










NORTH SAN JUAN FIRE PROTECTION DISTRICT

13200 Tyler Foote Crossing Rd., Nevada City, California
Phone (530) 292-9159 ♦ Fax (530) 292-1417 ♦ info911@nsjfire.org ♦ www.nsjfire.org

BOARD OF DIRECTORS – REGULAR MEETING Tuesday, May 26, 2015

AGENDA

1. **7:00 P.M. – CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**
2. **7:01 P.M. or as soon thereafter as possible – PUBLIC COMMENT ON MATTERS NOT ON AGENDA** – *As per the Brown Act, members of the community are free to speak on any item of interest to the public that is within the subject matter jurisdiction of the Board. The Chair will recognize individuals who wish to speak. Comments should be directed to the Board. Each individual shall be given one opportunity to speak. Please limit your comments to five minutes.*
3. **CONSENT CALENDAR.** *These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.*
 - Action* A. Minutes of April 28, 2015 Board meeting 
4. **ANNOUNCEMENTS.** *As per the Brown Act, a Board member may make a brief announcement or report on his or her own activities. Board members may also provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*
5. **REPORTS**
 - A. Chief's Report – Jason Flores
 - i. Incident Statistics for April 2015 
 - B. Treasurer's Report – Marilyn Mociun
 - i. Donations 
 - ii. April 2015 Financials 
 - Action* iii. Approve April 2015 Cash Disbursements
 - Action* iv. Adjustments - Year to Date Revenue Expense Budget vs. Actual 
 - v. Proposed Preliminary 2015/2016 Budget 
 - Action* vi. Measure Q Funds Transfer / Authorization 
 - C. District Manager Report – Tracy Corris
 - D. Firefighters Association Report – Shawn Olson
 - E. PIO Report – Christoffer Montelius
 - F. Auxiliary Report – Durinda Kelley
 - G. LAFCo Report – Ed Beckenbach
6. **NEW BUSINESS**
 - Action* A. Resolution 2015-05 Authorizing Application For Federal Excess Personal Property 
 - Action* B. Resolution 2015-06 Authorizing The Nevada County Auditor-Controller To Collect Special Taxes For Fiscal Year 2015-2016 
 - C. IIPP "Back" Policy Draft
7. **NEXT MEETING:** Next regular meeting scheduled for June 23, 2015.
8. **ADJOURNMENT**

3A

Minutes

April 28, 2015

NORTH SAN JUAN FIRE PROTECTION DISTRICT

13200 Tyler Foote Crossing Rd., Nevada City, California 95959

P.O. Box 299, North San Juan, CA 95960

Phone (530) 292-9159 Fax (530) 292-1417

www.nsjfire.org

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, April 28, 2015

MINUTES

DRAFT

PRESENT: Pat Leach, Chair; Bruce Boyd, Vice-Chair; Marilyn Mociun, Treasurer; Durinda Kelley; Ed Beckenbach; Jason Flores, Chief; Tracy Corris, District Manager; Kelly Moreno, District Secretary

1. **CALL TO ORDER:** Meeting called to order at 7:01 PM. Roll taken. All members present. Quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT:** There were no public comments.
3. **CONSENT CALENDAR:**
 - A. Pat called for any edits or discrepancies identified in last month's Board Meeting minutes. None were voiced. Ed Beckenbach moved to approve the March 24, 2015 minutes as presented, Durinda Kelly seconded, motion passed by unanimous vote.
4. **ANNOUNCEMENTS:**
 - i. Durinda Kelley asked if anyone in the Department notices anything that needs to be done at the school at Shady Creek to please let her know.
 - ii. Bruce Boyd shared information received from a fire behavior exhibit; succulents and other cactus are very good to plant around your house, whereas, shrubs against buildings are sources of ignition.
 - iii. Pat Leach encouraged volunteering for Red Cross. Ned Russell needs volunteers for the Nevada County regional office.
 - iv. Boomer Sicilini a volunteer at Graniteville has expressed an interest in joining us for Wednesday training sessions.
5. **REPORTS:**
 - A. Chief's Report- Jason Flores:
 - i. Chief Flores reported on the eye injury obtained by firefighter Olson. The outcome was good, no long term issues. It was taken care of quickly and the Workers' Comp. paperwork was completed in a timely manner.
 - ii. The ISO review went smoothly. Chief Flores expressed appreciation to BC Tom Browning, BC Boyd Johnson, Kelly Moreno, and Tracy Corris for their preparation assistance. He feels confident that we will be able to maintain our 8B ISO rating and hopeful that we can get an increased (split) rating for the Ananda community.
 - iii. BC Boyd Johnson met with the Camptonville Fire Board about the possibility of a joint use agreement including equipment and firefighters. Chief Flores encouraged our Board members to reach out to the Camptonville Fire Chief

and Board about opportunities to team up. Bruce Boyd volunteered to make that connection.

- iv. Chief Flores will attend a meeting of the Yuba River Fire Chiefs, to review annual agreements. He welcomed the Board to join him at this meeting.
- v. While there is no Advanced EMT training program in the region (yet), we are pursuing other possibilities in this direction. We submitted an application to provide EMT optional skills, Intranasal Narcan and Injectable Epinephrine. CPAP use is currently in place. There is potential to have advanced EMT services available by mid-summer. We will continue making improvements while we await the availability of a formal Advanced EMT program.
- vi. We continue to see volunteer interest. Last month five new recruits were introduced to the Board. This month we have a local woman entering the Rookie Class training program.
- vii. Pack Test Wildland Training is currently in progress.
- viii. We have acquired and issued new apparel to firefighters. This was made possible by a Cal Fire Grant we received.
- ix. Wildland fire season is in full swing. Burn permits will be required beginning May 1, 2015. The #1 cause of fires is abandoned campfires (human cause)/ lightning strikes (natural cause).
- x. In March we responded to 27 calls/incidents totaling 3,000 hours, with an average 4.5 firefighters per call. Fire numbers are increasing, although, medical calls remain our primary response.

B. Treasurer’s Report- Marilyn Mociun

- i. Donations - We received donations in the amount of \$80 during the period of 3/20/2015 to 04/20/2015.
- ii. March 2015 Financials – Cash disbursement, and fund balance reports were provided.

March:	GENERAL	MITIGATION	MEASURE Q
Beg. Balance	\$119,315.60	\$ 2844.62	\$ 54,136.27
Revenue	\$ 30,488.18	\$ 4.66	\$ 93.98
Expenditure	<u>\$ (34,175.98)</u>	<u>\$ (0.00)</u>	
BALANCE	\$115,627.80	\$ 2,849.28	\$ 54,230.25

Add the following items to next month’s agenda as action items: Revenue Expense Budget vs. Actual, Measure Q Funds Transfer.

There were no questions or additional clarification needed. Bruce Boyd moved to approve the March 2015 disbursements, Pat Leach seconded, motion approved by unanimous vote.

C. District Manager Report – Tracy Corris

- i. Currently we share a T1 line with Mother Truckers. At times we are competing for bandwidth, typically on their ordering days and the days when we process payroll. This is problematic when it occurs concurrently. No immediate change is necessary.
- ii. We have a small infestation of termites in the pump house at Station 3. Terminex came out and did a full inspection. Repairs are currently taking place.

- iii. Tracy attended an ethics/harassment training and found it well worth the time spent.
 - iv. We reached out to Higgins Fire Dept. to offer guidance as they are currently going through SCI.
 - v. There is a concern about the portion of land that we use for the CalStar landing area. This is part of a parcel currently listed for sale. BC Boyd Johnson offered to call the family to see about the possibility having it donated to NSJFPD.
 - vi. We are wrapping up our first paid call to include Measure Q funds. The District liability tax is unknown until payroll is complete.
- D. Firefighter Association Report – Shawn Olson
- i. We held an outreach program at Grizzly Hill School on April 9th where we covered fire safety information, 911, and stop/drop/roll. It was a fun and successful event. The kids will follow up with a field trip to Station 3 on May 21st.
 - ii. The lifejacket giveaway was slow on the first day so we carried it over to a second day, which was much busier. We are considering a third date to be held in the summer. In order to do this we will need donations in the form of money or lifejackets, as our supply of lifejackets is running low. The pizza restaurant in North San Juan may be interested in partnering in this project. The FFA would like to bring a truck out to this event, which Chief Flores authorized.
 - iii. It was an eventful month in regard to call detail. Firefighters responded to a motorcycle accident, a fire, a river rescue involving a hike-in/helicopter fly-out, and a motorcycle vs. deer collision.
 - iv. The Spaghetti Dinner event was well attended, the auction was well received, and we raised approximately \$2,500.
- E. PIO Report – Christoffer Montelius
- i. Last week was a busy week. We had mention in The Union, on YubaNet, and numerous postings on the San Juan Ridge Community Forum.
 - ii. When we receive approval to provide ‘EMT Optional Skills’ we will provide press releases to media outlets. We will also provide general information about allergic reactions.
 - iii. We would also like to send out a thank you, on behalf of the department and firefighters, to the community in gratitude for the additional funds provided by the passing of Measure Q.
- F. Fire Safe Council Report – Durinda Kelley
No meeting, nothing to report.
- G. LAFCO REPORT – Ed Beckenbach
LAFCO presented a work plan for the upcoming year along with their budget. There is legislation in the works stating that if you want to contract with Cal Fire you must get union approval. LAFCO is against this legislation. Nick Wilcox, NID’s representative, expressed distress over Governor Brown’s water conservation plan specific to rural areas and noted that they are considering legal action. Next meeting date TBD.
- H. NCFCA Report– Marilyn Mociun
No meeting, nothing to report.
- I. Fire Auxiliary Report– Durinda Kelley

The Fire Auxiliary is in full swing in the planning of the Scotch Broom Breakfast. There will be more to report at next month's meeting.

6. NEW BUSINESS

A. NSJFPD Tax Report FY 2014/15 – Marilyn Mociun

We received the Tax Report from SCI, which is an overview/summary of Measure Q. This report should be available to the public at the District Office, on our website, and information posted on the San Juan Ridge Community Forum (Facebook). We should also send a copy to YubaNet.

B. Approval of Resolution 2015-03 – Measure Q Special Tax Report Approval

Ed Beckenbach moved to approve as presented, Marilyn Mociun seconded, motion approved by unanimous vote. Ed requested that the Resolutions Table of Contents be updated and distributed to the Board.

C. FDAC Conference Review – Pat Leach

Pat shared a PowerPoint presentation handout of *Board Roles and Responsibilities*. She will share more over time, and noted that:

- SRA probably will not be repealed.
- Cal Fire Reimbursement Portal to Portal, resolutions are needed.

Tracy reminded the Board that we have already approved a resolution for portal to portal pay. Pat requested that each Board member receive a copy of the PowerPoint presentation in its entirety.

D. IIPP/Safety Plan – Pat Leach

The IIPP was last revised in 2003. We should review and distribute a new/revised edition. 'Back Issues', page 18-19 contains no descriptive information. Safety Officer is defined as the Fire Chief. It should indicate all three Chiefs' responsibility. So many things need doing and someone needs to make sure the detailed requirements are handled. Pat reiterated the importance of the Safety Plan and the Board's Responsibility for the safety of the community and employees of NSJFPD. Workers Comp. and accident investigation needs to be reviewed annually. We will have a copy of the IIPP available in the training room for reference. A Safety Committee will be established with Pat Leach and Ed Beckenbach representing the Board. Let it be known that the Board is taking this issue seriously.

E. Website Update – Marilyn Mociun

We are currently working on updating content. A member of the community responded to a Facebook post calling for assistance. He provided some valuable information which we are building upon. Pascal from YubaNet has also offered assistance. This is a high priority and we are working to come up with a plan of action. Suggestions are welcomed.

F. Newsletter – Pat Leach

The newsletter is printed. We are now ready to prepare for mailing. We will need volunteers to assist with this process.

7. NEXT MEETING: Next Regular meeting scheduled for May 26, 2015.

8. ADJOURNMENT: Meeting adjourned at 9:02 PM.

Kelly Moreno

Kelly Moreno, Board Secretary

5A i

Chief's Report
Incident Statistics
April 2015

NSJFPD INCIDENT RESPONSE DETAIL - APRIL 2015

Date	ER Type	Location	Minutes	Number of Personnel Responding	Notes	Out of District Responses	Response Time
4/4	MA		51	3	M3 Transport		6
4/4	MA		35	9	SNMH Transport		6
4/4	FW		148	2	Fire out on arrival	✓	n/a
4/5	MA		36	3	No Information		n/a
4/5	MA		31	5	SNMH Transport		9
4/7	MA		48	4	SNMH Transport		9
4/9	MA		39	2	SNMH Transport		11
4/10	MA		14	4	CalFire on scene		n/a
4/11	FW		436	1	Mutual Aid to CDF	✓	34
4/12	MA		70	3	SNMH Transport	✓	20
4/12	MA		47	3	SNMH Transport		9
4/13	MA		45	2	Patient Contact/No Transport		6
4/14	PA		22	3	Non-Injury		2
4/14	MA		79	2	Patient Declined Transport		5
4/15	VA		44	3	SNMH Transport		5
4/16	FDC		26	2	Control Burn Check		n/a
4/17	FW		231	6	Fire contained		16
4/18	MA		152	4	H2O Transport	✓	51
4/18	MA		67	4	Patient Declined Transport		18
4/18	O		5	3	Canceled	✓	n/a
4/19	MA		85	2	SNMH Transport		5
4/20	VA		15	2	No Information		7
4/20	MA		41	4	SNMH Transport		8
4/20	FS/FW		21	5	Call Canceled	✓	n/a
4/24	FSC		18	2	Not Found		n/a
4/27	MA		40	4	SNMH Transport		15
4/30	MA		37	10	SNMH Transport		10
					Total Calls:	27	
					Total Man Hours:	3044.18	
					Average FF/Call:	3.6	

MA = Medical Aid VA = Vehicle Accident FS = Fire, Structure FW = Fire, Wildland
 F-S/W = Fire, Structure/Wildland FV = Fire Vehicle F-V/W = Fire, Vehicle/Wildland
 F-FA = Fire, False Alarm F-SC = Fire, Smoke Check F-DC = Fire, Debris Check
 FMS = Fire Menace Standby Haz Mat = Hazardous Materials PA = Public Assist

NORTH SAN JUAN VOLUNTEER FIRE DEPARTMENT

	Previous Years Summaries											
	2015	2014	2013	2012	2011	2010	2015	2014	2013	2012	2011	2010
Medical Aid	53	167	159	177	169	146						
Vehicle Accident	10	46	36	49	36	53						
Fire - Structure	2	8	9	10	12	2						
Fire - Wildland	4	10	23	22	7	10						
Fire - Structure/Wildland	3	3	0	2	0	0						
Fire - Vehicle	3	2	2	2	2	0						
Fire - Vehicle/Wildland	0	0	2	2	1	0						
Fire - Smoke Check	5	21	11	13	9	3						
Fire - Debris Check	5	6	11	11	8	4						
Fire - Other	0	0	0	0	0	0						
Fire - False Alarm	2	7	7	14	10	8						
Fire - Menace Standby	0	1	1	9	4	5						
Haz Mat	0	2	1	0	1	0						
Public Assist	4	18	14	23	9	16						
Other	14	2	3	1	1	0						
Totals:	105	293	279	335	269	247						

Emergency Response	2015 SUMMARY/YEAR TO DATE ACTIVITIES												YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Medical Aid	13	9	14	17										53
Vehicle Accident		4	4	2										10
Fire - Structure		1	1											2
Fire - Wildland	1	1	1	1										4
Fire - Structure/Wildland				3										3
Fire - Vehicle	2		1											3
Fire - Vehicle/Wildland														0
Fire - Smoke Check		2	2	1										5
Fire - Debris Check	2	2		1										5
Fire - Other														0
Fire - False Alarm	2													2
Fire - Menace Standby														0
Haz Mat														0
Public Assist		1	2	1										4
Other	3	8	2	1										14
Totals:	23	28	27	27	0	0	0	0	0	0	0	0	0	105

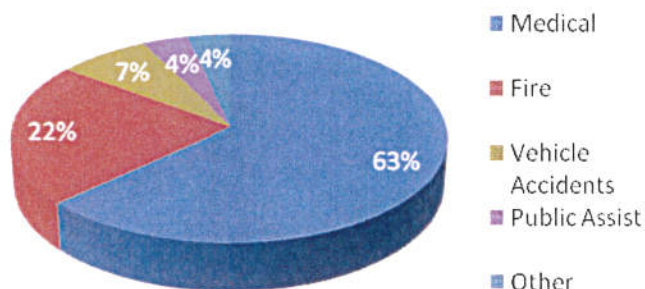
2015 Monthly Totals:	23	28	27	27	0	0	0	0	0	0	0	0	0	0	105
2014 Monthly Totals:	18	17	27	29	19	33	26	32	24	24	21	23	23	293	
2013 Monthly Totals:	17	25	24	21	22	26	34	25	21	15	25	24	24	279	
2012 Monthly Totals:	29	16	14	19	35	23	58	31	23	32	30	25	25	335	
2011 Monthly Totals:	17	27	16	16	24	26	25	26	18	24	28	22	22	269	
2010 Monthly Totals:	13	11	17	16	26	28	30	25	32	16	18	15	15	247	

Other Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Department Training	4	4	5	5									18
Special Training				1									1
External Training													0
Work Party													0
Public Education													0
Public Service													0
Totals:	4	4	5	6	0	0	0	0	0	0	0	0	19

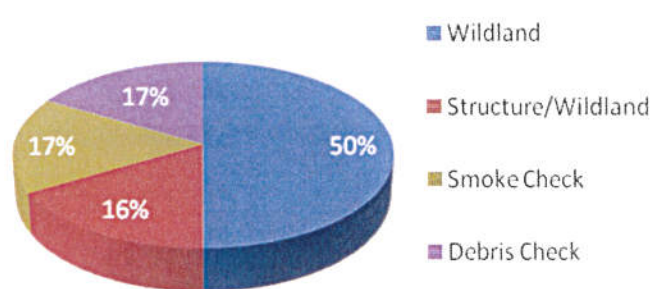
Out of District Responses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2015 Monthly Totals:	1	5	4	6									16
2014 Monthly Totals:	1	3	1	1	4	2	3	3	2	1	6	4	31
2013 Monthly Totals:	2	1	2	4	7	5	3	5	5	3	1	1	39
2012 Monthly Totals:	3	2	3	2	4	1	7	5	5	3	0	5	40
2011 Monthly Totals:	2	1	2	1	1	3	3	4	1	6	2	2	28
2010 Monthly Totals:	1	0	1	1	3	2	1	5	2	2	2	1	21

North San Juan Fire Department Call Detail for April 2015

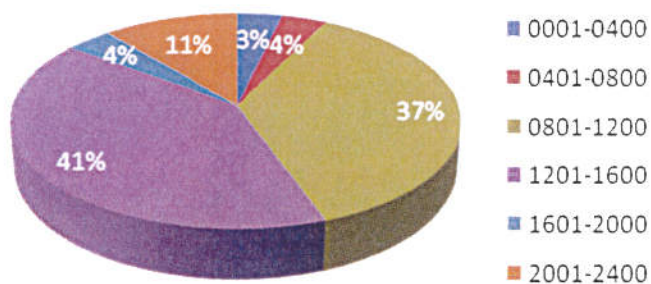
Call Breakdown



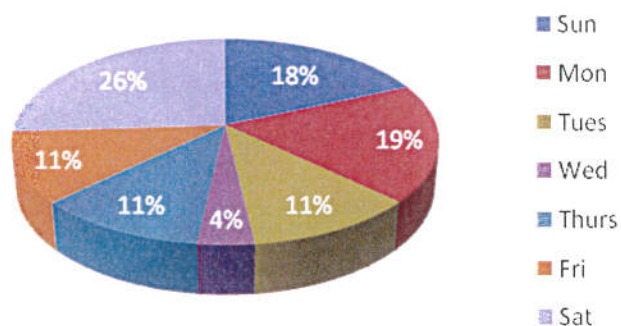
Fire Type



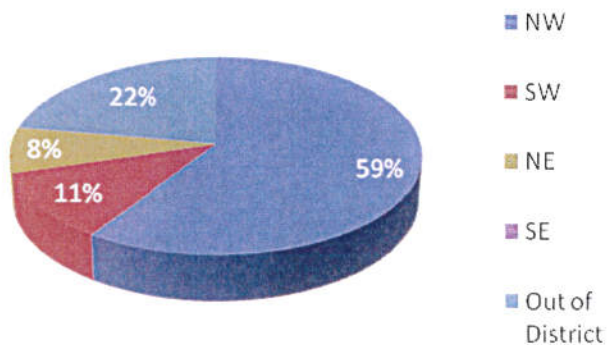
Time of Day



Day of Week



District Area



5B i

Treasurer's Report

Donations

April 2015

DONATIONS

04.20.15 through 05.20.15

CASH DONATIONS:		In Kind	Cash
Stewart McKenzie			\$200.00
NSJ Fire Auxiliary			\$5,000.00
RCD Engineering	Seals/Newsletter Mailin	\$ 20.52	
Bodhi Wagner	Mowing of CalStar Landing Area - 3 Hrs. Labor	\$ 200.00	
Carole Chadima			\$20.00
	Total In Kind Donations:	\$220.52	
	Total Cash Donations:		\$5,220.00
	Total Donations:		\$5,440.52

OTHER DONATIONS

5B ii

Treasurer's Report

April 2015

Financials

COUNTY TREASURY FUNDS MONTHLY REPORT

As of April 30, 2015

	GENERAL	MITIGATION	MEASURE Q
Beginning Balance	\$ 115,627.80	\$ 2,849.28	54,230.25
Revenue	\$ 75,688.96	\$ 178.58	\$ 40,039.08
Expenditure	\$ (22,803.98)		
BALANCE	\$168,512.78	\$ 3,027.84	\$ 94,269.33

NOTES

GENERAL FUND REVENUE: Donations, Prop 172, Interest, taxes, strike team
GENERAL FUND EXPENDITURES: A/P, Taxes, strike team

MITIGATION AB 1600 REVENUE: One permit
MITIGATION AB 1600 EXPENDITURES: none

MEASURE Q REVENUE: Interest, tax revenue
MEASURE Q EXPENDITURES: None

NORTH SAN JUAN FIRE DISTRICT
CASH ON HAND
As of April 30, 2015

April 30, 2015

ASSETS

Current Assets

Checking/Savings

10250 · Tri-Counties Bank

\$ 39.33

10717 · Measure Q Fund - Nevada County

\$ 94,269.33

10720 · General Fund - Nevada County

\$ 168,512.78

10777 · Mitigation Fund - Nevada County

\$ 3,027.84

Total Checking/Savings

\$ 265,849.28

Total Current Assets

\$ 265,849.28

NORTH SAN JUAN FIRE DISTRICT
Cash Disbursements - Tri-Counties Bank
April 2015

Date	Num	Name	Memo	Amount
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NO ACTIVITY FOR THE PERIOD

NORTH SAN JUAN FIRE DISTRICT
Cash Disbursements - General Fund
April 2015

Date	Name	Memo	Amount
		State Taxes	-592.02
04/01/2015	EDD	State Taxes	-919.64
04/06/2015	EDD	CE Training - April	-138.53
04/29/2015	Riley, Robert R	Maintenance	-11.24
04/02/2015	B & C True Value	Material	-230.43
04/02/2015	Chief Supply Company	Kind Fire Vehicle Rental	-1,376.00
04/02/2015	Nevada County Consolidated	Extinguishers for #6130	-251.85
04/02/2015	Patterson Fire Equipment	Cal-Card (see report)	-2,718.47
04/02/2015	US Bank	EMR - Firefighter	-80.00
04/02/2015	Peardale - Chicago Park FPD	T-1 Service	-362.24
04/02/2015	Utility Telephone	Cleaning - March 23rd	-50.00
04/02/2015	Mulligan, Margaret	Firefighter of the Year	-100.00
04/02/2015	FF Olson, Shawn (reim)	Maintenance 6186	-42.09
04/10/2015	B & C True Value	Workers' Comp Fourth Quarter	-3,011.00
04/10/2015	FASIS	Annual Box Rent	-112.00
04/10/2015	Postmaster - North San Juan	Color copies - March	-65.87
04/10/2015	Gold Country Copier, Inc.	Maintenance 6186	-60.53
04/10/2015	Riebes Auto Parts	Material	-248.96
04/10/2015	Chief Supply Company	Maintenance 6186	-84.99
04/10/2015	FF Lingen, Doug (reim)	Maintenance 6186	-16.81
04/16/2015	B & C True Value	Medical supplies	-147.62
04/16/2015	Life Assist, Inc.	Electric Service	-83.51
04/16/2015	PG&E Station #1	Electric Service	-154.45
04/16/2015	PG&E Station #3	Material	-108.09
04/16/2015	Chief Supply Company	Oxygen	-87.00
04/16/2015	Northern Home Medical	Strike team	-216.27
04/16/2015		Strike Team	-354.44
04/16/2015		Strike Team	-354.44
04/16/2015		Strike Team	-708.89
04/16/2015		Strike Team	-708.89
04/16/2015		Propane	-25.50
04/22/2015	Amerigas Station #1	Propane	-88.58
04/22/2015	Amerigas Station #3	Telephone	-190.23
04/22/2015	AT&T CALNET 2 Combined	Propane	-149.60
04/29/2015	Amerigas Station #3	House number sign	-37.67
04/29/2015	ZAP Manufacturing	T-1 Service	-362.95
04/30/2015	Utility Telephone	Federal taxes	-6,721.90
04/01/2015	Internal Revenue Service	Fuel	-393.73
04/02/2015	Hunt & Sons, Inc.	Pump repairs #6186	-588.11
04/02/2015	Burton's Fire	Cleaning supplies	-31.69
04/02/2015	Corris, W. Tracy	Fuel	-258.04
04/16/2015	Hunt & Sons, Inc.	Life Insurance	-61.42
04/22/2015	Benefit & Risk Management Services,	Fuel	-463.47
04/29/2015	Hunt & Sons, Inc.		

NORTH SAN JUAN FIRE DISTRICT
CAL-CARD Expense
As of March 31, 2015

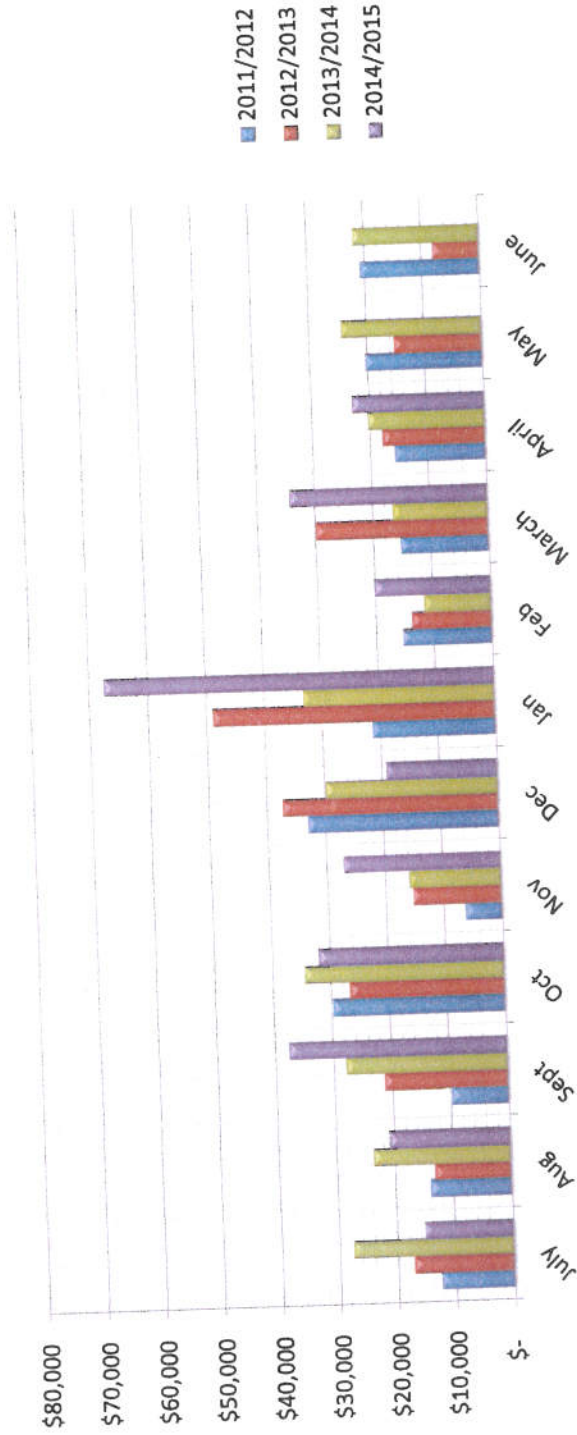
Date	Name	Memo	Amount
01/19/2015	National Fire Protection Association	Annual membership	165.00
01/23/2015	Amazon.Com	Traffic control sign	39.64
01/27/2015	POS Global	Computer mount for 6130	144.26
01/28/2015	Amazon.Com	UPS Backup	56.99
01/29/2015	Amazon.Com	Portable hard drive	75.70
02/05/2015	Intuit	California Labor posters	72.65
02/09/2015	Raley's	Greeting cards	30.28
02/09/2015	Amazon.Com	Ca & US Flags	54.45
02/10/2015	Amazon.Com	Ink refills	20.37
02/10/2015	Amazon.Com	Labeller	43.04
02/13/2015	Code 42	Software	13.99
02/16/2015	DirecTV	Satellite Tv Service	76.11
02/16/2015	Amazon.Com	Office supplies	34.75
02/18/2015	Amazon.Com	Cleaning supplies	50.84
02/18/2015	Home Depot	Bar-B-Q	353.64
02/19/2015	United Parcel Service	Shipping Posi Check to Honeywell	81.92
02/19/2015	United Parcel Service	Shipping charge	6.02
02/19/2015	Amazon.Com	Heavy duty staples	21.92
02/19/2015	Verizon Wireless	Cell service	28.42
02/23/2015	Amazon.Com	Office supplies	27.64
02/23/2015	United Parcel Service	Shipping Posi Check accessories	49.04
			<u>1,446.67</u>
			<u>1,446.67</u>
TOTAL			<u>1,446.67</u>

NORTH SAN JUAN FIRE DISTRICT
Cal-Card Expense
As of April 30, 2015

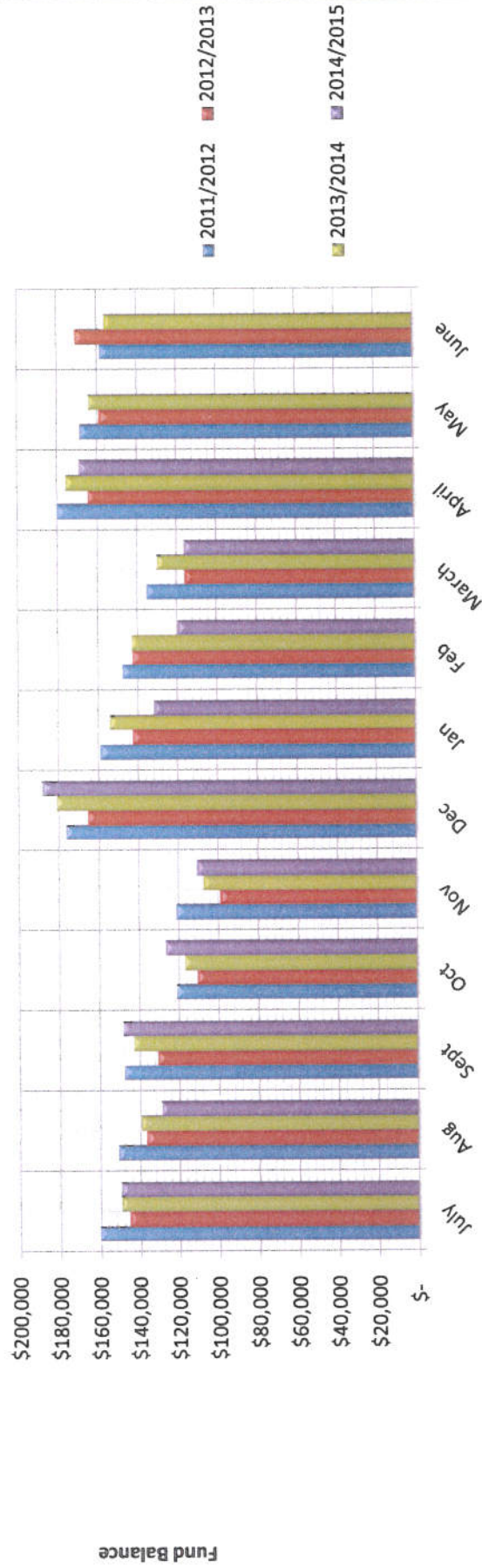
Date	Name	Memo	Amount
02/25/2015	Sierra Rescue	Swiftwater rescue training	425.00
02/25/2015	Amazon.Com	Maintenance tools	28.16
03/02/2015	Amazon.Com	Vehicle light bulb	6.49
03/04/2015	Amazon.Com	Computer accessory	8.99
03/04/2015	Coaching Systems	Training materials	237.78
03/05/2015	Amazon.Com	Labels & file folders	35.68
03/05/2015	Amazon.Com	Red Cross decals for med cabinets	11.97
03/05/2015	Amazon.Com	Salvage tarps	97.98
03/06/2015	Firefighters Bookstore	Incident Response Pocket Guide	146.47
03/06/2015	National Fire Protection Association	Manuals	166.95
03/10/2015	ARC Services	Training manuals	38.00
03/10/2015	FDAC	Conference registration	350.00
03/10/2015	FDAC	Credit for overpayment	-55.00
03/10/2015	FDAC	Conference registration - Moreno	295.00
03/11/2015	Postmaster - North San Juan	Stamps	49.00
03/11/2015	Intuit	Refund	-0.82
03/14/2015	DirecTV	Monthly satellite service	76.11
03/15/2015	L.N. Curtis & Sons	Roof ladder	386.60
03/15/2015	Verizon Wireless	Cellphone service	33.83
03/16/2015	Amazon.Com	Bulbs	6.49
03/16/2015	Code 42	Software	13.99
03/19/2015	S & W Healthcare	AED Pads	359.80
			<u>2,718.47</u>
			<u>2,718.47</u>

TOTAL

North San Juan Fire District Monthly Expenditures - General Fund

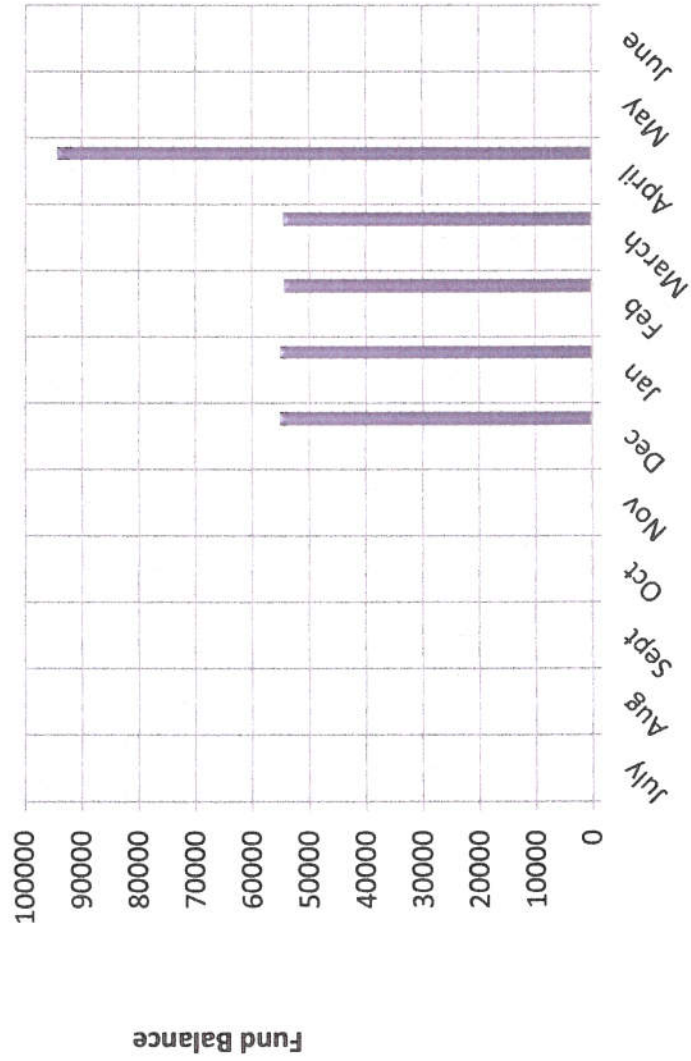


North San Juan Fire District General Fund - Balance



Fund Balance

North San Juan Fire District Measure Q Fund - Balance



5B iv

Treasurer's Report

**Year to Date Revenue Expense
Budget vs. Actual**

NORTH SAN JUAN FIRE DISTRICT
Revenue Expense Budget vs. Actual
 July 2014 through June 2015

Ordinary Revenue/Expense	July 2014 - June 2015	Budget	% of Budget	ADJUSTMENT
Revenue				
40000 · Tax Revenue	116,309.93	115,000.00	101.14%	ADD 3,000
40010 · Current Secured Tax	0.00	0.00	0.0%	
40019 · Escaped Assessments	0.00	0.00	0.0%	
40020 · Prior Secured Taxes	2,433.72	4,000.00	60.84%	
40030 · Current Unsecured Tax	30.89	50.00	61.78%	
40040 · Prior Unsecured Tax	1,568.65	1,500.00	104.58%	ADD 500
40170 · Supplemental Secured Tax	18.83	0.00	100.0%	
40180 · Supplemental Unsecured Tax	2.70	5.79	46.63%	
40280 · Supplemental Prior Unsecured	38,254.16	40,000.00	95.64%	
40290 · Fire Tax Revenue	95,092.78	100,000.00	95.09%	
40300 · Measure Q Revenue	253,711.66	260,555.79	97.37%	
Total 40000 · Tax Revenue				
43000 · Inter Governmental	665.94	700.00	95.13%	
43010 · Interest Revenue General Fund	1,254.69	1,300.00	96.52%	
44190 · State Homeowner's Exemption	22,180.99	30,000.00	73.94%	
44960 · Proposition 172 Public Safety				
45000 · Grants Received	10,800.00	10,800.00	100.0%	
45150 · CALFIRE VFAA Grant	5,000.00	5,000.00	100.0%	
46574 · NSJFD Auxiliary	15,800.00	15,800.00	100.0%	
Total 45000 · Grants Received	39,901.62	47,800.00	83.48%	
Total 43000 · Inter Governmental				
46100 · Miscellaneous Revenue	2,870.00	4,300.00	66.74%	
46180 · Donations-Cash	130.00	400.00	32.5%	
46210 · Station #1 Rental	0.00	0.00	0.0%	
46220 · Station #3 Rental	69,890.00	45,000.00	155.31%	ADD 25000
46230 · Strike Team Personnel	0.00	710.00	0.0%	
46231 · Strike Team Administrative	0.00	375.00	0.0%	
46240 · Fees for Service & False Alarms				

NORTH SAN JUAN FIRE DISTRICT
Revenue Expense Budget vs. Actual
 July 2014 through June 2015

	July 2014 - June 2015	Budget	% of Budget	ADJUSTMENT
46250 · CPR/First Aid Classes	750.00	840.00	89.29%	
46260 · Road Sign	160.00	575.00	27.83%	
46270 · Refunds US Bank	63.98	200.00	31.99%	
46275 · Cost Recovery	0.00	2,000.00	0.0%	REDUCE 1500
46285 · Other	10,936.98	8,800.00	124.28%	ADD 2,000
46100 · Miscellaneous Revenue - Other	0.00	0.00	0.0%	
Total 46100 · Miscellaneous Revenue	84,800.96	63,200.00	134.18%	
Total Revenue	378,414.24	371,555.79	101.85%	
Expense				
55000 · Grant Expenses				
55400 · NSJFD Auxiliary	5,065.71	5,000.00	101.31%	
Total 55000 · Grant Expenses	5,065.71	5,000.00	101.31%	
55320 · Cal-Fire Grant Expense		10,800.00	0.0%	
61100 · Permanent Salaries				
61110 · Employer Tax Expense	7,652.97	6,200.00	123.44%	ADD 2,000
61100 · Permanent Salaries - Other	45,952.77	55,000.00	83.55%	
Total 61100 · Permanent Salaries	53,605.74	61,200.00	87.59%	
61300 · Volunteer Paid Call	17,499.99	10,000.00	175.0%	Q FUND
61305 · Officer Incentive	1,500.00	4,500.00	33.33%	
61310 · Volunteer Incentive Program				
61311 · Mileage reimbursement for FF	2,592.24	4,000.00	64.81%	
61312 · Volunteer Paid Training	962.69	3,000.00	32.09%	REDUCE 2,000
61310 · Volunteer Incentive Program - Other	0.00	315.00	0.0%	
Total 61310 · Volunteer Incentive Program	3,554.93	7,315.00	48.6%	
61330 · Firefighter Physicals	549.00	1,000.00	54.9%	
61340 · First Aid/CPR Training	200.00	0.00	100.0%	
61350 · Strike Team Payments	46,331.79	25,000.00	185.33%	ADD 20,000
61400 · Insurance (Personnel)				

NORTH SAN JUAN FIRE DISTRICT
Revenue Expense Budget vs. Actual
 July 2014 through June 2015

	July 2014 - June 2015	Budget	% of Budget	ADJUSTMENT
61410 · Workers' Comp	11,657.00	11,900.00	97.96%	
61420 · Life and Accident	815.48	1,200.00	67.96%	
Total 61400 · Insurance (Personnel)	12,472.48	13,100.00	95.21%	
62200 · Clothing & Personnel Items	1,534.14	6,000.00	25.57%	REDUCE 3,000
62225 · PPE	11,814.87	3,000.00	393.83%	ADD 8,000
62300 · Dispatch Fees (ECC)	7,185.55	12,000.00	59.88%	
62350 · Engine & Fire Fighting Supplies	6,677.34	7,000.00	95.39%	
62375 · Equipment (non-fire fighting)	5,000.34	2,000.00	250.02%	ADD 3,000
62400 · Communicating Equipment				
62401 · Radios/Pagers/Phones Purchase	1,258.90	3,000.00	41.96%	REDUCE 1,000
62402 · Radios/Pagers/Phones Repair	218.58	1,000.00	21.86%	
62400 · Communicating Equipment - Other	0.00	0.00	0.0%	
Total 62400 · Communicating Equipment	1,477.48	4,000.00	36.94%	
62500 · Fire Prevention-Public Relation				
62510 · Newsletter	1,400.00	1,400.00	100.0%	
62520 · Advertising	107.80	600.00	17.97%	
62540 · Other	0.00	0.00	0.0%	
Total 62500 · Fire Prevention-Public Relation	1,507.80	2,000.00	75.39%	
62550 · Food Supplies	183.91	300.00	61.3%	
62600 · Fuel Engines & Vehicles	6,134.02	8,000.00	76.68%	
62700 · Cleaning & Supplies	1,438.21	1,500.00	95.88%	
62750 · Insurance (Bldg, Veh & Liab)	11,814.00	12,000.00	98.45%	
62800 · Memberships & Subscriptions	1,482.06	2,500.00	59.28%	
62810 · Recognition & Awards	351.68	500.00	70.34%	
62850 · Medical Supplies	4,582.89	5,835.00	78.54%	
62900 · Office Supplies	2,047.04	2,000.00	102.35%	
62905 · Office Equipment Purchase	1,472.70	1,500.00	98.18%	
62910 · Office Equipment Maintenance	1,480.18	1,500.00	98.68%	
62950 · Fees-Administrative	486.90	500.00	97.38%	
63000 · Nevada County Charges	4,480.50	4,800.00	93.34%	

NORTH SAN JUAN FIRE DISTRICT
Revenue Expense Budget vs. Actual
 July 2014 through June 2015

	July 2014 - June 2015	Budget	% of Budget	ADJUSTMENT
63050 · Professional Services				
63054 · Audit Services	4,800.00	4,800.00	100.0%	
63055 · Legal & Technical Services	0.00	1,000.00	0.0%	REDUCE 1,000
63057 · Background checks, etc.	66.00	500.00	13.2%	
63060 · Consultant (SCI Consulting Group)				
63065 · Measure Q Expense	2,196.41	2,200.00	99.84%	
63060 · Consultant	15,563.96	10,000.00	155.64%	ADD 5,000
Total 63060 · Consultant (SCI Consulting Group)	17,760.37	12,200.00	145.58%	
Total 63050 · Professional Services	22,626.37	18,500.00	122.31%	
63400 · Transportation/Travel				
63500 · Utilities	503.04	200.00	251.52%	ADD 300
63510 · Telephone Service	1,912.06	2,307.00	82.88%	
63520 · Propane	1,731.47	2,892.00	59.87%	
63530 · Electric Service	3,678.77	3,320.00	110.81%	
63535 · Sewer Station #1	833.00	833.00	100.0%	
63540 · Cell Phone Service	503.70	740.00	68.07%	
63550 · Satellite TV Service	815.51	770.00	105.91%	
63560 · Wireless Internet/Web Page	13.98	120.00	11.65%	
63570 · T-1 Broadband Internet Service	1,737.78	1,950.00	89.12%	
Total 63500 · Utilities	11,226.27	12,932.00	86.81%	
63700 · Maintenance				
63701 · Maintenance of Structures	2,166.49	7,500.00	28.89%	
63703 · Maintenance of Grounds	3,109.05	2,000.00	155.45%	ADD 1,000
63705 · Maintenance of Equipment	2,087.63	2,500.00	83.51%	
63706 · Maintenance of Apparatus	7,040.60	7,000.00	100.58%	
63707 · Annual Maintenance of Equipment	2,113.26	3,000.00	70.44%	
Total 63700 · Maintenance	16,517.03	22,000.00	75.08%	
63710 · Grounds & Buildings (major)	2,432.70	2,500.00	97.31%	
63800 · Training				

NORTH SAN JUAN FIRE DISTRICT
Revenue Expense Budget vs. Actual
 July 2014 through June 2015

	July 2014 - June 2015	Budget	% of Budget	ADJUSTMENT
63850 · Training Staff/Board/Admin	240.00	1,000.00	24.0%	
63860 · Training firefighters	3,006.23	4,000.00	75.16%	
63800 · Training - Other	145.00	0.00	100.0%	
Total 63800 · Training	3,391.23	5,000.00	67.83%	
6560 · Payroll Expenses	0.00			
80200 · Advanced EMT Training				
80210 · AEMT Training	0.00	10,000.00	0.0%	
80220 · Equipment	0.00	2,000.00	0.0%	
Total 80200 · Advanced EMT Training	0.00	12,000.00	0.0%	
80300 · Firefighter Training				
80310 · Training	0.00	8,000.00	0.0%	
Total 80300 · Firefighter Training	0.00	8,000.00	0.0%	
80400 · Firefighter Stipends				
80410 · Paid Call	0.00	5,000.00	0.0%	
80420 · Retention Bonus	0.00	5,000.00	0.0%	
80430 · Other	0.00	2,000.00	0.0%	
Total 80400 · Firefighter Stipends	0.00	12,000.00	0.0%	
80500 · Capital Equipment	0.00	17,000.00	0.0%	
80600 · Capital Improvements	0.00	18,000.00	0.0%	
80700 · Administration	0.00	5,000.00	0.0%	
80800 · Recruitment & Retention	0.00			
Total Expense	268,627.89	347,982.00	77.2%	
Other Revenue/Expense				
Other Revenue				
70000 · Mitigation Fee Revenue	5,875.29	4,875.00	120.52%	ADD 1,000
70100 · Interest Revenue Mitigation Fund	26.22	125.00	20.98%	
801000 · Interest Revenue - Measure Q	107.55	58.31	184.45%	
Total Other Revenue	6,009.06	5,058.31	118.8%	

NORTH SAN JUAN FIRE DISTRICT
Revenue Expense Budget vs. Actual
 July 2014 through June 2015

	July 2014 - June 2015	Budget	% of Budget	ADJUSTMENT
Other Expense				
64200 · Debt Payments (Leases)	8,369.60	8,369.60	100.0%	
64300 · Interest Expense (Leases)	849.41	849.41	100.0%	
Total Other Expense	9,219.01	9,219.01	100.0%	
Net Other Revenue	-3,209.95	-4,160.70	77.15%	
NET ADJUSTMENTS				
ADDED TO BUDGET AS REVENUE	\$32,000			
ADDITIONAL EXPENSE	\$32,300			
NET ADJUST	\$ 300			

5B v

Treasurer's Report

**Proposed Preliminary Budget
2015/16**

**NORTH SAN JUAN FIRE PROTECTION DISTRICT
GENERAL FUND
PROPOSED BUDGET
2015 - 2016**

REVENUE

General Fund

40010	Current Secured Tax	118,000
40030	Current Unsecured Tax	3,000
40040	Prior Unsecured Tax	50
40170	Supplemental Secured Tax	1,600
40180	Supplemental Unsecured Tax	20
	Total Taxes	\$122,670
43010	Interest Revenue General Fund	800
44190	Homeowners Exemption Reimb	1,400
44960	Prop 172 Public Safety	28,000
45170	Fire Parcel Tax	40,000
46200	Miscellaneous Revenue	75,000
46574	NSJFPD Auxiliary	5,000
46275	Cost Recovery	2,000
	Total Other	\$152,200
	Estimated General Fund Revenue	\$274,870

**NORTH SAN JUAN FIRE PROTECTION DISTRICT
GENERAL FUND
PROPOSED BUDGET
2015 - 2016**

EXPENSE

General Fund

Class I Personnel

61100	Permanent Salaries	52,000
61110	Employer tax expense	6,000
61300	Volunteer Paid Call Reimb	10,000
61310	Volunteer Incentive Program	8,000
61305	Officer Incentive	6,000
61400	Worker's Comp & Life Insurance	13,100
	Total	\$95,100

Class II Operations

61330	Firefighter Physicals	800
61350	Strike Team Payments	44,000
62200	Clothing & Personnel Equipment	5,000
62225	Personnel Protective Equipment	4,000
62300	Dispatch Fees	9,000
62350	Engine & Fire Fighting Supplies	6,000
62375	Equipment (non-fire fighting)	5,000
62400	Communication Equipment	3,000
62500	Fire Prevention PR	2,000
62550	Food Supplies	300
62600	Fuel - Engines	7,000
62700	Facility Cleaning & Supplies	1,500
62750	Insurance - Buildings & Vehicles	12,000
62800	Membership & Subscriptions	2,500
62810	Recognition and Awards	500
62850	Medical Supplies	5,000
62900	Office Supplies	2,200
62905	Office Equipment Purchase	1,500
62910	Office Equipment Maintenance	1,500
62950	Fees	600
63000	Nevada County Services	4,800
63050	Professional Services	15,000
63400	Transportation & Travel	200

**NORTH SAN JUAN FIRE PROTECTION DISTRICT
GENERAL FUND
PROPOSED BUDGET
2015 - 2016**

63500	Utilities	11,500
63701	Structure Maintenance	6,500
63703	Maintenance of Grounds	3,000
63705	Equipment Maintenance	2,500
63706	Engine Maintenance	8,000
63707	Annual Equipment Maintenance	3,000
63710	Grounds Improvements (major)	2,500
63800	Training & Materials	5,000
	Total	\$175,400

Class III --Restricted Expense

64200	Debt Payment (see AB1600)	0
64300	Interest on Debt	0
	Total	\$0

TOTAL EXPENSES ESTIMATED **\$ 270,500**

70000 Contingency Fund (10% of GF) **\$ 27,487**

BUDGET RECAP

Estimated Beginning Balance July 1, 2015	\$	130,000
Restricted Capital Fund	\$	68,083
Restricted Contingency Fund	\$	27,487
 Estimated Revenue		 \$274,870
 Estimated Expenses	 \$	 270,500
 Surplus/Deficit	 \$	 4,370
 Capital Fund Expenses:		
Estimated Cash Balance June 30, 2016	\$	95,000
Restricted Capital Fund	\$	68,083

**NORTH SAN JUAN FIRE PROTECTION DISTRICT
MITIGATION FUND (AB1600)**

**PROPOSED BUDGET
2015 - 2016**

GL Acct #	Description	Subtotal	Total
REVENUE			
43010MI	Interest	\$ 200	
46200MI	Revenue	\$ 10,000	
<u>ESTIMATED REVENUE</u>			<u>\$ 10,200</u>

EXPENSES

64200	Debt Service - ex general fund	0	
64300	Debt Service - Interest	\$ 849	
80000	Debt Service - AB1600	\$ 8,370	
<u>TOTAL EXPENSES</u>			<u>\$ 9,219</u>

Beginning Cash July 1, 2015	\$ 5,300
Estimated Revenue	\$ 10,200
Estimated Less Expenses	\$ 9,220
Excess / (Deficit)	\$ 980
<u>Estimated Ending Cash Balance June 30, 2016</u>	<u>\$ 6,280</u>

2015/2016 Capital Improvement Plan

Estimates

* Debt service lease payment WestAmerica 3 of 5	9,219
* North Western Nevada County Emergency Command Center	1,500,000
* Station 1 drainage, sidewalks/parking barriers	26,000
* NWCG Type Engine & Outfitting	325,000
* Fire station or truck bay at eastern end of District	159,000

**NORTH SAN JUAN FIRE PROTECTION DISTRICT
MEASURE Q FUND**

**PROPOSED BUDGET
2015 - 2016**

REVENUE

80000	Revenue	\$ 100,000	
80100	Interest	\$ 250	
	ESTIMATED REVENUE		\$ 100,250

EXPENSE

80200	Enhanced EMT Training	\$ 12,000	
80300	Firefighter Training	\$ 9,250	
80400	Firefighter stipends	\$ 30,000	
80500	Capital Equipment	\$ 16,000	
80600	Capital Improvements	\$ 17,000	
80700	Administrative	\$ 5,975	
80800	Reserve (10%) of Budget	\$ 10,025	
	TOTAL EXPENSES		\$ 100,250

5B vi

Treasurer's Report

Measure Q

Funds Transfer/Authorization

MEASURE Q

REQUESTED TRANSFER TO GENERAL FUND

3rd Quarter 2014/2015

TOTAL - \$ 13,956

PAID CALL (RETENTION) \$ 8,000

- Basic Increase \$2,500
- Retention \$2,500
- Officers \$1,000
- Taxes & Workers' Comp \$2,000

TRAINING \$ 1,562

- Rob Riley \$150 x 6 = \$900
- Swift water rescue \$425
- Coaching systems \$237

ADMINISTRATION \$ 2,000

- Administration \$2,000

RECRUITMENT \$ 651

- Open House \$651

ENHANCED MEDICAL \$ 1,743

- S-SCORT III \$581 x 3

**NORTH SAN JUAN FIRE PROTECTION DISTRICT
FUNDS TRANSFER AUTHORIZATION**

The Board of Directors of the North San Juan Fire Protection District, meeting in regular session on Tuesday May 26, 2015, authorizes the following transfer of revenue from our Measure Q Fund (6717) to our General Fund (6720):

Amount of Transfer:

Vote: Yes No

Marilyn Mociun - Treasurer

Pat Leach - Chair

Submitted By:

Kelly Moreno - District Secretary

6A

New Business

Resolution 2015-05



NORTH SAN JUAN FIRE PROTECTION DISTRICT

P.O. Box 299, North San Juan, California 95960
(530) 292-9159 Fax: (530) 292-1417
e-mail: info911@nsjfire.org

Serving Since 1862

Resolution 2015-05

INCORPORATED RESOLUTION AUTHORIZING APPLICATION OF FEDERAL EXCESS PERSONAL PROPERTY IN ACCORDANCE WITH TITLE IV, RURAL DEVELOPMENT ACT OF 1972 (PL 92-419)

WHEREAS, THERE IS A NEED FOR Federal Excess Personal Property to help fight wildland, rural, structure, or other fires in the County of Nevada, and

WHEREAS, Jason Flores is the Chief of the North San Juan Fire Protection District.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the North San Juan Fire Protection District accepts Agreement #992311 (Generator, Serial #RZ81816, Property # AG0001485614) between the State of California, Department of Forestry and Fire Protection, and the North San Juan Fire Protection District for the loan of Federal Excess Personal Property, and authorizes Fire Chief Jason Flores to sign the agreement for the Board of Directors.

PASSED AND ADOPTED as a Resolution of the Board of Directors of the North San Juan Fire Protection District at a regular meeting of said Board, held on the 26th day of May 2015, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

ATTEST:

Pat Leach, Chair

Kelly Moreno, Board Secretary

6B

New Business

Resolution 2015-6



NORTH SAN JUAN FIRE PROTECTION DISTRICT

Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 ♦ Fax: (530) 292-1417 ♦ e-mail: info911@nsjfire.org

Serving Since 1862

Resolution 2015-06

RESOLUTION AUTHORIZING THE NEVADA COUNTY AUDITOR-CONTROLLER TO COLLECT SPECIAL TAXES FOR FISCAL YEAR 2015-2016

WHEREAS, the North San Juan Fire Protection District did duly adopt a Special Tax pursuant to the provision of Government code Section 53978, approved by the voters of the District on November 4, 1986; and,

WHEREAS, District Ordinance 86-2 established the rate of said special tax to be approved by the voters within the district; and,

WHEREAS, a Standard Form Tax Collection Services Contract dated July 8, 1996 and approved by District Resolution 96-01 is on file with the County of Nevada;

NOW THEREFORE BE IT RESOLVED that the North San Juan Fire Protection District Board of Directors requests the County of Nevada authorize the County Auditor-Controller to levy and collect special taxes as set forth in "Exhibit A", attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the Tax Collector of the County of Nevada be authorized and directed to charge an administrative fee in the amount of \$100 plus a per parcel charge of \$0.50 for the levy and collection of the amount due on each parcel.

PASSED AND ADOPTED as a Resolution of the Board of Directors of the North San Juan Fire Protection District at a regular meeting of said Board, held on the 26th day of May 2015, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

ATTEST:

Pat Leach, Chair

Kelly Moreno, District Secretary

EXHIBIT A

Resolution 2015-06

A special tax in the amount of \$27.50 per each improved parcel and \$19.50 per each unimproved parcel as shown on the Assessor's Roll of the County of Nevada, shall be collected within the following Tax Area Codes:

68-026 79-005 79-006 79-008 79-011

excepting the following Assessor's Parcel Numbers which have been excepted by the Board of Directors pursuant to District ordinance 87-01:

30-020-09-000	30-020-10-000	30-020-11-000	30-150-20-000
32-490-18-000	32-500-06-000	32-500-67-000	32-510-03-000
32-510-09-000	32-520-04-000	60-090-52-000	60-280-45-000
60-290-04-000	60-290-05-000	60-300-14-000	60-360-11-000
60-360-22-000	60-370-02-000	60-370-04-000	61-010-01-000
61-250-11-000	62-020-29-000	62-020-31-000	62-030-32-000
62-030-30-000			