nov 23	Budget	% of Budget
<b>6000 · Personnel Related</b>				
<b>6010 · Clothing / PPE</b>				
6011 · Uniforms	1,273	7,696	31,787	24%
6021 · Personal Protective Equip	8,183	47,823	44,004	109%
6031 · Safety & PPE (per MOU)		15,681	33,990	46%
<b>Total 6010 · Clothing / PPE</b>	<b>9,456</b>	<b>71,200</b>	<b>109,781</b>	<b>65%</b>
<b>6100 · Food / Meals</b>				
6111 · Meals - Administration			3,250	
6113 · Meals - Fire		(14)	1,500	(1%)
<b>Total 6100 · Food / Meals</b>		<b>(14)</b>	<b>4,750</b>	<b>(0%)</b>
<b>6200 · Training / Fitness</b>				
6211 · Wellness Program		261	33,900	1%
6213 · Fitness Program	811	1,497	6,100	25%
6221 · Tuition - Safety Personnel	5,428	18,545	31,250	59%
6232 · Training Travel & Meals	626	5,896	12,000	49%
6241 · Training Materials			1,500	
6246 · Public Safety Training Center			1,550	
6261 · Licenses & Certificates		344	2,500	14%
6271 · Training - Administration		1,099	6,500	17%
<b>Total 6200 · Training / Fitness</b>	<b>6,865</b>	<b>27,642</b>	<b>95,300</b>	<b>29%</b>
<b>Total 6000 · Personnel Related</b>	<b>16,321</b>	<b>98,828</b>	<b>209,831</b>	<b>47%</b>
<b>6500 · Facility &amp; Equipment Related</b>				
<b>6510 · Communications</b>				
6511 · Telephones	1,669	8,323	18,970	44%
6521 · Mobile Phones	800	4,029	10,000	40%
<b>Total 6510 · Communications</b>	<b>2,469</b>	<b>12,352</b>	<b>28,970</b>	<b>43%</b>
<b>6550 · Station</b>				
6551 · Supplies & Services - Stations	2,239	9,310	20,000	47%
<b>Total 6550 · Station</b>	<b>2,239</b>	<b>9,310</b>	<b>20,000</b>	<b>47%</b>
<b>6610 · Insurance</b>				
6611 · Liability & Umbrella		80,813	119,850	67%
<b>Total 6610 · Insurance</b>		<b>80,813</b>	<b>119,850</b>	<b>67%</b>
<b>6650 · Maintenance</b>				
6681 · Facility Maint & Improvements	4,646	43,550	158,600	27%
<b>Total 6650 · Maintenance</b>	<b>4,646</b>	<b>43,550</b>	<b>158,600</b>	<b>27%</b>
<b>6700 · Medical Supplies</b>				
6716 · EMS Supplies	411	5,768	15,500	37%
<b>Total 6700 · Medical Supplies</b>	<b>411</b>	<b>5,768</b>	<b>15,500</b>	<b>37%</b>
<b>6750 · Apparatus Equipment</b>				
6751 · Hose	2,540	9,077	28,600	32%
6756 · Ladders			1,800	
6761 · Suppression Equip/Small Tools	74	2,534	9,300	27%
6766 · Power Tools & Equipment	61	1,034	12,700	8%

## Nevada County Consolidated Fire District Operating Fund 722 November 2023

	Nov 23	Jul - Nov 23	Budget	% of Budget
6771 · Pump Testing			4,820	
6776 · Mobile Communications		10,257	13,354	77%
6781 · Technical Rescue Equip		869	13,300	7%
6782 · Swift Water Rescue		3,046	5,410	56%
6783 · Urban Search and Rescue		2,744	5,000	55%
6786 · SCBA Repair & Maintenance			10,610	
6796 · Drone			2,340	
6798 · Utility Terrain Vehicle	1,038	4,067	7,200	56%
<b>Total 6750 · Apparatus Equipment</b>	<b>3,713</b>	<b>33,628</b>	<b>114,434</b>	<b>29%</b>
<b>6800 · Utilities</b>				
6811 · Alarm	165	660	1,630	40%
6821 · Electricity / Gas	3,697	27,891	75,313	37%
6831 · Propane	351	1,230	21,521	6%
6841 · Trash	1,099	2,537	3,708	68%
6851 · Water / Sewer	3,319	5,522	14,326	39%
<b>Total 6800 · Utilities</b>	<b>8,631</b>	<b>37,840</b>	<b>116,498</b>	<b>32%</b>
<b>6900 · Capital Expenditures</b>				
6941 · Admin Office Equipm & Computers		6,325	6,500	97%
<b>Total 6900 · Capital Expenditures</b>		<b>6,325</b>	<b>6,500</b>	<b>97%</b>
<b>Total 6500 · Facility &amp; Equipment Related</b>	<b>22,109</b>	<b>229,586</b>	<b>580,352</b>	<b>40%</b>
<b>7000 · Vehicle Related</b>				
7001 · Insurance	(115)	14,539	24,630	59%
<b>7010 · Maintenance</b>				
7011 · Accessories	389	3,980	109,560	
7016 · Batteries		611		
7021 · Body	933	7,779		
7026 · Brakes	101	1,428		
7031 · Drive Train	548	3,669		
7036 · Pumps		185		
7041 · Tires	3,672	15,913		
7046 · Tools & Shop Related	37	3,769		
7048 · All Categories for Budget				
7049 · Outside Agency Vehicle Maint	(14,938)	614		
<b>Total 7010 · Maintenance</b>	<b>(9,258)</b>	<b>37,948</b>	<b>109,560</b>	<b>35%</b>
<b>7050 · Fuel</b>				
7051 · Fuel	7,065	41,273	94,849	44%
7050 · Fuel - Other	346	346		
<b>Total 7050 · Fuel</b>	<b>7,411</b>	<b>41,619</b>	<b>94,849</b>	<b>44%</b>
<b>Total 7000 · Vehicle Related</b>	<b>(1,962)</b>	<b>94,106</b>	<b>229,039</b>	<b>41%</b>
<b>7500 · General &amp; Admin Related</b>				
<b>7501 · Office Expense</b>				
7502 · Administration	537	2,224	7,750	29%
7506 · Board	132	421	1,000	42%
7508 · Computer & Software Expense	5,643	51,982	90,707	57%

**Nevada County Consolidated Fire District  
Operating Fund 722  
November 2023**

	Nov 23	Jul - Nov 23	Budget	% of Budget
7509 · Copier Expense	66	419	1,500	28%
7511 · Memberships		14,660	16,155	91%
7516 · Mileage Reimbursements		18	300	6%
7521 · Postage & Delivery	174	406	1,100	37%
7501 · Office Expense - Other		1		
<b>Total 7501 · Office Expense</b>	<b>6,552</b>	<b>70,131</b>	<b>118,512</b>	<b>59%</b>
<b>7550 · Professional Services</b>				
7551 · Accounting	3,115	17,015	19,100	89%
7556 · Computer & IT Support	979	4,676	17,120	27%
7561 · Consultants	8,754	13,731	22,500	61%
7563 · Hiring Expense	2,086	4,702	11,945	39%
7566 · Legal Expense	315	19,301	41,420	47%
7571 · Medical Director		3,300	6,600	50%
7576 · Other	250	250		
7550 · Professional Services - Other	(3,194)	(3,194)		
<b>Total 7550 · Professional Services</b>	<b>12,305</b>	<b>59,781</b>	<b>118,685</b>	<b>50%</b>
<b>7590 · Publications</b>				
7591 · Legal Notices		94	600	16%
7596 · Marketing / Advertising			500	
<b>Total 7590 · Publications</b>		<b>94</b>	<b>1,100</b>	<b>9%</b>
<b>7600 · Special District</b>				
7621 · LAFCo		7,901	7,901	100%
7631 · Nevada County Fees			85,145	
<b>Total 7600 · Special District</b>		<b>7,901</b>	<b>93,046</b>	<b>8%</b>
<b>7650 · Prevention</b>				
7651 · Code Purchases		2,428	2,000	121%
7653 · Investigation Supplies		2,956	4,300	69%
7657 · Inspection Supplies			1,500	
7661 · Prof Svcs / Plan Checks		380	2,500	15%
7663 · Public Education Supplies	1,324	6,312	6,000	105%
7665 · Subscriptions / Memberships		129	3,000	4%
7667 · Training	736	2,670	9,000	30%
7669 · Other Prevention / Law Enforce	4,303	6,795	16,050	42%
<b>Total 7650 · Prevention</b>	<b>6,363</b>	<b>21,670</b>	<b>44,350</b>	<b>49%</b>
<b>7800 · JPA</b>				
7831 · Dispatch Charges		18,519	185,000	10%
7841 · Dues / Administration		7,187	14,375	50%
<b>Total 7800 · JPA</b>		<b>25,706</b>	<b>199,375</b>	<b>13%</b>
<b>Total 7500 · General &amp; Admin Related</b>	<b>25,220</b>	<b>185,283</b>	<b>575,068</b>	<b>32%</b>
<b>8500 · Strike Team Non Labor Expenses</b>	<b>758</b>	<b>7,496</b>		
<b>Total Expense</b>	<b>695,065</b>	<b>3,790,172</b>	<b>8,450,432</b>	<b>45%</b>
<b>Fund Over/&lt;Under&gt;</b>	<b>(685,411)</b>	<b>(3,493,555)</b>	<b>(428,539)</b>	

**Nevada County Consolidated Fire District**  
**Operating Fund 722**  
November 2023

	<u>Nov 23</u>	<u>Jul - Nov 23</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Other Income</b>				
<b>9001 · Grant Revenue</b>				
9001.10 · AAPA OVSF2- St.82 Trailhead		58,125		
<b>Total 9001 · Grant Revenue</b>		58,125		
<b>Total Other Income</b>		58,125		
<b>Other Expense</b>				
<b>8700 · Transfers Out</b>				
8758 · Transfer to 758	58,125	58,125		
<b>Total 8700 · Transfers Out</b>	58,125	58,125		
<b>9101 · Grant Expense</b>				
9101.09 · CA Fire Foundation Comm Veg Red		1,233		
9101.11 · VFA 7GF23316	3,066	3,165		
<b>Total 9101 · Grant Expense</b>	3,066	4,398		
<b>Total Other Expense</b>	61,191	62,523		
<b>Net Other</b>	(61,191)	(4,398)		
<b>Net Fund Activity</b>	<u>(746,602)</u>	<u>(3,497,953)</u>	<u>(428,539)</u>	

**Nevada County Consolidated Fire District**  
**AB 1600 Mitigation Fund 733**  
November 2023

	Nov 23	Jul - Nov 23	Budget	% of Budget
<b>Revenues</b>				
<b>4000 · Taxes &amp; Assessments</b>				
4160 · AB 1600 Mitigation Fees	2,195	46,314	125,000	37%
<b>Total 4000 · Taxes &amp; Assessments</b>	2,195	46,314	125,000	37%
<b>4800 · Other Revenue</b>				
4820 · Interest & Finance Charges		1,342	2,500	54%
<b>Total 4800 · Other Revenue</b>		1,342	2,500	54%
<b>Total Revenues</b>	2,195	47,656	127,500	37%
<b>Expense</b>				
<b>6500 · Facility &amp; Equipment Related</b>				
<b>6900 · Capital Expenditures</b>				
6911 · Stations			35,000	
<b>Total 6900 · Capital Expenditures</b>			35,000	
<b>Total 6500 · Facility &amp; Equipment Related</b>			35,000	
<b>7500 · General &amp; Admin Related</b>				
<b>7550 · Professional Services</b>				
7561 · Consultants		2,835	23,000	12%
<b>Total 7550 · Professional Services</b>		2,835	23,000	12%
<b>Total 7500 · General &amp; Admin Related</b>		2,835	23,000	12%
<b>Total Expense</b>		2,835	58,000	5%
<b>Fund Over/&lt;Under&gt;</b>	2,195	44,821	69,500	64%
<b>Net Fund Activity</b>	<b>2,195</b>	<b>44,821</b>	<b>69,500</b>	

## Nevada County Consolidated Fire District Special Tax Fund 734

November 2023

	Nov 23	Jul - Nov 23	Budget	% of Budget
<b>Revenues</b>				
4000 · Taxes & Assessments				
4150 · Special Tax of 2012		(3,318)	1,059,652	(0%)
<b>Total 4000 · Taxes &amp; Assessments</b>		<b>(3,318)</b>	<b>1,059,652</b>	<b>(0%)</b>
4800 · Other Revenue				
4820 · Interest & Finance Charges		458	1,500	31%
<b>Total 4800 · Other Revenue</b>		<b>458</b>	<b>1,500</b>	<b>31%</b>
<b>Total Revenues</b>		<b>(2,860)</b>	<b>1,061,152</b>	<b>(0%)</b>
<b>Expense</b>				
7500 · General & Admin Related				
7600 · Special District				
7631 · Nevada County Fees			10,597	
<b>Total 7600 · Special District</b>			<b>10,597</b>	
<b>Total 7500 · General &amp; Admin Related</b>			<b>10,597</b>	
<b>Total Expense</b>			<b>10,597</b>	
<b>Fund Over/&lt;Under&gt;</b>		<b>(2,860)</b>	<b>1,050,555</b>	
<b>Net Fund Activity</b>		<b>(2,860)</b>	<b>1,050,555</b>	



**Nevada County Consolidated Fire District**  
**Capital Fund 758**  
November 2023

	<u>Nov 23</u>	<u>Jul - Nov 23</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Revenues</b>				
<b>4800 · Other Revenue</b>				
4820 · Interest & Finance Charges		4,407	6,542	67%
4850 · Sale Surplus Equipment		38,000	273,000	14%
<b>Total 4800 · Other Revenue</b>		<u>42,407</u>	<u>279,542</u>	<u>15%</u>
<b>Total Income</b>		<u>42,407</u>	<u>279,542</u>	<u>15%</u>
<b>Expense</b>				
<b>6500 · Facility &amp; Equipment Related</b>				
<b>6650 · Maintenance</b>				
6681 · Facility Maint & Improvements	10,552	25,327	175,000	14%
<b>Total 6650 · Maintenance</b>	<u>10,552</u>	<u>25,327</u>	<u>175,000</u>	<u>14%</u>
<b>6900 · Capital Expenditures</b>				
6911 · Stations			48,000	
6921 · Apparatus & Equipment		150,099	352,675	43%
6931 · Vehicles	7,747	79,829	80,000	100%
<b>Total 6900 · Capital Expenditures</b>	<u>7,747</u>	<u>229,928</u>	<u>480,675</u>	<u>48%</u>
<b>Total 6500 · Facility &amp; Equipment Related</b>	<u>18,299</u>	<u>255,255</u>	<u>655,675</u>	<u>39%</u>
<b>7500 · General &amp; Admin Related</b>				
<b>7550 · Professional Services</b>				
7561 · Consultants			16,500	
<b>Total 7550 · Professional Services</b>			<u>16,500</u>	
<b>Total 7500 · General &amp; Admin Related</b>			<u>16,500</u>	
<b>Total Expense</b>	<u>18,299</u>	<u>255,255</u>	<u>672,175</u>	<u>38%</u>
<b>Fund Over/&lt;Under&gt;</b>	<u>(18,299)</u>	<u>(212,848)</u>	<u>(392,633)</u>	<u>54%</u>
<b>Other Income</b>				
<b>8800 · Transfers In</b>				
8822 · Transfer from 722	58,125	58,125		
<b>Total 8800 · Transfers In</b>	<u>58,125</u>	<u>58,125</u>		
<b>Total Other Income</b>	<u>58,125</u>	<u>58,125</u>		
<b>Net Other</b>	<u>58,125</u>	<u>58,125</u>		
<b>Net Fund Activity</b>	<u><u>39,826</u></u>	<u><u>(154,723)</u></u>	<u><u>(392,633)</u></u>	

## Nevada County Consolidated Fire District Check History Report

November 2023

<u>Fund 722</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
	11/02/2023	264713	CalPERS 457 Plan (Def. Comp)	\$ 2,318.77
	11/02/2023	V979635	NCCFD - EFTPS (Fed & State Taxes)	\$ 30,413.87
	11/02/2023	V979646	NEVADA COUNTY PROF FF ASSN	\$ 1,120.00
	11/02/2023	V979653	NATIONWIDE RETIREMENT SOLUTION	\$ 7,778.70
	11/02/2023	912889	CalPERS (Retirement)	\$ 42,123.40
	11/03/2023	GJE742	Net Pay Pay Period Ending 10/28/23	\$ 129,160.07
	11/06/2023	264868	ADVANTAGE GEAR, INC.	\$ 3,750.56
	11/06/2023	264913	AFI Badgesource	\$ 585.50
	11/06/2023	V979819	AIR EXCHANGE	\$ 1,084.82
	11/06/2023	V979821	AIRGAS, NCN	\$ 411.35
	11/06/2023	264873	AUBURN FORD	\$ 360.12
	11/06/2023	264854	Auburn Tire	\$ 2,797.13
	11/06/2023	264821	B&C ACE HOME & GARDEN CENTER	\$ 218.02
	11/06/2023	V979885	Code 3 Rescue	\$ 1,950.00
	11/06/2023	264879	CRAIG JOHNSON PLUMBING	\$ 345.00
	11/06/2023	264892	ESI	\$ 3,090.00
	11/06/2023	264866	ESO	\$ 999.00
	11/06/2023	264893	EVERGUARD SYSTEMS	\$ 165.00
	11/06/2023	264896	GOLDEN STATE EMERGENCY VEHICLE	\$ 66.77
	11/06/2023	264832	HBE RENTALS	\$ 15.09
	11/06/2023	V979815	HILLS FLAT LUMBER COMPANY	\$ 29.21
	11/06/2023	V979807	L.N. CURTIS & SONS	\$ 2,418.19
	11/06/2023	V979817	MISSION LINEN SUPPLY, INC.	\$ 126.48
	11/06/2023	264835	NETWORK DESIGN ASSOCIATES	\$ 214.00
	11/06/2023	V979824	RIVERVIEW INTERNATIONAL TRUCKS	\$ 4,423.14
	11/06/2023	264849	SPD SAW SHOP	\$ 5.42
	11/06/2023	V979885	The Real Graphic Source	\$ 825.15
	11/06/2023	V979830	WALKER'S OFFICE SUPPLY	\$ 62.94
	11/06/2023	264869	WILLDAN FINANCIAL SERVICES	\$ 7,500.00
	11/06/2023	264863	WITMER ASSOCIATES, INC. dba	\$ 2,209.95
	11/06/2023	264855	Auburn Tire	\$ 875.25
	11/06/2023	264822	B&C ACE HOME & GARDEN CENTER	\$ 26.02
	11/06/2023	264867	ESO	\$ 999.00
	11/06/2023	264897	GOLDEN STATE EMERGENCY VEHICLE	\$ 663.26
	11/06/2023	264833	HBE RENTALS	\$ 29.50
	11/06/2023	264836	NETWORK DESIGN ASSOCIATES	\$ 507.50
	11/06/2023	264823	B&C ACE HOME & GARDEN CENTER	\$ 111.84
	11/06/2023	264837	NETWORK DESIGN ASSOCIATES	\$ 198.00
	11/06/2023	264838	NETWORK DESIGN ASSOCIATES	\$ 36.25
	11/06/2023	264891	AFLAC	\$ 763.76
	11/06/2023	264827	BLUE SHIELD OF CALIFORNIA	\$ 34,883.04
	11/06/2023	V979841	Fire Risk Management Services	\$ 1,969.65
	11/06/2023	V979849	KAISER FOUNDATION HEALTH PLAN	\$ 15,289.63
	11/06/2023	V979804	SPECIAL DIST RISK MGMT AUTH.	\$ 4,340.52

## Nevada County Consolidated Fire District Check History Report

November 2023

Date	Num	Name	Paid Amount
11/06/2023	264906	STANDARD INSURANCE COMPANY	\$ 928.00
11/13/2023	265059	ENGINEERED FIRE SYSTEMS, INC.	\$ 375.00
11/13/2023	265091	FECHTER & COMPANY, CPA's	\$ 3,115.00
11/13/2023	V980473	Fitguard	\$ 888.07
11/13/2023	V980485	FOSTER & SON HOSE AND FITTINGS, INC.	\$ 162.17
11/13/2023	V980452	L.N. CURTIS & SONS	\$ 3,808.75
11/13/2023	V980460	MISSION LINEN SUPPLY, INC.	\$ 58.48
11/13/2023	V980449	NEVADA CITY, CITY OF	\$ 424.13
11/13/2023	V980462	RIVERVIEW INTERNATIONAL TRUCKS	\$ 207.38
11/13/2023	V980478	ROBINSON ENTERPRISES, INC.	\$ 1,384.23
11/13/2023	265072	SUBURBAN PROPANE	\$ 24.60
11/13/2023	V980499	THE UNION (Gold Hill Media)	\$ 224.00
11/13/2023	V980495	Work Health Solutions	\$ 862.00
11/13/2023	265060	ENGINEERED FIRE SYSTEMS, INC.	\$ 312.50
11/13/2023	265043	CalCARD (US BANK)	\$ 23,041.35
11/13/2023	265042	UPS	\$ 21.28
11/16/2023	265113	CalPERS 457 Plan (Def. Comp)	\$ 2,200.04
11/16/2023	V980522	NCCFD - EFTPS (Fed & State Taxes)	\$ 33,538.76
11/16/2023	V980538	NEVADA COUNTY PROF FF ASSN	\$ 1,120.00
11/16/2023	980545	NATIONWIDE RETIREMENT SOLUTION	\$ 7,179.85
11/16/2023	912942	CalPERS (Retirement)	\$ 44,499.13
11/17/2023	GJE770	Net Pay Pay Period Ending 11/11/2023	\$ 131,317.57
11/20/2023	265230	NEVADA COUNTY CDA SOLID WASTE	\$ 353.04
11/20/2023	265227	NID	\$ 31.23
11/20/2023	265225	WASTE MANAGEMENT OF NEV. CO.	\$ 212.60
11/20/2023	265229	NEVADA COUNTY CDA SOLID WASTE	\$ 84.72
11/20/2023	265228	NID	\$ 58.00
11/20/2023	265226	WASTE MANAGEMENT OF NEV. CO.	\$ 46.44
11/20/2023	265231	NEVADA COUNTY CDA SOLID WASTE	\$ 84.72
11/20/2023	265232	NEVADA COUNTY CDA SOLID WASTE	\$ 84.72
11/20/2023	265233	NEVADA COUNTY CDA SOLID WASTE	\$ 84.72
11/20/2023	265234	NEVADA COUNTY CDA SOLID WASTE	\$ 84.72
11/20/2023	265235	NEVADA CO COMMUNITY DEVELOPMENT AGENCY	\$ 2,595.00
11/20/2023	V980721	AIR EXCHANGE	\$ 805.48
11/20/2023	265274	AUBURN FORD	\$ 288.27
11/20/2023	V980747	BEST BEST & KRIEGER	\$ 315.00
11/20/2023	V980708	BUCKMASTER OFFICE SOLUTIONS	\$ 65.86
11/20/2023	265290	CMC RESCUE, INC.	\$ 802.25
11/20/2023	V980754	CORE PSYCHOLOGICAL CORP	\$ 1,000.00
11/20/2023	V980714	ECONOMY PEST CONTROL	\$ 212.00
11/20/2023	V980764	FOSTER & SON HOSE AND FITTINGS, INC.	\$ 93.80
11/20/2023	V980736	HUNT & SONS, INC.	\$ 4,617.59
11/20/2023	265281	MEM ELECTRICAL INC	\$ 1,190.00
11/20/2023	V980718	MISSION LINEN SUPPLY, INC.	\$ 68.00
11/20/2023	265252	NETWORK DESIGN ASSOCIATES	\$ 435.00

## Nevada County Consolidated Fire District Check History Report

November 2023

Date	Num	Name	Paid Amount
11/20/2023	V980719	PURCHASE POWER	\$ 174.00
11/20/2023	V980783	Regional Government Services	\$ 1,254.00
11/20/2023	265260	SUBURBAN PROPANE	\$ 282.24
11/20/2023	V980732	WALKER'S OFFICE SUPPLY	\$ 50.93
11/20/2023	265270	WITMER ASSOCIATES, INC. dba	\$ 597.97
11/27/2023	265404	HSA BANK, DIV. OF WEBSTER BANK	\$ 200.00
11/27/2023	265405	HSA BANK, DIV. OF WEBSTER BANK	\$ 200.00
11/27/2023	265406	U.S. BANK N.A. [PARSAC]	\$ 150,000.00
11/27/2023	265409	AT&T CALNET 3	\$ 498.64
11/27/2023	265407	NID	\$ 120.60
11/27/2023	265410	AT&T CALNET 3	\$ 31.43
11/27/2023	265408	NID	\$ 90.28
11/27/2023	265412	A&A A/C & HEATING	\$ 98.00
11/27/2023	265458	ADVANTAGE GEAR, INC.	\$ 1,193.32
11/27/2023	265460	AUBURN FORD	\$ 99.60
11/27/2023	265415	B&C ACE HOME & GARDEN CENTER	\$ 37.56
11/27/2023	V980848	ECONOMY PEST CONTROL	\$ 355.00
11/27/2023	265507	Greta Schimmel	\$ 250.00
11/27/2023	265481	IMMIX TECHNOLOGY INC	\$ 940.82
11/27/2023	V980846	L.N. CURTIS & SONS	\$ 122.23
11/27/2023	V980851	MISSION LINEN SUPPLY, INC.	\$ 58.48
11/27/2023	V980858	RIVERVIEW INTERNATIONAL TRUCKS	\$ 64.99
11/27/2023	V980874	ROBINSON ENTERPRISES, INC.	\$ 1,222.37
11/27/2023	265442	SPD SAW SHOP	\$ 55.80
11/27/2023	V980861	WALKER'S OFFICE SUPPLY	\$ 38.01
11/27/2023	265413	A&A A/C & HEATING	\$ 98.00
11/27/2023	265459	ADVANTAGE GEAR, INC.	\$ 46.06
11/27/2023	265483	IMMIX TECHNOLOGY INC	\$ 957.65
11/27/2023	265414	A&A A/C & HEATING	\$ 98.00
11/27/2023	265482	IMMIX TECHNOLOGY INC	\$ 910.63
11/27/2023	265484	IMMIX TECHNOLOGY INC	\$ 928.74
11/30/2023	265516	HSA BANK, DIV. OF WEBSTER BANK	\$ 400.00
11/30/2023	265517	CalPERS 457 Plan (Def. Comp)	\$ 2,352.69
11/30/2023	V980914	NCCFD - EFTPS (Fed & State Taxes)	\$ 35,316.95
11/30/2023	V980927	NEVADA COUNTY PROF FF ASSN	\$ 1,120.00
11/30/2023	V980938	NATIONWIDE RETIREMENT SOLUTION	\$ 5,952.35
11/30/2023	712976	CalPERS (Retirement)	\$ 47,052.03
<b>Total Fund 722:</b>			<b><u><u>\$ 829,835.69</u></u></b>

**Fund 758-2**

11/06/2023	V979852	BANNER COMMUNICATIONS	\$ 82.22
11/13/2023	265043	CalCARD (US BANK)	\$ 1,047.14
11/20/2023	265224	California DMV	\$ 6,030.00
11/20/2023	V980736	HUNT & SONS, INC.	\$ 587.77
<b>Total Fund 758-2:</b>			<b><u><u>\$ 7,747.13</u></u></b>

# Nevada County Consolidated Fire District Check History Report

November 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
<b><u>Fund 758-3</u></b>			
11/06/2023	264914	MUCHARD CONSTRUCTION	\$ 9,950.00
		<b>Total Fund 758-3:</b>	<b><u>\$ 9,950.00</u></b>
<b><u>Fund 758-5</u></b>			
11/13/2023	265043	CaICARD (US BANK)	\$ 602.35
		<b>Total Fund 758-5:</b>	<b><u>\$ 602.35</u></b>

## Nevada County Consolidated Fire District Credit Card History Report

July 2023

<u>Fund 722</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
	COOMBE	Muckboots.com	\$ 812.82
	COOMBE	AMAZON: St.89- Supplies	\$ 491.33
	DAVISON	AMAZON: St.84- Supplies	\$ 31.92
	DAVISON	Target (Grass Valley, CA)	\$ 162.75
	DAVISON	AMAZON: St.84- Supplies	\$ 148.52
	DAVISON	Taqueria El Taco Loco	\$ 92.98
	DAVISON	AMAZON: St.84- BC Office Supplies	\$ 30.10
	FIN MGR	STREAMLINE	\$ 200.00
	FIN MGR	Shred It	\$ 97.38
	FIN MGR	AT&T Long Distance	\$ 41.91
	FIN MGR	Cloudflare	\$ 5.00
	FIN MGR	COMCAST	\$ 434.21
	FIN MGR	PG&E	\$ 3,697.01
	FIN MGR	AT&T (Carol Stream)	\$ 44.75
	FIN MGR	COMCAST	\$ 136.33
	FIN MGR	MICROSOFT OFFICE	\$ 1,338.00
	FIN MGR	SMARTER BROADBAND	\$ 50.00
	FIN MGR	OPTIMUM (SUDDENLINK)	\$ 26.62
	FIN MGR	OPTIMUM (SUDDENLINK)	\$ 159.45
	FIN MGR	COMCAST	\$ 146.86
	FIN MGR	VERIZON WIRELESS	\$ 809.60
	GREENE	DISH NETWORK	\$ 98.81
	GREENE	Auburn Dodge (Auburn, CA)	\$ 60.44
	GREENE	SNAP-ON INDUSTRIAL	\$ 36.82
	JACKSON	RJ Marx, Inc.	\$ 202.85
	LONG	Raley's (Grass Valley, CA)	\$ 49.50
	LONG	Raley's (Grass Valley, CA)	\$ 82.29
	LONG	Idville	\$ 217.28
	LONG	Apple.com	\$ 277.35
	LONG	AMAZON: Admin Supplies	\$ 13.95
	LONG	AMAZON: Admin Supplies	\$ 35.35
	LONG	Sam's Club	\$ 284.84
	MARGHERITA	LED Light Expert.com	\$ 368.45
	MASON	Embassy Suites (San Luis Obispo, CA)	\$ 691.28
	MASON	"BYOB- Bring Your Own Ballistics"	\$ 3,187.97
	MCELHANNON	Doubletree Hotel (Chico, CA)	\$ 240.10
	MCELHANNON	Fire Instruction	\$ 475.00
	MCELHANNON	Fire Instruction	\$ 475.00
	MCELHANNON	Holiday Inn Express (Oakdale, CA)	\$ 385.83
	MENET	Target (Grass Valley, CA)	\$ 10.84
	MENET	WalMart (Rocklin, CA)	\$ 52.51
	MENET	Costco (Roseville, CA)	\$ 40.92
	NUNNINK	AMAZON: St.84- Facility Mtc.	\$ 214.98
	NUNNINK	AMAZON: St. 84 Supplies	\$ 249.34

## Nevada County Consolidated Fire District Credit Card History Report

July 2023

Num	Name	Paid Amount
NUNNINK	AMAZON: St. 84 Supplies	\$ 389.16
NUNNINK	ATVtires.com	\$ 995.37
ROSS	SPD MARKET	\$ 92.06
SCHAAKE	WASTE MANAGEMENT OF NEV. CO.	\$ 63.47
SERNA	AMAZON: Suppression Equip/Small Tools	\$ 74.49
SERNA	AMAZON: Suppression Equip/Small Tools	\$ (74.49)
SERNA	AMAZON: Suppression Equip/Small Tools	\$ 74.49
SULLIVAN	SuperATV.com	\$ 1,240.63
SUNDE	ELITE COMMAND TRAINING Sacramento Regional Public Safety Training Center	\$ 530.00
TELLAM	AMAZON: Prevention- Other Supplies	\$ 45.00
TELLAM	AMAZON: Prevention- Other Supplies	\$ 167.48
TELLAM	AMAZON: Prevention- Other Supplies	\$ 36.52
TREVETHICK	KNIGHT'S PAINT, INC.	\$ 142.21
TREVETHICK	AMAZON: St.88- Supplies	\$ 42.98
TREVETHICK	Enterprise Rental (Roseville, CA)	\$ 758.24
WEATHERS	AMAZON: St.86- Supplies	\$ 63.02
WEATHERS	AMAZON: St.86- Supplies	\$ 99.50
WEATHERS	AMAZON: St.86- Supplies	\$ 64.50
WEATHERS	AMAZON: St.86- Supplies	\$ 13.67
WEATHERS	AMAZON: St.86- Supplies	\$ 36.87
WEATHERS	AMAZON: St.86- Supplies	\$ 46.75
WEATHERS	AMAZON: St.86- Supplies	\$ 64.00
WILSON	AMAZON: St.59 Fitness Equip., E90 Accessories	\$ 47.25
WILSON	Holiday Market (Penn Valley, CA)	\$ 28.49
		\$ 21,750.90
<b>Total Fund 722:</b>		<b>\$ 21,750.90</b>
 <b><u>Fund 758-2</u></b>		
GREENE	Delta Air	\$ 334.20
GREENE	Delta Air	\$ 74.00
GREENE	La Quinta Inn (Bohemia, NY)	\$ 154.07
GREENE	Skyway Concessions (Chicago, IL)	\$ 6.60
GREENE	Love's (Edon, OH)	\$ 14.96
GREENE	Love's (Winnemucca, NV)	\$ 54.19
GREENE	Towneplace Suites (Erie, PA)	\$ 142.38
GREENE	Courtyard by Marriott (Clive, IA)	\$ 119.84
GREENE	Holiday Inn Express (Rock Springs, WY)	\$ 146.90
<b>Total Fund 758-2:</b>		<b>\$ 1,047.14</b>
 <b><u>Fund 758-5</u></b>		
LONG	NEVADA CO COMMUNITY DEVELOPMENT AGENCY	\$ 602.35
<b>Total Fund 758-5:</b>		<b>\$ 602.35</b>



# Nevada County Consolidated Fire District

## Resolution 23-31

### Updating the Job Description of Lieutenant

**WHEREAS**, the Nevada County Consolidated Fire District Board of Directors has the authority as described in 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**, the Board of Directors of the Nevada County Consolidated Fire District has approved the job description for the following position within the district:

- Lieutenant

**WHEREAS**, the attached Exhibit A defines, in detail, the job description within the fire district, as approved by the Board;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Nevada County Consolidated Fire District hereby wishes to update the Lieutenant job description.

**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 21<sup>st</sup> day of December, 2023 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

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

Attest:

---

Tricia Bush, 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](mailto:nccfire@nccfire.com) • [www.nccfire.com](http://www.nccfire.com)

## POSITION DESCRIPTION

<b>POSITION:</b>	Lieutenant
<b>CLASSIFICATION:</b>	Regular Employee Classified, Permanent Non-management position
<b>SUPERVISOR:</b>	Reports to Battalion Chief
<b>COMPENSATION:</b>	Level 11B

### Description:

Under supervision (Battalion Chief), to operate and maintain fire engines and other District apparatus; perform a variety of pumping operations; assist in the suppression of fires; and perform related work as required. May be required to supervise subordinate personnel. Respond to fire alarms and other emergency (or non-emergency) calls involving the suppression, extinguishment, and prevention of fires (structural and wildland) and EMS and rescue duties; to protect life, property, and environment, including rescue and salvage operations; to maintain and repair (when possible) fire station property and environment; to train and drill for emergency preparedness; work may involve considerable physical exertion, and risk to health and safety; to use computers to log calls and reports, log training data and communicate with co-workers, supervisors, and the public; and to perform related duties as required.

### **DISTINGUISHING FEATURES:**

This class is distinguished from the next higher level of Fire Captain in that the Fire Captain directs the activities of an engine or truck company. It is further distinguished from the lower class of Firefighter in that the latter's primary function is that of fighting fires and providing emergency medical service.

### **Example of Duties:**

NOTE: The following are duties performed by employees in this classification. However, employees may perform other related duties as required. Each individual in the classification does not necessarily perform all duties listed.

1. Responds to emergency calls, fire alarms and non-emergency calls for assistance as a member of a fire company by driving assigned vehicle to fire scenes and other locations.
2. Follows current SSV EMT-B protocols, radios, generators, smoke ejectors, etc.; administers first aid; lays and connects hose lines; holds nozzles and directs water streams; raises and climbs ladders; enters burning buildings to remove persons from danger; uses portable extinguishers, axes, bars, hooks, lines, power tools, and other equipment. Spots the equipment; sets up for pumping or drafting; sets and adjust controls on the apparatus to deliver required water pressure and flows.
3. Lays hose lines and supply lines; ventilates buildings to release heat and smoke; places salvage covers to

prevent water damage; overhauls and cleans up after a fire; checks for fire extension and to prevent rekindling. May establish wildland fire lines by cutting, scraping, and shoveling.

4. Skilled in the operation of District apparatus and is required to drive and operate same in a consistent and safe manner with due regard for the welfare of the public and the District.
5. Returns District equipment to its proper place before leaving the emergency scene. On arrival at the fire station, cleans services, and returns apparatus and equipment to in-service status.
6. Cleans and maintains station quarters and grounds; performs first-line preventative maintenance on apparatus; cleans, maintains and tests emergency equipment; and participates in drills and training sessions.
7. Studies and becomes familiar with District streets, fire hydrants, building occupancy and contents.
8. Maintains level of physical condition to perform duties.
9. Conducts fire inspections of commercial, industrial and other public buildings and multiple dwellings for compliance with fire regulations and ordinances and reports all hazards to the Fire Prevention section; pre-fire plans target hazards; conducts station visits by schools and may participate in other public speaking presentations.
10. Complies and submits information on equipment, emergency runs, airway equipment use, accidents, gas and oil use, apparatus inspections and tests, fire inspections using conventional and computerized methods.
11. Participates and meets the minimum District training programs and requirements.
12. Prepares performance evaluations and counseling of assigned subordinate personnel.
13. Is subject to emergency call-back while off duty.

#### **MINIMUM QUALIFICATIONS:**

##### **Experience:**

Minimum of thirty-six (36) months of firefighter experience, with twenty-four (24) consecutive months (probation included) as a full-time NCCFD Firefighter. ~~Three (3) years (probation included) as a full time NCCFD Firefighter.~~

##### **License:**

- Must possess a valid California Driver's License for the types of apparatus operated.

##### **Special Requirements:**

- Candidate must maintain minimum qualifications as written in Firefighter / Operator Position Description
- Fire Apparatus Driver Operator 1A and Fire Apparatus Driver Operator 1B Pumping Apparatus Operations Certificate.
- I-300 (ICS) Intermediate ICS
- Command 1A and / or Company Officer 2D, All Risk Command Operations

##### **Desirable Qualifications:**

- Instructor 1A & 1B and / or Instructor I certification.
- Command 1B and 1C and/or Company Officer 2E, Wildland Incident Operations Management 1 and/or Company Officer 2A Human Resource Management,

- Company Officer 2B General Administrative Functions, Company Officer 2C Fire Inspections and Investigations
- Swiftwater Rescue, Technician Level
- S-212 Wildland Fire Chainsaws
- Low Angle Rope Rescue Operations
- S-290 (Classroom) Intermediate Wildland Fire Behavior
- Education: Continued work towards a college level associates degree in a related field

**KNOWLEDGE AND ABILITIES** (in addition to Firefighter):

Note: The level and scope of the following knowledge and abilities are related to duties listed under the “Examples of Duties” section of this Job Description.

KNOWLEDGE OF:

- Operation and maintenance of fire pumping equipment and related apparatus.
- Technical firefighting techniques and the principles of hydraulics as applied to fire suppression.
- Working knowledge of modern firefighting methods.
- Fire prevention and safety principles and methods.
- General knowledge of departmental rules, regulations, policies, codes, and ordinances; modern first-aid techniques.
- Basic building construction, basic fire chemistry.-
- Common office practices, including copying, typing, and basic computer operations.

ABILITY TO:

- Administer first-aid as required.
- Perform maintenance and minor mechanical repairs to fire equipment and other apparatus.
- Understand and follow oral and written instructions.
- Function as a firefighter when necessary.
- Communicate effectively with the public and co-workers under adverse circumstances requiring presence of mind, sensitivity, interest and understanding.
- Adapt to changes in work assignments and duties.
- Write clear, concise and complete reports.
- Perform physical tasks that require coordination, strength, dexterity and stamina.
- Understand the proper operation and use of department equipment.
- Use a variety of hand and power tools (axes, extrication tools, chainsaw, and most common hand tools).
- Use a computer for preparing reports, records and correspondence.
- Perform strenuous physical tasks such as carrying equipment up hills, pulling hoses, carrying injured persons, raising ladders and operating a hose line.
- Conduct tours, fire demonstrations, first-aid demonstrations, and other public relations duties.
- Read maps.
- Draw building layouts to scale.
- Work at various heights and confined areas.
- Use radio communications equipment and speak clearly.
- Remain calm and work effectively in stressful situations.
- Use initiative and independent judgment when necessary.
- Perform shift work.
- Function as a team member.
- Use good judgment in emergency or critical situations.
- Climb ladders.

- Reference and utilize training materials (manuals, fire codes, journals, etc.)
- Keep accurate records.

*Pursuant to the ADA and FEHA, the Department will provide, upon request, reasonable accommodation to a qualified applicant and/or employee with a disability to allow him/her to perform the essential functions of his/her job, unless the accommodation would create an undue hardship for the employer.*

DRAFT

Conditional Job Offer Candidate:

I have read and I understand the duties and responsibilities listed above. I agree to execute the tasks in accordance with my employment agreement.

---

Signature

---

Date

*District Representative:*

---

Signature

---

Date

*The Nevada County Consolidated Fire District is fully committed to Equal Employment Opportunity and to attracting, retaining, developing and promoting the most qualified employees without regard to their race, gender, color, religion, sexual orientation, national origin, age, disability, veteran status or any other characteristic prohibited by state or federal law. We are dedicated to providing a work environment free from discrimination and harassment, and where employees are treated with respect and dignity.*



## **Agenda Item 4**

**Discussion Item:  
Board Elections**

NEVADA COUNTY  
CONSOLIDATED  
FIRE DISTRICT

# CHIEFS MONTHLY REPORT



**DECEMBER 21, 2023**  
**REGULAR BOARD MEETING**



**PREPARED BY:**

Fire Chief Jason Robitaille  
Division Chief Patrick Sullivan  
Fire Marshal Patrick Mason

## NEVADA COUNTY CONSOLIDATED

# NOVEMBER HIGHLIGHTS

## ADMINISTRATION

- New Firefighter Testing began. 15 applicants have passed the written examination and will advance to a panel for ranking.
- The Temporary Firefighters that were hired are on-boarding and assigned to stations.
- Two of the Lateral Firefighters are finishing the qualification process to be the second person on an engine.
- Discussion on possible surplus of NCC Fire Station #83.
- Robinson Enterprises completed the work on the Station 84 (Coyote) Landing Zone under budget.



## MEETINGS

- County Ad Hoc Meeting (Robitaille)
- LAFCo Meeting (Robitaille)
- KNCO Interview with Robinson Enterprises (Don Hoffler) (Robitaille)
- Steering Committee for Local Hazard Mitigation Plan- Nevada County OES (Robitaille)
- Joint Leadership Meeting with PVFD and NCC Fire Staff (Robitaille/Sullivan)
- Administration Team Meeting (Robitaille/Sullivan)
- County Chiefs Meeting (Robitaille/Sullivan)
- District Battalion Chief's Meeting (Robitaille/ Sullivan)
- Meeting with Grass Valley Fire regarding ECC Performance (Robitaille/Sullivan)
- Yuba River Cohorts Meeting (Sullivan)
- Law Enforcement Fire Council Meeting (Sullivan)
- High School Support Meeting- CAUSSSS (Sullivan)





NEVADA COUNTY CONSOLIDATED

# NOVEMBER

## MONTHLY STATISTICS

### Total Record Volume By Incident Type

EDITED



Previous Month

Nov 1, 2023 - Nov 30, 2023

Filters

Trend Lines

43%

**FIRE**  
Percentage of Total Incidents

57%

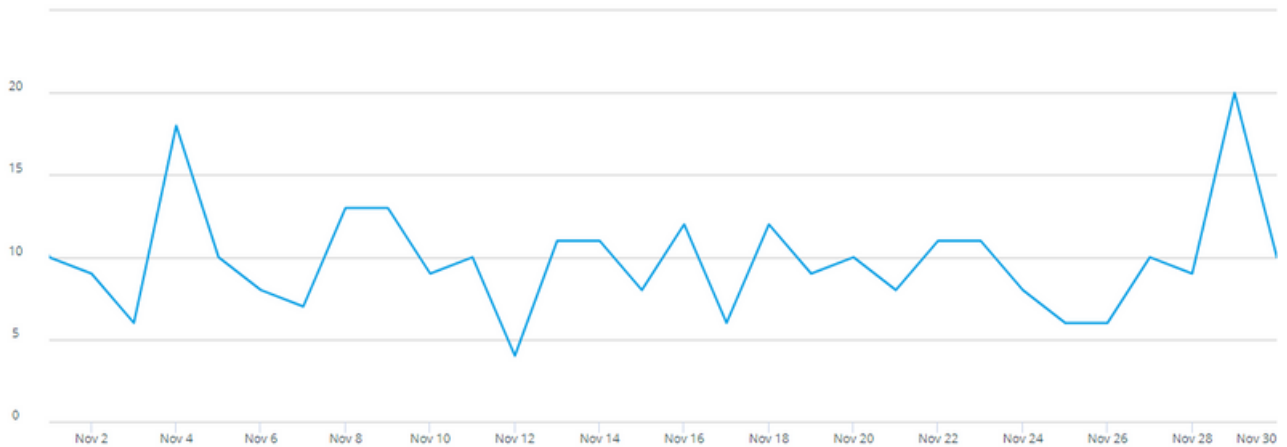
**EMS**  
Percentage of Total Incidents

295

**INCIDENTS**  
In Selected Time Slice

30

**DAYS**  
In Selected Time Slice



## SUPPRESSION

295 CALLS FOR SERVICE- NOVEMBER  
3,274 CALLS FOR SERVICE (YEAR TO DATE)

105 Calls were EMS & Rescue Calls

- 57% EMS / 43% FIRE

5:41 for first arriving unit on scene

- 10 average calls per service per day
- 8 Fires
  - 3 Structure Fires
  - 2 Vehicle Fires
  - 3 Vegetation Fires
- 2 Automobile Extrications

NEVADA COUNTY CONSOLIDATED  
**NOVEMBER**  
FIRE PREVENTION REPORT

## MEETINGS

- Captain Tellam attended the Sacramento – Sierra Arson Task Force and Sierra – Sacramento Valley Fire Prevention Officers Association meetings.
- Chief Mason met with homeowners in the Vee Court area off North Bloomfield Road to discuss a community-based water storage system for fire suppression.
- Attended the joint leadership meeting with Penn Valley – The fire prevention proposal is complete and submitted.
- Opened discussions on the relocation of the prevention department to Station 59.

## COMMENTS

- Captain Tellam performed two fire extinguisher trainings with local businesses up in the Loma Rica Drive area.
- Chief Mason reviewed a pre-application for a project located in the area south of Lime Kiln Road and west of Hwy 49 by Cerrito Road. This project includes the following:
  - Up to thirty residential lots that are 3 – 8 acres in size
  - Fifteen-acre equestrian center
  - Fifteen-acre RV park
  - Total of about sixty acres of open space
- Nevada County Transfer Station Update – Phase 1 underground is complete, new indoor dumping facility will be constructed over the winter.