

NEVADA COUNTY CONSOLIDATED FIRE BYLAWS



AMENDED ON 09/24/2026

TABLE OF CONTENTS

I. THE DISTRICT

1.1	Name of the District	3
1.2	Formation: Operative Law	3
1.3	Business Office	3

II. DEFINITIONS

2.1	Board	3
2.2	Chain of Command	3
2.3	Fire Officers	3
2.4	District	3
2.5	Employees	3
2.6	Secretary/Clerk.....	4
2.7	Reserves	4
2.8	Recognized Support Organizations	4

III. THE BOARD OF DIRECTORS

3.1	Formation	4
3.2	General Powers and Duties	4
3.3	Board Compensation.....	4
3.4	Directors Prohibited as Firefighters	5
3.5	Fiscal Year Budget	5
3.6	Appropriations Limit.....	5

IV. MEETINGS

4.1	Regular Meetings	5
4.2	Meeting Place.....	5
4.3	Special Meetings	5
4.4	Emergency Meetings.....	6
4.5	Adjourning and Continuing Meetings	7
4.6	Meetings Open to Public.....	7
4.7	Public Request to the Board.....	7
4.8	Closed Sessions.....	7
4.9	Public Hearings	7

TABLE OF CONTENTS

IV. MEETINGS (cont'd)

4.10	Notice of Public Hearings	7
4.11	Quorum	8
4.12	Order of Business	8
4.13	Transactions of the Board	9
4.14	Conduct of Meetings	9
4.15	Indemnification of Board Members	9
4.16	Defense of Action	9

V. OFFICERS OF THE BOARD

5.1	Designation of Officers	10
5.2	Terms of Board Officers.....	10
5.3	Duties of Board Officers	10-11
5.4	Duties of the Secretary/Clerk to the Board.....	11
5.5	Committees	11

VI. OFFICERS AND EMPLOYEES

6.1	Designation.....	12
6.2	Appointment: Chief, Officers, Employees	12
6.3	Duties of Fire Chief	12-13
6.4	Legal Counsel.....	13
6.5	Fire Department Officers, Employees, Reserves.....	13
6.6	Administration and Personnel Rules	13
6.7	Code Enforcement.....	13
6.8	Fire Prevention Bureau.....	13
6.9	Fire Marshal.....	14
6.10	Chain of Command	14

VII. GENERAL

7.1	Authority to Bind the District	14
7.2	Payment of Money, Notes, and Etc.....	14
7.3	Statements by Board Members and Personnel	14

VIII. AMENDMENTS

8.1	Amendments	15
-----	------------------	----

ARTICLE I

THE DISTRICT

SECTION 1.1 NAME OF THE DISTRICT

The name of the District shall be "Nevada County Consolidated Fire Protection District, Nevada County, California," aka "Nevada County Consolidated Fire District."

SECTION 1.2 FORMATION: OPERATIVE LAW

The District is established and shall operate under the provisions of the Fire Protection District Law of 1987, Sections 13800 et. seq. of the California State Health and Safety Code.

SECTION 1.3 BUSINESS OFFICES

The business offices of the District shall be in such location in the District, County of Nevada, State of California, or as may be designated from time to time by resolution or motion of the Board.

ARTICLE II

DEFINITIONS

SECTION 2.1 BOARD

Shall mean the Board of Directors of the District.

SECTION 2.2 CHAIN OF COMMAND

Shall mean the organizational structure implemented for the operation of the District to fulfill the Mission of the Fire District.

SECTION 2.3 FIRE OFFICERS

Shall mean officer positions appointed by the Fire Chief to serve within the Chain of Command.

SECTION 2.4 DISTRICT

Shall mean the Nevada County Consolidated Fire Protection District.

SECTION 2.5 EMPLOYEE

Shall mean a person employed by the District, including reserves.

SECTION 2.6 SECRETARY

Shall mean the Secretary to the Board as provided in Sections 5.1 and 5.4 of these Bylaws. The secretary may also be referred to as Clerk of the Board.

SECTION 2.7 RESERVES

Shall mean a person who is on the District Roster of reserves. A reserve shall be considered an employee of the District when acting in any official capacity for the Fire District.

SECTION 2.8 RECOGNIZED SUPPORT ORGANIZATIONS

Shall mean those organizations recognized by the Board whose function is to provide support to the activities of the District and its reserves, and which include the following:

- (a) The Watt Park Firefighter's Association
- (b) The Gold Flat Volunteer Firefighter's Association

These organizations are operated as independent entities, but the District may provide limited assistance to specific activities. These organizations have no formal policy-making role within the District.

ARTICLE III

BOARD OF DIRECTORS

SECTION 3.1 FORMATION

- (a) The Board of Directors shall consist of seven (7) Directors, each of whom shall be elected for a term of four (4) years or as prescribed by the Uniform District Elections Law Part 4, Section 10500, Division 10 of the Elections Code.

SECTION 3.2 GENERAL POWERS AND DUTIES

- (a) The Board shall have such powers and duties as set forth in the Fire Protection Law of 1987, Sections 13800 et. seq. of the California Health and Safety Code
- (b) The Board has the responsibility to establish the overall policies of the District regarding the scope and level of service to be provided and should not direct day-to-day management of the District. In establishing these policies, the Board shall formulate and periodically update a Mission Statement and District Strategic Plan to guide the development of the District.

SECTION 3.3 BOARD COMPENSATION

The Board may reimburse each Director for that Director's actual and necessary expenditures incurred in the discharge of his/her duties, and pay such other compensation as authorized by Section 13857 of the Health and Safety Code, and resolution of the Board.

SECTION 3.4 DIRECTORS PROHIBITED FROM ACTING AS FIREFIGHTERS

No member of the District Board of Directors shall engage in the duties as a District firefighter within the District, or any duties on behalf of the District relating to fire suppression or fire prevention, other than those items that come before them as a member of the Board of Directors of the Nevada County Consolidated Fire District.

SECTION 3.5 FISCAL YEAR BUDGET

The Board shall provide a budget for the fiscal year in accordance with State Law. The Board shall adopt a preliminary budget in June for the ensuing year. The Board shall adopt the final budget at a public hearing no later than October 1st of each year.

SECTION 3.6 APPROPRIATIONS LIMIT

In each June, the Board of Directors shall adopt an Appropriation Limit pursuant to the California State Revenue and Taxation Codes, for the ensuing Fiscal Year.

ARTICLE IV

MEETINGS

SECTION 4.1 REGULAR MEETINGS

- (a) Regular meetings of the Board of Directors shall be held on the fourth Wednesday of each month. Board meetings will commence at 11:00 A.M.
- (b) An agenda of each meeting shall be posted at least 72 hours prior to the meeting at the District Administrative Office, and other appropriate public locations within the District.

SECTION 4.2 MEETING PLACE

The regular meeting place shall be Station 91, 11329 McCourtney Road, Grass Valley, CA 95949. At the conclusion of any regular meeting, the Board of Directors may designate a location other than Station 91 as the location for the next regular meeting, provided that regular meetings shall be held within the jurisdictional boundaries of the District unless otherwise required or permitted by California law.

SECTION 4.3 SPECIAL MEETINGS

A special meeting may be called at any time by the President or Staff. Written notice and agenda shall be delivered personally or by e-mail to each Board member and to each person or entity entitled to receive such notices. Such notice must be delivered personally or by mail and be received at least twenty-four (24) hours prior to the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings by the Board. Such written notice may be dispensed, with as to any who are actually present at the time it convenes. Procedures for special meetings shall also comply with any additional requirements of the Government Code and any other applicable statutes.

SECTION 4.4 EMERGENCY MEETINGS

- (a) In case of any emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, or imminent danger to the public's health and safety, the Board may hold an emergency meeting without complying with the twenty-four (24) hour notice requirement of Section 4.3.

- (b) For purposes of this section, "emergency situation" includes, but is not limited to, the following:
 - (1) Work stoppage or other activities which severely impair public health, safety, or both, as determined by a majority of the members of the Board.
 - (2) Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the Board.
- (c) However, each local newspaper of general circulation and radio station which has requested notice of special meetings shall be notified by the presiding officer of the Board or designated employee thereof, one hour prior to the emergency meeting and shall exhaust all telephone numbers provided in the most recent request of such newspaper or station for notification of special meetings. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the Board or designated employee thereof, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the special meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.
- (d) Notwithstanding the provision of Section 54957 of the Government Code (Brown Act), the Board shall not meet in closed session during a meeting called pursuant to this section.
- (e) All special meeting requirements as prescribed in Section 4.3 shall be applicable to a meeting called pursuant to this section, with the exception of the twenty-four (24) hour notice requirement. The minutes of a meeting called pursuant to this section, a list of all persons present, the presiding officer, the legislative body, any vote or any actions taken at such meeting shall be posted for a minimum of ten (10) days in the District office as soon after the meeting as possible.

SECTION 4.5 ADJOURNING AND CONTINUING MEETINGS AND PUBLIC HEARINGS TO OTHER TIMES OR PLACES

- (a) The Board may continue or adjourn any meeting to a time and place specified in the order of adjournment. Less than a quorum may so continue or adjourn from time to time. If all members are absent from any regular meeting or adjourned meeting, the Secretary/Clerk or Acting Secretary/Clerk of the Board, may declare the meeting continued or adjourned to a stated time and place, and shall cause a written notice of the continuance or adjournment to be given in the same manner as provided for special meetings, unless such notice is waived as provided for special meetings. A copy of the order, or notice of continuance, or adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within twenty-four (24) hours after the time of the continuance or adjournment.

When a regular continued, or adjourned regular meeting is continued or adjourned as provided in this section, the resulting continued or adjourned regular meeting is a regular meeting for all purposes. When an order of continuance or adjournment of any meeting fails to state the hour at which the continued or adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

SECTION 4.5 ADJOURNING AND CONTINUING MEETINGS AND PUBLIC HEARINGS TO OTHER TIMES OR PLACES

(cont'd)

- (a) Any hearing being held, or any hearing noticed or ordered to be held at any meeting, may by order or notice of continuance or adjournment, be continued, re-continued, adjourned, or re-adjourned to any subsequent meeting in the same manner and to the same extent set forth for the continuance or adjournment of meetings.

- (b) If any meeting or hearing is continued or adjourned to a time less than twenty-four (24) hours after the time specified in these Bylaws, or in the order or notice of meeting or hearing, a copy of the order or notice of continuance of adjournment shall be posted immediately following the meeting at which the order of declaration of continuance or adjournment was adopted or made.
- (c) Procedures for adjourned and continued meetings shall also comply with any additional requirements of Sections 54955 and 54955.1 of the Governmental Code (Brown Act), and any other applicable statutes.

SECTION 4.6 MEETINGS TO BE OPEN AND PUBLIC

All meetings of four (4) or more Board members or of any permanent committee of the Board to take action or to deliberate concerning District business and its conduct, shall be open and public. All persons shall be permitted to attend any such meetings, except as otherwise provided or permitted by law.

SECTION 4.7 PUBLIC REQUEST OF THE BOARD

- (a) The Public Members of the public may request that an item be placed on the Regular Meeting agenda for consideration by the Board. Any such request must be in writing and submitted to the Board Secretary/Clerk at least ten (10) days prior to the date of the meeting at which consideration is requested. The request shall be reviewed by the President of the Board for propriety and time availability. If proper and adequate time is available, the matter will be agendaized. If insufficient time is available, the matter will be set at the next regular meeting.
- (b) District Officers Members of the Board of Directors and the Chief may also request items to be placed on the agenda for any regular or special meeting. Any such request shall be communicated to the President at least eight (8) days before the meeting, and if proper and time is available, it will be agendaized.

SECTION 4.8 CLOSED SESSIONS

Nothing contained in these Bylaws shall be construed to prevent the Board from holding a closed session during a regular or special meeting concerning any matter, permitted by law, to be considered in a closed session.

SECTION 4.9 PUBLIC HEARINGS

All public hearings held by the Board shall be held during regular or special meetings of the Board.

SECTION 4.10 NOTICE OF PUBLIC HEARINGS

Notice of the time and place of a public hearing shall include a general explanation of the purpose of the hearing and shall be published in The Union, The District Web-Site, or other local paper of general circulation at least ten (10) calendar days before the date of the hearing. In addition, notice shall be sent by first-class mail to any person who has requested such notice in writing, if the person provides a stamped, self-addressed envelope or pays a reasonable sum in advance, for the cost of mailing such notices.

SECTION 4.11 QUORUM

Four (4) members of the Board shall constitute a quorum for the purpose of conducting its business, exercising its powers, and for all other purposes, except that a smaller number of Board members may continue or adjourn a meeting from time to time until a quorum is present.

SECTION 4.12 ORDER OF BUSINESS

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Corrections and/or deletions to the agenda
5. Public Comment on Matters not on the Agenda
6. Consent Calendar
 - a. Approval of Minutes
 - b. Fund Balances and Check History Reports
7. Committee Reports
 - a. Budget and Finance
 - b. Personnel
 - c. Ad-Hoc
8. Old Business
9. New Business
10. Fire Chief's Report
11. Board Discussion
12. Correspondence
13. Public Comment prior to Closed Session
14. Closed Session (if needed)
15. Report out of Closed Session
16. Directions to Staff for next Board meeting
17. Adjournment
 - (a) The order of business may be altered by the President prior to issuance of the agenda or at the meeting, if determined to be appropriate to facilitate the business of the meeting.
 - (b) Items listed under the Consent Calendar may be acted upon collectively by a single Board vote. Any Board member, however, may request individual consideration and discussion of any item on the Consent Calendar.
 - (c) The Board proceedings shall be conducted in accordance with these Bylaws and District ordinances and resolutions.

SECTION 4.13 TRANSACTIONS OF THE BOARD

- (a) The Board shall act only by ordinance, resolution or motion. Except as otherwise provided by law, every

act done, or decision made by at least four (4) Directors at a duly held meeting of the Board, is the act of the Board.

- (b) Urgency ordinances, effective immediately, shall be adopted by not less than a vote of five (5) board members, upon a finding that the immediate adoption of the ordinance is necessary for the protection of the public health and safety.
- (c) The Board may issue minutes' orders requiring specific action and follow-up by staff. The procedure for such minute orders shall be established by resolution of the Board.
- (d) By majority vote, and for good cause shown, the Board of Directors may approve a variance from the strict application of District ordinances, resolutions, and policies.

SECTION 4.14 CONDUCT OF THE MEETING

- (a) The President of the Board or in his absence, the Vice President, or if both are absent, any Director selected by the present Directors to act as Acting President Pro Tem, shall preside at meetings of the Board. The Secretary/Clerk, or in the Secretary/Clerk's absence, such other individual selected by the present Directors to act as the Acting Secretary/Clerk shall perform the duties of Secretary/Clerk to the meeting.
- (b) Meetings shall be adjourned no later than 10:00PM; provided that under extraordinary circumstances and by a vote of at least 2/3rd's of the Directors present, a meeting may be extended beyond 10:00PM.
- (c) Where necessary for the orderly operation of the meeting, the Chair may limit public comment during the public comment period or public hearing to no more than 5 minutes per individual.

SECTION 4.15 INDEMNIFICATION OF BOARD MEMBERS

To the extent permitted by law, the District shall indemnify and defend any Board member in any pending or completed action, whether civil, criminal, administrative, or investigative against any expense, judgement, or fine arising out of the performance of his/her duties.

SECTION 4.16 DEFENSE OF ACTION

The District, upon request of an employee or former employee, shall provide for the defense of any civil action or proceeding brought against him/her in his/her individual capacity, or both, on account of an act or omission in scope of his/her employment (Reference: Government Code).

ARTICLE V

OFFICERS OF THE BOARD

SECTION 5.1 DESIGNATION OF OFFICERS

- (a) The officers of the Board shall be the President and the Vice-President. (Health & Safety Code Section 13853)
- (b) The President and Vice President shall be designated in writing by the Board.

SECTION 5.2 TERMS OF BOARD OFFICERS

- (a) The President, and Vice-President, shall be elected each year at the annual organizational meeting to be held at the regular December meeting of the Board. The terms of office of President, and Vice - President, are from January 1 through the following December 31, or for the portion thereof remaining after election to office.
- (b) Should any of the offices become vacant, the Board at the next regular meeting shall elect a successor for the unexpired term.
- (c) Officers of the Board may be removed from their Board office (but not from the Board itself) by vote of the Board. In the event of removal, the office shall be declared vacant and filled as with other vacancies.
- (d) The Secretary/Clerk, even if a District employee, shall serve at the will and pleasure of the Board.

SECTION 5.3 DUTIES OF BOARD OFFICERS

The President The President shall preside at Board meetings and generally perform such other duties as directed by the Board. The President shall have the authority outside of regular meetings to make decisions concerning the following:

- (1) The President is responsible for ensuring the Board of Directors are aware of and fulfill their governance responsibilities; comply with applicable laws and by-laws of the District; conduct board business effectively and efficiently; ensure Board members are accountable for their performance.
- (2) The President presides over meetings, proposes policies and practices, sits on committees, monitors the performance of Directors and Officers, and appoints members to committees.
- (3) In consultation with the Fire Chief and/or the Secretary/Clerk prepares the agenda for meetings of the Board.
- (4) Works with the Fire Chief in keeping the Board of Directors informed on the conditions and operations of the District on a regular basis, including outside influences on the District.
- (5) Selects the chairs and members for all committees and task forces. Monitors their progress and reports to the Board members.
- (6) May act as a spokesman for the District, as does the Fire Chief, to the public, press, legislative bodies, and other related organizations.
- (7) Recognizes Board member violation of ethical standards and brings such violations to the attention of the Board member or to the full Board if necessary.
- (8) The President is the primary liaison between the Board and the Fire Chief. In this capacity, the President meets periodically with the Fire Chief; ensures that periodic performance reviews of the Fire Chief are conducted.

SECTION 5.3 DUTIES OF BOARD OFFICERS (cont'd)

(9) Typically, the President is the signing official of the District unless otherwise directed by the Board.

(10) The Board President shall approve all special requests made by individual Board members requiring staff to produce documents, studies, and/or other information. The President will evaluate the request and determine if the entire Board would benefit from the information derived from such request.

The Vice President, in the absence or incapacity of the President, shall perform the duties of the President. Should the office of the President become vacant, the Vice President shall perform the duties of the President until the Board elects a new President. Assists the President in carrying out functions of the office and performs specific duties as designated by the President. Frequently assigned to a special area of responsibility where expertise in a specific subject is necessary. May be assigned Chairperson of designated committees as required.

SECTION 5.4 SECRETARY/CLERK TO THE BOARD

The Secretary's duties shall include, but not be limited to, keeping and maintaining records of the Board, the recording and keeping of the minutes of the Board meetings and shall maintain confidentiality. The Secretary/Clerk shall give notice of Board meetings whenever such notices are required by these Bylaws or by applicable law

SECTION 5.5 COMMITTEES

The Board shall appoint members to the following standing committees:

1. Budget and Finance - The President of the Board shall appoint two members from the Board, plus the Chief, to the Budget Committee. The purpose of the Budget Committee is to supervise the financial operation of the District and prepare an annual budget for consideration by the Board.
2. Personnel - The President of the Board shall appoint three members from the Board to oversee the functioning of the District Personnel Policies and to perform such duties as set forth in the Personnel Policies.

The Board may, from time to time, form other committees as are necessary.

ARTICLE VI

DISTRICT OFFICERS AND EMPLOYEES

SECTION 6.1 DESIGNATION

There shall be, in addition to the Board of Directors, the following positions within the Fire District of the District:

1. The Fire Chief (The Chief)
2. Deputy Chief
3. Such other Fire Officers and employee positions as established by the Board.

SECTION 6.2 APPOINTMENT: CHIEF, FIRE OFFICERS, EMPLOYEES, AND RESERVES

- (a) The Board shall select and appoint the individual to the position of Chief. The Chief shall select and appoint individuals to all other positions within the District. Provided, however, that the appointment of the Deputy Fire Chief and Fire Marshal shall be subject to confirmation by the Board.
- (b) All such appointments shall be made in accordance with the Personnel Code of the District.
- (c) The Board shall fix and determine the qualifications, duties, and compensation of all positions within the District.

SECTION 6.3 DUTIES OF THE FIRE CHIEF

- (a) The Chief shall serve at the will and pleasure of the Board.
- (b) The Chief has responsibility for the overall management of all operations of the District.
- (c) The Chief, or his duly appointed representative, shall carry out and enforce the ordinances and regulations of the District.
- (d) The Chief, or his duly appointed representative, shall provide for suitable drills covering the operation and handling of all equipment essential for the efficient operation of the Fire District.
- (e) The Chief shall develop and maintain a Manual of Operations for the Fire District. This manual shall contain the official administrative plan, operating procedures, and organization for implementing the mission of the Fire District. It shall be drawn to effectuate the policies of the Board of Directors and such provisions therein shall be binding upon the employees and reserves of the District until modified or revoked.
- (f) On or before the first Board meeting in January of each year, the Chief shall submit an annual report to the Board on the Operations of the District and the amount of funds collected and expended for any Special Tax in accordance to Government Code Section 50075.3.

SECTION 6.3 DUTIES OF THE FIRE CHIEF (cont'd)

- (g) The Chief shall provide the Board with a projection on the needs and direction of the Fire District for the upcoming fiscal year. In May of each year, the Fire Chief shall submit to the Board of Directors a tentative budget required for the operation of the Fire District in the ensuing year.
- (h) The Chief's authority to incur obligations and expend District funds shall be established by ordinance or resolution of the Board.

SECTION 6.4 LEGAL COUNSEL

The District Board may contract for legal services and said counsel shall represent the District Board or anyone the Board so designates.

SECTION 6.5 FIRE OFFICERS, EMPLOYEES, AND RESERVES

- (a) The District shall not discriminate in employment or appointments based on race, color, religion, age, sex, national origin, disability status, genetics, military and/or veteran status, sexual orientation, gender identity or expression, or any other characteristic provided by federal, state or local laws.
- (b) In accordance with the Personnel Policy Ordinance of the District, the Chief is authorized to suspend, discipline, or remove from service any fire officer, employee, or reserves.
- (c) The District officers, employees, and reserves appointed by the Chief shall serve within a Chain of Command. Any officer, employee, or firefighter who is temporarily acting in the Chief's absence as the person in command, shall be directly responsible to the Board of Directors.

SECTION 6.6 ADMINISTRATION AND PERSONNEL RULES

- (a) The Board shall adopt policies and regulations for the administration of the District.
- (b) Said policies, when adopted, may be amended from time to time by the Board of Directors; but the provisions of Government Code Section 3500, et. seq. (known as the Myers-Milias-Brown Act), shall be given effect so as to allow recognized employee organizations the opportunity to meet and confer with the Board of Directors, or its designated representatives before the adoption of amendments to the policies, if such amendments are within the scope of the Myers-Milias-Brown Act.

SECTION 6.7 CODE ENFORCEMENT

The Chief shall be responsible for the overall administration and enforcement of the California Fire Code as adopted by the District and applicable State Laws, and County and District Ordinances. However, the day-to-day enforcement shall be carried out by the Department of Fire Prevention.

SECTION 6.8 DEPARTMENT OF FIRE PREVENTION

Under the overall supervision of the Chief, a fire prevention bureau is established within the Fire District to enforce the applicable fire prevention statutes and codes within the District. The Bureau shall be managed by the Fire Marshal and include such other personnel as may be assigned by the Chief and the Board. The responsibilities for code enforcement imposed on the Chief by the Uniform Fire Code may be delegated to the Fire Prevention Bureau.

SECTION 6.9 FIRE MARSHAL

The Chief may designate an employee of the Fire District to exercise the powers and perform the duties of Fire Marshal as set forth in the Uniform Fire code adopted by the District.

The Fire Marshal and other officers of the District, as approved by resolution of the Board, are designated peace officers as authorized by the California Penal Code.

SECTION 6.10 CHAIN OF COMMAND

Directors and District personnel shall respect the chain of command. While District personnel are not prohibited from directly discussing District affairs with Directors, it is expected that they will normally first attempt to resolve any specific concern through their immediate supervisor and up through the chain of command. Only where resolution through the normal chain of command would be impractical or ineffective, should the initial contact be directly with a member of the Board of Directors.

ARTICLE VII

GENERAL

SECTION 7.1 AUTHORITY TO BIND DISTRICT

No member of the Board, officer, agent, or employee of the District shall have any authority to bind the District by any contract, to pledge its credits, or to execute any instrument on behalf of the Board, except as authorized by ordinance or resolution of the Board.

SECTION 7.2 PAYMENT OF MONEY, NOTES, OR OTHER INDEBTEDNESS

- (a) All requests to the County of Nevada for the issuance of warrants, other than regular payroll, shall comply with the most current resolution of the Board.
- (b) All other payments or purchases shall be made only in conformance with procedures established by ordinance or resolution of the Board.

SECTION 7.3 STATEMENTS BY BOARD MEMBERS AND DISTRICT PERSONNEL

Whenever a Board Member, the Fire Chief, or District personnel make a statement publicly regarding any matter in which the District may be directly or indirectly involved, he/she shall make a specific disclaimer, unless:

- (a) he/she has previously been authorized to speak for the Board on that particular matter;
- (b) he/she is stating for informational purposes a previously determined Board action or policy.
- (c) No director, officer, or employee of the District shall disclose the contents of a Closed Session to non-participants except where required by law.

In all cases, a Board member, the Fire Chief, or District personnel shall use discretion in expressing personal opinions (especially if a Board action is in dispute or in the appeal process or in possible litigation matters), recognizing that in the past such opinions, statements, and suppositions may have been misunderstood, misused, or could reflect in a negative manner on the Fire Chief, the employees, District Board of Directors, or the Fire District.

ARTICLE VIII

AMENDMENT OF THE BYLAWS

SECTION 8.1 AMENDMENTS TO THE BYLAWS

The Bylaws may only be amended as follows:

- (a) The full text of any proposed amendment shall be provided to the Board members at least seven (7) days prior to the first consideration of the amendment.
- (b) The proposed amendment shall be read once and then shall be read a second time at the next regular meeting at least thirty (30) days thereafter, prior to adoption modifications may be made in the text at either reading.
- (c) The amendment may then be approved by a vote of at least four (4) members of the Board and shall go into effect immediately.

The above Bylaws were passed and adopted by the Board of Directors of the Nevada County Consolidated Fire Protection District of Nevada County at a meeting of said Board, held.