

Penn Valley Fire Protection District 10513 Spenceville Road Penn Valley, CA 95946 (530) 432- 2630 www.pennvalleyfire.com



Nevada County Consolidated Fire 640 Coyote Street Nevada City, CA 95959 (530) 265-4431 www.nccfire.com

Nevada County Board of Supervisors Attention Chairman Scofield 950 Maidu Avenue Nevada City, CA 95959

From: NCCFD Board of Directors & PVFPD Board of Directors

Subject: Temporary Gap Funding to Operate Fire Station #59 During Reorganization Efforts

Date: July 5, 2023

Chairman Scofield,

Nevada County Consolidated Fire District (NCCFD) and Penn Valley Fire Protection District (PVFPD) officially request funding to maintain operational effectiveness for Rough and Ready Fire Station 59. Rough & Ready Fire Protection District (RRFPD) has experienced a significant decline in revenues required to maintain minimum staffing of two firefighters on duty each day over the last several years. Despite all efforts, the Rough & Ready Fire Board of Directors' only option was to lay off all remaining employees and file for dissolution with the Nevada County LAFCo.

To avert a catastrophic gap in coverage, PVFPD and NCCFD have partnered to develop a short-term plan that would maintain critical staffing levels needed for the RRFPD community. When presented to the Nevada County LAFCo during their June 2023 commission meeting the plan received clear support. Cooperatively our two fire districts, along with county staff, have determined a distinct path forward. This plan makes certain that Station 59 is staffed with two firefighters twenty-four hours a day for response.

We request that the County of Nevada provide the necessary gap funding of \$500,000 per year for the next two years. This will allow PVFPD and NCCFD to conduct the necessary phases to reorganize the three organizations into one. We anticipate the merger of our organizations will eliminate costly redundancies while enhancing the overall efficiencies within our local government. The purpose of this gap funding will ensure that the services for the citizens of PVFPD and NCCFD will not be diluted by the fiscal demands of co-staffing the RRFPD fire station. We appreciate your continued support as we navigate through this process.

Thank you for your consideration,

Kindly,

Bruce Stephenson

Board President, PVFPD

Keith Grueneberg

Board President, NCCFPD

Cc: Allison Lehman Nevada County CEO

MEMORANDUM OF UNDERSTANDING BETWEEN COUNTY OF NEVADA, ROUGH & READY FIRE PROTECTION DISTRICT, PENN VALLEY FIRE PROTECTION DISTRICT, AND NEVADA COUNTY CONSOLIDATED FIRE DISTRICT

This Memorandum of Understanding ("Memorandum"), dated as of August 8, 2023, is by and between the County of Nevada, hereinafter referred to as the "County", and Rough & Ready Fire Protection District ("RRFPD"), Penn Valley Fire Protection District ("PVFPD"), and Nevada County Consolidated Fire District ("NCCFD"), hereinafter referred to as the "Districts".

RECITALS

WHEREAS, in Nevada County, California, under the Fire Protection District Law of 1987, the Districts provide the inhabitants within District boundaries with various services, including, but not limited to, fire protection services, rescue services, emergency medical services, hazardous material emergency response services, ambulance services, and other services relating to the protection of lives and property ("Services"); and

WHEREAS, on March 20, 2023, RRFPD filed a Resolution of Application for dissolution with the Local Agency Formation Committee of Nevada County (LAFCo) and notified the public that the Rough & Ready Station #59 would close by June 30, 2023, and all parties recognize that it is imperative that the Rough & Ready community has adequate fire protection services; and

WHEREAS, on April 11, 2023, PVFPD filed a Resolution of Application for Annexation of the RRFPD territory, once RRFPD was dissolved; and

WHEREAS, LAFCo has undertaken a countywide Municipal Services Review, which should be complete by the end of 2023; and

WHEREAS, at the June 22, 2023, LAFCo meeting, the Districts announced that they would explore reorganizing into one district to increase the effectiveness and efficiency of fire protection and other services delivery, by seeking, pursuant to the provisions of Government Code section 56000 et seq., a consolidation ("Reorganization"); and

WHEREAS, in recognition that independent fire protection districts in Nevada County are essential in ensuring public peace, health and safety, the County supports the Districts' efforts to reorganize into one new district; and

WHEREAS, California Government Code section 26227 provides that the County Board of Supervisors may appropriate and expend money to finance programs deemed to be necessary to meet the social needs of the population of the county, including, but not limited to, the areas of health, law enforcement and public safety; and

WHEREAS, the Districts have requested funding from the County for temporary support of fire protection services at Rough & Ready Fire Station #59; which all parties acknowledge is in an important location to respond to the Rough & Ready community, to Penn Valley and other surrounding districts; and

- whether the funds were utilized only for the purpose of fire protection services within RRFPD's boundaries.
- d. The Districts will develop and adopt a budget for the ongoing operation of Rough & Ready Fire Station #59 that does not assume County contributions in Fiscal Year 25-26 or beyond.
- 3. The Districts will initiate a Reorganization process with LAFCo. The Reorganization process will include the following actions:
 - a. The Districts will enter into an agreement regarding coordination of efforts for preparation of substantially similar resolutions of applications for the Reorganization pursuant to Government Code section 56853, for consideration for approval by each of their Boards of Directors, and if the Resolutions of Application are approved, for preparation, completion, and submission of an application and related documents to LAFCo for the Reorganization no later than February 1, 2024.
 - The agreement will define the level of service the newly reorganized district ("Reorganized District") will provide, and will address governance, administration, and operations for the Reorganized district.
 - b. The Districts agree to cause to be prepared a comprehensive financial analysis to support the Districts' Reorganization proposal.
- 4. The County will make monthly payments to PVFPD based on the Districts meeting continued expectations and requirements towards the Districts' Reorganization, the Districts' operation of Rough & Ready Station #59 and tied to the "milestones" listed below.
 - a. Milestone 1: The Districts will provide fire protection and other services to the area formerly covered by the Rough & Ready Fire Protection District starting July 1, 2023.
 - b. Milestone 2: RRFPD, PVFPD, and NCCFD districts will bring the agreement regarding Reorganization for approval by each of their Boards of Directors by December 1, 2023.
 - c. Milestone 3: The Districts will apply to LAFCo for reorganization by submitting Resolutions of Application materials to LAFCo by February 1, 2024.
 - d. Milestone 4: The Districts will complete reorganization of the new district by July 1, 2024, if approved by LAFCo.
 - e. Milestone 5: The Districts will provide enhances services to the newly formed district by December 31, 2024.

ATTN: Chief Don Wagner

To NCCPD:

Nevada County Consolidated Fire District

640 Coyote Street Nevada City, CA 95959 ATTN: Chief Jason Robitaille

IN WITNESS WHEREOF, County and District, by their duly authorized representatives, have executed this Memorandum on the day and year first written above.

Edward C. Scofield Chair, Board of Supervisors	ROUGH AND READY FIRE PROTECTION DISTRICT Memmas Publication
Date:	Date: 7-12-23
APPROVED AS TO FORM:	PENN VALLEY FIRE PROTECTION DISTRICT
Katharine L. Elliott, County Counsel	Date: 2/1/2023 NEVADA COUNTY CONSOLIDATED FIRE DISTRICT
	Date: 1/20/23

Attachment A MOU- County, RRFPD, PVFPD, NCCFI Operating Budget - Rough & Ready Fire 2023/24 Fiscal Year	Station #59													+
Operating Budget - Rough & Ready Fire	Station #59													
1 0 0 0														
2020/211100011001	22/215													
	22/215 1			23/24 Budget - Monthly										
	23/24 Budget	Jul	Aug									Jun	Budget Total	
			8											8
														-
Revenue*														-
RRFD Fire Assmt	140,000						77,000				56,000		7,000	140,000
RRFD 1% Ad Valorum	290,500						159,775				116,200		14,525	290,500
RRFD Prop172	43,750	3,646	3,646	3,646	3,646	3,646	3,646	3,646	3,646	3,646	3,646	3,646	3,646	43,750
RRFD Current Unsecured	4,200	3,040	3,040	3,040	3,040	3,040	4,200	3,040	3,040	3,040	3,040	3,040	3,040	4,200
RRFD Supplemental Secured	7,000						1,000	1,000	1,000	1,000	1,000	1,000	1,000	7,000
County Support*	367,550	_		21,563	87,520	87,521	1,000	1,000	18,588	86,520	1,000	842	64,996	367,550
NCCFD Contribution	507,550	_	<u>-</u>	21,303	67,320	07,321			10,300	80,320		042	04,990	507,550
Total Revenue	853,000	3,646	3,646	25,209	91,166	91,167	245,621	4,646	23,234	91,166	176,846	5,488	91,167	853,000
Total Revenue	033,000	3,040	3,040	23,207	71,100	71,107	243,021	7,040	23,234	71,100	170,040	3,400	71,107	033,000
Expenses														-
Payroll Related Costs	900,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	900,000
Fuel	18,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Γablets	4,000	4,000	·	,										4,000
Dispatch Services	16,000	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000
Vehicle Maintenance	16,000	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000
Household supplies	6,000	500	500	500	500	500	500	500	500	500	500	500	500	_
Professional Services	22,000	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	1,833	22,000
Office Expense	5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Utilities	30,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
Structure Maintenance	15,000	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
Engine Payment**	36,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	36,000
Liability Insurance**	20,000	20,000												20,000
Training/New Hire Expenses**	60,000	17,500	17,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	60,000
Total Expenses	1,148,000	130,167	106,167	91,167	91,167	91,167	91,167	91,167	91,167	91,167	91,167	91,167	91,167	1,148,000
Net Change in Fund Balance	(295,000)	(126,521)	(102,521)	(65,958)	(1)	0	154,454	(86,521)	(67,933)	(1)	85,679	(85,679)	0	(295,000)
Net Change in Fund Balance	(293,000)	(120,321)	(102,321)	(03,938)	(1)	0	134,434	(80,321)	(07,933)	(1)	63,079	(83,079)	0	(293,000)
Beginning Fund Bal RRFD*	295,000	295,000	168,479	65,958	1	(0)	(0)	154,454	67,933	0	(0)	85,679	(0)	295,000
Ending Fund Bal RRFD	-	168,479	65,958	1	(0)	(0)	154,454	67,933	0	(0)	85,679	(0)	0	0
*Notes:														
Revenues are estimates based on 21/22 ac	ctuals													
County Contribution not to exceed \$1M t		/25												
Fund balance is estimated pending close of														

Attachment A						1								
MOU- County, RRFPD, PVFPD, NCC	CFD													
Operating Budget - Rough & Ready F														
2024/25 Fiscal Year														
2021/201100011001	24/25 Budget - Monthly													
	24/25 Budget	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Budget Total
				1							1			8
														_
Revenue*														_
RRFD Fire Assmt	144,200						79,310				57,680		7,210	144,200
RRFD 1% Ad Valorum	301,888						166,038				120,755		15,094	301,888
RRFD Prop172	43,750	3,646	3,646	3,646	3,646	3,646	3,646		3,646	3,646	3,646	3,646	3,646	43,750
RRFD Current Unsecured	4,200	3,010	3,010	3,010	3,010	3,0.0	4,200		3,0.0	3,010	3,010	3,610	3,010	4,200
RRFD Supplemental Secured	7,000						1,000		1,000	1,000	1,000	1,000	1,000	7,000
County Support*	632,450	115,388	90,788	90,789	90,788	90,789	1,000	1,000	19,816	89,789	1,000	1,141	43,162	632,450
NCCFD Contribution	24,322	113,500	70,700	70,707	70,700	70,707			15,010	07,707		1,111	24,322	24,322
Total Revenue	1,157,810	119,034	94,434	94,435	94,434	94,435	254,194	4,646	24,462	94,435	183,081	5,787	94,434	1,157,810
			2 3, 22 2	7 1,100	7 1,10	7 1,122		1,010		2 3,300	1	2,121	7 1,12 1	
Expenses														_
Payroll Related Costs	936,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	936,000
Fuel	18,360	1,530	1,530	1,530	1,530	1,530	1,530	1,530	1,530	1,530	1,530		1,530	18,360
Tablets	4,000	4,000					,			-		-	,	4,000
Dispatch Services	16,480	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	16,480
Vehicle Maintenance	16,480	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	1,373	16,480
Household supplies	6,180	515	515	515	515	515	515	515	515	515	515	515	515	
Professional Services	22,660	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	22,660
Office Expense	5,150	429	429	429	429	429	429	429	429	429	429	429	429	5,150
Utilities	30,600	2,550	2,550	2,550	2,550	2,550	2,550	2,550	2,550	2,550	2,550	2,550	2,550	30,600
Structure Maintenance	15,300	1,275	1,275	1,275	1,275	1,275	1,275	1,275	1,275	1,275	1,275	1,275	1,275	15,300
Engine Payment**	36,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	36,000
Liability Insurance**	20,600	20,600												20,600
Training/New Hire Expenses**	30,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
Total Expenses	1,157,810	119,034	94,434	94,434	94,434	94,434	94,434	94,434	94,434	94,434	94,434	94,434	94,434	1,157,810
Net Change in Fund Balance	(0)	(0)	(0)	1	(0)	1	159,760	(89,788)	(69,972)) 1	88,647	(88,647)	0	(0)
														_
Beginning Fund Bal RRFD*	-	-	(0)	(1)	0	(0)	0	159,760	69,972	(0)	0	88,647	(0)	-
Ending Fund Bal RRFD	(0)	(0)	(1)	0	(0)	0	159,760	69,972	(0)	0	88,647	(0)	(0)	(0)
*Notes:														
Revenues are estimates based on 21/22	2 actuals													
County Contribution not to exceed \$11	M total for $23/24 + 24$	/25												
Fund balance is estimated pending clo	se of 22/23 Year End													

Penn Valley Fire Protection District Nevada County Consolidated Fire District Additional Costs to Staff Station 59

Payroll Related C	osts	900,000	Includes 90 days of Overtime for hiring per
Fuel		18,000	
Tablets		4,000	Update iPads
Dispatch Services		16,000	
Vehicle Maintena	nce	16,000	
Household Suppl	es	6,000	
Professional Serv	ices	22,000	
Office Expense		5,000	
Utilities		30,000	
Structure Mainte	nance	15,000	Deferred Maintenance
Engine Payment		36,000	
Liability Insurance	2	20,000	
Training/New Hir	e Expenses	60,000	Includes 3 new hire costs -> traning, etc.
	Total Additional Expenses	1,148,000	

	3034																
Firefighter Operator 23/24 rates w. AA	Step	Hourly Rate	ST Wages	Holiday	Overtime	Vacation Sell Back	Uniform Allowane	Medicare	Workers Comp	OT Workers Comp	SUI	Life Insurance	Health Insurance	PERS - PEPRA	Cost		
	5	24.38	73,982.88	2,414.08	10,534.15	1,072.92	930.00	1,289.54	5,989.52	550.94	112.00	276.00	20,322.96	10,504.58	127,979.56	3 annual	383,938.69
Lieutenant BA (2.75% & 15 year longevity 2.5%)	Step	Hourly Rate	ST Wages	Holiday	Overtime	Vacation Sell Back	Uniform Allowane	Medicare	Workers Comp	OT Workers Comp	SUI	Life Insurance	Health Insurance	PERS - PEPRA	Cost		
	5	31.06	94,236.04	3,074.94	13,417.92	1,366.64	930.00	1,638.87	7,629.18	701.76	112.00	276.00	20,322.96	13,380.26	157,086.57	3 annual	471,259.70
																total annual	855,198.39
			720														
Firefighter Overtime (720 hours)		24.38			26,330.40			381.79		1,377.08					28,089.27	3 (90 days)	84,267.81
Firefighter (2315 hours)															106,407.54		319,222.62
Lieutenant Overtime (720 hours)		31.06			33,544.80			486.40		1,754.39					35,785.59	3 (90 days)	107,356.78
Lieutenant (2315 hours)															129,609.10		388,827.30
															2	23/24 fiscal year	899,674.51