

# Nevada County Consolidated Fire District

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## BOARD OF DIRECTORS

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

## STAFF

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

**BOARD OF DIRECTORS**  
**AGENDA - REGULAR MEETING**  
**THURSDAY, MAY 21, 2020 – 7:00 PM**  
**Held Remotely at Conference Caller**  
**1 (800) 444-2801**  
**Conference Code: 1665498**

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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](mailto: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 – April 16, 2020 and May 14, 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 R20-09, Amendment of the 19/20 Fiscal Year Budget. Finance Manager Van Groningen
4. Discussion and possible action, Resolution R20-10, 2012 Special Tax Fund 734 transfer to Operating Fund 722. Finance Manager Van Groningen
5. Discussion and possible action, Accepting the bid from the winning bidder for Audit Services for the Fiscal Years 19/20, 20/21 and 21/22 and authorizing the Fire Chief or Designee to enter into an agreement for audit services. Finance Manager Van Groningen
6. Discussion regarding the 20/21 Fiscal Year Preliminary Budget. Finance Manager Van Groningen

7. Discussion and possible action, Resolution R20-11, Authorizing the Special Tax for Fire Suppression, Protection & Emergency Medical Response Services within the Boundaries of Nevada County Consolidated Fire District & Requesting the County of Nevada to Levy & Collect District-Wide Special Tax for Fire Suppression, Protection & Emergency Medical Response Services for FY 2020/2021 Tax Rolls. *This item will include discussion and possible action concerning the Potential Need for an Increase in the Special Tax Rate.* Finance Manager Van Groningen
8. Discussion and possible action, Resolution R20-12, Authorizing the Fire Suppression Benefit Assessment, District 2004-1, Located within the Boundaries of the Nevada County Consolidated Fire District, to be placed on the Nevada County Secured Tax Rolls, Requesting the County of Nevada to Levy and Collect the District-Wide Fire Suppression Benefit Assessment. *This item will include discussion and possible action concerning the Potential Need for an Increase in the Assessment Rate.* Finance Manager Van Groningen
9. Discussion and possible action, regarding Ordinance OR18-01, the District's Conflict of Interest Code. Fire Chief Turner
10. Discussion and possible action, Resolution R20-13, Resolution Calling for a General District Election. President Grueneberg
11. Correspondence.
  - 11.A – Senate Certificate of Recognition

## **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](mailto:nccfire@nccfire.com).

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

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

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

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

C. Members of the public may submit written comments on any matter that is listed on the agenda or for general public comment. You may submit written comments on any matter by U.S. Mail addressed to 640 Coyote Street, Nevada City, CA 95959 or by e-mail to [nicolelong@nccfire.com](mailto: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.