

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
Leslie Quintero, Finance Assistant
Nicole Long, Operations Support Manager

BOARD OF DIRECTORS AGENDA - REGULAR MEETING THURSDAY, AUGUST 20, 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 – July 16, 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

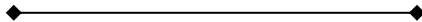
3. Discussion and Possible Action, Resolution R20-26, AB1600 Mitigation Fee Adjustment. **Finance Manager Van Groningen**
4. Discussion and possible action, Extension of Temporary Assignments. **Fire Chief Turner**
5. Discussion and possible action, Extension of Lieutenant Eligibility List. **Deputy Chief Funk**
6. Discussion and possible action, Resolution R20-27, Approving the Department of Forestry and Fire Protection Agreement # 7FG20081 for Services from the date of this last signatory on Page 1 of the agreement to June 30, 2021 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978. The total project amount is for \$26,076.36, this is a matching grant, District responsibility \$13,038.18. **Deputy Chief Funk**

7. Discussion and possible action, Local 3800 Grievance dated 06/10/2020, regarding educational incentive. President Grueneberg

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
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BOARD OF DIRECTORS MINUTES July 16, 2020

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Turner, 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 all Directors were present. Director Garrett led in 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 – June 18, 2020
2. Fund Balances, Check History report and Credit Card History Report

Director Slade-Troutman motioned to accept the consent calendar. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote.

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 – No report

Personnel – No report

Board Policy & Procedures – No report

JPA – No report

NEW BUSINESS

3. **Discussion and possible action, Resolution R20-23, Transfer of Funds from 2012 Special Tax Fund 734 to Operating Fund 722 in the amount of \$45,000.00.**

Finance Manager Van Groningen reported that there is a balance of \$49,817.11. The transfer is only for \$45,000.00 leaving funds in the account for the charges from the County. Director Hanson motioned to adopt Resolution R20-23, Transfer \$45,000.00 from Special Tax Fund 734 to Operating Fund 722. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote.

4. **Discussion and possible action, Resolution R20-24, Approving the amended job description for Finance Administration Assistant.**

Finance Manager Van Groningen reviewed that at the last meeting it was reported that Shawna Cresswell who held this position separated from the District. Staff would like to update the job description and start recruitment to fill this position. Director Garrett motioned to adopt Resolution R20-24, Amending the Finance Administration Assistant job description. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote.

5. **Discussion and possible action, Senate Bill 1205 Fire Protection Services Annual Report.**

Fire Marshal McMahan reviewed the staff report presented to the Board. Director Hanson asked for clarification on the included occupancy list, if it was all those occupancy types we had in the district or if it was all that was inspected. Fire Marshal McMahan clarified that the list included all the required occupancies in the district and that all inspections on required occupancies were completed.

6. **Discussion and possible action, Resolution R20-25, Surplus a Vehicle to the Washington Fire Department.**

Chief Turner reviewed the staff report verbally, stating that the Washington Volunteer Fire Department (WVFD) borders the District. WVFD and NCCFD respond mutually to the same incidents. Director Dorland motioned to adopt Resolution R20-25, Surplus a Vehicle to the Washington Volunteer Fire Department. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote.

7. **Correspondence.**

7.A – Thank you for the free residential green waste disposal drop off.

CHIEF'S MONTHLY REPORT

Chief Turner reported that we have had multiple river rescue and crews have been utilizing the drone to locate patients.

The crews had a good save on a structure fire on Wolf Mountain. There was no extension to the living quarters.

There have been several responses to vegetation fires with the largest being ½ acre.

On the administrative side Chief Turner reported that the District would like to recognize Staff at the 5 year mark every fiscal year. Staff will place a list in the Chiefs' report.

Staff participated in the memorial service for Fairbanks Alaska Fire Department Battalion Chief Ken Mayfield. BC Mayfield was a former member of Alta Oaks Sunset Fire Department and NCCFD.

CLOSED SESSION

Public Comment on Closed Session Items:

Per CA Government Code 54954.3

8. **Conference with Labor Negotiators**

President Grueneberg reported in closed session called at 7:26.

President Grueneberg reported out of closed session 7:52.

The Board discussed the interpretation of the education incentive in the MOU regarding a grievance that had been filed. The Board will hear the grievance at the August meeting.

***BOARD DISCUSSION**

No board discussion

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:53 p.m.

Attest:

Approved by:

Nicole Long
Board Secretary

Keith Grueneberg
President of the Board

DRAFT

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

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash ¹	1,510,497	1,245,140	55,188	49,819	469,556	3,330,200
Revenues	48,875	-	5,456	-	-	54,331
Expenditures	(1,239,395)	-	-	-	1,137	(1,238,258)
Other Inc/Expense	(11)	-	-	(45,000)	-	(45,011)
Other Activity ²	7,834	-	-	-	-	7,834
Ending Cash ¹	327,800	1,245,140	60,644	4,819	470,693	2,109,096

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
July 2020

	July	YTD Actual	Budget	% of Budget
Revenue				
4000 · Taxes & Assessments				
4010 · Current Secured			3,198,546	
4020 · Current Unsecured			54,257	
4030 · Prior Unsecured			1,390	
4040 · Supplemental Secured			39,205	
4050 · Supplemental Unsecured			1,315	
4060 · Supplemental Prior Unsecured			169	
4110 · Special Assessment			2,065,771	
4151 · Special Tax 2012 (transfer in)	45,000	45,000	984,137	5%
4230 · State Homeowners			25,334	
4240 · State Public Safety Prop 172			387,198	
Total 4000 · Taxes & Assessments	45,000	45,000	6,757,322	1%
4500 · Reimbursements				
4510 · Strike Team			75,000	
4540 · Vehicle Repair	306	306	5,000	6%
4550 · Cost Recovery	609	609	18,500	3%
4690 · Other Reimbursements	1,594	1,594	65,960	2%
Total 4500 · Reimbursements	2,509	2,509	164,460	2%
4800 · Other Revenue				
4810 · Inspections & Permits			12,000	
4812 · Plan Reviews	1,116	1,116	10,000	11%
4820 · Interest & Finance Charges	0	0	31,481	0%
4830 · Rentals	250	250	28,740	1%
Total 4800 · Other Revenue	1,366	1,366	82,221	2%
Total Revenue	48,875	48,875	7,004,003	1%

Expense	July	YTD Actual	Budget	% of Budget
5000 · Wages & Benefits				
5100 · Wages				
5111 · Chief / Deputy Chief (2)	40,771	40,771	353,362	12%
5113 · Battalion Chief (2)	25,939	25,939	225,361	12%
5114 · Prevention (2)	23,436	23,436	207,881	11%
5121 · Captains (9)	102,893	102,893	844,810	12%
5122 · Lieutenants (6)	51,463	51,463	471,207	11%
5123 · Firefighter (12)	78,813	78,813	763,117	10%
5132 · PCF / Reserve FF			600	
5141 · Clerical (3)	21,891	21,891	226,807	10%
5145 · Fire Mechanic (1.5)	13,981	13,981	125,510	11%
5151 · Overtime	52,734	52,734	402,730	13%
5153 · Additional Overtime Staffing			18,708	
5161 · Strike Team	47,677	47,677		
5165 · Strike Team Backfill	21,291	21,291		
<i>Strike team 1.8%</i>				
5171 · Holiday Stipend	6,966	6,966	75,196	9%
5173 · Vacation / CTO Buy Back	2,010	2,010	96,751	2%
5185 · Directors	531	531	4,500	12%
Total 5100 · Wages	490,396	490,396	3,816,540	13%
5500 · Payroll Taxes				
5511 · Medicare Employer Tax	6,745	6,745	55,758	12%
5512 · Soc Security Employer Tax	170	170	316	54%
5521 · SUI Employer Tax	58	58	5,693	1%
Total 5500 · Payroll Taxes	6,973	6,973	61,767	11%
5700 · Benefits				
5711 · Pension	428,175	428,175	1,021,801	42%
<i>CalPERS Unfunded Accrued Liability annual payment \$356,858</i>				
5731 · Health Insurance	62,785	62,785	772,464	8%
5735 · Life Insurance	595	595	15,000	4%
5751 · Workers Comp Insurance	186,928	186,928	201,929	93%
<i>Annual premium payment</i>				
Total 5700 · Benefits	678,483	678,483	2,011,194	34%
Total 5000 · Wages & Benefits	1,175,852	1,175,852	5,889,501	20%

	<u>July</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
6000 · Personnel Related				
6010 · Clothing / PPE				
6011 · Uniforms	1,183	1,183	13,005	9%
6021 · Personal Protective Equip	268	268	35,000	1%
6031 · Safety & PPE (per MOU)	14,415	14,415	33,060	44%
<i>Semi-annual payment</i>				
Total 6010 · Clothing / PPE	<u>15,866</u>	<u>15,866</u>	<u>81,065</u>	<u>20%</u>
6100 · Food / Meals				
6111 · Meals - Administration	79	79	300	26%
6113 · Meals - Fire			500	
6114 · Meals - Interns	450	450	41,096	1%
Total 6100 · Food / Meals	<u>529</u>	<u>529</u>	<u>41,896</u>	<u>1%</u>
6200 · Training / Fitness				
6211 · Wellness Program	825	825	30,818	3%
6213 · Fitness Program			3,770	
6221 · Tuition - Safety Personnel			20,500	
6232 · Travel Expense			8,500	
6241 · Training Materials			2,000	
6246 · Public Safety Training Center			1,000	
6261 · Licenses & Certificates	68	68	2,500	3%
6271 · Training - Administration			7,500	
Total 6200 · Training / Fitness	<u>893</u>	<u>893</u>	<u>76,588</u>	<u>1%</u>
Total 6000 · Personnel Related	<u>17,288</u>	<u>17,288</u>	<u>199,549</u>	<u>9%</u>
6500 · Facility & Equipment Related				
6510 · Communications				
6511 · Telephones	1,088	1,088	20,280	5%
6521 · Mobile Phones	609	609	9,060	7%
Total 6510 · Communications	<u>1,697</u>	<u>1,697</u>	<u>29,340</u>	<u>6%</u>
6550 · Station				
6551 · Supplies & Services - Stations	990	990	13,380	7%
6591 · Small Tools	57	57		
Total 6550 · Station	<u>1,047</u>	<u>1,047</u>	<u>13,380</u>	<u>8%</u>
6610 · Insurance				
6611 · Liability			15,052	
6621 · Property			17,322	
Total 6610 · Insurance			<u>32,374</u>	
6650 · Maintenance				
6681 · Facility Maint & Improvements	8,335	8,335	120,000	7%
Total 6650 · Maintenance	<u>8,335</u>	<u>8,335</u>	<u>120,000</u>	<u>7%</u>
6700 · Medical Supplies				
6716 · EMS Supplies	1,612	1,612	20,000	8%
Total 6700 · Medical Supplies	<u>1,612</u>	<u>1,612</u>	<u>20,000</u>	<u>8%</u>
6750 · Apparatus Equipment				
6751 · Hose			16,000	

	<u>July</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
6756 · Ladders			1,500	
6761 · Suppression Equip	271	271	7,500	4%
6766 · Power Tools & Equipment			6,800	
6771 · Pump Testing			4,350	
6776 · Mobile Communications			3,800	
6781 · Technical Rescue Equip			10,000	
6786 · SCBA Repair & Maintenece			8,381	
6791 · Small Tools - Apparatus			3,100	
6796 · Drone			3,168	
Total 6750 · Apparatus Equipment	271	271	64,599	0%
6800 · Utilities				
6811 · Alarm	165	165	1,360	12%
6821 · Electricity / Gas	3,861	3,861	41,143	9%
6831 · Propane	121	121	13,136	1%
6841 · Trash	258	258	3,600	7%
6851 · Water / Sewer	364	364	8,549	4%
Total 6800 · Utilities	4,769	4,769	67,788	7%
6900 · Capital Expenditures				
6921 · Apparatus & Equipment			37,103	
6941 · Admin Office Equipm & Computers			24,550	
Total 6900 · Capital Expenditures			61,653	
Total 6500 · Facility & Equipment Related	17,731	17,731	409,134	4%
7000 · Vehicle Related				
7001 · Insurance				
7005 · Vehicle Insurance			8,557	
Total 7001 · Insurance			8,557	
7010 · Maintenance				
7011 · Accessories	1,094	1,094		
7041 · Tires	4,328	4,328		
7046 · Tools & Shop Related	260	260		
7048 · All Categories for Budget			105,820	
7049 · Outside Agency Vehicle Maint	1,475	1,475		
Total 7010 · Maintenance	7,157	7,157	105,820	7%
7050 · Fuel				
7051 · Fuel	1,617	1,617	67,253	2%
Total 7050 · Fuel	1,617	1,617	67,253	2%
Total 7000 · Vehicle Related	8,774	8,774	181,630	5%
7500 · General & Admin Related				
7501 · Office Expense				
7502 · Administration	432	432	5,200	8%
7506 · Board			1,200	
7508 · Computer & Software Expense	4,604	4,604	65,200	7%
7509 · Copier Expense			1,500	
7511 · Memberships	1,793	1,793	15,125	12%

	<u>July</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
7521 · Postage & Delivery	65	65	1,800	4%
Total 7501 · Office Expense	6,894	6,894	90,025	8%
7550 · Professional Services				
7551 · Accounting			15,000	
7556 · Computer & IT Support	1,045	1,045	10,080	10%
7561 · Consultants			8,000	
7563 · Hiring Expense			8,700	
7566 · Legal Expense	2,139	2,139	53,115	4%
7571 · Medical Director			3,600	
Total 7550 · Professional Services	3,184	3,184	98,495	3%
7590 · Publications				
7591 · Legal Notices			600	
7596 · Marketing / Advertising			500	
Total 7590 · Publications			1,100	
7600 · Special District				
7611 · Elections			30,000	
7621 · LAFCo	6,348	6,348	6,745	94%
<i>Annual payment</i>				
7631 · Nevada County Fees			74,323	
Total 7600 · Special District	6,348	6,348	111,068	6%
7650 · Prevention				
7651 · Code Purchases			1,500	
7653 · Investigation Supplies	439	439	4,300	10%
7657 · Inspection Supplies			1,500	
7661 · Prof Svcs / Plan Checks	357	357	2,500	14%
7663 · Public Education Supplies	21	21	4,000	1%
7665 · Subscriptions / Memberships	2,100	2,100	3,000	70%
7667 · Training	89	89	5,000	2%
7669 · Other Prevention / Law Enforce	318	318	3,500	9%
Total 7650 · Prevention	3,324	3,324	25,300	13%
7800 · JPA				
7831 · Dispatch Charges			150,000	
7841 · Dues / Administration			9,064	
Total 7800 · JPA			159,064	
Total 7500 · General & Admin Related	19,750	19,750	485,052	4%
Total Expense	1,239,395	1,239,395	7,164,866	17%
Fund over / <under>	(1,190,520)	(1,190,520)	(160,863)	
Other Expense				
8901 · Interest Expense	0	0		
9101 · Grant Expense	11	11		
Total Other Expense	11	11		
Net Other	(11)	(11)		
Net Fund Activity	(1,190,531)	(1,190,531)	(160,863)	

Nevada County Consolidated Fire District
AB 1600 Mitigation Fund 733
 July 2020

	<u>July</u>	<u>Actual YTD</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4000 · Taxes & Assessments				
4160 · AB 1600 Mitigation Fees	5,456	5,456	80,000	7%
Total 4000 · Taxes & Assessments	<u>5,456</u>	<u>5,456</u>	<u>80,000</u>	<u>7%</u>
Total Revenues	<u>5,456</u>	<u>5,456</u>	<u>80,000</u>	<u>7%</u>
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6911 · Stations			27,085	
6921 · Apparatus & Equipment			98,996	
Total 6900 · Capital Expenditures			<u>126,081</u>	
Total 6500 · Facility & Equipment Related			<u>126,081</u>	
Total Expense			<u>126,081</u>	
Fund over / <under>	<u>5,456</u>	<u>5,456</u>	<u>(46,081)</u>	<u>(12%)</u>
Net Fund Activity	<u><u>5,456</u></u>	<u><u>5,456</u></u>	<u><u>(46,081)</u></u>	<u><u>(12%)</u></u>

Nevada County Consolidated Fire District
Special Tax Fund 734
July 2020

	<u>July</u>	<u>Actual YTD</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4000 · Taxes & Assessments				
4150 · Special Tax of 2012			991,257	
Total 4000 · Taxes & Assessments			991,257	
4800 · Other Revenue				
4820 · Interest & Finance Charges			1,897	
Total 4800 · Other Revenue			1,897	
Total Revenues			993,154	
Expense				
7500 · General & Admin Related				
7600 · Special District				
7631 · Nevada County Fees			9,018	
Total 7600 · Special District			9,018	
Total 7500 · General & Admin Related			9,018	
Total Expense			9,018	
Fund over / <under>			984,136	
Other Expense				
8700 · Transfers Out				
8722 · Transfer to 722	45,000	45,000	984,649	5%
Total 8700 · Transfers Out	45,000	45,000	984,649	5%
Total Other Expense	45,000	45,000	984,649	5%
Net Other	(45,000)	(45,000)	(984,649)	5%
Net Fund Activity	(45,000)	(45,000)	(513)	8,772%

Nevada County Consolidated Fire District
Capital Fund 758
 July 2020

	<u>July</u>	<u>Actual YTD</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4800 · Other Revenue				
4855 · Sale of Real Property			40,000	
Total 4800 · Other Revenue			40,000	
Total Revenues			40,000	
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6921 · Apparatus & Equipment			25,000	
6931 · Vehicles	(1,137)	(1,137)	59,819	(2%)
<i>Refund for return</i>				
Total 6900 · Capital Expenditures	(1,137)	(1,137)	84,819	(1%)
Total 6500 · Facility & Equipment Related	(1,137)	(1,137)	84,819	(1%)
Total Expense	(1,137)	(1,137)	84,819	(1%)
Fund over / <under	1,137	1,137	(44,819)	(3%)
Net Fund Activity	1,137	1,137	(44,819)	(3%)

Nevada County Consolidated Fire District Check History Report

July 2020

Date	Num	Name	Account	Paid Amount
07/02/2020	223598	NCCFD - EFTPS (Fed & State Taxes)	Payroll Taxes Payable	27,032.90
07/02/2020	223599	HSA BANK, DIV. OF WEBSTER BANK	2276 - HSA Payable	11,011.02
07/02/2020	223600	CalPERS 457 Plan (Def. Comp)	2266 - Deferred Comp Payable	1,350.00
07/02/2020	909206	CalPERS (Retirement)	5711 - Pension	35,538.86
07/02/2020	v965968	NEVADA COUNTY PROF FF ASSN	2251 - NCCFA Dues	1,085.00
07/02/2020	v965972	NATIONWIDE RETIREMENT SOLUTION	2266 - Deferred Comp Payable	5,627.13
07/02/2020		PP 6/14 - 6/27/2020	Net Payroll	104,953.24
07/06/2020	223614	A&A A/C & HEATING	6681 - Facility Maint	374.23
07/06/2020	223618	NEVADA COUNTY PUBLIC HEALTH	6211 - Wellness Program	1,125.00
07/06/2020	223620	AT&T (Carol Stream)	6511 - Telephones	36.04
07/06/2020	223622	BLUE SHIELD OF CALIFORNIA	5731 - Health Insurance	30,470.67
07/06/2020	223626	WASTE MANAGEMENT OF NEV. CO.	6841 - Trash	12.25
07/06/2020	223632	LIEBERT CASSIDY WHITMORE	7566 - Legal	114.00
07/06/2020	223635	EVERGUARD SYSTEMS	6811 - alarms	165.00
07/06/2020	223637	CalPERS (Retirement)	5711 - Pension	230.40
07/06/2020	223639	SUBURBAN PROPANE	6831 - Propane	120.53
07/06/2020	223640	AT&T Long Distance	6511 - Telephones	6.70
07/06/2020	223641	ZEP MANUFACTURING CO.	7011 - Maint. Accessories	206.87
07/06/2020	223645	Axon Enterprise, Inc.	7665 - Subscriptions/Memb.	2,100.35
07/06/2020	223647	COMCAST	6511 - Telephones	128.84
07/06/2020	223651	WITMER ASSOCIATES, INC. dba	6021 - Personal Prot Equip	74.95
07/06/2020	223655	SERVICENTER RADIATOR & AUTO	7049 - Outside Agency	262.76
07/06/2020	223661	AFLAC	2271 - AFLAC Payable	982.00
07/06/2020	223664	AT&T CALNET 3	6511 - Telephones	44.41
07/06/2020	223664	AT&T CALNET 3	6511 - Telephones	22.60
07/06/2020	223667	FDAC Employee Benefits Authority	5735 - Life Insurance	1,599.15
07/06/2020	223668	STANDARD INSURANCE COMPANY	2273 - LTD Payable	907.50
07/06/2020	223672	ADVANTAGE GARAGE DOOR	6681 - Facility Maint	325.00
07/06/2020	V966034	BUCKMASTER OFFICE SOLUTIONS	7521 - Postage & Delivery	65.22
07/06/2020	V966035	SPECIAL DIST RISK MGMT AUTH.	5731 - Health Insurance	4,851.57
07/06/2020	V966038	A TO Z SUPPLY	6681 - Facility Maint	11.69
07/06/2020	V966038	SPECIAL DIST RISK MGMT AUTH.	5751 - Workers Comp Ins	186,928.41
07/06/2020	V966041	MISSION LINEN SUPPLY, INC.	6551 - Supplies	194.48
07/06/2020	V966043	AIR EXCHANGE	6681 - Facility Maint	3,728.71
07/06/2020	V966045	RIVERVIEW INTERNATIONAL TRUCKS	7011 - Maint. Accessories	642.32
07/06/2020	V966049	WALKER'S OFFICE SUPPLY	6551 - Supplies	448.78
07/06/2020	V966055	KAISER FOUNDATION HEALTH PLAN	5731 - Health Insurance	20,456.58
07/06/2020	V966059	SMARTER BROADBAND	6511 - Telephones	40.00
07/06/2020	V966060	ROBINSON ENTERPRISES, INC.	7051 - Fuel	563.09
07/06/2020	V966061	IMMIX TECHNOLOGY INC	7508 - Computer & Software	2,342.36
07/06/2020	V966067	Bare Bones Workwear	6011 - Uniforms	462.74
07/09/2020	223722	SIERRA-SACRAMENTO VALLEY EMS	7511 - Memberships	1,000.00

Date	Num	Name	Account	Paid Amount
07/09/2020	223742	PLAZA TIRE & AUTO SERVICE	7041 - Tires	2,597.88
07/09/2020	223747	LIEBERT CASSIDY WHITMORE	7566 - Legal	2,025.00
07/09/2020	223749	MOULE PAINT & GLASS, INC.	7011 - Maint. Accessories	30.00
07/16/2020	223873	HSA BANK, DIV. OF WEBSTER BANK	2276 - HSA Payable	178.21
07/16/2020	223874	CalPERS 457 Plan (Def. Comp)	2266 - Deferred Comp Payable	1,350.00
07/16/2020	223875	AUSTIN SCHUYLER	6114 - Meals - Interns	200.00
07/16/2020	223883	B&C ACE HOME & GARDEN CENTER	6681 - Facility Maint	95.70
07/16/2020	223884	CALIFORNIA FIRE CHIEFS ASSN.	7511 - Memberships	1,200.00
07/16/2020	223887	NEVADA CITY, CITY OF	6851 - Water / Sewer	279.58
07/16/2020	223891	L.N. CURTIS & SONS	6761 - Supression Equip	270.94
07/16/2020	223895	WASTE MANAGEMENT OF NEV. CO.	6841 - Trash	245.31
07/16/2020	223896	NETWORK DESIGN ASSOCIATES	7556 - Computer & IT	776.25
07/16/2020	223900	GLASS ARCHITECTS	6681 - Facility Maint	1,850.00
07/16/2020	223901	PLAZA TIRE & AUTO SERVICE	7041 - Tires	1,730.15
07/16/2020	223902	ENGINEERED FIRE SYSTEMS, INC.	7661 - Plan Checks	200.00
07/16/2020	223923	SNAP-ON INDUSTRIAL	7046 - Tools & Shop	233.08
07/16/2020	223927	COMCAST	6511 - Telephones	128.96
07/16/2020	223930	AUBURN FORD	7011 - Vehicle Maintenance	72.75
07/16/2020	224009	AT&T CALNET 3	6511 - Telephones	385.31
07/16/2020	224011	GOLDEN STATE EMERGENCY VEHICLE	7049 - Outside Agency	1,502.68
07/16/2020	224019	Titan Shred	7502 - Administration	35.00
07/16/2020	V909247	CalPERS (Retirement)	5711 - Pension	36,840.24
07/16/2020	V966631	ECONOMY PEST CONTROL	6681 - Facility Maint	97.00
07/16/2020	v966638	NCCFD - EFTPS (Fed & State Taxes)	Payroll Taxes Payable	27,403.84
07/16/2020	V966644	A TO Z SUPPLY	6681 - Facility Maint	68.56
07/16/2020	V966644	A TO Z SUPPLY	6681 - Facility Maint	90.33
07/16/2020	v966651	NEVADA COUNTY PROF FF ASSN	2251 - NCCFA Dues	1,085.00
07/16/2020	v966659	NATIONWIDE RETIREMENT SOLUTION	2266 - Deferred Comp Payable	5,874.97
07/16/2020	V966672	WALKER'S OFFICE SUPPLY	6551 - Supplies	189.27
07/16/2020	V966689	SUDDENLINK (CEQUEL)	6511 - Telephones	138.45
07/16/2020	V966720	ROBINSON ENTERPRISES, INC.	7051 - Fuel	1,053.83
07/16/2020	V966722	IMMIX TECHNOLOGY INC	7508 - Computer & Software	784.30
07/17/2020		PP 6/28 - 7/11/2020	Net Payroll	116,549.80
07/20/2020	909268	CalPERS (Retirement)	5711 - Pension	356,858.00
07/23/2020	224091	NETWORK DESIGN ASSOCIATES	7556 - Computer & IT	480.00
07/23/2020	224092	LIFE ASSIST INC.	6716 - EMS Supplies	1,611.87
07/23/2020	224093	NATIONWIDE RETIREMENT SOLUTION	2266 - Deferred Comp Payable	10.80
07/23/2020	224097	GRASS VALLEY FIRE DEPARTMENT	5113 - Battlalion chief	1,250.00
07/23/2020	224098	BETTS TRUCK PARTS	7011 - Maint. Accessories	940.50
07/23/2020	224099	CalCARD (US BANK)	See Credit Card History Report	5,864.44
07/23/2020	224100	AT&T CALNET 3	6511 - Telephones	22.97
07/23/2020	224094-6	NID	6851 - Water / Sewer	120.62
07/23/2020	v966862	ECONOMY PEST CONTROL	6681 - Facility Maint	130.00
07/30/2020	224296	HSA BANK, DIV. OF WEBSTER BANK	2276 - HSA Payable	178.21
07/30/2020	224297	CalPERS 457 Plan (Def. Comp)	2266 - Deferred Comp Payable	1,350.00

Date	Num	Name	Account	Paid Amount
07/30/2020	224298	AUSTIN SCHUYLER	6114 - Meals - Interns	250.00
07/30/2020	909305	CalPERS (Retirement)	5711 - Pension	35,101.35
07/30/2020	v967011	NCCFD - EFTPS (Fed & State Taxes)	Payroll Taxes Payable	34,268.02
07/30/2020	v967011	NEVADA COUNTY PROF FF ASSN	2251 - NCCFA Dues	1,085.00
07/30/2020	v967021	NATIONWIDE RETIREMENT SOLUTION	2266 - Deferred Comp Payable	6,103.40
07/30/2020		PP 7/12/ - 7/26/2020	Net Payroll	143,466.03
07/31/2020		Garrett, Spencer - Stall dated check	5185 - Directors	-69.26
07/31/2020		AT&T - Stop Payment	6511 - Telephones	-22.97
07/31/2020		LAFCo Annual allocation	7621 - LAFCo	6,348.00
07/31/2020		BETTS TRUCK PARTS - Stop Payment	7011 - Maint. Accessories	-940.50
07/23/2020				0.03
				<u><u>1,247,612.25</u></u>

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

Cardholder	Vendor Name	Account	Amount
Davison	SIERRA CUSTOM AWARDS	7502 · Administration	200.56
Davison	BEACH HUT DELI	6111 · Meals - Administration	54.00
Davison	THE HOME DEPOT	6681 · Facility Maint & Improvements	1,656.41
Davison	AMAZON MARKETPLACE	6681 · Facility Maint & Improvements	78.15
<i>Fin Mgr</i>	<i>VERIZON WIRELESS¹</i>	<i>6521 · Mobile Phones</i>	<i>609.42</i>
<i>Fin Mgr</i>	<i>PACIFIC GAS & ELECTRIC CO. ¹</i>	<i>6821 · Electricity / Gas</i>	<i>3,860.57</i>
Funk	AMAZON MARKETPLACE	6021 · Personal Protective Equip	193.41
Greene	CORNWELL ANDERSON TOOL	7046 · Tools & Shop Related	9.17
Greene	SNAP-ON INDUSTRIAL	7046 · Tools & Shop Related	48.38
Greene	SNAP-ON INDUSTRIAL	7046 · Tools & Shop Related	31.71
Greene	DISH NETWORK	6511 · Telephones	75.60
Long	MICROSOFT OFFICE	7508 · Computer & Software Expense	893.00
Long	AMAZON MARKETPLACE	7508 · Computer & Software Expense	60.99
Long	MISC CAL CARD VENDOR	7556 · Computer & IT Support	268.72
Mason	AMAZON MARKETPLACE	7669 · Other Prevention / Law Enforce	-124.72
Mason	AMAZON MARKETPLACE	7669 · Other Prevention / Law Enforce	173.72
Mason	AMAZON MARKETPLACE	7669 · Other Prevention / Law Enforce	210.72
Mason	BEST BUY	7508 · Computer & Software Expense	43.09
McKinley	AMAZON MARKETPLACE	6551 - Supplies & Services - Stations	107.28
McKinley	AMAZON MARKETPLACE	6551 - Supplies & Services - Stations	270.32
McMahan	AMAZON MARKETPLACE	7661 · Prof Svcs / Plan Checks	156.69
McMahan	MISC CAL CARD VENDOR	7667 · Training	55.00
McMahan	ADVANTAGE GEAR, INC.	6031 - Safety & PPE	480.00
McMahan	BANNER COMMUNICATIONS	7653 · Investigation Supplies	439.43
McMahan	AMAZON MARKETPLACE	7669 · Other Prevention / Law Enforce	57.90
McMahan	NOR CAL PREVENTION OFFICERS	7667 · Training	10.00
McMahan	BLAUER MANUFACTURING	6011 · Uniforms	239.96
Menth	SIERRA-SACRAMENTO VALLEY EMS	6261 · Licenses & Certificates	68.00
Turner	SOURDOUGH & CO	6111 · Meals - Administration	24.59
Turner	SUDS BROS	7011 · Accessories	14.00
Turner	THE RANGE	7667 · Training	23.70
Witter	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	44.66
			10,334.43

¹ Paid on August Statement



Nevada County Consolidated Fire District

Resolution 20-26

AB1600 Mitigation Fee Adjustment

WHEREAS, the mission of the Nevada County Consolidated Fire District (District) is to provide emergency services relating to the preservation of life and protection of property from fire, respond to medical situations necessitating immediate action, and other emergencies; and

WHEREAS, , the Board of Directors has committed to continue to provide and improve to the best of their ability, fire protection, emergency medical services, rescue, hazardous materials responses and all other services to the public as authorized pursuant to the “Fire Protection District Law of 1987” (Health and Safety Code, §13800 et seq.); and

WHEREAS, budgetary considerations have required that a Capital Fire Facilities Fee be charged against new construction and development to defray costs and mitigate the financial impact of providing additional facilities and equipment to safeguard the lives and property of those who will occupy and use the new construction and development at an acceptable level of services; and

WHEREAS, the District, pursuant to California Government Code § 66000 et seq. (AB1600), is authorized to adopt a Capital Fire Facilities Fee development impact mitigation fee schedule to defray the associated costs necessary to protect the health and safety of the general-public and preserve lives and property; and

WHEREAS, the District performed a fee study in 2016, which resulted in an updated fee structure via Ordinance 16-01, and

WHEREAS, Ordinance 16-01, section 4 provides for an annual fee adjustment effective October 1 of each year, by the change of the Western States Consumer Price Index for the prior fiscal year, and

WHEREAS, the Western States Consumer Price Index for the fiscal year from July 2019 to June 2020 was 2.3%.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Nevada County Consolidated Fire District to adopt an increase in the AB1600 Mitigation Fee Schedule of 2.3%, as reflected in Exhibit A, effective October 1, 2020.



Nevada County Consolidated Fire District

Resolution 20-26

AB1600 Mitigation Fee Adjustment

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 20th day of August 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

Exhibit A

Capital Fire Facilities Fee

per Square Foot
As of 10/1/2020

Existing Fees

Land Use	Areawide Fee	Non- Hydrant Area Surcharge
Residential Dwelling Unit	\$ 0.41	\$ 0.02
Nonresidential		
Commercial	\$ 0.80	\$ 0.05
Office	\$ 0.76	\$ 0.05
Industrial	\$ 0.42	\$ 0.03
Agriculture	\$ 0.01	-

Updated Fees

Land Use	Areawide Fee	Non- Hydrant Area Surcharge
2.3% Increase		
Residential Dwelling Unit	\$ 0.41	\$ 0.02
Accessory Dwelling Unit (ADU)		
-750 Sq Ft or more	\$ 0.41	\$ 0.02
-Less than 750 Sq Ft	\$ -	\$ -
Nonresidential		
Commercial	\$ 0.82	\$ 0.05
Office	\$ 0.77	\$ 0.05
Industrial	\$ 0.43	\$ 0.03
Agriculture	\$ 0.01	

Land use definitions:

Residential -	All detached and attached residential dwellings including garages, shops, covered patios.
Accessory Dwelling Unit	Secondary dwelling unit (incidental to RDU).
Commercial -	All commercial, cannabis, retail, educational and hotel / motel development
Office -	All general, professional and medical office development
Industrial -	All manufacturing and warehouse development
Agricultural -	All agricultural building development (no electrical or other power service).



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: August 5, 2020
Re: Temporary Appointment Extension

Background:

In accordance with NCC Ordinance 13-01, the Board of Directors has determined that in order to allow the Fire Chief the flexibility to use existing employees to meet the present staffing needs of the District. It is necessary and appropriate to allow the Fire Chief the ability to make temporary appointments of existing employees, to fill positions within the District for a period of up to six (6) months, without the need for Board action. The Board may subsequently extend any such temporary appointment for an additional six (6) months for a maximum of twelve (12) months.

Recommendation:

The NCC Board of Directors authorize Chief Turner to extend the temporary appointment of Acting Captain Serna and Acting Lieutenant Trevethick for an additional period of time, up to and not to exceed six (6) months from the date of September 1, 2020.

Fiscal Implications:

No negative financial impact to the District's fiscal budget.



Nevada County Consolidated Fire District

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nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Deputy Chief Jerry Funk through Fire Chief Turner
Date: August 11, 2020
Re: Lieutenant Eligibility List Extension

Background:

The District currently maintains an eligibility list for the position of Lieutenant. In order to ensure the opportunity for eligible staff to participate in future Lieutenant promotional testing, it is in the District's best interest to not hold testing during the summer months. Extending the list would allow testing during the winter months.

Recommendation:

Staff recommends the Board authorize the extension of the current Lieutenant eligibility list until a successor list is made available, for a term no later than April 30, 2021.

SECTION 2.2.13. ESTABLISHMENT OF ELGIBILITY LISTS

- (a) After each examination, the Chief shall prepare an eligibility list of persons who have qualified within the provisions of this Code and Regulations for a position or class of positions. The names of such persons shall be placed on the eligibility list in the order of their final ratings starting with the highest. All appointments to positions in the Classified Service covered by the eligibility list shall be made from the list, except where a laid off permanent employee is reinstated as provided in Section 2.6.7.
- (b) The eligibility list shall be in effect for a maximum of 12 months unless the Board, at the Chief's request extends the effective term of the list. Any such extension shall not exceed twelve additional months.

Fiscal Implications:

None



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. 20-27

RESOLUTION APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT # 7FG20081 FOR SERVICES FROM THE DATE OF LAST SIGNATORY ON PAGE 1 OF THE AGREEMENT TO JUNE 30, 2021 UNDER THE VOLUNTEER FIRE ASSISTANCE PROGRAM OF THE COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the Nevada County Consolidated Fire District, does hereby approve the agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 6 of the agreement, and any amendments thereto. This agreement provides for an award, during the term of this agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2020-2021 up to and no more than the amount \$13,038.18.

BE IT FURTHER RESOLVED, that Deputy Chief Jerry Funk be and hereby is authorized to sign and execute said agreement and any amendments on behalf of the Nevada County Consolidated Fire District.

The foregoing resolution was duly passed and adopted by the Nevada County Consolidated Fire District at a regular meeting thereof, held on the 20th day of August, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board

Barry Dorland, Vice President of the Board

-----CERTIFICATION OF RESOLUTION-----

ATTEST:

I, Nicole Long, Clerk of the Nevada County Consolidated Fire District, County of Nevada, California do hereby certify that this is a true and correct copy of the original Resolution Number R20-27.

WITNESS MY HAND OR THE SEAL OF THE Nevada County Consolidated Fire District, on this 20th day of August 2020.

Signature

Operations Support/Board Secretary; Nevada County Consolidated Fire District
Title and Name of Local Agency

State of California
 Dept. of Forestry and Fire Protection (CAL FIRE)
 Cooperative Fire Programs
 GRANT AGREEMENT

APPLICANT:

PROJECT TITLE: Volunteer Fire Assistance Program

GRANT AGREEMENT: 7FG20081

PROJECT PERFORMANCE PERIOD IS from Upon Approval through June 30, 2021.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Dept. of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed \$13,038.18 (or project costs, whichever is less)

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

**STATE OF CALIFORNIA
 DEPARTMENT OF FORESTRY
 AND FIRE PROTECTION**

Applicant	
By	By
Signature of Authorized Representative	Title: Gabrielle Avina Staff Chief, Cooperative Fire Programs
Title	
Date	Date

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE FUNDING \$13,038.18	GRANT AGREEMENT NUMBER 7FG20081	PO ID		
ADJ. INCREASING ENCUMBRANCE \$ 0.00	SUPPLIER ID			
ADJ. DECREASING ENCUMBRANCE \$ 0.00	PROJECT ID 354020DG2012133	ACTIVITY ID SUBGNT		
UNENCUMBERED BALANCE \$13,038.18	GL UNIT 3540	BUD REF 001	CHAPTER 6/7	FUND 0001
				ENY 2020
REPORTING STRUCTURE 35409206	SERVICE LOC 92698	ACCOUNT 5340580		ALT ACC 5340580002

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

SIGNATURE OF CAL FIRE ACCOUNTING OFFICER

DATE

**VOLUNTEER FIRE ASSISTANCE PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Assistance Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered into **ON THE LAST SIGNATORY DATE ON PAGE 1**, by and between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and _____

_____ hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

- 1. STATE has been approved as an agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, United States Code, Title 16, Chapter 41, Section 2010 et seq., Volunteer Fire Assistance Program), hereinafter referred to as "VFA", and
- 2. The VFA has made funds available to STATE for redistribution, under certain terms and conditions, to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability, and
- 3. LOCAL AGENCY desires to participate in said VFA.

NOW THEREFORE, it is mutually agreed between the parties as follows:

- 4. **APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.**
- 5. **TIMELINESS: Time is of the essence in this Agreement.**
- 6. **FORFEITURE OF AWARD: LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the address specified in paragraph 11, with a postmark no later than December 1, 2020 or LOCAL AGENCY will forfeit the funds.**
- 7. **GRANT AND BUDGET CONTINGENCY CLAUSE: It is mutually understood between the parties that this Agreement may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.**

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the State Fiscal Year 2020 for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

8. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$13,038.18** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2021.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the address specified in paragraph 11, with a postmark no later than September 1, 2021 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.

9. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFA, upon expenditure of United States Government Funds. Pursuant to Title 7 of the Code of Federal Regulations, Section 3016.32 subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 16 below.

10. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFA Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.
LOCAL AGENCY shall not use VFA Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFA Funds.

- 11. ADDRESSES: The mailing addresses of the parties hereto, for all notices, billings, payments, repayments, or any other activity under the terms of the Agreement, are:

LOCAL AGENCY: _____

Attention: _____
Telephone Number(s): _____
FAX Number: _____
E-mail _____

**STATE: Department of Forestry and Fire Protection
 Grants Management Unit, Attn: Megan Esfandiary
 P. O. Box 944246
 Sacramento, California 94244-2460
 PHONE: (916) 894-9845**

- 12. PURPOSE: Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY.
- 13. COMBINING: In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
- 14. OVERRUNS: In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
- 15. UNDERRUNS: In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
- 16. FEDERAL INTEREST IN EQUIPMENT: The Federal Government has a vested interest in any item purchased with VFA funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFA percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

17. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned a VFA Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 11. The STATE will advise the LOCAL AGENCY contact of the VFA Property Number assigned.
18. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
19. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY, the dispute will be decided by STATE and its decision shall be final and binding.
20. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
21. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;

- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed **Agreement** will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

22. **TERM:** The term of the Agreement SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2021.
23. **TERMINATION:** This **Agreement** may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
24. **AMENDMENTS:** No amendment or variation of the terms of this **Agreement** shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or **Agreement** not incorporated in the **Agreement** is binding on any of the parties.
25. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this **Agreement**, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.

U.S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion - Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transaction and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



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: August 10, 2020
Re: IAFF Local 3800 Grievance, Executive Summary

Background:

On June 10th, 2020, the Nevada County Professional Firefighter's IAFF Local 3800 filed a formal grievance against the District regarding the educational incentive outlined within their current MOU.

The grievance was filed by Local 3800's attorney on behalf of their membership claiming the following allegation; "Several Local 3800 members have both an AA/AS and a BA/BS degree. These members are only receiving the 1.5% for their bachelor's degree, and not the 1.25% for their associate's degree. The MOU makes no mention of a cap, nor does it specify that employees may only receive one or the other. The District has unilaterally added a cap that does not exist in the MOU".

Education Incentive as stated within the current MOU:

All EMPLOYEES covered by this MOU shall be granted a 1.25% increase above the base pay, as per Exhibit A, for an AA/AS degree from a nationally or regionally accredited institution. All EMPLOYEES covered by this MOU shall be granted a 1.5% increase above the base pay for a BA/BS degree from a nationally or regionally accredited institution. The pay increase will be granted by NCCFD upon receipt of a diploma or official transcripts, and in accordance to Article 4 of this MOU.

On June 22nd, 2020, I met with Fergus Johnson (legal representation on behalf of Local 3800) and Local 3800 President Clayton Thomas to allow them to present their information that supported the filing of the grievance. On June 29th, 2020, after reviewing all documentation relevant to the content of the grievance, I issued my decision that the grievance was unfounded. My decision was based on the following information;

1. "Past Practice", the educational incentive has been non-cumulative since the adoption in the 2014-2016 MOU.
2. On June 29th, 2019, Mr. Johnson ask Finance Manager Van Groningen if the educational incentive was "compounded" and Mr. Van Groningen replied on July 1st, 2019, "the spreadsheet does not provide 3.75% for someone who has an AA/AS and BA/BS. It is either one or the other".

3. At no time during negotiations were financial calculations compiled utilizing the cumulative impact of the educational incentive. In accordance with the Board's direction to staff, all calculations were prepared as non-cumulative.
4. The District provided a counterproposal to Local 3800 on October 31st, 2019 in response to Local 3800's October 9th, 2019 proposal and expressly used the term "non-cumulative" in describing the proposal changes to the educational incentive.
5. Language contained within the 2019-2021 MOU was written and approved by Mr. Johnson on behalf of Local 3800 on February 26, 2020.
6. If there were any concerns about the District's intended administration of the negotiated change to the educational incentive pay, they were never raised by Local 3800 after ample opportunity.

In my written response to Mr. Johnson on June 29th, 2020 I provided him the right to appeal my decision to the District Board. The right to appeal my decision was in accordance to Step Three of Article 25 of the MOU and such appeal shall be submitted in accordance with Nevada County Consolidated Fire District Personnel Code Section 1.13.2. Grievance Procedure.



NCCFD CHIEFS' MONTHLY REPORT

To: NCCFD Board of Directors
From: Jim Turner, Fire Chief
Jerry Funk, Deputy Chief
Date: August 11, 2020

OPERATIONS

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

- 600 calls for service. (376 emergency, 224 non-emergency)
 - Average response time urban – 3 minutes 45 seconds
 - Average response time rural – 9 minutes 28 seconds
 - Average response time overall - 7 minutes 413 seconds
- *Averages based on emergency responses only.

Significant Incidents:

- Strike Team / Overhead activity to the July Complex, Mineral, Gold & Hog Fires.
- Multiple rescues at the South Yuba River and surrounding recreation areas.
- Structure Fire, McCourtney area. Fire Contained to room and contents. Fire cause was a faulty battery charger.
- Structure Fire, Grass Valley area. Exterior fire extended to the common attic of a duplex. Extensive damage to both units. Fire origin was a barbeque.
- Structure Fire, Jones Bar area. Exterior fire extended to the interior and sub-area. Approximately 40% of the structure was damaged by smoke and fire. Cause under investigation.
- Numerous vegetation fires. The largest being 6.5 acres in the Smartsville area.

Training:

- 580 hours of documented training for the month of July.
- Ten NCC Personnel completed HRT (Helicopter Rescue Team) training with the California Highway Patrol Helicopter H-24.

ADMINISTRATION

- Chief Turner participated in several tele-meetings regarding COVID-19.
- Chief Turner, Deputy Chief Funk, Fire Marshal McMahan and B/C Sunde participated in the monthly tele-meeting of the Nevada County Fire Chiefs Association.



NCCFD CHIEFS' MONTHLY REPORT

- Chief Turner, Deputy Chief Funk, Chief Buttron and Division Chief Goodspeed met regarding the JOA.
- Chief Turner continued work with Nevada County and the Board of Realtors in development of a new homeowner welcome packet.
- Chief Turner and Deputy Chief Funk attended a tele-conference with Nevada County OES and Truckee Fire regarding the development of a CERT (Community Emergency Response Team) program for Western Nevada County.
- The District has recently been awarded the following grants:
 - FEMA Assistance to Firefighters Supplemental COVID 19 Grant, \$8,564.00 for personal protective equipment. This is a 90%-10% funded grant with the District responsible for \$778.55.
 - Cal Fire VFA Grant, \$26,076.36 for portable radios. This is a 50%-50% funded grant with the District responsible for \$13,038.18.
 - FEMA Assistance to Firefighters Grant, \$125,580.00 for mobile radios. This is a 90%-10% funded grant with the District responsible for \$11,416.36.

FIRE PREVENTION

Projects:

- The County has moved into their new County Operations Facility on La Barr Meadows. They are currently operating on a Temporary Certificate of Occupancy but should have everything wrapped up for a final Certificate with 20 to 45 days.
- The new ZAP Manufacturing Building located in the Loma Rica Industrial Park is under way.

Meetings and Training attended by Fire Marshal McMahan:

- Three Outdoor Events Committee meetings
- Critical Incident Stress Management Team Meeting with Captain Sullivan and Lieutenant Benton
- Fire Prevention Staff Meeting
- Sacramento Regional Fire Prevention Officers
- Virtual Town Hall Meeting to discuss Mobile Home Parks and Fire Preparedness
- California Fire Sprinkler Coalition Virtual Meeting
- Nor Cal Fire Prevention Officers



NCCFD CHIEFS' MONTHLY REPORT

Comments:

The July 4th Taskforce was busier than we have been in several years. There were some challenges with limited staff due to the City of Grass Valley putting on a public fireworks display, U.S. Forest Service Law Enforcement being sent to the Lake Tahoe area and the shooting that occurred in Sierra County. Cooperation between agencies quickly overcame the challenges of limited staffing by collectively working together, to ensure community safety. We are still putting together the numbers of fireworks calls we responded to. A big thanks to Deputy Fire Marshal Mason to for putting the Task Force Incident Action Plan together.