

# Nevada County Consolidated Fire District

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



[www.nccfire.com](http://www.nccfire.com)  
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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 - SPECIAL MEETING THURSDAY, JANUARY 23, 2020 7:00 P.M.

11329 McCourtney Road, Grass Valley, CA 95949

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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 President. 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.

The Nevada County Consolidated Fire Board of Directors will meet in special session commencing at 7:00 p.m. January 23, 2020 in the meeting room of Nevada County Consolidated Fire District's Station 91, Grass Valley, CA. This meeting will be recorded for posting on the District's webpage at [www.nccfire.com](http://www.nccfire.com).

### 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. In addition, a person with a disability who requires a modification or accommodation, in order to participate in a public meeting should telephone or otherwise contact the Clerk of the Board as soon as possible and at least 48 hours prior to the meeting. The Clerk of the Board may be reached at 530-265-4431 or at the following addresses:

Nicole Long, Board Secretary  
Nevada County Consolidated Fire District, 640 Coyote Street, Nevada City, CA 95959

[E-mail](mailto:nicole.long@nccfire.com)

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 President. 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 – December 19, 2019 and January 9, 2020
2. Fund Balances, Check History Report and Credit Card History Report
3. County of Nevada Signature Sheet

## **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**

4. Discussion and Possible Action, Audit Exit Interview for fiscal year ending 18/19 with Pehling & Pehling. Finance Manager Van Groningen
5. Discussion and possible action, Resolution R20-01 Special Tax Fund Transfer. Finance Manager Van Groningen
6. Presentation on Station 86 remodel. Deputy Chief Funk
7. Discussion and possible action, Accomplishments and Goals. Chief Turner
8. Discussion and possible action, Annual Review of Board Committee Assignments: Standing, Ad Hoc and Local Agency, with Possible Changes in Assignments. President Grueneberg

## **CHIEF'S MONTHLY REPORT**

## **\*BOARD DISCUSSION**

## **CLOSED SESSION**

### **Public Comment on Closed Session Items:**

*Per CA Government Code 54954.3*

*While members of the public are not allowed in Closed Sessions, they do have a right to comment on the Closed Session item before the Board goes into Closed Session. And, if the Board will be taking action on the item out of Closed Session, then the public also has a right to comment during consideration of the action to be taken. Any member of the public who wishes to comment may do so after receiving recognition from the Chairman.*

### **9. CONFERENCE WITH LABOR NEGOTIATORS**

*Pursuant to CA Government Code Section 54957.6*

#### ***Employee Organizations and Unrepresented Employees:***

***Agency Representative: Michael Lewis***

- Local Firefighters Union 3800 representing the Non-Management Safety Employees

## **DIRECTION TO STAFF & PLANNING FOR NEXT MEETINGS**

Regular Board Meeting –

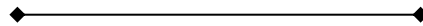
**Date:** February 20, 2020

**Time:** 7:00 p.m.

**Location:** 11329 McCourtney Road, Grass Valley, CA 95949

## **ADJOURNMENT**

### ***Access Issues***



In the District's efforts to comply with the requirement of the Title II of the Americans With Disabilities Act of 1990, the Administration requires that any person in need of any type of special equipment, assistance or accommodation(s), in order to communicate at a District public meeting, must inform the District Secretary a minimum of 72 hours prior to the scheduled meeting so that we may make arrangements to accommodate you. Phone (530) 265-4431

### ***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 Special Meeting Agenda was posted 24 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 President 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 President 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. **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.**

D. 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.

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**BOARD OF DIRECTORS MINUTES December 19, 2019**  
Regular Meeting held at  
11329 McCourtney Road, Grass Valley, CA 95949

**NCCFD DIRECTORS**

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

**STAFF:**

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

**STANDING ORDERS:**

President Grueneberg called the meeting to order at pm and took roll call and all Directors were present. Chief Turner led in the pledge of allegiance.

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

*Per CA Government Code 54954.3*

**CONSENT CALENDAR**

1. Acceptance of Minutes – November 21, 2019
2. Fund Balances, Check History report and Credit Card History report

Director Garrett motioned to accept the consent calendar. Director Nelson seconded. **MOTION** passed unanimously.

**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 - A meeting to review the audited financials is scheduled for January 9, 2020.

Personnel - Items to be discussed in closed session.

Board Policy & Procedures - No report.

JPA - No report.

Western Nevada County Fire – After the polling results discussions of reorganizing the fire districts has been placed on hold. After the new year, discussions may take place regarding shared services with other agencies.

## **NEW BUSINESS**

### **3. Discussion and Possible Action, Resolution 19-30, AB1600 Mitigation Fee Adjustment.**

Finance Manager Van Groningen reported that on October 9, 2019 a Senate Bill was approved on accessory dwelling units. This bill prohibits charging on ADU's less than 750 sq. ft., this Resolution modifies the schedule stating the new SB13 laws.

Director Nelson motioned to adopt Resolution 19-30, AB1600 Mitigation Fee Adjustment, as of October 9, 2019. Director Dorland seconded. Director Hanson would like to change the - to 0 on the attachment. **MOTION** passed unanimously following a roll call vote.

### **4. Discussion and Possible Action, Election of New Board Officers for the term January 2020 through December 31, 2020.**

Director Dorland nominated Director Grueneberg remain President. Director Carrington seconded. The Board unanimously agreed.

Director Nelson nominated Director Dorland remain Vice President. Director Carrington seconded. The Board unanimously agreed.

### **5. Discussion and possible action, Michael Lewis Contract Obligations.**

President Grueneberg reported that we will have further negotiations. After a brief discussion, the Board has left it to the Chief to approve up to his spending limit of \$5,000.00.

## **CHIEF'S MONTHLY REPORT**

Chief Funk reviewed the operational report. We responded to two structure fires and he noted that the crews made good stops. The 2019 seasonals have all been terminated as of November 30, 2019.

On the administrative side, Chief Turner reported that they attended their normal monthly meetings and discussed the Law Enforcement supervisors meeting that began 2 months ago. The final Yuba River Safety Cohort meeting of the year took place, next year's focus will be a life vest and marker program.

Fire Marshal McMahan reported that Idaho Maryland is opening the mine and response procedure discussions took place. As our personnel are not trained for this type of response, it will be placed in the conditions that if they do not have their own response team, they will be responsible for equipment and training of our personnel.

### **Board Discussion**

Director Nelson requested that a presentation on Station 86 be done at the next board meeting. The January meeting will have the accomplishments and goals.

### **6. Closed Session.**

No public comment was made for closed session. The Board went into closed session at 7:18 p.m.

President Grueneberg reported out of closed session at 7:56 and reported that direction was given to the Chief and negotiator on how to proceed.

## **ADJOURNMENT**

President Grueneberg adjourned the meeting at 7:57 p.m.

Attest:

Approved by:

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Nicole Long  
Board Secretary

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Keith Grueneberg  
President of the Board

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**BOARD OF DIRECTORS MINUTES JANUARY 9, 2020**  
Special Meeting of the Finance Committee held at  
11329 McCourtney Road, Grass Valley, CA 95949

**NCCFD DIRECTORS**

**Present:** Dorland, Slade-Troutman

**STAFF:**

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

**STANDING ORDERS:**

Director Dorland called the meeting to order at 4:00 p.m. Chief Turner led in the Pledge of Allegiance.

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

*Per CA Government Code 54954.3*

No public comment.

**BUSINESS**

**1. Discussion and Possible Action, Audit Exit Interview for fiscal year end 18/19 with Pehling & Pehling.**

Director Dorland reviewed the Audited Financial Statements and then sat down with Jeff with a few questions. He felt the report was positive and felt it could go to the Board of Directors.

Director Slade-Troutman asked regarding the increases on page 7 to the salaries and benefits page and the four bullet points noted on the page. Finance Manager Van Groningen reported that salaries and benefits is all associated costs to labor, this includes pension, workers comp, insurances, employer taxes, benefits and salaries. One major component and the second bullet point on the list is due to seasonal firefighters that are funded from the prior year net strike team revenue. There were increases to salaries due to the agreed upon increases with the bargaining unit and step increases. \$170,000.00 of this increase was in pension costs, this is without an increase to our unfunded liability. The PERS actuarial shows an increase in the next two years. The fourth bullet point is due to the increase in the workers compensation experience modification. A brief discussion took place on how these items effect future budgets.

Director Dorland reported that this company comes in from the outside to see how this district is ran and if funds are being expended appropriately. No negative finding was in the report.

Finance Manager Van Groningen did a brief review of the table of contents and where to locate items and reported that the net position at the end of the year increased \$192,000.00.

Director Slade-Troutman motioned to accept the audited financial statements as written and approves it going before the Board. Director Dorland seconded. **MOTION** passed unanimously.

**ADJOURNMENT**

Director Dorland adjourned the meeting at 4:20 p.m.

Attest:

Approved by:

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Nicole Long  
Board Secretary

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Barry Dorland  
Chairman of the Finance Committee

DRAFT



**Nevada County Consolidated Fire District  
Fund Recap & Cash Balances  
December 2019**

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash <sup>1</sup>	(1,216,855)	1,069,800	111,220	(1,545)	543,624	506,244
Revenues	2,979,270	-	17,547	529,935	1,763	3,528,515
Expenditures	(517,125)	-	(27,085)	(8,502)	(14,068)	(566,780)
Other Inc/Expense	-	-	-	-	-	-
Other Activity <sup>2</sup>	166	-	-	-	-	166
Ending Cash <sup>1</sup>	1,245,456	1,069,800	101,682	519,888	531,319	3,468,145

<sup>1</sup> Includes Well Fargo

<sup>2</sup> Balance sheet cash activity not reported on fund report in the current month.

**Nevada County Consolidated Fire District  
Operating Fund 722  
December 2019**

	<u>December</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Revenue</b>				
<b>4000 · Taxes &amp; Assessments</b>				
4010 · Current Secured	1,707,961	1,709,091	3,084,552	55%
4011 · Prior Secured			59,702	
4020 · Current Unsecured	50,358	50,387		
4030 · Prior Unsecured		54		
4040 · Supplemental Secured	22,343	24,162	29,477	82%
4050 · Supplemental Unsecured	525	531		
4060 · Supplemental Prior Unsecured		3		
4110 · Special Assessment	1,102,163	1,104,675	2,009,382	55%
4150 · Special Tax of 2012	220	514		
4151 · Special Tax 2012 (transfer in)		45,000	955,327	5%
4160 · AB 1600 Mitigation Fees	0	543		
4230 · State Homeowners	13,933	13,933	25,435	55%
4240 · State Public Safety Prop 172	70,889	228,140	387,198	59%
4290 · Other	1	1		
<b>Total 4000 · Taxes &amp; Assessments</b>	<b>2,968,393</b>	<b>3,177,034</b>	<b>6,551,073</b>	<b>48%</b>
<b>4500 · Reimbursements</b>				
4510 · Strike Team	2,548	2,548	25,000	} 45%
4520 · Strike Team Prior Year		10,468		
4522 · Strike Team Cost Offset	(1,808)	(1,808)		
4540 · Vehicle Repair	593	4,113	10,000	41%
4550 · Cost Recovery	653	7,363	20,000	37%
4690 · Other Reimbursements	2,355	21,599	63,910	34%
<b>Total 4500 · Reimbursements</b>	<b>4,341</b>	<b>44,283</b>	<b>118,910</b>	<b>37%</b>
<b>4800 · Other Revenue</b>				
4810 · Inspections & Permits	1,426	4,960	10,000	50%
4812 · Plan Reviews	744	11,594	20,000	58%
4820 · Interest & Finance Charges	2,477	12,512	18,000	70%
4830 · Rentals	1,450	8,940	28,740	31%
4870 · Other Revenue	439	1,178	2,000	59%
<b>Total 4800 · Other Revenue</b>	<b>6,536</b>	<b>39,184</b>	<b>78,740</b>	<b>50%</b>
<b>Total Revenue</b>	<b>2,979,270</b>	<b>3,260,501</b>	<b>6,748,723</b>	<b>48%</b>

Fiscal year complete 50%. Payroll complete 50%.

**Nevada County Consolidated Fire District  
Operating Fund 722  
December 2019**

	<b>December</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Expense</b>				
<b>5000 · Wages &amp; Benefits</b>				
<b>5100 · Wages</b>				
5111 · Chief / Deputy Chief (2)	27,181	172,645	357,321	48%
5113 · Battalion Chief (2)	15,365	104,194	220,969	47%
5114 · Prevention (2)	14,967	95,352	201,818	47%
5121 · Captains (9)	58,758	379,164	804,847	47%
5122 · Lieutenants (6)	32,543	197,513	445,973	44%
5123 · Firefighter (12)	50,653	327,178	701,821	47%
5131 · Supplemental / Seasonal FF	11,154	137,631	177,507	78%
5132 · PCF / Reserve FF	552	3,792	3,815	99%
5141 · Clerical (3)	17,302	107,330	218,433	49%
5145 · Fire Mechanic (1.5)	8,385	53,604	115,737	46%
5151 · Overtime	23,196	163,685	453,941	36%
5153 · Additional Overtime Staffing		7,772	17,574	44%
5161 · Strike Team		90,310		
5165 · Strike Team Backfill	2,552	43,662		
5167 · Strike Team Revenue Offset	(1,782)	(1,782)		
5171 · Holiday Stipend	12,579	37,510	70,925	53%
5173 · Vacation / CTO Buy Back	8,153	23,534	79,965	29%
5185 · Directors	300	2,100	4,500	47%
<b>Total 5100 · Wages</b>	<b>281,858</b>	<b>1,945,194</b>	<b>3,875,146</b>	<b>50%</b>
<i>**Strike Team Labor 3.41%</i>				
<b>5500 · Payroll Taxes</b>				
5511 · Medicare Employer Tax	3,700	25,785	56,504	46%
5512 · Soc Security Employer Tax	53	365	516	71%
5521 · SUI Employer Tax	20	1,224	9,108	13%
5526 · Strike Team Revenue Offset	(26)	(26)		
<b>Total 5500 · Payroll Taxes</b>	<b>3,747</b>	<b>27,348</b>	<b>66,128</b>	<b>41%</b>
<b>5700 · Benefits</b>				
5711 · Pension	43,798	581,701	900,391	65%
5731 · Health Insurance	56,163	330,832	772,464	43%
5735 · Life Insurance	909	8,941	16,200	55%
5751 · Workers Comp Insurance		188,898	188,898	100%
<b>Total 5700 · Benefits</b>	<b>100,870</b>	<b>1,110,372</b>	<b>1,877,953</b>	<b>59%</b>
<b>Total 5000 · Wages &amp; Benefits</b>	<b>386,475</b>	<b>3,082,914</b>	<b>5,819,227</b>	<b>53%</b>
<i>**Strike Team Labor 2.3%</i>				

Fiscal year complete 50%. Payroll complete 50%.

**Nevada County Consolidated Fire District  
Operating Fund 722  
December 2019**

	<b>December</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>% of Budget</b>
<b>6000 · Personnel Related</b>				
<b>6010 · Clothing / PPE</b>				
6011 · Uniforms	38	2,317	11,835	20%
6021 · Personal Protective Equip	417	19,796	40,000	49%
6031 · Safety & PPE (per MOU)		11,240	25,700	44%
<b>Total 6010 · Clothing / PPE</b>	<b>455</b>	<b>33,353</b>	<b>77,535</b>	<b>43%</b>
<b>6100 · Food / Meals</b>				
6111 · Meals - Administration		80	350	23%
6113 · Meals - Fire			1,500	
6114 · Meals - Interns	540	3,810	36,473	10%
<b>Total 6100 · Food / Meals</b>	<b>540</b>	<b>3,890</b>	<b>38,323</b>	<b>10%</b>
<b>6200 · Training / Fitness</b>				
6211 · Wellness Program	11,102	11,582	26,740	43%
6213 · Fitness Program	508	2,105	4,400	48%
6221 · Tuition - Safety Personnel	1,658	6,330	20,000	32%
6232 · Travel Expense	666	1,582	8,500	19%
6241 · Training Materials		556	2,000	28%
6246 · Public Safety Training Center	1,113	1,180	1,000	118%
6251 · Education Incentive Program		240	9,300	3%
6261 · Licenses & Certificates	1,218	1,603	2,250	71%
6271 · Training - Administration	75	390	7,000	6%
<b>Total 6200 · Training / Fitness</b>	<b>16,340</b>	<b>25,568</b>	<b>81,190</b>	<b>31%</b>
<b>Total 6000 · Personnel Related</b>	<b>17,335</b>	<b>62,811</b>	<b>197,048</b>	<b>32%</b>
<b>6500 · Facility &amp; Equipment Related</b>				
<b>6510 · Communications</b>				
6511 · Telephones	1,688	7,955	18,000	44%
6521 · Mobile Phones	675	3,822	8,550	45%
<b>Total 6510 · Communications</b>	<b>2,363</b>	<b>11,777</b>	<b>26,550</b>	<b>44%</b>
<b>6550 · Station</b>				
6551 · Supplies & Services - Stations	1,220	7,247	18,000	40%
6591 · Small Tools	209	209		
<b>Total 6550 · Station</b>	<b>1,429</b>	<b>7,456</b>	<b>18,000</b>	<b>41%</b>
<b>6610 · Insurance</b>				
6611 · Liability		14,335	13,824	104%
6621 · Property		16,497	16,457	100%
<b>Total 6610 · Insurance</b>		<b>30,832</b>	<b>30,281</b>	<b>102%</b>
<b>6650 · Maintenance</b>				
6651 · SCBA	0	60		
6681 · Facility Maint & Improvements	3,237	25,117	120,000	21%
<b>Total 6650 · Maintenance</b>	<b>3,237</b>	<b>25,177</b>	<b>120,000</b>	<b>21%</b>

Fiscal year complete 50%. Payroll complete 50%.

**Nevada County Consolidated Fire District  
Operating Fund 722  
December 2019**

	<b>December</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>% of Budget</b>
<b>6700 · Medical Supplies</b>				
6716 · EMS Supplies	140	11,398	12,000	95%
<b>Total 6700 · Medical Supplies</b>	<b>140</b>	<b>11,398</b>	<b>12,000</b>	<b>95%</b>
<b>6750 · Apparatus Equipment</b>				
6751 · Hose	2,084	9,953	21,000	47%
6756 · Ladders			1,150	
6761 · Suppression Equip	182	2,425	10,000	24%
6766 · Power Tools & Equipment		4,231	6,800	62%
6771 · Pump Testing			4,347	
6776 · Mobile Communications	1,215	3,213	2,500	129%
6781 · Technical Rescue Equip			6,500	
6786 · SCBA Repair & Maintenance	60	725	5,000	15%
6791 · Small Tools - Apparatus		38	1,000	4%
<b>Total 6750 · Apparatus Equipment</b>	<b>3,541</b>	<b>20,585</b>	<b>58,297</b>	<b>35%</b>
<b>6800 · Utilities</b>				
6811 · Alarm		688	2,120	32%
6821 · Electricity / Gas	394	18,514	44,515	42%
6831 · Propane	1,644	4,151	13,230	31%
6841 · Trash	226	1,965	3,837	51%
6851 · Water / Sewer	186	5,442	8,224	66%
<b>Total 6800 · Utilities</b>	<b>2,450</b>	<b>30,760</b>	<b>71,926</b>	<b>43%</b>
<b>6900 · Capital Expenditures</b>				
6921 · Apparatus & Equipment	2,655	25,795	31,500	82%
<b>Total 6900 · Capital Expenditures</b>	<b>2,655</b>	<b>25,795</b>	<b>31,500</b>	<b>82%</b>
<b>Total 6500 · Facility &amp; Equipment Related</b>	<b>15,815</b>	<b>163,780</b>	<b>368,554</b>	<b>44%</b>
<b>7000 · Vehicle Related</b>				
<b>7001 · Insurance</b>				
7005 · Vehicle Insurance		7,471	8,481	88%
<b>Total 7001 · Insurance</b>		<b>7,471</b>	<b>8,481</b>	<b>88%</b>
<b>7010 · Maintenance</b>				
7011 · Accessories	5,557	30,135		
7016 · Batteries		727		
7021 · Body	529	902		
7026 · Brakes	196	3,019		
7036 · Pumps	275	360		
7041 · Tires	1,218	8,229		
7046 · Tools & Shop Related	1,446	9,546		
7048 · All Categories for Budget			106,200	
7049 · Outside Agency Vehicle Maint	(546)	220		
7010 · Maintenance - Other		248		
<b>Total 7010 · Maintenance</b>	<b>8,675</b>	<b>53,386</b>	<b>106,200</b>	<b>50%</b>

Fiscal year complete 50%. Payroll complete 50%.

**Nevada County Consolidated Fire District  
Operating Fund 722  
December 2019**

	<u>December</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
<b>7050 · Fuel</b>				
7051 · Fuel	4,770	33,602	67,598	50%
<b>Total 7050 · Fuel</b>	<u>4,770</u>	<u>33,602</u>	<u>67,598</u>	<u>50%</u>
<b>Total 7000 · Vehicle Related</b>	13,445	94,459	182,279	52%
<b>7500 · General &amp; Admin Related</b>				
<b>7501 · Office Expense</b>				
7502 · Administration	110	1,456	7,200	20%
7506 · Board		653	1,800	36%
7508 · Computer & Software Expense	1,420	18,061	60,723	30%
7509 · Copier Expense	176	702	1,500	47%
7511 · Memberships		8,977	15,000	60%
7521 · Postage & Delivery	50	571	2,040	28%
<b>Total 7501 · Office Expense</b>	<u>1,756</u>	<u>30,420</u>	<u>88,263</u>	<u>34%</u>
<b>7550 · Professional Services</b>				
7551 · Accounting		9,032	11,450	79%
7556 · Computer & IT Support	405	3,782	9,720	39%
7561 · Consultants		17,895	22,000	81%
7563 · Hiring Expense		861	8,005	11%
7566 · Legal Expense	608	10,356	24,433	42%
7571 · Medical Director		1,800	3,600	50%
<b>Total 7550 · Professional Services</b>	<u>1,013</u>	<u>43,726</u>	<u>79,208</u>	<u>55%</u>
<b>7590 · Publications</b>				
7591 · Legal Notices		208	600	35%
7596 · Marketing / Advertising			500	
<b>Total 7590 · Publications</b>		<u>208</u>	<u>1,100</u>	<u>19%</u>
<b>7600 · Special District</b>				
7621 · LAFCo		6,458	6,458	100%
7631 · Nevada County Fees	76,540	76,540	71,901	106%
<b>Total 7600 · Special District</b>	<u>76,540</u>	<u>82,998</u>	<u>78,359</u>	<u>106%</u>
<b>7650 · Prevention</b>				
7651 · Code Purchases		1,603	3,000	53%
7653 · Investigation Supplies		25	7,025	0%
7657 · Inspection Supplies			3,000	
7661 · Prof Svcs / Plan Checks		350	2,500	14%
7663 · Public Education Supplies		2,546	6,000	42%
7665 · Subscriptions / Memberships	207	649	5,750	11%
7667 · Training	430	1,527	5,000	31%
7669 · Other Prevention / Law Enforce		(489)	8,000	(6%)
<b>Total 7650 · Prevention</b>	<u>637</u>	<u>6,211</u>	<u>40,275</u>	<u>15%</u>
<b>7800 · JPA</b>				
7831 · Dispatch Charges			100,000	
7841 · Dues / Administration	4,316	4,316	8,918	48%
<b>Total 7800 · JPA</b>	<u>4,316</u>	<u>4,316</u>	<u>108,918</u>	<u>4%</u>

Fiscal year complete 50%. Payroll complete 50%.

**Nevada County Consolidated Fire District  
 Operating Fund 722  
 December 2019**

	<u>December</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Total 7500 · General & Admin Related	84,262	167,879	396,123	42%
8500 · Strike Team Non Labor Expenses	(207)	4,312		
<b>Total Expense</b>	<b>517,125</b>	<b>3,576,155</b>	<b>6,963,231</b>	<b>51%</b>
Fund Over / (Under)	2,462,145	(315,654)	(214,508)	
<b>Other Income/Expense</b>				
<b>Other Income</b>				
9001 · Grant Revenue		7,883		
<b>Total Other Income</b>		<b>7,883</b>		
<b>Other Expense</b>				
8700 · Transfers Out				
8723 · Transfer to 723			166,940	
8758 · Transfer to 758			75,000	
<b>Total 8700 · Transfers Out</b>			<b>241,940</b>	
9101 · Grant Expense		11,440		
<b>Total Other Expense</b>		<b>11,440</b>	<b>241,940</b>	<b>5%</b>
<b>Net Other</b>		<b>(3,557)</b>	<b>(241,940)</b>	<b>1%</b>
<b>Net Fund Activity</b>	<b>2,462,145</b>	<b>(319,211)</b>	<b>(456,448)</b>	<b>70%</b>

**Nevada County Consolidated Fire District  
 AB 1600 Mitigation Fund 733  
 December 2019**

	<b>December</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Revenue</b>				
<b>4000 · Taxes &amp; Assessments</b>				
4160 · AB 1600 Mitigation Fees	17,221	57,958	80,000	72%
<b>Total 4000 · Taxes &amp; Assessments</b>	<b>17,221</b>	<b>57,958</b>	<b>80,000</b>	<b>72%</b>
<b>4800 · Other Revenue</b>				
4820 · Interest & Finance Charges	326	1,110		
4870 · Other Revenue		25		
<b>Total 4800 · Other Revenue</b>	<b>326</b>	<b>1,135</b>		
<b>Total Revenue</b>	<b>17,547</b>	<b>59,093</b>	<b>80,000</b>	<b>74%</b>
<b>Expense</b>				
<b>6500 · Facility &amp; Equipment Related</b>				
<b>6900 · Capital Expenditures</b>				
6911 · Stations	27,085	27,085	54,170	50%
6921 · Apparatus & Equipment		49,498	98,996	50%
<b>Total 6900 · Capital Expenditures</b>	<b>27,085</b>	<b>76,583</b>	<b>153,166</b>	<b>50%</b>
<b>Total 6500 · Facility &amp; Equipment Related</b>	<b>27,085</b>	<b>76,583</b>	<b>153,166</b>	<b>50%</b>
<b>Total Expense</b>	<b>27,085</b>	<b>76,583</b>	<b>153,166</b>	<b>50%</b>
<b>Fund Over / (Under)</b>	<b>(9,538)</b>	<b>(17,490)</b>	<b>(73,166)</b>	<b>24%</b>
<b>Net Fund Activity</b>	<b>(9,538)</b>	<b>(17,490)</b>	<b>(73,166)</b>	



**Nevada County Consolidated Fire District  
Special Tax Fund 734  
December 2019**

	<b>December</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>% of Budget</b>
<b>Revenue</b>				
<b>4000 · Taxes &amp; Assessments</b>				
4150 · Special Tax of 2012	529,536	526,886	962,226	55%
<b>Total 4000 · Taxes &amp; Assessments</b>	<b>529,536</b>	<b>526,886</b>	<b>962,226</b>	<b>55%</b>
<b>4800 · Other Revenue</b>				
4820 · Interest & Finance Charges	399	487	1,355	36%
<b>Total 4800 · Other Revenue</b>	<b>399</b>	<b>487</b>	<b>1,355</b>	<b>36%</b>
<b>Total Revenue</b>	<b>529,935</b>	<b>527,373</b>	<b>963,581</b>	<b>55%</b>
<b>Expense</b>				
<b>7500 · General &amp; Admin Related</b>				
<b>7600 · Special District</b>				
7631 · Nevada County Fees	8,502	8,502	8,757	97%
<b>Total 7600 · Special District</b>	<b>8,502</b>	<b>8,502</b>	<b>8,757</b>	<b>97%</b>
<b>Total 7500 · General &amp; Admin Related</b>	<b>8,502</b>	<b>8,502</b>	<b>8,757</b>	<b>97%</b>
<b>Total Expense</b>	<b>8,502</b>	<b>8,502</b>	<b>8,757</b>	<b>97%</b>
<b>Fund Over / (Under)</b>	<b>521,433</b>	<b>518,871</b>	<b>954,824</b>	<b>54%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>8700 · Transfers Out</b>				
8722 · Transfer to 722		45,000	955,327	5%
<b>Total 8700 · Transfers Out</b>		<b>45,000</b>	<b>955,327</b>	<b>5%</b>
<b>Total Other Expense</b>		<b>45,000</b>	<b>955,327</b>	<b>5%</b>
<b>Net Other</b>		<b>(45,000)</b>	<b>(955,327)</b>	<b>5%</b>
<b>Net Fund Activity</b>	<b>521,433</b>	<b>473,871</b>	<b>(503)</b>	

**Nevada County Consolidated Fire District  
Capital Fund 758  
December 2019**

	<u>December</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Revenue</b>				
<b>4800 · Other Revenue</b>				
4820 · Interest & Finance Charges	1,763	5,702		
4855 · Sale of Real Property			40,000	
<b>Total 4800 · Other Revenue</b>	<u>1,763</u>	<u>5,702</u>	<u>40,000</u>	<u>14%</u>
<b>Total Revenue</b>	<u>1,763</u>	<u>5,702</u>	<u>40,000</u>	<u>14%</u>
<b>Expense</b>				
<b>6500 · Facility &amp; Equipment Related</b>				
<b>6900 · Capital Expenditures</b>				
6911 · Stations	14,068	35,170	42,000	84%
6921 · Apparatus & Equipment		72,784	89,600	81%
6931 · Vehicles		344	460,953	0%
<b>Total 6900 · Capital Expenditures</b>	<u>14,068</u>	<u>108,298</u>	<u>592,553</u>	<u>18%</u>
<b>Total 6500 · Facility &amp; Equipment Related</b>	<u>14,068</u>	<u>108,298</u>	<u>592,553</u>	<u>18%</u>
<b>Total Expense</b>	<u>14,068</u>	<u>108,298</u>	<u>592,553</u>	<u>18%</u>
<b>Fund Over / (Under)</b>	<u>(12,305)</u>	<u>(102,596)</u>	<u>(552,553)</u>	<u>19%</u>
<b>Other Income</b>				
<b>8800 · Transfers In</b>				
8822 · Transfer from 722			75,000	
<b>Total 8800 · Transfers In</b>			<u>75,000</u>	
<b>Total Other Income</b>			<u>75,000</u>	
<b>Net Other</b>			<u>75,000</u>	
<b>Net Fund Activity</b>	<u><u>(12,305)</u></u>	<u><u>(102,596)</u></u>	<u><u>(477,553)</u></u>	

**Nevada County Consolidated Fire District**  
**Check History Report**  
December 2019

Date	Number	Name	Account	Paid Amount
12/02/2019	214505	Mendonca Enterprises / Advantage Garage	VOID CHECK	(210.00)
12/02/2019	214987	Mendonca Enterprises / Advantage Garage	VOID CHECK	(100.00)
12/02/2019	215854	SPECIAL DIST RISK MGMT AUTH.	5731 · Health Insurance	4,941.63
12/02/2019	215855	BLUE SHIELD OF CALIFORNIA	5731 · Health Insurance	33,771.78
12/02/2019	215856	AFLAC	2271 · AFLAC Payable	761.92
12/02/2019	215857	TOTAL ADMIN SVCS (TASC)	5731 · Health Insurance	265.29
12/02/2019	215858	FIRE DISTRICTS ASSOCIATION OF CALIFORNIA	5735 · Life Insurance	1,727.25
12/02/2019	215859	STANDARD INSURANCE COMPANY	2273 · LTD [Safety] Payable	907.50
12/02/2019	V958135	KAISER FOUNDATION HEALTH PLAN	5731 · Health Insurance	19,553.92
12/05/2019	215907	NCCFD - EFTPS (Fed & State Taxes)	2201 · Federal Income Tax Payable	15,497.45
12/05/2019			2202 · FICA Payable (Medicare & SS)	4,161.72
12/05/2019			2202 · FICA Payable (Medicare & SS)	84.82
12/05/2019			2211 · State Income Tax Payable	5,982.91
12/05/2019			2213 · SUI Payable	15.74
12/05/2019	215908	HSA BANK, DIV. OF WEBSTER BANK	2276 · HSA Payable	149.47
12/05/2019	215909	CalPERS 457 Plan (Def. Comp)	2266 · Deferred Compensation Payable	1,350.00
12/05/2019	EFT12052019	CalPERS (Retirement)	2261 · CalPERS Payable	41.85
			2261 · CalPERS Payable	13,134.76
			5711 · Pension	23,749.96
12/05/2019	V958191	NATIONWIDE RETIREMENT SOLUTION	2266 · Deferred Compensation Payable	5,455.32
12/05/2019	V958282	NICHOLAS SIMS	6114 · Meals - Interns	150.00
12/05/2019	V958283	BRADEN AHSUE	6114 · Meals - Interns	120.00
12/05/2019		PPE: 11/17 - 11/30/2019	Net Payroll	112,588.76
12/09/2019	216229	A&A A/C & HEATING	6681 · Facility Maint & Improvements	1,062.50
12/09/2019	216230	B&C ACE HOME & GARDEN CENTER	6681 · Facility Maint & Improvements	116.26
12/09/2019	216231	NEVADA COUNTY PUBLIC HEALTH	6211 · Wellness Program	15.00
12/09/2019	216232	L.N. CURTIS & SONS	6751 · Hose	2,084.29
12/09/2019	216233	AT&T (Carol Stream)	6511 · Telephones	36.98
12/09/2019	216234	WASTE MANAGEMENT OF NEV. CO.	6841 · Trash	225.90
12/09/2019	216235	NETWORK DESIGN ASSOCIATES	7556 · Computer & IT Support	405.00
12/09/2019	216236	COMCAST	6511 · Telephones	390.65
12/09/2019	216237	HANSEN BROS. ENTERPRISES	6681 · Facility Maint & Improvements	437.56
12/09/2019	216238	LIEBERT CASSIDY WHITMORE	7566 · Legal Expense	608.00
12/09/2019	216239	RIEBES AUTO PARTS	7011 · Accessories	2,387.21
12/09/2019	216240	GRASS VALLEY FIRE DEPARTMENT	5165 · Strike Team Backfill	3,802.01
12/09/2019	216241	AT&T Long Distance	6511 · Telephones	7.00
12/09/2019	216242	NEVADA COUNTY FIRE AGENCY	7841 · Dues / Administration	4,315.82
12/09/2019	216243	SNAP-ON INDUSTRIAL	7046 · Tools & Shop Related	150.09
12/09/2019	216244	WITMER ASSOCIATES, INC. dba	6021 · Personal Protective Equip	416.93
12/09/2019	216245	SERVICENTER RADIATOR & AUTO	7049 · Outside Agency Vehicle Maint	1,035.19
12/09/2019	216246	AT&T CALNET 3	6511 · Telephones	23.00
12/09/2019	216247	GOLDEN STATE EMERGENCY VEHICLE	7021 · Body	634.05
12/09/2019	216248	ARC HEALTH & WELLNESS CENTERS	6211 · Wellness Program	492.13
12/09/2019	216249	LIGHTHOUSE UNIFORM CO.	6011 · Uniforms	38.15
12/09/2019	216250	KIMBALL MIDWEST	7011 · Accessories	11.93
12/09/2019	216251	ADVANTAGE GARAGE DOOR	6681 · Facility Maint & Improvements	900.00
12/09/2019	V958740	BUCKMASTER OFFICE SOLUTIONS	7509 · Copier Expense	101.52
12/09/2019	V958745	ECONOMY PEST CONTROL	6681 · Facility Maint & Improvements	421.00
12/09/2019	V958746	NAU, JAY	6261 · Licenses & Certificates	68.00
12/09/2019	V958749	HILLS FLAT LUMBER COMPANY	6551 · Supplies & Services - Stations	79.50
12/09/2019	V958750	MISSION LINEN SUPPLY, INC.	6551 · Supplies & Services - Stations	112.48
12/09/2019	V958752	AIRGAS, NCN	6716 · EMS Supplies	139.87
12/09/2019	V958754	RIVERVIEW INTERNATIONAL TRUCKS	7046 · Tools & Shop Related	1,740.58
12/09/2019	V958757	WALKER'S OFFICE SUPPLY	6551 · Supplies & Services - Stations	298.22

**Nevada County Consolidated Fire District**  
**Check History Report**  
December 2019

Date	Number	Name	Account	Paid Amount
12/09/2019	V958761	HUNT & SONS, INC.	7011 · Accessories	972.31
12/09/2019	V958762	BURTON'S FIRE APPARATUS	7011 · Accessories	734.86
12/09/2019	V958764	SUDDENLINK (CEQUEL)	6511 · Telephones	137.45
12/09/2019	V958766	WITTER, ZACH	6681 · Facility Maint & Improvements	321.74
12/09/2019	V958774	BANNER COMMUNICATIONS	6921 · Apparatus & Equipment	2,655.25
12/09/2019	V958775	SMARTER BROADBAND	6511 · Telephones	40.00
12/09/2019	V958778	ROBINSON ENTERPRISES, INC.	7051 · Fuel	474.68
12/16/2019	216544	COMCAST	6511 · Telephones	125.16
12/16/2019	216546	PLAZA TIRE & AUTO SERVICE	7041 · Tires	1,218.44
12/16/2019	216547	PURCHASE POWER	7521 · Postage & Delivery	50.00
12/16/2019	216548	NID	6851 · Water / Sewer	78.10
12/16/2019	216549	PACIFIC GAS & ELECTRIC CO.	6821 · Electricity / Gas	394.33
12/16/2019	216550	SUBURBAN PROPANE	6831 · Propane	1,644.38
12/16/2019	216552	AUBURN FORD	7011 · Accessories	103.01
12/16/2019	216553	CalCARD (US BANK)	<i>See Attached Report</i>	8,148.70
12/16/2019	216554	AT&T CALNET 3	6511 · Telephones	392.35
12/16/2019	216555	ARC HEALTH & WELLNESS CENTERS	6211 · Wellness Program	10,595.28
12/16/2019	216556	PORAC	7665 · Subscriptions / Memberships	81.00
12/16/2019	216557	PORAC - LEGAL DEFENSE FUND	7665 · Subscriptions / Memberships	126.00
12/16/2019	216558	STREAMLINE	7508 · Computer & Software Expense	200.00
12/16/2019	V958874	MISSION LINEN SUPPLY, INC.	6551 · Supplies & Services - Stations	112.48
12/16/2019	V958876	RIVERVIEW INTERNATIONAL TRUCKS	7011 · Accessories	488.47
12/16/2019	V958877	WALKER'S OFFICE SUPPLY	6551 · Supplies & Services - Stations	80.61
12/16/2019	V958881	HUNT & SONS, INC.	7051 · Fuel	3,263.07
12/16/2019	V958887	SATCOM GLOBAL INC	6521 · Mobile Phones	106.88
12/16/2019	V958890	BANNER COMMUNICATIONS	6776 · Mobile Communications	246.82
12/16/2019	V958891	ROBINSON ENTERPRISES, INC.	7051 · Fuel	798.58
12/19/2019	201643	COUNTY OF NEVADA	7631 · Nevada County Fees	67,967.00
12/19/2019	216608	NCCFD - EFTPS (Fed & State Taxes)	2201 · Federal Income Tax Payable	11,554.15
			2202 · FICA Payable (Medicare & SS)	3,237.76
			2202 · FICA Payable (Medicare & SS)	20.82
			2211 · State Income Tax Payable	4,483.37
			2213 · SUI Payable	3.86
12/19/2019	216609	HSA BANK, DIV. OF WEBSTER BANK	5731 · Health Insurance	119.99
12/19/2019	216610	HSA BANK, DIV. OF WEBSTER BANK	5731 · Health Insurance	149.47
12/19/2019	216611	CalPERS 457 Plan (Def. Comp)	2266 · Deferred Compensation Payable	1,350.00
12/19/2019	EFT12192019	CalPERS (Retirement)	2261 · CalPERS Payable	35.34
			2261 · CalPERS Payable	10,579.47
			5711 · Pension	20,048.22
12/19/2019	V958931	NATIONWIDE RETIREMENT SOLUTION	2266 · Deferred Compensation Payable	5,162.94
12/19/2019	V959036	BRADEN AHSUE	6114 · Meals - Interns	150.00
12/19/2019	V959125	NICHOLAS SIMS	6114 · Meals - Interns	120.00
12/19/2019		PPE: 12/01 - 12/14/2019	Net Payroll	83,501.23
12/27/2019	201771	COUNTY OF NEVADA	7631 · Nevada County Fees	8,573.00
12/30/2019	216959	A&A A/C & HEATING	6681 · Facility Maint & Improvements	89.00
12/30/2019	216960	B&C ACE HOME & GARDEN CENTER	6551 · Supplies & Services - Stations	87.62
12/30/2019	216961	AT&T (Carol Stream)	6511 · Telephones	36.30
12/30/2019	216962	VERIZON WIRELESS	6521 · Mobile Phones	675.40
12/30/2019	216963	COMCAST	6511 · Telephones	282.20
12/30/2019	216964	NID	6851 · Water / Sewer	107.92
12/30/2019	216965	CAL DEPT FORESTRY (ACCTG OFF)	6261 · Licenses & Certificates	968.00
12/30/2019	216966	AT&T Long Distance	6511 · Telephones	13.42
12/30/2019	216967	AT&T CALNET 3	6511 · Telephones	23.16
12/30/2019	216968	GOLDEN STATE EMERGENCY VEHICLE	7011 · Accessories	86.20

**Nevada County Consolidated Fire District**  
**Check History Report**  
 December 2019

Date	Number	Name	Account	Paid Amount
12/30/2019	216969	STREAMLINE	7508 · Computer & Software Expense	200.00
12/30/2019	V959177	BUCKMASTER OFFICE SOLUTIONS	7509 · Copier Expense	74.91
12/30/2019	V959189	HILLS FLAT LUMBER COMPANY	6681 · Facility Maint & Improvements	133.05
12/30/2019	V959191	MISSION LINEN SUPPLY, INC.	6551 · Supplies & Services - Stations	112.48
12/30/2019	V959197	WALKER'S OFFICE SUPPLY	6551 · Supplies & Services - Stations	23.78
12/30/2019	V959219	SMARTER BROADBAND	6511 · Telephones	40.00
12/30/2019	V959220	ROBINSON ENTERPRISES, INC.	7051 · Fuel	563.49
Total 1002 · NC Operating 722				\$ 520,822.37
<b>1003 · NC Mitigation 733</b>				
12/16/2019	216551	WESTAMERICA BANK	6911 · Stations	27,085.03
Total 1003 · NC Mitigation 733				\$ 27,085.03
<b>1004 NC Special Tax 734</b>				
12/27/2019	201771	COUNTY OF NEVADA	7631 · Nevada County Fees	8,501.50
Total 1004 NC Special Tax 734				\$ 8,501.50
<b>1008 · NC Capital Expenditure 758</b>				
12/16/2019	216545	GLASS ARCHITECTS	6911 · Stations	14,068.00
Total 1008 · NC Reserve 758				\$ 14,068.00
<b>1022 · Wells Fargo 2541</b>				
Total 1022 · Wells Fargo 2541				\$ -
<b>1023 · Wells Fargo 2637</b>				
Total 1022 · Wells Fargo 2637				\$ -
<b>TOTAL CHECKS ISSUED</b>				<b>570,476.90</b>

**Nevada County Consolidated Fire District  
Credit Card History Report Export  
December 2019**

Statement Cycle 11/07 - 12/06/2019

Date	Cardholder	Vendor Name	Account	Paid Amount
12/06/2019	Greene	DISH NETWORK	6511 · Telephones	77.20
12/06/2019	Greene	CORNWELL ANDERSON TOOL	7046 · Tools & Shop Related	37.16
12/06/2019	Greene	ASE Test Fees	6261 · Licenses & Certificates	165.00
12/06/2019	Greene	WFO Concepts, Inc.	7011 · Accessories	806.21
12/06/2019	Greene	CORNWELL ANDERSON TOOL	7046 · Tools & Shop Related	14.69
12/06/2019	Greene	Black Bart Industries	6246 · Public Safety Training Center	19.46
12/06/2019	Greene	DISH NETWORK	6511 · Telephones	63.60
12/06/2019	Greene	MAC TOOLS	7046 · Tools & Shop Related	24.66
12/06/2019	Greene	Black Bart Industries	6246 · Public Safety Training Center	25.80
12/06/2019	Greene	KIMBALL MIDWEST	7011 · Accessories	67.84
12/06/2019	Long	AMAZON MARKETPLACE	7502 · Administration	12.35
12/06/2019	Long	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	45.99
12/06/2019	Long	AMAZON MARKETPLACE	6591 · Small Tools	208.55
12/06/2019	Long	AMAZON MARKETPLACE	7502 · Administration	11.90
12/06/2019	Long	AMAZON MARKETPLACE	7502 · Administration	17.74
12/06/2019	Long	MICROSOFT OFFICE	7508 · Computer & Software Expense	1,019.67
12/06/2019	Long	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	45.45
12/06/2019	JVG	LIEBERT CASSIDY WHITMORE	6271 · Training - Administration	75.00
12/06/2019	Ross	ELITE COMMAND TRAINING	6221 · Tuition - Safety Personnel	300.00
12/06/2019	McKinley	Rogue Fitness	6213 · Fitness Program	150.60
12/06/2019	McKinley	Titan Distributors	6213 · Fitness Program	357.05
12/06/2019	McKinley	Chevron, Ripon CA - Training	7051 · Fuel	86.42
12/06/2019	Menth	Flamingo Resort, Santa Rosa, CA	8500 · Strike Team Non Labor Expenses	363.16
12/06/2019	Witter	Courtyard Marriott, Santa Rosa, CA	8500 · Strike Team Non Labor Expenses	(647.49)
12/06/2019	Witter	AMAZON MARKETPLACE	6761 · Suppression Equip	181.68
12/06/2019	Witter	ELITE COMMAND TRAINING	6221 · Tuition - Safety Personnel	300.00
12/06/2019	Witter	Stone Mountain	6776 · Mobile Communications - Radios & F	894.10
12/06/2019	Witter	SPD MARKET	6551 · Supplies & Services - Stations	41.52
12/06/2019	Witter	MJC Columbia College	6221 · Tuition - Safety Personnel	200.00
12/06/2019	Witter	CA Training Officers	6221 · Tuition - Safety Personnel	50.00
12/06/2019	Witter	Double Tree Hilton, Fresno, CA	6232 · Travel Expense	666.40
12/06/2019	Witter	ELITE COMMAND TRAINING	6221 · Tuition - Safety Personnel	300.00
12/06/2019	Davison	AMAZON MARKETPLACE	6551 · Supplies & Services - Stations	96.72
12/06/2019	Davison	SC Supply Company	6246 · Public Safety Training Center	1,067.42
12/06/2019	McMahan	California Fire Prevention Institute	7667 · Training	430.00
12/06/2019	Weathers	K-MART, 9746	6551 · Supplies & Services - Stations	30.85
12/06/2019	Serna	MJC Columbia College	6221 · Tuition - Safety Personnel	200.00
12/06/2019	Turner	Suds Bros Car Wash	7502 · Administration	17.00
12/06/2019	Sullivan	RESCUE TRAINING INSTITUTE	6261 · Licenses & Certificates	25.00
12/06/2019	Sullivan	North Lake Tahoe FPD	6221 · Tuition - Safety Personnel	300.00
<b>Fund 722 Total</b>				<b>\$ 8,148.70</b>
<b>Fund 758 Total</b>				<b>\$ -</b>
<b>Total Charges</b>				<b>\$ 8,148.70</b>
<b>Payment Information</b>				
12/16/2019	216553		Fund 722	8,148.70
<b>Payments to U.S. Bank Cal Card</b>				<b>\$ 8,148.70</b>
<b>Account Balance</b>				<b>\$ -</b>

**NEVADA COUNTY AUDITOR CONTROLLER'S OFFICE**

Please provide the Nevada County Auditor-Controller's office with the following information:

District/Commission: Nevada County Consolidated Fire District  
 Location: Grass Valley  
 Mailing Address: 640 Coyote Street  
Nevada City, CA 95959  
 Telephone #: (530)265-4431  
 Main Email Address: [nccfire@nccfire.com](mailto:nccfire@nccfire.com)

**District Board/Commission Members**

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
<b>Tom Carrington, Director</b>	10614 Carrington Laone Grass Valley, CA 95949	(530)273-5379 <a href="mailto:tomcarrington@nccfire.com">tomcarrington@nccfire.com</a>
<b>Barry Dorland, Director</b>	P.O. Box 724 Nevada City, CA 95959	(530)478-5612 <a href="mailto:barydorland@nccfire.com">barydorland@nccfire.com</a>
<b>Spencer Garrett, Director</b>	13922 Old Auburn Road Grass Valley, CA 95949	(530)277-0401 <a href="mailto:spencergarrett@nccfire.com">spencergarrett@nccfire.com</a>
<b>Keith Grueneberg, Director</b>	13598 Quaker Hill Cross Road Nevada City, CA 95959	(530)265-1946 <a href="mailto:keithgrueneberg@nccfire.com">keithgrueneberg@nccfire.com</a>
<b>David Hanson, Director</b>	11733 Arbogast Ranch Road Nevada City, CA 95959	(530)478-1339 <a href="mailto:davidhanson@nccfire.com">davidhanson@nccfire.com</a>
<b>Marianne Slade-Troutman, Director</b>	13848 Misty Meadow Lane Nevada City, CA 95959	(530)478-9944 <a href="mailto:mariannessladetrouman@nccfire.com">mariannessladetrouman@nccfire.com</a>
<b>Patricia Nelson</b>	13449 Grand Oaks Place Grass Valley, CA 95949	(530)477-8480 <a href="mailto:patricianelson@nccfire.com">patricianelson@nccfire.com</a>

**Signatures of persons authorized to request payments.**

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
<b>James Turner, Fire Chief</b>	640 Coyote Street Nevada City, CA 95959	(530)265-4431 <a href="mailto:jimturner@nccfire.com">jimturner@nccfire.com</a>
Signature		
<b>Gerald Funk, Deputy Chief</b>	640 Coyote Street Nevada City, CA	(530)265-4431 <a href="mailto:jerryfunk@nccfire.com">jerryfunk@nccfire.com</a>
Signature		
<b>Jeff Van Groningen, Finance Manager</b>	11329 McCourtney Road Grass Valley, CA 95949	(530)273-3158 <a href="mailto:jeffvg@nccfire.com">jeffvg@nccfire.com</a>
Signature		
<b>Keith Grueneberg, Director</b>	13598 Quaker Hill Cross Road Nevada City, CA 95959	(530)265-1946 <a href="mailto:keithgrueneberg@nccfire.com">keithgrueneberg@nccfire.com</a>
Signature		

The above information is correct and has been approved by the District Board/Commission meeting on

_____ Date	_____ President	_____ Date
---------------	--------------------	---------------

- A minimum of two authorized signatures are required on all payment requests.***
- At at least one signatures shall be a Board/Commission Member***
- The District Board must approve all claims for payment prior to submittal.***
- Additonal documentation as may be required by law or restrictions placed by this office***

When changes occur within your District/Commission, please submit an updated form. The above authorization automatically expires on **January 31**, of each year and must be replaced by a new authorization before January 31, to ensure continual processing of payment requests.

**NEVADA COUNTY AUDITOR CONTROLLER'S OFFICE**

Please provide the Nevada County Auditor-Controller's office with the following information:

District/Commission: Nevada County Consolidated Fire District  
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<b>Patricia Nelson</b>	13449 Grand Oaks Place Grass Valley, CA 95949	(530)477-8480 <a href="mailto:patricianelson@nccfire.com">patricianelson@nccfire.com</a>

**Signatures of persons authorized to request payments.**

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
<b>Nicole Long, Operations Support</b>	640 Coyote Street Nevada City, CA 95959	(530)265-4431 <a href="mailto:nicolelong@nccfire.com">nicolelong@nccfire.com</a>
<b>Signature</b>		
<b>Barry Dorland, Director</b>	P.O. Box 724 Nevada City, CA 95959	(530)478-5612 <a href="mailto:barrydorland@nccfire.com">barrydorland@nccfire.com</a>
<b>Signature</b>		
<b>Signature</b>		

The above information is correct and has been approved by the District Board/Commission meeting on

January 16, 2020 \_\_\_\_\_  
 Date President Date

***A minimum of two authorized signatures are required on all payment requests.  
 At least one signatures shall be a Board/Commission Member  
 The District Board must approve all claims for payment prior to submittal.  
 Additonal documentation as may be required by law or restrictions placed by this office***

When changes occur within your District/Commission, please submit an updated form. The above authorization automatically expires on **January 31**, of each year and must be replaced by a new authorization before January 31, to ensure continual processing of payment requests.

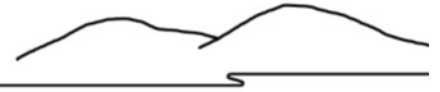


**Nevada County Consolidated Fire District**

**FINANCIAL STATEMENTS**

**AUDIT REPORT**

**June 30, 2019**



**October 17, 2019**

Nevada County Consolidated Fire District

Nevada City, CA 95959

**INDEPENDENT AUDITOR'S REPORT**

We have audited the accompanying financial statements of Nevada County Consolidated Fire District as of and for the year-ended June 30, 2019, as listed in the Table of Contents.

**Management's Responsibility for the Financial Statements**

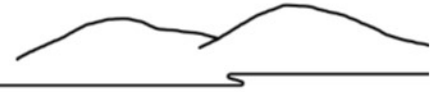
Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free of material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America applicable to financial audits contained in Governmental Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that our audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nevada County Consolidated Fire District as of June 30, 2019, and the respective changes in financial position, and cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

### Other Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information and Budget VS. Actual comparison be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted principally of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with managements responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurances on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide an assurance.

### Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated **October 17, 2019**, on our consideration of the Nevada County Consolidated Fire District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

  
Zach Pehling, CPA

**Nevada County Consolidated Fire District**

**Audit Report  
June 30, 2019**

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## **NEVADA COUNTY CONSOLIDATED FIRE DISTRICT**

Nevada City, California

### Management's Discussion and Analysis for Fiscal Year Ended June 30, 2019

As management of the Nevada County Consolidated Fire District ("the District"), our discussion and analysis of the financial performance of the District offers readers of these financial statements an overview of the District's financial activities for the year ended June 30, 2019, based on currently known facts, decisions, or conditions, as well as a comparative analysis of changes in the District's financial position between FY 2017-18 and FY 2018-19

We encourage readers to consider the information presented here in conjunction with the District's financial statements.

#### **Financial Highlights**

- The assets of the District exceeded its liabilities by \$3,902,758 (net position) at the close of fiscal year 2019. Unrestricted net position, which is normally used to meet the District's ongoing obligations to its creditors, was <\$708,365> at June 30, 2019.
- The District's total net position increased by \$192,912. General revenues of \$6,529,269 were higher than expenditures of \$6,336,357 by \$192,912.
- Short-term liabilities (accounts payable, interest and accrued expenses) increased \$5,523. The District's long-term liabilities decreased \$345,916 (lease payments and pension). Total liabilities for the District decreased \$340,393.
- At the close of the year ended June 30, 2019, the District's governmental funds reported a combined ending fund balance of \$3,495,334, an increase of \$124,973 from the June 30, 2018 ending fund balance.

#### **Using This Annual Report - Overview of the Financial Statements**

This report consists of several basic financial statements. The Statement of Net Position and the Statement of Activities (Pages 18 and 19, respectively, the last column) provide information about the financial activities of the District and present a longer-term view of the District's finances. These statements provide information about the financial activities of the District in a manner similar to private sector companies.

The Governmental Fund Balance Sheet and the Governmental Fund Revenues, Expenditures and Change in Fund Balance (Pages 13 and 15, respectively) illustrate how the governmental type activities were financed in the short-term, as well as what funds remain for future spending. These financial statements also report the District's operations in more detail than government-wide statements by providing information about the District's individual funds.

Financial statement notes are an important part of the basic financial statements. They provide the readers additional information required by Generally Accepted Accounting Principles.

#### **Government-wide Financial Statements**

The financial statements for the District are on Pages 18 and 19. The reports provide readers with a broad overview of the District as a whole and about its activities for the current period. They include all

assets and liabilities using the accrual basis of accounting. In this method, all the current year's revenues and expenses are considered regardless of when cash is paid or received.

The Statement of Net Position represents the difference between all the District's assets and liabilities and the Statement of Activities reports the changes in net position during the fiscal year. Examining net position is an effective way to measure the District's financial health or position. Increases and decreases in net position is a good indicator of whether the District's financial position is improving or deteriorating.

### Condensed Schedule of Net Position

	<u>2018-19</u>	<u>Pr Year</u> <u>2017-18</u>	<u>Incr/&lt;Decr&gt;</u>
<b>Assets</b>			
Current & Other	\$ 3,776,359	\$ 3,648,818	\$ 127,541
Capital Assets	4,337,454	4,202,379	135,075
Total Assets	<u>8,113,813</u>	<u>7,851,197</u>	<u>262,616</u>
<b>Deferred Outflows of Resources</b>	2,027,723	2,477,559	\$ (449,836)
<b>Liabilities:</b>			
Current	\$ 682,908	\$ 677,385	\$ 5,523
Long-Term	5,033,727	5,379,643	(345,916)
Total Liabilities	<u>5,716,635</u>	<u>6,057,028</u>	<u>(340,393)</u>
<b>Deferred Inflows of Resources</b>	\$ 522,143	\$ 561,882	\$ (39,739)
<b>Net Position:</b>			
Net Investment of Capital Assets	\$ 3,816,948	\$ 3,378,149	\$ 438,799
Restricted	794,175	310,673	483,502
Unrestricted	(708,365)	21,024	(729,389)
<b>Total Net Position</b>	<u><u>3,902,758</u></u>	<u><u>3,709,846</u></u>	<u><u>192,912</u></u>

For the fiscal year 2018-19, net position was \$3,902,758, an increase of \$192,912, or 5d%. Total Net Position included \$794,175 in restricted assets (development fees restricted for future capital purchases and post-employment pension trust) and a balance of <\$708,365> in unrestricted net position.

**Statement of Activities and Changes in Net Position**

	<u>2018-19</u>	<u>Pr Year</u> <u>2017-18</u>	<u>Incr/&lt;Decr&gt;</u>
Total Revenues	\$ 6,529,269	\$ 6,209,007	\$ 320,262
Total Expenses	(6,336,357)	(5,556,674)	(779,683)
Excess (Deficiency)	192,912	652,333	(459,421)
Beginning Net Position	3,709,846	3,057,513	652,333
Ending Net Position	<u>\$ 3,902,758</u>	<u>\$ 3,709,846</u>	<u>\$ 192,912</u>

Total Revenues for fiscal year 2018-19 were higher than the prior year, as were expenses. Fiscal year 2018-19 revenues exceeded expenses by \$192,912, therefore increased net position by the same.

A comparison of revenues for the year ended June 30, 2019 to the revenues for the year ended June 30, 2018 is as follows:

	<u>2018-19</u>	<u>Pr Year</u> <u>2017-18</u>	<u>Incr/&lt;Decr&gt;</u>
<b><u>Revenues</u></b>			
General Revenues:			
Property Taxes	\$ 3,075,335	\$ 2,930,407	\$ 144,928
State Taxes	372,747	348,212	24,535
Special Assessments	2,882,221	2,816,316	65,905
Interest Income	49,782	32,574	17,208
Gain/(Loss) on disposal of assets	95,000	-	95,000
Other Revenue	149,184	81,498	67,686
Subtotal	<u>6,624,269</u>	<u>6,209,007</u>	<u>415,262</u>
Program Revenues:			
Reimbursements	830,225	912,517	(82,292)
Mitigation Fees	111,188	83,317	27,871
Operating Grants	21,858	43,716	(21,858)
Total Revenue	<u>\$ 7,587,540</u>	<u>\$ 7,248,557</u>	<u>\$ 338,983</u>

Property tax revenues increased in FY 2018-19 due to the incline of property values. Special Assessments revenue increased as parcel assessments increased. Program revenues decreased.

A comparison of expenses for the year ended June 30, 2019 to the expenses for the year ended June 30, 2018 is as follows:

<u>Expenses</u>	Pr Year		
	<u>2018-19</u>	<u>2017-18</u>	<u>Incr/&lt;Decr&gt;</u>
Salaries, Wages and Benefits	\$5,877,027	\$5,251,823	\$625,204
Insurance	35,775	35,804	(29)
Supplies	61,218	52,760	8,458
Professional Services	98,912	68,143	30,769
Tools	38,903	27,228	11,675
Maintenance	314,486	286,041	28,445
Communications	26,099	23,001	3,098
Utilities & Fuel	130,242	116,546	13,696
Special District Expense	83,861	78,787	5,074
Prevention	36,291	18,336	17,955
Fire Agency	97,807	95,260	2,547
Training	65,267	47,464	17,803
Uniforms and PPE	96,625	74,136	22,489
Miscellaneous	30,459	22,424	8,035
Loss on Disposal of Assets	\$ -	7,131	(7,131)
Interest	18,777	23,672	(4,895)
Depreciation	382,879	367,666	15,213
Total	7,394,628	6,596,222	798,406

Salaries, Wages and Benefits expense for FY 2018-19 were 625,204 more than FY 2017-18. Major components of the increases were:

- Salaries & Wages increased due to agreed upon increases, including step increases.
- Seasonal firefighter hiring for six months.
- Increased pension cost.
- Increased workers comp cost.

Professional Services increased due to MOU negotiations, the salary survey, GovInvest pension actuarial services and the sale of two surplus apparatus.

Maintenance increased due to apparatus repair and computer software needs.

Uniform increases are due to the purchase of Personal Protective Equipment for auxiliary personnel.

Other expense categories increased or decreased as part of a normal ebb and flow between years.

### **Fund Financial Statements**

The Fund Financial Statements are on pages 13 and 15 and provide information about the District's individual funds, not the District as a whole.

The District's services are reported in two governmental funds to help control and manage the financial activities for particular purposes: The Operating Fund and the Building and Equipment Fund (Reserves) are combined in the General Fund, and the Capital Improvement Fund (AB1600 – Mitigation or Development Fees). These governmental funds focus on how money flows into and out of the District and are used to help control and manage the financial activities of the District's specific purposes, as well as show that the District is meeting its legal responsibilities. The governmental fund statements provide a short-term view of the District's general government operations and the basic services it provides.



Governmental fund information helps the financial statement reader determine whether there are more or fewer financial resources that can be spent in the near future. The relationship between governmental activities and governmental funds is described on page 14 and 16, Reconciliation of Government-Wide and Fund Financial Statements.

### **Financial Analysis of the Governmental Funds**

The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The focus of the reporting on the District's governmental funds is to provide information on short-term inflow, outflow, and balances of spendable resources. Such information is useful in assessing the District's financing requirements, as it indicates a pattern of expenditures vs. funds available to spend. In particular, the unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

For the year-ended June 30, 2019, the District's governmental funds reported combined ending fund balances of \$3,495,334, an increase of \$124,973 over the prior year. The unassigned fund balance of the General Fund is normally available for spending at the District's discretion, while the remainder of the fund balance may not necessarily be available for new spending if it has already been committed. The unassigned fund balance of the General Fund is \$1,374,016 at June 30, 2019.

### **Budget vs Actual**

The Statement of Revenues, Expenditures and Changes in Fund Balances Budget and Actual on pages 36 and 37 shows a comparison for the General Fund and the Capital Improvement Fund. The budget is based on anticipated cash flows, while actual amounts are accrual based. The results are potential variances, as later noted. Revenues, consisting primarily of property taxes and parcel taxes/assessments, are budgeted at the level expected to be collected during the year and expenditures at a level not exceeding expected revenues plus the unexpended balance remaining from the previous fiscal year (beginning cash balance). Revenues for the General Fund were \$886,527 over budget and expenditures were over budget by \$774,071. Revenues for the Capital Improvement Fund were \$32,984 over budget and expenditures were equal to budget. These figures do not include beginning cash balances.

General Fund: Actual revenues were over budget by \$886,527 primarily due to 1) increased property and state taxes, 2) increased strike team reimbursements, 3) the sale of two surplus apparatus and 4) apparatus rental income. Actual expenses were over budget by \$774,071, primarily due to strike team expenses and capital asset purchase of personal protective equipment.

Capital Improvement Fund: Actual revenues were over budget by \$32,984. Revenues come from AB1600 mitigation fees. Expenses were on target to budget.

### **Special Tax Funds Collected and Expended**

The special tax was used solely for the purpose of providing fire protection, both prevention and suppression, and for emergency medical response services within the District and for responses outside of the District under automatic/mutual aid agreements with other fire suppression or emergency service agencies, and for incidental expenses related to the collection of the tax. This amount is included as part of the special assessments and taxes recorded in the general fund.

In the fiscal year ending June 30, 2019, the District received \$935,229 from the 2012 Special Tax and \$2,037 in interest. These funds were used as follows:

1. Nevada County administrative fees of \$8,502.
2. Operating expenses in the areas of personnel, facility and equipment of \$883,826.
3. Fund balance increased \$44,938.

## Capital Asset and Debt Administration

### Capital Assets

At the end of fiscal year 2018-19, the District had \$4,337,454 invested in a range of capital assets, including land, structures, vehicles and equipment. This is a \$135,074 increase from the prior fiscal year. Several assets were purchased, most notably SCBA's and a utility vehicle. These were offset by the sale of several vehicles and depreciation.

	<u>2018-19</u>	<u>Pr Year</u> <u>2017-18</u>	<u>Incr/&lt;Decr&gt;</u>
Land, Structures, Improvements and Construction in Process	\$ 2,316,761	\$ 2,922,387	\$ (605,626)
Vehicles	1,431,582	1,104,451	\$ 327,131
Equipment	589,111	175,542	\$ 413,569
	<u>\$ 4,337,454</u>	<u>\$ 4,202,380</u>	<u>\$ 135,074</u>

Additional detail regarding capital assets is in Note C of the "Notes to Basic Financial Statements".

### Debt Administration

The District has three debt obligations:

#### Outstanding Debt at Year End

	<u>2018-19</u>	<u>Pr Year</u> <u>2017-18</u>	<u>Incr/&lt;Decr&gt;</u>
Notes Payable:			
West America	77,281	126,511	\$ (49,230)
PNC - E89	113,369	223,731	\$ (109,337)
PNC - E86	329,856	462,654	(130,232)
	<u>\$ 520,506</u>	<u>\$ 812,896</u>	<u>\$ (288,799)</u>

West America - In a prior year, as part of the consolidation with Forty-Niner Fire Protection District, the District assumed a capital lease for the construction of Station 84 on

Coyote Street, Nevada City. The decrease in the balance is due to scheduled debt payments, which are due through January of 2021.

PNC E89 – This debt obligation is for the purchase of a fire engine purchased during the prior fiscal year, requiring payments through February 2020.

PNC E86 – This debt obligation is for the purchase of a fire engine in the current fiscal year, to be delivered in the next fiscal year, requiring payments through September 2022.

Additional detail regarding the District’s debt is in Note 5 of the “Notes to Financial Statements”.

## Economic Factors and Next Year's Budget

### Current Fiscal Situation and New Special Tax Measure

In FY 2018-19, the District continued to improve its financial stability. Steps include increased cash balances in the general fund, fixed asset upgrades and debt reduction.

The goal for FY 2019-20 is to continue providing for the safety of the community, safety of District employees and being good stewards of District assets. The FY 2019-20 budgets reflect such by projected expenditures in personal protective equipment, training, and maintenance of facilities, equipment and vehicles, as well as the purchase of several vehicles. The District is incurring increased costs in salaries and benefits, most notably retirement.

Although the District experienced financial growth, the District needs to be aware of factors that affect the largest cost; wages and benefits. During fiscal year 2018-19, a **new memorandum** of understanding started negotiations with Local 3800. There also is the continuing need to replace vehicles, equipment, and major maintenance projects. The long-term effect of these concerns is routinely reviewed and analyzed when preparing extended projections. The board and staff members use the projections as a basis to gain efficiencies on a number of different levels.

### CalPERS Retirement Program

The District currently provides CalPERS retirement plans for four basic employee groups: Safety Classic (3% at age 55), Safety non-Classic (2.7% at age 57), Miscellaneous Classic (3% at age 60) and Miscellaneous Non-Classic (2% at age 62). The distinction of Classic are CalPERS members prior to January 1, 2013 and Non-Classic are CalPERS members January 1, 2013 and thereafter. Since our plans each had fewer than 100 active members as of June 30, 2003, we were required to participate in a risk pool.

The unfunded asset liability (UAL) for the District plans, as of the following measurement dates, are:

	Accounting Valuation - GASB 68		Actuarial Valuation	
	6/30/18	6/30/17	6/30/18	6/30/17
Safety	\$ 4,440,586	\$ 4,510,468	\$ 5,303,238	\$ 4,358,201
Misc	302,737	323,739	349,593	295,475
Total	\$ 4,743,323	\$ 4,834,207	\$ 5,652,831	\$ 4,653,676

GASB 68 modified the reporting requirements for UAL. For accounting valuations, the fiduciary net position includes, if applicable, deficiency reserves, fiduciary self-insurance and OPEB expenses. These amounts are excluded for rate setting in the funding actuarial valuation. Differences may also result from early CAFR closing and final reconciled reserves.

The contribution methodology for 2015-16 and thereafter changed. The required contribution consists of two components; 1) a contribution rate based on payroll, and 2) a fixed dollar amount. The purpose of the change is to insure the unfunded pension liability is funded as classic members reach retirement age.

In 2017, CalPERS reduced the discount rate from 7.50% to 7.00%, implementing over a three-year period. This decrease in the discount rate has two effects: 1) increases the contribution rate on payroll, and 2) increases the unfunded pension liability which in turn increases the associated annual payment.

In 2018, CalPERS changed the amortization schedule for new gains and losses being added to the unfunded pension liability. Effective June 30, 2019, the amortization period was shortened from 30 years to 20 years, and the five-year ramp-up and ramp-down will be eliminated. This will result in higher unfunded pension liability payments in the future.

The District's management continues to carefully monitor the condition of our pension funds and the discount rate. It is not possible to accurately predict the market's future impact on CalPERS, but prior volatile investment returns and resulting discount rate reduction shows the cause and effect relationship.

### **Other Fiscal Matters**

As always, the District actively pursues as many sources of funding as are available to us (including grants) to ensure that during these changing economic times our level of service to the public remains at the high level we have all come to expect.

### **Requests for Information**

This financial report is designed to provide a general overview of the Nevada County Consolidated Fire District's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Fire Chief, C/O Nevada County Consolidated Fire District, 640 Coyote Street, Nevada City, California, 95959.

**GOVERNMENT FUNDS FINANCIAL STATEMENTS**

**Nevada County Consolidated Fire District**

**Balance Sheet  
June 30, 2019**

	<u>General Fund</u>	<u>Capital Improvement Fund</u>	<u>Total</u>
<b><u>ASSETS</u></b>			
<u>Assets:</u>			
Cash	\$ 3,322,874	\$ 119,171	\$ 3,442,045
Investments	160,261	-	160,261
Accounts Receivable	138,784	-	138,784
Deposits & Prepaid Expenses	35,269	-	35,269
	<hr/>	<hr/>	<hr/>
TOTAL ASSETS	3,657,188	119,171	3,776,359
	<hr/>	<hr/>	<hr/>
<b><u>LIABILITIES, DEFERRED INFLOWS &amp; FUND BALANCES</u></b>			
<u>Liabilities:</u>			
Accounts Payable	62,127	-	62,127
Accrued Payroll	177,389	-	177,389
	<hr/>	<hr/>	<hr/>
TOTAL LIABILITIES	239,516	-	239,516
	<hr/>	<hr/>	<hr/>
<u>Deferred Inflow</u>			
Unavailable Revenue	41,509	-	41,509
	<hr/>	<hr/>	<hr/>
TOTAL LIABILITIES & DEFERRED INFLOWS	281,025	-	281,025
	<hr/>	<hr/>	<hr/>
<u>Fund Balances:</u>			
Unassigned	1,374,016	-	1,374,016
Restricted for Capital Improvements	-	119,171	119,171
Restricted for Post-Employment	160,261	-	160,261
Unspendable	35,269	-	35,269
Committed	1,806,617	-	1,806,617
	<hr/>	<hr/>	<hr/>
Total Fund Balance	3,376,163	119,171	3,495,334
	<hr/>	<hr/>	<hr/>
<b><u>TOTAL LIABILITIES &amp; FUND BALANCE</u></b>	<b><u>\$ 3,657,188</u></b>	<b><u>\$ 119,171</u></b>	<b><u>\$ 3,776,359</u></b>

The accompanying notes are an integral part of these financial statements.

**Nevada County Consolidated Fire Protection District**  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET**  
**TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION**

**June 30,2017**

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	June 30, 2019
Total Fund Balances - Governmental Funds	\$ 3,495,334
Capital Assets used in Governmental Funds are not financial resources and therefore are not reported as assets in the Governmental Funds.	
Total Historical Cost of Capital Assets	10,912,910
Less: Accumulated Depreciation	(6,575,456)
Compensated Absences are reported in the Government-Wide Statement of Net Position, but they do not require the use of current financial resources. Therefore, the liability is not reported in Governmental Funds.	(209,700)
Deferred Outflows not due and receivable in the current period and therefore are not reported as an asset in the governmental funds. This is comprised of GASB 68 Pension Outflows. Deferred Outflows at June 30 was:	2,027,723
Deferred Inflows are not due in the current period and therefore, are not reported as liabilities in the governmental funds. This is comprised of GASB 68 Pension Inflows. Deferred Inflows at June 30 was:	(522,143)
Deferred Inflows reported as unavailable revenue are not available in the current period and therefore are reported as a deferred inflow in the governmental funds; while in the Government-Wide Statement of Net Position does not report them. Deferred Inflows at June 30 was:	41,509
Long-term liabilities are not due in the current period and therefore, are not reported as liabilities in the governmental funds.	(5,267,419)
Net Position	\$ 3,902,758

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The accompanying notes are an integral part of these financial statements

**Nevada County Consolidated Fire District**

**Statement of Revenues, Expenditures & Change in Fund Balance  
For the Year Ended  
June 30, 2019**

<b><u>REVENUE</u></b>	<b>General Fund</b>	<b>Capital Improvement Fund</b>	<b>Total</b>
Tax Revenue	\$ 3,075,335	\$ -	\$ 3,075,335
Special Assesment & Tax	2,882,221	-	2,882,221
State Taxes	342,404	-	342,404
Charges for Service	893,874	-	893,874
Rental Income	65,253	-	65,253
Interest & Investment Earnings	49,782	2,946	52,728
Mitigation Fees	-	111,188	111,188
Grants & Contributions	21,858	-	21,858
Gain on Sale of Assets	95,000	-	95,000
Miscellaneous	80,229	750	80,979
<b>TOTAL REVENUE</b>	<b>7,505,956</b>	<b>114,884</b>	<b>7,620,840</b>
<b><u>EXPENDITURES</u></b>			
Capital Assets	533,177	-	533,177
Debt Service:			
Principle	110,362	182,028	292,390
Interest	5,324	21,196	26,520
Salaries and Employee Benefits	5,543,058	-	5,543,058
Services, Supplies and Refunds	1,100,722	-	1,100,722
<b>TOTAL EXPENDITURES</b>	<b>7,292,643</b>	<b>203,224</b>	<b>7,495,867</b>
<b>Excess (Deficit) Revenues over Expenditures</b>	<b>213,313</b>	<b>(88,340)</b>	<b>124,973</b>
<b>Other financing Sources/(Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CHANGE IN FUND BALANCE</u></b>	<b>213,313</b>	<b>(88,340)</b>	<b>124,973</b>
<b><u>FUND BALANCE, BEGINNING OF YEAR</u></b>	<b>3,162,850</b>	<b>207,511</b>	<b>3,370,361</b>
<b><u>FUND BALANCE, END OF YEAR</u></b>	<b>\$ 3,376,163</b>	<b>\$ 119,171</b>	<b>\$ 3,495,334</b>

The accompanying notes are an integral part of these financial statements.



**Nevada County Consolidated Fire Protection District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**

**June 30, 2017**

	<u>June 30, 2019</u>
Net Change in Fund Balances - Total Governmental Funds	124,973
Amounts reported for governmental activities in the Statement of Activities are different as follows:	
<p>Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of these assets are allocated over the estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense during the year</p>	
Current Year Capital Outlays	517,954
Less: Current Year Depreciation Expense	(382,879)
<p>In the Governmental Funds CalPers expenditures are measured by the amount of financial resources used, which is the amounts actually paid. In the Government-Wide Statement of Activities, CalPers expenditures are measured by the amounts expensed during the year</p>	
	(319,213)
<p>In the Governmental Funds revenues are measured by the amount of financial resources received. In the Government-Wide Statement of Activities, revenues are measured by the amounts earned during the year</p>	
	(33,299)
<p>In the Governmental Funds compensated absences (sick pay and vacation) are measured by the amount of financial resources used, which is the amounts actually paid. In the Government-Wide Statement of Activities, compensated absences are measured by the amounts earned during the year</p>	
	(14,756)
<p>Repayment of principle on long-term liabilities is an expenditure for Governmental funds, but the repayment reduces long-term liabilities on the Government-Wide Statement of Net Position. The net amount principle payments made on long-term liabilities exceeded acquisition of new debt during the year consist of:</p>	
	292,390
<p>In the Government Funds Interest expenditure is measured by the amount of financial resources used, which is the amounts actually paid. In the Government-Wide Statement of Activities, Interest expense is measured by the amounts accrued during the year.</p>	
	7,742
Change in Net Position of Governmental Activities	\$ 192,912

The accompanying notes are an integral part of these financial statements

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

## Nevada County Consolidated Fire District

### Statement of Net Position June 30, 2019

#### ASSETS

##### Current Assets:

Cash	3,442,045
Investments	160,261
Accounts Receivable	138,784
Deposits & Prepaid Expenses	35,269
	<hr/>
Total Current Assets	3,776,359

##### Capital Assets:

Land	526,857
Buildings & Improvements	4,420,472
Firefighting Equipment	1,351,747
Vehicles	4,261,629
Office Equipment	324,855
Construction in Progress	27,350
Less: Accumulated Depreciation	(6,575,456)
	<hr/>
Total Capital Assets	4,337,454

**TOTAL ASSETS** 8,113,813

#### DEFERRED OUTFLOW

GASB 68 Pension 2,027,723

**TOTAL DEFERRED OUTFLOW** 2,027,723

**TOTAL ASSETS AND DEFERRED OUTFLOWS** 10,141,536

#### LIABILITIES

##### Current Liabilities:

Accounts Payable	62,127
Accrued Payroll Liabilities	177,389
Accrued Interest	3,590
Accrued Compensated Absences	209,700
Current Portion	230,102
	<hr/>
Total Current Liabilities	682,908

##### Long-term Liabilities:

Capital Lease	290,404
Net Pension Liability	4,743,323
	<hr/>
Total Long-term Liabilities	5,033,727

**TOTAL LIABILITIES** 5,716,635

#### DEFERRED INFLOWS

GASB 68 Pension 522,143

**TOTAL DEFERRED INFLOWS** 522,143

**TOTAL LIABILITIES AND DEFERRED INFLOWS** 6,238,778

#### NET POSITION

Net Investment in Capital Assets	3,816,948
Restricted for Capital Improvements	633,914
Restricted for Post-Employment	160,261
Unrestricted	(708,365)
	<hr/>
<b>TOTAL NET POSITION</b>	<u>\$ 3,902,758</u>

The accompanying notes are an integral part of these financial statements.

**Nevada County Consolidated Fire District**  
**Statement of Activities**  
**For the Year-Ended**  
**June 30, 2019**

	Operating Revenues				Capital Grants and Contributions	
Expenses	Charges for Services	Operating Grants and Contributions	Operating Grants and Contributions	Capital Grants and Contributions	Excess of Revenues/(Expenses)	Revenues/(Expenses)
<b><u>Governmental Activities</u></b>						
Public Protection	6,424,886	\$ 111,188	\$ -	\$ 21,858	\$	(6,291,840)
Strike Team	568,086	830,225	-	-		262,139
Interest on Long-Term Debt	18,777	-	-	-		(18,777)
Gain/(Loss) on Disposal of Assets	-	95,000	-	-		95,000
Depreciation (Unallocated)	382,879	-	-	-		(382,879)
<b>Total Governmental Activities</b>						<b>(6,336,357)</b>
 <b>General Revenues:</b>						
Tax Revenue						3,075,335
Special Assessment & Tax						2,882,221
State Taxes						372,747
Rental Income						65,253
Interest & Investment Earnings						49,782
Miscellaneous						83,931
<b>Total General Revenues</b>						<b>6,529,269</b>
 <b>NET CHANGE IN NET POSITION</b>						 <b>192,912</b>
 <b>NET POSITION, BEGINNING OF YEAR</b>						 <b>3,709,846</b>
 <b>NET POSITION, END OF YEAR</b>						 <b>\$ 3,902,758</b>

The accompanying notes are an integral part of these financial statements.

## Nevada County Consolidated Fire District

### NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018

**Background:** The District is an independent special district within the County of Nevada and was established under Health and Safety Code Section 13801 in July 1991. It is governed by a seven-member Board of Directors who are elected to four-year terms by area residents. The District provides fire protection, rescue, and emergency medical services in Nevada County. The District currently operates four fire stations, one fire station jointly staffed with Grass Valley and four unstaffed stations.

#### Note 1 - Significant Accounting Policies

##### Accounting Principles

The financial statements of the Nevada County Consolidated Fire District (District) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The most significant accounting policies of the District are described below.

##### Basis of Accounting and Measurement Focus

The accounts of the District are organized on the basis of funds, or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

##### Financial Statement Presentation

###### Government-Wide Financial Statements

The District Government-Wide Financial Statements include a Statement of Net Position and a Statement of Activities and Changes in Net Position. These statements present summaries of Governmental and Business-Type Activities for the District accompanied by a total column.

These statements are presented on an “economic resources” measurement focus and the accrual basis of accounting. Accordingly, all of the District’s assets and liabilities, including capital assets as well as infrastructure assets and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. The types of transactions reported as program revenues for the District are reported in three categories: 1) charges for services, 2) operating grants and contributions, and 3) capital grants and contributions.

Certain eliminations have been made as prescribed by GASB Statement No. 34 in regard to interfund activities, payables and receivables. All internal balances in the Statement of Net Position have been eliminated except those representing balances between the governmental activities and the business-

## Nevada County Consolidated Fire District

### **NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

type activities, which are presented as internal balances and eliminated in the total primary government column. In the Statement of Activities, internal service fund transactions have been eliminated; however, those transactions between governmental and business-type activities have not been eliminated.

The District's governmental-wide fund balance is classified in the following categories:

Net Investment in Capital Assets - Includes amount of the fund balance that is invested in capital assets net of any related debt.

Restricted - Includes amounts that can be spent only for the specific purposes stipulated by a formal action of the government's highest level of decision-making authority, external resource providers, constitutionally, or through enabling legislation.

Unrestricted - Includes amounts that are technically available for any purpose and includes all amounts not contained in other classifications.

#### Fund Financial Statements

Governmental Fund Financial Statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances for all major governmental funds and non-major funds aggregated. An accompanying schedule is presented to reconcile and explain the differences in fund balances and changes in fund balances as presented in these statements to the net position and changes in net position presented in the Government-Wide financial statements. The District has presented all major funds that met those qualifications.

All governmental funds are accounted for on a spending or "current financial resources" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheets. The Statement of Revenues, Expenditures and Changes in Fund Balances present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Accordingly, revenues are recorded when received in cash, except that revenues subject to accrual (generally 60 days after year-end) are recognized when due. The primary revenue sources, which have been treated as susceptible to accrual by the District, are property tax, intergovernmental revenues and other taxes. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

Nonspendable - Includes amounts that are not in a spendable form or are required to be maintained intact.

Restricted - Includes amounts that can be spent only for the specific purposes stipulated by external resource providers, constitutionally, or through enabling legislation.

Committed - Includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

## **Nevada County Consolidated Fire District**

### **NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

Assigned - Includes amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates authority.

Unassigned - Includes amounts that are technically available for any purpose and includes all amounts not contained in other classifications.

#### Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the District's policy is to apply restricted net position first.

#### Budgets and Budgetary Accounting

An annual budget is adopted on a basis consistent with generally accepted accounting principles for all governmental funds. By state law, the District's Board of Directors must adopt a preliminary budget by June 30<sup>th</sup> and a final budget no later than September 30<sup>th</sup>. A public hearing must be conducted to receive comments prior to adoption. The District's Governing board satisfied these requirements.

This budget is reviewed by the District Board of Directors during the year to give consideration to unanticipated income and expenditures. The final revised budget is presented for the General Fund as required supplementary information in the financial statements.

#### Pooled Cash and Investments

The County sponsors an investment pool that is managed by the County Treasurer for the purpose of increasing interest earnings through investment activities. Cash and investments for most County activities are included in the investment pool. Interest earned on the investment pool is distributed to the participating funds monthly using a formula based on the average daily balance of each fund

The California Government Code requires California banks and savings and loan associations to secure the County's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such a collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the County's name.

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, investments were stated at cost, as the fair market value adjustment at the yearend was immaterial.

#### Accounts Receivable

On an accrual basis, revenues are recognized in the fiscal year in which the services are rendered. The District has not established an allowance for uncollectable receivables for Governmental or Grant Funds since prior experience has shown that uncollectable receivables are not significant.

#### Prepaid Expenditures

Prepaid expenditures (expenses) represent amounts paid in advance of receiving goods or services. The District has the option of reporting an expenditure in governmental funds for prepaid items either when

## **Nevada County Consolidated Fire District**

### **NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

purchased or during the benefiting period. The District has chosen to report the expenditures in the period benefited.

#### Capital Assets

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over an estimated useful life.

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred outflow/inflows of resources, represents an acquisition/disposition of net position that applies to future period(s) and will not be recognized as an outflow/inflow of resources until that time.

#### Liability for Compensated Absences

The District is required to recognize a liability for employees' rights to receive compensation for future absences. All vacation is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

#### Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position

#### Property Taxes

Nevada County is responsible for the collection and allocation of property taxes. Under California law, property taxes are assessed and collected by Nevada County up to 1% of the full cash value of taxable property based on assessed values on March 1 of the preceding year, plus other increases approved by the voters and distributed in accordance with statutory formulas. They become a lien on the first day of the year they are levied. Secured property tax is levied on January 1 and due in two installments, on November 1 and February 1. Unsecured property tax is levied on July 1 and due on July 31.

The County uses the Alternative Method of Property Tax Apportionment. Under this method of property tax apportionment, the County purchases the delinquent secured taxes at June 30 of each fiscal year. These taxes are accrued as intergovernmental revenue only if they are received from the County within 60 days after year end in the governmental fund. They are accrued when earned regardless of the timing of the related cash flows in the government-wide statement.

#### Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of



## Nevada County Consolidated Fire District

### **NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

the financial statements and the reported amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### Note 2 – Cash

##### Summary of Cash

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
County Cash	\$ 3,427,564	\$ 3,229,652
Petty Cash	100	100
Deposits in Financial Institutions	<u>14,381</u>	<u>13,798</u>
Total	\$ 3,442,045	\$ 3,243,550

Investment Policy: California statutes authorize districts to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 – Financial Affairs. The District does not have an investment policy that addresses its interest rate risk, credit risk, and concentration of credit risk.

Investment in the County of Nevada's Investment Pool: The District maintains its cash in Nevada County's cash and investment pool which is managed by the Nevada County Treasurer. The District's cash balances invested in the Nevada County Treasurer's cash and investment pool are stated at amortized cost, which approximates fair value. Nevada County does not invest in any derivative financial products. The Nevada County Treasury Investment Oversight Committee (Committee) has oversight responsibility for Nevada County's cash and investment pool. The Committee consists of ten members as designated by State law. The value of pool shares in Nevada County that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the District's position in the pool. Investments held in the County's investment pool are available on demand to the District and are stated at cost, which approximates fair value. This investment is not subject to categorization under GASB No. 3.

Interest Rate Risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. As of June 30, 2017, the weighted average maturity of the investments contained in the County's investment pool was approximately 614 days.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating issued by a nationally

## **Nevada County Consolidated Fire District**

### **NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

recognized statistical rating organization. The County's investment pool does not have a rating provided by a nationally recognized statistical rating organization.

**Custodial Risk:** Custodial risk is the risk that the government will not be able to recover its deposits or the value of its investments that are in the possession of an outside party. Custodial credit risk does not apply to a local government's indirect deposits or investment in securities through the use of government investment pools (such as the County's investment pool).

**Custodial Credit Risk:** Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. The District's deposits were covered by FDIC insurance at June 30, 2017.

#### **Note 3 –Accounts Receivable**

On June 30, 2019, the District has \$138,784 in Accounts Receivable.

On June 30, 2018, the District had \$236,738 in Accounts Receivable.

**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

**Note 4 – Capital Assets**

Account	Description	Beginning Balance	Additions	Deletions	Reclass	Ending Balance
<b>Nondepreciable capital assets</b>						
1601 999	Land	526,857.00		-	-	526,857.00
<b>Total nondepreiciable Assets</b>						
<b>Depreciable capital assets</b>						
1602 999	Land Improvements	51,775.06	-	-	-	51,775.06
1611 999	Structure & Improvement	4,368,696.40	-	-	-	4,368,696.40
1621 999	Vehicles	4,210,765.01	536,716.21	(485,852.29)	-	4,261,628.93
1631 999	Furniture & Equipment	59,727.37	-	-	-	59,727.37
1633 999	Firefighting Equipment	911,316.89	445,891.14	(5,461.17)	-	1,351,746.86
1635 999	Radio, Communication Eq	238,316.61	26,810.82	-	-	265,127.43
<b>Total depreciable capital assets</b>						
		9,840,597.34	1,009,418.17	(491,313.46)	-	10,358,702.05
<b>Less: accumulated depreciation</b>						
1661 999	A/D Structures & Improv.	(2,527,150.39)	-	-	(111,573.62)	(2,638,724.01)
1652 999	A/D Land Improvements	(16,604.41)	-	-	(2,589.15)	(19,193.56)
1671 999	A/D Vehicles	(3,106,314.32)	-	485,852.29	(209,584.75)	(2,830,046.78)
1681 999	A/D Furniture & Equipme	(53,264.43)	-	-	(1,487.89)	(54,752.32)
1683 999	A/D Firefighting Equipme	(790,838.30)	-	5,461.17	(37,478.61)	(822,855.74)
1685 999	A/D Radio, Communicatic	(189,718.37)	-	-	(20,165.15)	(209,883.52)
<b>Total accumulated depreciation</b>						
		(6,683,890.22)	-	491,313.46	(382,879.17)	(6,575,455.93)
<b>Total capital assets being depreciated, Net</b>						
		3,156,707.12	1,009,418.17	-	(382,879.17)	3,783,246.12
<b>Capital assets, net</b>						
		3,683,564.12	1,009,418.17	-	(382,879.17)	4,310,103.12
CIP		518,814.13	-	(491,464.99)		27,349.14

**Note 4 – Compensated Absences**

On June 30, 2019, the liability for compensated absences was \$209,700

On June 30, 2018, the liability for compensated absences was \$194,944

**Note 5 – Long-Term Debt**

**Municipal Lease to WestAmerica Bank:** In a prior year, as part of the consolidation with Forty-Niner Fire Protection District, the District assumed a capital Lease for the construction of Station 84. On July 21, 2011 the Board approved a refinance of these lease for and additional ten-year term. The refinancing required a \$100,000 down payment which the District paid in July 2011. The lease has an interest rate of 4.40% with semi-annual debt service payments of \$27,085 through January 3, 2021. The cost of the station is \$1,778,815.

**PNC Equipment Finance Lease:** In October 2014, the District entered into a capital lease for the acquisition of one new fire engine. The lease has an interest rate of 2.711%, with semi-annual debt service payments of \$57,843 through February 29, 2020. The cost of the fire engine is \$532,773.

**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

**PNC Equipment Finance Lease:** In September 2017, the District entered into a capital lease for the acquisition of one new fire engine. The lease has an interest rate of 2.49%, with semi-annual debt service payments of \$49,498 through September 8, 2022. The cost of the fire engine is \$462,653.

The following is a summary of long-term liabilities activities of the District for the year ended June 30, 2019

	Balance at June 30, 2018	Additions	Repayments	Balance at June 30, 2019	Due Within One Year
Capital lease obligations:					
WestAmerica Bank	\$ 126,511	\$ -	\$ 49,230	\$ 77,281	\$ 25,385
PNC	462,654	-	130,232	332,422	91,348
PNC	223,732	-	110,362	113,370	113,370
Total capital lease obligations	812,897	-	289,824	523,073	230,103
Compensated absences	194,944	14,756	-	209,700	177,748
Net pension obligation	4,834,207	-	90,884	4,743,323	-
 Total long-term liabilities	 <u>\$ 5,842,048</u>	 <u>\$ 14,756</u>	 <u>\$ 380,708</u>	 <u>\$ 5,476,096</u>	 <u>\$ 407,851</u>

Annual debt service requirement of the District's long-term debt obligations are as follows:

Year Ended June 30,	Principal	Interest	Total
2020	230,103	13,916	244,019
2021	146,090	7,076	153,166
2022	95,983	3,014	98,996
2023	50,897	609	51,506
	<u>\$ 523,073</u>	<u>\$ 24,614</u>	<u>\$ 547,688</u>

**Note 6 - Public Employees' retirement Plan:**

**Plan Description** - The Nevada County Consolidated Fire District's defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. The Nevada County Consolidated Fire District's defined benefit pension plan is part of the Public Agency portion of the California Public Employees Retirement System (CalPERS), an agent multiple-employer plan administered by CalPERS, which acts as a common investment and administrative agent for participating public employers within the State of California. A menu of benefit provisions as well as other requirements are established by the State statutes within the Public Employees' Retirement Law. The Nevada County Consolidated Fire District selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts the benefits through local ordinance (other local methods). CalPERS issues a separate comprehensive annual financial report. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office - 400 P Street - Sacramento, CA 95814.

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of

## **Nevada County Consolidated Fire District**

### **NOTES TO FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

the PERS and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### **Summary of Significant Accounting Policies**

For Purposes of Measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this Purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. CalPERS audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report the following timeframes are used.

Validation Date (VD)	June 30, 2017
Measurement Date (MD)	June 30, 2018
Measurement Period (MP)	July 1, 2017 to June 30, 2018

#### **General Information about the Pension Plan**

##### *Plan Description, Benefits Provided and Employees Covered*

The Plan is a cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). A full description of the pension plan benefit provisions, assumptions for funding purposes but not accounting purposes, and membership information is listed in the June 30, 2017 actuarial valuation report. This report is a publicly available valuation report that can be obtained at CalPERS' website under Forms and Publications.

##### *Contribution Description*

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For Public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by the employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. It is the responsibility of the employer to make necessary accounting adjustments to reflect the impact due to any Employer Paid Member Contributions or situations where members are paying a portion of the employer contribution.

**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

Actuarial Methods and Assumptions Used to determine Total Pension Liability

<b>Actuarial Cost Method</b>	Entry Age Normal
<b>Actuarial Assumptions:</b>	
<b>Discount Rate</b>	7.15%
<b>Inflation</b>	2.50%
<b>Salary Increases</b>	Varies by Entry Age and Service
<b>Mortality Rate Table<sup>2</sup></b>	Derived using CalPERS' Membership Data for all Funds

All other actuarial assumptions used in the June 30, 2017, valuation use the results of CalPERS Experience Study and Review of Actuarial Assumptions — December 2017, including updates to salary increases, mortality, and retirement rates, as a basis. The experience study report is available on the CalPERS website under Forms and Publications.

Discount Rate

The discount rate used to measure the total pension liability was 7.15 percent. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.65 percent discount rate is adequate, and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report call the "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, staff took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

Pension Plan Fiduciary Net Position

**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

The plan fiduciary net position disclosed in your GASB 68 accounting valuation report may differ from the plan assets reported in your funding actuarial valuation report due to several reasons. First, for the accounting valuations, CalPERS must keep items such as deficiency reserves, fiduciary self-insurance and OPEB expense included in fiduciary net position. These amounts are excluded for rate setting purposes in your funding actuarial valuation. In addition, differences may result from early CAFR closing and final reconciled reserves.

**Allocation of Net Pension Liability and Pension Expense to Individual Plans**

A key aspect of GASB 68 pertaining to cost-sharing employers is the establishment of an approach to allocate the net pension liability and pension expense to the individual employers within the risk pool. Paragraph 49 of GASB 68 indicates that for pools where contribution rates within the pool are based on separate relationships, the proportional allocation should reflect those relationships. The allocation method utilized by CalPERS determines the employer's share by reflecting these relationships through the plans they sponsor within the risk pool. Plan liability and asset-related information are used where available, and proportional allocations if individual plan amounts as of the valuation date are used where not available.

*Proportionate Share of Net Pension Liability*

<b>Proportionate Share of Net Pension Liability/(Asset)</b>	
Miscellaneous	\$302,737
Safety	\$4,440,586
<b>Total</b>	<b>\$4,743,323</b>

*Change in the Proportionate Share of the Net Pension Liability*

	<b>Miscellaneous</b>	<b>Safety</b>	<b>Total<sup>7</sup></b>
Proportion — June 30, 2017	0.00821%	0.07549%	<b>0.04875%</b>
Proportion — June 30, 2018	0.00803%	0.07568%	<b>0.04922%</b>
Change — Increase/(Decrease)	-0.00018%	0.00019%	<b>0.00048%</b>

**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

**Summary of Deferred Outflows/Inflows of Resources**

Measurement Period Ending June 30:	Miscellaneous	Safety	Total
2019	\$33,871	\$511,606	\$545,476
2020	\$16,641	\$329,193	\$345,835
2021	(\$11,983)	(\$72,085)	(\$84,068)
2022	(\$2,723)	(\$30,758)	(\$33,481)
2023	\$0	\$0	\$0
Remaining	\$0	\$0	\$0
<b>Total</b>	<b>\$35,806</b>	<b>\$737,957</b>	<b>\$773,762</b>

**Summary of Deferred Cash Flows for the Plan and Net Pension Liability<sup>24</sup>**

For the Measurement Year Ended June 30, 2018	Deferred Outflows	Deferred Inflows
Changes of Assumptions	\$470,212	\$67,242
Differences between Expected and Actual Experience	\$107,029	\$4,315
Net Difference between Projected and Actual Earnings on Pension Plan Investments	\$31,562	\$0
Differences between Actual Contributions vs. Proportionate Share of Contributions	\$381,573	\$162,091
Change in Employer Proportion	\$305,530	\$288,495
Pension Contributions Made Subsequent to the Measurement Date	\$731,817	\$0
	<b>\$2,027,723</b>	<b>\$522,143</b>

Net Pension Liability/(Asset)

**\$4,743,323**

Plan's Net Pension Liability/(Asset)	Discount Rate -1% 6.15%	Current Discount Rate 7.15%	Discount Rate +1% 8.15%
Miscellaneous	\$499,008	\$302,737	\$140,717
Safety	\$7,665,677	\$4,440,586	\$1,798,202
<b>Total</b>	<b>\$8,164,686</b>	<b>\$4,743,323</b>	<b>\$1,938,919</b>

*Schedule of Plan Contributions<sup>12</sup> for the Combined Miscellaneous and Safety Risk Pools*

Measurement Year Ending June 30:	2014	2015	2016	2017	2018
Actuarially Determined Contribution <sup>13</sup>	\$4,028	\$4,030	\$598,457	\$682,446	\$567,335
Contributions in Relation to the Actuarially Determined Contribution <sup>14</sup>	\$0	\$0	\$598,457	\$1,379,484	\$567,335
Contribution Deficiency (Excess)	\$4,028	\$4,030	\$0	(\$697,038)	\$0
Covered-Employee Payroll <sup>15</sup>	\$2,009,601	\$2,077,577	\$2,349,585	\$2,608,731	\$2,861,144
Contributions as a Percentage of Covered-Employee Payroll <sup>16</sup>	0.00%	0.00%	25.47%	52.88%	19.83%



**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

Measurement Year Ending June 30: <sup>8</sup>	2014	2015	2016	2017	2018
Plan's Proportion of the Net Pension Liability/(Asset)	0.06240%	0.05538%	0.05638%	0.04875%	0.04922%
Plan's Proportionate Share of the Net Pension Liability/(Asset)	\$3,882,600	\$3,801,425	\$4,878,202	\$4,834,207	\$4,743,323
Plan's Covered-Employee Payroll <sup>9</sup>	\$2,009,601	\$2,077,577	\$2,349,585	\$2,608,731	\$2,861,144
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered-Employee Payroll	193.20%	182.97%	207.62%	185.31%	165.78%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	23.89%	21.73%	25.09%	21.54%	19.09%
Plan's Proportionate Share of Aggregate Employer Contributions <sup>10,11</sup>	\$349,005	\$466,364	\$505,422	\$611,098	\$843,340

**Note 7 – Risk Management**

The District is a member of the Special District Risk Management Authority (SDRMA). The SDRMA is a risk-pooling self-insurance authority, created under the provisions of the California Government Code Sections 6500 et. seq. The purpose of the SDRMA is to provide a full risk management program for California local governments. The District pays an annual premium to SDRMA for workers compensation insurance, which is covered up to statutory limits.

The District pays an annual premium to an insurance company for general and auto liability, property, management liability, employee dishonesty, and excess liability insurance coverage. There have been no significant reductions in insurance coverage from coverage in the prior fiscal year. Also, there have not been any settlements in excess of the insurance coverage for the past three fiscal years.

**Note 8 – Lease Agreements**

The District has a lease agreement with the County of Nevada for use of former Station 91 beginning February 1, 2019 and expiring June 30, 2021. The tenant shall have the option to extend the lease for 2 additional 1-year terms. Rent shall be \$250 per month.

The District has a lease with New Cingular Wireless PCS to lease 330 sq ft at Station 88. Rent shall be \$1,200 per month.

The District has a lease with Verizon Wireless to lease 750 sq ft at Station 88. Rent shall be \$1,000 paid annually in advance.

two lease agreements for usage of space at District's Stations.

**Note 9 – Joint Powers Authority**

**Nevada County Consolidated Fire District**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

The District is a member of the Nevada County Fire and Emergency Joint Powers Agency for which the District participation does not involve an ongoing financial interest or responsibility. As a member of this organization, the District receives communication and dispatch services. The amount paid to this jointly governed organization in fiscal year 2019 was \$96,195.

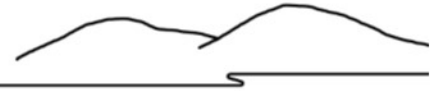
**Note 10 – Subsequent Events**

The District's management has evaluated events and transactions subsequent to June 30, 2019 for potential recognition or disclosure in the financial statements. Subsequent events have been evaluated through **October 17, 2019**, the date the financial statements became available to be issued. The entity has not evaluated subsequent events after **October 17, 2019**.

**Nevada County Consolidated Fire District**

**Supplemental Information**

**June 30, 2019**



October 17, 2019

Board of Directors  
Nevada County Consolidated Fire District

Nevada City, CA 95959

**INDEPENDENT REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

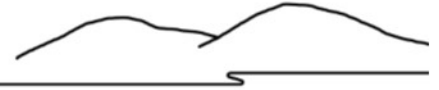
We have audited the financial statements of Nevada County Consolidated Fire District as of and for the year ended June 30, 2019, and have issued our report thereon dated **October 17, 2019**. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

Management of Nevada County Consolidated Fire District is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered Nevada County Consolidated Fire District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Nevada County Consolidated Fire District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal controls such there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal controls over financial reporting was for the limited purpose described in the first paragraph of this section and was designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses as defined above.



**INDEPENDENT REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**  
*(continued)*

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Nevada County Consolidated Fire District's general-purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the audit committee, management, others within the organization, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Zach Pehling, CPA

**Nevada County Consolidated Fire District**

**Statement of Revenues, Expenditures & Change in Fund Balance  
Budget and Actual - General Fund  
For the Year Ended  
June 30, 2019**

<b><u>REVENUE</u></b>	<b><u>Final Budget</u></b>	<b><u>General Fund</u></b>	<b><u>Variance</u></b>
Tax Revenue	\$ 3,069,072	\$ 3,075,335	\$ 6,263
Special Assesment & Tax	2,861,596	2,882,221	20,625
State Taxes	342,470	342,404	(66)
Charges for Service	234,667	893,874	659,207
Rental Income	25,500	65,253	39,753
Interest & Investment Earnings	16,100	49,782	33,682
Grants & Contributions	-	21,858	21,858
Gain on Disposal of Assets	-	95,000	95,000
Miscellaneous	70,024	80,229	10,205
<b>TOTAL REVENUE</b>	<b>6,619,429</b>	<b>7,505,956</b>	<b>886,527</b>
 <b><u>EXPENDITURES</u></b>			
Capital Assets	48,935	533,177	(484,242)
Debt Service:			
Principle	-	110,362	(110,362)
Interest	-	5,324	(5,324)
Salaries and Employee Benefits	5,296,864	5,543,058	(246,194)
Services, Supplies and Refunds	1,172,773	1,100,722	72,051
<b>TOTAL EXPENDITURES</b>	<b>6,518,572</b>	<b>7,292,643</b>	<b>(774,071)</b>
<b>Excess (Deficit) Revenues over Expenditures</b>	<b>100,857</b>	<b>213,313</b>	<b>314,170</b>
<b><u>CHANGE IN FUND BALANCE</u></b>	<b>100,857</b>	<b>213,313</b>	<b>314,170</b>
<b><u>FUND BALANCE, BEGINNING OF YEAR</u></b>		<b>3,162,850</b>	
<b><u>FUND BALANCE, END OF YEAR</u></b>		<b>\$ 3,376,163</b>	

**Nevada County Consolidated Fire District**

**Statement of Revenues, Expenditures & Change in Fund Balance  
Budget and Actual - Capital Fund  
For the Year Ended  
June 30, 2019**

<b><u>REVENUE</u></b>	<b><u>Final Budget</u></b>	<b><u>Capital Improvement Fund</u></b>	<b><u>Total</u></b>
Tax Revenue	\$ -	\$ -	\$ -
Special Assesment & Tax	-	-	-
State Taxes	-	-	-
Charges for Service	-	-	-
Rental Income	1,900	2,946	1,046
Interest & Investment Earnings	-	-	-
Mitigation Fees	80,000	111,188	31,188
Grants & Contributions	-	-	-
Gain on Disposal of Assets	-	-	-
Miscellaneous	-	750	750
<b>TOTAL REVENUE</b>	<b>81,900</b>	<b>114,884</b>	<b>32,984</b>
<b><u>EXPENDITURES</u></b>			
Capital Assets	203,224	-	203,224
Debt Service:			
Principle	-	182,028	(182,028)
Interest	-	21,196	(21,196)
Salaries and Employee Benefits	-	-	-
Services, Supplies and Refunds	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>203,224</b>	<b>203,224</b>	<b>-</b>
<b>Excess (Deficit) Revenues over Expenditures</b>	<b>(121,324)</b>	<b>(88,340)</b>	<b>(209,664)</b>
<b>Other financing Sources/(Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CHANGE IN FUND BALANCE</u></b>	<b><u>(121,324)</u></b>	<b><u>(88,340)</u></b>	<b><u>(209,664)</u></b>
<b><u>FUND BALANCE, BEGINNING OF YEAR</u></b>		<b>207,511</b>	
<b><u>FUND BALANCE, END OF YEAR</u></b>		<b><u>\$ 119,171</u></b>	



# Nevada County Consolidated Fire District

## Resolution 20-01

### 2012 Special Tax Fund Transfer

**WHEREAS**, the 2012 Special Tax was passed by voters to provide additional operating funds to Nevada County Consolidated Fire District (“District” or “NCCFD”), and

**WHEREAS**, the tax measure contained the stipulation it would be established as a separate fund in the Nevada County treasury, and

**WHEREAS**, Nevada County has provided the December 2019 installment of this tax, and fund has a balance of \$519,886.19 as of the writing of this resolution, and

**WHEREAS**, the Nevada County Auditor-Controller requires the NCCFD Board of Directors to authorize and approve the transfer from the special fund to operating funds.

**NOW, THEREFORE, BE IT RESOLVED** that the NCCFD Board of Directors, by adoption of this resolution, approves the transfer of \$518,000.00 from the 2012 Special Tax Fund (6734) to operating funds (6722) to cover operating expenses.

**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 16th day of January, 2020 by the following roll call:

Ayes:  
Noes:  
Absent:  
Abstain:

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

Attest:

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Nicole Long, Secretary of the Board





**6.**

**Presentation on Station 86  
remodel.**



## Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

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

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

To: Nevada County Consolidated Fire District Board of Directors  
From: Jim Turner, Fire Chief  
Date: December 30, 2019  
Re: 2019 Accomplishments and 2020 District Goals

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### **Background:**

It is the goal of the District's administration to identify and implement programs and/or procedures, which would enhance and improve the services that we provide daily. Listed below are some of the accomplishments that we have achieved within the past year.

### **Administration:**

1. Developed and established the exploration of a single Western Nevada County Fire District.
2. Established working group to review and expand delivery of services between Western Nevada County Fire Agencies. Meetings to start in February of 2020.
3. Established professional and advantageous relationship with County CEO.
4. Enter admin service agreement with Ophir Hill Fire Protection District to assist with personnel transition and audit support.
5. Enter ongoing service agreement with Higgins Fire District to provide admin and audit support.
6. Capital Contingency Account equal to two months of operational expenditures.
7. Updated the District's Fee and AB1600 Mitigation Fee schedules.
8. District 5-Year financial projections.
9. Participated on numerous wildland safety panels to address community concerns.
10. Guest speaker in an informational documentary on wildfire safety, produced by Mary Owens.
11. Revised job descriptions and responsibilities for Safety personnel

12. Selected as a representative of Northern California fire services to attend PG&E's executive committee addressing wildland fire safety concerns.
13. Staff were invited and participated as a member of the oral board to select the new County OES Director.

**Grants:**

1. Applied for and received USDA / Cal Fire VFA Grant just over \$17,000.00

**Operations:**

1. Placed into service (2) sauna decontamination units to aid in cancer prevention for safety personnel.
2. Implemented various departmental procedures and programs in cancer prevention for safety personnel.
3. In conjunction with our allied agencies, we have developed the guidelines and usage for a countywide type III incident support team. Several District personnel have attended the initial training module to actively participate.
4. Management and staff have met with California Highway Patrol Air Operations and are currently working on a memorandum of understanding between agencies to implement a joint contract for usage of personnel for helicopter rescues within Nevada County.
5. Identified funding and hired nine Seasonal Firefighters for the term June to November.
6. Safety personnel implemented several advanced / optional EMS skills
7. Conducted promotional examination for the position of Lieutenant.
8. Trained support personnel to participate in a regional Critical Incident Debrief Program.
9. In conjunction with allied agencies, developed several public safety announcements regarding river safety.
10. Staff have developed and/or modified 40 Lexipol policies that are going through or have completed the review and approval process.

**Facilities / Fleet:**

1. Established and filled "service technician" position to assist in the repair and up-keep of District equipment.
2. Painted Station 88 and Station 89.
3. Placed new District signs on all staffed stations.
4. Ordered a new duty vehicle for shift Battalion Chiefs.
5. Completed a lease agreement with the Nevada County Sheriff's Office for the former Station 91.

6. Enlisted the services of an architectural firm regarding the remodel of Station 86.
7. Received and placed into service a new Type II fire engine for Station 86.
8. Developed specifications and ordered a new squad for Station 84.

**Fire Prevention:**

1. Entered into formal contract with the County of Nevada for the management and supervision of Defensible Inspector Program.
2. Successfully conducted 5<sup>th</sup> year of the “Fireworks Enforcement Taskforce”.
3. Purchased the software and monitor to be able to review construction plans electronically.
4. Drone Program up and running.
5. Continue to participate in various fire safety committees. Also meeting with neighborhood groups, associations, schools, as well as Firewise Communities within the District.
6. Participate in Community Agencies United for Safe Schools and Safe Streets (CAUSSSS) sponsored by the Superintendent of Schools Office.
7. Continue to participate in the County’s Drug Endangered Children group.
8. Worked with the 6-B Ranch Estates Homeowners Association to place their water storage systems for fire protection back in service. This includes two hydrants fed by ponds and one water storage tank. This project took over a year to complete.
9. Completed active shooter training with our Law Enforcement partners.
10. Participated in a working group on developing the County’s Cannabis Ordinance and plan review of new grow sites.
11. Staff participated in meetings with the County, North San Juan Fire, Cal Fire and Cal Trans on the replacement of the Edwards Crossing Bridge.

## Goals for 2020:

1. Development and support of programs that will enhance community involvement. Research and begin development of a “multi-level system” enhancing the current reserve program.
2. Management Staff has seen a direct correlation between having accurate and accessible data to achieve successful implementation of programs and the awarding of grant funding. We will be researching new computer-based programs to make the availability of in-depth data obtainable for our personnel.
3. District Staff will be working together to identify new ideas which are financially responsible and within budget to update and/or replace the existing Station 86. We will focus our attention to meet the needs of the assigned personnel, the constituents which we serve, and the future needs and growth of the District.
4. District Staff will be evaluating recorded data associated with using the rescue squad in comparison to the engine emergency responses out of Station 84. The evaluation will encompass several areas to include, but not limited to response, fuel consumption, maintenance, and overall delivery of services.
5. Management Staff will participate with allied agencies to discuss and develop programs and services that will mutually enhance and reduce cost throughout Western Nevada County Fire Services. Meetings are tentatively scheduled to start in February 2020 including representatives from the County of Nevada.
6. The Department of Fire Prevention will be working with staff from the County of Nevada to expand and enhance the defensible space inspector program. The County of Nevada is currently working on identifying additional funding to ensure goals will be met in 2020 and the future.



**8.**

## **Committee Assignments**



## NCCFD CHIEFS' MONTHLY REPORT

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**To:** NCCFD Board of Directors  
**From:** Jim Turner, Fire Chief  
Jerry Funk, Deputy Chief  
**Date:** January 8, 2020

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### **OPERATIONS**

#### **Statistical data for the period of December 1 thru December 31, 2019.**

- 550 calls for service. (358 emergency, 192 non-emergency)
  - Average response time urban – 3 minutes 33 seconds
  - Average response time rural - 9 minutes 10 seconds
  - Average response time overall - 5 minutes 51 seconds
- \*Averages based on emergency responses only.

#### **Significant Incidents:**

- Residential structure fire, Scotts Flat area. Fire contained to a drier.
- Residential structure fire, McCourtney area. Fire contained to an exterior deck.
- Vehicle fire with a burn victim in a freight trailer being utilized as a residence. Fire cause was determined to be a propane heater.
- Two medical aid calls determined to be caused by elevated carbon monoxide levels. Elevated CO levels activated by constant monitoring alarms carried on our medical bags.
- Numerous serious traffic collisions.

#### **Training:**

- 763 hours of documented training for the month of December.

### **ADMINISTRATION**

- Chief Turner, Deputy Chief Funk and Fire Marshal McMahan attended the monthly Nevada County Fire Chiefs Meeting.
- Chief Turner and Deputy Chief Funk attended the law enforcement / fire supervisors meeting.
- Deputy Chief Funk and Fire Marshal McMahan attended the monthly CAUSSSS meeting.
- Deputy Chief Funk and Fire Marshal McMahan attended the quarterly Nevada County Wildfire Stakeholders Meeting.
- Deputy Chief Funk and Fire Marshal McMahan attended a Public Safety Parent Education forum at Seven Hills School.



## NCCFD CHIEFS' MONTHLY REPORT

- Chief Turner, Fire Marshal McMahan and Deputy Fire Marshal Mason attended training on body-worn cameras.
- Deputy Chief Funk continued research on fuel and power options for NCC facilities.
- NCC Personnel participated in the "Toys for Tots" program led by the US Marine Corps Reserves.

### **FIRE PREVENTION**

#### **Fire Investigations:**

- Fire Marshal McMahan investigated a fire and LP Gas explosion that occurred in 53-foot semi-trailer that was being used as a living quarters. The victim/resident received burns that required him to be flown to the burn unit. To date he is still in the burn unit and will be for some time.

#### **Meetings and Training attended by Fire Marshal McMahan:**

- Hazardous Vegetation Ordinance update with County Staff and DFM Mason
- Sacramento Sierra Arson Task Force
- Development Planning Committee meeting regarding the Idaho-Maryland Mine Project
- Board of Supervisors regarding Title 14 updates and adoption
- Cannabis Alliance with Captain Thomas and Captain Furtado regarding Fire Service Requirements
- Met with Nevada Union High School Staff and the Superintendent of Schools Office regarding sheltering in place on campus

#### **Comments:**

Fire Marshal McMahan and DFM Mason attended the Fire Safe Councils Defensible Space Advisor training to discuss the Vegetation Management Ordinance and to introduce Shayne McLaughlin from the County's Defensible Space Inspection Program under the Office of Emergency Service.





**9.**

**Closed Session  
Conference with Labor  
Negotiators**