

**BOARD OF FIRE COMMISSIONERS**

Kitty Jung, Chair  
Bob Lucey, Vice-Chair  
Marsha Berkbigler  
Vaughn Hartung  
Jeanne Herman

**FIRE CHIEF**

Charles A. Moore

**DEPUTY DISTRICT ATTORNEY**

David Watts-Vial



**Notice of Meeting and Agenda**

**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT**

**9:00 a.m.**

**Tuesday, November 15, 2016**

**Washoe County Health District Board Room, Bldg. B  
1001 E. Ninth Street, Reno, Nevada**

**NOTE:** Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later.

The Washoe County Health District Board Room is accessible to the disabled. If you require special arrangements for the meeting, call the Truckee Meadows Fire Protection District Office, 326-6000, 24-hours prior to the meeting.

**Time Limits.** Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three minutes per person. Additionally, public comment of three minutes per person will be heard during individual action items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Board meeting. Persons may not allocate unused time to other speakers.

**Forum Restrictions and Orderly Conduct of Business.** The Board conducts the business of the District and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Responses to Public Comments.** The Board can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board will consider, the Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for staff action or to ask that a matter be listed on a future agenda. The Board may do this either during the public comment item or during the following item: “\*Commissioners’/Chief’s Announcements, Requests for Information, Topics for Future Agendas and Statements Relating to Items Not on the Agenda”.

Pursuant to NRS 241.020, the Agenda for the Board of Fire Commissioner Meetings has been posted at the following locations: Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Bldg. A), Washoe County Courthouse-District Court Administrator/Clerk of Court (75 Court Street), Washoe County Downtown Library (301 South Center Street) and Sparks Justice Court (1675 East Prater Way) and Truckee Meadows Fire Protection District's website at [www.washoecounty.us/tmfpd](http://www.washoecounty.us/tmfpd)

Support documentation for the items on the agenda, provided to the Board of Fire Commissioners is available to members of the public at the District's Admin Office (1001 E. 9th Street, Bldg. D, 2<sup>nd</sup> Floor, Reno, Nevada) Sandy Francis, Administrative Assistant I, phone (775) 328-6124 and on the Truckee Meadows Fire Protection District's website at [www.washoecounty.us/tmfpd](http://www.washoecounty.us/tmfpd) ; and <https://notice.nv.gov>.

All items numbered or lettered below are hereby designated **for possible action** as if the words "for possible action" were written next to each item (NRS 241.020). An item listed with asterisk (\*) next to it is an item for which no action will be taken.

9:00 am \*1. Salute to the Flag

\*2. Call to order/roll call

\*3. Public Comment - Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The District will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.

4. Consent Items:

A. Approval of minutes from the October 18, 2016 meeting.

B. Discussion and possible approval of an amendment to the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association I.A.F.F. Local 3895 at "Article 43 -Training Courses and Seminars" retroactive to July 1, 2016 to increase the training allowance from \$500 to \$750 per fiscal year [FY 16/17 potential impact \$27,000].

\*5. I.A.F.F Local 3895 Report.

6. Acceptance of a presentation from the United States Forest Service regarding prescribed burns.

7. Acceptance of a presentation from Washoe County Community Development regarding the Burned Area Emergency Response Team.

\*8. Fire Chief Report:

A. Report and discussion related to fire district operations

\* Update on Station 14 Development

\* Meeting Change Notice

\* District Management Organization update

B. Career Statistics and Report for September 2016

C. Volunteer Statistics and Report for September 2016

9. Discussion and possible direction to staff regarding salary and/or adjustments to Employment Agreement for TMFPD Fire Chief.
10. Discussion and possible approval to create three additional full-time Firefighter/Paramedic positions.
11. Approve the 2017 Health Benefits Program for District employees, dependents and retirees at an estimated annual cost of \$1,691,633 and authorize the Chairman of the Board of Fire Commissioners to execute all insurance contracts and service agreements pertinent to the Health Benefits Program.
12. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220.
- \*13. Commissioners'/Fire Chief's announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. (No discussion among Commissioners will take place on this item).
- \*14. Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The District will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.

Adjournment

**BOARD OF FIRE COMMISSIONERS  
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT (TMFPD)**

TUESDAY

9:00 a.m.

OCTOBER 18, 2016

PRESENT:

Kitty Jung, Chair  
Bob Lucey, Vice Chair  
Marsha Berkgigler, Commissioner  
Vaughn Hartung, Commissioner  
Jeanne Herman, Commissioner

Jan Galassini, Chief Deputy County Clerk  
David Watts-Vial, Legal Counsel  
Charles Moore, Fire Chief

The Board convened at 9:00 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

**16-118F      AGENDA ITEM 3 Public Comment.**

There was no response to the call for public comment.

**CONSENT ITEMS 4A THROUGH 4D**

**16-119F      4A Approval of minutes from the September 20, 2016 meeting.**

**16-120F      4B Authorization to reclassify one (1) vacant Firefighter/Paramedics position (#70008288) to Firefighter/EMT Intermediate.**

**16-121F      4C Accept monetary donation in the amount of \$1,000.00 from Brigid and Mark Slavin in operational support to Truckee Meadows Fire Protection District Fire and to express appreciation for the thoughtful contribution and direct Finance Department to make appropriate budget adjustments.**

**16-122F      4D Approval of a Cooperative Fire Protection Agreement and corresponding Annual Operating Plan for Cooperative Fire Protection Agreement between Bureau of Land Management, Carson City District Office, Winnemucca District Office, USDA Humboldt – Toiyabe National Forest Carson Ranger District and Truckee Meadows Fire Protection District.**

**AGENDA ITEM #4A**

OCTOBER 18, 2016

PAGE 1



Commissioner Berkbigler acknowledged Brigid and Mark Slavin for their donation.

There was no response to the call for public comment.

On motion by Commissioner Berkbigler, seconded by Commissioner Lucey, which motion duly carried, it was ordered that the Consent Agenda Items 4A through 4D be approved. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 4A through 4D are attached hereto and made a part of the minutes thereof.

**16-123F      AGENDA ITEM 5    I.A.F.F Local 3895 Report.**

Ian Satterfield, International Association of Firefighters Local 3895 President, stated Local 3895 members' hearts and thoughts were with those affected by the Little Valley Fire. He thanked Local 3895 members and the TMFPD for their work. On the first day of the Little Valley Fire, he noted 86 people, 84 percent of the TMFPD's staff, were on duty. He added Local 3895 would be helping out with the Chemistry of a Cocktail event at the Discovery Museum. A spaghetti dinner at a fire house would be submitted as a silent auction item. He mentioned members of Local 3895 attended a memorial in Las Vegas for an I.A.F.F. member who died in the line of duty. He thanked Chief Moore for his support and for providing a TMFPD vehicle to the Local 3895 members who attended to the memorial. He concluded his report by informing the Board of an upcoming Fire Ops event.

There was no public comment or action taken on this item.

**16-124F      AGENDA ITEM 6    Fire Chief Report: A) Report and discussion related to fire district operations. B) Career Statistics and Report for August 2016. C) Volunteer Statistics and Report for August 2016**

Chief Moore acknowledged his staff's hard work during the Little Valley Fire and the hard work done by County staff during the recovery phase. He said he had never seen quite an effort of cooperation since the TMFPD was created in 2012. He noted at 1:38 a.m., as an 80 mile-per-hour wind gust swept in, fire crews saw a glow on a hill. When fire crews arrived, they found a fire that was approximately five acres, which grew into 50 acres in a short amount of time. He mentioned he spoke with Battalion Chief Alexander Kukulus and they were formulating where the fire would go. They also had to predict what the fire would look like as time passed. He noted he and Battalion Chief Kukulus determined the fire was going to come down into the Franktown Road area. He spoke about having to defend and evacuate the area. He praised the Washoe County Sheriff's Office and the Washoe County Search and Rescue who went door-to-door to evacuate the residents. He mentioned there were three documented rescues of people who did not hear the reverse 911 call or the Code Red. He stated no one had been hurt or killed during the Little Valley Fire. There were a couple of minor smoke inhalation incidents with firefighters but they were well. He thanked the regional partners who

quickly responded. He mentioned there were approximately 300 firefighters on the morning of Friday, October 14th. Once the transition was made into Type 1 and Type 3 teams, there were approximately 855 firefighters on the scene. He spoke about an incident in which an ember cast landed in East Washoe Valley. The ember started a two-acre brush fire, which a City of Sparks brush engine responded to and suppressed the fire with the aid of Brush Engine 39 from Joy Lake. He stated a crowning fire which moved from tree top to tree top could not be fought from the ground. Firefighters with hand tools could only fight a fire that was around three feet tall. With fire engines and hoses, firefighters would be able to fight a fire that was six to eight feet tall. Once a fire was in the tree tops, aircraft would be needed. He added because of the winds, there was nothing firefighters could do to prevent a crowning fire from spreading from tree to tree and eventually to homes. He said he was very proud of the citizens who echoed the call to evacuate. He was also proud of the County's partners and firefighters for their work. He introduced Kim Martin, Great Basin Coordination Center (GBCC) Team 2 Incident Commander, Tony DeMasters, GBCC Deputy Incident Commander, and Stacy Saucedo, Sierra Front Team Incident Commander, who all assisted with the fire.

Mr. Martin explained a Type 1 team bore a lot of resources which could handle very complex incidents. Those resources included aircraft, resources crews, engines, logistical support and financial support. He said his team was one of 16 federally sponsored national Type 1 teams in the United States. He noted there were two Type 1 teams in the Great Basin area and they handled the most complex incidents. He said he personally had been involved in hurricanes, the Columbia Shuttle recovery, and the Newcastle Disease incident in Las Vegas. He stated a Type 2 team was a step down from a Type 1 team and a Type 3 team was the next step down below a Type 2 team. He commented the Board should be proud that it had several Type 3 teams along the Sierra Front. He noted Ms. Saucedo was the Incident Commander for the Type 3 team that his team transitioned with during the Little Valley Fire. He spoke about the stellar interagency cooperation. He said the Board should also be proud of what it had in regards to the cooperation amongst its resources. He acknowledged Mr. DeMasters was a Type 2 Incident Commander who was transitioning into a Type 1 Incident Commander. He noted the last assignment he and Mr. DeMasters had together was the Pioneer Fire in Idaho, which was an 188,400 acre fire.

In response to Chair Jung's question regarding where he was based out of and whether he was a Federal employee, Mr. Martin replied he was a Forest Engineer with the United States Forest Service out of Salt Lake City. He provided a status update regarding the Little Valley Fire. He stated the fire was remapped by the Nevada Division of Forestry helicopter which utilized a global positioning system. The fire was determined to be 2,291 acres rather than the reported 3,400 acres. The 3,400 acre number was obtained by utilizing infrared flights which took heat signatures from the ground. He referenced an 11 by 17 map which was displayed on the overhead projector and handed out to each Commissioner. The map was placed on file with the Clerk. He mentioned there were individuals who patrolled the areas of the fire and assessed the situation. Containment had gone up to 90 percent from 20 percent a few days ago. He said the fire had pretty much stabilized and would not grow in size. The objective was to get to 100

percent containment within the next few days. He added there were still 600 firefighters on staff. He mentioned when the fire started on October 14th, fire engines were ordered from the California Governor's Office of Emergency Services. At one point there were about 115 fire engines with approximately 500 firefighters working from those fire engines. The fire engines were ordered with the anticipation that the fire would be more severe. He noted a contingency of fire engines plus hand crews would be maintained. The Nevada Division of Forestry's inmate crews were also being utilized. He also noted his team was not trained to deal with structural firefighting so he was coordinating with others in regards to that matter. He concluded by stating the evacuees would be allowed back into the area.

Mr. DeMasters stated he was a Deputy under Mr. Martin on the Type 2 Great Basin Incident Team. He echoed Mr. Martin's comments about the outstanding cooperation between the TMFPD and the other entities.

Ms. Saucedo recognized the TMFPD for their work and for making it easy for the Sierra Front Team to come to their assistance.

Commissioner Hartung asked Mr. Martin what the cost of the resources amounted to.

Mr. Martin said he believed the accumulative cost-to-date for all resources, including local resources, was estimated to be around \$4 million.

Commissioner Lucey thanked Mr. Martin and his teams for their work. He also commended Ms. Saucedo and her team for their work. He mentioned the impressive show of force and response to the fire. He noted the loss of 23 residential structures and he said it could have been worse. He stated without their assistance on the Little Valley Fire, the County would have been in dire straits due to the lack of resources fighting three fires in his District on Friday, October 14th.

Mr. Martin said it was commendable how the County worked with all of the different resources. He believed being prepared for a natural disaster was a good deal for the taxpayer and he thought the County was well-prepared.

Chief Moore noted the GBCC team did not try to assert control over the fire but instead they asked how they could support the TMFPD. He said it was a great relationship and he thanked them for their assistance.

Chair Jung stated every time the County thought it was out of fire danger, a fire would occur. She inquired whether this was a measure of climate change, what was driving the fires, what the experts were saying, and whether the County should expect a longer fire season.

Chief Moore recalled there was significant rainfall earlier in the year which resulted in the growth of grass. Then there was a period of almost 120 days

without any rain. This in combination with the stressed timber was a factor which led to the fires. The timber had been stressed for at least five years and even with the rainfalls the County received that timber had not recovered in terms of their moisture content. He noted experts informed him that it would take two to three years of normal precipitation for the trees to return to a healthy condition. He also noted sagebrush was always inherently dry. He spoke about the weather patterns that came in during the months of October through January, and he noted the certainty of strong winds due to the strong low pressure systems that came in from the Pacific Ocean. He stated as weather patterns moved in, there would be strong winds during the first 24 hours followed by the moisture. He asserted the first 24 hours of wind was always critical for the TMFPD. The TMFPD had to anticipate those weather patterns with greater urgency while working on creating defensible space, new Codes and new construction methods. He stated he would love to give the Commissioners a tour of the fire affected area so they could see the types of homes that survived and did not survive. He acknowledged the erratic behavior of the fire contributed to the destruction of the homes, but noted the type of construction and amount of defensible space also came into play.

Chair Jung inquired how the fires received their names. She also asked who first reported the Little Valley Fire.

Chief Moore replied the Incident Commander would name a fire based on the most relevant geographical point. In regards to who first reported the Little Valley Fire, he said a citizen contacted 911 after seeing a glow on a hill. He noted the TMFPD was aware of a controlled burn that took place in the area when it responded. When fire crews arrived, they found approximately five acres had caught on fire and they quickly communicated to him that there was nothing they could do with the resources they had.

Chair Jung asked whether the TMFPD would conduct a meaningful event or ceremony to honor the first responders for their hard work.

Chief Moore thanked Chair Jung for her words and he said their main priority was to return a sense of normalcy to the citizens who were affected by the fire. After that, he said the TMFPD would be honored to recognize the first responders.

In regards to the Reverse 911 system, Commissioner Hartung noted very few people had landlines. He mentioned how difficult it would be to notify people in outlining areas who did not have landlines and also those people who had out-of-state cellular phone numbers. He inquired whether there was a way to create a contact list of residents in a given area to ensure people were notified.

Chief Moore remarked that someone would have to have a landline to receive a Reverse 911 notification. He added cellular phone notifications could be done through Code Red; however, he was unaware of how the Code Red broadcasts worked in regards to cellular phone towers. He mentioned old fashion door knocking was what saved the lives of three people during the Little Valley Fire. He said he would do more research and provide more information at a later date.

Commissioner Berkbigler inquired whether any more structures were in danger.

Chief Moore said he was confident the fire was at a point where there was no imminent threat to structures; however, until there was 100 percent containment there could still be a threat. In regards to the Fire Chief Report, he noted Amy Solaro, TMFPD Fire Marshal, had done a phenomenal job on her own over the last year; however, after many months the TMFPD finally staffed up their Fire Prevention Bureau. He introduced a new employee, David Ridley, who joined the Fire Prevention Bureau as a Fire Prevention Specialist I. He said Mr. Ridley worked as a Fire Protection Engineer at the Lawrence Berkeley National Laboratory.

Mr. Ridley said he was delighted to work with Chief Moore and Fire Marshal Solaro. He stated he emigrated from Scotland approximately four and a half years ago, and it was a privilege to be in the United States.

Chair Jung welcomed Mr. Ridley to the County.

There was no public comment or action taken on this item.

**16-125F**      **AGENDA ITEM 7**    Authorization to reinstate one (1) previously frozen flexibly staffed Fire Prevention Specialist I/II Position at a salary range of \$55,140.80 to \$78,811.20.

Chief Moore explained when the TMFPD was created in 2012, it was anticipated the TMFPD would have a Fire Prevention Bureau of three individuals. He noted approval of the item would allow the TMFPD to hire a third person to get the TMFPD to the point where it could timely review construction plans and start programs such as defensible space training.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 7 be authorized.

**16-126F**      **AGENDA ITEM 8**    Approve the purchase of fourteen (14) X Series ® Manual Monitor/Defibrillators with accessories and training from ZOLL Medical Corporation in the amount of \$438,686.50.

Chief Moore stated the approval of the item would allow the TMFPD to replace their aging frontline defibrillators and heart monitors. Since 80 percent of what the TMFPD did was related to Advanced Life Support (ALS), he noted the equipment was a critical piece of their work. He mentioned an upgrade to the state-of-the-art equipment would allow the TMFPD to place their existing monitors on brush engines.

Should a TMFPD crew happen to be in a brush engine rather than a structural engine, this would provide them with the ability to assist in ALS situations.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 8 be approved.

**16-127F**      **AGENDA ITEM 9** Approve the purchase of eleven (11) Chest Compression Systems from Physio-Control Inc. in the amount of \$165,487.39.

Chief Moore stated the chest compression systems were previously showcased through the allocation of funds from Commissioner Hartung. He mentioned two cardiac arrest situations where the TMFPD utilized the devices. Approval of the item would allow the TMFPD to place the devices in the fire stations staffed by career firefighters.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that Agenda Item 9 be approved.

**16-128F**      **AGENDA ITEM 10** Presentation, discussion and possible approval of a renewal of a Cooperative Agreement and corresponding Annual Operating Plan between Truckee Meadows Fire Protection District and City of Reno for automatic and mutual aid.

Chief Moore stated he and the City of Reno Fire Chief, Dave Cochran, were both in support of the Cooperative Agreement. He noted Chief Cochran wanted to attend the meeting but he was unable to due to his schedule. He explained the approval of Cooperative Agreement would continue the automatic and mutual aid system until 2019. He believed the agreement did not place an onerous burden on any of the fire departments and it furthered the fire departments' ability to send the closest unit to a call when a fire broke out. He mentioned a typographical error referencing the Sierra Fire Protection District in the Annual Operating Plan needed to be struck from the agreement.

On the call for public comment, Cathy Brandhorst spoke about matters of concern to herself.

Chair Jung commended Chief Moore for his work in regards to the Cooperative Agreement.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 10 be approved.

**16-129F**      **AGENDA ITEM 11** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

There was no closed session.

**16-130F**      **AGENDA ITEM 12** Announcements/Reports.

Chief Moore stated the salary study the Board asked him to complete during his evaluation had concluded. He indicated he would present the study at the next meeting.

In response to Chair Jung's question regarding when his evaluation was done, Chief Moore replied it was in July.

Chair Jung reminded the Board she asked Chief Moore to complete the salary study because she believed it was a disgrace that he was making less than some of his counterparts when he had more responsibility and had proven himself.

Commissioner Lucey requested a status update on Fire Station 14's construction and he asked what the plans were for the existing fire station. He also inquired about the status of the executive staff changes within the TMFPD and he wanted to know what Chief Moore's intent was with those positions. He thanked County staff and other entities, including entities from California, for their work and assistance during the fires.

Chief Moore said he would be proud to reciprocate the assistance provided from entities in California.

Commissioner Hartung concurred with Commissioner Lucey's comments.

**16-131F**      **AGENDA ITEM 13** Public Comment.

Cathy Brandhorst spoke about matters of concern to herself.

\* \* \* \* \*

**9:58 a.m.** There being no further business to discuss, the meeting was adjourned without objection.

\_\_\_\_\_  
**KITTY K. JUNG**, Chair  
Truckee Meadows Fire  
Protection District

ATTEST:

\_\_\_\_\_  
**NANCY PARENT**, Washoe County Clerk  
and Ex-Officio Clerk, Truckee Meadows  
Fire Protection District

*Minutes Prepared By:  
Michael Siva, Deputy County Clerk*





# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: November 15, 2016

Fire Chief \_\_\_\_\_  
Finance \_\_\_\_\_  
Legal \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_

**DATE:** September 12, 2016  
**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners  
**FROM:** Charles A. Moore, Fire Chief  
Phone: (775) 328-6123 Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)  
**SUBJECT:** Discussion and possible approval of an amendment to the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association I.A.F.F. Local 3895 at "Article 43 –Training Courses and Seminars" retroactive to July 1, 2016 to increase the training allowance from \$500 to \$750 per fiscal year [FY 16/17 potential impact \$27,000]. (All Commission Districts)

### SUMMARY

This item is for possible approval of an amendment to the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association I.A.F.F. Local 3895 at "Article 43 –Training Courses and Seminars" retroactive to July 1, 2016 to increase the training allowance from \$500 to \$750 per fiscal year.

**Strategic Objective supported by this item:** *Valued, Engaged Employee Workforce*

### PREVIOUS ACTION

On October 28, 2014 the Board of Fire Commissioners approved a collective bargaining agreement between the Truckee Meadows Fire Protection District and the Truckee Meadows Fire Protection District Firefighters Association, IAFF Local 3895 for a four year term effective from July 1, 2014 until June 30, 2018.

### BACKGROUND

The State of Nevada Administrative Code (NAC 450B.360 and 450.363) approved (October 2014) and codified (June 2016) now requires additional certifications for the initial application of and the renewal of a Paramedic Certification

District Management and County Human Resources met with representatives of Local 3895. It was determined that some training standards have increased putting a larger financial burden on some employees. In response to this, staff is recommending an increase in the training allowance from \$500 to \$750 per fiscal year. The amendment proposes the increase retroactively to July 1, 2016 and is attached as exhibit "A".

### FISCAL IMPACT

The increase in the training allowance from \$500 to \$750 per fiscal year has a potential budget impact of \$27,000 for FY16/17. There are sufficient funds in the FY16/17 general fund budget for the increase.

### **RECOMMENDATION**

Staff recommends approval of an amendment to the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association I.A.F.F. Local 3895 at "Article 43 –Training Courses and Seminars" retroactive to July 1, 2016 to increase the training allowance from \$500 to \$750 per fiscal year [FY 16/17 potential impact \$27,000].

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation a possible motion would be:

*"I move to approve an amendment to the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association I.A.F.F. Local 3895 at "Article 43 –Training Courses and Seminars" retroactive to July 1, 2016 to increase the training allowance from \$500 to \$750 per fiscal year [FY 16/17 potential impact \$27,000]."*

## **AMENDMENT TO AGREEMENT**

This Amendment to the 2014-2018 Collective Bargaining Agreement is entered into on the 18th day of October, 2016, by and between the Truckee Meadows Fire Protection District ("TMFPD") and Truckee Meadows Fire Fighters Association, International Association of Fire Fighters Local 3895 ("Union").

### **W I T N E S S E T H:**

WHEREAS, the Union and TMFPD are parties to a Collective Bargaining Agreement ("CBA") entered on October 28, 2014 which expires on June 30, 2018; and,

WHEREAS, Article 42.F of that CBA recites that "[a]ny change in requirements for certification by the State or District shall cause this section to be renegotiated"; and,

WHEREAS, the Nevada Administrative Code at NAC 450B.360 and NAC 450.363 effective June 2016 requires additional certifications for the initial application for, and the renewal of, a Paramedic Certification; and,

WHEREAS, the Association requested negotiations pursuant to Article 42.F due to the changes in Paramedic Certification; and,

WHEREAS, Article 9 "Amendments" states that no provision of the CBA may be amended without the mutual agreement of the parties; and,

WHEREAS, in recognition of the changes to certification described herein, negotiations were conducted and the Parties reached an agreement whereby TMFPD agrees to increase the amount of reimbursement for which Union employees are eligible for training courses as provided for in Article 43.C.3, D and E, and,

WHEREAS, the Parties desire to resolve all issues arising from the State mandated changes to certification,

NOW THEREFORE, in consideration of the foregoing which is incorporated by this reference, the Parties do hereby mutually agree as follows:

1. The Parties agree the amount of reimbursement for training courses for which Union employees are eligible pursuant to Article 43.C.3, D and E shall be increased from \$500.00 to \$750.00 for the duration of the Collective Bargaining Agreement effective retroactively to July 1, 2016.

2. The Parties agree that this increase in reimbursement for training courses fulfills the duty to negotiate as described Article 42 of the CBA and is a complete resolution of all issues arising from the State mandated changes to Paramedic Certification.

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3. There are no other changes to the CBA other than those described herein.

Signed this 15<sup>th</sup>, day of November 2016 for the:

**INTERNATIONAL ASSOCIATION  
FIREFIGHTERS, LOCAL 3895**

**TRUCKEE MEADOWS FIRE  
PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS**

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Ian Satterfield, President

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Kitty K. Jung, Chair



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: November 15, 2016

Fire Chief \_\_\_\_\_  
Finance \_\_\_\_\_  
Legal \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_

**DATE:** November 7, 2016  
**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners  
**FROM:** Charles A. Moore, Fire Chief  
Phone: (775) 328-6123 Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)  
**SUBJECT:** Acceptance of a presentation from the United States Forest Service regarding prescribed burns. (All Commission Districts)

### SUMMARY

Acceptance of presentation from the United States Forest Service regarding prescribed burns.

**Strategic Objective supported by this item:** *Safe, secure and healthy communities*

### PREVIOUS ACTION

None

### BACKGROUND

The Forest Service manages prescribed fire to benefit natural resources and reduce the risk of unwanted wildfires in the future. Specialists write burn plans for prescribed fires – these plans identify the best conditions under which a prescribed fire can be completed safely and with the best ecological results. Burn plans consider temperature, humidity, winds, moisture of the vegetation, and Smoke dispersal. Prescribed Fire Specialists compare conditions on the ground to those outlined in the burn plan before deciding whether to burn on a given day.

This item will be presented by Steve Howell and Annabel Moni from the United States Forest Service and will include a PowerPoint Presentation. Also attached for the Boards information is the Humboldt – Toiyabe N.F. Carson R.D. Pile Burn Plan and an article authored by Retired Chief Mike Brown.

### FISCAL IMPACT

There is no fiscal impact directly related to this presentation.

### RECOMMENDATION

Staff recommends accepting into record the presentation from the United States Forest Service regarding prescribed burns.

### POSSIBLE MOTION

Should the Board agree with staff's recommendation a possible motion would be:

*"I move to accept into record a presentation from the United States Forest Service regarding prescribed burns."*





# US Forest Service

## Humboldt-Toiyabe National Forest

### Carson Ranger District



## **Pile Burning Projects**

Washoe County, Nevada

*Winter 2016-2017*



# Prescribed Fire in the Forest Service

- The Forest Service manages prescribed fire to benefit natural resources and reduce the risk of unwanted wildfires in the future.
- Specialists write burn plans for prescribed fires – these plans identify the best conditions under which a prescribed fire can be completed *safely* and with the *best ecological results*.
- Burn plans consider:
  - Temperature
  - Humidity
  - Winds
  - Moisture of the vegetation
  - Smoke dispersal
- Prescribed Fire Specialists compare conditions on the ground to those outlined in the burn plan before deciding whether to burn on a given day.

NWS Spot Forecast Monitor



National Weather Service, Spot Request Page, November 3, 2016



# The Benefits of Prescribed Fire

*More prescribed fires mean fewer extreme wildfires.*

- The right fire at the right place at the right time...
- Reduces hazardous fuels, protecting communities from extreme fires.
  - Minimizes the spread of insects and disease.
  - Removes unwanted species that threaten species native to an ecosystem.
  - Provides forage for game.
  - Improves habitat for threatened and endangered species.
  - Recycles nutrients back to the soil.
  - Promotes growth of trees, wildflowers, and other plants.

Humboldt-Toiyabe N.F.  
Carson R.D.  
Pile Burn Plan



Fuel Model SFH

C. Environmental Prescription	Acceptable Prescription Range		
	Low Fire Intensity	Desired Fire Intensity	High Fire Intensity
Temperature (°F)	0-69	0-69	0-69
Relative humidity (%)	>74%*	25-74%*	15-24%*
Mid-flame wind speed	0-12	0-12	10-12
Wind direction (within 90°)	Any	Any	Any
1-hr fuel moisture (%)	>14	9-13	7-8
10-hr fuel moisture (%)	>15*	10-14*	8-9*
100-hr fuel moisture (%)	>16	12-15	10-11



# Different Types of Prescribed Fire

- **Understory Burning:** A controlled burn of fuels below the forest canopy, intended to remove hazardous fuels from the forest environment.
- Used to mimic naturally occurring wildfire.
  - Large areas of land treated at a time.



- **Pile Burning:** A controlled burn of fuels that have previously been arranged into slash piles, intended to remove hazardous fuels from the forest environment.
- Used to treat slash created by other forest practices.
  - Small areas treated at a time.





# Other Methods of Fuels Reduction



Logging, Chipping, Mastication, AirCurtain Burners...

# **Why and When the Forest Service** **Uses Prescribed Fire**

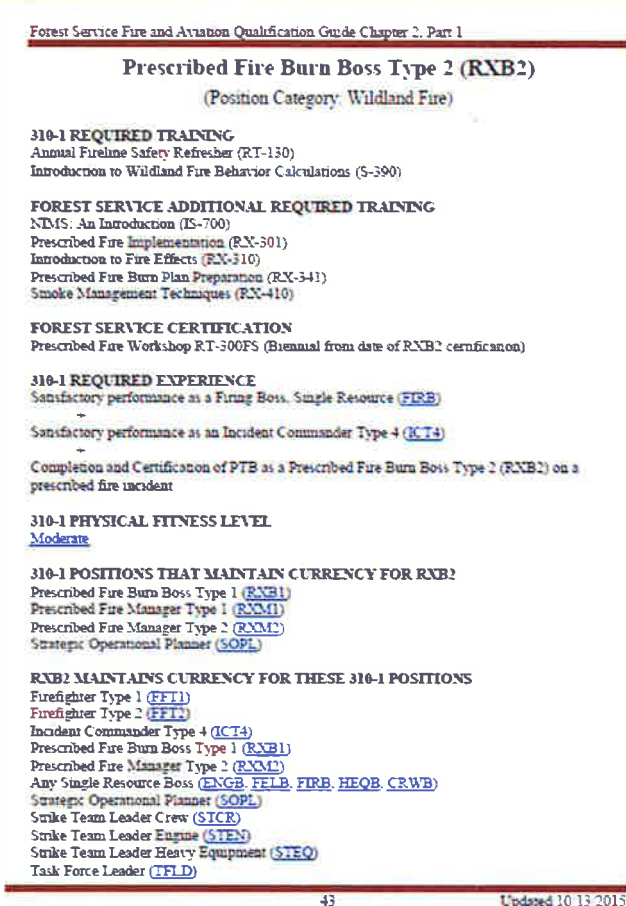
- **Location/Access** – There are project areas that are not accessible to large equipment. Personnel on foot can easily access the area to burn slash piles.
- **Appropriate Treatment Method** – Specialists determine what type of treatment is most appropriate based on vegetation and location. This may or may not be prescribed fire.
- **Cost** – There are times prescribed burning is the most cost appropriate and efficient way of treating the forest.

Prescribed fire is a single tool that may be used to manage hazardous fuels. Specialists determine what the most appropriate tool may be based on many factors. Other treatment options are evaluated for their effectiveness, cost, and feasibility, and often prescribed fire is the least desirable tool to use. There are times and projects where prescribed fire is the most efficient way of achieving hazardous fuel reductions goals.



# Forest Service Prescribed Fire Requirements

- The FS adheres to the Interagency Prescribed Fire Planning and Implementation Procedures Guide (PMS 484).
  - Provides standards, guidance, and unified direction to all Federal agencies for prescribed fire planning and implementation.
- The PMS 484 acts as the minimum requirements.
  - Individual Federal agencies have additional, more stringent requirements: National Environmental Policy Act (NEPA), National Historical Preservation Act (NHPA), Endangered Species Act (ESA), etc...
- This product is available electronically from the NWCG Web site at <http://www.nwcg.gov>



- FS Prescribed Fire personnel undergo rigorous field and classroom training to achieve and maintain qualifications for planning and implementing prescribed fire.

# Carson R.D. Pile Burning in Washoe County, Nevada



- Dog Valley Project Area:
  - 126 acres of piles.
- Arrowhawk Project Area:
  - 16 acres of piles in Thomas Creek.
  - 11 acres of piles in White's Creek.
- Bower's Project Area:
  - 58 acres of piles near Davis Creek Park.
- Little Valley Project Area:
  - 139 acres of piles.
- **Total Acres of Piles in Washoe County: 350**

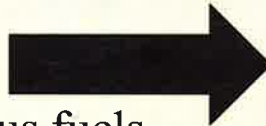


# The Results of Forest Service Pile Burning:



Pre-treatment of hazardous fuels on Forest Service land directly adjacent to private property. Very dense manzanita that's 5+ feet tall, acting as a ladder fuel to the higher tree canopy.

Same site, following hazardous fuels reduction project implemented on Forest Service lands. Manzanita was cut with chainsaws, slash was hand piled, and then piles were burned during an appropriate burn window.





1





2





3





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# **Humboldt-Toiyabe N.F. Carson R.D. Pile Burn Plan**



**Pile Burn Upper Washoe Project 2010**



**PRESCRIBED FIRE PLAN**

**ADMINISTRATIVE UNIT(S)** Humboldt-Toiyabe National Forest Carson R.D.

**PRESCRIBED FIRE NAME** Carson Ranger District Pile Burn

**PREPARED BY** Steve Howell RXB3 **DATE** \_\_\_\_\_

**TECHNICAL REVIEW** Carol Carlock Central Zone Fuels RXB1 **DATE** \_\_\_\_\_

**FIRE MANAGEMENT OFFICER REVIEW** Mike Wilde DFMO **DATE** \_\_\_\_\_

**COMPLEXITY RATING** Low

**MINIMUM RXB REQUIREMENT** RXB3

**EA NAME** North Washoe Valley Wildfire Risk Reduction and Ecosystem Enhancement Project, Clear Creek Fuels Reduction,, Markleevillage Fuels Reduction, Scotts Lake Fuels Reduction, Atoma Green Fuelwood, Peavine Green Fuelwood, Arrowhawk Fuels Reduction, Dog Valley Fuels Reduction, Jobs Peak Fuels Reduction, Genoa Hazardous Fuels **PROJECT NAME** Carson R.D. Pile Burn

**APPROVED BY** Genny Wilson District Ranger **DATE** \_\_\_\_\_

**ADMINISTRATIVE UNIT(S)** HTNF Carson Ranger District

**PRESCRIBED FIRE NAME** Carson R.D. Pile Burn



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## AGENCY ADMINISTRATOR IGNITION AUTHORIZATION (Prescribed Fire Plan, Element 2A)

Instructions: The Agency Administrator Ignition Authorization must be completed before a prescribed fire can be implemented. If ignition of the prescribed fire is not initiated prior to expiration date determined by the agency administrator, a new authorization will be required.

Prior to signature the agency administrator should discuss the following key items with the fire management officer (FMO) or burn boss. Attach any additional instructions or discussion documentation (optional) to this document.

### Key Discussion Items

A.	Has anything changed since the Prescribed Fire Plan was approved or revalidated?  <i>Such as drought or other climate indicators of increased risk, insect activity, new subdivisions/structures, smoke requirements, Complexity Analysis Rating.</i>
B.	Have compliance requirements and pre-burn considerations been completed?  <i>Such as preparation work, NEPA mitigation requirements, cultural, threatened and endangered species, smoke permits, state burn permits/authorizations.</i>
C.	Can all of the elements and conditions specified in Prescribed Fire Plan be met?  <i>Such as weather, scheduling, smoke management conditions, suitable prescription window, correct season, staffing and organization, safety considerations, etc.</i>
D.	Are processes in place to ensure all internal and external notifications and media releases will be completed?
E.	Have key agency staffs been fully briefed about the implementation of this prescribed fire?
F.	Are there circumstances that could affect the successful implementation of the plan?  <i>Such as preparedness level restrictions, resource availability, other prescribed fire or wildfire activity</i>
G.	Have you communicated your expectations to the Burn Boss and FMO regarding if and when you are to be notified that contingency actions are being taken?
H.	Have you communicated your expectations to the Burn Boss and FMO regarding decisions to declare the prescribed fire a wildfire?

Implementation Recommended by:

FMO or Prescribed Fire Burn Boss Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I am authorizing ignition of this prescribed fire between the dates of \_\_\_\_\_ and \_\_\_\_\_. It is my expectation that the project will be implemented within this time frame and as discussed and documented and attached to this plan. If the conditions we discussed change during this time frame, it is my expectation you will brief me on the circumstances and an updated authorization will be negotiated if necessary.

Additional Instructions or Discussion Documentation attached (Optional): Yes ☐ No ☐

Ignition Authorized by:

Agency Administrator Signature and Title: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## PRESCRIBED FIRE GO/NO-GO CHECKLIST

(Prescribed Fire Plan, Element 2B)

Project Name: \_\_\_\_\_

Unit Name: \_\_\_\_\_

* Preliminary Questions	Circle YES or NO
A. Have conditions in or adjacent to the ignition unit changed, (for example: drought conditions or fuel loadings), which were not considered in the prescription development? If <b>NO</b> proceed with the Go/NO-GO Checklist below, if <b>YES</b> go to item B.	YES NO
B. Has the prescribed fire plan been reviewed and an amendment been approved; or has it been determined that no amendment is necessary? If <b>YES</b> , proceed with checklist below. If <b>NO</b> , STOP: Implementation is not allowed. An amendment is needed.	YES NO

GO/NO-GO Checklist	Circle YES or NO
* Have ALL permits and clearances been obtained?	YES NO
* Have ALL the required notifications been made?	YES NO
* Have ALL the pre-burn considerations and preparation work identified in the prescribed fire plan been completed or addressed and checked?	YES NO
* Have ALL required current and projected fire weather forecast been obtained and are they favorable?	YES NO
* Are ALL prescription parameters met?	YES NO
* Are ALL smoke management specifications met?	YES NO
* Are ALL planned operations personnel and equipment on-site, available and operational?	YES NO
* Has the availability of contingency resources applicable to today's implementation been checked and are they available?	YES NO
* Have ALL personnel been briefed on the project objectives, their assignment, safety hazards, escape routes, and safety zones?	YES NO

If all the questions were answered "**YES**" proceed with a test fire. Document the current conditions, location and results. If any questions were answered "**NO**", DO NOT proceed with the test fire: Implementation is not allowed.

After evaluating the test fire, in your judgment can the prescribed fire be carried out according to the prescribed fire plan and will it meet the planned objective? **Circle: YES or NO**

\* Items required if checklist is modified \*

Burn Boss Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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### ELEMENT 3 - COMPLEXITY ANALYSIS SUMMARY

ELEMENT	RISK	POTENTIAL CONSEQUENCE	TECHNICAL DIFFICULTY
1. Potential for escape	L	M	L
2. The number and dependence of activities	L	L	L
3. Off-site Values	L	L	M
4. On-Site Values	L	L	L
5. Fire Behavior	L	M	L
6. Management organization	L	L	L
7. Public and political interest	M	M	L
8. Fire Treatment objectives	L	M	L
9. Constraints	L	L	L
10. Safety	L	L	L
11. Ignition procedures/ methods	L	L	L
12. Interagency coordination	L	L	L
13. Project logistics	L	L	L
14. Smoke management	L	M	L

### COMPLEXITY RATING SUMMARY

	OVERALL RATING
RISK	Low
POTENTIAL CONSEQUENCES	Low
TECHNICAL DIFFICULTY	Low
SUMMARY COMPLEXITY DETERMINATION	Low
<b>Rationale</b> This burn plan encompasses all of the Carson R.D. Prior to burning, the burn plan will address the units to be burned for that year and project sites and will need to be updated as new burn areas are added. The following areas will need to be updated with project site change, signature page with a new EA name, elements 4,6,7,9,11,12,13,17,19, the notification page, maps, behave runs, JHA, and complexity analysis. The burn will take place once prescription measures have been met. Smoke duration and amount of impact should be low due to conditions of the fuel in the piles and atmospheric conditions. Prior to the end of shift each pile will be confined to its pile perimeter.	

## ELEMENT 4 - DESCRIPTION OF PRESCRIBED FIRE AREA

Area physical description will be filled in prior to burning in any unit by the burn boss prior to ignition.

### A. Physical Description

Legal description:	T _____	R _____	S _____
	T _____	R _____	S _____
Latitude	Longitude		
NEPA Project Acres	_____	County	_____
Primary Unit Acres	_____	Drainage	_____
Low elevation	_____	Average aspect	_____
High elevation	_____	Average slope	_____

### Project Boundary

Bowers: The project area encompasses approximately 5,600 acres which ranges in elevation from 5400 to 7000 feet. The total burn units to be burned are approximately 58 acres in size.

Clear Creek: The project area encompasses approximately 12,190 acres which ranges in elevation from 5400 to 7000 feet. The total burn units to be burned are approximately 95 acres in size.

Scotts Lake Fuels Reduction: The project area encompasses approximately 82 acres which ranges in elevation from 7100 to 8000 feet. The total burn units to be burned are approximately 82 acres in size.

Dog Valley: The project area encompasses approximately 16,000 acres which ranges in elevation from 5200 to 7000 feet. The total burn unit to be burned is approximately 126 acres in size.

Arrowhawk: The project area encompasses approximately 7,500 acres which ranges in elevation from 5900 to 7200 feet. The total burn units to be burned is approximately 27 acres in size

Little Valley: The project area encompasses approximately 1,660 acres which ranges in elevation from 6400 to 7000 feet. The total burn units to be burned is approximately 162 acres in size

Jobs Peak: The project area encompasses approximately 500 acres which ranges in elevation from 5100 to 5500 feet. The total burn units to be burned is approximately 2 acres in size

Manzanita: The project area encompasses approximately 700 acres which ranges in elevations from 5000 to 6500 feet. The total burn units to be burned is approximately 53 acres in size.

Genoa: The project area encompasses approximately 10,200 acres which ranges in elevation from 5200 to 8100 feet. The total burn units to be burned is approximately 40 acres in size

An amendment to the burn plan is not required for minor changes in burn unit boundaries to facilitate holding and/or ignition, as long as the area in question has been analyzed in the NEPA document, requires no change in holding or ignition resources and is within the project boundaries. Changes to project area boundaries resulting in either an increase or decrease in area requires an amendment to the burn plan.

Attached maps show project boundaries and locations  
Total acres to be burned are approximately 645 acres.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## B. Vegetation/Fuels Description

On-Site Fuels Data				Adjacent Fuels Data			
FBPS Fuel Model(s)		TU1 (161)	SH2 (142)	FBPS Fuel Model(s)		TU1 (161)	SH2 (142)
NFDRS Fuel Model(s)		H	T	NFDRS Fuel Model(s)		H	T
Fire Regime(s)		1	1	Fire Regime(s)		1	1
Fire Condition Class(es)		2	2	Fire Condition Class(es)		2	2
Fuel Loading	1 hour tlf	.20	1.35	General Description of Adjacent Fuels			
	10 hour tlf	.90	2.40	Adjacent fuels are relatively consistent with fuels inside the primary burn unit.			
	100 hour tlf	1.5	0.75				
	1000 hour tlf	N/A	0				
	Litter depth	.60	1.0				
	Duff depth	0	0				
	Live woody	.90	3.85				
	Live herbaceous	.20	.50				
	Total fuel loading	4.3	9.85				
Comments							
Two fuel models TU1 (161) and SH2 (142) represent the burn units. The Burn Boss will need to identify the fuel type prior to the burn and follow the prescription for TU1 or SH2. Fuels in the adjacent areas are consistent with fuel in the primary burn unit. Fuel model TU1 (161) and SH2 (142) was referenced from Standard Fire Behavior Fuel Models: A Comprehensive Set For Use With Rothermel’s Surface Fire Spread Model. The TU1 fuel model was chosen because it most represented the burn units in the timbered areas, the primary carrier of fire in TU1 (161) is low load of grass and slash or shrub with litter. SH2 fuel model was chosen for the brush units with little to no timber and best represents those burn units without timber, the primary carrier of fire in SH2 (142) is woody shrubs and shrub litter.							

## C. Description of Unique Features

Archeological sites have been identified and measures have been taken to eliminate impact on them. These include lining, changing unit boundary locations, and changing firing patterns. These sites will be managed in compliance with the National Historic Preservation Act.

Goshawk nesting sites identified and known will be excluded from burn units.



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 5 - GOALS AND OBJECTIVES

**A. Goals: Consumption of all hand piles in the project area by 80% or greater.**

**B. Objectives:**

Resource Objectives	Prescribed Fire Objectives
<p><b>Reduce Hazardous fuels in Wildland Urban Interface working within the Threat/Defense zone.</b></p> <p><b>Reducing fuel loading within green fuelwood areas.</b></p>	<p><b>Reduce fuels by 80%.</b></p>
<p><b>Maintain 10% or less overstory tree mortality where piles might be next to trees</b></p>	<p><b>80% or more piles burned within the unit</b></p>
<p><b>Limit scorch height on pines.</b></p>	<p><b>Limit scorch height on pines to 20 feet and complete scorching of the bole of the trees to less than 70% of the diameter.</b></p>

**Objectives Are S.M.A.R.T.**

**Specific  
Measurable  
Attainable  
Reasonable,  
Time Related**

Tolerable deviation from objectives:
<p><b>Consumption can vary from between 90 and 100% of burnable material within the piles</b></p> <p><b>No more than 10% of the original pile should be left on site</b></p>

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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### ELEMENT 6 – FUNDING

Phase	Funding Source(s)						Subtotal
	Fuels	Wildlife	Range	Recreation	Timber	Other	
NEPA Planning	50,000	20,000			25,000	10,000	105,000
Clearances							
Burn Plan Preparation							
Site Preparation	15,000					60,000	75,000
Ignition & Holding	25,000						25,000
Mop-up & Patrol	5,000						5,000
Subtotal	95,000	20,000			25,000	70,000	210,000
<b>Grand Total</b>							<b>210,000</b>

The cost for planning is for a larger area done under an EA and not just for the burn sites.

## ELEMENT 7 - PRESCRIPTION

### Fuel Model TU1

A. Environmental Prescription	Acceptable Prescription Range			Outside area at critical holding point  minimum acceptable moisture
	Low Fire Intensity	Desired Fire Intensity	High Fire Intensity	
Temperature (°F)	25-69	25-69	25-69	
Relative humidity (%)	>45%*	25%-44%*	15%-24%*	
Mid-flame wind speed	<5.5	5.6-8.5	8.6-12	
Wind direction (azimuth°)	Any	Any	Any	
1-hr fuel moisture (%)	>11	9-10	7-8	<7
10-hr fuel moisture (%)	>12	10-11	8-9	<8
100-hr fuel moisture (%)	>14	12-13	10-11	<10
1000-hr fuel moisture (%)	N/A	N/A	N/A	N/A
Live fuel moisture (%)	N/A	N/A	N/A	N/A
Duff moisture (%)	N/A	N/A	N/A	N/A
Soil moisture (%)	N/A	N/A	N/A	N/A
<b>&gt;Greater Than &lt;Less Than</b> <b>Additional Information</b> <p>A 10 hour fuel stick will be placed 2 weeks prior and kept on the burn unit site and will be used as a method for determining if the unit is within prescription, 1 hour moistures can be taken by estimate in the field from measuring dry bulb temperature and relative humidity and referring to the Interagency Fire Use Module Field Guide 2005 page 50 or the Fire Line Handbook Appendix B for moisture tables. 10 hour fuels may be measured and used with the rule of thumb for calculating 1 hour fine dead fuels by subtracting 1% from 10 hour fuel moisture. 100 hour fuel moistures can also be calculated by adding 2 from the 10 hour fuels. (Advanced Wildland Fire Behavior Calculations S-490 Jan. 1993 NFES 2285 page 49). Midflame wind speeds can be converted to 20 foot winds using the adjustment factor appropriate to the site by dividing the midflame wind by the adjustment factor of 0.3 for partially sheltered fuels for the site (Fireline Handbook Appendix B).</p> <p>Behave Plus runs and the Fine Dead Fuel Moisture tables do not take into account moisture that is present within the burn area for pile burning. The prescription is for an escape from a burn pile. Fuels outside the pile will have higher live woody moisture because of burning in the winter and early spring months.</p> <p>When snow is covering the burn unit and or measurable precipitation events are happening when mid flame wind speed exceeds 12 mph line officer approval is needed to continue to burn with higher winds.</p> <p><b>*Relative humidity or 10 hour fuel moistures will be used only in dry ground conditions as a factor in the prescription. When snow and or rain are present RH and 10 hour fuels moistures will not be a factor in an escape. (RH and Fuel Moistures have read below prescription levels in the past when snow has been present in freezing conditions. Experience shows these readings will not play a factor into an escape when conditions are such with snow and rain present)</b></p>				

## ELEMENT 7 - PRESCRIPTION

<i>B. Fire Behavior Prescription</i>	Acceptable Fire Behavior Range			Outside area at critical holding points
	Low Fire Intensity	Desired Fire Intensity	High Fire Intensity	
<b>Fuel Model(s)</b>	TU1(161)	TU1(161)	TU1(161)	TU1(161)
<b>Rate of Spread</b> (chains/hour)	0-6	6.1-10	10.1-20.7	>20.7
<b>Flame Length</b> (in feet)	0-0.5	0-4	4.1-6	>6.1
<b>Scorch Height</b> (in feet)	20	20	20	
<b>Probability of Ignition</b> (%)	N/A	N/A	70	>70
<b>Spotting Distance</b> (in miles)	0	0.1	0.1	>0.1
<p><b>Prescription is defined as the measurable criteria that define a range of conditions during which a prescribed fire may be ignited and held as a prescribed fire. The plan prescription will describe a range of low to high limits for the environmental (weather, topography, fuels, etc.) and fire behavior (flame lengths, rate of spread, spotting distance, etc.) parameters required to meet Prescribed Fire Plan objectives while meeting smoke management and control objectives. Parameters are quantitative variables expressed as a range that result in acceptable fire behavior and smoke management.</b></p> <p>&gt;Greater Than &lt;Less Than</p> <p style="text-align: center;"><b>Attach BehavePlus Worksheets</b></p>				
<b>Fire Behavior Narrative</b>				
<p>See attached Behave Plus runs. Behave Plus was used to calculate runs.</p> <p>If site conditions do not match fuel model or closely represent TU1 (161) a new burn plan or amendment must take place to the existing burn plan.</p> <p>The piles will experience high heat intensities within the pile. Some larger piles may experience high flame lengths but will be confined to the pile. The piles will have little to no fire spread outside of the perimeter of the pile.</p> <p>Spotting distance is from a burning pile as shown in Behave runs. Spotting distance may not exceed the contingency area.</p> <p>Probability of Ignition may not exceed 70 percent in dry conditions. 70 percent was used from local knowledge and experience in the area to be burned. Behave Plus does not factor in local conditions such as green up and recent precipitation and or snow within the burn area. Resources on scene will be sufficient to handle any problems that may arise from a burning ember outside of the primary burn unit.</p>				

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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### Fuel Model SH2

C. Environmental Prescription	Acceptable Prescription Range			Outside area at critical holding point  minimum acceptable moisture
	Low Fire Intensity	Desired Fire Intensity	High Fire Intensity	
Temperature (°F)	0-69	0-69	0-69	
Relative humidity (%)	>74%*	25-74%*	15-24%*	
Mid-flame wind speed	0-12	0-12	10-12	
Wind direction (azimuth°)	Any	Any	Any	
1-hr fuel moisture (%)	>14	9-13	7-8	<7
10-hr fuel moisture (%)	>15*	10-14*	8-9*	<8*
100-hr fuel moisture (%)	>16	12-15	10-11	<10
1000-hr fuel moisture (%)	N/A	N/A	N/A	N/A
Live fuel moisture (%)	N/A	N/A	N/A	N/A
Duff moisture (%)	N/A	N/A	N/A	N/A
Soil moisture (%)	N/A	N/A	N/A	N/A
<p>&gt;Greater Than &lt;Less Than</p> <p><b>Additional Information</b></p> <p>A 10 hour fuel stick will be placed 2 weeks prior and kept on the burn unit site and will be used as a method for determining if the unit is within prescription, 1 hour moistures can be taken by estimate in the field from measuring dry bulb temperature and relative humidity and referring to the Interagency Fire Use Module Field Guide 2005 page 50 or the Fire Line Handbook Appendix B for moisture tables. 10 hour fuels may be measured and used with the rule of thumb for calculating 1 hour fine dead fuels by subtracting 1% from 10 hour fuel moisture. 100 hour fuel moistures can also be calculated by adding 2 from the 10 hour fuels. (Advanced Wildland Fire Behavior Calculations S-490 Jan. 1993 NFES 2285 page 49). Midflame wind speeds can be converted to 20 foot winds using the adjustment factor appropriate to the site by dividing the midflame wind by the adjustment factor of 0.3 for partially sheltered fuels for the site (Fireline Handbook Appendix B).</p> <p>Behave Plus runs and the Fine Dead Fuel Moisture tables do not take into account moisture that is present within the burn area for pile burning. The prescription is for an escape from a burn pile. Fuels outside the pile will have higher live woody moisture because of burning in the winter and early spring months.</p> <p>When snow is covering the burn unit and or measurable precipitation events are happening when mid flame wind speed exceeds 12 mph line officer approval is needed to continue to burn with higher winds.</p> <p><b>*Relative humidity or 10 hour fuel moistures will be used only in dry ground conditions as a factor in the prescription. When snow and or rain are present RH and 10 hour fuels moistures will not be a factor in an escape. (RH and Fuel Moistures have read below prescription levels in the past when snow has been present in freezing conditions. Experience shows these readings will not play a factor into an escape when conditions are such with snow and rain present)</b></p>				

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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<b>D. Fire Behavior Prescription</b>	<b>Acceptable Fire Behavior Range</b>			<b>Outside area at critical holding points</b>
	<b>Low Fire Intensity</b>	<b>Desired Fire Intensity</b>	<b>High Fire Intensity</b>	
<b>Fuel Model(s)</b>	SH2(142)	SH2(142)	SH2(142)	SH2(142)
<b>Rate of Spread (chains/hour)</b>	0-0.5	0.6-6.5	6.6	>6.6
<b>Flame Length (in feet)</b>	0-0.5	0.6-2.5	2.6	>2.6
<b>Scorch Height (in feet)</b>	N/A	N/A	N/A	
<b>Probability of Ignition (%)</b>	N/A	N/A	70	>70
<b>Spotting Distance (in miles)</b>	N/A	N/A	N/A	N/A
<p>Prescription is defined as the measurable criteria that define a range of conditions during which a prescribed fire may be ignited and held as a prescribed fire. The plan prescription will describe a range of low to high limits for the environmental (weather, topography, fuels, etc.) and fire behavior (flame lengths, rate of spread, spotting distance, etc.) parameters required to meet Prescribed Fire Plan objectives while meeting smoke management and control objectives. Parameters are quantitative variables expressed as a range that result in acceptable fire behavior and smoke management.</p> <p>&gt;Greater Than &lt;Less Than</p> <p><b>Attach Behave Plus Worksheets</b></p>				
<b>Fire Behavior Narrative</b>				
<p>See attached Behave Plus runs. Behave Plus was used to calculate runs.</p> <p>If site conditions do not match fuel model or closely represent SH2 (142) a new burn plan or amendment must take place to the existing burn plan.</p> <p>The piles will experience high heat intensities within the pile. Some larger piles may experience high flame lengths but will be confined to the pile. The piles will have little to no fire spread outside of the perimeter of the pile.</p> <p>Probability of Ignition may not exceed 70 percent in dry conditions. 70 percent was used from local knowledge and experience in the area to be burned. Behave Plus does not factor in local conditions such as green up and recent precipitation and or snow within the burn area. Resources on scene will be sufficient to handle any problems that may arise from a burning ember outside of the primary burn unit.</p>				

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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### ELEMENT 8 – SCHEDULING

<b>A. Ignition Time Frames/Season(s)</b>	Fall, Winter, Spring
<b>B. Projected Duration</b>	October 1 <sup>st</sup> -May 30th
<b>C. Constraints</b>	
<p>The burn boss must note the 6-10 day forecast to determine if a warming trend is forecasted. The National Weather Service Reno office is the preferred weather office for spot weather forecasts. This will be included in the project folder. The project must fall within fall/winter/spring months.</p>	

### ELEMENT 9 - PRE-BURN CONSIDERATIONS AND WEATHER

#### A. Considerations

<b>1. On Site</b>
<p>Prior to implementing the burn a smoke permit must be obtained from the Air Quality District the burn is taking place in, and a temporary right of way permit from NDOT to place signs along Nevada Highways. Prescribed fire burn signs will be placed along any impacted highways daily before ignition. A ten hour fuel stick will be placed in or near the burn units two weeks prior to burning. Weather observations will be taken on site and recorded prior to, during and after ignition has taken place. The fuels specialist and the burn boss will be responsible to ensure pre burn considerations are in place.</p>
<b>2. Off Site</b>
<p>Prior to implementing the prescribed fire, Minden Dispatch will be given a complete copy of the Prescribed Fire Plan. Notifications will be made prior to burning as listed in the notification sheet.</p>

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## B. Method and Frequency for Obtaining Weather and Smoke Management Forecast(s)

Proximity to nearest RAWS	No more than 10 miles from the nearest RAWS in each unit			
Need for on-site RAWS		Yes	X	No
<b>Additional Information</b>				
<p><b>A Spot Weather Forecast will be required on day of burn prior to ignition.</b></p> <p><b>A Spot Weather Forecast from the National Weather Service is required prior to ignition, for each day active ignition is occurring on the burn.</b></p> <p>Air quality will be called prior to ignition to check for burn/no burn days</p> <p>Weather observations will be taken daily and recorded on appendix G and be put into the working file for records.</p> <p>Local weather projected beyond the ignition operation and the need for additional spot weather forecasts should be taken into account in order to minimize the risk of a later escape.</p>				

## C. Notifications

The District Fuels Specialist or the District Ranger will take the lead in talking to the TV and newspaper media – include a lead quote in the news release. The lead PAO for this project will be the District Fuels Specialist. If the Fuels Specialist is unavailable the District FMO or the District Ranger may step in as the PAO for the project.

Nearby residents will be notified at least 1 week prior to burning.

Table below represents the contacts to be made and by whom.

Depending on project location not all of the contacts will be needed for a given day. (example: Burning in Douglas County we will not need to make contact with Reno Fire Department).



Who	When*	Phone Number and/or e-mail	Responsibility	Date	Initial
Local Residents	B, A		Dist Fuels Spec Dist FIO		
Local radio station	B(1wk)		Dist Fuels Spec Dist FIO		
TV stations	B(2wks)		Dist Fuels Spec Dist FIO		
Newspapers	B(1wk)		Dist Fuels Spec Dist FIO		
Reno City Fire Department Truckee Meadows Protection District Carson Fire East Fork Fire Protection Lake Valley Fire(Scotts Lake Pile Burn) Alpine County	D		Minden		
Air Quality Management Divisions Dependent on air district	B, D, A (Submit permit at least 2 weeks in advance)		Dist Fuels Spec		
Minden Dispatch	B,D,A	883-5995	Burn Boss		
Markleeville Residents Email	B		Dist. Fuels Spec		
County Sheriff's	D		Minden		
Parks and Rec Director	B	Director	District Ranger		
County Managers	B	Manager	District Ranger		
Nevada Division of Forestry	D	FMO	Minden		
Nevada Department of Transportation (Nevada Burns) Cal Trans (California Burns)	D		Minden		
Nevada Division of Environmental Quality	B(5day), A	775-687-9358	Dist Fuels Specialist		
BLM – Carson City Field Office LTBMU Camino Dispatch	B		Minden		
National Weather Service <a href="http://www.wrh.noaa.gov/reno/fire">www.wrh.noaa.gov/reno/fire</a>	B(5da), D, A	775-673-8105 775-673-8108 after 4:00pm, or fax 775-673-8110	Burn Boss		
Fire Staff, District FMO	B	352-1223 884-8145	Dist Fuels Spec		
Carson RD Front Desk	B	882-2766	Dist Fuels Spec		
Supervisor's Office Front Desk	B	355-3501	Dist Fuels Spec		
When to Notify	Before (B): The day prior to burn day.				

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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	Day of (D): Prior to ignition on burn day.			
	After (A): After burn is completed			

## ELEMENT 10 - BRIEFING

### Operational Briefing (Responsibility – Prescribed Fire Burn Boss)

- ☐ Introduction of Burn Organization
  - Make Crew and Equipment Assignments
- ☐ Provide Maps
- ☐ Review Burn Objectives and Constraints
- ☐ Review Spot Weather Forecast
- ☐ Discuss Weather Data Collection Procedures
  - Make Weather Observer Assignment and Set Collection Schedule
- ☐ Review Predicted Fire Behavior
- ☐ Review Burn Prescription and Critical Weather that Will Terminate Burn
- ☐ Review Ignition Plan and Possible Problems
- ☐ Review Aerial Ignition Plan and appropriate safety procedures (if applicable)
- ☐ Review Holding Plan and Possible Problems
- ☐ Review Contingency and Wildfire Conversion Plan
  - Identify High Value and Areas of Special Concern
  - Identify Mitigation Measures, Procedures, Project Boundary, Etc.
- ☐ Review Safety Plan, Risk Assessment/JHA and Medical Evacuation Plan
  - Identify On-Site Personnel with Medical and Helitack Qualifications
- ☐ Review LCES and Identify Lookout Assignments
- ☐ Discuss Communication Plan
- ☐ Wildfire Conversion

### Crew Briefing (Responsibility - Firing Specialist and Holding Specialist Functions)

- ☐ Make Crew Assignments, Record Names, and Review Chain of Command
- ☐ Make Equipment Assignments and Physically Test Equipment Prior to Ignition
- ☐ Assign Radio Frequencies and Physically Test All Radios Prior to Ignition
- ☐ Review Contingency Plan, Wildfire Conversion, Procedures, and Mitigation
- ☐ Review Everyone's Personal Protective Equipment
- ☐ Discuss Probable Starting and Ending Times
- ☐ Assure Everyone Knows Position, Responsibility, and Procedures

Prescribed Fire Burn Boss

SIGNED \_\_\_\_\_

**ELEMENT 11 - ORGANIZATION AND EQUIPMENT****Fuel Model TU1****Minimum Workforce & Equipment  
Needed to Conduct Burn**

<b>A. Positions</b>							
		<b>Low</b>		<b>Desired</b>		<b>High</b>	
<b>Position</b>	<b>ICS Code or Unit of Measure</b>	<b>Total Amount</b>	<b>Line Building Rate</b>	<b>Total Amount</b>	<b>Line Building Rate</b>	<b>Total Amount</b>	<b>Line Building Rate</b>
Prescribed Fire Burn Boss	RXB3	1		1		1	
Engine Boss	ENGB.	0		0		1	
Ignition Crew/Holding Crew	FFT2	3	6	5	10	7	14
<b>B. Equipment</b>							
Engine Type 3, 4, 6, (3 person minimum)		0		0		1	15
<b>C. Supplies</b>							
Drip Troches	<b>Ea</b>	2		4		5	
Hand Tools	<b>Ea</b>	3		5		10	
<b>Total Line Production Rate</b>			<b>6</b>		<b>10</b>		<b>29</b>
<p>Calculations were taken from the Fireline Handbook Appendix A based on fuel model 8 which closely represents TU1 (161). Calculation was based on a 3 person crew minimum without an engine except for high prescription days where an engine with a three person crew is needed.</p> <p>Firing crew will become holding crew when ignition operations are completed therefore they hold collateral duties. The Burn Boss also holds collateral duties such as firing and holding. On high days the ignition and holding crews will have at least one person qualified at the Engine Boss level for engine staffing purposes for contingency plans. Line production rates from personnel are not duplicated for equipment.</p>							

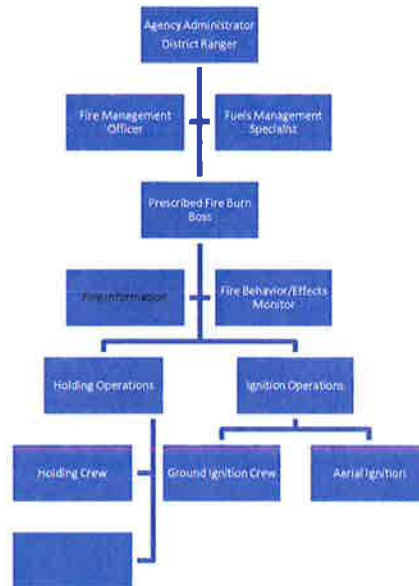
Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 11 - ORGANIZATION AND EQUIPMENT

### Fuel Model SH2

Minimum Workforce & Equipment Needed to Conduct Burn							
B. Positions							
		Low		Desired		High	
Position	ICS Code or Unit of Measure	Total Amount	Line Building Rate	Total Amount	Line Buildin g Rate	Total Amount	Line Building Rate
Prescribed Fire Burn Boss	RXB3	1		1		1	
Engine Boss	ENGB.	0		0		1	
Ignition Crew/Holding Crew	FFT2	3	9	5	15	7	21
<b>B. Equipment</b>							
Engine Type 3, 4, 6 (3 person minimum)		0		0		1	15
<b>C. Supplies</b>							
Drip Troches	<b>Ea</b>	2		4		5	
Hand Tools	<b>Ea</b>	3		5		10	
<b>Total Line Production Rate</b>			<b>9</b>		<b>15</b>		<b>36</b>
<p>Calculations were taken from the Fireline Handbook Appendix A based on fuel model 2 which closely represents SH2 (142). Calculation was based on a 3 person crew minimum without an engine except for high prescription days where an engine with a three person crew is needed.</p> <p>Firing crew will become holding crew when ignition operations are completed therefore they hold collateral duties. The Burn Boss also holds collateral duties such as firing and holding. On high days the ignition and holding crews will have at least one person qualified at the Engine Boss level for engine staffing purposes for contingency plans. Line production rates from personnel are not duplicated for equipment.</p>							

### Organization Chart



Additional resources may be assigned to the project without amending the burn plan if the addition of these resources does not change the complexity of the burn or require additional supervisory positions. These changes must be documented in the daily briefing. Reduction in resource capabilities identified as required in the plan requires an amendment. This is an example organization chart, locally developed organizational chart can be used in place of this chart. Add boxes as needed for additional personnel assigned for each operational period. Organization chart may be completed on the day of the burn and must be completed for each operational period. If a position is not needed place N/A in the space do not leave blank. A separate organization chart designed locally will be filled out daily and placed within the working project file.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 12 - COMMUNICATION

### A. Radio Frequencies

Channel	Function	Frequency	Band Width	Assignment	Remarks
<b>COMMAND</b>					
H-1 M-1		RX: 170.475 TX: 169.875 Tone: 1 (Slide) 2 (Peavine)	Narrow	Comm. to Minden	<i>H = Hand held</i> <i>M = Mobile</i>
H-1 M-1		RX: 170.475 TX: 169.875 Tone: 4 (Rawe) 3 (Hawkin)	Narrow	Comm. to Minden	<i>H = Hand held</i> <i>M = Mobile</i>
<b>TACTICAL</b>					
H-1 M-1		RX: 169.875 TX: 169.875	Narrow	Burning Operations	<i>H = Hand held</i> <i>M = Mobile</i>
		RX: TX:			
		RX: TX:			
<b>AIR OPERATIONS</b>					
		RX: TX:			
		RX: TX:			
<b>OTHER</b>					
		RX: TX:			
		RX: TX:			
<b>REMARKS</b>					



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## B. Telephone Numbers

Contact	Office Phone Number	Cell Phone Number
HTNF – Carson District Office	775-882-2766	
HTNF – Supervisor's Office	775-355-5300	
Minden Dispatch	775-883-5995	
Bill Dunkelberger, <i>Forest Supervisor</i>	775-355-5310	
Russel Bird, <i>Forest FMO</i>	775-355-5315	775-240-9005
Vacant, <i>Forest AFMO</i>	775-352-1222	775-313-6324
<i>Line Officer</i>	775-884-8100	775-721-1259
Steve Howell, <i>District Fuels Specialist/ RXM2</i>	775-884-8114	775-721-2064
Mike Wilde, <i>District FMO</i>	775-884-8145	775-721-0682

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 13 - PUBLIC AND PERSONNEL SAFETY AND MEDICAL

### A. Safety Hazards

<b>Firefighter</b>
All personnel who are within the active burn area are required to wear personal protective equipment. All burn personnel will be appropriately red carded and qualified for the position they are filling. Smoke exposure may be heavy at times due to heavy fuels in piles. JHA's for the project will be followed and signed by all personnel on the project.
<b>Public</b>
The project area will be signed with notices of the prescribed fire to alert the public of planned prescribed fire. Non-red carded individuals will be escorted by a qualified prescribed fire employee assigned to the project. Media will be directed to the District Fuels Specialist, the District Fire Information Officer or the District Ranger.

### B. Measures Taken to Reduce the Hazards

Prescribed burn signs will be placed prior to daily ignition along any possible impacted highways. Prescribed burn signs will also be placed near the burn alerting public in the area. The project area will be signed with prescribed burn notices prior to the project implementation. Tailgate safety sessions will be conducted prior to operations and JHA's will be reviewed and signed by all personnel assigned to the project.
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### C. Emergency Medical Procedures

In the event of serious accidents or injuries, the Burn Boss shall be notified immediately. Individuals with medical qualifications (i.e. First Responder, EMT, and Paramedic) and helitack qualified should be identified at the pre-burn briefing. The Burn Boss or assigned person will initiate on-site response (if not already in progress) and coordinate additional response needs.
In the event of a serious injury the incident will be treated as an incident within an incident. If injury is serious then ignition will stop and holding will take place until the injury is taken care of. The Burn Boss may assign a qualified person to take over the burn while the injury incident is being handled. In the event of a serious injury the burn boss will notify Minden Dispatch and the duty officer. The Duty Officer and or Minden Dispatch will notify the line officer following the district safety plan.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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#### **D. Emergency Evacuation Methods**

### **FIELD SITE**

### **MEDICAL EMERGENCY AND EVACUATION PLAN**

**Project Name:** Carson R.D. Pile Burn

**Work Site Location (include legal description)** (Fill in on day of activity) : \_\_\_\_\_

To prepare for an emergency which requires first aid, and/or immediate evacuation of personnel due to serious illness or injury, the following information should be predetermined, and available to all crew members:

**DESIGNATED FIRST AID PROVIDER(S):**

*(At least one person on each crew should be designated to provide first aid)*

\_\_\_\_\_  
\_\_\_\_\_

**COMMUNICATION PROCEDURES TO FOLLOW IN THE EVENT OF AN EMERGENCY:**

### **MEANS OF COMMUNICATION:**

**RADIO CHANNEL:** 1 (HTF local or tones 1,2,3 or 4) **PHONE NUMBER:** Dispatch 775-883-5995

**HOME BASE:** Carson Ranger District

**HOME BASE EMERGENCY COORDINATOR:** Line Officer

**EMERGENCY SERVICES:**

**PHONE NUMBER:** 911

### **HOSPITALS:**

### **PHONE NUMBER:**

(Air evacuation should be obtained through the SO dispatcher, if needed.)

**EMERGENCY EVACUATION TRAVEL ROUTES:** Attach map with roads for evacuation to main highway to above hospital (and helispots, if appropriate) highlighted.

**CREW MEMBERS SHOULD PROVIDE THE FOLLOWING WHEN CALLING FOR ASSISTANCE:**

- nature of injury or accident (do not broadcast victim(s) name(s);
- type of assistance needed;
- number, and (for air transport) estimated weight, of persons to be transported;
- location of injured, using landmarks identifiable on ground and/or map;
- current information about weather and travel hazards/obstacles;
- (Crew should remain in contact with home unit until evacuation team arrives, if possible.)
- Copies of this plan should be provided to crew leader(s) and Home Base Coordinator(s), prior to beginning work;

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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### E. Emergency Facilities

EMERGENCY TRANSPORTATION								
NAME	TELEPHONE	LOCATION			PARAMEDICS			
					YES	NO		
CARE FLIGHT REMSA	911	RENO, NV, Carson City NV			X			
UC DAVIS ( BURN CENTER)	916-734-2011 Sacramento California	Sacramento, Ca.			X			
HELISPOT CLOSEST TO PROJECT	LAT.	Sites will be identified on the ground prior to burning. Because this is a district wide plan sites will change on a day to day basis. Lat and Longs will be noted on the medical plan for that days burning.			LONG.			
HOSPITALS								
NAME	ADDRESS AND LATITUDE AND LONGITUDE	TRAVEL TIME ( MIN)		PHONE	HELIPAD		BURN CENTER	
		AIR	GROUND		YES	NO	YES	NO
ST. MARY'S	235 W. SIXTH ST. Reno, Nv.	10 MIN.	½ HR.	770-3000	X			X
RENOWN	1155 MILL ST. RENO ,NV	10 MIN.	½ HR.	982-4100	X			X
SOUTH MEADOWS MED. CENTER	10101 DOUBLE R BLVD. Reno, Nv.	10 MIN	½ HR.	982-7000		X		X
UC DAVIS ( BURN CENTER)	916-734-2011 Sacramento California	1 HR	4 HR.	916-734-2011	X		X	
University Medical Center (Burn Center)	702-383-2000 Las Vegas Nevada	1 HR	9 HR.	702-383-2000	X		X	
Carson Tahoe Hospital	1600 Medical Parkway Carson City, NV	10 MIN	½ HR.	445-8000	X			X
Carson Valley Medical Center	1107 US Highway 395 N, Gardnerville, NV	10 MIN.	½ HR.	782-1500	X			X

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 14 - TEST FIRE

### A. Test Fire Provisions and Planned Location

Provisions for a test fire are required and results must be recorded. The test fire must be ignited in a representative location and in an area that can be easily controlled. The purpose of the test fire is to verify that the prescribed fire behavior characteristics will meet management objectives and to verify predicted smoke dispersion. In many applications, analysis of the initial ignitions may provide adequate test fire results. On multiple-day projects, evaluation of current active fire behavior, in lieu of a test fire, may provide a comparative basis for continuing and must be documented. If in doubt however, initiate a separate test fire and evaluate results. A test fire will consist of a single pile in a representative spot in the burn unit for that day's ignition. The pile will be ignited and monitored for smoke dispersion and effectiveness of the pile being consumed. Minden Dispatch must be notified of a test fire and then notified if ignition will continue.

### B. Test Fire Documentation

Location:

Date and Time:

Weather/Fuels Conditions	
Cloud Cover %	
Temperature	
Relative Humidity	
Fine Dead Fuel Moisture	
Wind Speed	
Fuels	

Test Fire Results	
Flame Length	
Rate of Spread	
Smoke Dispersion	
Other	

The test fire meets the prescription parameters	Yes		No	
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SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
Prescribed Fire Burn Boss

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 15 - IGNITION PLAN

### **A. Firing Methods & Devices**

The means by which a fire is ignited can be Air Curtain Burner, hand held drip torches, fussees, fire-gel, propane torches, back pack torches, matches.

### **B. Ignition Techniques**

This project consists of all pile burning and piles will be hand ignited appropriately according to fuels and weather conditions.

### **C. Patterns & Sequences**

This project consists of all pile burning; the sequence and pattern of ignition will be determined by the Burn Boss based on weather and fuel conditions.

### **D. Ignition Staffing**

Ignition staffing will follow Element 11 organization and staffing depending on the prescription. Igniters will hold collateral duties such as holding.



## ELEMENT 16 - HOLDING PLAN

<b>A. General Procedures for Holding</b>
Each individual lighter will be responsible for holding and monitoring piles within the project area that have been ignited. The holding crew will consist of the ignition crew after ignition is completed for the day.
<b>B. Critical Holding Points and Actions</b>
Piles located within the project area will be monitored appropriately and each pile will be confined to its perimeter before the end of shift.
<b>C. Minimum Organization or Capabilities Needed</b>
Minimum capabilities needed for holding are identified under Element 11 - Organization and Equipment. On burn day and subsequent days of the prescribed fire, a mix of the number and kinds of hand crews and engines may be modified as long as stated production capabilities are not compromised. As the prescribed fire progresses from ignition to holding to mop up and patrol, specified capabilities and/or types of resources may be adjusted by the Burn Boss.
<b>D. Mop-up and Patrol</b>
When fuels have been reduced to the desired level and ignition is completed, the piles will be either mopped up or secured to the pile perimeter before personnel leave the burn under direction of the Burn Boss, who becomes responsible for mop-up. As the lighting crew completes their assignments, they will be reassigned to the mop-up crew and will work directly for the Burn Boss. The piles will be chunked as often as feasible to maintain flaming instead of smoldering state for smoke emissions and consumption of fuels.  <b>Implement Category 3 Mop-up and patrol standards:</b> procedures and duration comply with <i>FSM 5142.2.5.c, R-4 Supplement 5100-2004-1</i> and the Humboldt-Toiyabe Fire Management Plan. Category 3 mop-up applies when the potential for an escape is extremely low. Category 3 mop-up standards is: Patrol and monitor until weather conditions eliminate the need or the burn is declared out. A higher level of patrol may be needed on subsequent days when the burn boss has determined it necessary.

The burn unit should be checked the day after each ignition and any subsequent days there after as determined by the burn boss. Documentation of conditions should be made in a Unit Log with the below filled out following each check of the burn unit.

Date/Time Lines Checked	Who Checked	Method (air/ground)

**ELEMENT 17 - CONTINGENCY PLAN****A. Management Action Points**

If any of the following situations occur, contingency action will take place:

1. Fire threatens the project boundary.
2. Fire outside of the primary unit boundary (Notify Duty Officer as soon as possible).
3. Smoke impacting sensitive areas.
4. Potential for costs to control exceed available project funds.
5. If fire exceeds objectives.

**B. Actions Needed**

If the objectives are not being met, the Contingency Plan is implemented. If the contingency actions are successful at bringing the project back within the scope of the Prescribed Fire Plan, the project may continue. If contingency actions are not successful by the end of the next burning period, then the prescribed fire **will** be converted to a wildfire.

Due to lack of current interagency agreements to allow interagency resources to be compensated for prescribed fire, contingency resources will be agency only and Burn Boss will need to arrange to have contingency forces available on site during project implementation. In the event an escape occurs, interagency resources can be utilized and estimated response times and locations are listed in Item C below.

On site contingency forces:

- Pre-identified water locations for engine water fill determined the day of ignition.
- If portable tanks are used, ensure they are filled prior to implementation.
- Type 7 engine (patrol) or portable pumps with hose (if water source available) will be on scene during low and moderate prescription days when snow is not present in the burn unit or the site has not received recent rains.

Contingency Points:

- Primary Burn Unit: On site contingency forces should be able to utilize the existing road system natural features that surround the burn units to contain the fire. If fire crosses outside the burn unit under the high prescription, 1 additional engine should be ordered to support the onsite contingency forces.

Control points if fire escapes outside of burn piles:

-If fire escapes outside of burn pile initiate action to bring fire back into pile, if creep is observed outside of pile then monitoring can take place to allow some creep as long as there is no threat of escape. If fire cannot be contained back to the pile use the burn unit boundary as a fallback option.

A list of available resources in addition to the onsite contingency resources will be documented by the Burn Boss on Appendix I each day of the burn. The burn boss will contact adjacent Duty Officers and dispatch centers daily to confirm availability of resources.

**C. Minimum Contingency Resources and Maximum Response Time(s)**

Resource	Agency & Location	Maximum Response Time	Conformation of Availability*	
			Yes/No	Date
<b>Brush Engines/Structure Engines</b>	<b>Local County or City Fire Departments</b>	<b>25 minutes</b>		
<b>Brush Engines/Structure Engines</b>	<b>Any other available cooperators</b>	<b>2 Hours</b>		
<b>Hand Crews</b>	<b>Nevada Division Forestry Closest available</b>	<b>12 Hours</b>		
* To be completed within one day of the burn and adjusted during course of extended burning conditions				

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 18 - WILDFIRE DECLARATION

<p><b>A. Wildfire Declared By</b></p> <p>The Prescribed Fire Burn Boss will have the authority to declare the prescribed burn a wildfire. If any of the following situations, the burn will be declared a wildfire, initial attack will occur, and appropriate management response will take place.</p> <ol style="list-style-type: none"> <li>1. Contingency actions have failed or are likely to fail and cannot be mitigated.</li> <li>2. Fire outside of the project area.</li> <li>3. Costs for control exceed available project funds.</li> </ol>
<p><b>B. IC Assignment</b></p> <p>Should a wildfire be declared, the Prescribed Fire Burn Boss will become the Incident Commander until relieved or replaced. The IC will organize all resources on-site for a safe and aggressive response. Personnel within the prescribed fire organization will transition into ICS wildfire positions they are qualified to carry out. The IC will order additional suppression resources identified in the Contingency Plan as well as any other required resources necessary to support the suppression effort.</p> <p>Upon a wildfire conversion occurring, all overhead personnel will document actions taken. After the incident is contained, the Prescribed Fire Burn Boss will submit a post fire report documenting weather, resources on site, ignition operations, holding actions, and other pertinent data.</p>
<p><b>C. Notifications</b></p> <p>The Prescribed Fire Burn Boss/IC will notify Minden Dispatch and the District Duty Officer of the escape and identify himself/herself as the IC. District Duty Officer will then notify the District Ranger and the FMO. Dispatch Center will notify contacts listed on the notification plan of the escape and the current situation.</p> <p>Forest Fire Staff will notify Regional Fire Management Officer within 24 hours of an escape.</p>
<p><b>D. Extended Attack Actions and Opportunities to Aid in Fire Suppression</b></p> <p>The appropriate management response will be used in order to flank the fire with suppression resources until the forward rate of spread is stopped. The containment strategy will be to utilize safe anchor points and create direct fire line where feasible and indirect fire line, including burning out, depending upon location of natural barriers and roads. The FMO and/or IC, Resource Advisor, and Agency Administrator may develop a WFDSS which will determine the appropriate management response to the escaped fire.</p> <p>Opportunities to aid in fire suppression include: utilize existing roads in the vicinity of the burn unit, moist drainages, and changes in fuels (i.e. transition from brush field into timber fuel models).</p> <p>Areas of high value and special concerns include: structures near burn site and all major roads that may be affected by the burn.</p>

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## ELEMENT 19 - SMOKE MANAGEMENT AND AIR QUALITY

### A. Compliance

This burn plan complies with the Northern Sierra Air Quality Management District and the Great Basin Unified Air District which is designed to meet California air quality standards. Compliance will also be made with Washoe County Air Quality District and the Nevada Department of Environmental Protection Air Quality division and is designed to meet Nevada air quality standards.

The Burn Boss will be responsible to call air quality and determine if it is a burn day or not.

Alternatives to burning were considered for this project. Mechanical treatment using equipment to masticate vegetation was considered as a possible alternative to prescribed burning and has been an accepted treatment method on many fuels reduction projects. For the following reasons prescribed fire was considered a more appropriate method of treatment on the project.

- 1.) The project area is within an ecosystem where wildfire has historically played a natural role. The use of prescribed fire is considered a more natural treatment than mechanical treatments.
- 2.) The cost difference is substantial especially for large acreage projects like this project. Approximately \$550.00 or more per acre for mechanical mastication compared to approximately \$400.00 per acre for prescribed burning.
- 3.) Mechanical treatments using tractors or heavy equipment are much more ground disturbing then prescribed fire. Due to the many prehistoric cultural resource sites (lithic scatters, etc.) within the project area prescribed fire was considered more desirable because there would be less impact to these sites.
- 4.) Much of the project area is mountainous with steep slopes. Tractors and heavy equipment have safety limitations on steep slopes (they roll over). The steeper areas could not be treated mechanically due to safety concerns. Prescribed fire can be effectively and safely used on steeper slopes.

Prescribed fire was considered a good alternative compared to other treatments and with proper implementation and compliance with the requirements of the Clean Air Act this alternative should meet the Forest's goals and objectives and have minimal impact to the States air quality.

FOFEM was used to calculate PM10 from the burn. The PM10 calculation is an estimate for the entire burn areas. The approximate PM10 released is 14 tons or approximately 122 pounds per acre burned.

### B. Permits to be Obtained

<b>Smoke Management Numbers:</b>	<b>WCAQMD: 775-784-7200</b> <b>NDEP: 775-687-9360</b> <b>GBUAQMD: 760-873-2555</b> <b>NSAQMD: 530-994-3561</b>
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#### Washoe County Air Quality Management District:

**5 days Prior-** Burn plan submitted at least 5 days prior to planned ignition on projects more than 10 ton PM10.

**One Weeks Prior** – Request for permit.

**One Day Prior** Notify Air Quality Division and receive final approval before burn can be ignited.



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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<b>C. Smoke Sensitive Receptors</b>					
Identify any non-attainment or Class I air sheds within 15 miles:			Hoover and or Carson Iceberg Wilderness		
Receptor	Direction	Distance	Receptor	Direction	Distance
Reno	North/ East	10 miles			
<b>D. Potential Impacted Areas</b>					
Smoke should be minimal and not affect the air shed and have little impact on the surrounding homes and highways.					
<b>E. Mitigation Strategies and Techniques to Reduce Smoke Impacts</b>					
Some potential for visual impairments to nearby highways may occur and cause a road hazard that will require immediate mitigation. The Burn Boss will assure monitoring of the public roadways and smoke dispersal. Signs will be in place prior to ignition. On days of heavy inversions affecting the air shed the Burn Boss and or the air quality district will make the determination to burn or not.					

## ELEMENT 20 - MONITORING

<b>A. Fuels Information (forecast and observed) Required and Procedures</b>
Weather and dead fuel conditions will be monitored at least 1 week prior to burning by either manually. If onsite weather data is represent able to the nearest RAWs, then the RAWs may be used for weather data. These conditions will also be monitored each day of planned ignition. A ten hour fuel stick will be on site within or near the burn unit so that it can be compared to the nearest RAWs most represent able of the burn site. Zone Fire Weather forecasts will be monitored prior to the burn date if available. A spot weather forecast will be requested through National Weather Service on the day before the burn. Regional weather forecasts may be copied from the Internet and used for documentation.
<b>B. Weather Monitoring (forecast and observed) Required and Procedures</b>
Weather observations will be measured and recorded on a daily basis on the Weather / Fuels / Fire Behavior / Smoke Observations form found in Appendix G or equivalent form.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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<b>C. Fire Behavior Monitoring Required and Procedures</b> Fire behavior observations will be measured and recorded on a daily basis on the Weather / Fuels / Fire Behavior / Smoke Observations form found in Appendix G.
<b>D. Monitoring Required To Ensure That Prescribed Fire Plan Objectives Are Met</b> Igniters will monitor piles and ensure 80% or greater consumption takes place. Burn Boss will inspect the project area to ensure that objectives are met.
<b>E. Smoke Dispersal Monitoring Required and Procedures</b> The Burn Boss will assure monitoring of the public roadways for smoke and smoke dispersal in the project area. Signs will be in place prior to ignition.

## ELEMENT 21 - POST-BURN ACTIVITIES

<b>Post-Burn Activities that Must be Completed</b> The Prescribed Fire Burn Boss will insure the Prescribed Fire Post Burn Evaluation is completed (Appendix H). The Weather/Fuels/Fire Behavior/Smoke Observations (Appendix G) will be collected and placed into the project folder. Any additional Fire Effects Reports will be completed and placed in the project folder.
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**PRESCRIBED BURN  
DECLARED OUT**

**DATE  
TIME**

\_\_\_\_\_  
RXB1, RXB2, RXB3  
(circle appropriate Qualification)

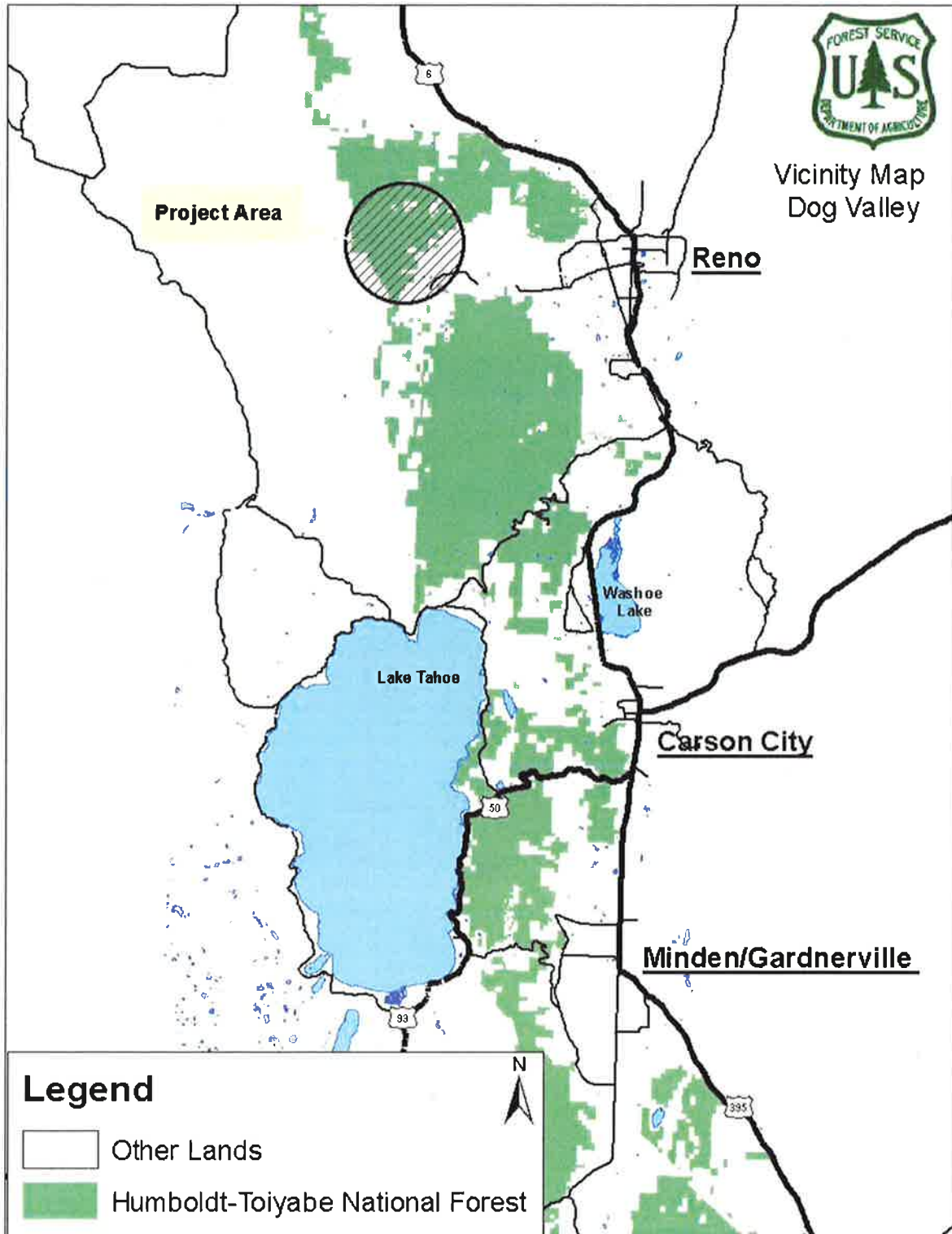
Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## **APPENDICES**

- A. Maps - Vicinity and Project**
- B. Technical Review Checklist**
- C. Complexity Analysis**
- D. Agency Specific Job Hazard Analysis**
- E. Fire Behavior Modeling Documentation or Empirical Documentation (unless it is included in the fire behavior narrative in Element 7; Prescription)**
- F. Smoke Management Plan and Smoke Modeling Documentation “Optional”**

## APPENDIX A – MAPS

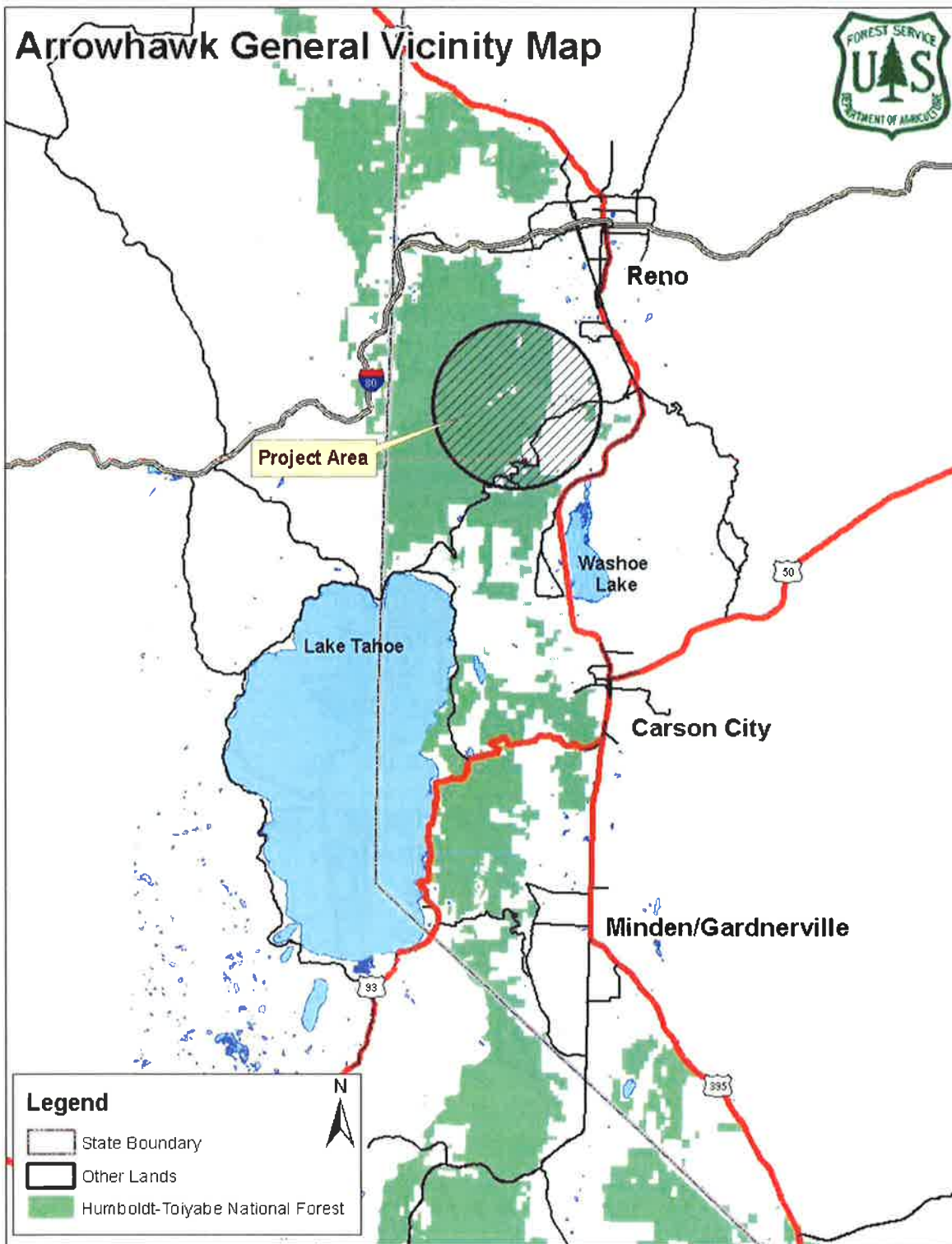
### 1. Vicinity Maps



Dog Valley Vicinity Map

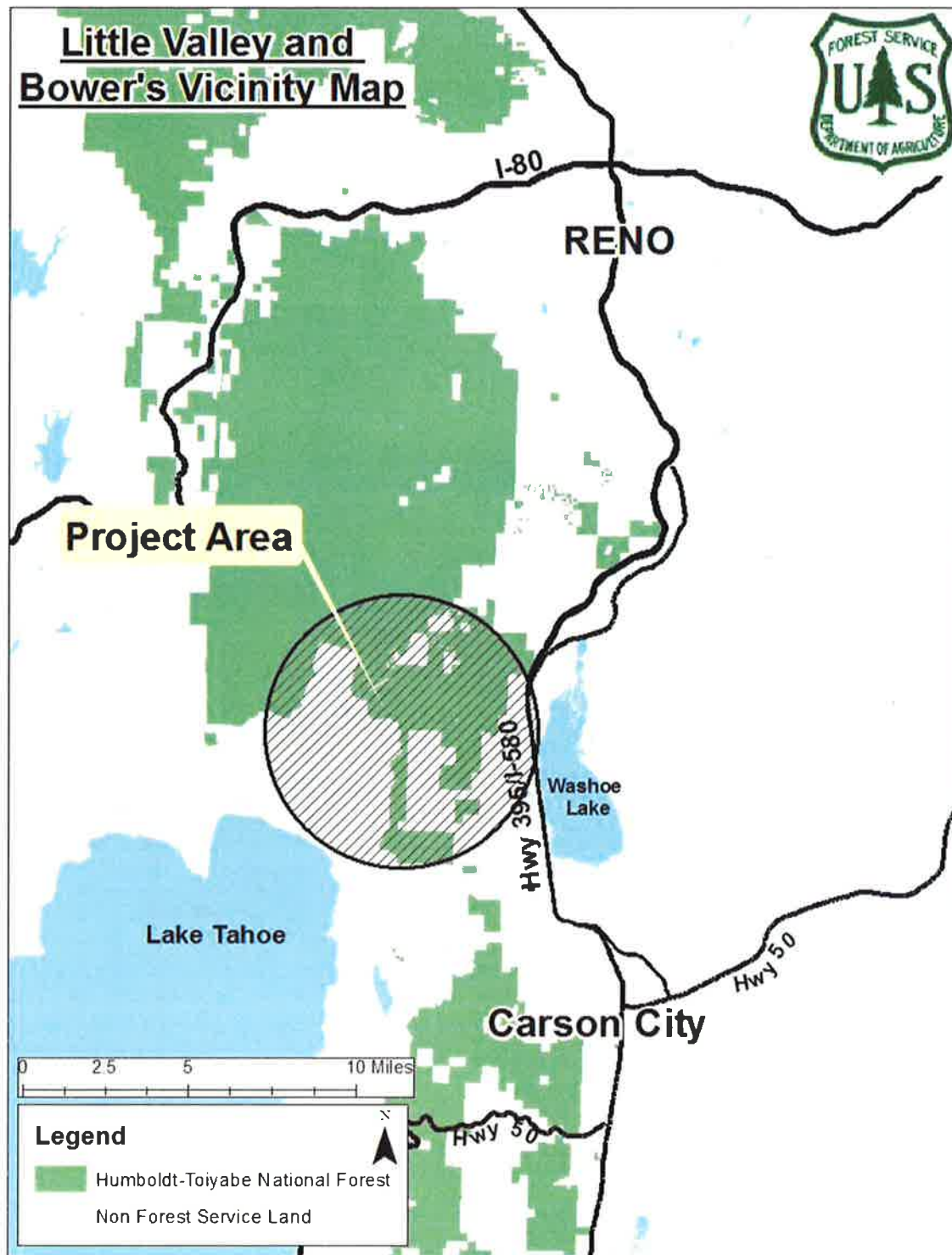
Project Name: Carson R.D. Pile Burn

Unit Name: Pile Burn



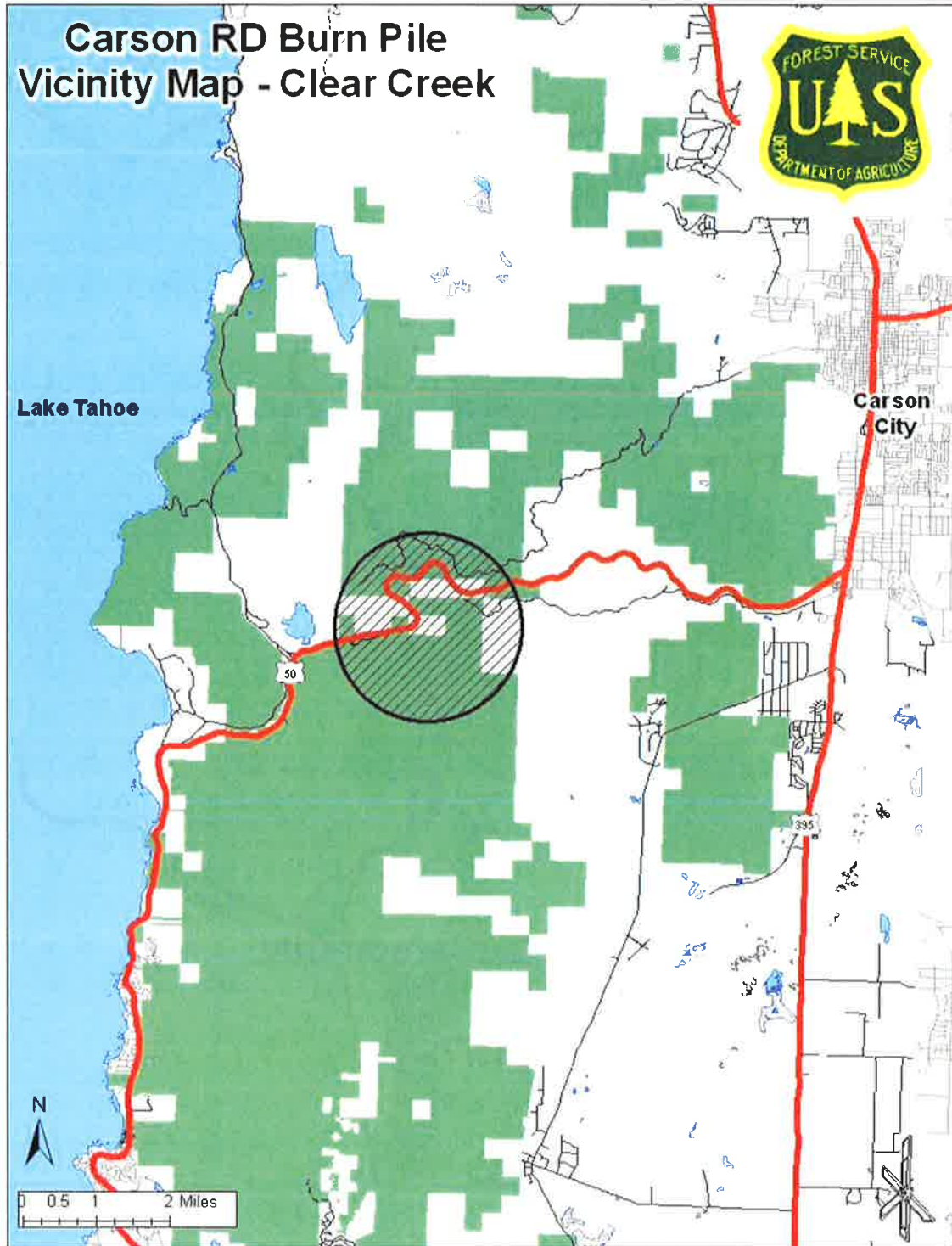


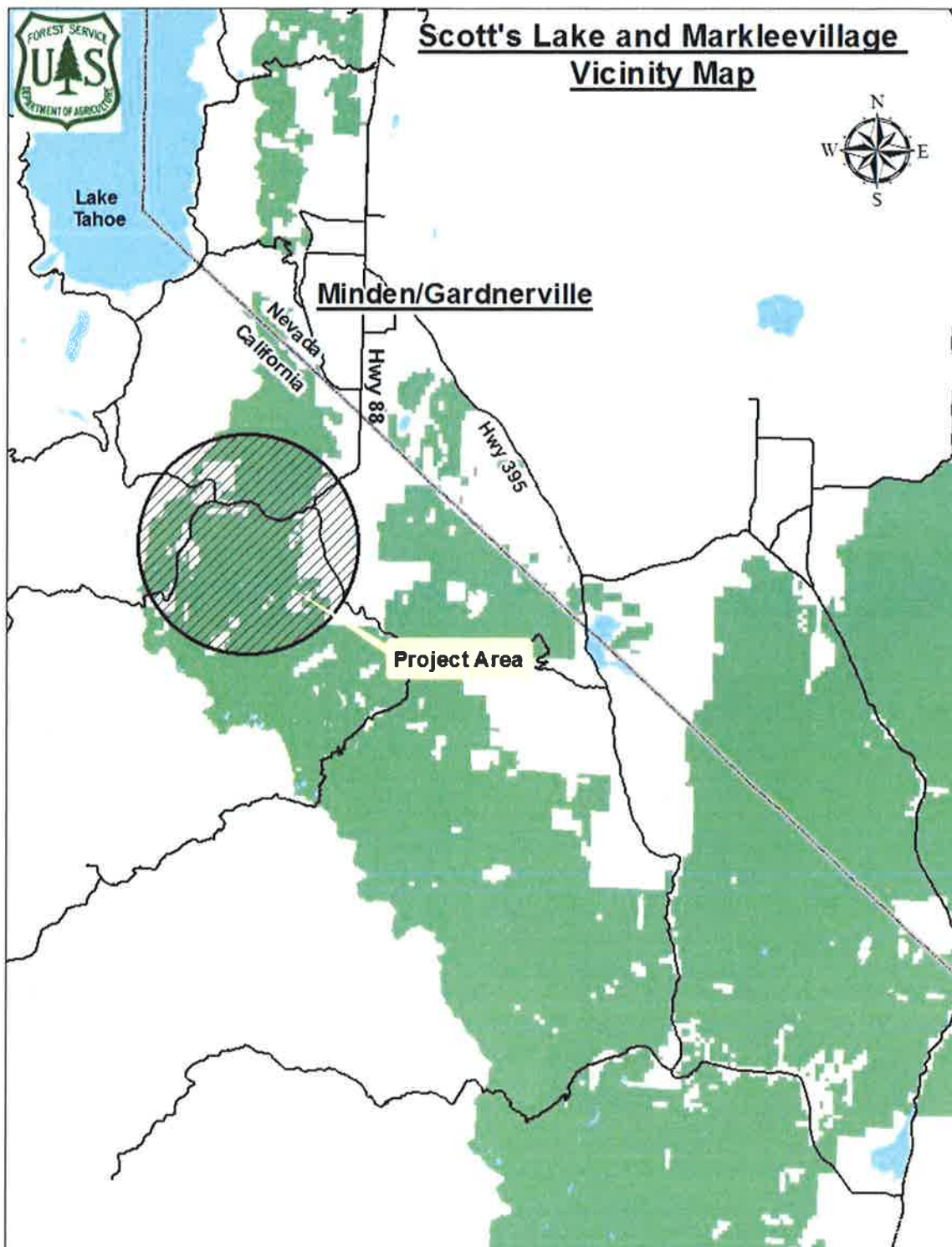
Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Project Name: Carson R.D. Pile Burn

Unit Name: Pile Burn

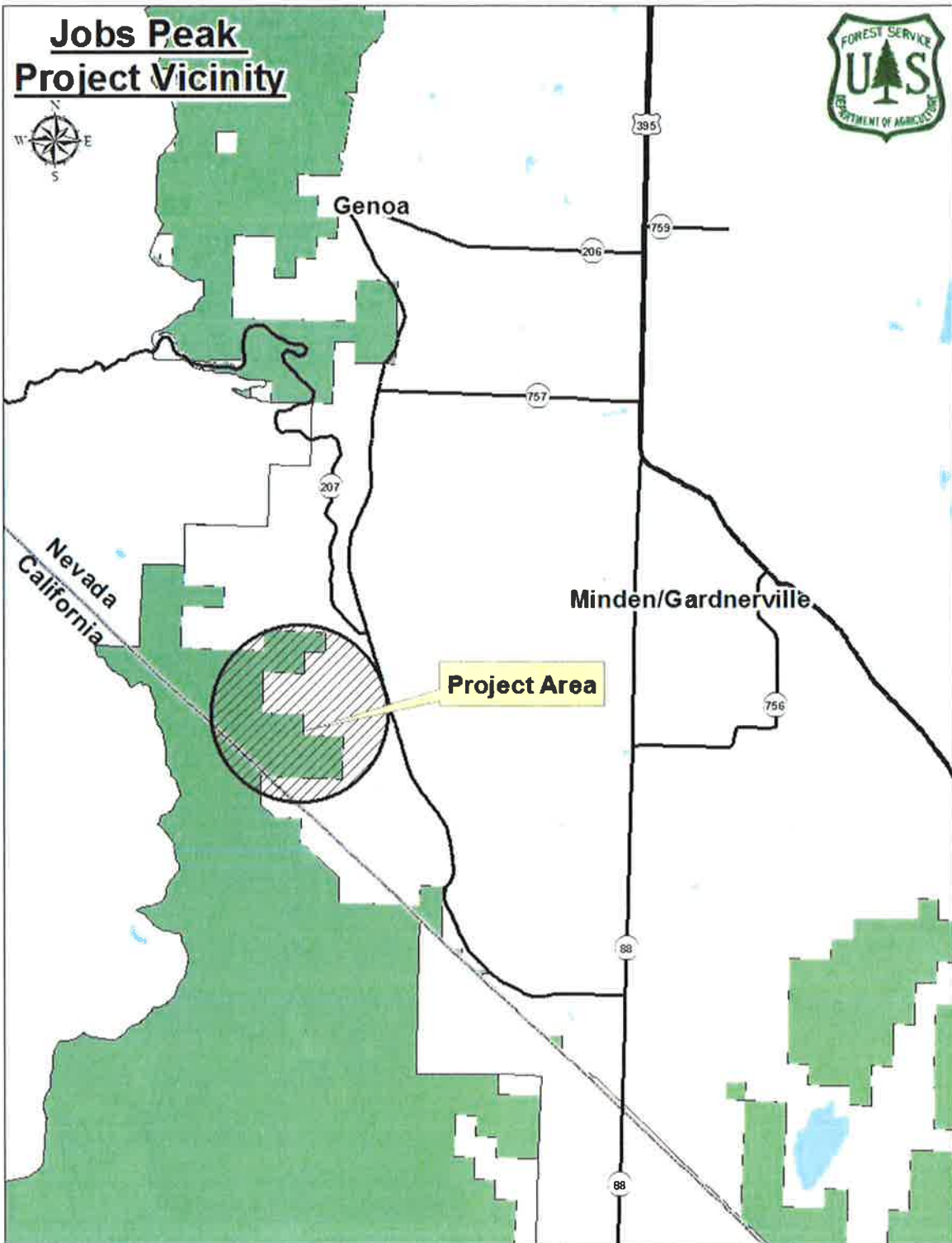


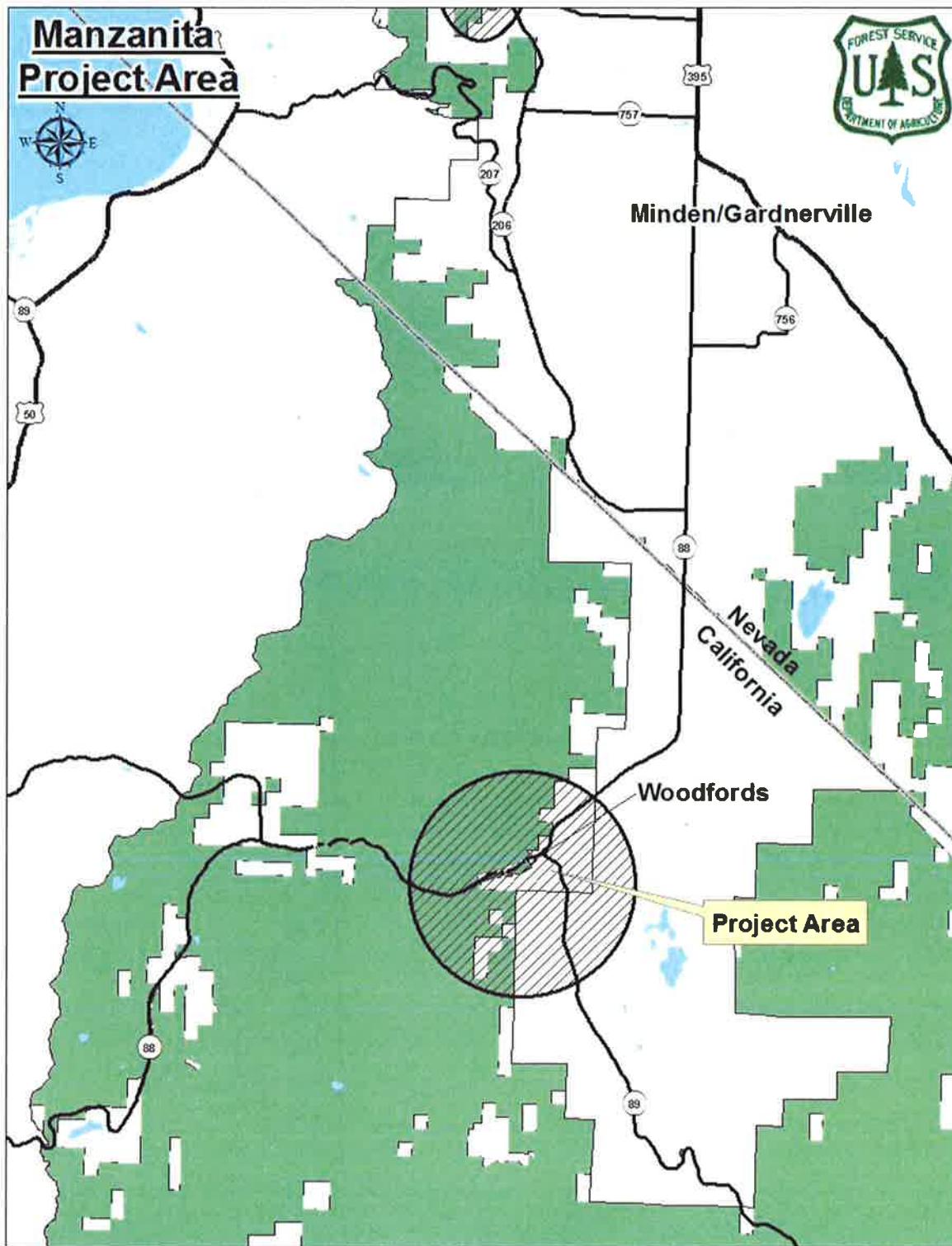




Project Name: Carson R.D. Pile Burn

Unit Name: Pile Burn

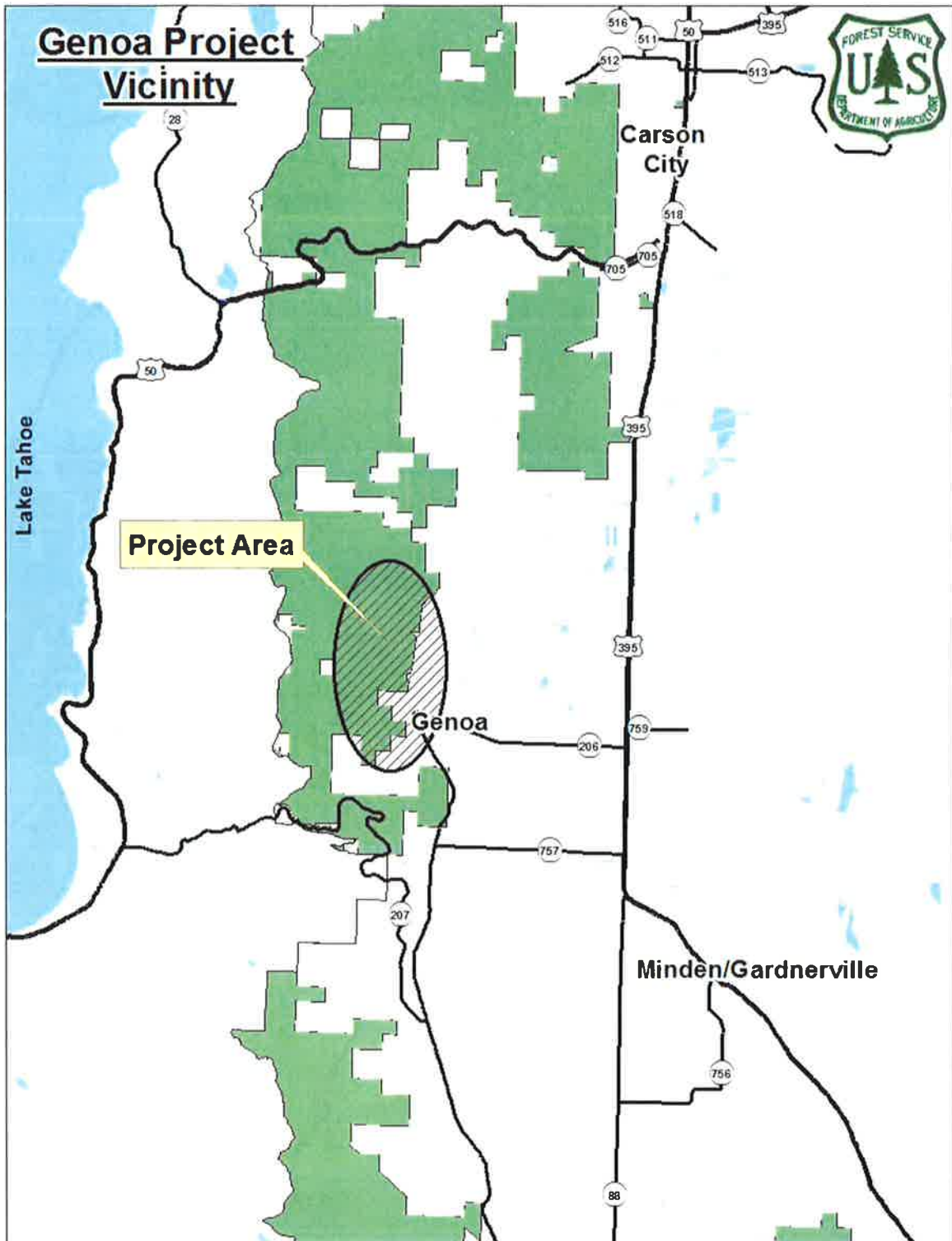






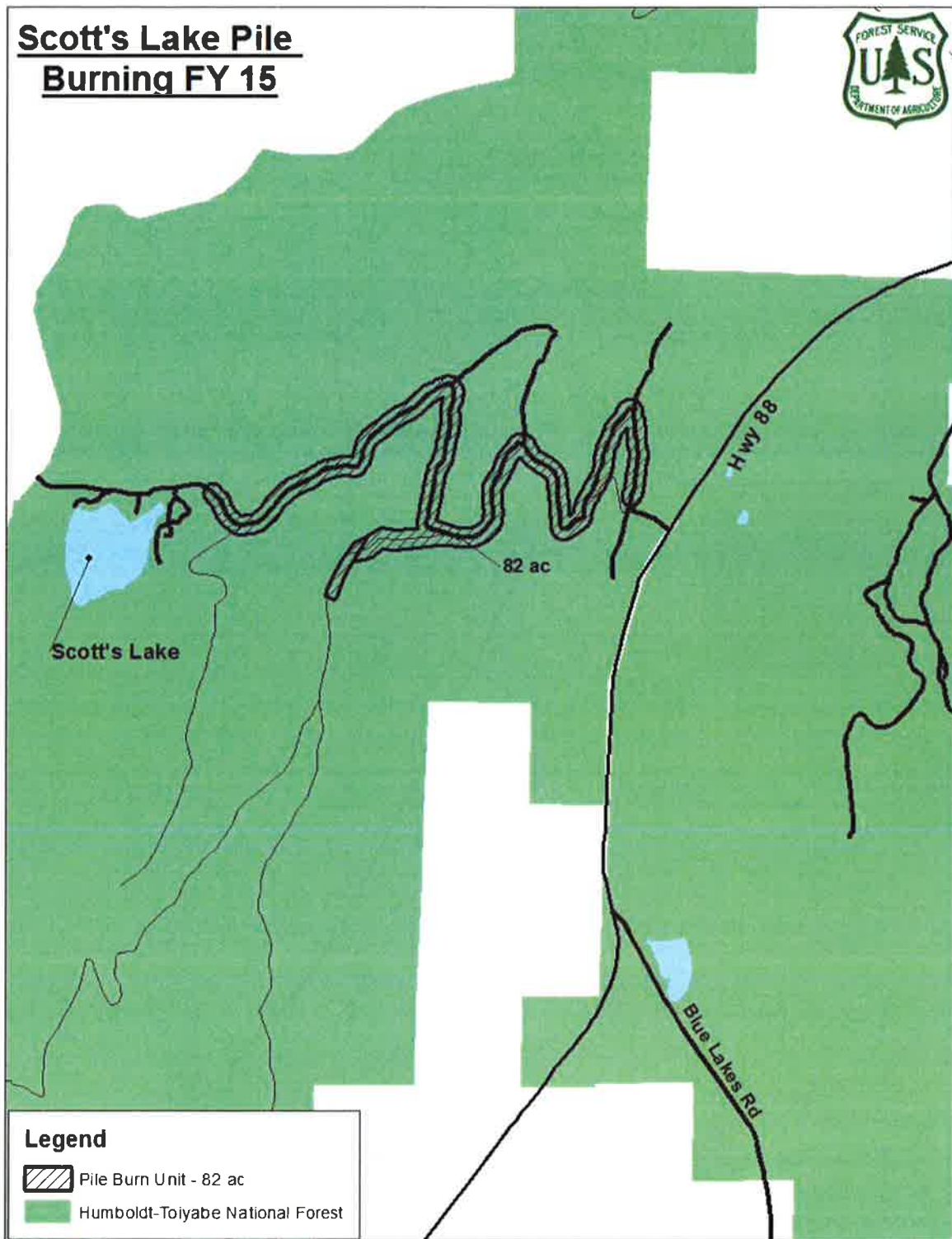
Project Name: Carson R.D. Pile Burn

Unit Name: Pile Burn



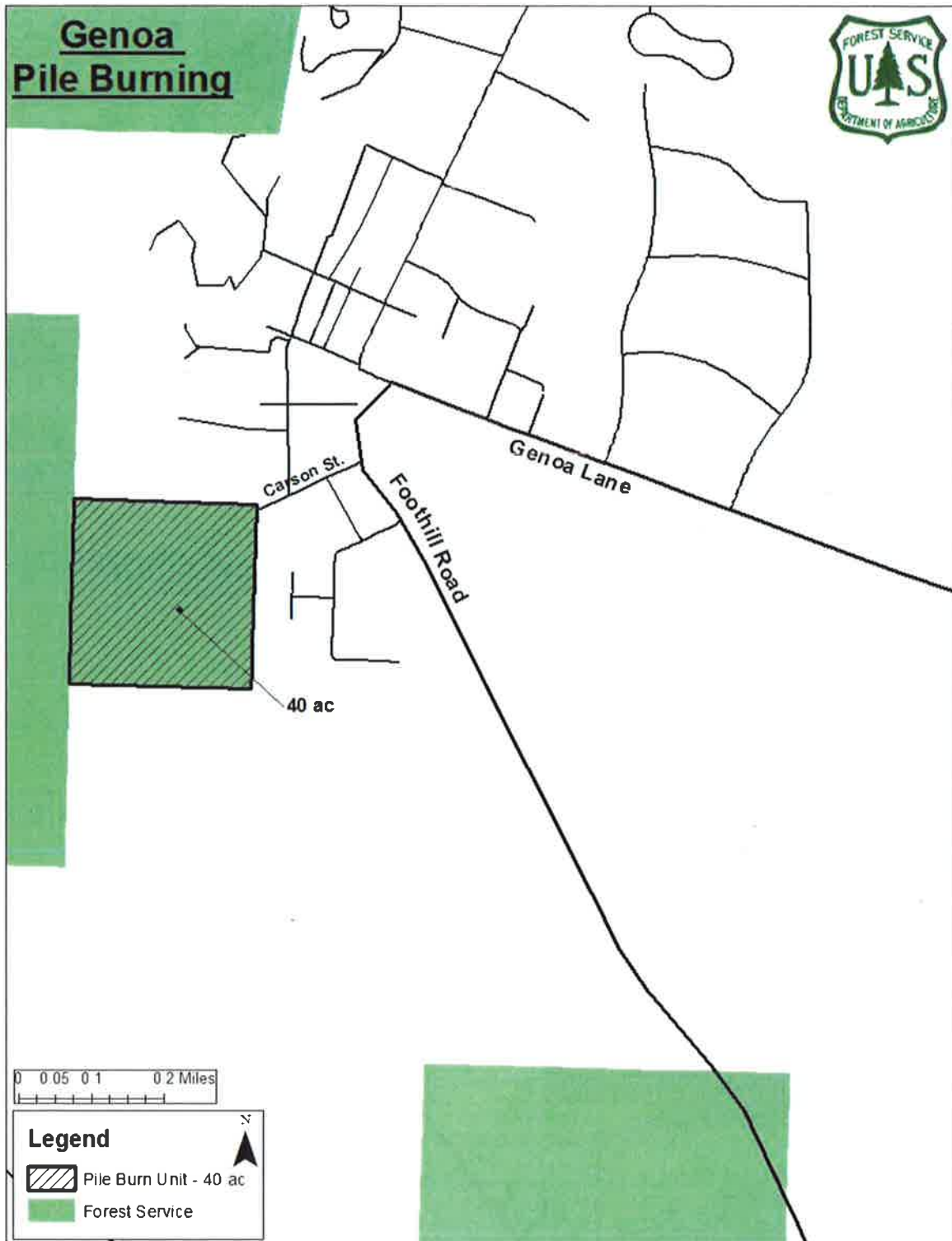
Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## 2. Project Maps



Project Name: Carson R.D. Pile Burn

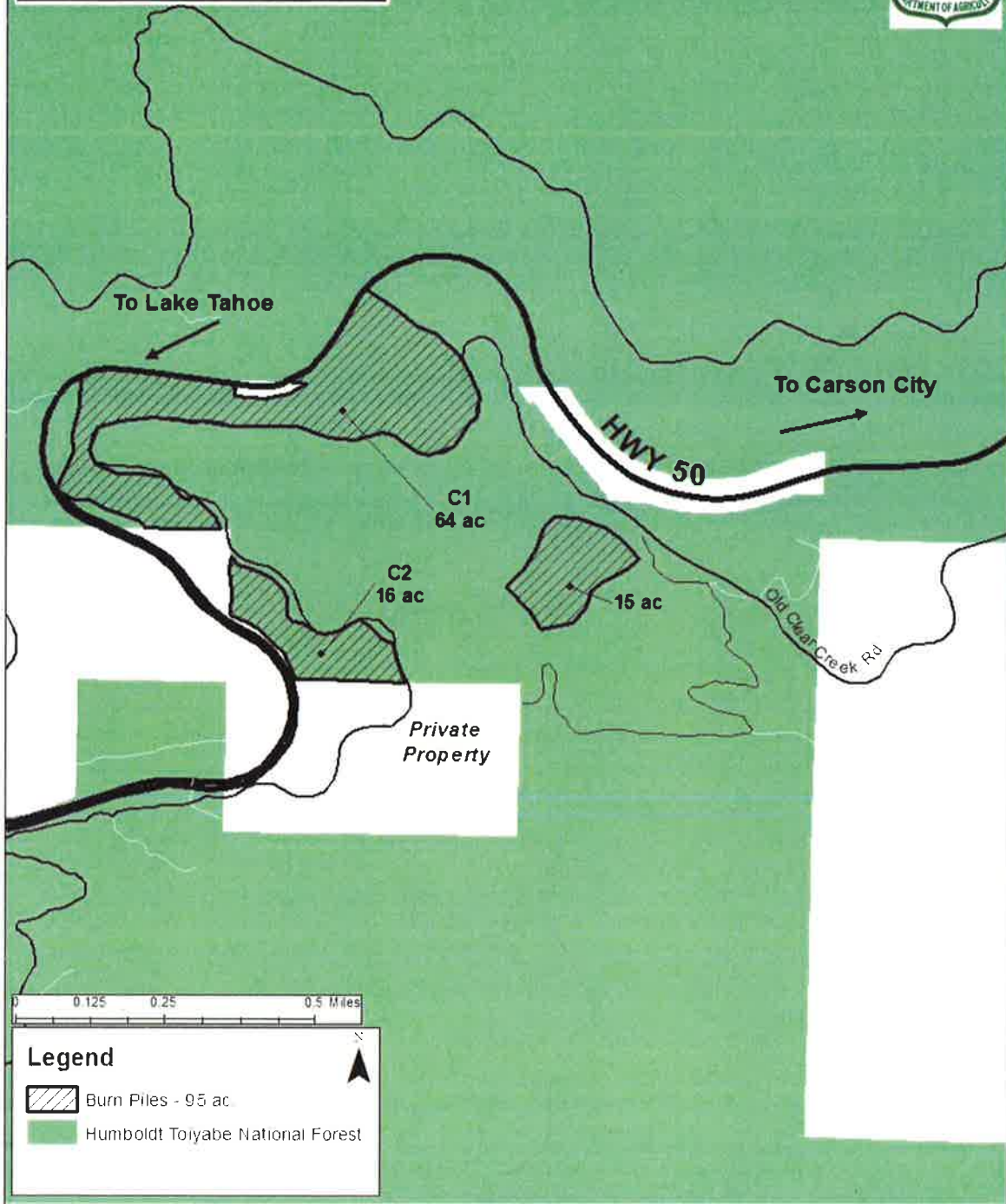
Unit Name: Pile Burn



Project Name: Carson R.D. Pile Burn

Unit Name: Pile Burn

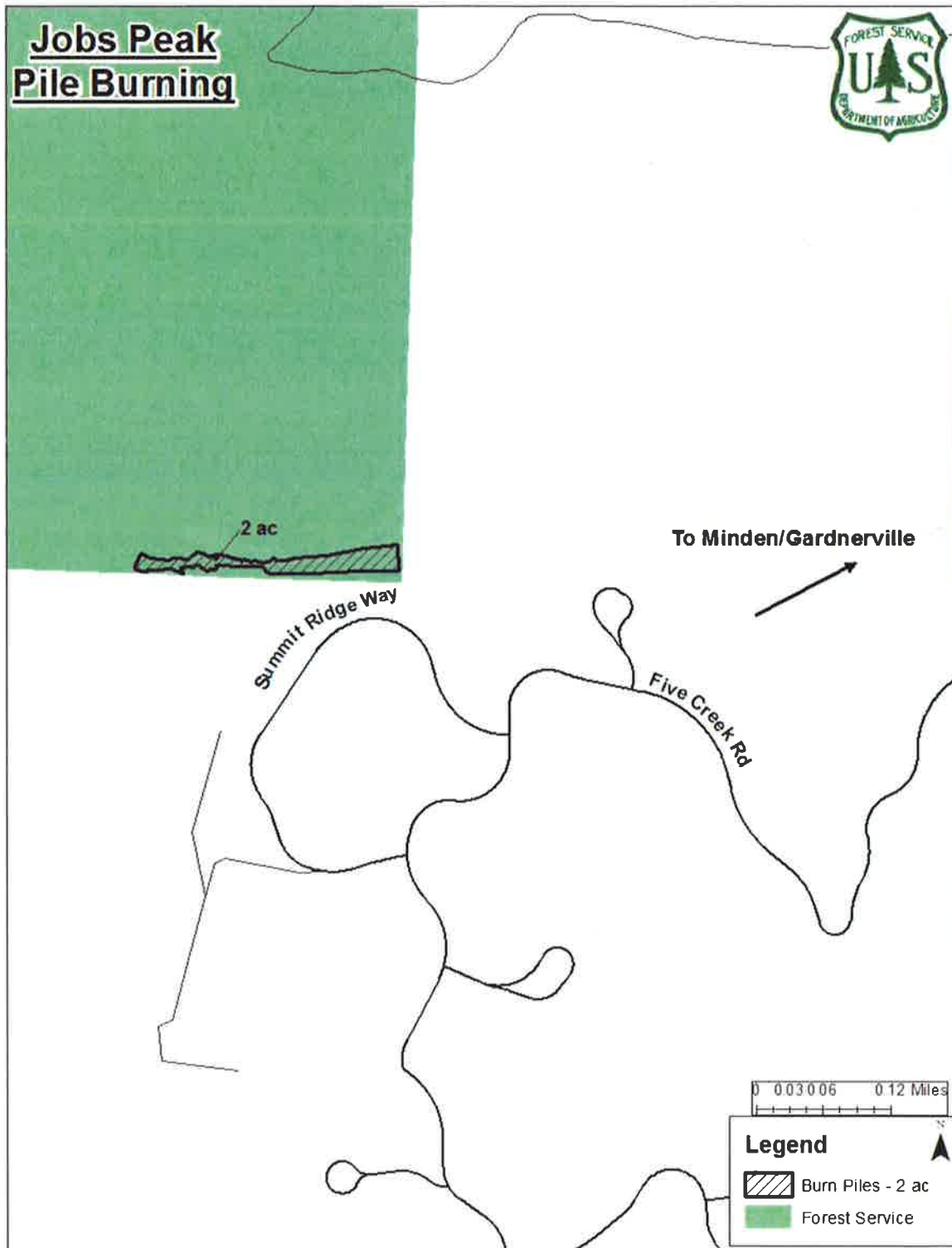
## Clear Creek Pile Burning FY17



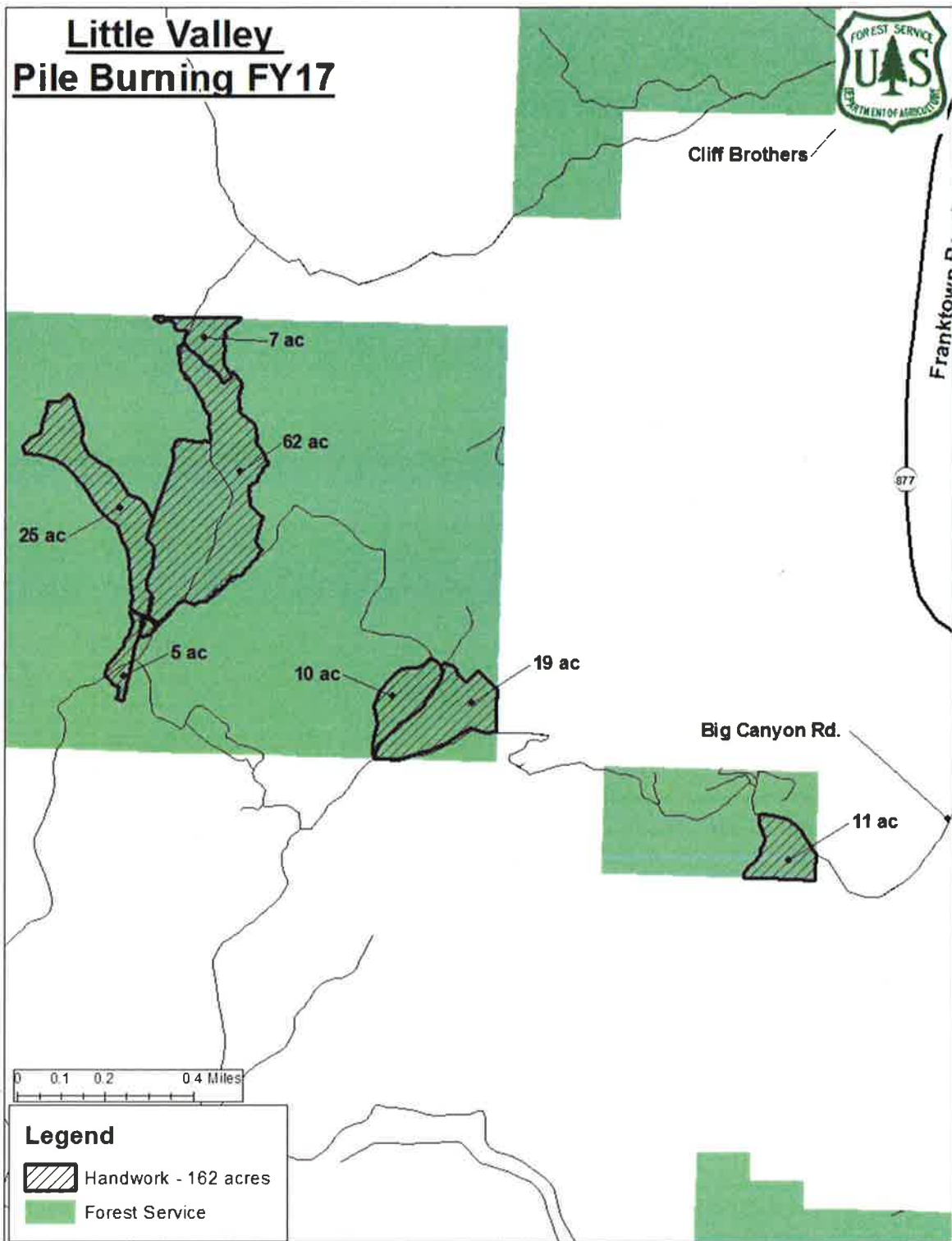


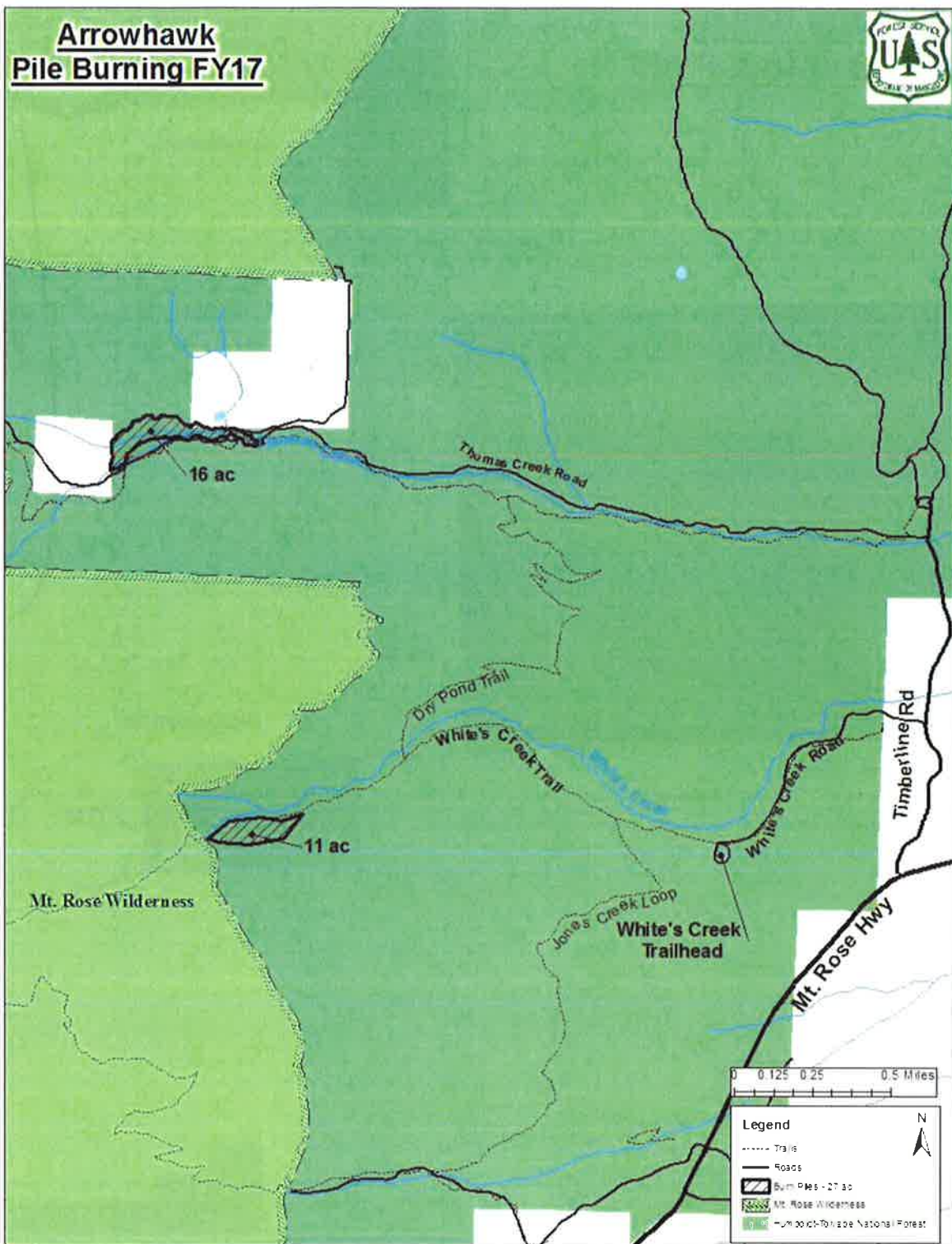
Project Name: Carson R.D. Pile Burn

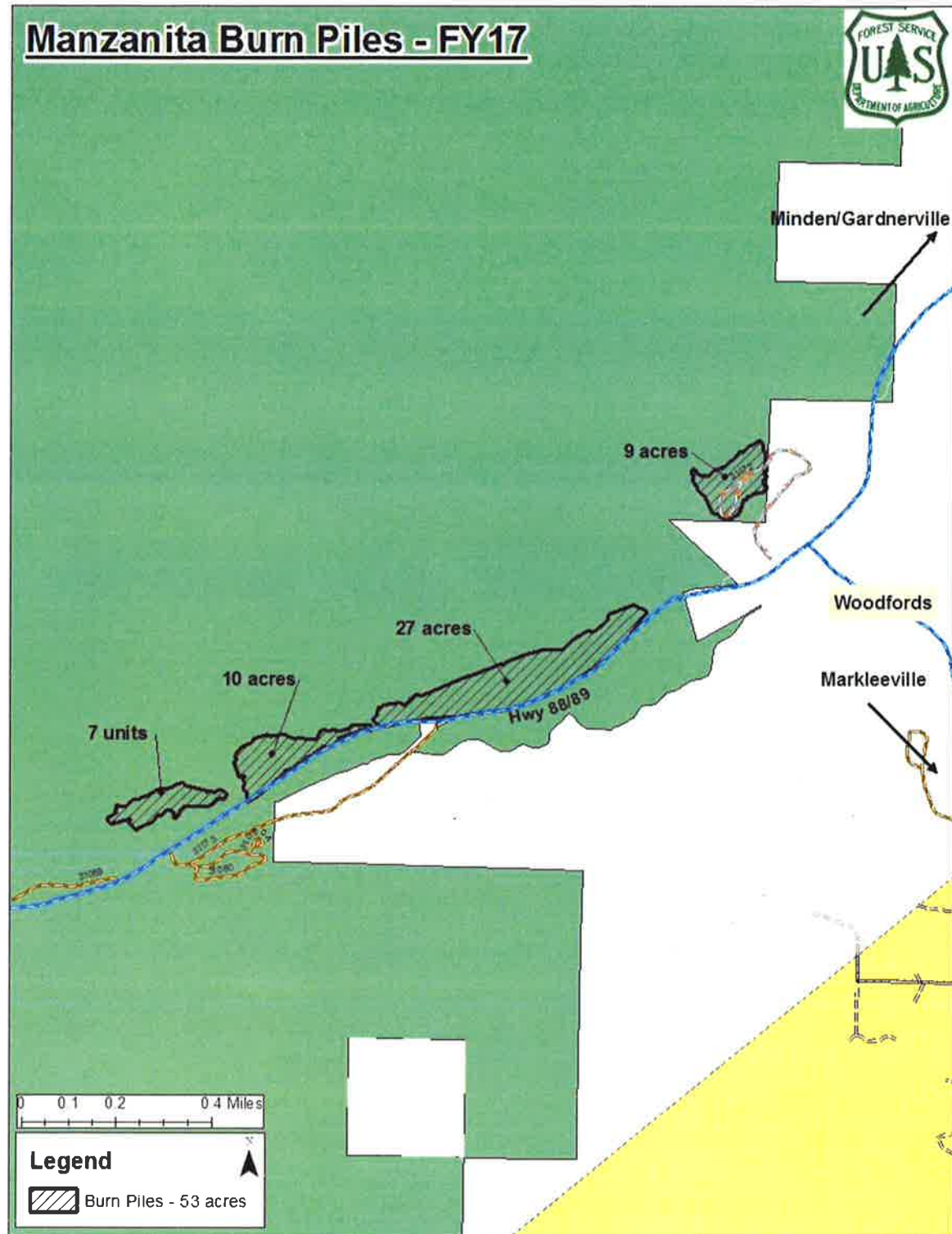
Unit Name: Pile Burn



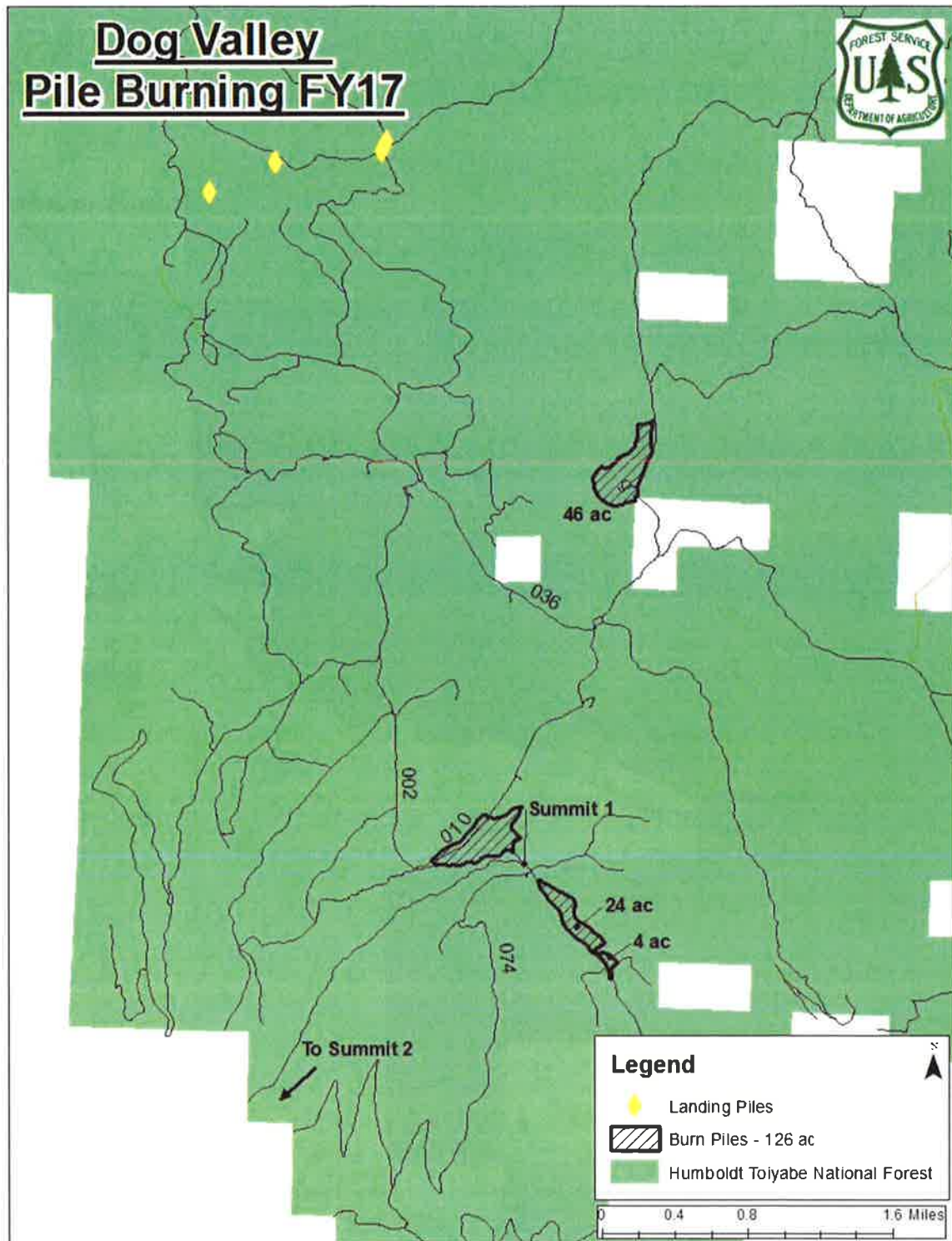












Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## APPENDIX B - TECHNICAL REVIEWER CHECKLIST

PRESCRIBED FIRE PLAN ELEMENTS	S, U, or N/A	COMMENTS
1. Signature page		
2. GO/NO-GO Checklists		
3. Complexity Analysis Summary		
4. Description of the Prescribed Fire Area		
5. Goals and Objectives		
6. Funding		
7. Prescription		
8. Scheduling		
9. Pre-burn Considerations		
10. Briefing		
11. Organization and Equipment		
12. Communication		
13. Public and Personnel Safety, Medical		
14. Test Fire		
15. Ignition Plan		
16. Holding Plan		
17. Contingency Plan		
18. Wildfire Conversion		
19. Smoke Management and Air Quality		
20. Monitoring		
21. Post-burn Activities		
Appendix A: Maps		
Appendix C: Complexity Analysis		
Appendix D: Risk Assessment/JHA		
Appendix E: Fire Prediction Modeling Runs		
Other		

S = Satisfactory    U = Unsatisfactory    N/A = Non Applicable

☐ Recommended  
for Approval

☐ Not Recommended  
for Approval

☐ Approval is recommended subject to the  
completion of all requirements listed in the  
comments or on the Prescribed Fire Plan.

\_\_\_\_\_  
Technical Reviewer

\_\_\_\_\_  
Qualification and Currency (Y/N)

\_\_\_\_\_  
Date



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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## APPENDIX C - COMPLEXITY ANALYSIS

This analysis was used with the NWCG Prescribed Fire Complexity Rating System Guide (PMS 424 - January 2004) and Prescribed Fire Complexity Rating Descriptors starting on Page 6 of the guide [http://www.nwcg.gov/pms/RxFire/complexity\\_analysis.pdf](http://www.nwcg.gov/pms/RxFire/complexity_analysis.pdf).

PREPARED BY \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
Agency Administrator

### Complexity Elements

#### 1. Potential for Escape

Risk	Rationale
Preliminary Rating <b>Low</b> Moderate High	No dangerous ladder fuels are present within the areas where piles will be burned. Ignition procedures of piles are not expected to create intense fire. Adequate personnel will be on site for holding purposes related to the prescription and/or the forecasted weather confirmed with on site weather observations.
Final Rating <b>Low</b> Moderate High	No Change
Potential Consequences	Rationale
Preliminary Rating Low <b>Moderate</b> High	The burns may take place in the WUI or just outside the WUI with high dollar values; The areas on average have moderate recreation usage; and may have high and has scenic value for a major metropolitan area (Reno) when burning in or near the city of Reno. An escape fire could burn onto private property. If an escape were to occur there would be moderate impact to public users. An escape could moderately damage vegetation in the area and potentially threaten surrounding homes that exist less than 1/8 mile from the project boundary.
Final Rating Low <b>Moderate</b> High	On high prescription burning days an engine with hose lay capabilities will be on scene as contingency resource to mitigate the potential for escape.
Technical Difficulty	Rationale
Preliminary Rating <b>Low</b> Moderate High	Holding operations will be simple and supervised at the Burn Boss level. Personnel used will already have knowledge and experience of burning at these locations.
Final Rating <b>Low</b> Moderate High	No Change

#### 2. The Number and Dependency of Activities

Risk	Rationale
Preliminary Rating <b>Low</b> Moderate High	This is the only project scheduled for suppression personnel for this time frame and has a high priority for the district.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	A minimum number of at least 2 personnel will be needed for this project due to the condition of the fuels, prescription for the burn, and time of season.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	There will be a low level of difficulty in coordinating and overseeing the project to completion.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change

### 3. Off-Site Values

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <i>High</i>	Off site values at risk are air quality. Air quality has more of a concern when burning in or near Washoe County, Truckee Meadows area (Reno). Rx burn would be implemented during moderate to low visitor use. There are also has structures located near most of the burn units.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	The project consists of pile burning limiting the amount of visible smoke to the surrounding area. Burning is taking place in the off season for recreational use and visitor impact is expected to be low. On desired and high prescription burning days an engine with hose lay capabilities will be on scene to mitigate the potential for escape. Prescription parameters also limit the potential for escape.
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <i>High</i>	Smoke impacts could have a moderate impact on offsite values.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	The project consists of pile burning limiting the amount of visible smoke to the surrounding area and the site has had good dispersion from smoke in the past with no complaints. Smoke will be monitored by the burn boss and operations will stop if it is determined that smoke has become a factor for the airshed, operations may continue when it is determined that smoke is no longer affecting the area.
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <i>High</i>	Smoke impact on residences and nearby highways must be considered and mitigated during ignition. Fuel moistures and wind conditions will be monitored and hose lays can be used for mitigating the risk of escape.
Final Rating <b>Low</b> <b>Moderate</b> <i>High</i>	Efficient amount of crews will be on scene to mitigate the potential for escape. Smoke will be closely monitored by the burn boss to determine if smoke is affecting the local community. Signs will be placed along nearby highways alerting travelers of prescribed burn in the area.

### 4. On-Site Values

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	There is low risk to vegetation damage due to wet conditions and high tree crowns. There are low risks to recreation use within the project area that can be partially mitigated with signage and notifications.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Implementation problems will not damage special features or adversely affect known on site values. (Some minor effects on recreation use is expected during activities).
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No special skills or operating procedures are required ... resource values within the unit are easy to protect.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change

### 5. Fire Behavior

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Fuels are characterized using only one fuel type in the area. Fire behavior is relatively predictable due to consistent wind patterns in the area. Due to timing of year fire behavior will be low because of fuel moisture conditions.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	There will be sufficient amount of personnel on scene according to the day's prescription to mitigate the potential for an escape.
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <i>Low</i> <b>Moderate</b> <i>High</i>	Fire behavior outside of the burn area unit where the predominant winds blow to is the same fuel model that was used within the unit
Final Rating <i>Low</i> <b>Moderate</b> <i>High</i>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Fire intensities will be high within the piles to facilitate consumption but low outside the piles due to fuel moisture conditions. The technical difficulty will be low due to the fuels treatment itself. Adequate personnel will be on site for holding purposes related to that day's prescription. Standard fire precautions are adequate for public and fire fighter safety.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change

### 6. Management Organization

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	A small number of qualified people will be required to implement the prescribed burn, suppression concerns and mop-up. A single level of supervision is expected at the prescribed burn boss type 3 levels and should be sufficient. Contingency resources will be available on high end prescription days and the local initial attack cooperators will be notified of burning.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Problems related to supervision, communication, or technical expertise is expected to be minimal. The level of supervision will be at the prescribed burn boss type 3.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	All assigned personnel are available within the local unit and are familiar with the local factors affecting project implementation.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change

## 7. Public and Political Interest

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <i>High</i>	The prescribed fire areas are visible to the public from most locations. There has been some media interest, homeowner interest and the public scoping has been done for the project areas at the NEPA level.
Final Rating <b>Low</b> <b>Moderate</b> <i>High</i>	The surrounding community will be notified prior to that years burning with flyers and the surrounding trail heads will also be posted with burning notifications. The media will also be notified of activities that will occur in the area.
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <i>High</i>	Unexpected or adverse events would heighten interest from public, political or media and may delay implementation of other projects. News releases and briefings would be required.
Final Rating <b>Low</b> <b>Moderate</b> <i>High</i>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Requires no special fire information function. Routine media releases are needed but contacts have been well established.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	The district public affairs person will be responsible to follow the notification sheet to assure that they make the contacts on the list assigned.

## 8. Fire Treatment Objectives

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Objectives are limited to easily achieved fuel reduction and ecosystem maintenance. The necessary fire behavior is easily created, managed and monitored.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <i>High</i>	Other opportunities to meet the objectives are limited within a given year due to budget and fire season priorities. Failure to meet the objectives could have adverse impacts (heavy fuel loading in piles available for severe fire potential during the height of fire season).

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	Measures to achieve the objectives are easy to complete and there are few or no restrictions on techniques. Limited pre-burn monitoring is needed to determine if unit is in prescription.
Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change

## 9. Constraints

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No constraints related to access, water sources, fire lines, specific tactics, or equipment and aircraft exist.
Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	Project can be implemented whenever it is in prescription. Tactics and burn activities are not limited.
Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	Constraints do not increase the difficulty of completing the project.
Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change

## 10. Safety

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	Safety issues are easily identifiable and mitigated. Potential hazards are typical and easily addressed in briefings. Work force is highly experienced and motivated towards safety for this project.
Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	There is minimal potential for serious accidents/injuries to fire fighters or the public. This is mitigated with JHA's, tailgate safety sessions and notifications to the public.
Final Rating <b>Low</b> <b>Moderate</b> <b>High</b>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <b>Moderate</b> <b>High</b>	Safety concerns can easily be mitigated through LCES and daily standard safety briefings. Special mitigation to protect public health and safety are not needed.



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Final Rating <b>Low</b> Moderate High	No Change
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### 11. Ignition Procedures/Methods

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	Firing sequence and timing is not critical to meet the burn objectives. Pile ignition will be limited to the allowable minimal holding forces outlined in the prescription.
Final Rating <b>Low</b> Moderate High	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	Firing methods and procedures do not pose a safety concern to personnel, compromise project objectives, or increase the risk of an adverse or unexpected event.
Final Rating <b>Low</b> Moderate High	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	There is no need for special firing equipment, techniques, or patterns. Firing procedures are simple and ignition team is small. Ignition pattern is simple and requires minimal supervision.
Final Rating <b>Low</b> Moderate High	No Change

### 12. Interagency Coordination

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	The project does not involve another land management agency or jurisdiction. Minimal concerns have been identified with multiple agencies affecting the same Air Quality District and some cooperation will be necessary. Other agencies may be involved in the project as per local cooperative agreements.
Final Rating <b>Low</b> Moderate High	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	There are some political and budget consequences of a response from other local cooperating agencies if an escape does occur. Coordination will be obtained through the Sierra Front Interagency Dispatch Center, which will also have a copy of this plan and consistent and daily contacts from the Burn Boss.
Final Rating <b>Low</b> Moderate High	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	Coordination with local agencies will be easily maintained through contacts from the Burn Boss and or Minden Interagency Dispatch. Information will be easily disseminated through the dispatch center.
Final Rating <b>Low</b> Moderate High	No Change

### 13. Project Logistics

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> Moderate High	Personnel involved will be self sufficient in regards to equipment needed to complete the project. Project duration is multiple days but this will not impact the unit significantly and can easily be mitigated by the Burn Boss.
Final Rating <b>Low</b> Moderate High	No Change
<b>Potential Consequences</b>	<b>Rationale</b>

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Problems related to logistics will not increase the risk of escape, affect the completion of the project or create a safety concern.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Project personnel and supervisors will handle logistical concerns. Some preparation will be needed for those areas requiring pumps and hose lays for ignition, suppression and mop-up.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change

#### 14. Smoke Management

<b>Risk</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	Smoke produced during pile burning should be of short duration and "chunking" of the piles to maintain a flaming state and fuels consumption should minimize time in a smoldering phase. Some impacts from smoke may occur at residences, vistas and residential roadways.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change
<b>Potential Consequences</b>	<b>Rationale</b>
Preliminary Rating <i>Low</i> <b>Moderate</b> <i>High</i>	Fire personnel exposure to the smoke is expected to be minimal and not cause health or safety concerns. Minor smoke to the residences and some roads in the area is expected and the public will be advised through signs in the area. The Burn Boss will monitor for unfavorable smoke conditions and the nature of the burn will allow for the Burn Boss to stop ignition and suppress the burn.
Final Rating <i>Low</i> <b>Moderate</b> <i>High</i>	The burn will take place predominately during weekdays when most individuals will not be at home during regular work hours.
<b>Technical Difficulty</b>	<b>Rationale</b>
Preliminary Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No special operational procedures are required. Limitations on wind direction, season and fuels are present in the plan with further direction provided by the local Air Quality District. Ignition is only allowed with a favorable permit from the airshed being burned in.
Final Rating <b>Low</b> <i>Moderate</i> <i>High</i>	No Change

## APPENDIX D - AGENCY SPECIFIC JOB HAZARD ANALYSIS

ACTIVITY	HAZARDS	ACTION TO ELIMINATE HAZARD
1. Driving to work site	A. General operations and public traffic.	A. Defensive driving techniques.
	B. Seatbelts	B. Must be worn at all times
	C. Steep, narrow roads; dusty narrow roads and or snowy wet muddy roads.	B. Drive cautiously so that you can stop in less than ½ of your usual distance. Lights on.
	C. Unsecured loads.	C. Check loads for secure ness before departing – use tie downs.
	D. Hauling flammable or explosive substances.	D. Use appropriate containers. Keep potentially explosive substances well separated. Consider hauling gasoline and glycol in separate vehicles.
	E. Transporting sharp tools.	E. Use guards, cages, boxes, or tool mounts.
	F. Loading vehicles.	F. Use proper lifting techniques.
2. Driving at or near work site	A. Backing or turning around in small areas	A. Use spotters. Face the hazard while turning around. Avoid tight turn around if possible
	B. Heavy truck traffic between units and water source(s).	B. Maintain radio communications and alert other drivers in the area. Lights on
	C. Smoke, poor visibility.	C. Place a guide on foot ahead of the vehicle. Wait until smoke is less dense. Lights on. Use light bars and/or warning lights
	D. Parking near a prescribed burn.	D. Use parking brake. Leave keys in ignition, avoid leaving exposed flammable or explosive materials in bed of vehicle. All windows closed.
	E. ATV's	E. Operated by trained and licensed drivers only. Lights on. Avoid steep slopes.
	F. Public Safety.	F. Post signs and/or use roadblocks if needed.
	G. Entrapment on narrow un-maintained roads.	G. When possible, ensure that 2 routes out are available. Post lookouts. Leave area "early" if fire appears to threaten escape route.
	A. Exposure to sparks.	A. Use proper containers, move away from hot areas, no smoking.
	B. Eye or skin contamination from fuel.	B. Gloves, goggles, or other eye protection, leather lace-up boots.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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ACTIVITY	HAZARDS	ACTION TO ELIMINATE HAZARD
<b>3. Handling flammable material</b>	<b>C. Leaking containers or torches.</b>	<b>C. Empty and tag in field, have repairs made before next use.</b>
	<b>D. Improper gas/diesel ratios for drip torch fuel.</b>	<b>D. Use labels on containers, field test small amounts before use.</b>
	<b>E. Slippery surfaces from spilled fuel.</b>	<b>E. Make every effort to avoid spilling fuel, where feasible. Install non-slip material on fuel truck beds. Clean up spills as soon as possible.</b>
	<b>A. Muscle or back strain lifting heavy objects.</b>	<b>A. Use of proper lifting techniques. Get help if too heavy.</b>
<b>4. Equipment set-up</b>	<b>B. Operating pumps and mechanized equipment exhaust burns, loose clothing.</b>	<b>B. Tuck in shirttails; remove scarves and jewelry. Proper clothing, gloves, and boots.</b>
	<b>C. Application of slippery retardant, poor footing.</b>	<b>C. Eight-inch lug sole, lace-up boots. Avoid slick areas if possible</b>
	<b>D. Crew people working up hill from each other (rolling debris).</b>	<b>D. Post lookout. Shout warnings.</b>
	<b>E. Operating high-pressure nozzles.</b>	<b>E. Maintain visual contact with pump operator and other crewmembers. Use backup person behind nozzle person. Use eye protection.</b>
	<b>F. Traversing rocky terrain.</b>	<b>F. Eight-inch lug boots, slow cautious movement.</b>
	<b>G. Noise from pumps and saws.</b>	<b>G. Use hearing protection (ear plugs or muffs).</b>
	<b>H. Foam concentrate on skin, foam in eyes</b>	<b>H. Follow manufacturer's first aid recommendations. Wear eye protection when working around foam and foam concentrate. Change clothing if heavily contaminated by foam concentrate.</b>
	<b>A. Rolling debris.</b>	<b>A. Use hand held radios, close supervision, lookouts. Consider aerial ignition.</b>
<b>5.1 Hand ignition</b>	<b>B. Close proximity to intense heat and erratic fire behavior.</b>	<b>B. Same action as in A. Use PPE and LCES.</b>
	<b>C. Smoke, sparks, and cinders.</b>	<b>C. Avoid very dense smoke. Wear PPE, Alter firing patterns. Rotate personnel out of worst areas.</b>
	<b>D. Poor footing, steep slopes, heavy fuels.</b>	<b>D. Constant awareness, learn to identify hazard area. Slow down.</b>
	<b>E. Noise of fire obscures verbal warnings.</b>	<b>E. Hand held radios for all lighting personnel if possible; for every other person at a minimum</b>

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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ACTIVITY	HAZARDS	ACTION TO ELIMINATE HAZARD
	F. Burning fuel dripping from torches. Burns from drip torches.	F. Lighters stay alert to location of torch head; do not point directly at another person. Close air vent when not actually lighting. Proper PPE.
	G. Lighting wrong area; lighting fire down slope and ahead of others.	G. Know location of others. Radios for all lighting personnel, if possible; for every other person at minimum. Close supervision.
	A. Firing projectiles or flares.	A. Basic firearm safety rules followed separation of ammo by type and size; access to launchers limited to trained personnel or authorized trainees.
5.2.1 Fusee	B. Inadvertent firing over/under shot resulting in activity outside project boundaries.	B. Post lookouts. Notify firing specialist and holding specialist. Halt ignition until holding crews extinguish spot.
	A. Vehicle Maintenance.	A. Thorough inspection of vehicles and ignition equipment.
5.2.3 Mechanical (ATV)	A. Close proximity to fire, intense heat, and erratic fire behavior.	A. Same as in 5.1B. Know escape routes.
	B. Rough terrain, heavy ground fuels, side hills and slopes.	B. Scout and locate accessible routes, make a dry run, use experienced operators or supervised trainees. Consider hand ignition.
	C. Noise of ATV and fire obscures verbal warnings.	C. Hand held radios required of all ignition personnel.
6. Holding (includes all of item 4) continued  7. Mop-up: Includes all hazards in items 4, 5, 6, and the following	D. Inadvertent ignitions.	D. Preplan ignition on/off points, check wand apparatus on regular basis. Notify holding crew.
	E. Accidentally ignite vehicle.	E. Ensure that fuel does not drip or leak onto vehicle. Stay particularly alert when side-hilling on steeper slopes.
	F. Carrying sharp tools.	F. Keep tool guards on while traveling. Remove only while in use.
	G. Tool use.	G. Proper crew training, with close supervision by crew boss.
	A. Snag falling.	A. Falling and bucking to be done only by trained personnel.
	A. Hypothermia	A. Cold-conditions bring appropriate clothing (jacket,hat,raincoat) dress in layers B. Make sure to stop and take the time to warm up before you reach the initial stages of hypothermia



Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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ACTIVITY	HAZARDS	ACTION TO ELIMINATE HAZARD
8. Working in Winter Conditions	B. Stranded in severe weather conditions	<p>C. Use good winter travel sense. Carry a compass and map and know how to use them</p> <p>D. Travel at speeds that allow you to slow, stop, and/or avoid hazards. Avoid traveling across ice</p> <p>E. Make sure to take emergency gear such as matches, space blankets, fire starter</p>
	C. Snow blindness and sunburn	F. Take goggles or sunglasses and wear them to prevent snow blindness and protect eyes. Apply copious amounts of sun block even when overcast.
	D. Poor Visibility	<p>G. If visibility is poor cancel your outing. If already out, wait until it clears or improves and/or proceed very cautiously</p> <p>H. Travel at speeds that allow you to slow, stop, and/or avoid hazards. Avoid traveling across ice.</p>
	E. Dehydration	A. Carry sufficient water, minimum of 1 gallon per person. Provide for additional drinking water on all projects, such as a 5-gallon container in each vehicle. Preferably container should be insulated and filled with ice before leaving for field.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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ACTIVITY	HAZARDS	ACTION TO ELIMINATE HAZARD
	G. Walking	<p>A. Watch for hazards hidden by snow including, stump holes, brush stubs, slick ash layer, and loose rocks</p> <p>B. Test and use secure footing. Walk never run down slopes; don't walk on top of logs.</p> <p>C. Know how to use snowshoes and skis</p> <p>D. Maintain balance and walk slowly</p> <p>E. In snow wear a waterproof boot with good ankle support</p> <p>F. Know how to fall, try to land in the least obstructed spot. Protect your head and back. Roll with the fall. Do not stick out your arms to break a fall.</p>
	A. Mixing	A. Mix in an open area well ventilated
Fire-Gel		B. Wear proper PPE (Gloves, Masks, Long Sleeves) avoid contact with skin
		C. Keep away from open flame
		D. People without proper gear must stand clear of mixing area.
		E. watch out for splashing or any material on clothes while mixing and after mixing
	A.	A.
	B.	B.
	C.	B.
	D.	C.
	E.	D.
	F.	E.

Project Name:	Carson R.D. Pile Burn	Unit Name:	Pile Burn
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ACTIVITY	HAZARDS	ACTION TO ELIMINATE HAZARD
	G.	F.
	H.	G.
	I.	H.
	J.	I.

\_\_\_\_\_

**Line Officer**

\_\_\_\_\_

**Date**

<b>Project Name:</b>	<b>Upper Washoe Pile Burn</b>	<b>Unit Name:</b>	<b>Upper Washoe</b>
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## APPENDIX E - FIRE BEHAVIOR MODELING DOCUMENTATION OR EMPIRICAL DOCUMENTATION

<b>Project Name:</b>	<b>Upper Washoe Pile Burn</b>	<b>Unit Name:</b>	<b>Upper Washoe</b>
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## APPENDIX F-Smoke Modeling Documentation

### Weather and Fuels

<b>OBSERVATION TIME (24 HR)</b>									
<b>SLOPE (%)</b>									
<b>ASPECT</b>									
<b>ELEVATION (FEET)</b>									
<b>FUEL MODEL (1-13)</b>									
<b>SHADING (&lt;50% or &gt;50%)</b>									
<b>DRY BULB TEMPERATURE (°F)</b>									
<b>WET BULB TEMPERATURE (°F)</b>									
<b>RELATIVE HUMIDITY (%)</b>									
<b>EYE LEVEL WIND SPEED (MPH)</b>									
<b>WIND DIRECTION</b>									
<b>CLOUD COVER (%)</b>									
<b>1-HR FUEL MOISTURE (%)</b>									

### Fire Behavior

<b>FIRE (HEAD, FLANK, BACKING)</b>									
<b>AVERAGE FLAME LENGTH (FT)</b>									
<b>MAX. FLAME LENGTH (FT)</b>									
<b>RATE OF SPREAD (CH/HR)</b>									
<b>TORCHING/CROWNING (Y or N)</b>									
<b>FIRE WHIRLS (Y or N)</b>									
<b>SPOTTING (Y or N)</b>									
<b>SMOKE DIRECTION</b>									
<b>SMOKE RISE</b>									

**Notes:**

<b>OBSERVER NAME:</b>		<b>DATE</b>	
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<b>Project Name:</b>	<b>Upper Washoe Pile Burn</b>	<b>Unit Name:</b>	<b>Upper Washoe</b>
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<b>APPENDIX H - PRESCRIBED FIRE POST BURN EVALUATION</b>					
Burn Unit		Date(s) Burned		Acres Burned	Ignition Start Time
<b>Weather and Fuel Conditions</b>					
	Time of Ignition		Low	High	
Temperature					
Relative Humidity					
1-hr Fuel Moisture					
10-hr Fuel Moisture		100-hr Fuel Moisture	1000-hr Fuel Moisture	Days Since Significant Precipitation	
Wind Direction (Average)		Wind Speed (Average)	Percent of Fuel Consumed	Ignition Duration (min.)	
<b>Accomplishment of Fuels Treatment Objectives</b>					
Overall Objectives Achieved:		Yes	No		
Short Term Results (include changes in fuel profile and fire regime condition class)					
<b>Cost Evaluation</b>					
Burn Plan Preparation	Site Preparation	Burn Operation	Total Burn Costs	Cost/Acre	
\$	\$	\$	\$	\$	
<b>Narrative – Prescribed Fire Burn Boss Comments</b>					
i.e. operations, safety, fire behavior, personnel & equipment performance, logistics, smoke management					
Prescribed Fire Burn Boss			Date		

## Tahoe Chief's Corner: Pile burning key component of a Fire Adapted Community

Mike Brown Tahoe Chief's Corner

December 2, 2015

INCLINE VILLAGE, Nev. — A Fire Adapted Community takes responsibility for its wildfire risk. Actions address resident safety, homes, neighborhoods, businesses and infrastructure, forests, parks, open spaces and other community assets. The more actions a community takes, the more fire adapted it becomes.

The Lake Tahoe Basin Multi-Jurisdictional Fuel Reduction and Wildfire Prevention Strategy — developed by federal, state and local land managers and fire services of the Lake Tahoe Basin — facilitates the strategic decisions made to reduce the probability of a catastrophic wildfire, and establishes a process for identifying and prioritizing projects that will have the greatest benefit for Lake Tahoe communities.

Fuels reduction projects protect communities by reducing fire behavior, giving firefighters a chance to catch wildfires before they become catastrophic.

The projects also help to restore and maintain fire resilient landscapes by emulating the disturbance of frequent, low-intensity fires that shaped the landscape and ecology of the Lake Tahoe Basin. These types of projects include: hand thinning, mechanical thinning, understory burning and pile burning.

Our Fire District, working in unison with our land managers and neighboring fire districts, has been conducting pile burns over the fall and winter months, as one of the tools in the Multi-Jurisdictional Fuel Reduction and Wildfire Prevention Strategy to reduce the wildfire threat in our community.

This ongoing effort will enable us to continue our endeavor in sustaining our Fire Adapted Community status.

We coordinate with the county air pollution control district and monitor weather conditions closely prior to igniting a prescribed burn. We are thankful for the community's support and will continue to notify our residents and visitors of upcoming projects.

For those folks that are smoke sensitive and would like to be added to our smoke sensitive list, please call the Fire District at 775-831-0351, ext. 0 to speak with someone in person.

*"Chief's Corner" is a regular feature in the North Lake Tahoe Bonanza from North Lake Tahoe Fire Protection District Chief Mike Brown, offering information, tips and education material on fire safety, emergency preparedness and other pertinent topics.*



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: November 15, 2016

Fire Chief \_\_\_\_\_  
Finance \_\_\_\_\_  
Legal \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_

**DATE:** November 7, 2016  
**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners  
**FROM:** Charles A. Moore, Fire Chief  
Phone: (775) 328-6123 Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)  
**SUBJECT:** Acceptance of a presentation from Washoe County Community Development regarding the Burned Area Emergency Response Team. (Commission District 2)

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### SUMMARY

Acceptance of a presentation from Washoe County Community Development regarding the Burned Area Emergency Response Team (BAER).

**Strategic Objective supported by this item:** *Safe, secure and healthy communities*

### PREVIOUS ACTION

None

### BACKGROUND

The Little Valley Fire caused that requires special efforts to prevent problems afterwards. Loss of vegetation exposes soil to erosion; water runoff may increase and cause flooding; sediments may move downstream and damage houses or fill reservoirs putting endangered species and community water supplies at risk.

After a fire the first priority is emergency stabilization in order to prevent further damage to life, property or natural resources. The stabilization work begins before the fire is out and may continue for up to a year. The longer-term rehabilitation effort to repair damage caused by the fire begins after the fire is out and continues for several years. Rehabilitation focuses on the lands unlikely to recover naturally from wildland fire damage.

The Burned Area Emergency Response (BAER) program is designed to address these emergency situations through its key goals of protecting life, property, and critical natural and cultural resources. Cheryl Surface, Parks Planner from Washoe County Community Services will be presenting on this item in regards to the Little Valley Fire.

### FISCAL IMPACT

There is no fiscal impact directly related to this presentation.

**RECOMMENDATION**

Staff recommends accepting into record the presentation from Washoe County Community Development regarding the Burned Area Emergency Response Team.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation a possible motion would be:

*"I move to accept into record a presentation from Washoe County Community Development regarding the Burned Area Emergency Response Team."*



## MEMORANDUM

November 7, 2016

To: Board of Fire Commissioners  
Truckee Meadows Fire Protection District

Fm: Charles A. Moore, Fire Chief

Re: Fire Chief's Report and Statistics for September 2016

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This report highlights fire district operations for the month of September 2016 and presents statistical summaries for career and volunteer operations and training.

Highlights of other issues are as follows:

### Station 14 Development:

The Special Use Permit (SUP) has been submitted and will be heard by the Board of Adjustment in December. South Valley Citizens Advisory Board will review the matter at their November meeting. A special community meeting is also planned. I have attached an architectural summary but not the full SUP submittal. The project is on target for occupancy around December 2017.

At the October meeting Commissioner Lucey requested an update regarding disposition of the existing station. The Board will need to take action to identify the existing station as surplus and authorize its sale. The Board should consider that the District will need to operate out of the existing station until the new station is complete and the District receives a Certificate of Occupancy. You are probably aware the District has received an informal offer from a willing buyer to purchase the existing station now and lease the station back to the District.

### December TMFPD Meeting:

The meeting for TMFPD for December will be held on Tuesday, December 13 – a week earlier than usually scheduled. The meeting will be brief with the only action items anticipated being presentation and acceptance of the external audits.

### Management Staffing Plan:

The Board requested a status update on recruiting positions currently open. The following spreadsheet summarizes the status of all positions recently hired and pending.



1150 CORPORATE BLVD.  
RENO, NV 89502  
775.856.1150  
**CFARENO.COM**

The logo for CFA, featuring the lowercase letters 'cfa' in a white, stylized script font on a dark blue rectangular background.

# **TMFPD STATION #14**

## **SPECIAL USE PERMIT SUBMITTAL**

OCTOBER 17, 2016



SUBMITTED IN  
PARTNERSHIP  
WITH:  
TSK ARCHITECTS

**tsk**



# TMFPD FIRE STATION #14

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## Table of Contents

Project Request .....	1
Figure 1 – Vicinity Map .....	2
Figure 2 – Site Plan .....	3
Project Description .....	4
Building Architecture .....	4
Lighting .....	5
Trash Enclosure .....	5
Figure 3 – Building Elevations .....	6
Figure 4 – Building Elevations .....	7
Figure 5 – Training Tower Elevation .....	8
Figure 6 – Floor Plan .....	9
Landscape .....	10
Signage .....	10
Figure 7 – Signage Plan .....	11
Figure 8 – Landscape Plan .....	12
Infrastructure .....	13
Figure 9 - Site Photographs .....	14
Figure 10 - Zoning Map .....	15
Special Use Permit Findings .....	16



# TMFPD FIRE STATION #14

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## Appendices

Washoe County Development Application ..... A

## Maps

Building Elevations (2 sheets) .....	Map Pocket
Tower Elevation .....	Map Pocket
Title Sheet (T1.0) .....	Map Pocket
Site-Utility Plan (C1.0) .....	Map Pocket
Grading Plan (C2.0) .....	Map Pocket
Cross Sections (C2.1) .....	Map Pocket
Landscape Plan (L1.1) .....	Map Pocket
Lighting Plan (E2.02) .....	Map Pocket



## TMFPD FIRE STATION #14

### Project Request

This application is a request for a special use permit for development of a new fire station located south of Foothill Road and east of Broken Hill Road. The project site is situated on a single parcel (APN 044-300-19) measuring 3 acres in size. The property is surrounded by vacant land to the east and south, single-family residential development to the west and large lot residential development to the north. The site is bounded by Foothill Road and Broken Hill Road on two sides and vacant land to the east and south. The parcel has a zoning designation of Medium Density Suburban (MDS) and a master plan designation of Suburban Residential (SR), and is within the Southwest Truckee Meadows Area Plan.

Truckee Meadows Fire Protection District (TMFPD) Station #14 currently resides at 12300 Old Virginia Road, and has for the past ±30 years. The existing site, which was once considered rural, is now surrounded on all sides by commercial and retail development. The proposed Fire Station #14 has been sited to provide a better location to respond to the volume and type of calls that are required to provide the needed service in southern Washoe County. This location serves the need for this region and its anticipated growth. This site has indirect access to Virginia Street (main north/south connector in Reno), and clear freeway access to U.S. 395/580, to aide in response times for emergency calls that are of a greater distance.

The new station will initially provide quarters for one fire crew, consisting of five members, and will be designed to accommodate two crews at full build out. The apparatus bay will house three large fire fighting vehicles and one extended cab 4x4 truck. At full build-out, the apparatus bays will accommodate four double depth pull through bays. Full build out of the fire station will be dependent on fire service needs and funding. The additional square footage will consist of 900 square feet for living quarters, 320 square feet for covered storage and the 340 square foot training tower. The timing of full build-out is not known, but is anticipated to take place within the next ten years.

This application package includes the following request:

- ❖ *A request to allow a Safety Service use in the MDS zoning district per Table 110.302.5.2 of the Washoe County Development Code.*





## TMFPD FIRE STATION #14

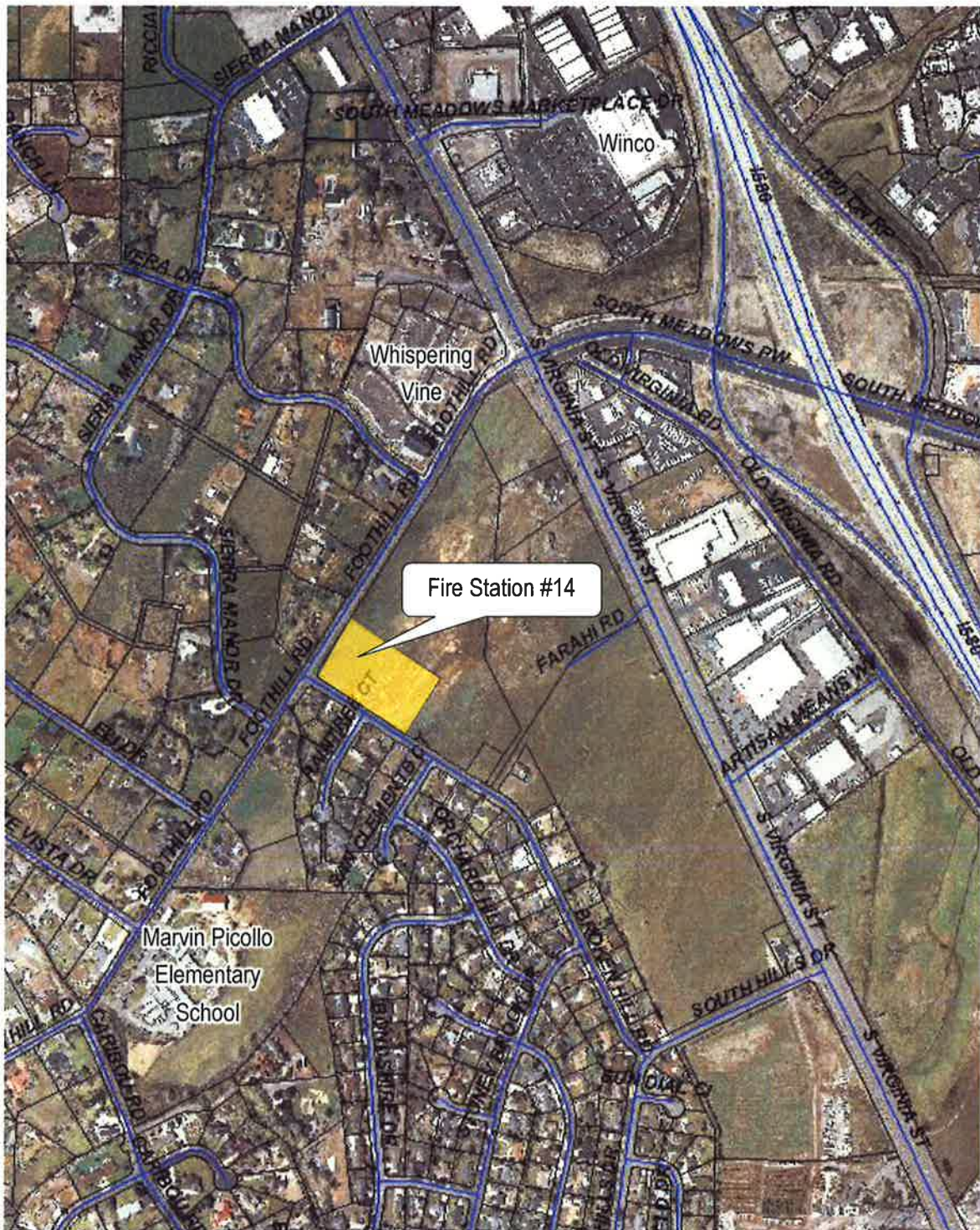
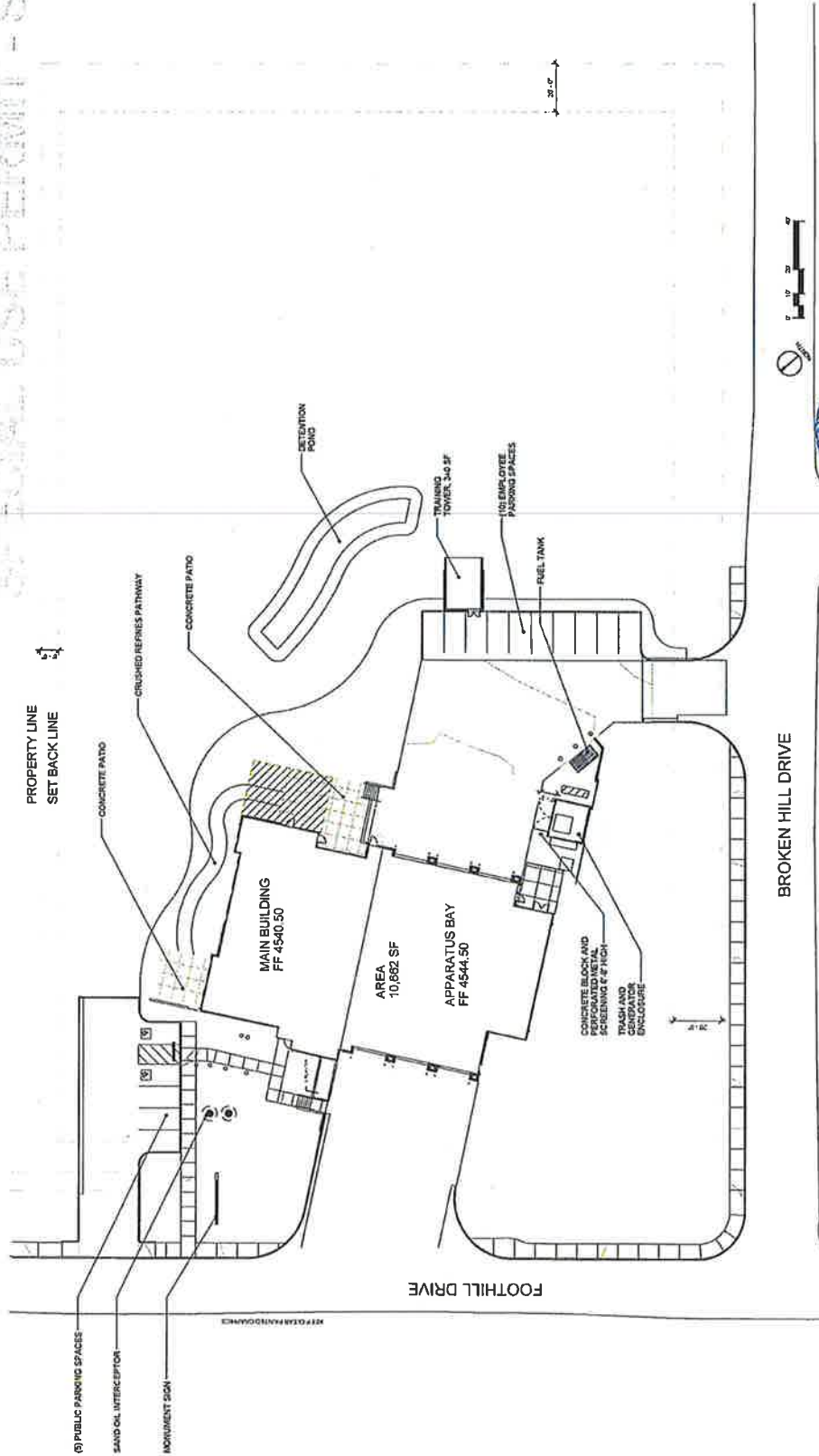


Figure 1 – Vicinity Map



TRUCKEE HEADQUARTERS FIRE PROTECTION DISTRICT  
 SPECIAL USE PERMIT - SITE



STATION #14  
 FOOTHILL RD & BROKEN HILL RD



**tsk**



# TMFPD FIRE STATION #14

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## Project Description

The total site is 3-acres in size, and the initial development is proposed over the northern 2.02 acres. The site has a gradual slope from northwest to southeast, which will influence the site design. Drainage for the site slopes to the southeast and will require a detention basin on the southern portion of the site. The apparatus bay emergency doors allow egress to Foothill Road, which serves as the primary east-west access for this area. Public parking will be located off of the eastern edge of the site on Foothill Road. Broken Hill will also be the return point of entry for incoming fire vehicles and firemen's personal vehicles. Access to the rear yard is not secured at this time. The proposed  $\pm 10,662$  square foot building excludes future additions for 4 additional residential bedrooms as well as support services for the apparatus bay so bay #4 can be converted to a pull through bay.

Parking will be provided in two areas, one location for employees and a second parking lot for the public. Ten employee parking stalls will be located on the west side, with access off of Broken Hill Road. In addition, this area allows for a few public parking spaces will be provided for the occasional visitor or for employee overflow, when needed. The second parking lot will be for the public, with access off of Foothill Road. If a disabled employee utilizes this facility, they will use the ADA stall in the public parking lot, leaving one free ADA stall for public use. Additionally, an ADA route will be provided from the public sidewalk along Foothill Road into the public entry door.

## Building Architecture

The new station is a single story structure to be built of durable concrete masonry methods with accents and details of prefinished metal panels, to define entrances and provide a sense of community. Roofs are of 3:12 slopes to also reflect the geometry of the neighborhood. Other materials include storefront glazing, accent stacked masonry walls, and box-rib corrugated metal siding. The exterior materials are both aesthetic and durable, and integrate well with the materials found in southern Washoe County and the existing context of the surrounding neighborhoods. The building architecture has been designed to create a public identity, as well as provide a private side for the firemen's living quarters.

The main entrance to the fire station is highly visible from Foothill Road and is protected by an entrance canopy. Within the entrance vestibule is an assessable restroom that patrons can use before entering the building. As the public enters the building there is a TMFPD feature wall and information counter. Above the feature wall is a dormer for letting daylighting in, creating a sense of a secure space. The Captain and Battalion Chief offices flank the public entrance so people entering the building will be attended to immediately. The residential corridor has two direct connections to the apparatus bay for efficient flow during emergency calls. At the transition and end of the corridor are views to the exterior, also allowing for daylighting into the circulation space.

The apparatus bay north sectional doors have full vision glazing that allow for visibility of the apparatuses from Foothill Road and to supply the apparatus bay with plenty of north daylighting. The south access has



## TMFPD FIRE STATION #14

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garage doors with two of the panels being glazed. Being a deep double bay station, a clerestory is provided that runs the length of bays to allow for daylight penetrating evenly.

A 34-foot tall training tower with three landings will be located on the southern side of the site and used for training purposes, with the top landing platform being constructed for rappelling. The tower is unconditioned and open air with operable screen wire meshed openings to keep out birds and/or large pests.

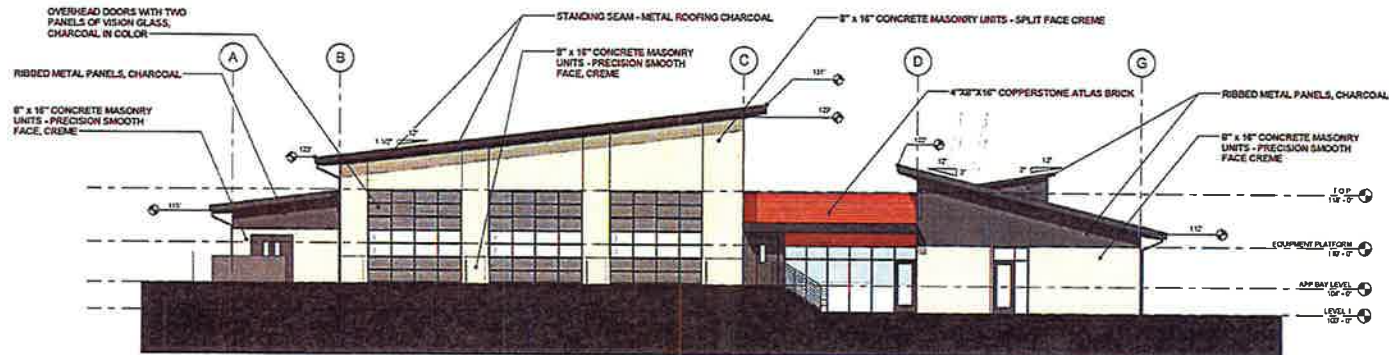
### Lighting

A photometric plan is provided in the map appendices. Pole lighting will be limited to 12-feet tall and shielded, in accordance with "dark sky lighting" requirements.

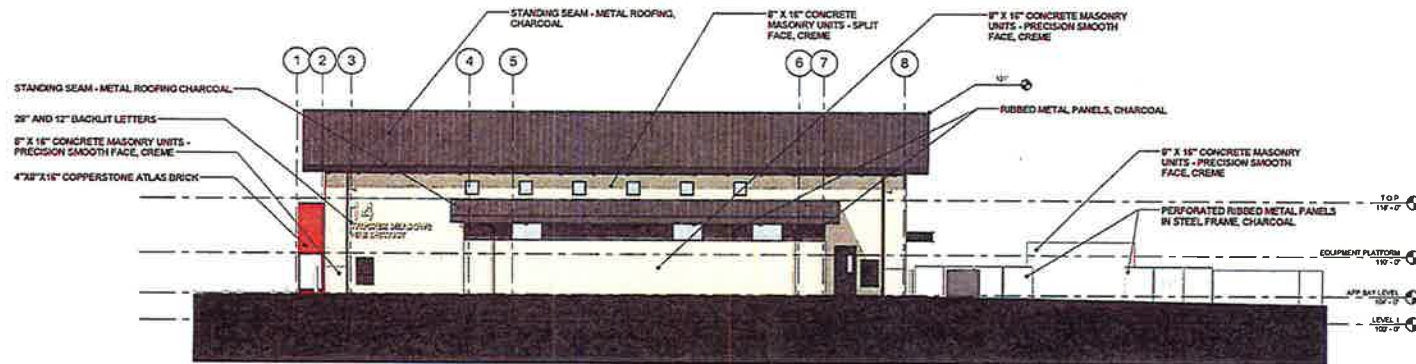
### Trash Enclosure

The screened trash/generator enclosure will be located on the southwest side of the building, approximately 20 feet from the apparatus bay. The trash enclosure walls will house two (2) 96-gallon trash and one (1) 96-gallon recycling totes (total of three 96-gallon totes). It is assumed that the trash enclosure walls will be approximately 8 feet high and include access through a 6-foot screened gate located on the east side at the concrete apron. The adjacent enclosure will house a 1000 gallon (750/250 Desil/Gas) refueling station. It is assumed that the trash enclosure walls will be approximately 6 feet high. Waste Management will access the site off of Broken Hill Road for service. TMFPD personnel will roll the bins curbside for pick up off of Broken Hill Road. The trash enclosure will be used for typical office waste supplies such as paper and plastic materials, food waste generated during kitchen meal preparation, as well as other basic everyday items used at the fire station while fire personnel are housed at the facility.

# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STATION #14 ELEVATIONS



1 ELEVATION - SOUTH  
SCALE: 1/8" = 1'-0"



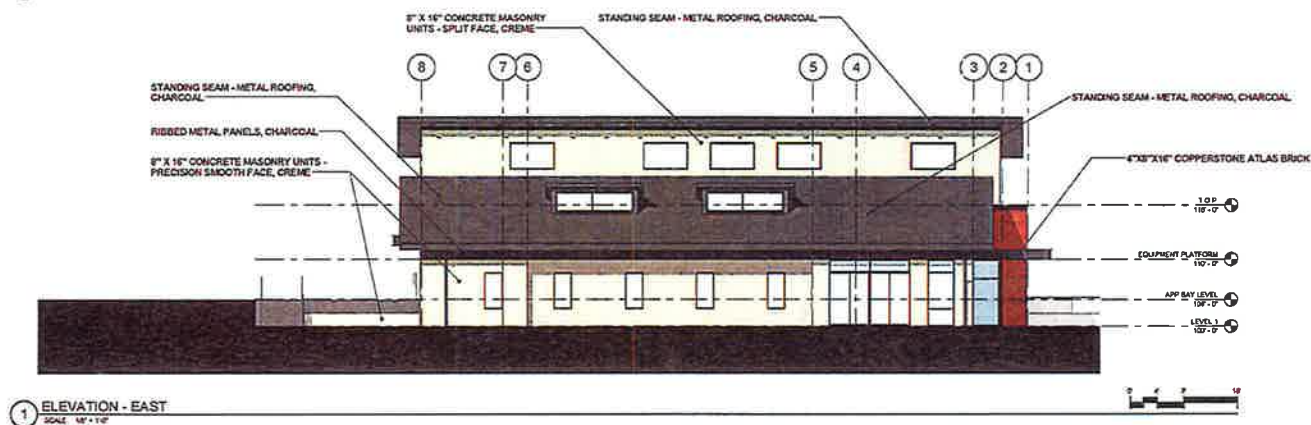
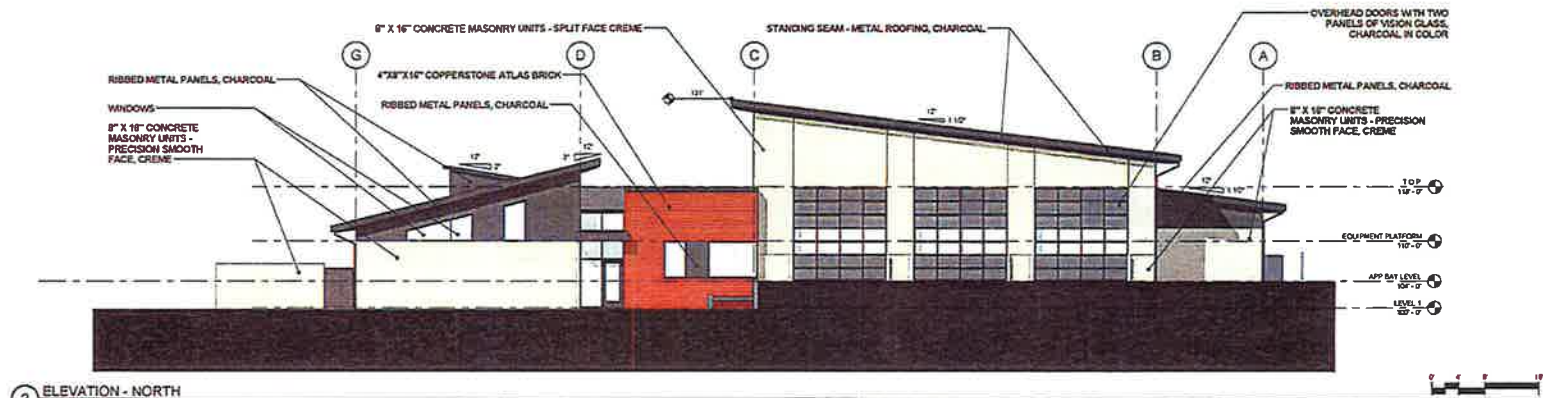
2 ELEVATION - WEST  
SCALE: 1/8" = 1'-0"

**tsk**



STATION #14  
FOOTHILL RD & BROKEN HILL RD.

# TRUCKEE MEADOWS POWER PLANT - ELEVATION DISTRICT 1. STATION #14 PERMIT - ELEVATIONS



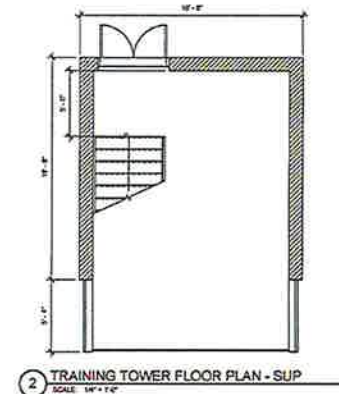
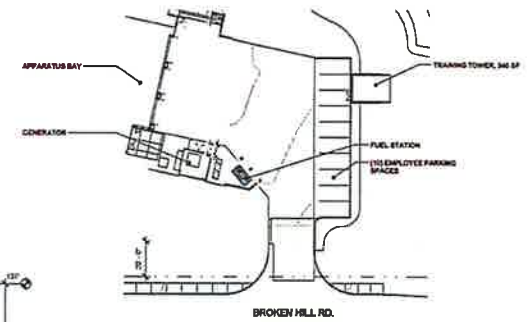
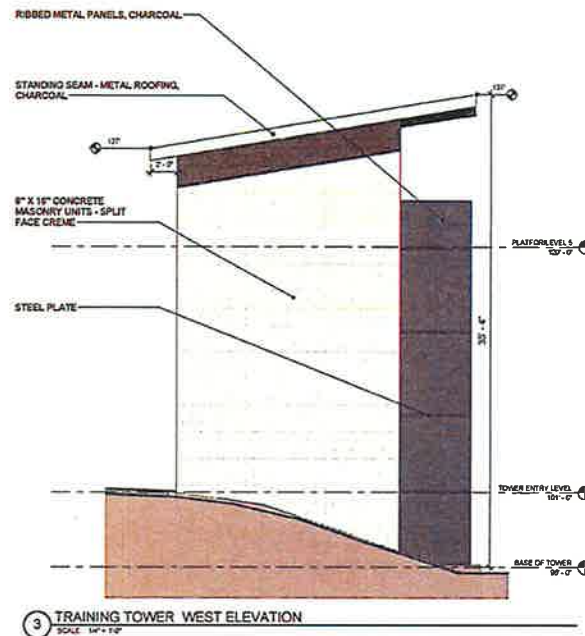
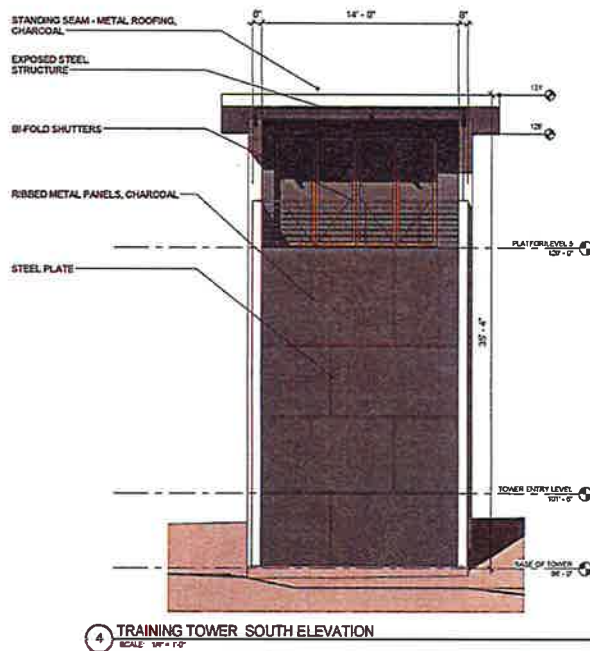
**tsk**



STATION #14  
 FOOTHILL RD & BROKEN HILL RD.



# FOOTHILL FIRE PROTECTION DISTRICT TRAINING TOWER



STATION 814  
FOOTHILL RD & BROKEN HILL RD.

tsk

1992 OLYMPIC VILLAGE

COMMAND VEHICLE

WATER TOWER

BRUSH TRUCK

DOUBLE ALEX TRUCK

FIRE LOCATIONS

CONCRETE APRON

FIRE RADIUS

Dimensions: 15'-11", 60'-1", 132'-4", 26'-0", 33'-4", 17'-6", 42'-8", 12'-1", 50'-7", 5'-4"

Orientation: N

-  OFFICE SPACES
-  LIVING SPACES
-  APPARATUS BAY
-  CIRCULATION SPACES

STATION #14  
FOOTBALL RD & BROKEN HILL RD



## TMFPD FIRE STATION #14

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### Landscape

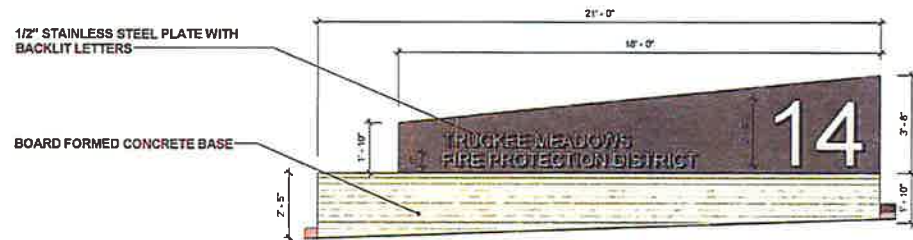
Twenty percent of the developed site is required to be landscaped. The proposed developed project area consists of  $\pm 98,010$  square feet, resulting in  $\pm 17,598$  square feet of required landscaping. Landscaping will primarily be drought tolerant plantings. A limited amount of turf will be provided on the west side of the building. The recommended turf is a blend of Kentucky bluegrass that is a drought-tolerant blend with rich color and high disease resistance. The Kentucky bluegrass is a self-repairing turf that allows for wear recovery and endurance.

Trees will be planted on the north and west sides at approximately 50' on center. Proposed species of trees will be Marshall's Seedless Ash, Honey Locust, with smaller accent trees of Choke Cherry, Redbud, and fruit tree varieties. Evergreens to be proposed will be Austrian Pine, Incense Cedar, and Juniper. There will also be a mix of shrubs and perennials. Native shrubs, grass, wildflower, and native seed grasses will also be provided. Detention basins will be seeded with native grasses. Rock mulch will be provided in specific areas. A number of areas will receive decomposed granite mulch (DG) ground cover, particularly along the western and eastern edges of the developed site.

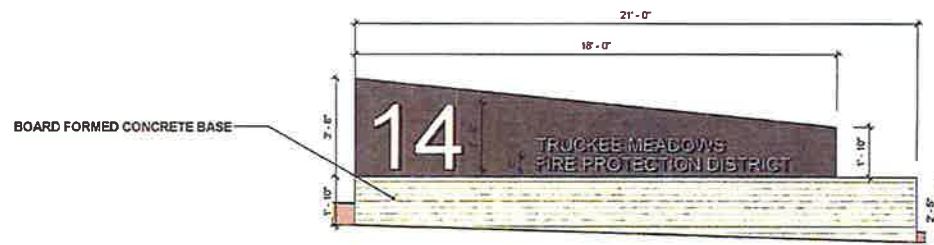
### Signage

Signage for the project will comply with Washoe County standards. Signage will be complimentary to the architectural style of the building and will be oriented toward Foothill Road.

# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STATION 14



2 MONUMENT SIGN ELEVATION - FRONT  
SCALE: 1/4" = 1'-0"



1 MONUMENT SIGN ELEVATION - BACK  
SCALE: 1/4" = 1'-0"



STATION 14  
FOOTHILL RD & BROKEN HILL RD.

tsk







## TMFPD FIRE STATION #14

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### Infrastructure

Sanitary sewer will be provided by Washoe County. A proposed 6-inch sewer lateral will serve the fire station. The lateral will connect to the existing 10-inch sanitary sewer main in Foothill Road, beneath the proposed public parking driveway. The 6-inch lateral will extend south and will terminate with installation of a cleanout southeast of the proposed public parking lot.

Truckee Meadows Water Authority (TMWA) will be the water purveyor for the project. An existing 12-inch transite water line is located on the west side of Broken Hill Road. All water line services for the project will be serviced from this main line. A 3-inch domestic water line is proposed to serve the fire station with a 4-inch meter and backflow preventer and will service the property from the south side of the building.

Storm water peak runoff flows will be routed through an on-site storm drain system from the proposed roof drains and catch basins around the entire base the building to capture excess storm water runoff. There will also be on-site drainage swales graded along the site to capture excess runoff. The excess runoff will be collected in an on-site detention basin located to the south-east of the site. The basin will detain the storm water runoff flow and allow flow to exit through the storm drain outlet structure. The outlet structure has been designed to discharge the detained flows to the drainage channel south of the site at a controlled rate designed to limit the overall site discharge to the existing undeveloped levels. Because the excess flows will be detained prior to release, the system will provide a storage safety factor benefit to the existing public storm water drainage system, as well as providing a technique to pre-treat the storm water and enhance total suspended solids removal prior to releasing it into the public storm channel system, resulting in improved water quality. Therefore, the site can be developed as planned with respect to storm water drainage without adverse impact to adjacent or downstream properties or public storm drain facilities.

The outlet of the detention basin, and all other incidental site storm water flows will discharge into an existing channel traversing the southern portion of the parcel. There is an existing 15-foot wide storm drainage easement that will remain in place which serves both this parcel as well as flows from Broken Hill Road through an existing culvert.



## TMFPD FIRE STATION #14



View from Broken Hill Road facing east.



View from Foothill Road facing south.

Figure 9 - Site Photographs



## TMFPD FIRE STATION #14

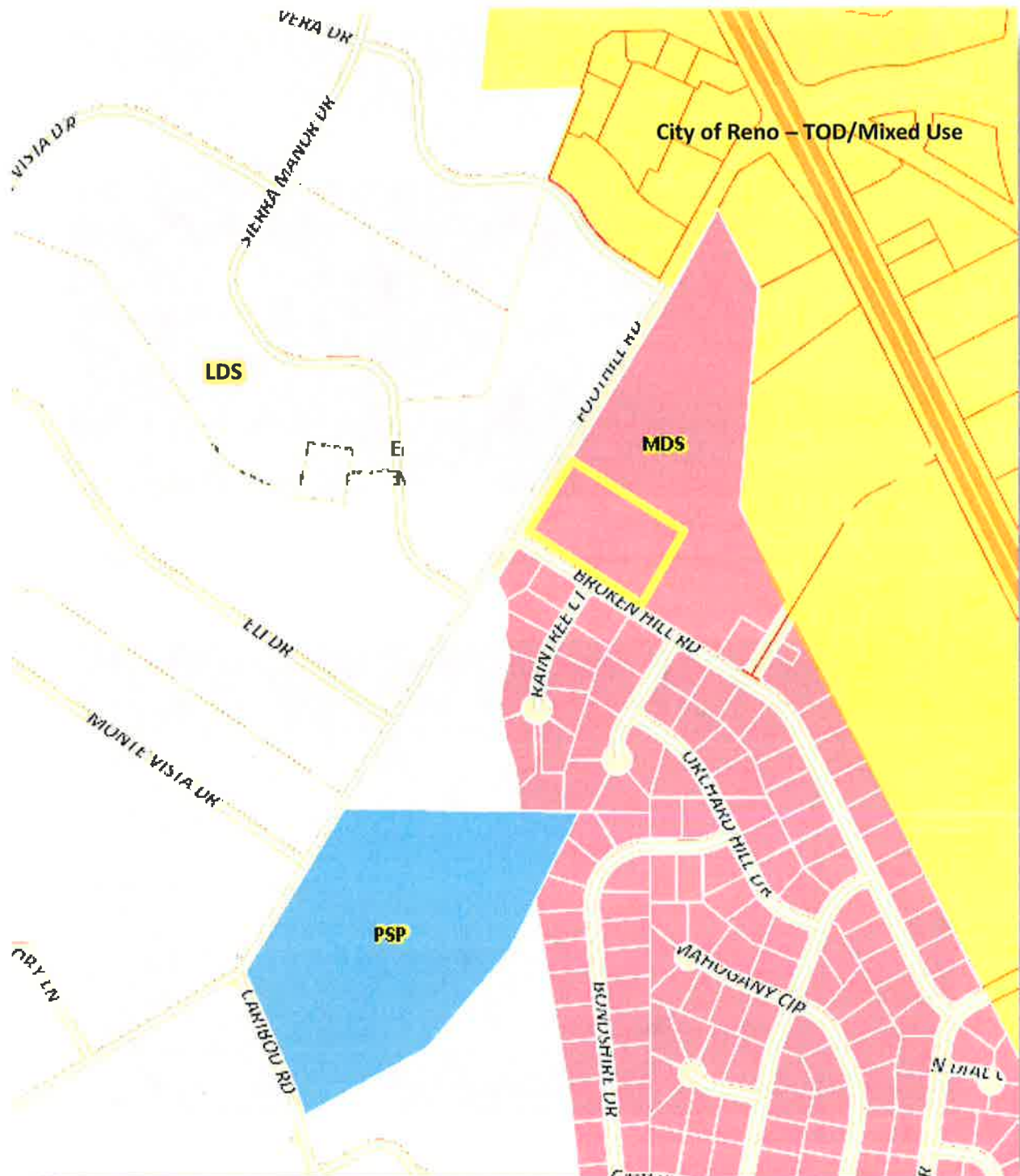


Figure 10 - Zoning Map



## TMFPD FIRE STATION #14

### Special Use Permit Findings

Prior to approving an application for a special use permit, the Planning Commission, Board of Adjustment or a hearing examiner shall find that all of the following are true:

**(a) Consistency. The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plan;**

The property is part of the Southwest Truckee Meadows Area Plan. The proposed special use permit is consistent with the following Southwest Truckee Meadows Area Plan policies:

SW.2.5 Any lighting proposed must show how it is consistent with current best practice "dark-sky" standards. In subdivisions established after the date of final adoption of this plan the use of streetlights will be minimized.

SW.2.6 Street lights, security lights, and other outdoor lighting should be powered by solar or other renewable energy sources whenever possible.

SW.2.8 All landscape designs will emphasize the use of native vegetation, with non- native and atypical vegetation integrated sparingly into any landscaped area.

SW.10.3 The granting of special use permits in the SWTM planning area must be accompanied by a finding that no significant degradation of air quality will occur as a result of the permit. As necessary, conditions may be placed on special use permits to ensure no significant degradation of air quality will occur. The Department of Community Development will seek the advice and input of the Air Quality Division of the Department of Health in the implementation of this policy.

SW.11.1 Development proposals, with the exception of single family homes and uses accessory to single family homes, within the Southwest Truckee Meadows planning area will include detailed soils and geo-technical studies sufficient to:

- a. Ensure structural integrity of roads and buildings.
- b. Provide adequate setbacks from potentially active faults or other hazards.
- c. Minimize erosion potential.

SW.20.1 In order for the Washoe County Planning Commission to recommend the approval of ANY amendment to the SWTM Area Plan, the following findings must be made:

- a. The amendment will further implement and preserve the Vision and Character Statement.
- b. The amendment conforms to all applicable policies of the SWTM Area Plan and the Washoe County Master Plan, and the Regional Water Management Plan.
- c. The amendment will not conflict with the public's health, safety or welfare.





## TMFPD FIRE STATION #14

**(b) Improvements.** Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;

Sanitary sewer will be provided by Washoe County. A proposed 6-inch sewer lateral will serve the fire station. The lateral will connect to the existing 10-inch sanitary sewer main in Foothill Road, beneath the proposed public parking driveway. The 6-inch lateral will extend south and will terminate with installation of a cleanout southeast of the proposed public parking lot.

Truckee Meadows Water Authority (TMWA) will be the water purveyor for the project. An existing 12-inch transite water line is located on the west side of Broken Hill Road. All water line services for the project will be serviced from this main line. A 3-inch domestic water line is proposed to serve the fire station with a 4-inch meter and backflow preventer and will service the property from the south side of the building.

Storm water peak runoff flows will be routed through an on-site storm drain system from the proposed roof drains and catch basins around the entire base the building to capture excess storm water runoff. There will also be on-site drainage swales graded along the site to capture excess runoff. The excess runoff will be collected in an on-site detention basin located to the south-east of the site. The basin will detain the storm water runoff flow and allow flow to exit through the storm drain outlet structure. The outlet structure has been designed to discharge the detained flows to the drainage channel south of the site at a controlled rate designed to limit the overall site discharge to the existing undeveloped levels. Because the excess flows will be detained prior to release, the system will provide a storage safety factor benefit to the existing public storm water drainage system, as well as providing a technique to pre-treat the storm water and enhance total suspended solids removal prior to releasing it into the public storm channel system, resulting in improved water quality. Therefore, the site can be developed as planned with respect to storm water drainage without adverse impact to adjacent or downstream properties or public storm drain facilities.

The outlet of the detention basin, and all other incidental site storm water flows will discharge into an existing channel traversing the southern portion of the parcel. There is an existing 15-foot wide storm drainage easement that will remain in place which serves both this parcel as well as flows from Broken Hill Road through an existing culvert.

**(c) Site Suitability.** The site is physically suitable for the type of development and for the intensity of development;

Truckee Meadows Fire Protection District (TMFPD) Station #14 currently resides at 12300 Old Virginia Road, and has for the past  $\pm 30$  years. The existing site, which was once considered rural, is now surrounded on all sides by commercial and retail development. The proposed Fire Station #14 has been sited to provide a better location to respond to the volume and type of calls that are required to provide the





## TMFPD FIRE STATION #14

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needed service in southern Washoe County. This location serves the need for this region and its anticipated growth. This site has indirect access to Virginia Street (main north/south connector in Reno), and clear freeway access to U.S. 395/580, to aide in response times for emergency calls that are of a greater distance.

The property is surrounded by residential development to the north and west and by vacant land to the east and south. Fire trucks will leave the apparatus bay from Foothill Road. Upon returning, the trucks will access the site off of Broken Hill Road. Foothill Road will be equipped with a standalone flashing light and signage warning vehicles of emergency vehicle crossing.

**(d) Issuance Not Detrimental. Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area;**

The proposed use as a fire station is needed to keep up with the community's growth and need for adequate fire response times. Foothill Road is designated as a Collector roadway and has capacity to handle the additional traffic, which will be limited. Fire trucks will exit the apparatus bay onto Foothill Road, and will be equipped with a standalone flashing light and signage warning vehicles of emergency vehicle crossing. Fire trucks will enter the fire station off of Broken Hill Road. The proposed project is not anticipated to have any detrimental impacts to the public, health, safety or welfare. The proposed project will serve as a community amenity that will provide fire protection to south Washoe County.

**(e) Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.**

There are no known military installations in the vicinity of the site. The proposed request will not affect the location, purpose and mission of the military installation.

## Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Development staff at 775.328.3600.

<b>Project Information</b>		Staff Assigned Case No.: _____	
Project Name: Truckee Meadows Fire Protection District Fire Station #14 Special Use Permit			
Project Description: Request for a Special Use Permit to allow a safety service use (fire station) to be developed in the MDS zoning district.			
Project Address: Southeast corner of Foothill Road and Broken Hill Road.			
Project Area (acres or square feet): 3 acres			
Project Location (with point of reference to major cross streets AND area locator): Southeast corner of Foothill Road and Broken Hill Road.			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
044-300-19	3 acres		
Section(s)/Township/Range: Section 8 T18 R20			
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
<b>Applicant Information</b> (attach additional sheets if necessary)			
<b>Property Owner:</b>		<b>Professional Consultant:</b>	
Name: Truckee Meadows Fire Protection District		Name: CFA	
Address: PO Box 11130		Address: 1150 Corporate Blvd.	
Reno, NV	Zip: 89520	Reno, NV	Zip: 89502
Phone: 328-6123	Fax:	Phone: 856-1150	Fax: 856-1160
Email: cmoore@tmfpd.us		Email: afuss@cfareno.com	
Cell: 313-8903	Other:	Cell: 741-9563	Other:
Contact Person: Chief Moore		Contact Person: Angela Fuss	
<b>Applicant/Developer:</b>		<b>Other Persons to be Contacted:</b>	
Name: Washoe County		Name:	
Address: 1001 E. 9th Street, Bldg. A		Address:	
Reno, NV	Zip: 89520		Zip:
Phone: 328-3636	Fax:	Phone:	Fax:
Email: wwardell@washoecounty.us		Email:	
Cell: 750-7325	Other:	Cell:	Other:
Contact Person: Bill Wardell		Contact Person:	
<b>For Office Use Only</b>			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

## Property Owner Affidavit

**Applicant Name:** Truckee Meadows Fire Protection District

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA )

COUNTY OF WASHOE )

I, CHARLES A. MOORE, FIRECHIEF  
(please print name)

being duly sworn, depose and say that I am the owner\* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Development.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 044-300-19

Printed Name

Signed

Address

1001 E. 9th Street

Reno, NV 89512

Subscribed and sworn to before me this  
4th day of April, 2016.

(Notary Stamp)

Washoe County - Nevada

Notary Public in and for said county and state

My commission expires: Dec. 13, 2017



\*Owner refers to the following: (Please mark appropriate box.)

☒ Owner

- ☐ Corporate Officer/Partner (Provide copy of recorded document indicating authority to sign.)
- ☐ Power of Attorney (Provide copy of Power of Attorney.)
- ☐ Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- ☐ Property Agent (Provide copy of record document indicating authority to sign.)
- ☐ Letter from Government Agency with Stewardship

**February 2014**

## Special Use Permit Application Supplemental Information

(All required information may be separately attached)

Chapter 110 of the Washoe County Code is commonly known as the Development Code. Specific references to special use permits may be found in Article 810, Special Use Permits.

1. What is the type of project being requested?

This application is a request for a special use permit to allow a safety service use (i.e. Fire Station) in the MDS zoning district per 110.302.5.5 of the Washoe County Development Code.

2. What currently developed portions of the property or existing structures are going to be used with this permit?

The 3-acre site is currently undeveloped. The northern 2 acres of the site will be developed with a fire station.

3. What improvements (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.) will have to be constructed or installed and what is the projected time frame for the completion of each?

The proposed fire station measures 10,662 square feet in size and includes firemen living quarters, apparatus bay, training tower, parking and landscaping. The project will tie to the 10" sewer line in Foothill Road and a 12" water line in Broken Hill Road. Two separate parking areas will provide 10 spaces for firemen and 5 spaces for the public. A sign will be located facing Foothill Road. The project is anticipated to begin construction in early 2017. Final build-out is dependant on need and funding and is anticipated to be completed within 10 years.

4. What is the intended phasing schedule for the construction and completion of the project?

Construction is anticipated to begin in March of 2017 and substantially completed by January 1, 2018.

An additional living quarters for a second 5 man crew, is dependant on fire service need and funding.

5. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

Foothill Road is designated a Collector roadway and has capacity for development. Traffic is anticipated to be low with the proposed use. Station #14 was sited to provide a better location to respond to the volume and type of calls that are required to provide the needed service in southern Washoe County. This site has indirect access to Virginia Street (main north/south connector in Reno), and clear freeway access to US 395/580 to aide in response times for emergency calls that are of a greater distance. The property is vacant on the eastern and southern sides.

6. What are the anticipated beneficial aspects or effects your project will have on adjacent properties and the community?

Development of a fire station at this location will serve the fire service needs for this region and its anticipated growth, in particular, the southern Washoe County area.

7. What will you do to minimize the anticipated negative impacts or effects your project will have on adjacent properties?

Foothill Road will be equipped with a standalone flashing light and signage warning vehicles of emergency vehicle crossing. Fire trucks will leave the apparatus bay from Foothill Road. Upon returning, the trucks will access the site off of Broken Hill Road. Sidewalks on Foothill Road and Broken Hill Road will be constructed for enhanced pedestrian safety in the area. Landscaping will also be added to buffer between existing residences to the north and west and the proposed building.



8. Please describe operational parameters and/or voluntary conditions of approval to be imposed on the project special use permit to address community impacts:

Special care and thought has gone into the the design with respect to access, buffering, landscaping and pedestrian safety. Foothill Road will be equipped with a standalone flashing light and signage warning vehicles of emergency vehicle crossing. Fire trucks will leave the apparatus bay from Foothill Road. Upon returning, the trucks will access the site off of Broken Hill Road. Sidewalks on Foothill Road and Broken Hill Road will be constructed for enhanced pedestrian safety in the area. Landscaping will also be added to buffer between existing residences to the north and west and the proposed building.

9. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)

The project provides for a total of 15 parking stalls. Ten stalls will be located on the western side, for firemen's personal vehicles and to serve as an overflow parking lot for the public. Five parking stalls are located on the north side, near the public entrance. All of the proposed parking is provided on-site.

10. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

Twenty percent of the developed site is required to be landscaped. The proposed developed project area consists of  $\pm 98,010$  square feet, resulting in  $\pm 17,598$  square feet of required landscaping, including 35 trees. Landscaping will primarily be drought tolerant plantings. A limited amount of turf will be provided on the west side of the building. Trees will be planted on the north and west sides at approximately 50' on center. Proposed species of trees will be Marshall's Seedless Ash, Honey Locust, with smaller accent trees of Choke Cherry, Redbud, and fruit tree varieties. Evergreens to be proposed will be Austrian Pine, Incense Cedar, and Juniper. There will also be a mix of shrubs and perennials. Native shrubs, grass, wildflower, and native seed grasses will also be provided. Detention basins will be seeded with native grasses. Rock mulch will be provided in specific areas. A number of areas will receive decomposed granite mulch (DG) ground cover, particularly along the western and eastern edges of the developed site.

11. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)

A photometric plan has been provided. Pole mounted lighting will be limited to 12' tall, shielded and pointing downward. Signage will consist of board formed concrete base with 1/2" stainless steel plate with backlit letters.

12. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the special use permit request? (If so, please attach a copy.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

13. Community Sewer

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

Community Water

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

Washoe County Treasurer  
Tammi Davis

Washoe County Treasurer  
P.O. Box 30039, Reno, NV 89520-3039  
ph (775) 328-2510 fax (775) 328-2500  
Email: tax@washoecounty.us

## Account Detail

[Back to Search Results](#)[Change of Address](#)[Print this Page](#)

Washoe County Parcel Information		
Parcel ID	Status	Last Update
04430019	Active	10/14/2016 7:24:27 AM
<b>Current Owner:</b> TRUCKEE MEADOWS FIRE PROTECTION DIST  PO BOX 11130 RENO, NV 89520		<b>SITUS:</b> 0 FOOTHILL RD WASHOE COUNTY NV
<b>Taxing District</b> 4000		<b>Geo CD:</b>
Legal Description Township 18 Section 8 Lot A Block Range 20 SubdivisionName _UNSPECIFIED		

Tax Bill (Click on desired tax year for due dates and further details)					
Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due
2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total					\$0.00

Important Payment Information	
<ul style="list-style-type: none"><li><b>ALERTS:</b> If your real property taxes are delinquent, the search results displayed may not reflect the correct amount owing. Please contact our office for the current amount due.</li><li>For your convenience, online payment is available on this site. E-check payments are accepted without a fee. However, a service fee does apply for online credit card payments. See <a href="#">Payment Information</a> for details.</li></ul>	

**Pay Online**

No payment due for this account.

**\$0.00**

**Pay By Check**

Please make checks payable to:  
WASHOE COUNTY TREASURER

Mailing Address:  
P.O. Box 30039  
Reno, NV 89520-3039

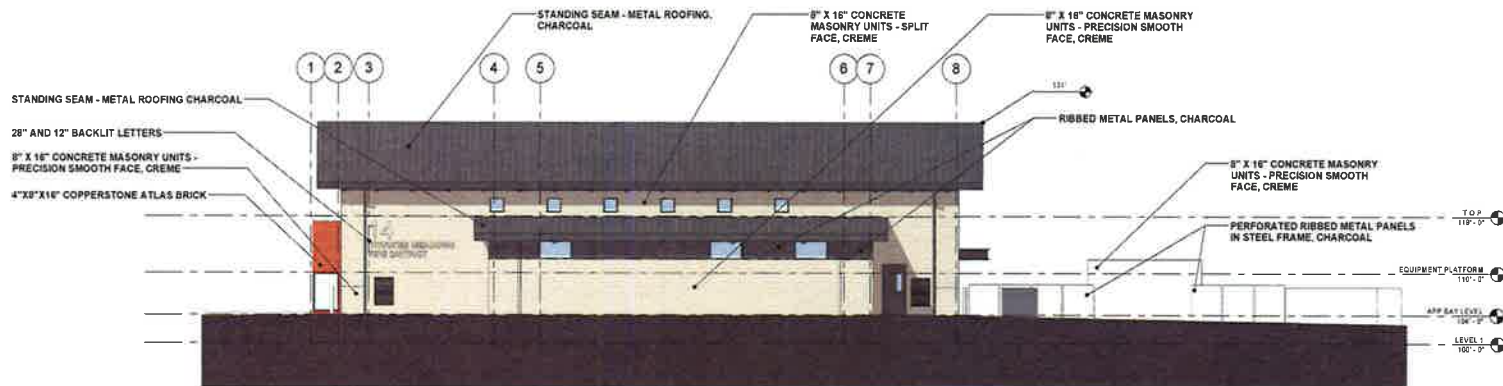
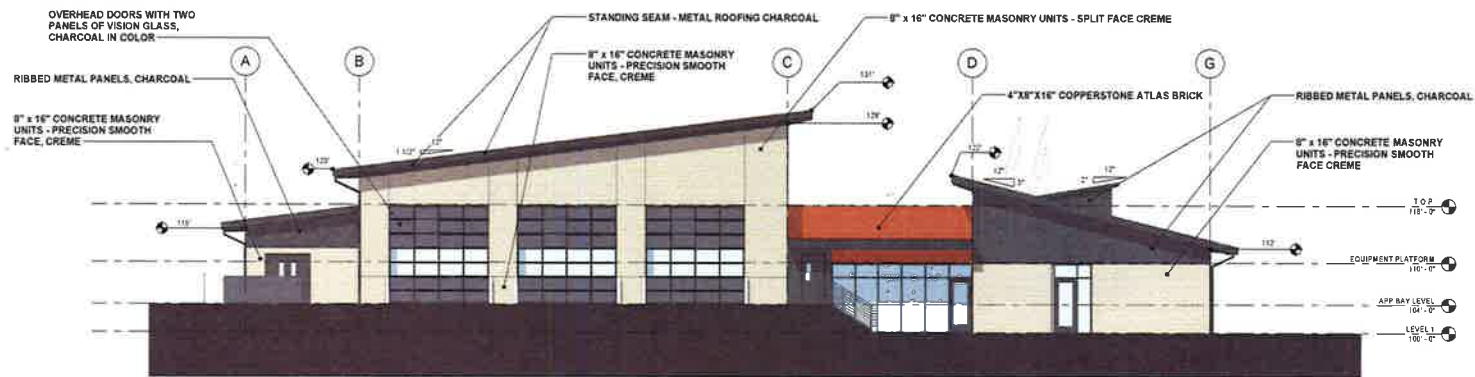
Overnight Address:  
1001 E. Ninth St., Ste D140  
Reno, NV 89512-2845

**Payment Information****Special Assessment District****Installment Date Information****Assessment Information**

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# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT SPECIAL USE PERMIT - ELEVATIONS

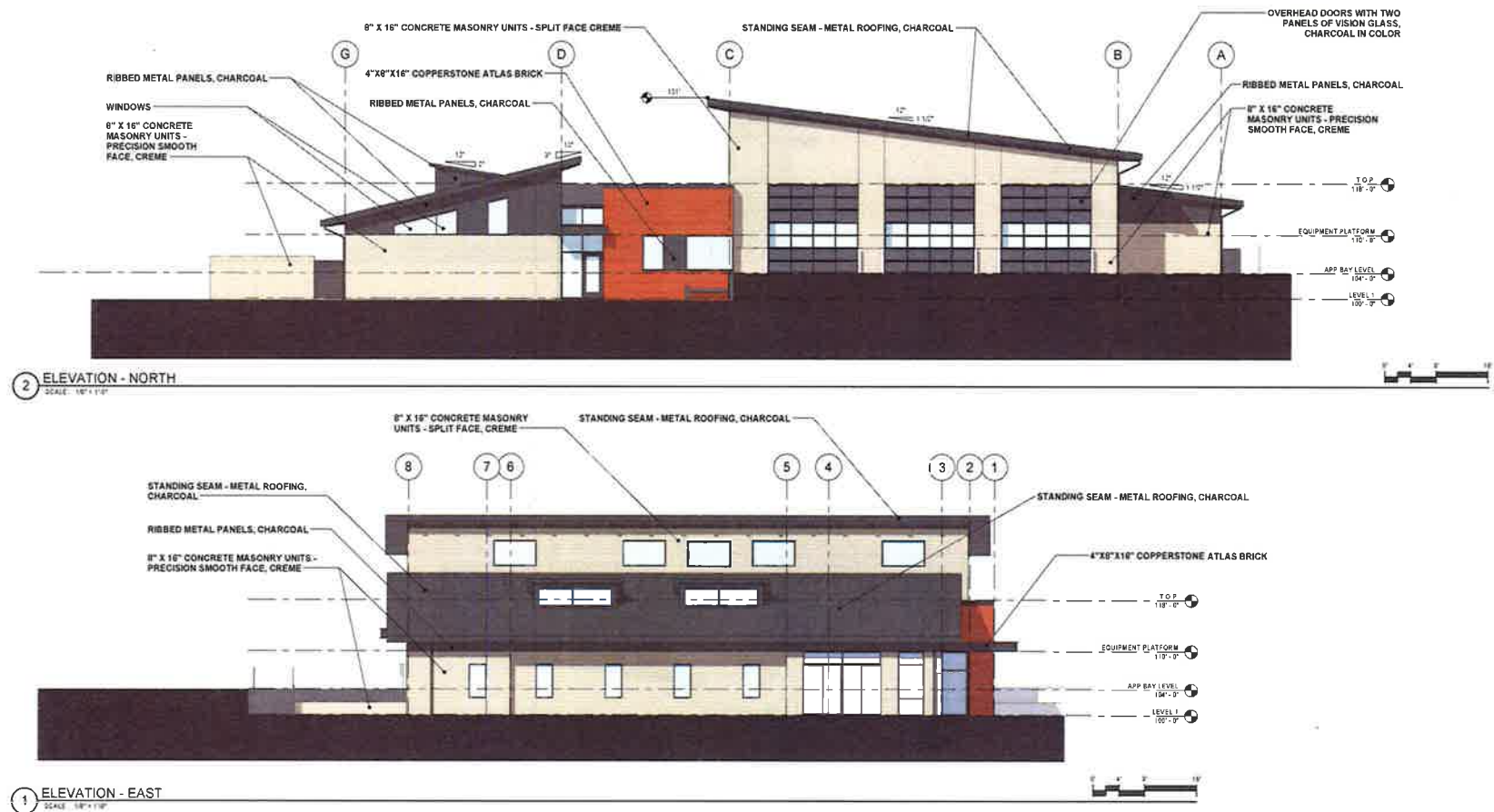


tsk



STATION #14  
FOOTHILL RD & BROKEN HILL RD.

# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT SPECIAL USE PERMIT - ELEVATIONS



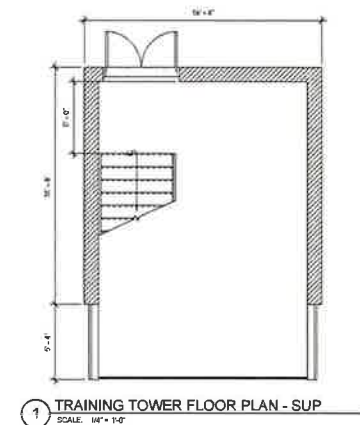
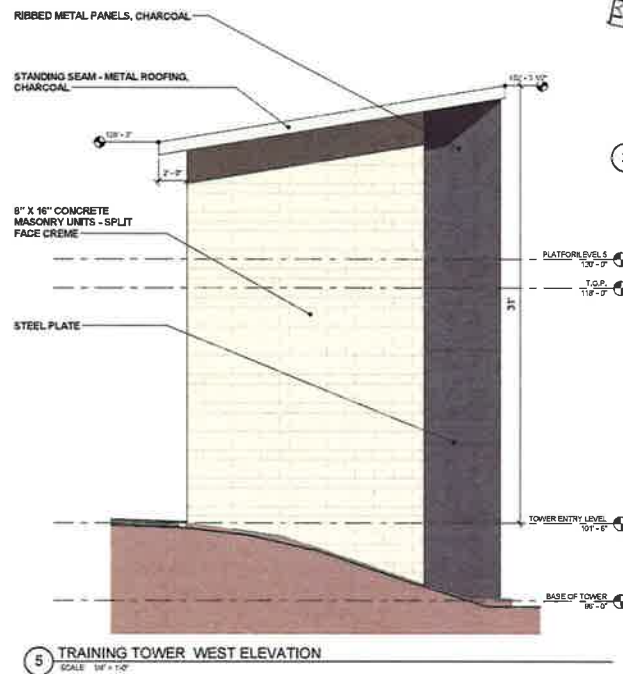
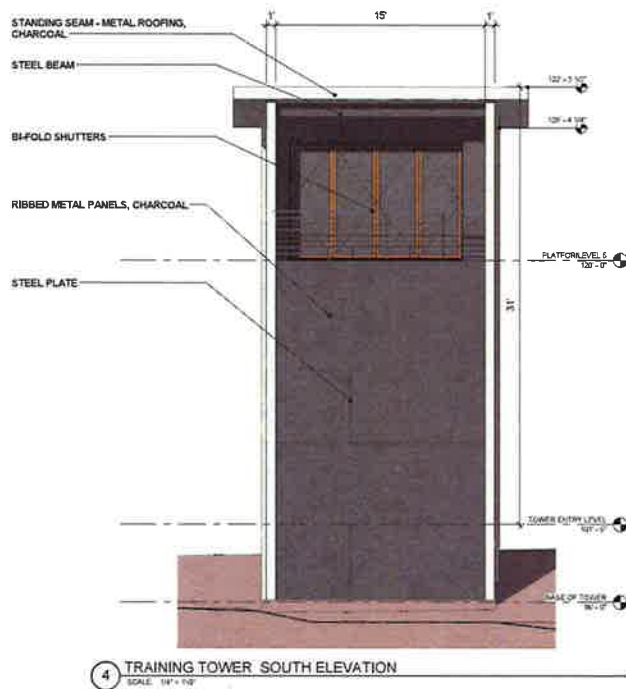
**tsk**



**STATION #14**  
FOOTHILL RD & BROKEN HILL RD.



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT TRAINING TOWER



tsk

STATION #14  
FOOTHILL RD & BROKEN HILL RD.  
NO. 10000

WASHOE COUNTY, NEVADA  
APN: 044-300-10

1







The diagram illustrates a cross-section of a proposed road improvement project. Key features include:

- FOOTHILL ROAD**: The main road section.
- PARTIALLY EXISTING 10' SIDEWALK**: Located on the left side of the road.
- EXISTING DRIVEWAY**: A driveway on the far left.
- 28' TO ADJACENT PROPERTY LINE**: Distance from the sidewalk to the adjacent property line.
- 30' OR MORE TRAVEL WAYWAY**: The main travel lane width.
- PROPOSED 6' BICYCLE LANE**: A dedicated lane for bicycles.
- 20' PLANTING BUFFERWAY**: A buffer zone for landscaping.
- RELAT EASEMENT CHARGE**: An area designated for relative easement charges.
- PROPOSED 10' SIDEWALK**: A new sidewalk proposal.
- REASONABLE PROPORTION**: A note indicating proportionality.
- EASMENT CHARGE**: Another area designated for easement charges.
- SECTION GAUGE**: A gauge used for section measurement.
- TOY TRAIN-LINE**: A line or boundary on the right side.

A **GRAPHIC SCALE** is provided at the bottom right, ranging from 0 to 40 feet, with a scale bar indicating 1 inch = 40 feet.

**CAUTION - NOTICE TO CONTRACTOR**

1. THE CONTRACTOR IS SPECIALLY CAUTIONED THAT THE LOCATION AND/or ELEVATION OF EXISTING UTILITIES AND STRUCTURES SHOWN ON THESE DRAWINGS MAY BE DIFFERENT FROM THE BEST INFORMATION AVAILABLE TO THE SAGINAW, MICHIGAN DEPARTMENT OF HIGHWAYS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITY OR STRUCTURE BEFORE ANY CONSTRUCTION BEGINS OR BEFORE ANY EXCAVATION OR COMPLETE.

2. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND ELEVATION OF ALL EXISTING UTILITIES AND STRUCTURES SHOWN ON THESE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITY OR STRUCTURE BEFORE ANY CONSTRUCTION BEGINS OR BEFORE ANY EXCAVATION OR COMPLETE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITY OR STRUCTURE BEFORE ANY CONSTRUCTION BEGINS OR BEFORE ANY EXCAVATION OR COMPLETE.

3. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO REMOVE OR REDUCATE ALL EXISTING UTILITIES AND FEATURES WHICH MAY BE AFFECTED BY THE PROPOSED CONSTRUCTION ON THE PLANS. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS FROM THE APPROPRIATE AGENCIES PRIOR TO ANY REMOVAL OR REDUCTION OF EXISTING UTILITIES AND FEATURES.

4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE APPROPRIATE AGENCIES PRIOR TO ANY CONSTRUCTION PERFORMED WITH PRELIMINARY OR NON-APPROVED PLANS.

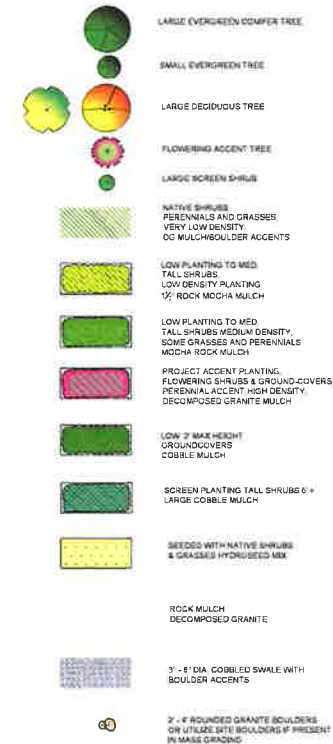
5. CONTRACTOR TO PROVIDE TRAFFIC CONTROL IN CONFORMANCE WITH THE MICHIGAN DEPARTMENT OF HIGHWAYS TRAFFIC CONTROL MANUAL. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE TRAFFIC CONTROL DURING THE CONSTRUCTION IS IN PROGRESS WITHIN THIS PUBLIC TRAVEL WAY.







#### LANDSCAPE LEGEND



#### LANDSCAPE REQUIREMENTS

TOTAL DEVELOPMENT SITE AREA 71,205 S.F.  
LANDSCAPE PROVIDED (46%) 32,234 S.F.  
PAVED AREA 25,278 S.F.  
TURF AREA = 220 S.F.  
PARKING PROVIDED = 13 SPACES  
TREES REQUIRED 150 LF OF STREET FRONTAGE (610 L.F.)=10 TREES  
110 PARKING SPACES = 2 TREES  
120 LF OF RESIDENTIAL ADJACENCY (260 L.F.)=13  
TOTAL TREES REQUIRED 25  
TOTAL TREES PROVIDED 25

#### PRELIMINARY PLANT LIST:

PLANT NO.	SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING
1	FRAXINUS P. MARSHALLI	MARSHALL'S SEEDLESS ASH	12" MIN. CAL.	30' MIN.
2	QUERCUS T. MERRIS	HONEY LOCUST	2" MIN. CAL.	30' MIN.
3	PRUNUS VIRGINIANA	CHOKE CHERRY	5' GAL. MULTISTEMMED	20'
4	CERCIS CANADENSIS	REDBUD	2" MIN. CAL.	20'
5	PRUNUS NIGRA	AUSTRIAN PINE	12" MIN. HEIGHT	20' MIN.
6	CALOCORUS DECURRENS	INCENSE CEDAR	12" MIN. HEIGHT	20' MIN.
7	JUNIPERUS MONOSPERMA	JUNIPER	6' MIN. HEIGHT	20' MIN.
8	BUTTERFLY BUSH	BUTTERFLY BUSH	5' GAL.	6' MIN.
9	FLW. QUINCE	FLW. QUINCE	5' GAL.	6' MIN.
10	ELDERBERRY	ELDERBERRY	5' GAL.	6' MIN.
11	SAND CHERRY	SAND CHERRY	5' GAL.	6' MIN.
12	GROW LOW SUMAC	GROW LOW SUMAC	5' GAL.	6' MIN.
13	GIANT FLW. PURPLE SAGE	GIANT FLW. PURPLE SAGE	1' GAL.	6' MIN.
14	CHEERING MANONIA	CHEERING MANONIA	5' GAL.	6' MIN.
15	RUSSIAN SAGE	RUSSIAN SAGE	1' GAL.	6' MIN.
16	BLUE MIST SPIRAEA	BLUE MIST SPIRAEA	1' GAL.	6' MIN.
17	DESERT PEACH	DESERT PEACH	1' GAL.	6' MIN.
18	MORMON TEA	MORMON TEA	1' GAL.	6' MIN.
19	BITTERBUSH	BITTERBUSH	1' GAL.	6' MIN.
20	ING SAGE	ING SAGE	1' GAL.	6' MIN.
21	SULPHUR FLW. BUCKWHEAT	SULPHUR FLW. BUCKWHEAT	1' GAL.	6' MIN.
22	OW. MUGHO PINE	OW. MUGHO PINE	5' GAL. OR 1/2 B	6' MIN.
23	SEDUM	SEDUM	1' GAL.	2' MIN.
24	MEXICAN PRIMROSE	MEXICAN PRIMROSE	1' GAL.	2' MIN.
25	HARDY ICEPLANT	HARDY ICEPLANT	2' GAL.	2' MIN.
26	CORDESS	CORDESS	1' GAL.	2' MIN.
27	BLANKET FLW.	BLANKET FLW.	1' GAL.	2' MIN.
28	YARROW	YARROW	1' GAL.	2' MIN.
29	CALIFORNIA FUCHSIA	CALIFORNIA FUCHSIA	1' GAL.	2' MIN.
30	ORANGE CLOVE MALLOW	ORANGE CLOVE MALLOW	1' GAL.	2' MIN.
31	CORAL BELLS	CORAL BELLS	1' GAL.	2' MIN.
32	BRUGGER GRASS	BRUGGER GRASS	1' GAL.	2' MIN.

**tsk**

709 Vale Verde Court  
Henderson, NV 89014  
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fax: 702.456.3001  
www.tsk.com

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fax: 775.829.1364  
Bhatch@GDesign.com

#### PLEASE RECYCLE

Project  
**TMFD FIRE STATION  
#14**

FOOTHILL RD. &  
BROKEN HILL RD.  
RENO, NV 89511

Job No. 14-095.00

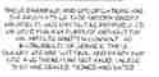
Owner  
**TRUCKEE MEADOWS  
FIRE PROTECTION  
DISTRICT**

#### SCHEMATIC DESIGN

Sheet 11a  
**PRELIMINARY  
LANDSCAPE PLAN**

Date: 9-29-15  
Drawn by:

**L1.1**



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Conclusions

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 E-mail: [Ogawa@kaiyodai.ac.jp](mailto:Ogawa@kaiyodai.ac.jp)      <http://www.kaiyodai.ac.jp>

 PLEASE RECYCLE

Project \_\_\_\_\_

FOOTHILL RD. &  
BROKEN HILL RD.  
RENO, NV 89511

2004-10-14 14:00:00

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TRUCKEE MEADOW  
FIRE PROTECTION  
DISTRICT



## SCHEMATIC DESIGN

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20	Week 21	Week 22	Week 23	Week 24	Week 25	Week 26	Week 27	Week 28	Week 29	Week 30	Week 31	Week 32	Week 33	Week 34	Week 35	Week 36	Week 37	Week 38	Week 39	Week 40	Week 41	Week 42	Week 43	Week 44	Week 45	Week 46	Week 47	Week 48	Week 49	Week 50	Week 51	Week 52	Week 53	Week 54	Week 55	Week 56	Week 57	Week 58	Week 59	Week 60	Week 61	Week 62	Week 63	Week 64	Week 65	Week 66	Week 67	Week 68	Week 69	Week 70	Week 71	Week 72	Week 73	Week 74	Week 75	Week 76	Week 77	Week 78	Week 79	Week 80	Week 81	Week 82	Week 83	Week 84	Week 85	Week 86	Week 87	Week 88	Week 89	Week 90	Week 91	Week 92	Week 93	Week 94	Week 95	Week 96	Week 97	Week 98	Week 99	Week 100	Week 101	Week 102	Week 103	Week 104	Week 105	Week 106	Week 107	Week 108	Week 109	Week 110	Week 111	Week 112	Week 113	Week 114	Week 115	Week 116	Week 117	Week 118	Week 119	Week 120	Week 121	Week 122	Week 123	Week 124	Week 125	Week 126	Week 127	Week 128	Week 129	Week 130	Week 131	Week 132	Week 133	Week 134	Week 135	Week 136	Week 137	Week 138	Week 139	Week 140	Week 141	Week 142	Week 143	Week 144	Week 145	Week 146	Week 147	Week 148	Week 149	Week 150	Week 151	Week 152	Week 153	Week 154	Week 155	Week 156	Week 157	Week 158	Week 159	Week 160	Week 161	Week 162	Week 163	Week 164	Week 165	Week 166	Week 167	Week 168	Week 169	Week 170	Week 171	Week 172	Week 173	Week 174	Week 175	Week 176	Week 177	Week 178	Week 179	Week 180	Week 181	Week 182	Week 183	Week 184	Week 185	Week 186	Week 187	Week 188	Week 189	Week 190	Week 191	Week 192	Week 193	Week 194	Week 195	Week 196	Week 197	Week 198	Week 199	Week 200	Week 201	Week 202	Week 203	Week 204	Week 205	Week 206	Week 207	Week 208	Week 209	Week 210	Week 211	Week 212	Week 213	Week 214	Week 215	Week 216	Week 217	Week 218	Week 219	Week 220	Week 221	Week 222	Week 223	Week 224	Week 225	Week 226	Week 227	Week 228	Week 229	Week 230	Week 231	Week 232	Week 233	Week 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567	Week 568	Week 569	Week 570	Week 571	Week 572	Week 573	Week 574	Week 575	Week 576	Week 577	Week 578	Week 579	Week 580	Week 581	Week 582	Week 583	Week 584	Week 585	Week 586	Week 587	Week 588	Week 589	Week 590	Week 591	Week 592	Week 593	Week 594	Week 595	Week 596	Week 597	Week 598	Week 599	Week 600	Week 601	Week 602	Week 603	Week 604	Week 605	Week 606	Week 607	Week 608	Week 609	Week 610	Week 611	Week 612	Week 613	Week 614	Week 615	Week 616	Week 617	Week 618	Week 619	Week 620	Week 621	Week 622	Week 623	Week 624	Week 625	Week 626	Week 627	Week 628	Week 629	Week 630	Week 631	Week 632	Week 633	Week 634	Week 635	Week 636	Week 637	Week 638	Week 639	Week 640	Week 641	Week 642	Week 643	Week 644	Week 645	Week 646	Week 647	Week 648	Week 649	Week 650	Week 651	Week 652	Week 653	Week 654	Week 655	Week 656	Week 657	Week 658	Week 659	Week 660	Week 661	Week 662	Week 663	Week 664	Week 665	Week 666	Week 667	Week 668	Week 669	Week 670	Week 671	Week 672	Week 673	Week 674	Week 675	Week 676	Week 677	Week 678	Week 679	Week 680	Week 681	Week 682	Week 683	Week 684	Week 685	Week 686	Week 687	Week 688	Week 689	Week 690	Week 691	Week 692	Week 693	Week 694	Week 695	Week 696	Week 697	Week 698	Week 699	Week 700	Week 701	Week 702	Week 703	Week 704	Week 705	Week 706	Week 707	Week 708	Week 709	Week 710	Week 711	Week 712	Week 713	Week 714	Week 715	Week 716	Week 717	Week 718	Week 719	Week 720	Week 721	Week 722	Week 723	Week 724	Week 725	Week 726	Week 727	Week 728	Week 729	Week 730	Week 731	Week 732	Week 733	Week 734	Week 735	Week 736	Week 737	Week 738	Week 739	Week 740	Week 741	Week 742	Week 743	Week 744	Week 745	Week 746	Week 747	Week 748	Week 749	Week 750	Week 751	Week 752	Week 753	Week 754	Week 755	Week 756	Week 757	Week 758	Week 759	Week 760	Week 761	Week 762	Week 763	Week 764	Week 765	Week 766	Week 767	Week 768	Week 769	Week 770	Week 771	Week 772	Week 773	Week 774	Week 775	Week 776	Week 777	Week 778	Week 779	Week 780	Week 781	Week 782	Week 783	Week 784	Week 785	Week 786	Week 787	Week 788	Week 789	Week 790	Week 791	Week 792	Week 793	Week 794	Week 795	Week 796	Week 797	Week 798	Week 799	Week 800	Week 801	Week 802	Week 803	Week 804	Week 805	Week 806	Week 807	Week 808	Week 809	Week 810	Week 811	Week 812	Week 813	Week 814	Week 815	Week 816	Week 817	Week 818	Week 819	Week 820	Week 821	Week 822	Week 823	Week 824	Week 825	Week 826	Week 827	Week 828	Week 829	Week 830	Week 831	Week 832	Week 833	Week 834	Week 835	Week 836	Week 837	Week 838	Week 839	Week 840	Week 841	Week 842	Week 843	Week 844	Week 845	Week 846	Week 847	Week 848	Week 849	Week 850	Week 851	Week 852	Week 853	Week 854	Week 855	Week 856	Week 857	Week 858	Week 859	Week 860	Week 861	Week 862	Week 863	Week 864	Week 865	Week 866	Week 867	Week 868	Week 869	Week 870	Week 871	Week 872	Week 873	Week 874	Week 875	Week 876	Week 877	Week 878	Week 879	Week 880	Week 881	Week 882	Week 883	Week 884	Week 885	Week 886	Week 887	Week 888	Week 889	Week 890	Week 891	Week 892	Week 893	Week 894	Week 895	Week 896	Week 897	Week 898	Week 899	Week 900	Week 901	Week 902	Week 903	Week 904	Week 905	Week 906	Week 907	Week 908	Week 909	Week 910	Week 911	Week 912	Week 913	Week 914	Week 915	Week 916	Week 917	Week 918	Week 919	Week 920	Week 921	Week 922	Week 923	Week 924	Week 925	Week 926	Week 927	Week 928	Week 929	Week 930	Week 931	Week 932	Week 933	Week 934	Week 935	Week 936	Week 937	Week 938	Week 939	Week 940	Week 941	Week 942	Week 943	Week 944	Week 945	Week 946	Week 947	Week 948	Week 949	Week 950	Week 951	Week 952	Week 953	Week 954	Week 955	Week 956	Week 957	Week 958	Week 959	Week 960	Week 961	Week 962	Week 963	Week 964	Week 965	Week 966	Week 967	Week 968	Week 969	Week 970	Week 971	Week 972	Week 973	Week 974	Week 975	Week 976	Week 977	Week 978	Week 979	Week 980	Week 981	Week 982	Week 983	Week 984	Week 985	Week 986	Week 987	Week 988	Week 989	Week 990	Week 991	Week 992	Week 993	Week 994	Week 995	Week 996	Week 997	Week 998	Week 999	Week 1000
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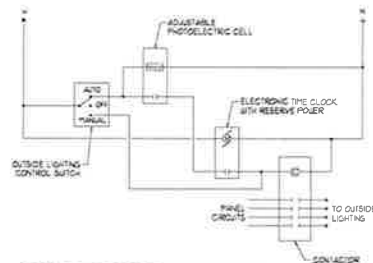
Shugl Title

### SITE PHOTOMETRIC PLAN

September 2015

Figure 18.3

## E2.02



OUTSIDE LIGHTING CONTROL SCHEMATIC NOTES:

1. LIGHTING CONTACTOR(S) SHALL BE 20A 600V, 3-POLE NEMA ENCLOSED
2. TIME CLOCK SHALL BE INTERMATIC \*ET 7800 OR EQUIVALENT
3. PHOTOCELL SHALL BE INTERMATIC \*K40024700 OR EQUIVALENT
4. LOCATE OUTSIDE LIGHTING CONTROLS (HQA, CLOCKS AND CONTACTORS) ADJACENT TO FEEDING ELECTRICAL PANEL. LOCATE PHOTOCELL OUTSIDE ON ROOF FACING NORTH

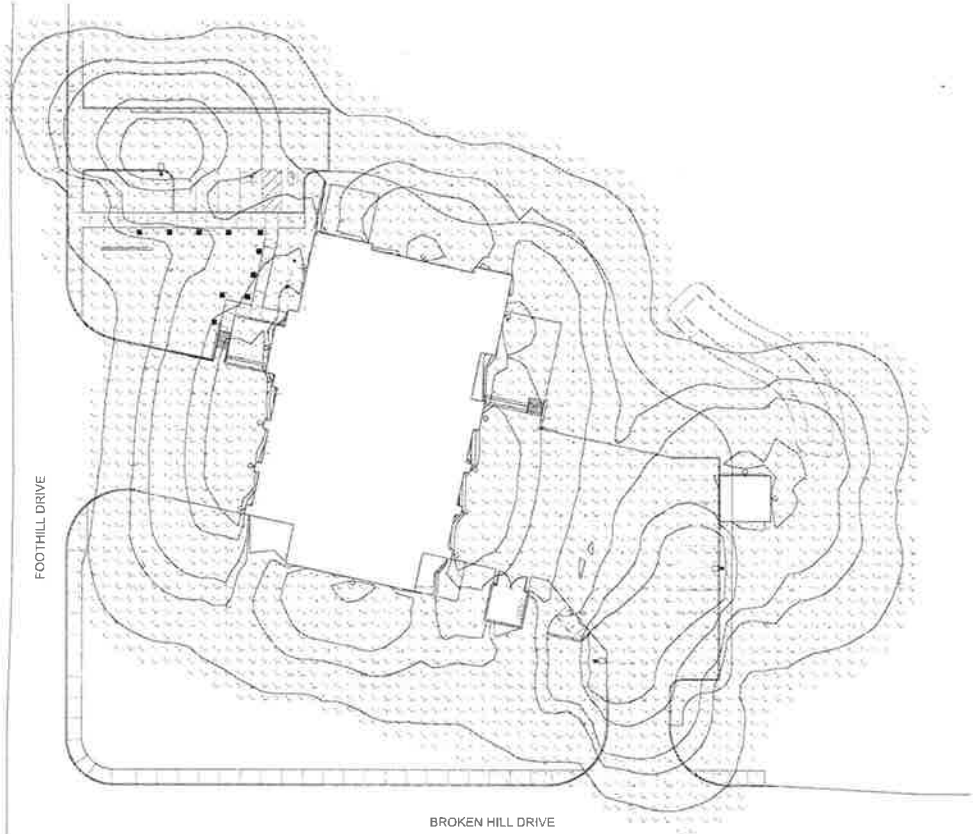
### OUTSIDE LIGHTING CONTROL

### DIAGRAM

107-108

43

23



00THILL DRIVE

BROKEN HILL DRIVE



SITE PHOTOMETRIC PLAN

SCALE 1-100





# Truckee Meadows Fire Protection District

## District Organization Update

Title	Job Description and Function	Estimated Start Date	Notes
Fleet Manager	This single-position class is characterized by the responsibility to manage the County Fire Department's fleet of vehicles. Under general direction plans, organizes, manages, and directs the operation of the Fire District's vehicle fleet services, which includes the fire apparatus, vehicle and equipment maintenance and repair shop	On Board	Promotion of Candidate has completed.
Mechanic	Under general supervision, performs journey level mechanical work repairing and maintaining fire apparatus and related equipment; and performs related work as required.	On Board	Selection of Candidate has completed.
Mechanic / Logistics Assistant	Under supervision, performs servicing and lubrication tasks on automotive and diesel equipment; performs basic field repairs on equipment related to servicing and preventive maintenance functions; and performs related work as required. Directly assists the Chief Officer in Charge with the inventories for materials and tools as well as delivering/picking up supplies.	On Board	Selection of Candidate has completed.
Human Resource Administrator	Under the direction of the Fire Chief, performs high level human resource/personnel work; develops and maintains a comprehensive District human resource program including employee relations and negotiations, recruitment and selection, classification and compensation, employee development, performance management, compliance, benefit administration, staffing, training, risk management and payroll. Plans, develops and trains on human resource policies and programs; develops goals and objectives; gathers trends and analyzes data; and performs related work as required.	Nov 2016	Selection of Candidate has completed.



## Truckee Meadows Fire Protection District District Organization Update

Title	Job Description and Function	Estimated Start Date	Notes
Chief Fiscal Officer	Under the direction of the Fire Chief, serves as the chief fiscal officer of the District and provides for the financial integrity of the District, protects District assets, and maintains accurate financial and accounting records; organizes and directs the Finance division, including accounting, purchasing, accounts payable, and accounts receivable; represents the District on a variety of matters including labor negotiations; recommends and manages fiscal policies; assists the Fire Chief with development of the District's budget, budget management, long term financial planning and performs related work as required.	Jan 2017	Training and experience evaluations will occur the week of November 7. Selection of the candidate is expected mid-December.
Division Chief of Operations	Under the direction of the Fire Chief, plans, supervises and coordinates the activities of the Operations Division or Support Division and performs administrative duties as required. Overseas the daily operations of engine company personnel. Provides highly responsible and complex staff assistance to the Fire Chief. Individuals in this classification serve as Duty Chief on a rotating basis and are subject to emergency call while on and off duty. Division Chiefs are also subject to staff rotational assignment.	Apr 2017	Recruitment of the position will be contracted to ESCI - and positions of Division Chief of Operations and Division Chief of EMS will occur concurrently.
Division Chief of EMS	Under the direction of the Fire Chief, plans, supervises and coordinates the activities of the EMS Division and performs administrative duties as required. Overseas the EMS operations of the District. Provides highly responsible and complex staff assistance to the Fire Chief. Individuals in this classification serve as Duty Chief on a rotating basis and are subject to emergency call while on and off duty. Division Chiefs are also subject to staff rotational assignment.	Apr 2017	Recruitment of the position will be contracted to ESCI - and positions of Division Chief of Operations and Division Chief of EMS will occur concurrently.





# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT MONTHLY REPORT

**September 2016**

The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

Monthly Call Volume by Station & Type													
STATION/DISTRICT													
INCIDENT TYPE	13- Stead	14- Damonte Ranch	15- Sun Valley	16- E. Washoe Valley	17- Spanish Springs	18- Cold Springs	30- W. Washoe Valley	35- Verdi/Caughlin	36- Arrowcreek	37- Hidden Valley	39- Galena Forest	Other	TOTAL
Structure Fire			1		1							1	3
Wildland Fire			3	1	2			1				2	9
Vehicle/Trash/Other Fire	1		4		2	2							9
Emergency Medical Services	57	46	140	15	88	38	7	10	29	11	6		447
Motor Vehicle Accident	2	8	14		6	2	3	4	1	1	2	1	44
Rescue	1												1
Haz-Mat/Hazardous Condition	3	1	4		3	2	1		3	2			19
Public Assist	4	1	16		13	2	1	2	3	3			45
Good Intent Call	17	6	42	2	24	5	1	4	3	15	4		123
Activated Fire Alarm		6	5	1	8	1		4	4	2	1		32
Severe Weather Related													0
Other													0
<b>SEPTEMBER 2016 TOTAL</b>	<b>85</b>	<b>68</b>	<b>229</b>	<b>19</b>	<b>147</b>	<b>52</b>	<b>13</b>	<b>25</b>	<b>43</b>	<b>34</b>	<b>13</b>	<b>4</b>	<b>732</b>
<b>SEPTEMBER 2015 TOTAL</b>	<b>103</b>	<b>51</b>	<b>213</b>	<b>26</b>	<b>134</b>	<b>78</b>	<b>18</b>	<b>26</b>	<b>35</b>	<b>39</b>	<b>21</b>	<b>15</b>	<b>759</b>

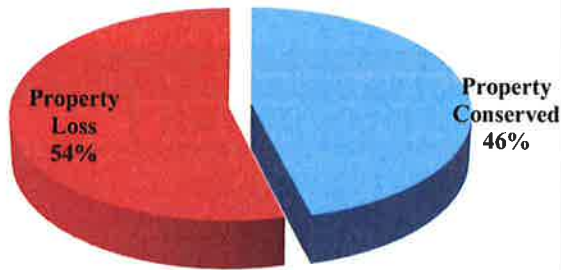
*In the month of September, 2016 the TMFPD responded to 732 incidents, for a cumulative total of 9,283 incidents in the past twelve months.*

**AGENDA ITEM #8B**



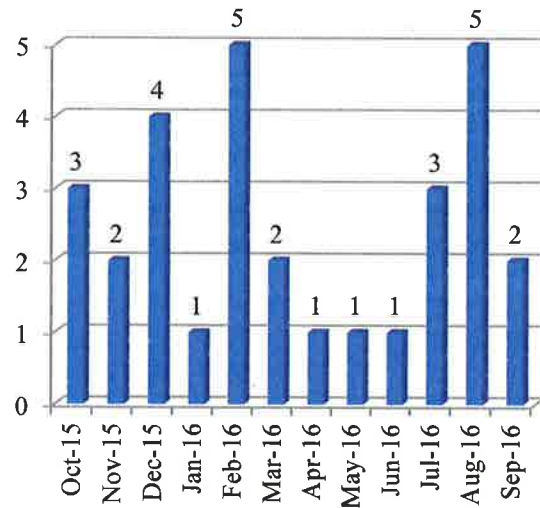
### Fire Loss to Value Comparison – September 2016

#### September 2016 Fire Loss/Save



Total Structure Value: \$ 14,032  
 Total Structure Conserved: \$ 6,445  
 Total Structure Loss: \$ 7,587

#### Structure Fires



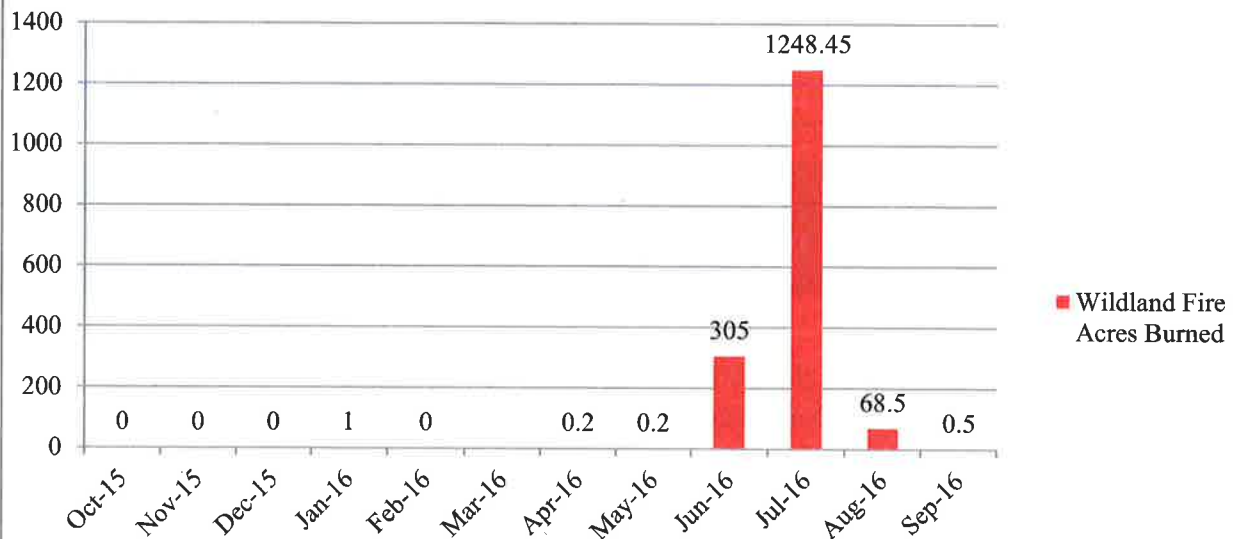
#### Rolling Year Statistics

TMFPD responded to 2 structure fires in September 2016, for a total of 30 structure fires in the past year. ■ Structure Fires

\*Includes incidents only in Truckee Meadows Fire Protection District. Mutual Aid and Automatic Aid calls are excluded from this graph.

### Wildland Fires - September 2016

#### One Year History: Wildland Fire Acres Burned



In the month of September 2016, .5 acres were burned. As of September 30, 2016, 1623.85 burned in the past twelve months.

**Mutual Aid Given and Received - September 2016**

<b>Mutual Aid Given &amp; Received by Department</b>		
<b>DEPARTMENT</b>	<b>AID GIVEN</b>	<b>AID RECEIVED</b>
Bureau of Land Management	0	1
California Department of Forestry	1	0
Carson City FD	0	0
Eastfork FD	0	0
Nevada Division of Forestry	0	1
North Lake Tahoe FPD	0	0
North Lyon County FPD	0	0
Pyramid Lake Fire	2	2
Reno FD	5	1
Reno/Sparks Indian Colony	4	0
Sierra County, CA	0	0
Sparks FD	6	4
Storey County FPD	0	2
Truckee Fire, CA	0	0
US Forest Service	1	1
<b>TOTAL</b>	<b>19</b>	<b>12</b>

The TMFPD received aid 12 times from neighboring agencies and provided aid 19 times based on NFIRS reporting standards. Additional responses to/from the TMFPD may have occurred but did not meet the NFIRS definitions for automatic or mutual aid. Only incidents where representatives from two or more entities are on scene together qualify as aid given or received by an agency. When one entity handles an incident for another jurisdiction without assistance, the incident is not classified as auto/mutual aid according to NFIRS, and neither are responses where one entity cancels its response prior to arriving at the incident.

## **SIGNIFICANT INCIDENTS**

Significant incidents for the month are reported below. The number of incidents reported in the Call Volume Table may not exactly match the narrative provided below; i.e. a structure fire that is limited to a small out building is reported in the Call Volume, however it does not warrant inclusion below.

<b>Station by Commission District</b>		
<b>Station</b>	<b>District</b>	<b>Commissioner</b>
Station 13 – Stead	5	Herman
Station 14 – Damonte Ranch	2	Lucey
Station 15 – Sun Valley	3/5	Jung / Herman
Station 16 – East Washoe Valley	2	Lucey
Station 17 – Spanish Springs	4	Hartung
Station 18 – Cold Springs	5	Herman
Station 30 – West Washoe Valley	2	Lucey
Station 35 – Mogul	5/1	Herman/Berkbigler
Station 36 – Arrowcreek	2	Lucey
Station 37 – Hidden Valley	2/4	Lucey/Hartung
Station 39 – Galena Forest	2/1	Lucey/Berkbigler

*Stations are predominantly within the Commissioner's District as listed above.*

### **Incidents:**

#### **Structure Fire – Station 15 (Sun Valley); 228 W. 7<sup>th</sup> Avenue Commission District 3 2 in/2 out Required**

On September 1<sup>st</sup> at 14:15 hours, crews responded to a structure fire on West 7th Ave. Upon arrival crews found a single family trailer home significantly involved. A primary search was completed as it was unknown if the home was occupied, as a single vehicle was parked in the driveway. It was determined that the occupants were not at home at the time of the fire. The fire was contained to the trailer with no extension to the wildland. The cause of the fire is under investigation. No injuries were reported during this incident. The home was a total loss.

4 TM Engines, 1 TM Safety Officer and 1 TM Battalion Chief responded to this incident.

**MVA with Extrication – Station 37 (Hidden Valley); 1-80 Freeway Eastbound between Patrick and USA Parkway**  
**Rescue Required**  
**Automatic Aid Received from Storey County**

On September 13<sup>th</sup> at 06:05 hours, crews responded with SCFD E75 and R75 to an extrication accident. SCFD E75 was first on scene. TMFPD units were delayed due to the traffic back-up on I-80 as a result of the accident. One patient was extricated from his vehicle by SCFD. E37 arrived and assisted with patient care and scene clean-up.

1 TM Engine, 1 SCFD Engine and 1 SCFD Rescue vehicle responded to this incident.

**Structure Fire – Station 243 (Wadsworth) – 470 Railroad Circle, Wadsworth, NV 89442**  
**2 in/2 out Required**  
**Automatic Aid Provided to Pyramid Lake Fire**

On September 23<sup>rd</sup> at 10:42 hours, crews responded to a working structure fire off of Railroad Circle in Wadsworth. The first arriving unit reported smoke coming out of all sides of an abandon residential structure. The fire had spread into two rooms and was knocked down by the first two arriving engine companies. Once the fire was knocked down a primary and secondary search was completed. The inside of the structure was checked for fire extension and the scene was turned over to Pyramid Lake Fire for investigation.

2 TM Engines, 1 TM Water Tender, 1 TM Battalion Chief, 1 TM Safety/Training Officer, 1 SCFPD Engine, 1 SCFPD Rescue Unit, 1 NLFPD Engine and PLVFD, responded to this incident.

## **Training**

- Single Engine Company Drills
- TRIAD Hazmat Training
- Fire Vaccination Training
- CPR Refresher
- Structure Fire Computer Simulations
- Water Supply Training

## **Accomplishments**

- Annual Flu Vaccinations
- Hosting TMCC Student Ride Alongs
- Hosted Dispatch Employee Ride Along
- USFS Funeral Procession
- Fire Prevention Demonstration: Just Kidding Learning Center
- Inspected and Accepted New Tender Cab and Chassis
- Hydro Test SCBA Cylinders
- Completed Electrical Project for Station 17 (Spanish Springs)
- Completed Annual Zoll Monitor Testing
- Serviced AEDs for Volunteers





# VOLUNTEER FIRE DEPARTMENT MONTHLY REPORT

September 2016

The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

Monthly Call Volume by Station & Type									
STATION/DISTRICT									
VOLUNTEER RESPONSE: INCIDENT TYPE	221-Silver Lake VFD	223 - Lemmon Valley VFD	225 - Wadsworth (Pyramid Lake VFD)	227, 237, 301 - South Valleys VFD	229 - Palomino Valley Auxiliary	240 - Red Rock VFD	242 - Gerlach VFD	351 - Verdi VFD	TOTAL
Structure Fire									0
Wildland Fire						1			1
Vehicle/Trash/Other Fire						1			1
Emergency Medical Services	1	2			3	10			16
Motor Vehicle Accident		1				3			4
Rescue									0
HazMat/Hazardous Condition									0
Public Assist		2				1			3
Good Intent Call			1			5			6
Activated Fire Alarm									0
Severe Weather Related									0
Lightning Plan									0
Other									0
<b>SEPTEMBER 2016 TOTAL</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>21</b>	<b>0</b>	<b>31</b>

*In the month of September, 2016 the Truckee Meadows Volunteers responded to 31 incidents. (Wadsworth Volunteers operate under Pyramid Lake Volunteer Fire Department. Incidents listed for the Wadsworth Volunteer Station 225 are specific to responses in the Truckee Meadows Fire Protection District boundary, and do not include responses into tribal territory.)*

AGENDA ITEM #8C

## **SIGNIFICANT INCIDENTS**

Significant incidents for the month are reported below. The number of incidents reported in the Call Volume Table may not exactly match the narrative provided below; i.e. a structure fire that is limited to a small out building is reported in the Call Volume, however it does not warrant inclusion below.

<b>Station by Commission District</b>		
<b>Station</b>	<b>District</b>	<b>Commissioner</b>
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Station 30 – West Washoe Valley	2	Lucey
Station 35 – Mogul	5/1	Herman/Berkbigler
Station 36 – Arrowcreek	2	Lucey
Station 37 – Hidden Valley	2/4	Lucey/Hartung
Station 39 – Galena Forest	2/1	Lucey/Berkbigler

*Stations are predominantly within the Commissioner's District as listed above.*

### **Incidents:**

There were no significant incidents in September.

## TRAINING AND ACTIVITY

STATION	ACTIVITY	CREWS	HOURS PER	TOTAL HOURS
Lemmon Valley VFD	CECBEMS Diet & Nutrition	1	1	1
	CECBEMS Methamphetamine	1	2	2
	Completed SCBA Fit Testing	4	2	8
<b>Lemmon Valley VFD Total</b>				<b>11</b>
Palomino Valley VFD	CAPCE Allergies and Anaphylaxis Basic	1	1	1
	CECBEMS Back Injury Prevention	1	1	1
	CECBEMS Diet & Nutrition	1	1	1
	CECBEMS Fundamentals of 12 Lead ECG Operation and Interpretation	1	1	1
	CECBEMS Non-Traumatic Chest Pain	1	1	1
	CECBEMS Pharmacology Basic	1	1	1
	RT-130: Annual Wildland Fire Safety Refresher (MOD #1)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #2)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #3)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #4)	1	2	2
	Structure Protection Strategies in the Wildland/Urban Interface	1	0.5	0.5
	Wildland Practical Drill-2016	1	2	2
	Workplace Stress	1	1	1
	6 Minutes for Safety/Briefing	2	0.25	0.5
<b>Palomino Valley VFD Total</b>				<b>18</b>
Red Rock VFD	CAPCE Cardiac Emergencies Basic	1	1	1
	CECBEMS Bleeding and Shock Basic	1	1	1
	CECBEMS Diet & Nutrition	1	1	1
	CECBEMS Methamphetamine	1	2	2
	Health & Wellness	1	1	1
	Hearing Conservation	1	1	1
<b>Red Rock VFD Total</b>				<b>7</b>
Silver Lake VFD	CECBEMS Back Injury Prevention	1	1	1
	CECBEMS Bleeding and Shock Basic	1	1	1
	CECBEMS CNS Injuries Basic	3	1	3
	CECBEMS Diet & Nutrition	1	1	1
	Hydrant to tank change over practice Type 1	4	1	4
	Hearing Conservation	1	1	1

<b>Silver Lake VFD Total</b>				<b>11</b>
South Valleys VFD	High rise drill training tower with crew from 30. Hose pulls SCBA fire ground communications.	8	3	24
<b>South Valleys VFD Total</b>				<b>24</b>
Verdi VFD	CECBEMS Orotracheal Intubation	1	1	1
	Drafting practice using the Bridge Street dry hydrant connection.	4	1.5	6
	E-351 deck gun training, water supply drill using WT-35 to supply E-351.	3	2	6
	Familiarization with WT-35.	3	1	3
	Hydrant drills for new members; kelly loop, and handline operation and movement as a hose team.	3	0.5	1.5
	Tender training and discussion (was going to work on drafting but canal was dry).	3	2	6
	Water Supply	1	1	1
<b>Verdi VFD Total</b>				<b>24.5</b>



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: November 15, 2016

Fire Chief \_\_\_\_\_  
Finance \_\_\_\_\_  
Legal \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_

**DATE:** October 6, 2016  
**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners  
**FROM:** Charles A. Moore, Fire Chief  
Phone: (775) 328-6123 Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)  
**SUBJECT:** Discussion and possible direction to staff regarding salary and/or adjustments to Employment Agreement for TMFPD Fire Chief. (All Commission Districts)

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### SUMMARY

This item is discussion and possible direction to staff regarding a possible salary adjustment for TMFPD Fire Chief.

**Strategic Objective supported by this item:** *Valued, Engaged Employee Workforce*

### PREVIOUS ACTION

On July 19, 2016 the Board approved an annual performance evaluation for Charles A. Moore with direction to staff to perform an analysis of salaries of other regional Fire Chiefs to determine what a fair and balanced salary would be.

### BACKGROUND

After the TMFPD Fire Chief's performance evaluation on July 19, 2016 the Board directed the use of staff time to compare the TMFPD Fire Chief's salary to that of other regional Fire Chiefs so as to determine an salary adjustment. The Board noted a gap between the TM Fire Chief's salary and the salaries of neighboring fire departments and expressed its desire to adjust compensation in line with neighboring jurisdictions. Washoe County Human Resources prepared a salary and benefit comparison on 6/28/2016 and is attached hereto as EXHIBIT A.

This information is being presented to the Board for consideration and possible further direction to staff.

### FISCAL IMPACT

Pending a decision by the Board, there is no fiscal impact; however there are sufficient funds within the current fiscal year budget to accommodate a change in salary.

### RECOMMENDATION

It is recommended the Board provide direction to staff.

### POSSIBLE MOTION

Should the Board agree with staff's recommendation a possible motion could be:

*"I move to direct staff ....."*



## EXHIBIT A

TERMS	AGENCY				
	TMFPD	City of Sparks	City of Reno	Carson City	NLTFPD
<b>Contract Period</b>	04/02/12-06/30/18	07/01/15-06/30/17	N/A - Appointed by the City Manager. Unrepresented - Falls under Management Resolution	N/A - Appointed by the City Manager. Falls under Management Resolution	N/A - Currently Interim
<b>Compensation</b>	Exempt from FSLA; not entitled to O/T or Compensatory Time. Not entitled to Differential pays or Holiday Worked.	Executive positions shall be compensated on an annual, salaried rate basis. Not entitled to Differential pays, O/T and/or Holiday Worked Pay. Not subject to deductions for absences of less than one work day.	Salaried employee	Salaried employee	Considered salaried. When he goes to a fire he gets reimbursed a portion of the fire based on his hours.
<b>Salary</b>	Chief Moore current salary: \$157,602; Annual salary may be adjusted for cost of living adjustments and merit increases up to 5% as approved by the Board of Fire Commissioners. Current salary was adjusted by 3% COLA approved by Board effective July 1, 2016	Chief Garrison: \$165,400 As of 07/11/16: \$168,708 salary + \$5,000 longevity = \$173,708	Chief Cochran: \$174,054 Range: \$132,868 - \$174,054	Chief Schreihans: \$153,915* Range: \$96,197 to \$153,915  The bottom & top of range to be increased by 1.75% eff. 07/01/16	Chief Brown: \$180,590  Interim Chief Current: \$146,285  Range: \$120,000 to \$200,000
<b>Holidays</b>	11 paid holidays	11 paid holidays	12 paid holidays	11 paid holidays	13 paid holidays

TERMS	AGENCY				
	TMFPD	City of Sparks	City of Reno	Carson City	NLTFPD
<b>Longevity Pay</b>	N/A	\$5,000 net each year; paid no later than the Wednesday prior to Thanksgiving.	N/A	N/A	N/A
<b>Uniform Allowance</b>	\$500/paid in January and July \$1000 annualized	\$20/week / \$1040 annualized	Uniform provided by City	Uniform \$600 every 6 months	\$600/year
<b>Cellular Phone</b>	Cell phone paid for by District.	City Manager may approve reimbursement of \$75/month for cell phone, unless employee uses city provided cell phone.	City issued phone	\$80/month  Employee provides device	Cell phone paid for by District.
<b>Health Benefits</b>	District pays 100% for employee's and 50% for dependents; Employer purchased life insurance for employee in the amount of \$25,000	For employee's hired after 07/01/10: City pays 100% for employee's and 50% for dependents	City pays 100% for employee's and dependents	City pays 100% for employee's and 50% for dependents for the least expensive group medical insurance plan	District pays 100% for employee's and 85% for dependents
<b>Retirement</b>	District pays 100% of employee's retirement contribution to PERS	City pays 100% of employee's retirement contribution to PERS.  May convert % of unused sick leave (upon separating) to an unfunded City account for future medical coverage (PEBP)	City pays 100% of employee's retirement contribution to PERS	City pays 100% of employee's retirement contribution to PERS	District pays 100% of employee's retirement contribution to PERS

TERMS	AGENCY				
	TMFPD	City of Sparks	City of Reno	Carson City	NLTFPD
<b>Pers Rate Adjustment</b>	50/50 split	50/50 split	50/50 split by salary reduction	50/50 split by salary reduction for PERS contribution rate adjustments in excess of 1.5%	Not set in stone. Practice is reviewed each time and has been 100%; but can be 50/50 split
<b>Tuition Reimbursement</b>	N/A	100% of tuition, lab fees, required textbooks, and course materials not to exceed \$1,500 per fiscal year for job related courses approved in advance by HR Mgr. Must complete course with a "C" or better.	Up to \$2,000 per fiscal year	\$2,500/per employee per calendar year  Includes academic fees & books  Minimal exceptable grade = "B" for undergraduate work & "C" for graduate course work	N/A
<b>Deferred Comp</b>	457 plan available to employee; however District does not contribute on behalf of employee to a 457	Match \$ for \$ up to 50% of the maximum as limited by Federal regulations.	Deferred Comp plans 457 and 401(a) available with up to 5% City match.	457 Deferred Comp plan - Voluntary for employee contributions only.	457 plan available to employee's; however District does not contribute on behalf of employee's to a 457
<b>Annual Leave</b>	0-3 years = 96 hours 3-5 years = 136 hours 5-10 years = 152 hours 10-15 years = 176 hours 15-20 years = 192 hours 20+ years = 200 hrs	Less than 10 yrs = 6.5 hrs 10-15 years = 7.1 hrs 15-20 years = 7.9 hours 20+ = 8.4 hours (all bi-weekly)	Vacation leave accrued at 8 hours per bi-weekly pay period.	0-5 years = 10 hours/month 5+ years = 14 hours/month  Maximum of 300 hour yearly carry-over	0-5 years = 3 weeks 5-10 years = 4 weeks 10-15 years = 5 weeks 15+ years = 6 weeks
<b>Annual Leave Payout</b>	Lump sum payment for unused annual leave time	Lump sum payment for unused annual leave time	Lump sum payment for unused annual leave time	Lump sum payment for unused annual leave time	Lump sum payment for unused annual leave time

TERMS	AGENCY				
	TMFPD	City of Sparks	City of Reno	Carson City	NLTFPD
<b>Sick Leave</b>	Sick Leave accrued at 4.615 hours per bi-weekly pay period	Sick Leave accrued at 5 hours per bi-weekly pay period	Sick Leave accrued at 4 hours per bi-weekly pay period.	Sick Leave accrued at 10 hours per month, with unlimited accrual.	Sick Leave accrued at 12 days per year.
<b>Sick Leave Payout</b>	Upon death, retirement or permanent disability of an employee, or upon termination after 10 years of full-time employment, employee shall be paid as follows: Total sick accrued minus 300 hours divided by 2 up to 800 hours.	Sick Leave over 400 may be cashed out at 20% to a max of 80 hours; Upon job related death, 100% of sick leave paid.	450-750 hours paid out at 40% 751-1300 hours paid out at 60% To be eligible employee must not use more than 160 hours in the last 24 months of service. (This benefit does not apply to employees hired after 7/1/11).	Minimum 400 hours paid out as follows: 10-14 years = 33 1/3% 15-19 years = 50% 20-24 years = 75% 25+ years = 100%	Up to 75% if retires; up to 50% if quits. After 600 hours earned, may "freeze" sick leave and get paid for 50% a month or 1/2 day of sick leave.
<b>Personal leave</b>	N/A	5 days per fiscal year	N/A	80 hours of Managment Leave per each fiscal year  Unused leave as of 06/30 will be lost  No cash payment for unused leave	N/A



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: November 22, 2016

Fire Chief \_\_\_\_\_  
Finance \_\_\_\_\_  
Legal \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_

**DATE:** October 20, 2016  
**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners  
**FROM:** Alex Kukulus, Battalion Chief  
**THROUGH:** Charles A. Moore, Fire Chief  
Phone: (775) 328-6123 Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)  
**SUBJECT:** Discussion and possible approval to create three additional full-time Firefighter/Paramedic positions.

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### SUMMARY

Discussion and possible approval to create three additional full-time Firefighter/Paramedic positions.

**Strategic Objective supported by this item:** *Valued, Engaged Employee Workforce*

### PREVIOUS ACTION

None.

### BACKGROUND

The District is currently conducting a recruitment to establish a list for the position of Firefighter/Paramedic. There are currently 4 vacant Firefighter/Paramedic positions, but the District anticipates several additional vacancies in the coming months due to the possibility of promotions and/or retirements. When the District fills vacancies with new Firefighters, they must be trained through a comprehensive training program or academy. This training requires a great deal of planning, resources, and expense, so it is advantageous for the District to minimize the number of new recruit academies that it conducts.

Due to the anticipated future vacancies, the District is seeking Board approval to create 3 new full-time Firefighter/Paramedic positions (for a total of 7 positions, including the 4 existing vacancies). As personnel retire and/or promote, internal personnel will fill those positions, and the 3 newly authorized positions would be drawn down from to fill the vacancies without the need for additional hiring and conducting a training academy.

The District currently requires 35 personnel for each shift (eleven three person crews, plus one Safety/Training Officer, and one Battalion Chief). However, the District currently has 1 additional "floater" firefighter assigned to each shift (36<sup>th</sup> person), who is used to fill daily vacancies due to vacation, sick leave, etc. This request for 3 additional Firefighter/Paramedics would cause there to be 2



“floater” firefighters on each shift (37 personnel/shift). The result of adding this floater to each shift, would be a corresponding reduction in overtime needed to fill daily vacancies as they occur.

### **FISCAL IMPACT**

The fiscal impact of hiring 3 additional Firefighters/Paramedics including salary and benefits is \$310,677. This cost would be offset by a corresponding reduction in overtime making the fiscal effect negligible. There are currently 2 vacancies a day in operational staffing and only 1 floater per shift to cover for these vacancies. These 3 additional Firefighters/Paramedics will provide 1 additional floater for each of the 3 shifts to cover for the daily vacancies instead of paying overtime. Therefore, the costs of hiring the additional staff would be offset by a reduction in overtime costs.

However, TMFPD would see cost savings by hiring the 3 additional Firefighter/Paramedics due to a reduction in staff planning, resources and expense if the District would have to establish another comprehensive training program or academy to hire this staff when the anticipated promotions and retirements occur. Each training program or academy for new hires costs the District an estimated minimum cost of \$15,000.

### **RECOMMENDATION**

Recommendation is for the approval to create three additional full-time Firefighter/Paramedic positions.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation a possible motion could be:

*“Move to approve the creation of three additional full-time Firefighter/Paramedic positions.”*



# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

## STAFF REPORT

Board Meeting Date: November 15, 2016

Fire Chief \_\_\_\_\_  
Finance \_\_\_\_\_  
Legal \_\_\_\_\_  
Risk Mgt. \_\_\_\_\_  
HR \_\_\_\_\_

**DATE:** November 1, 2015  
**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners  
**FROM:** Charles A. Moore, Fire Chief  
Telephone: (775) 328-6123, Email: [cmoore@tmfpd.us](mailto:cmoore@tmfpd.us)  
**SUBJECT:** Approve the 2017 Health Benefits Program for District employees, dependents and retirees at an estimated annual cost of \$1,691,633 and authorize the Chairman of the Board of Fire Commissioners to execute all insurance contracts and service agreements pertinent to the Health Benefits Program. (All Commission Districts)

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### SUMMARY

Staff is recommending Board of Fire Commissioners authorization to approve the 2017 Health Benefits Program for District employees, dependents and retirees at an estimated annual cost of \$1,691,633 and authorize the Chairman of the Board of Fire Commissioners to execute all insurance contracts and service agreements pertinent to the Health Benefits Program.

*Strategic Outcome supported by this item: Sustainability of our financial, social, and natural resources.*

### PREVIOUS ACTION

April 22, 2014 - The Board of Fire Commissioners approved a Health Benefits Program for FY 2014/15 for the District.

May 19, 2016 – The Board of Fire Commissioners approved a Health Benefits Program for a term of 18 months for the District to bring the plan to a calendar year to allow for a possible HSA Option in the future.

### BACKGROUND

The current Truckee Meadows Fire Protection District health insurance plan is set to expire December 31, 2016. All coverage information referenced in this section is based on bids received from Hometown Health by the District's broker, LP Insurance Services. The bids were evaluated by the Health Benefits Committee which consists of members of the employee associations and Administrative staff to include the Fire Chief. The Committee has completed its annual review of the bids received.

From the bid results, several different plan options were evaluated which included PPO, HMO and a HSA. Hometown Health offered a renewal of the current plan with a 10.8% increase in cost from the past 18 months. After careful consideration, the Committee recommends to stay with Hometown Health so that member plan benefits would not decrease and so that members would not have to change provider networks. The committee also received different plan options for a High Deductible Health Plan (HDHP) through

Hometown Health with a Health Savings Account (HSA) through Discovery Benefits. As this Plan is cost neutral to the District, the Committee recommends adding the HDHP as a second option for its employees. We received the renewal bids from, Guardian (our current dental provider, VSP (our current Vision plan Provider) and Standard Life (our current life insurance provider) all at a no increases. The Committee recommends continuing with these three providers. The Committee also re-evaluated the Flexible Benefit Plan (Section 125) and recommends staying with Discovery Benefits as they will also be our HSA Administrator. Since employees already have some voluntary supplemental benefit plans through American Fidelity, it is recommended that those still be supported for the employee through payroll deductions but the District does not contribute to those plans.

#### Group Health Plan

The cost of the fully-insured plan premium, with no change in carrier, results in an estimated 10.8% increase from the current premium for 2017.

#### PPO Network

The network selection recommended by Hometown Health PPO is in network and First Health for the out of network option.

#### High Deductible Health Plan

The cost of the HDHP by Hometown Health has the same in and out of Network options and the premium is cost neutral with the Group Health plan. The District will contribute to the Health Savings account on a biannual basis.

#### Health Saving Account

The District proposes to use Discovery Benefits as the third party administrator p the HSA, and will contribute biannually the Cost difference between the PPO and the HDHP minus any administration fees to a HSA in the employee's name

#### Dental Insurance

The cost of the fully-insured dental premium, with no change in carriers, results in no increase from the current premium for 2017

#### Life Insurance

The cost of the fully-insured life premium, with no change in carrier, results in no increase in cost for 2017

#### Vision Insurance

The cost of the fully-insured VSP vision premium, with no change in carrier, results in no increase in cost for 2017.

#### Flexible Benefit Plan (Section 125)

The Flexible Benefit Plan provides employees the ability to direct a part of their pay, on a pre-tax basis into a special account that can be used to reimburse them for dependent day care and/or unreimbursed medical expenses.

American Fidelity would continue to provide voluntary supplemental benefit plans to employees at no charge to the District.

### **FISCAL IMPACT**

Funding for the Health Benefits Program is included in the Fiscal Year 2015-16 budget. The estimated annual cost is \$1,691,633. Of this amount, the District paid portion is estimated at \$1,220,252 and the employee paid portion is estimated at \$510,084.12

### **RECOMMENDATION**

It is recommended that the Board of Fire Commissioners approve the 2017 Health Benefits Program for District employees, dependents and retirees at an estimated annual cost of \$1,691,633 and authorize the Chairman of the Board of Fire Commissioners to execute all insurance contracts and service agreements pertinent to the Health Benefits Program.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

*"Move to approve the 2017 Health Benefits Program for District employees, dependents and retirees at an estimated annual cost of \$1,691,633 and authorize the Chairman of the Board of Fire Commissioners to execute all insurance contracts and service agreements pertinent to the Health Benefits Program."*

Hometown Health  
Alternative Benefit Plan Tool



Group Name: TRUCKEE MEADOWS FIRE PROTECTION DISTRICT  
Group Number: 3041  
Rate Effective Date: 1/1/2017  
Broker: LP Insurance User

Current Plan - Benefit Plan 2

Plan Name	Rate Change	Premiums by Tier					Family	Overall Total
		Employee	EE & Spouse	EE & Child	EE & Children			
16 LG PPO 15-90 CINS P D0500X2 A9;RX \$10/\$30/\$50	10.8%	0	3	1	0		2	6
		\$ 537.51	\$ 963.67	\$ 963.67	\$ 1,405.57		\$ 1,405.57	\$ 6,665.82

Hometown Health  
Alternative Benefit Plan Tool



Group Name: TRUCKEE MEADOWS FIRE PROTECTION DISTRICT  
Group Number: 3041  
Rate Effective Date: 1/1/2017  
Broker: LP Insurance User

Current Plan - Benefit Plan 1

Plan Name	Rate Change	Premiums by Tier					Family	Overall Total
		Employee	EE & Spouse	EE & Child	EE & Children			
16 LG PPO 15-90 CINS P D0500X2 A9;RX \$10/\$30/\$50	10.8%	42	6	6	9		53	116
		\$ 537.51	\$ 963.67	\$ 963.67	\$ 1,405.57		\$ 1,405.57	\$ 121,284.82

Alternative Plan Name	Rate Change	Premiums by Tier					Family	Overall Total
		Employee	EE & Spouse	EE & Child	EE & Children			
Alternative 1 15 LG PPO HD-90 CINS E D2600X2 HSA;HSA RX Plan	-17.6%	399.96	717.07	717.07	1,045.90		1,045.90	90,248.93

Hometown Health  
Alternative Benefit Plan Tool



Group Name: TRUCKEE MEADOWS FIRE PROTECTION DISTRICT  
Group Number: 3041  
Rate Effective Date: 1/1/2017  
Broker: LP Insurance User

Signature Required for Acceptance

Authorized Company Representative (please print)	Signature	Date

This premium rate is based on information reviewed as of the date of this quote.  
Rates may be adjusted based on final enrollment and/or new or differing information discovered within seventy days after the Effective Date.  
Vision benefits are offered by Vision Service Plan (VSP). VSP is solely responsible for providing vision benefits provided under their vision benefit plans.  
Certain combinations of plans may not be sold together and may be subject to additional charges.  
A final binding rate quote and contract, if approved by Hometown Health, will be delivered to a Company representative authorized to accept health insurance contracts.  
All insurance contracts have a duration of twelve months unless otherwise stated.  
Key benefits listed above do not constitute a comprehensive list of benefits and are listed as a reference only. Coinsurance benefits are applied after all associated deductibles have been paid.  
Certain limits and exclusions not described above may apply. Refer to the Evidence of Coverage and Summary of Benefits for a more detailed description of the benefits for each plan.  
In the event of a conflict between this information and the final binding contract, the binding contract will prevail.

Please fax (775-982-3747) or return to Hometown Health 30 days prior to the Effective Date.





## **Request for Group Insurance Amendment**

Standard Insurance Company  
900 SW Fifth Avenue  
Portland, OR 97204-1282

Employee Benefits Consultant: Josh Levine  
Employee Benefits Service Representative: Adria Vance  
Employee Benefits Sales and Service Office: San Francisco

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Employer Name: Truckee Meadows Fire Protection District  
Group Number: 154720

As an authorized representative of the Employer, I request that Standard Insurance Company ("The Standard") amend the above Employer's coverage under the Group Policy to make the following change(s):

Change renewal date to January 1st with the next renewal to be 1/1/2019

I request that the amendment become effective on 10/01/2016. I understand that the amendment will not become effective unless approved and issued by The Standard.

I request that the amendment be approved by The Standard subject to The Standard's usual underwriting requirements, including, if applicable, Evidence of Insurability or a Pre-existing Condition provision.

I understand that the amendment, if approved by The Standard, will be issued in the policy language customarily used by The Standard.

I understand that any increase in Insurance for a Member who is not Actively At Work all day on the Member's last regular work day before the scheduled effective date of the amendment will be deferred until the first day after the Member completes one full day of Active Work.

I request that the amendment, if approved and issued by The Standard, become effective by its terms without any further acceptance by the Employer, and that a copy of this Request for Group Insurance Amendment form be attached to and made a part of the amendment.

Sign Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Authorized Representative

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



**It's renewal  
time!**

**Guardian is  
here to help.**

**RENEWAL INFORMATION FOR  
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT  
GROUP PLAN # 00477445**

**RENEWAL PERIOD  
January 1, 2017 - December 31, 2017**



**LIFE | DENTAL | VISION | DISABILITY | ABSENCE | SUPPLEMENTAL HEALTH | STOP LOSS | A SO**

[GuardianAnytime.com](http://GuardianAnytime.com)

The Guardian Life Insurance Company of America, 7 Hanover Square, New York, NY 10004. Guardian® and the GUARDIAN G® logo are registered service marks of The Guardian Life Insurance Company of America and are used with express permission.

# What you'll find in this package

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RENEWAL INFORMATION	PAGE
Renewal Premiums At-a-Glance	1
Renewal Rates At-a-Glance	2
Dental Details	3

## Renewal Premiums At-a-Glance

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EMPLOYER-SPONSORED COVERAGE		
Coverage	Current Annual	Renewal Annual
Dental	\$123,922	\$123,922

### KEY POINTS OF INFORMATION REGARDING PLAN PRICING

Product-specific rates shown in this package have been determined based on a number of factors, including:

- Employee age and gender
- Group location
- Changes in group size
- Claims experience (when applicable)

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

DENTAL PLAN RATES - PPO VU0Y					
Tier	Enrolled Employees	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	41	\$32.68	\$16,079	\$32.68	\$16,079
EE & SP	9	\$68.75	\$7,425	\$68.75	\$7,425
EE & CH	15	\$89.42	\$16,096	\$89.42	\$16,096
FAMILY	56	\$125.48	\$84,323	\$125.48	\$84,323
<b>TOTAL</b>	<b>121</b>		<b>\$123,922</b>		<b>\$123,922</b>



## Current Dental Plan Information

**CONTRACT TYPE: DENTAL GUARD 2000**

**This plan is currently offered for Insurance Class 1**

### PLAN BENEFITS SUMMARY

<b>Network</b>	<b>In-Network DentalGuard Preferred</b>	<b>Out-of-Network None</b>
<b>Coinsurance</b>		
Preventive	100%	100%
Basic	80%	80%
Major	50%	50%
<b>Deductible</b>	<b>\$0</b>	<b>\$50</b>
Waived for preventive?	Yes	Yes
<b>Claim Payment Basis</b>	<b>Fee Schedule</b>	<b>Fee Schedule</b>
<b>Maximum</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>Orthodontia</b>	<b>Included</b>	
Lifetime Maximum	\$1,000	
Coinsurance	50%	
<b>Maximum Rollover</b>		
Threshold		\$700
Rollover Amount		\$350
In-network only rollover		\$500
Max Rollover Limit		\$1,250
<b>Dependent Age Limit</b>		26/26

Plan information is for illustrative purposes only. Please consult plan contract for specific benefit levels.