

BOARD OF FIRE COMMISSIONERS

Bob Lucey, Chair
Marsha Berkgigler, Vice Chair
Kitty Jung
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, May 16, 2017

**Washoe County Administrative Complex, Commission Chambers
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 Commission Chambers 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. 9th 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

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, 2nd 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 ; 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. 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).

5. Consent Items:

A. Approval of minutes from the April 18, 2017 meeting.

B. Discussion and possible approval of an Interlocal Agreement – Washoe County Sheriff Raven Helicopter Program and the Truckee Meadows Fire Protection District [\$65,000] for the provision, when requested of a helicopter or other aircraft and personnel and to approve reimbursement for services rendered throughout the year by the Washoe County Sheriff's Office to be paid in accordance with the Interlocal Agreement.

C. Approval of a Cooperative Agreement and corresponding Annual Operating Plan between the Truckee Meadows Fire Protection District and the Storey County Fire Department.

D. Approve a Water Rights Deed between Truckee Meadows Fire Protection District as Grantor and the Truckee Meadows Water Authority, as Grantee in support of new water service to Truckee Meadows Fire Station 14 located at 470 Foothill Road.

E. Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Division Chief Effective May 16, 2017.

F. Accept donation of a Panasonic 50" monitor with an estimated value of \$500 from the Nevada Department of Education in support of the Truckee Meadows Fire Protection District Lemmon Valley Volunteer Fire Station #223 and to express appreciation for the thoughtful contribution.

- G. Accept a monetary donation in the amount of \$700 from Marsha Berkbiger, \$500 from Vaughn Hartung, \$500 from Jeanne Herman, \$300 from Charles Moore, and \$99 from Thomas and Jaqueline Daly in support of and on behalf of the Truckee Meadows Firefighters Association Local 3895 to fund scholarships for children ages 11-14 throughout our community to attend the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution.
 - H. Accept a monetary donation in the amount of \$5,500 from Vaughn Hartung and \$5,500 from Bob Lucey to fund overtime for Truckee Meadows Fire Protection District employees to participate in the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution.
- *6. I.A.F.F. Local 3895 Report
- *7. Promotional Announcement
Division Chief Joe Kammann
- 8. A. Discussion and possible direction to staff on the Fire Chief Report to include the following items related to fire district operations:
 - 1. Volunteer Program Update
 - 2. Update on Division and Deputy Chief selection
 - 3. Fuels Management Update
 - 4. Presentation on District's use of Drones
 - 5. Burn Permit UpdateB. Career Statistics and Report for February and March 2017
C. Volunteer Statistics and Report for February and March 2017
 - 9. Discussion and possible approval to create one additional Fire Division Chief position and to update the Districts current staffing plan/organizational to reflect the additional position.
 - 10. Discussion and possible approval to authorize staff to issue a request for debt financing for Station 14.
 - 11. Discussion and possible approval to re-assign a Water Tender project to an HGAC (or similar)-approved vendor in accordance with HGAC-contract pricing, in an amount of \$222,474 per unit.
 - 12. Discussion and direction to staff regarding 2017 Nevada Legislative Session and other legislative issues proposed by legislators, or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues as may be deemed by the Chair or the Board to be of critical significance to Truckee Meadows Fire Protection District.

Public Hearings (Items 13 and 14)

- 13. Discussion and action on the Sierra Fire Protection District Tentative Budget, as well as possible changes to the adoption of the Final Budget for Fiscal Year 2017-18. This item may be continued to Tuesday, May 23, 2017 at 9:00 AM.

14. Discussion and action on the Truckee Meadows Fire Protection District Tentative Budget, as well as possible changes to the adoption of the Final Budget for Fiscal Year 2017-18. This item may be continued on Tuesday, May 23, 2017 at 9:00 AM.

End of Public Hearings

- *15. 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).
16. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220.
- *17. 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.

APRIL 18, 2017

PRESENT:

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

Jan Galassini, Chief Deputy County Clerk
David Watts-Vial, Deputy District Attorney
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:

17-054F AGENDA ITEM 3 Public Comment.

Mr. James Sievers presented a video which was placed on file with the Clerk. No sound played so he explained the video showed photos and videos of the Verdi fire. He alleged three minutes after the initial call there was no flame inside the house, and within thirty minutes of the call no water had been put on the fire. He referenced a handout of residents' feedback about fire protection in Verdi.

Ms. Carol Lopez, with the Canine Rehabilitation Center and Sanctuary (CRCS), spoke about the Heroes and Hounds program. She said Mark Thyer, who was being promoted to captain later in the meeting, helped them organize a combination fundraiser for the Truckee Meadows Firefighters Foundation and the CRCS. The organization purchased the old Cattleman's restaurant and converted it to the only dog sanctuary in northern Nevada. They partnered with the Society for the Prevention of Cruelty to Animals (SPCA), the Nevada Humane Society, and Animal Control. She stated Animal Control would be at the event to provide free microchipping and low-cost vaccines, the Sheriff's Office would bring canine officers, and there would be music and activities for kids.

Mr. Bob Parker stated residents in areas like Galena worried about fire because of the rampant weeds. He said another problem was with the Waste Management (WM) deal and that customers had to pay twice as much for the same service as before. He called the plan poorly conceived, poorly communicated, and too expensive. He claimed people were illegally dumping in vacant lots, creeks, on state-owned property, and in common areas, and he also alleged people were burning waste which nearly led to

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two fires. He commented Incline Village had negotiated a better contract with WM. He remarked communities needed three things to be safe: a great fire district, which the County had, residents cleaning up their spaces, and the Board to help with garbage disposal, which he claimed was not happening.

17-055F **AGENDA ITEM 4** 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).

Fire Chief Charles Moore expressed his condolences to the Boykin family for the passing of longtime Cold Springs Volunteer Fire Chief Dick Boykin. Chief Moore thanked the chief for his many years of service. He announced the independent review of the Verdi fire was being completed by a consultant and he anticipated presenting the findings at the next Truckee Meadows Fire Protection District (TMFPD) meeting.

Commissioner Hartung mentioned he attended Chief Bill Farr's memorial service and said it was well-attended by fire departments as well as the community. He thanked those that attended and acknowledged it was a touching service.

CONSENT ITEM

17-056F **5A** Approval of minutes from the March 21, 2017 meeting.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Berkbighler, which motion duly carried, it was ordered that the Consent Agenda Item 5A be approved.

17-057F **AGENDA ITEM 6** Proclamation – Wildfire Awareness Month

Fire Marshall for the Truckee Meadows Fire Protection District (TMFPD), Amy Ray, in cooperation with the Division of Forestry and the University of Nevada Cooperative Extension, declared May as Wildfire Awareness Month. She said within the district there were nine events happening including a fun run, events at Arrowcreek and Galena Forest, and two Junk the Junipers events. The latter events helped promote wildfire awareness and defensible space procedures. She read the proclamation.

There was no public comment on this item.

On motion by Commissioner Berkbighler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 6 be accepted.

17-058F AGENDA ITEM 7 I.A.F.F. Local 3895 Report

International Association of Firefighters (IAFF) Local 3895 President Ian Satterfield discussed the agenda item regarding the Kids Fire Camp and hoped the Board would approve the measure. He expressed excitement to partner with Chief Moore and the District and noted the camp had proven to be a valuable tool for kids and the community. He congratulated Mark Thyer and Chris McNaught on their promotions. He recalled a story about a firefighter who responded to a call from a gentleman whose hand was stuck in his recliner. They rescued him by breaking the chair. The firefighter used Station 17's benevolent fund and purchased a new recliner for the man, illustrating the heart of local firefighters.

There was no public comment or action on this item.

17-059F AGENDA ITEM 8 Introduction of New Employee and Promotional Announcements

Fire Chief Charles Moore introduced new employee Firefighter Paramedic Geno Higman, whose badge was presented to him by his wife Laura.

Chief Moore introduced Fire Equipment Operator Chris McNaught, whose badge was presented to him by his wife Amanda and daughter Harper. Chief Moore introduced Fire Captain Mark Thyer, whose badge was presented to him by his wife Kristina.

There was no public comment on this item.

**17-060F AGENDA ITEM 9 Discussion and possible direction to staff on the Fire Chief Report to include the following items related to fire district operations:
1. Volunteer Program Status. 2. Update on Cost of Lemmon Valley Flood Response (Req. by Commissioner Hartung). 3. Update on District's Fleet Replacement Schedule (Req. by Chairman Lucey). 4. Highlights of proposed FY 2017/18 Budget.**

Fire Chief Charles Moore mentioned he was pleased with the recruiting effort for volunteers. As of April 10, 2017, there were 17 applications and he felt it was possible they could end up with a total of 20 to 25 volunteers. He anticipated being well staffed for wildland season. He provided a spreadsheet to the Board which showed the District had spent approximately \$85,000 on flood relief, much of which was spent on staff time and overtime to backfill the positions of those employees on the incident team. He stressed the District was busy with flood control and the spreadsheet was created in response to Commissioner Hartung's request.

Chief Moore provided a schedule of all the equipment the District owned and when it was expected each piece would need to be replaced. Originally they planned on replacing one Type 1 engine every year but he said they modified that policy to replacing two Type 1 engines every other year because that was more efficient. He noted they were contemplating adding one Type 1 engine and a ladder truck the following year.

He indicated they had been paying cash for all rolling stock items and had a large fleet in excess of 100 pieces of equipment.

Commissioner Hartung referenced the \$85,071.96 in emergency flood expenditures and said the Board should have a discussion about how much was the fire department's responsibility and how much should be reimbursed to them. He asked Chief Moore if they rotated older equipment to lower-volume fire stations. Chief Moore answered yes and added they typically put new engines in the busiest stations. He acknowledged there was an issue in stations 14 and 37 since there were only two pieces of equipment that fit in those bays, but otherwise they rotated equipment. After the equipment completed its front-line service, it was usually handed down to volunteer stations.

Chair Lucey pointed out several engines at the volunteer stations were from 1995 through 1997, making them outdated although they were low on miles. He asked how long it typically took equipment and utilities on engines to fail. Chief Moore replied they used the age of equipment as a financial planning tool but stated equipment could be retired after fifteen years or sometimes more. They reviewed the repair history and listened to their mechanic's advice to determine if a piece needed to be retired. He indicated over the prior five years the department auctioned off a number of pieces of equipment, some of them more than 25 years old. Responding to the Chairman's inquiries, Chief Moore stated the older models were being sold at auction and the revenue from those sales went into the general fund. He explained there was a capital fund to which they allocated funds based on need.

Commissioner Hartung emphasized a well-maintained piece of equipment could last beyond what some might consider a useful life. He noted some helicopters in use were military surplus and were safe to fly because of the military's great maintenance program. Chair Lucey agreed and said he wanted to maintain their current equipment to keep replacement costs down. He pointed out the proposed budget for equipment in Fiscal Year (FY) 2018-19 was \$1.7 million and \$2.4 million in FY 2019-20. Commissioner Hartung stressed the need for high-quality staff who could perform repairs on the equipment. Replying to Commissioner Berkbighler's question, Chief Moore indicated the new water truck was in Verdi though it needed a mobile radio.

Chief Moore introduced Chief Fiscal Officer for the Truckee Meadows Fire Protection District (TMFPD) Cindy Vance to discuss the proposed FY 2017-18 budget. A handout was distributed to the Board and placed on file with the Clerk. Ms. Vance indicated she would also do a full presentation of the proposed 2017-18 budget the following month. The schedule included actual costs from FY 2013 through 2017, as well as projections for the following three years. Based on trends, she expected taxes to increase by four percent through FY 2020-21 and intergovernmental revenues in the form of consolidated taxes by around three percent a year. The schedule included one-time financing sources such as money transferred from funds no longer in use and sales of capital assets, though she admitted there were no projections for those numbers. She stated salaries increased consistently by about three percent and health benefits, which

were expected to increase on January 1, 2018 by up to 20 percent. She pointed out health care costs were growing at significant rate and, since the department was expected to grow, the overall increases were projected to be 11 percent every year. She mentioned one new full-time position, the fuel management officer, was budgeted for the following year, as well as a Human Resources position that was filled in 2017 and would become full-time in 2018. She addressed a plan to fund a peak activity unit with additional staff which would be funded straight through overtime for FY 2018, at which point they would re-evaluate. This unit would be staffed for peak activity like severe weather, dangerous fire conditions, or special events. She stated \$750,000 was budgeted for overtime. She mentioned they did not take care of capital expenses through the general fund, but rather after the budget was determined, the remaining portion would be transferred to the capital account based on need.

Chief Moore repeated the intention to add one structure engine and one ladder truck since the County did not have one in its inventory. He noted there were more structures that would necessitate a ladder truck. He stated they anticipated relocating Station 37 because it was on a Special Use Permit (SUP) that would expire in 2018. Given the completion of the Route 580 connector, he expressed interest in relocating the station somewhere with access to the connector to get to the East Truckee Canyon more quickly. They planned to acquire land in 2018 to begin construction in FY 2018-19. He announced they were behind on the completion of Station 14. He noted they had the funds but were being cautious because the cost of construction had increased quite a bit. The construction documents were finished but the plan needed to go through the review process. Regarding regular fleet replacements, he expected District expenses and revenues to meet in such a way that it would not be possible to fund capital needs with cash as it had done since 2012. He suggested they could leverage large capital investments like fire stations through medium-term financing. He offered the possibility of doing that for all or a portion of Station 14 as well as for Station 37 in the following years. He expressed interest in continuing to pay cash for rolling stock items which had a life expectancy of around ten years. Since buildings had a life expectancy of 50 to 75 years, he opined stretching out the payments and asking future taxpayers to pay for them could be beneficial. He concluded the District did not have the cash capacity but would have the debt service capacity to fund as many as three additional fire stations in the following five to seven years.

There was no public comment on this item.

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

17-061F **AGENDA ITEM 10** Discussion and possible approval to authorize the Fire Chief to approve use of District funds to support 2017 Kids Fire Camp.

Fire Chief Charles Moore stated the District wanted to partner with the International Association of Firefighters (IAFF) Local 3895 on the camp. In the past the County had supported the camp with equipment but Chief Moore suggested supporting the endeavor financially since the camp proved to be a good program.

Fire Equipment Operator for the Truckee Meadows Fire Protection District (TMFPD) Scott Fenley requested 240 hours of administrative leave to cover the shifts of on-duty personnel. He indicated they had eight to ten firefighters and staff prepared to stay overnight to show a day in the life of a firefighter. The camp proved to be beneficial for less fortunate kids and those looking for direction in their lives. He indicated the administrative leave would be utilized to cover the shifts of those who stayed overnight. Both females on the District's crew were on the same shift so they requested at least 72 hours to cover them since girls at the camp stayed on a separate floor. The prior year the camp had six to eight girls and only one female attending them. He thanked the Commissioners and the District for their support and informed the Board the camp would be held from June 13 to June 15. He said they planned to have the Regional Aviation Enforcement Unit (RAVEN) helicopter visit on the first day and a Care Flight helicopter land on the second.

Commissioner Hartung expressed concern about giving away \$11,000 in taxpayer funds but offered \$5,500 of his district's funds and Chair Lucey agreed to offer another \$5,500 from his fund. Mr. Fenley thanked them and clarified the 240 hour request was a top-tier allotment but they might not use it all. Commissioner Hartung said they would still offer \$5,500 each and directed Mr. Fenley to speak with Chief Moore about allotting any leftover funds. Chair Lucey noted they would not approve the expenditure during the current meeting but it would be brought back to the Board for approval.

Mr. Fenley mentioned they were also trying to sponsor ten kids at \$99 per attendee in response to the flooding issues in the North Valleys. He remarked that Chief Moore had already volunteered to sponsor three kids himself. Those recipients would still need to go through the vetting process and produce a letter of recommendation. Chair Lucey offered to give additional money, and Commissioner Berkbigler offered to help as well. Commissioner Hartung suggested the total cost could be split among the Commissioners. Chair Lucey stated he was a huge advocate of the camp as a way to both utilize the park and to showcase the amazing talents of the TMFPD.

Commissioner Hartung revised his offer to \$5,500 and an additional \$500 to sponsor five children specifically from District 4 or Sparks. Commissioner Berkbigler offered to sponsor the remainder of the kids and stated it did not matter where her sponsored children were from. Commissioner Hartung suggested they could sponsor more than ten kids.

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

17-062F **AGENDA ITEM 11** Discussion and possible direction to staff regarding fuels management issues and future strategies.

Chief Moore stated it was time for the District to get more aggressive in terms of fuels management. He claimed the community was aware of the problem but did not know how to get rid of vegetative material. He said the two methods were to put it in a Waste Management (WM) can or to burn it, but he cautioned that burning came with inherent risk. He discussed some strategies: the fuels management officer could engage communities and write grants; the implementation of active fuels programs; a new chipper to chip large limbs; and the possibility of the District purchasing a burn box. The burn box worked as a bellows and was a safe way to dispose of vegetation. Another option was developing a global policy on open burning and being aggressive with the management of burn permits. He mentioned they issued 3,000 burn permits the previous burn season which was great in creating defensible space but also created some risk. He mentioned they had conducted programs like bio mass and curbside chipping and suggested possibly adding another drop-off point for vegetative material. He said he intended to allocate resources in the following year's budget to take steps towards a comprehensive program.

Commissioner Berkbigler asked if they were still doing the ash can program and Chief Moore confirmed they were. Commissioner Berkbigler stressed the County had not yet signed the WM contract and it would be discussed at the following week's meeting. Commissioner Hartung suggested renaming the ash can program to include disposal of oily rags because ash cans could be used for that purpose as well. Chair Lucey said the Galena Forest area was heavily impacted by fuels management; Arrowcreek had brought forward a fuels management program. He stressed they needed to consider issues of fuels management in those areas specifically. He said one resident could not put out bags of pine needles for pickup and chose to burn them instead, nearly causing a major catastrophe. He asked that fuels management be made a priority.

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 11 be approved.

17-063F **AGENDA ITEM 12** Approval of a two year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry Department of Conservation and Natural Resources in the amount of \$180,000 per fiscal year, not to exceed \$360,000 for the purpose of resources, equipment and financial assistance in the mitigation of emergency fire incidents.

Fire Chief Charles Moore stated the Interlocal Contract was very good for the District because the National Division of Forestry (NDF) reimbursed the District for its costs in suppressing wildland fire. Knowing their costs would not exceed \$180,000 in a fiscal year provided the District with financial predictability and he strongly recommended the Board to approve the contract.

Commissioner Hartung asked what the cost of this measure had been in previous years, to which Chief Moore replied there had been no increases in the cost for the program since 2013.

There was no public comment on this item.

On motion by Commissioner Berkgigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 12 be approved. The Interlocal Contract is attached hereto and made a part of the minutes thereof.

17-064F **AGENDA ITEM 13** Approve the purchase of forty (40) P25 compliant 800 MHz hand held radios to include miscellaneous accessories at an estimated cost of \$141,169.16 from Daily-Wells Communications Inc., 3440 E. Houston Street, San Antonio, Texas 78219 utilizing NASPO Contract 06913 as allowed by NRS 332.195 - Joinder or mutual use of contracts by governmental entities.

Chief Moore indicated this item was on the agenda only because it involved an amount greater than \$100,000.

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Berkgigler, which motion duly carried, it was ordered that Agenda Item 13 be approved.

17-065F **AGENDA ITEM 14** Discussion and direction to staff regarding 2017 Nevada Legislative Session and other legislative issues proposed by legislators, or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues as may be deemed by the Chair or the Board to be of critical significance to Truckee Meadows Fire Protection District.

Fire Chief Charles Moore had nothing to report.

There was no public comment on this item.

17-066F **AGENDA ITEM 15** 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).

Fire Chief Charles Moore had no additional announcements. Commissioner Herman requested a report about how they would improve the Warm Springs fire station since that area was some distance from the nearest fire station. Chair Lucey repeated his request to have further discussion about burn permits and fuels management in the Galena Forest area.

17-067F **AGENDA ITEM 16** Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220.

Fire Chief Charles Moore announced staff recommended the Board make a motion to enter into a closed session for the purpose of labor discussions. Deputy District Attorney David Watts-Vial stated the motion could be made to go into closed session following the conclusion of the Board of County Commissioners meeting.

There was no public comment on this item.

10:00 a.m. On motion by Commissioner Hartung, seconded by Commissioner Berkgigler, which motion duly carried, it was ordered that the meeting recess to a closed session following the conclusion of the Board of County Commissioner meeting for the purpose of discussing with management representatives labor matters and negotiations.

17-068F **AGENDA ITEM 17** Public Comment.

On the call for public comment, Sam Dehne spoke about Reno Mayor Hillary Schieve, Tesla, Google, and the International Guard.

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10:04 p.m. Deputy District Attorney David Watts-Vial indicated the meeting would recess until the completion of the closed session and Chair Lucey obliged.

12:25 p.m. There being no further business to discuss, the meeting was adjourned without objection.

BOB LUCEY, Chair
Truckee Meadows Fire
Protection District

ATTEST:

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

Minutes Prepared By:
Derek Sonderfan, Deputy County Clerk



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board of Fire Commissioner Meeting Date: May 16 2017

Fire Chief CM
Finance CW
Legal DWV
Risk Mgt. DE
HR N/A

DATE: May 2, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Telephone: (775) 328-6123, Email: CMoore@tmfpd.us
SUBJECT: Discussion and possible approval of an Interlocal Agreement – Washoe County Sheriff Raven Helicopter Program and the Truckee Meadows Fire Protection District [\$65,000] for the provision, when requested of a helicopter or other aircraft and personnel and to approve reimbursement for services rendered throughout the year by the Washoe County Sheriff's Office to be paid in accordance with the Interlocal Agreement. (All Commission Districts)

SUMMARY

Approval of an Interlocal Agreement – Washoe County Sheriff Raven Helicopter Program and the Truckee Meadows Fire Protection District [\$65,000] for the provision, when requested of a helicopter or other aircraft and personnel and to approve reimbursement for services rendered throughout the year by the Washoe County Sheriff's Office to be paid in accordance with the Interlocal Agreement.

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

PREVIOUS ACTION

May 17, 2016 – The Board Approved the Interlocal Agreement – RAVEN Fire Training, Monitoring and Suppression Personnel and Equipment between the County of Washoe on behalf of the Washoe County Sheriff's Office and Truckee Meadows Fire Protection District for the provision, when requested of a helicopter or other aircraft and personnel.

April 21, 2015, June 17, 2014 and June 11, 2013 - The Board of Fire Commissioners approved the Interlocal Agreement – RAVEN Fire Training, Monitoring and Suppression Personnel and Equipment between the County of Washoe on behalf of the Washoe County Sheriff's Office, Truckee Meadows Fire Protection District and North Lake Tahoe Fire Protection District [\$65,000 and \$10,000 respectively] for the provision, when requested of a helicopter or other aircraft and personnel

BACKGROUND

In 2007, the need for an airborne firefighting asset dedicated to the protection of Washoe County citizens and property was identified. Because the WCSO already owned an aircraft, the HH-1H "Huey" which was capable of fulfilling this mission, the Washoe County Board of County Commissioners and Board of Fire Commissioners appropriated the needed funds to purchase a belly mounted tank. The intent and desired outcome of that purchase was the development of a

program in which the Huey could be employed as an initial attack asset on wildland fires within Washoe County and TMFPD. Since that time, RAVEN has participated in combating over 40 wildland fires. It has supported firefighting efforts for local as well as federal agencies, ensuring the safety, well-being and quality of life for all residents of the District. The acceptance of this Agreement continues this partnership with our local fire districts ensuring they have a dedicated initial attack asset available to them for fire season.

FISCAL IMPACT

The FY 17/18 budget includes the \$65,000 cost of the Raven Interlocal Agreement under the Emergency Fund.

RECOMMENDATION

It is recommended that the Board approve an Interlocal Agreement – Washoe County Sheriff Raven Helicopter Program and the Truckee Meadows Fire Protection District for the provision, when requested of a helicopter or other aircraft and personnel and approve reimbursement for services rendered throughout the year by the Washoe County Sheriff's Office to be paid in accordance with the Interlocal Agreement.

POSSIBLE MOTION

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

"I move to approve an Interlocal Agreement – Washoe County Sheriff Raven Helicopter Program and the Truckee Meadows Fire Protection District for the provision, when requested of a helicopter or other aircraft and personnel and approve reimbursement for services rendered throughout the year by the Washoe County Sheriff's Office to be paid in accordance with the Interlocal Agreement."

INTERLOCAL AGREEMENT
WASHOE COUNTY SHERIFF RAVEN HELICOPTER PROGRAM
AND THE
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

THIS INTERLOCAL AGREEMENT, hereinafter referred to as “Agreement”, is made and entered by and between the County of Washoe, a political subdivision of the State of Nevada, on behalf of the Washoe County Sheriff’s Office, 911 Parr Boulevard, Reno, NV 89512, hereinafter the “WCSO”, the Truckee Meadows Fire Protection District, 1001 E. 9th St., Reno, NV 89520, hereinafter “TMFPD”,

WHEREAS, each of the parties are public agencies and political subdivisions of the State of Nevada; and

WHEREAS, NRS 277.180(1) provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the contracting agencies is authorized by law to perform; and

WHEREAS, the WCSO owns and operates an HH1-H helicopter on which a water tank for fire suppression can be affixed, as well as two OH-58 helicopters which aircraft are suitable for use for aerial observation purposes; and

WHEREAS, the Fire District is responsible for wildland fire monitoring and suppression within their areas of unincorporated Washoe County; and

WHEREAS, aerial fire monitoring and suppression instituted by the Fire District can be done more cost-effectively using the aerial resources of the WCSO; and

WHEREAS, the TMFPD desire that the WCSO respond for the purposes of aerial wildland fire monitoring and suppression for the Fire District’s, which response shall include such mutual training exercises as the parties to this Agreement shall agree are necessary to provide the level of service and margin of safety appropriate for such purposes; and

WHEREAS, the Fire District’s respective lands all pose fire dangers at times and, therefore, the Fire District agrees to participate in portions of the administration and costs of the duties and obligations to the WCSO as set forth in this Agreement;

NOW, THEREFORE, based on the foregoing premises and the following covenants, terms and conditions, the parties hereto do hereby agree as follows:

1. **TERM:** This Agreement shall commence upon acceptance by all parties and shall terminate on June 30, 2018.
2. **TERMINATION:** Any party may terminate this Agreement without cause, solely as to its duty and obligation hereunder, upon 90 days written notice to all other parties. Any party may terminate this Agreement for cause, solely as to its duty and obligation hereunder, after 30 days written notice to the defaulting party (ies) only if the defaulting party (ies) fails to cure the default

within those 30 days. The notice shall specify the cause alleged as the basis for said termination. In the event any party terminates this Agreement for cause, the Agreement shall remain in force and effect with other parties who have not taken action to terminate.

**3. AGREEMENT AS TO PERSONNEL AND EQUIPMENT
AND OPERATING PROTOCOLS AND PROCEDURES:**

A. Aircraft and Equipment:

1. The WCSO shall provide, when requested, to TMFPD a helicopter, and possibly other aircraft, if made available by WCSO, (hereinafter collectively referred to as "helicopter") for the use of TMFPD for monitoring and fire suppression purposes during fire season. For purposes of this Agreement, "fire season" shall be defined as commencing as of April 1 and ending as of October 31 during the applicable calendar year. Except as specifically otherwise provided in this Agreement, the duties and obligations of TMFPD and WCSO in regard to said Aircraft and Equipment only apply during the fire season as so defined. WCSO as owner of helicopter and shall maintain the helicopter to standards applicable to the allowed uses established by this Agreement, including standards referenced herein, and assure its availability to TMFPD during the Fire Season.
2. The helicopter provided shall be configured as follows:
 - a. A Type 2 helicopter, which aircraft shall be configured to meet ICS 420-1 minimum standards for a Type 2 helicopter, including but not limited to:
 - 10 seats, including pilot;
 - 2,500 pound card weight capacity; and
 - 300 gallons of water capacity.
 - b. Include a fixed water tank capable of two (2) drops per sortie and equipped with a self-filling snorkel device.
3. The helicopter and any other aircraft provided pursuant to this Agreement shall be equipped, maintained and operated under all applicable Federal Aviation Agency (FAA) regulations.
4. The helicopter provided pursuant to this Agreement shall be operated, maintained and secured within the guidelines of the Federal Excess Personal Property (FEPP) Program and its sponsors, the United States Forest Service, hereinafter referred to as the "USFS" and the Bureau of Land Management, hereinafter referred to as the "BLM."
5. The WCSO shall provide pilots for any helicopter and all other aircraft provided pursuant to the terms of this Agreement and shall be responsible to assure that such pilots have proper training and adequate supervision to accomplish the allowed uses established by this Agreement.

6. All pilots provided by the WCSO shall have current commercial licenses. For firefighting missions that involve federal lands, the pilots shall also have current permits and approvals (carding) from USFS and BLM for firefighting missions.

7. The WCSO shall notify TMFPD of the schedule for inspections of any of the helicopter, including other aircraft made available, as provided by the WCSO to TMFPD during the term of this Agreement and allow TMFPD representative to attend the card review procedures. This inspection is for informational purposes and does not impose any form of duty or liability on TMFPD to ascertain fitness for purpose or to confirm adequate maintenance has been performed.

8. The WCSO shall also supply necessary supporting equipment for the helicopter, including but not limited to, an approved fuel-servicing vehicle sufficient to sustain eight (8) hours of helicopter flight under firefighting conditions. The fuel-servicing vehicle shall be inspected by TMFPD and WCSO shall comply with all fire, vehicle and other applicable codes related thereto. This inspection is for informational purposes and does not impose any form of duty or liability on TMFPD to ascertain fitness for purpose or to confirm adequate maintenance has been performed.

9. Any helicopter supplied pursuant to this Agreement shall be operated in accordance with the "Interagency Helicopter Operations Guide" (IHOG).

10. When TMFPD requests the use of a Helicopter it shall provide a helicopter manager, either a Qualified TMFPD employee or through a cooperative agreement with another agency, anytime a helicopter is requested from the WCSO under the terms of this Agreement. If TMFPD is unable to provide a helicopter manager, the WCSO shall provide one. The cost for the helicopter Manager, if provided by WCSO, shall be borne by TMFPD.

B. Operations

1. TMFPD shall appoint a designated helicopter manager for all operations for which a helicopter is requested pursuant to this Agreement. If no TMFPD helicopter manager is available for response, the WCSO shall provide the helicopter manager. The helicopter manager shall be responsible for the administrative and tactical functions of the aircraft. Although TMFPD may select a helicopter manager based on its own selection criteria, the TMFPD will consult with the WCSO regarding the Selection.

2. The helicopters subject to this Agreement will be based at the Reno-Stead Airport. TMFPD may, at its, option designate alternate bases for temporary operation. TMFPD shall be responsible for the cost of flight time to and from the alternate base so designated.

3. TMFPD may have interagency and cooperative-agreements with other local, state and federal agencies and may dispatch the helicopter to supply automatic and mutual aid pursuant to contracts with those agencies. The WCSO consents to the use by TMFPD of the WCSO personnel and equipment designated in this Agreement pursuant to those

agreements for wildland fire monitoring and suppression activities within the County of Washoe. Operations for such purposes outside of Washoe County may not be undertaken without the prior approval by the WCSO Chief Deputy of Operations - or a higher member of the WCSO Command Staff – which approval or denial shall be at the sole discretion of the WCSO. In any event such operations shall not exceed twenty (20) nautical miles beyond the Washoe County boundary lines.

4. In the event that a WCSO helicopter is not available for a response to a TMFPD request for a fire monitoring or suppression mission due to being utilized by a another agency for fire monitoring or suppression, it will be the responsibility of the TMFPD and the Incident Commander of the fire in which the helicopter is already working, to determine which fire should receive priority for air support.

5. Further operational and related details concerning the parties' performance under this Agreement in regard to said Aircraft and Equipment are set forth in the parties' Aviation Fire Suppression Program Operational Plan 2010 ("Operating Plan") executed contemporaneously herewith. The terms and conditions of this Agreement shall govern and resolve any conflicts between the Operating Plan and this Agreement.

C. Availability As follows:

1. During the Fire Season and during the duration of this Agreement the helicopter shall be available:

- a. Immediate Response: The helicopter shall be available for immediate response during designated "Red Flag" days. "Red Flag" days shall be defined as those days that the National Weather Service has issued a "Red Flag" warning for any area under the TMFPD responsibility. For the purposes of this Agreement, the phrase "immediate response" shall mean the helicopter is in flight within fifteen (15) minutes of receipt of the contact by the WCSO from the TMFPD requesting such equipment's dispatch.
- b. Standby Time: The helicopter will be available four (4) days per week, ten (10) hours per day. The duty hours will be coordinated with TMFPD to maximize coverage for the critical burn hours. Sunset will be taken into consideration for operational hours as the WCSO will not be qualified to fight fires at night during the period of this Agreement. The "designated days" of the week will be at the discretion of the WCSO. The response time shall be no more than thirty (30) minutes from notification of the WCSO by the TMFPD requesting such dispatch. For "Red Flag" days that fall outside of a designated four (4) day work week, the WCSO shall staff the helicopter for immediate response if requested and for an additional cost as hereinafter set forth.
- c. The helicopter may be made available each day for recall for hours that fall outside of the WCSO's designated work week hours. This recall status will be available for an additional cost. For the purposes of this Agreement, "recall"

shall mean the pilot is being recalled from an off-duty status and will respond to the hanger. The helicopter will be staffed and in flight within one (1) hour of notification of the designated recall pilot.

- d. Time Schedules: TMFPD and the WCSO, in cooperation with the other involved fire departments and districts will meet and mutually agree on duty hours prior to the start of the fire season.
2. The WCSO shall provide immediate notification to TMFPD Chief of Operations of any inability of the WCSO to provide the designated personnel and equipment pursuant to the terms and conditions of this Agreement.
3. The WCSO shall provide all necessary support for continuous, uninterrupted operation of the helicopter whenever required pursuant to the terms of this Agreement. This support shall include, but not be limited to, a staffed fuel truck and other services as required.
4. The WCSO may, at its sole discretion, when so requested by TMFPD, make an additional helicopter (OH-58) available to TMFPD for aerial observation. Such additional aircraft is subject to the immediate direction of the WCSO. TMFPD may, at their discretion, request such additional aircraft on a call-when-needed basis when TMFPD's incident commanders request additional firefighting resources. TMFPD shall reimburse the WCSO for such call-when-needed aircraft in accordance with the terms of this Agreement. A qualified helicopter manager will be assigned to call-when-needed aircraft when available, but shall not delay a response.
5. When TMFPD request's the availability of an observation helicopter and it is made available by the WCSO, TMFPD acknowledges that such OH-58 helicopters operated by the WCSO are not and will not be "carded" by the USFS or the BLM and therefore its costs do not qualify for reimbursement by FEMA.
6. Except as provided in Section 3 of this Agreement, in the event that other agencies request the use of the WCSO'S aircraft, the use of those aircraft shall be governed by the terms of use established by the WCSO with those agencies.

D. Training

1. All pilots assigned to aircraft under this Agreement shall be trained in the policies, frequency plans and special safety issues of TMFPD and Federal firefighting aviation assets. This knowledge may, in the alternative, be gained by attending NDF/USFS/BLM Aviation safety meetings, pre-season inter-agency operations meetings and other such opportunities. TMFPD shall make such opportunities available to the WCSO's pilots at no charge, cost or fees for such attendance and participation.
2. WCSO shall train the helicopter manager in the duties and responsibilities of the crew chief at no additional charge, cost or fee for such training other than assessment of

the charges and fees designated for use of the WCSO personnel and equipment for such training and operational usage by TMFPD of such personnel and equipment.

3. The WCSO'S Aviation Unit manager or his designee and all pilots (based upon availability) assigned to aircraft under this Agreement shall attend a TMFPD approved pre-season workshop.

4. The WCSO shall make its helicopters reasonably available, at the agreed hourly flight rate, for firefighting coordination training of flying crews and helicopter managers.

E. Communications:

1. A morning report shall be transmitted to the on-duty Battalion Chiefs for TMFPD, and Minden Dispatch centers within 30 minutes of commencement of daily operations.

2. This report shall include:

- Status of RAVEN 3 (HH-1H, Huey)
- Response posture, immediate or stand-by
- Pilot name
- Special status changes; i.e., location if not Reno-Stead Airport
- Other available helicopters
- Name of Helicopter Manager

3. The helicopter manager or the pilot shall ensure the following minimum information is obtained before liftoff on a fire mission:

- Location and name of incident (Latitude and Longitude if available)
- Command radio frequency
- ICS ground contact
- Call-up frequency if different from command frequency
- Air-to-air frequency if other aircraft are operating

4. At TMFPD request, the WCSO personnel who participate in a response will attend any TMFPD meetings to discuss the response to the incident subject to said attendance occurring during such personnel's regular duties days and hours.

F. Funding and Reimbursement:

1. As and for advance funding for the availability during a fire season of designated WCSO equipment and personnel at times constituting the WCSO's designated work week and hours, TMFPD will provide advance funding to the WCSO as follows:

- a. The TMFPD shall provide to the WCSO \$65,000 within 30 days of acceptance by all parties to this Agreement.

The purpose of the advance funding by each of TMFPD is to ensure the ability of each district to request a WCSO helicopter for wildland fire monitoring and/or suppression pursuant to the terms of this Agreement. The advance funding shall be utilized at the discretion of the WCSO in its sole and absolute discretion.

2. Reimbursement for Flight Time: TMFPD does not guarantee a maximum or minimum number of flight hours that may be utilized for training and the monitoring and suppression of wildland fires during the term of this Agreement, such usage being subject to the nature and extent of such incident during the term of this Agreement. When the aircraft of the WCSO covered by this Agreement are operating at the request of a TMFPD, TMFPD is solely responsible to reimburse the WCSO as follows:

- a. \$1,190 per flight hour for the HH-1H Huey helicopter. Flight time shall be accrued and reimbursed in tenths of an hour based upon a battery-activated hour meter and shall include fuel.
- b. \$525 per flight hour for the OH-58 helicopter. Flight time shall be accrued and reimbursed in tenths of an hour based upon a battery-activated hour meter and shall include fuel.

3. Personnel Surcharges: Anytime a WCSO pilot is operating on behalf of TMFPD, or is requested by TMFPD to be available for an immediate response or to be on standby, outside of the WCSO designated work week hours, TMFPD shall pay a surcharge.

- a. A request to be available for immediate response shall generate a surcharge of \$100 per hour (\$152 per hour on a holiday) to be paid to the WCSO by TMFPD. TMFPD shall pay \$100 per hour of this surcharge. The remaining quarter shall be paid by the Washoe County Fire Suppression Budget. Holidays will be defined in accordance with the Washoe County Deputies Association contract with the County.
- b. When WCSO personnel operate aircraft at the request of TMFPD, TMFPD is solely responsible for the surcharge of \$100 per hour (\$152 per hour on a holiday). Holidays will be defined in accordance with the Washoe County Deputies Association contract with the County.
- c. When TMFPD request the WCSO to guarantee availability of a pilot at times outside of the WCSO's designated work week hours (i.e., "standby" with a pager), TMFPD shall pay to the WCSO a surcharge of \$9.25 per hour per person (\$14.00 on a holiday). This surcharge is mandated in accordance with Washoe County Deputies Association contract with the WCSO, specifically ¼ hour pay per hour of "stand-by time." TMFPD must notify the WCSO Aviation Unit manager 8 hours prior to the desired recall period to determine pilot availability and provide proper prior notice and crew rest to the designated pilot. TMFPD shall pay¾ of this surcharge. The remaining quarter is to be paid by the Washoe County Fire Suppression Budget. When said pilot is then requested for immediate availability, or requested to operate

aircraft, then this standby status is terminated along with this surcharge and the surcharge rate in paragraph 3.F.3.b immediately above applies.

- d. TMFPD may request a pilot to respond outside of the WCSO's designated work week hours but without designating a pilot for standby; however the WCSO will not guarantee a response in such event.
- e. If a fuel truck is requested by TMFPD to respond to a fire, the requesting TMFPD is solely responsible for and shall pay \$37 per hour (\$55 per hour on a holiday) for the driver. TMFPD shall pay – in addition - \$1.00 per mile from the Reno-Stead Airport to and from any staging area. For any training activities provided to TMFPD in which the fuel truck is requested, the rates in this paragraph apply. These rates include fuel.
- f. If TMFPD is unable to provide a helicopter manager and WCSO provides one, TMFPD shall pay \$37 per hour (\$55 on a holiday) for the helicopter manager.
- g. The WCSO Aviation Unit Manager or his designee shall prepare, during each month during the term of this Agreement when a reimbursement is due, a month-end invoice detailing services rendered and the associated costs in accordance with this Agreement. A copy of any backup documentation will be provided to TMFPD when requested of the WCSO Finance Liaison Officer.
- h. TMFPD shall remit to the WCSO full payment within 30 days of receipt of the invoice, which payment shall be by a check made out to the Washoe County Sheriff's Office, RAVEN program.

4. **ADMINISTRATION:** TMFPD Chiefs and the Washoe County Sheriff shall be responsible for the administration of this Agreement. Each party to this Agreement represents to the other that it has sufficient resources and/or other agreements to perform the covenants, terms and conditions set-forth hereunder. The terms of this Agreement may be modified only by written agreement of the parties hereto.

5. **EMPLOYMENT STATUS:** The WCSO and TMFPD shall, during the entire term of this Agreement, be construed to be independent contractors and nothing in this Agreement is intended nor shall be construed to create an employer-employee relationship between employees of any of the parties hereto. Except as expressly provided in this Agreement, the WCSO shall be responsible for management of and costs associated with the WCSO employees, and TMFPD shall be responsible for management of and the costs associated with TMFPD employees.

6. **ENTIRE AGREEMENT & SEVERABILITY:** This Agreement contains all of the commitments and agreements of the parties. Oral and written commitments not contained herein shall be of no force or effect to alter any term of this Agreement. If any provision of this Agreement is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, the parties shall, if possible, agree on a legal, valid, and enforceable substitute provision that is as similar

in effect to the deleted provision as possible. The remaining portion of the Agreement not declared illegal, invalid, or unenforceable shall, in any event, remain valid and effective for the term remaining unless the provision found illegal, invalid, or unenforceable goes to the essence of this Agreement.

7. **NOTICE.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.

8. **INSPECTION & AUDIT.**

A. Books and Records.

Each party agrees to keep and maintain under generally accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the other party, the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with any applicable regulations and statutes.

B. Inspection & Audit.

Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the other party, the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.

C. Period of Retention.

All books, records, reports, and statements relevant to this Agreement must be retained by each party for a minimum of three years and for five years if any federal funds are used in this Agreement. The retention period runs from the date of termination of this Agreement. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

9. **LIABILITY OF PARTICIPATING AGENCIES**

A. To the extent limited in accordance with NRS 41.0305 to NRS 41.039, each Party agrees to indemnify, hold harmless and defend the other Party, its officers, employees and

agents from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorneys' fees and costs, arising out of any alleged negligent or willful act or omissions of the Party, its officers, employees and agents arising out of the performance of this Agreement. Each Party may assert all available defenses, including but not limited to the defense of sovereign immunity as appropriate in all cases. Each party's obligation for actions sounding in tort is limited in accordance with the provisions of NRS 41.035.

B. Each participating Party shall be responsible for, and the other Party shall have no obligations with respect to the following:

1. Withholding income taxes, FICA or any other taxes or fees
2. Industrial insurance
3. Participation in any group insurance plans available to employees
4. Participation or contribution by either the employing agency or the participating agencies to the Public Employees Retirement System
5. Accumulation of vacation leave or sick leave
6. Unemployment compensation coverage provided by the participating agencies

C. INDEMNIFICATION. Pursuant to Nevada Revised Statutes, Chapter 41, and without waiving any provisions thereof, the Parties hereto agree to hold harmless, indemnify and defend each other from and against any and all losses, liabilities or expenses of any nature resulting from any claim for injury to the person or property of another as a result of any negligent, reckless or intentional act on the part of their respective employees, agents or servants. Neither Party waives any right or defense to indemnification that may exist in law or equity. The employing agency's employees, agents, or representatives shall not be considered employees, agents or representatives of other participating agencies. Each will assert the defense of sovereign immunity as appropriate in all cases. Each Party's obligation for actions sounding in tort is limited in accordance with the provisions of NRS 41.035.

D. To the extent limited in accordance with NRS 41.0305 to NRS 41.039, participating agencies shall indemnify and hold other participating agencies harmless for damage, or from liability for damages, resulting from the use of another agencies' equipment or vehicle while acting in official capacity in furtherance of this agreement to include damages arising from mechanical or other defects with the equipment or vehicles. Each agency will assert the defense of sovereign immunity as appropriate in all cases. Each agency's obligation for actions sounding in tort is limited in accordance with the provisions of NRS 41.035.

10. **WORKERS' COMPENSATION.** For the limited purpose of the exclusive remedy set forth in NRS 616A.020, all parties shall be deemed to employ jointly a person who is an employee of either party and sustains an injury by accident or occupational disease while participating in the matter for which assistance was requested. However, for the purpose of providing insurance benefits pursuant to NRS 616A through NRS 616D and NRS 617 each party shall provide such benefits to its own employees at its own expense. The parties waive any indemnification provision with respect to such industrial injuries or occupational diseases.

11. **GOVERNING LAW; JURISDICTION.** This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Second Judicial District Court of the State of Nevada for interpretation and enforcement of this Agreement.

12. **ASSIGNMENT.** Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.

13. **FUNDING-OUT CLAUSE:** TMFPD reasonably believes that funds can be obtained sufficiently to make all payments during the term of this Agreement. If TMFPD does not allocate funds to continue the function performed by the WCSO under this Agreement, this Agreement shall be terminated when appropriated funds expire, without penalty, charge or sanction to TMFPD.

IN WITNESS THEREOF, the parties hereto have approved this Agreement and have caused this Agreement to be executed by their respective officers on the date next to the signatures.

WASHOE COUNTY
BOARD OF COUNTY COMMISSIONERS

By: _____
Bob Lucey, Chair

Date: _____

ATTEST:

County Clerk

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS

By: _____
Bob Lucey, Chair

Date: _____

ATTEST:

County Clerk



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *CV*
Legal *DLV*
Risk Mgt. *SE*
HR *SW*

DATE: May 5, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Approval of a Cooperative Agreement and corresponding Annual Operating Plan between the Truckee Meadows Fire Protection District and the Storey County Fire Department. (All Commission Districts)

SUMMARY

Approval of a Cooperative Agreement and corresponding Annual Operating Plan between the Truckee Meadows Fire Protection District (TMFPD) and the Storey County Fire Department (SCFD).

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

June 12, 2012, The Board of Fire Commissioners approved a Cooperative Agreement between the Truckee Meadows Fire Protection and the Storey County Fire Department.

April 23, 2013, The Board of Fire commissioners approved an Annual Operating Plan between the Truckee Meadows Fire Protection and the Storey County Fire Department.

BACKGROUND

Approval of the Cooperative Agreement will continue the practice of sharing critical resources in a timely and cost efficient manner and providing our citizens with the high level of service they have come to expect from the District.

The Annual Operating Plan outlines common expectations, operating protocols, reimbursement rates and shared responsibilities, mutual and automatic aid parameters during wildland fires involving the TMFPD and the SCFD.

FISCAL IMPACT

Should there be any costs related to exceeding the time threshold and or the need to enter into cost share agreements, there is sufficient budget authority within the approved 2017/18 budget.

RECOMMENDATION

Staff recommends that the Board approve a Cooperative Agreement and corresponding Annual Operating Plan between the Truckee Meadows Fire Protection District and the Storey County Fire Department.

POSSIBLE MOTION

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

"I move to approve a Cooperative Agreement and corresponding Annual Operating Plan between the Truckee Meadows Fire Protection District and the Storey County Fire Department."

**Cooperative Agreement Between
Truckee Meadows Fire Protection District and
Storey County Fire District**

◇

In accordance with NRS 277.045, this Cooperative Agreement ("Agreement") is made and entered into between the Truckee Meadows Fire Protection District on behalf of itself (TMFPD), and Storey County Fire District (SCFD), both of which are fire districts formed under NRS Chapter 474. At times herein the parties may be referred to as "agency" or "agencies." This Agreement is effective upon approval and execution by all agencies.

RECITALS

WHEREAS, each of the above-named entities maintains and operates fire/rescue organizations within their respective jurisdictions; and,

WHEREAS, on occasion each agency experiences fires or other emergencies of such a magnitude or simultaneous number that assistance of other fire response organizations would be beneficial in addressing the emergencies; and,

WHEREAS, it is deemed in the best interests of the public and citizens of the affected jurisdictions that TMFPD and SCFD provide both automatic aid and mutual aid to the other as set forth herein; and,

WHEREAS, the agencies hereto desire to enter into this cooperative agreement pursuant to NRS 277.045 to provide for the circumstances and procedures under which each agency will provide assistance, both Mutual Aid and Automatic Aid, in responding to fire and other emergencies when requested by the other party; and,

NOW THEREFORE, based upon the foregoing recitals which are incorporated by this reference, the agencies mutually agree to provide fire suppression equipment, facilities and personnel to each one other under the following terms and conditions:

1. Definitions - The following definitions shall have the meaning ascribed to them:

- a. **Agency Representative** - This person serves as the point of contact for the responding or requesting agency and has been delegated authority to make decisions on matters affecting that agency's participation at the incident.
- b. **Annual Operating Plan** - The parties will meet annually, to prepare an annual operating plan (AOP). This AOP will include current rates for use of the Department's equipment and personnel, list of principal personnel, and any other items identified in this agreement.
- c. **Assistance by Hire** - Assistance by hire is the provision to provide fire suppression or support resources to the other party on a reimbursement basis. All reimbursement shall be based upon rates established in the AOP.
- d. **Automatic Aid** - Automatic aid means both parties are automatically dispatched, without a specific request, to an incident occurring in a designated area.

- e. **Mutual Aid** – Mutual aid may be provided in the event of a specific request for assistance as set forth below.
 - f. **Requesting Agency** - The agency which experiences an incident in which assistance, whether mutual aid or automatic aid, is sought shall be known herein as the Requesting Agency.
 - g. **Responding Agency** - The agency providing assistance, whether through mutual aid or automatic aid, shall be known herein as the Responding Agency.
2. **Request for Mutual Aid.** When it is believed that mutual aid is necessary, a request for assistance shall be made by the most expedient manner possible. Both agencies shall provide a telephone number or telephone numbers to the other agency which should be used when requesting assistance from the Responding Agency. It is mutually agreed that either party may operate on the other parties' radio frequency.
 3. **Mutual Aid Resource Determination.** The Battalion Chief for the Responding Agency shall determine whether it has sufficient resources available to provide mutual aid and respond to the request for assistance. If the Responding Agency has resources available to respond to the request for assistance, the Responding Agency will furnish the Requesting Agency fire fighting equipment, personnel and facilities. Neither agency is obligated to reduce the level of resources available in the responding jurisdiction below that deemed reasonably necessary to provide the residents of the Responding Agency's jurisdiction with fire suppression services.
 4. **Automatic Aid.** The parameters of Automatic Aid and the attendant response areas are set forth in AOP. The AOP may be modified by mutual agreement of the Fire Chiefs for the parties provided that the revisions are signed by the Fire Chiefs or duly authorized designee and provided to the respective County Clerks before they are effective.
 5. **Communications.** In both mutual and automatic aid situations, the operating frequency will be designated by the Requesting Agency's dispatch center. It will be identified at the same time the request for assistance is made by the Requesting Party. All communications will be to the requesting dispatch center on the designated frequency.
 6. **Incident Management.** Any mutual or automatic aid extended under this Agreement is done with the express understanding that personnel of the Requesting Agency shall remain in charge at the incident for which aid is requested unless the command of an incident has been transferred to another agency or to an incident management team. Pursuant to this authority, the Requesting Agency, the agency which has command or the incident management team, may direct and supervise the personnel and equipment provided by the Responding Agency through the operation of this Agreement.
 7. **Mutual/Automatic Aid.** Mutual Aid and Automatic Aid shall be provided without expectation of reimbursement for the first (24) twenty-four hours from the time of response. All mutual or automatic aid provided beyond (24) twenty- four hours will be considered assistance by hire.

If reimbursement is available as a result of a declaration of disaster, grant, and/or cost recovery, reimbursement for personnel, apparatus and support equipment shall cover the entire time of commitment, beginning from the time of initial dispatch from the Responding Party's home base, to the time of return to the home base. Events that are cost recoverable and/or payable through State or Federal Funding, or from third parties determined responsible shall be reimbursable. All reimbursement shall be based upon rates established in the AOP.

- 8. Assistance by Hire.** Assistance by Hire is the provision of fire suppression resources, by one Agency to another, on a reimbursement basis. Except for mutual and automatic aid, all requests for fire suppression assistance shall be assistance by hire. Any resources provided by a Responding Agency, and not specifically ordered by the Requesting Agency, shall be considered a voluntary contribution. Agencies to this agreement will provide current Assistance by Hire rate schedules and updates when rates change. The rates will be posted and updated in the AOP.
- 9. Incident Management Teams.** Salary, benefits, overtime, and transportation for department personnel assigned to an Incident Management Team that is utilized by the Requesting Agency to manage their incident, through delegation of authority, will be considered assistance by hire.
- 10. Equipment.** The Responding Agency is responsible for the operation, service and maintenance of their equipment during incident operations on the jurisdiction of the Requesting Agency. The Requesting Agency shall be responsible to pay or reimburse for damages in excess of normal wear and tear, and shall replace or reimburse items lost, damaged or destroyed, except for damage that occurred as a result of negligence by the Responding Agency. Replacement or reimbursement to the Responding Agency by the Requesting Agency will occur within 90 days of receipt of an invoice documenting such equipment.
- 11. Incident Report.** Upon request, the Responding Agency to a mutual aid incident shall provide the Requesting Agency with an incident report within (20) twenty working days following completion of the incident.
- 12. Worker's Compensation.** For the limited purpose of the exclusive remedy set forth in NRS 616A020, both parties shall be deemed to employ jointly a person who is an employee of either party and sustains an injury by accident or occupational disease while participating in the matter for which assistance was requested. However, for the purpose of providing insurance benefits pursuant to NRS 616A through NRS 616D and NRS 617 each party shall provide such benefits to its own employees at its own expense. The parties waive any indemnification provision with respect to such industrial injuries or occupational diseases.
- 13. Independent Agencies.** The parties are associated with each other only for the purposes and to the extent set forth in this Agreement, and in respect to performance of services pursuant to this Agreement, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Agreement, shall have

the sole right to supervise, manage, operate, control, and direct performance of the incident under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

- 14. Hold Harmless.** The parties will not waive and intend to assert available remedies and liability limitations set forth in Chapter 41 of the Nevada Revised Statutes. Contractual liability of both parties shall not be subject to punitive damages. To the fullest extent of Chapter 41 of the Nevada Revised Statutes, each party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other party from and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorney's fees and costs arising out of any alleged negligent or willful acts or omissions of the indemnifying party, its officers, employees and agents. The indemnifying party shall not be liable to hold harmless any attorney's fees and costs for the indemnified party's chosen right to participate with legal counsel.
- 15. Third Party Beneficiaries.** This Agreement is not intended to create or be construed to create any right or action on the part of any person or entity not signatory to this Agreement, nor create the status of third party beneficiaries for any person or entity.
- 16. Integration and Modification.** This Agreement constitutes the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.
- 17. Severability.** If any provision of this Agreement is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, the parties shall, if possible, agree on a legal, valid, and enforceable substitute provision that is as similar in effect to the deleted provision as possible. The remaining portion of the Agreement not declared illegal, invalid, or unenforceable shall, in any event, remain valid and effective for the term remaining unless the provision found illegal, invalid, or unenforceable goes to the essence of this Agreement
- 18. Assignment.** Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the proper written consent of the other party.
- 19. Public Records.** Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.
- 20. Proper Authority.** The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this

Agreement and that the parties are authorized by law to engage in the cooperative action set forth in this Agreement.

- 21. Governing law; Jurisdiction.** This Agreement is entered into in the State of Nevada and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada.
- 22. Ratification.** This agreement shall become effective upon ratification by appropriate legal action by the governing bodies of the parties as a condition precedent to its entry into force and shall remain in full force and effect for five years from the last signature placed hereon, unless revoked by either party without cause, provided that a revocation shall not be effective until 90 days after a party has served written notice of revocation to the other party.
- 23. Amendment.** The parties may amend this agreement at any time by an endorsement made in writing and approved by the Storey County Fire District fire board and the fire board of both the Truckee Meadows
- 24. Termination.** The Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause upon 90 days written notice. The parties expressly agree that this Agreement shall be terminated immediately if for any reason any party's funding ability supporting this Agreement is withdrawn, limited, or impaired.
- 25. Notices.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given when delivered personally by hand, or by telephonic facsimile with simultaneous delivery by regular mail, or mailed certified mail, return receipt requested, postage repaid on the date posted, and addressed to the other party at the following addresses:

Truckee Meadows Fire Protection District

Charles Moore, Fire Chief
PO Box 11130
Reno, NV 89520-0027

Storey County Fire District

Jeff Nevin, Fire Chief
PO Box 603
Virginia City, NV 89440

Any party may designate a different address or representative to receive notices provided that such designation is sent in writing to the other party in accordance with this paragraph.

IN WITNESS THEREOF, the parties hereto have approved this Cooperative Agreement and have caused this Agreement to be executed by their respective officers on the date next to the signatures.

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

BOB LUCEY, Chair
Truckee Meadows Fire Protection District
Board of Fire Commissioners

DATE

ATTEST:

STOREY COUNTY FIRE DISTRICT

MARSHALL MCBRIDE
Storey County Fire District
Board of Fire Commissioners

DATE

ATTEST:

Storey County Clerk

Annual Operating Plan Rate and Cost Agreement

Storey County Fire Protection District

Declared Costs – Personnel and Equipment

Effective May1, 2017

	Regular	Regular	Regular	Regular
	Hourly	1/2 Time	1.5 OT	2.10 OT
Battalion Chief	\$60.70	\$30.35	\$91.05	\$127.47
Fire Captain/Fire Marshal	\$57.32	\$28.66	\$85.98	\$120.37
Fire Captain/EMT II	\$55.27	\$27.63	\$82.90	\$116.06
Fire Fighter/Paramedic	\$49.50	\$24.75	\$74.25	\$103.95
Fire Fighter/EMT II	\$47.17	\$23.58	\$70.55	\$99.05
Heavy Equipment Operator	\$43.59	\$21.79	\$65.39	N/A
All Risk 6-Month Seasonal Firefighter	\$16.50	\$8.25	\$24.75	N/A
All Risk 6-Month Lead Seasonal Firefighter	\$19.02	\$9.51	\$28.53	N/A
Volunteer Firefighter	Volunteer FF will be paid actual costs at most current AD rates relevant to position filled.			

NOTE: All staffing costs are in addition to apparatus costs and will be charged at actual hourly rates.

2.10 Overtime Defined: This overtime category is designed for the 56 hour work week employee to default to a 40 hour work week overtime rate. It is used when individuals are dispatched outside of Storey County for all-risk incidents. It is also used for calculation of Call-Back time to multiple alarms, natural disaster, etc. as defined in the CBA.

Apparatus Type	Rate	Mileage
Type I Engine – Structure Engine	\$190/hour	Included in hourly
Type III Engine – Brush Engine	\$170/hour	Included in hourly
Type IV, VI Engine – Brush Patrol	\$100/hour	Included in hourly
Type I Water Tender	\$170/hour	Included in hourly
Command Vehicle	\$96.00/daily	.55 Per Mile for Travel and Fuel Cost at Incident Only
Utility (1/2 Ton and Smaller)	\$86.00/daily	.55 Per Mile for Travel and Fuel Cost at Incident Only
Pickup (3/4 Ton and Above)	\$96.00/daily	.55 Per Mile for Travel and Fuel Cost at Incident Only
Rescue	\$75.00/hour	Included in hourly
Heavy Rescue	\$175.00/hour	Included in hourly
Air Truck	\$150.00/hour	Included in hourly
Fuel Truck	\$75.00/Hour	Included in hourly
Hazmat Unit	\$225.00/hour	Included in hourly
Heavy Equipment Mechanic Truck	\$125.00/hour	Included in hourly
Transport/Lowboy	\$95/hour	\$1.75 per mile
Dozer Tender	\$75.00/hour	\$1.55 per mile
Type II Dozer	\$115/hour	Incident pays for fuel costs or \$44.00 per hour additional
Ambulance	\$125/hour	\$23.37 Per Mile for Travel and Transports (Billed to Patient)
Fuel Trailer	\$75/day	No mileage charges
Special Event Staffing	\$560/day	Includes one unit with two personnel
Durable Medical Equipment	\$250.00/day	N/A
Polaris UTV	\$150.00/day	Included in daily cost

-Each dozer will be dispatched with a Dozer Tender. This vehicle will be assigned for the entire duration of the incident.

-Dozer Operator and Transport Driver will be charged at their Departmental rates.

-Staff responding to an incident will be charged separately from the cost of the equipment.

-When an incident does not provide subsistence for assistance-by-hire personnel per diem at the federally established regional or CONUS rate shall apply in accordance with GSA per diem rates at www.gsa.gov Documentation in the form of receipts must be provided for reimbursement.

Contact persons and phone numbers

Storey County Fire District Staff:

	Mobile	Office
Jeff Nevin, Fire Chief	(775) 721-3790	(775) 847-0954
Ron Adkins, A Shift Battalion Chief	(775) 742-9826	(775) 847-0954
Rob DuFresne, B Shift Battalion Chief	(775) 691-6137	(775) 847-0954
TBD, C Shift Battalion Chief	(775) 671-8632	(775) 847-0954
Alicia Russell, Business Manager		(775) 847-0954

Fire Stations:

Fire Station #1, 145 N. "C" St., Virginia City	(775) 847-0954
Fire Station #2, 2610 Cartwright Rd, Virginia Highlands	(775) 847-0971
Fire Station #4, 431 Canyon Way, Lockwood	(775) 342-0220
Fire Station #5, 1705 Peru Drive, McCarran	(775) 343-3300

Storey County Dispatch Center	(775) 847-0950
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Communications:

As indicated within the Mutual Aid Agreement, both parties agree to allow the other to operate on their frequency during responses to incidents. It is also agreed that any incidents within Storey County will operate on SCFD North Repeater for command and White/State Fire 1 for tactical operations. When White/State Fire 1 is being used within the region the tactical frequency shall go to White/State 2, White/State 3 and so on.

Storey County Communications Frequencies:

POS	RXF	RXPL	TXF	TXPL USER NAME
1.	155.070	79.7	155.865	79.7 FD1 South (SCFD Como)
2.	155.070	79.7	155.865	173.8 FD2 Central (SCFD Ophir)
3.	155.070	79.7	155.865	186.2 FD3 North (SCFD Pond)
4.	155.070	79.7	155.070	79.7 FD4 Local (SCFD Local)
9.	159.075	159.075		SC General Use
10.	156.165	159.075	100.0	SC General Use RPTR
12.	154.2800	154.2800		V FIRE 21
13.	154.2650	154.2650		V FIRE 22
28	154.2950	154.2950		V FIRE 23
29	154.2725	154.2725		V FIRE 24
30	154.2875	154.2875		V FIRE 25
31	154.3025	154.3025		V FIRE 26

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

2017 BILLING RATES

All rates based on actual cost to the Fire Protection District. Billed rate will be at the actual cost and may be different than the rate quoted in this document.

APPARATUS RATES

Equipment responding to an incident on an equipment resource order ("E" number) will be billed for hours worked as indicated on the Crew Time Report/Shift Ticket and will include travel time. Equipment is not included in portal to portal pay provisions; however usage will be reimbursed at the rate indicated in the rate schedule.

- Structure Engine - Type I \$190.00/hr.
- Brush Engine - Type III \$170.00/hr.
- Water Tender \$170.00/hr.
- Patrol Truck – Type VI \$100.00/hr.
- Rescue \$75.00/hr.
- Heavy Rescue \$175.00/hr.
- Air Truck \$150.00/hr.
- Fuel Truck \$75.00/hr.
- Water Rescue Unit w/Boats \$75.00/hr.
- Hazmat Unit \$225.00/hr.
- Heavy Mechanic Truck \$125.00/hr.

SUPPORT VEHICLE AND EQUIPMENT RATES

Medical Equipment: Reimbursement will be made for expendable medical supplies such as drugs, IV fluids, cardio electrodes, etc. A pre-incident and post-incident inventory, approved by the Incident Commander, will be required for reimbursement request submitted with the billing package. If a pre and post-incident inventory cannot be obtained, an invoice of supplies consumed signed by the Incident Commander will suffice.

- ALS, Durable Medical Equip. Kit \$250.00/day

County or Fire District Owned Vehicles:

- Command Vehicle \$96.00/day plus \$0.53.5 per mile
- SUV/Pickup (½ ton and below) \$86.00/day plus \$0.53.5 cents per mile
- Pickup (¾ ton and above) \$96.00/day plus \$0.53.5 cents per mile
- Polaris UTV \$150.00/day (must be ordered via resource order)
- Privately Owned Vehicle \$0.53.5 cents per mile
- Masticator \$115.00/hr. plus fuel costs or \$44.00/hr. additional
- Ambulance \$125.00/hr.

PERSONNEL RATES

Backfill (for 56 hour personnel only) personnel and their invoices amounts will be shown on the same invoice as incident personnel. Backfill dates will be noted. All personnel are charged consistent with the District's current labor agreements and/or resolutions as approved by the Board.

40 Hour Rate	Regular	OT	CB OT
Chief	74.63		
Deputy Chief	TBD		
Division Chief	71.40	107.10	
Battalion Chief	59.66	89.49	125.21
40 Hour Rate	Regular	OT	CB OT
Logistics Chief Officer	45.61	68.41	95.72
Fire Marshal	56.28	84.42	107.72
Fire Prevention Specialist I	38.44	57.66	73.57
Fire Prevention Specialist II	38.44	57.66	73.57
Fleet Manager	56.28	84.42	107.72
Fire Mechanic	38.44	57.66	73.57
Fire Mechanic/Logistics Assistant	34.50	51.75	66.03
Training Captain	46.94	70.41	98.51

56 Hour Rate	Regular	OT	CB OT
Battalion Chief	42.62	63.93	89.45
Training Captain	30.48	45.72	63.97
Captain	30.48	45.72	63.97
Operator	27.16	40.73	56.99
Paramedic	25.62	38.43	53.77
Firefighter	23.05	34.58	48.38

BILLING ADDRESS

Truckee Meadows/Sierra Fire Protection District
P.O. Box 11130
1001 E. Ninth Street
Reno, NV 89520-0027

CONTACT INFORMATION

Charles A. Moore, Fire Chief
(775) 328-6123 Mobile (775) 313-8903

Cindy Vance, Chief Fiscal Officer
(775) 326-6070

Administrative Office
(775) 326-6000 Fax (775) 326-6003

DUNS NUMBER

006811244

TAX ID NUMBER

EIN # 38-3856902

STATION LOCATIONS**Career Stations**

Station #13 – 10575 Silver Lake Rd., Stead,
Station #14 – 12300 Old Virginia Rd., Reno
Station #15 – 110 Quartz Ln., Sun Valley
Station #16 – 1240 E. Lake Blvd., Washoe Valley
Station #17 – 500 Rockwell Blvd. Spanish Spring
Station #18 – 3680 Diamond Peak Dr., Cold Springs
Station #30 – 3905 Old Hwy 395, Washoe Valley
Station #35 – 10201 W. 4th St., Mogul
Station #36 – 13500 Thomas Creek Rd., Reno
Station #37 – 3255 W. Hidden Valley Dr., Reno
Station #39 – 4000 Joy Lake Rd., Reno

Volunteer Stations

Station #221 – 11525 Red Rock Rd., Silver Lake
Station #223 – 130 Nectar St., Lemmon Valley
Station #225 – 400 Stampmill Dr., Wadsworth
Station #227 – 3010 Lakeshore Blvd., Washoe Valley
Station #229 – 6015 Ironwood Rd., Palomino Valley
Station #301 – 345 Bellevue Rd., Washoe Valley
Station #351 – 165 Bridge St., Verdi

IN WITNESS WHEREOF, The parties hereto have caused this Annual Operating Plan Agreement to be executed as of the day and year herein below.

Dated this 16th day of May 2016

**TRUCKEE MEADOWS FIRE
PROTECTION DISTRICT**

STOREY COUNTY FIRE DISTRICT

BOB LUCEY, Chair
Truckee Meadows Fire Protection District
Board of Fire Commissioners

MARSHALL MCBRIDE
Storey County Fire District
Board of Fire Commissioners



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *CJ*
Legal *DSV*
Risk Mgt. *SE*
HR *N/A*

DATE: April 25, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Approve a Water Rights Deed between Truckee Meadows Fire Protection District as Grantor and the Truckee Meadows Water Authority, as Grantee in support of new water service to Truckee Meadows Fire Station 14 located at 470 Foothill Road. (All Commission Districts)

SUMMARY

Approve a Water Rights Deed between Truckee Meadows Fire Protection District (TMFPD) as Grantor and the Truckee Meadows Water Authority (TMWA), as Grantee in support of new water service to Truckee Meadows Fire New Station 14 located at 470 Foothill Road.

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

PREVIOUS ACTION

There is no previous action with this item.

BACKGROUND

TMWA's rules and regulation for provision of new or expanded water service requires dedication of sufficient water rights to support new projects. Truckee Meadows Fire Protection District is conveying 1.51 acre-feet of uncommitted water rights to TMWA in support of the new water service commitment to the TMFPD new Fire Station 14 located at 470 Foothill Road. This dedication of water rights is a necessary step to obtain a water service commitment from TMWA for this new station.

FISCAL IMPACT

There is no fiscal impact resulting from this dedication of water rights. The water rights under permit 61976 proposed to be conveyed to TMWA originate from the old Station 4 on Old Virginia Road, (what is currently called Station 14) and was surplus to the needs of that station. There was no money expended to acquire these water rights.

RECOMMENDATION

It is recommended that the Board of County Commissioners Approve and execute a Water Rights Deed between Truckee Meadows Fire Protection District as Grantor and the Truckee Meadows Water Authority, as Grantee in support of new water service to Truckee Meadows Fire Station 14 located at 470 Foothill Road.

AGENDA ITEM #5D

POSSIBLE MOTION

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

"I move to Approve a Water Rights Deed between Truckee Meadows Fire Protection District as Grantor and the Truckee Meadows Water Authority, as Grantee in support of new water service to Truckee Meadows Fire Station 14 located at 470 Foothill Road."

APN: N/A
When Recorded mail Document to:
Truckee Meadows Water Authority
Water Resources Dept.
P.O. Box 30013
Reno, NV 89520-3013

WATER RIGHTS DEED

THIS INDENTURE, made and entered into this ____ May, 2017 by and between TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STATION 4, by and through its Board of Fire Commissioners, a political subdivision of the State of Nevada, hereinafter referred to as "Grantor", and the TRUCKEE MEADOWS WATER AUTHORITY, a Joint Powers Authority entity created pursuant to a cooperative agreement among the cities of Reno, Nevada, Sparks, Nevada and Washoe County, Nevada, pursuant to N.R.S. Chapter 277, hereinafter referred to as "Grantee".

WITNESSETH:

That said Grantor, for good and valuable consideration, the receipt whereof is hereby acknowledged, does by these presents hereby grant, bargain, sell and convey unto the Grantee, and to its successors and assigns forever, any and all of Grantor's right, title, and interest in and to that portion of the water rights under Permit No.61976 more particularly described as follows:

A portion of Permit No. 61976 which consists of 1.51 acre-feet, along with a pro-rata portion of the diversion rate. Granted by the State and filed in the office of the Nevada Division of Water Resources

To have and to hold said water rights together with the tenements, hereditaments and appurtenances thereunto belonging or appertaining and the reversion and reversions, remainder and remainders, rents, issues, and profits thereof unto the Grantee, its successors and assigns, forever.

Grantee does hereby agree to assume the payment of all water fees and charges that may hereafter become due and payable in respect to said rights and does hereby further agree to pay all administrative and operative charges that may hereinafter be payable with respect to said water rights.

IN WITNESS WHEREOF, the parties hereto have caused their name to be hereunto subscribed the day and year first above written.

GRANTOR: TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STA 4 By: _____ Name: <u>Robert Lucey</u> Chairman, Board of County Commissioners	GRANTEE: TRUCKEE MEADOWS WATER AUTHORITY By: _____ Name: <u>John R Zimmerman</u> Water Resources Manager
--	--

STATE OF NEVADA)
) ss.
 COUNTY OF WASHOE)

This instrument was acknowledged before me on _____, 2017,
 by **Robert Lucey** as Chairman – Board of County Commissioners of **Truckee
 Meadows Fire Protection District Station 4** therein named.

 Notary Public

STATE OF NEVADA)
) ss.
 COUNTY OF WASHOE)

This instrument was acknowledged before me on _____, 2017,
 by **John R. Zimmerman** as Water Resources Manager, of **Truckee Meadows
 Water Authority**, on behalf of said Joint Powers Authority therein named.

 Notary Public



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *BN*
Legal *BN*
Risk Mgt. *DE*
HR *BN*

DATE: May 1, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Division Chief Effective May 16, 2017. (All Commission Districts)

SUMMARY

Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Division Chief Effective May 16, 2017.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

None

BACKGROUND

The Truckee Meadows Chief Officers Association (COA) has requested the position of Division Chief be included into the COA Collective Bargaining Agreement (see attached). Citing the position as supervisory, the COA feels the position falls within the community of interest required by the COA, as the position will be responsible for ensuring most aspects of training for operations and EMS to District Personnel. The current recruitment of Division Chief will be assigned to Training and EMS and will have three Training Captains and a Program Assistant assigned as direct reports.

FISCAL IMPACT

The Division Chief's salary of \$111,311-\$126,942 range is outlined in the attached salary schedule and was included and approved within the FY 16/17 budget.

RECOMMENDATION

It is recommended the Board of Fire Commissioners to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Division Chief Effective May 16, 2017.

POSSIBLE MOTION

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

"I move to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Division Chief Effective May 16, 2017."

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING (this "Agreement") is entered into this 16th day of May, 2017 ("Effective Date") by and between Truckee Meadows Chief Officers Association ("UNION") and Truckee Meadows Fire Protection District (DISTRICT) a fire district formed under NRS Chapter 474 and are hereinafter collectively referred to as the "Parties".

RECITALS

WHEREAS, the DISTRICT and UNION have entered into a Collective Bargaining agreement dated June 21, 2016, which agreement expires June 30, 2019 (LABOR AGREEMENT); and,

WHEREAS, the DISTRICT created the position of "Division Chief" and provided for funding of the same; and,

WHEREAS, in a letter dated May 3, 2017, the UNION requested that position be represented by the UNION; and,

WHEREAS, the DISTRICT finds that there is a sufficient community of interest in the position to merit representation by the DISTRICT; and,

WHEREAS, the Parties have mutually agreed to amend certain articles and provisions of the LABOR AGREEMENT to reflect the representation by the UNION of the new position as well as a negotiated salary range for the same, which amended provisions shall apply during the term of the LABOR AGREEMENT

NOW THEREFORE, the Parties hereby agree to amend the LABOR AGREEMENT as follows:

Fire Division Chief

ARTICLE 2 – RECOGNITION

Paragraph A. shall be amended to read as follows:

A. The District hereby recognizes the Association as the exclusive bargaining agent for the following management personnel in the Truckee Meadows Fire Protection District including but not limited to:

1. Battalion Chief
2. Chief Officer – Logistics

3. Fire Marshal
4. Fire Equipment Fleet Manager
5. Division Chief

ARTICLE 8 – REDUCTION IN FORCE

In the event of a personnel reduction resulting in a layoff within the Chief Officers Association, such reduction shall be effected as follows:

1. Any resulting reduction within the Chief Officers Association in the Division Chief, Battalion Chief and/or Fire Marshal ranks resulting in the loss of employment with the Fire District, shall be based upon total District seniority which includes all continuous time with the State of Nevada, for employees hired by the District prior to July 1, 2006, in addition to time accrued with the District regardless of classification or bargaining unit.
2. Any employee being laid off shall have the option of accepting a voluntary demotion to the next lower classification within the Fire District.
3. No new employee shall be hired until the last laid off qualified employee has been given the opportunity to return to the higher classification.

(Revised 7-1-16)

ARTICLE 13 – SALARIES

Paragraph A shall be amended to read as follows:

- A. These pay rates shall be effective as of July 1, 2016 and are reflected in the salary schedule attached hereto as Appendix A and by reference incorporated herein.

1. Battalion Chief
2. Chief Officer – Logistics
3. Fire Marshal
4. Fire Equipment Fleet Manager*
5. Division Chief**

*Salary range approved by the Fire Board on July 19, 2016.

**Salary approved by the Fire Board on January 17, 2016

APPENDIX A – SALARY SCHEDULE

Appendix A – Salary schedule is amended to include the following “Addendum”

Classification	Step	Hourly Rates		
		05/16/16 FY 16/17	2.50% COLA 07/01/17 FY 17/18	2.25% COLA 07/01/18 FY 18/19
Division Chief	1	\$53.51	\$54.85	\$56.08
(2080 Hours)	2	\$57.32	\$58.75	\$60.07
Police Fire PERS	3	\$61.03	\$62.56	\$63.97

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date written below.

Signed this 16th, day of May 2017 for the:

**TRUCKEE MEADOWS
CHIEF OFFICERS ASSOCIATION**

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

Chris Ketring, President

Bob Lucey, Chair



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *CT*
Legal *DW*
Risk Mgt. *DE*
HR *DW*

DATE: April 25, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Accept donation of a Panasonic 50" monitor with an estimated value of \$500 from the Nevada Department of Education in support of the Truckee Meadows Fire Protection District Lemmon Valley Volunteer Fire Station 223 and to express appreciation for the thoughtful contribution. (Commission Districts 5)

SUMMARY

Accept donation of a Panasonic 50" monitor with an estimated value of \$500 from the Nevada Department of Education in support of the Truckee Meadows Fire Protection District (TMFPD) Lemmon Valley Volunteer Fire Station 223 and to express appreciation for the thoughtful contribution.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

The Board of Fire Commissioners has accepted donations on several occasions in the past.

BACKGROUND

Information was provided by a TMFPD Volunteer to the District administration office of a surplus item that would benefit volunteer training at Station 223. Through the collaboration between TMFPD and the State of Nevada Department of Education, this donation was suggested and processed.

FISCAL IMPACT

The Panasonic 50" monitor will be accepted into the TMFPD inventory for Lemmon Valley Volunteer Fire Station 223.

RECOMMENDATION

It is recommended that the Board accept a Panasonic 50" monitor with an estimated value of \$500 from the Nevada Department of Education in support of the Truckee Meadows Fire Protection District (TMFPD) Lemmon Valley Volunteer Fire Station 223 and to express appreciation for the thoughtful contribution.

POSSIBLE MOTION

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

"I move to accept a Panasonic 50" monitor with an estimated value of \$500 from the Nevada Department of Education in support of the Truckee Meadows Fire Protection District (TMFPD) Lemmon Valley Volunteer Fire Station 223 and express Sincere appreciation for the thoughtful contribution."

BRIAN SANDOVAL
Governor

STEVE CANAVERO, Ph.D.
*Superintendent
of Public Instruction*

STATE OF NEVADA



DEPARTMENT OF EDUCATION
700 E. Fifth Street
Carson City, Nevada 89701-5096
(775) 687 - 9200 · Fax: (775) 687 - 9101
<http://www.doe.nv.gov>

SOUTHERN NEVADA OFFICE
9890 S. Maryland Parkway, Suite 221
Las Vegas, Nevada 89183
(702) 486-6458
Fax: (702) 486-6450
www.doe.nv.gov/Educator_Licensure

April 19, 2017

To: Truckee Meadows Fire Protection District
Attn: Maureen O'Brien
1001 East Ninth Street
Building D, Second Floor
Reno, NV 89520

Dear Ms. O'Brien,

The Nevada Department of Education would like to donate a Panasonic 50" monitor to the TMFPD for use at the Lemmon Valley Fire Station.

Please see the details below:

Brand: Panasonic
Model: TH50ph9uk
Estimated Value: \$500

Sincerely,

Andrea McCalla
Administrative Services Officer III

cc: Cindy Little, IT Professional III-Information Security Officer
Randi Hunewill, Assistant Director CTE



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief *AM*
Finance *AV*
Legal *DW*
Risk Mgt. *DE*
HR *DW*

DATE: May 3, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Accept a monetary donation in the amount of \$700 from Marsha Berkbiger, \$500 from Vaughn Hartung, \$500 from Jeanne Herman, \$300 from Charles Moore, and \$99 from Thomas and Jaqueline Daly in support of and on behalf of the Truckee Meadows Firefighters Association Local 3895 to fund scholarships for children ages 11-14 throughout our community to attend the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution. (All Commission Districts)

SUMMARY

Accept a monetary donation in the amount of \$700 from Marsha Berkbiger, \$500 from Vaughn Hartung, \$500 from Jeanne Herman, \$300 from Charles Moore, and \$99 from Thomas and Jaqueline Daly in support of and on behalf of the Truckee Meadows Firefighters Association Local 3895 to fund scholarships for children ages 11-14 throughout our community to attend the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

The Board has accepted monetary donations from citizens for various purposes.

BACKGROUND

Since 2014, Truckee Meadows Firefighter Association, in partnership with Truckee Meadows Fire Protection District and Washoe County has held an annual Fire Kids Camp. The camp provides area youth an opportunity to develop confidence and emergency skills. The cost for each child to attend is \$99. Donations from Marsha Berkbiger, Jeanne Herman, Charles Moore and Thomas Daly will enable 16 children throughout the community to attend this camp free of charge. Vaughn Hartung's Donation will enable 5 additional children from Washoe County District 5 to attend the camp free of charge. All together this will allow 21 children to attend at no cost.

FISCAL IMPACT

An internal order has been created to track all donations and costs for the Kids Fire Camp. The monetary donation will be deposited into the Truckee Meadows Fire Protection District account within the internal order and will be subsequently paid directly to Local 3895 to apply the monies directly to the cost of tuition for Fire Kid Camp. Should the Board accept these cash donations, the District's FY16/17 General Fund budget will need to be amended to increase revenues (484000 "Donations, Contributions" and expenses (710500 "Other Expense") by \$2,099.

RECOMMENDATION

It is recommended that the Board accept a monetary donation in the amount of \$700 from Marsha Berkbigler, \$500 from Vaughn Hartung, \$500 from Jeanne Herman, \$300 from Charles Moore, and \$99 from Thomas and Jaqueline Daly in support of and on behalf of the Truckee Meadows Firefighters Association Local 3895 to fund scholarships for children ages 11-14 throughout our community to attend the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution. It is also recommended that the Board direct the District to make the appropriate budget amendments.

POSSIBLE MOTION

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

"I move to Accept a monetary donation in the amount of \$700 from Marsha Berkbigler, \$500 from Vaughn Hartung, \$500 from Jeanne Herman, \$300 from Charles Moore, and \$99 from Thomas and Jaqueline Daly in support of and on behalf of the Truckee Meadows Firefighters Association Local 3895 to fund scholarships for children ages 11-14 throughout our community to attend the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution and Direct Finance to make the appropriate budget amendments"



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *W*
Legal *SW*
Risk Mgt. *SE*
HR *DW*

DATE: May 3, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Accept a monetary donation in the amount of \$5,500 from Vaughn Hartung and \$5,500 from Bob Lucey to fund overtime for Truckee Meadows Fire Protection District employees to participate in the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution. (All Commission Districts)

SUMMARY

Accept a monetary donation in the amount of \$5,500 from Vaughn Hartung and \$5,500 from Bob Lucey to fund overtime for Truckee Meadows Fire Protection District employees to participate in the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

The Board has accepted monetary donations from citizens for various purposes.

BACKGROUND

Beginning in 2014, Truckee Meadows Firefighter Association in partnership with Truckee Meadows Fire Protection District and Washoe County have held an annual Fire Kids Camp. This donation will help bring the camp under the purview of the District and allow employees who would normally be on schedule, to be able to help with this event without taking personal time to do so.

FISCAL IMPACT

An internal order has been created to track all donations and costs for the Kids Fire Camp. These donations will be used to offset the overtime and backfill costs required for staff to participate in the event. Should the Board accept these cash donations, the District's FY16/17 General Fund budget will need to be amended to increase revenues (484000 "Donations, Contributions") and expenses (701300 "Overtime") by \$11,000. Any remaining donations will be kept in the account to be used to support future Kids Fire Camp or returned to the donor at the donor's discretion.

RECOMMENDATION

It is recommended that the Board accept a monetary donation in the amount of \$5,500 from Vaughn Hartung and \$5,500 from Bob Lucey to fund overtime for Truckee Meadows Fire Protection District employees to participate in the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution. It is also recommended that the Board direct the District to make the appropriate budget amendments.

POSSIBLE MOTION

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

"I move to accept a monetary donation in the amount of \$5,500 from Vaughn Hartung and \$5,500 from Bob Lucey to fund overtime for Truckee Meadows Fire Protection District employees to participate in the 2017 Fire Kids Camp, and to express sincere appreciation for the thoughtful contribution and to direct Finance to make the appropriate budget amendments"



MEMORANDUM

May 9, 2017

To: Board of Fire Commissioners
Truckee Meadows Fire Protection District

Fm: Charles A. Moore, Fire Chief

Re: **Fire Chief's Report**

This report summarizes fire district operations for the month of March 2017. Attached are operational summaries for February and March, 2017. Other issues to be discussed with possible direction to staff include:

- Volunteer Program Update. An update on recruitment and Volunteer Transition Plan and a status of the District's latest recruitment process is attached.
- Update on Division and Deputy Chief Selection.
- Fuels Management Update.
- Presentation on District's Use of Drones.
- Burn Permit Update*

*Commissioner Jung requested detail on the number of burn permits. Please see the tabulation on the following page.

BURN PERMIT STATISTICS 2016 - 2017 (YTD 5/2/2017)

PERMITS ISSUED IN THE LAST 12 MONTHS

<u>TOTAL</u>	<u>2538</u>
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	<u>2016</u>	<u>2017</u>	<u>TOTAL</u>
<u>DISTRICT 13</u>	<u>294</u>	<u>147</u>	<u>441</u>
<u>DISTRICT 14</u>	<u>82</u>	<u>38</u>	<u>120</u>
<u>DISTRICT 15</u>	<u>78</u>	<u>39</u>	<u>117</u>
<u>DISTRICT 16</u>	<u>246</u>	<u>115</u>	<u>361</u>
<u>DISTRICT 17</u>	<u>304</u>	<u>138</u>	<u>442</u>
<u>DISTRICT 18</u>	<u>65</u>	<u>77</u>	<u>142</u>
<u>DISTRICT 30</u>	<u>52</u>	<u>19</u>	<u>71</u>
<u>DISTRICT 35</u>	<u>55</u>	<u>21</u>	<u>76</u>
<u>DISTRICT 36</u>	<u>52</u>	<u>26</u>	<u>78</u>
<u>DISTRICT 37</u>	<u>12</u>	<u>5</u>	<u>17</u>
<u>DISTRICT 39</u>	<u>18</u>	<u>15</u>	<u>33</u>
<u>**SPECIAL CONDITIONS – BURN PERMIT</u>			<u>1</u>

HYDROGRAPHIC BASIN 87

<u>REQUESTS THAT NEVER CONTACTED AIR QUALITY</u>	<u>31</u>
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<u>APPROVALS</u>	<u>32</u>
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<u>NO EXEMPTIONS (permit denied)</u>	<u>11</u>
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Truckee Meadows Fire Protection District

Status Update Volunteer Program

Summary (As of 5/5/17)

Station	Operational Volunteers	Support Volunteers
Lemmon Valley 223	7	1
Palomino Valley Auxiliary 229	3	7
*Red Rock 240	7	4
Silver Lake 221	5	3
South Valley 227/301	14	6
Verdi 351	5	1
Totals	40	22

**District Volunteers at Washoe County Fire Services Station*

Volunteer Program Recruitment Status

2017 Volunteer Orientation Meetings

Date of Orientation	Number of Interested People Who Contacted the District since the first meeting	Number of Applications Received	Number of Interviews conducted	Lynx Backgrounds Completed	WCSO Fingerprinting Requests Submitted	Fingerprinting Requests completed from State & Federal Agencies	Number of Requests for ARC Physicals
March 2017	83	33	29	27	27	10	7













TMFPD Volunteer Transition Plan Update

Summary Status of 68 total tasks

Status	Total Tasks	Percentage
✓ Tasks On Schedule	8	12%
✗ Tasks Behind Schedule	2	3%
★ Tasks Completed	58	85%
Total	68	100%

TMFPD Volunteer Transition Plan Update

Administration	Status
1. Clearly define and publish a new TMFPD organizational structure and chain of command that includes the volunteer personnel organizational component. Determine a volunteer rank structure that provides for effective chain of command and that integrates with the career rank structure.	
2. Develop a records system to capture and track volunteer demographic information, equipment issued, and other information as needed. Integrate this record to the extent possible with TMFPD training and medical exam records.	
3. Develop an intake process for volunteers moving to TMFPD. This process should include an intake interview. The intent is to capture: <ul style="list-style-type: none"> • Demographic information • Current skills and qualifications • Current certifications • Recent training received and recorded • Which functions each volunteer wishes to provide through their service 	
4. Develop a recruitment, application, and intake process for new volunteers.	
5. Determine if proximity to station time limits should be in place and if so, what that time limit should be.	
6. Develop participation requirements for volunteers. This may include percentage of alarms answered and number of training sessions attended.	
7. Develop a system to recognize volunteers providing significant contribution to the system.	
8. Complete development of operating practices and procedures of the volunteer organizational component. Develop new policies and standard operating guidelines. Consider developing a Volunteer Handbook describing the program and operational practices as a training resource. Distribute the document to all personnel (career and volunteer) and provide training on its contents.	
9. Define the relationship between existing 501C3 organizations and TMFPD. Identify authorized activities in support of TMFPD and necessary communications/coordination practices. Codify any intended relationship in an operating agreement.	
10. Define the relationship between the Washoe County Volunteer Firefighters Association and TMFPD. Codify any intended relationship in an operating agreement.	










TMFPD Volunteer Transition Plan Update

Operations	Status
1. Evaluate the TMFPD service area to determine which volunteer stations should continue to provide all-risk services, which can move to an EMS, wildland, and/or support only role, and which could be closed and consolidated with an adjacent career or volunteer station.	★
2. For each volunteer station, define the call types it will be dispatched to. This definition will consider: <ul style="list-style-type: none"> Distance to adjacent career stations Local response workload 	★
3. Identify response types that should generate a volunteer unit dispatch on initial alarm based on call type and station location.	★
4. Determine the appropriate apparatus and equipment types for each station based on its expected utilization.	★
5. Determine the response capabilities and skill qualifications that must be held by volunteers assigned to each station.	★
6. Identify and define positions to be held by volunteers. Develop job descriptions for each position (i.e. Logistics, EMS, Tender Operator, Support, Wildland, All Risk)	★
7. Develop a helmet marking, or other identification system, so that all personnel can know the qualifications of any volunteer responder. Consider developing a similar system for career staff.	★
8. Improve the process for dispatching volunteers. Streamline the alerting system. Consider dispatching volunteers by unit designation rather than station.	✓
9. Develop procedures so that volunteers assigned to one station can respond from another station and operate equipment in that station.	★
10. Identify the maximum number of volunteers needed by station and function.	★
11. Determine if TMFPD wishes to support an "auxiliary" program. If so, develop necessary training, support, and communications systems.	✓
12. Improve the collection of incident information at both the career and volunteer level. Ensure that all incident activity by volunteer units is captured in NFIRS reports. Ensure that all information possible captured by Reno Dispatch is downloaded directly to Fire RMS incident records.	★














TMFPD Volunteer Transition Plan Update

Training	Status
1. Develop a training needs assessment to guide the development and delivery of training to volunteers. This needs assessment should consider: <ul style="list-style-type: none"> • Information received during intake interviews • Individual skills assessments, • Individual volunteer interests • Volunteer resource deployment analysis. 	
2. Develop training modules that define the skills and abilities, and training required for each functional role performed by volunteers as defined in the Operations section of this Transition Plan. Develop task books as appropriate. Develop skills qualification review procedures to ensure ongoing capability and to plan future training.	
3. Develop a schedule of training to ensure individual volunteers are qualified by certification and skills maintenance. Utilize on-duty career companies supported by training staff. Determine best times and days of week to ensure maximum availability of training for volunteers.	
4. Develop a new training standard for Type 1 engine crew leader.	
5. Develop training programs that allow volunteers to respond from other than their primary station.	
6. Develop criteria to determine if special training requested by a volunteer should be approved (i.e. likelihood of use of skill). Establish procedures to define the manner in which training costs will be pre-paid or reimbursed.	
7. Schedule and require volunteers to attend sexual harassment, hostile workplace, substance abuse, and diversity training.	

TMFPD Volunteer Transition Plan Update









Prevention	Status
1. Determine risk reduction activities appropriate for volunteers.	★
2. Develop a job description for community risk reduction volunteer.	✓
3. Identify sources of or develop training for the identified activities.	★
4. Develop criteria describing the minimum commitment required from a volunteer.	★
5. Recruit and select people qualified to be a risk reduction volunteers.	★
6. Provide necessary training and orientation for new risk reduction volunteers.	★
7. Develop a process for scheduling and monitoring volunteer activities.	★
8. Ensure basic fire inspection and fire investigation evidence preservation is included in initial and ongoing volunteer training.	★
9. Develop a procedure for volunteers to report fire and life safety risk concerns directly to Fire Prevention.	✓
10. Determine if the Washoe County Volunteer Firefighters Association (WCVFFA) fire safety trailer has value to TMFPD. Develop a purchase, lease, or use agreement if appropriate. If not, determine if TMFPD wishes to contract with WCVFFA to operate the trailer or discontinue its use within the district altogether.	★

TMFPD Volunteer Transition Plan Update

Logistics, Fleet, and Facilities	Status
1. Develop a standard supply inventory for each station.	
2. Adapt existing procedures for requesting supplies, maintenance, equipment, etc. to include volunteer stations. The system must accommodate normal non-time sensitive requests and immediate needs such as apparatus repair.	
3. Develop a standardized uniform policy for all career and volunteer personnel. Determine if uniforms will be issued by TMFPD or purchased by volunteers.	
4. Retrieve and inventory personal protective equipment (PPE) that may be stored at each volunteer station. Plan to warehouse excess PPE at a central location.	
5. Develop records keeping systems for uniforms, PPE and other equipment issued to individual volunteers.	
6. Develop records keeping systems for durable equipment, apparatus and other supplies issued to each volunteer station.	
7. Develop a quick and convenient method for volunteer station managers to report repair and maintenance needs.	
8. Evaluate each vehicle used by volunteers and determine if it should be retained for use in the future.	
9. Develop a monitoring process to ensure periodic apparatus checks are completed.	
10. As vehicle maintenance and repair records system upgrades are completed for career apparatus, include volunteer apparatus in new processes and procedures.	
11. Identify the ownership of existing volunteer fire stations.	



TMFPD Volunteer Transition Plan Update

Risk Management	Status
1. Develop a plan to provide station security during the transition phase.	
2. Review TMFPD's drug and alcohol policy to ensure volunteers are covered. If not, rewrite the policy to ensure volunteers are included.	
3. Develop a procedure that defines facilities uses by both volunteers and outside groups that are appropriate and balance risk management and service delivery needs. Provide to Risk for review and comment.	
4. Determine and then document in volunteer policies or procedures the extent to which loss or damage to personal items will be reimbursed by TMFPD.	
5. Determine and document the start and end time point for workers compensation coverage for incidents, training, and other activities.	
6. Ensure volunteers sign that they have received and understand the Volunteer Handbook and/or associated policies and/or procedures.	
7. Ensure the OSHA rights and responsibilities form is read and signed by volunteers.	
8. Provide all documents describing the transition and the volunteer component of TMFPD to Risk Management for review and comment.	

TMFPD Volunteer Transition Plan Update

Legal		Status
1. Research law and court cases to determine if the transition of volunteers to TMFPD creates an employee/employer relationship. Revise the program as needed to ensure this relationship is not created.		★
2. Provide notice to 501C3s at least 30 days prior to the transition date. The notice should provide for termination of tenancy, restrictions on delivery of emergency services, coordination of community and other organization activities associated with TMFPD, and other concerns.		★
3. Provide all documents describing the transition and the volunteer component of TMFPD to Legal for review and comment.		★
4. Develop and execute lease or purchase agreements for 501C3 owned stations that remain of value to TMFPD.		✗

Internal and External Information		Status
1. Develop and communicate the vision of TMFPD post-transition. Ensure all personnel, career and volunteer, fully understand what TMFPD looks like and operates like post-transition.		★
2. Develop and communicate clear and direct expectations to both volunteer and career staff regarding the transition. The outcome of the transition should be communicated in detail. Behavioral expectations should be communicated and enforced.		★
3. Provide regular progress updates to all personnel. Communicate both accomplishments and set-backs along with proposed course changes.		★
4. Develop opportunities for all personnel to offer ideas and feedback on the transition activities and expected outcomes. These opportunities should not necessarily require following normal chain of command such as periodic open meetings, suggestions blog, etc.		★
5. Develop a joint management/career/volunteer advisory group to review plan details and report to the fire chief.		✗
6. Work with County PIO to develop public information strategy.		★

Yearly Training Hour Requirement

Career Firefighter/Paramedic – Even Year-89/Odd Year-108

All-Risk Firefighter – Even Year-89/Odd Year-92 (career EMT same hours)

Wildland Firefighter – 56 hours/year

Logistics – 39-46 hours/year

Support – 13-37 (EMT)/year

OSHA	Haz-Mat FRO	OSHA	Bloodborne Pathogens
NFPA	Firefighter Safety	OSHA	Lockout/Tagout
NFPA	Incident Management	OSHA	Confined Space Awareness
NFPA	Evidence Protection/Arson Detection	OSHA	PPE
NFPA	Communications, Dispatch procedures	NFPA	Equipment Maintenance
NFPA	Auto Extrication	TMFPD	District Familiarization
NFPA	Ice Rescue– Operations	NFPA	Scene Lighting
NFPA	Building Construction	NFPA	Attack Class B Fires
NFPA	Water Rescue	NFPA	Donning/Doffing PPE
NFPA	Ropes & Knots, tool hoist	TMFPD	Defensive Driving
NFPA	Search & Rescue	ISO	Single Company Drills (8/year)
TMFPD	Safety Stand Down (Health, Safety, & Wellness)	OSHA	SCBA Quarterly Drill (4/year)
NFPA	Electrical/Gas Emergencies	OSHA	SCBA Fit Test
NFPA	Water Systems/Supply	NFPA	Fire Attack & Supply Lines/Class A Fires

NFPA	EVOC (cone course)	EMS	CPR/First Aid
NFPA	Ladders	NFPA	Fire Behavior & Control
NFPA	Fire Extinguishers	TMFPD	MCS Drills
NFPA	WMD's	ISO	Multi-Company Drills (4/year)
NFPA	Fire Streams	ISO	Night Drills (2/year)
NFPA	ICS	NWCG	Shelter Refresher
NFPA	Fire Detection, Alarm, & Suppression Systems	NWCG	RT-130 Classroom
NFPA	Salvage & Overhaul	NWCG	Wildland Refresher Practical
NFPA	Fire Loss Control	NFPA	Hand Tools/Forcible Entry
TMFPD	Pre-plans	NFPA	Ventilation
NFPA	Vehicle Fires	TMFPD	Heart/Lung Physical
NFPA	Traffic control	ISO	Company training- 20 hrs/member/month
NFPA	Dumpster Fires	NFPA	Minimum of 24 training hours/year
NFPA	Awareness level classes (trench, water, con space)	NFPA	Minimum of 10 structural firefighting sessions/year
OSHA	Haz-Comm		



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT MONTHLY REPORT

February 2017

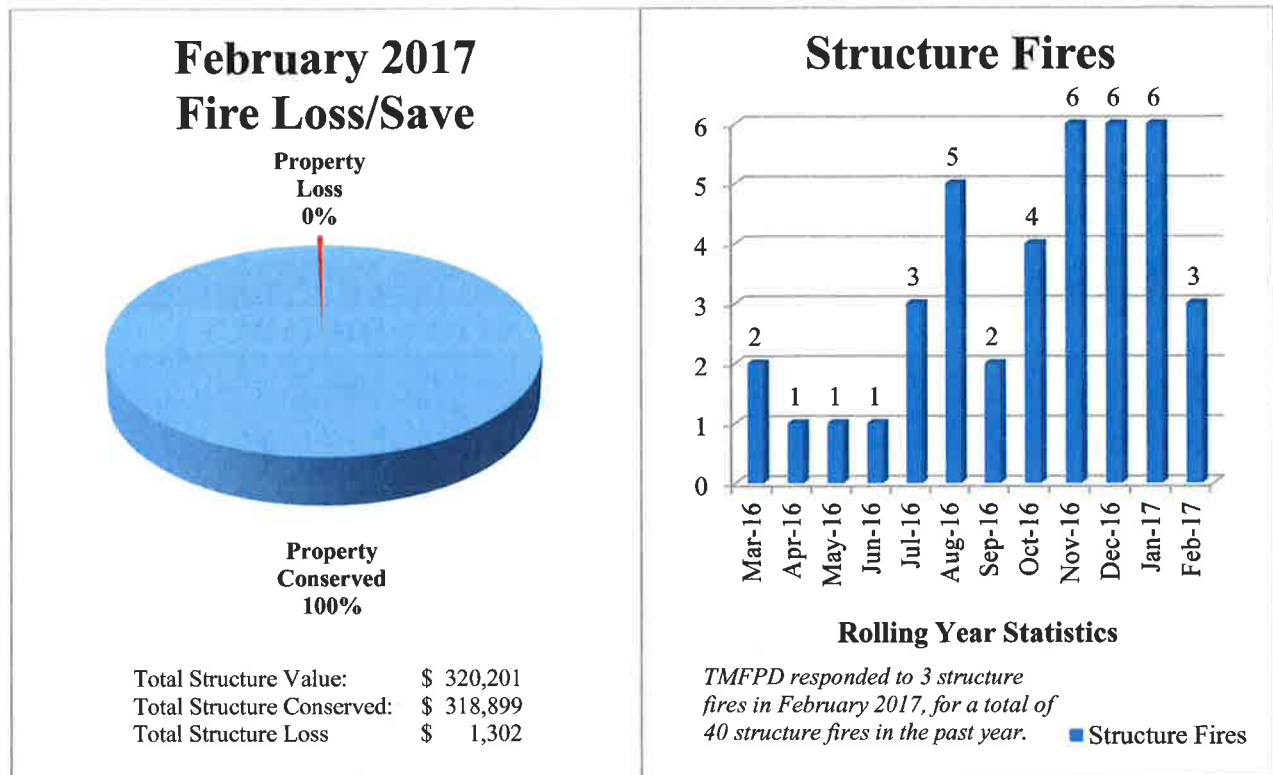
The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

Monthly Call Volume by Station & Type													
INCIDENT TYPE	STATION/DISTRICT												
	13- Stead	14- Danonte 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	1							4
Wildland Fire													0
Vehicle/Trash/Other Fire	1		1		4		1		1				8
Emergency Medical Services	71	36	139	17	98	50	11	16	25	10	7	1	481
Motor Vehicle Accident	8	1	9	3	9	2	4	6	3	3	10		58
Rescue	4						1			1	1		7
Haz-Mat/Hazardous Condition	3	4	1	3	2	1		2	1	2	2		21
Public Assist	14	2	15	3	10	3	2	1	5				55
Good Intent Call	9	3	18	4	18	2	6	6	1	21	13		101
Activated Fire Alarm	2	3	4		2	3	1	4	4	1			24
Severe Weather Related	2	1		2				2					7
Other						1			1				2
FEBRUARY 2017 TOTAL	115	50	188	32	144	63	26	37	41	38	33	1	768
FEBRUARY 2016 TOTAL	90	46	208	34	141	51	15	30	42	39	20	0	716

In the month of February 2017, the TMFPD responded to 768 incidents, for a cumulative total of 9,732 incidents in the past twelve months.

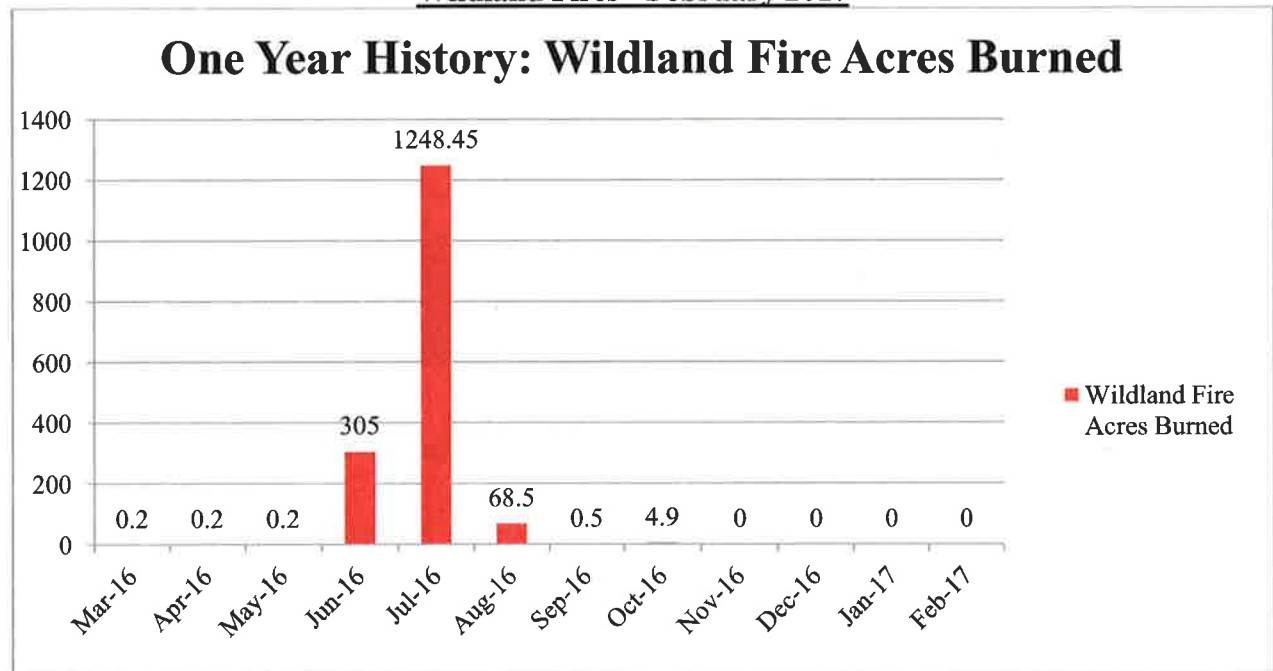
AGENDA ITEM # 8B

Fire Loss to Value Comparison – February 2017



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

Wildland Fires - February 2017



In the month of February 2017, 0 acres were burned. As of February 28, 2017, 1627.95 acres burned in the past twelve months.

Mutual Aid Given and Received - February 2017

Mutual Aid Given & Received by Department		
DEPARTMENT	AID GIVEN	AID RECEIVED
Bureau of Land Management	0	0
California Department of Forestry	0	0
Carson City FD	0	2
Eastfork FD	0	0
Nevada Division of Forestry	0	1
North Lake Tahoe FPD	0	7
North Lyon County FPD	0	0
Pyramid Lake Fire	0	0
Reno FD	3	0
Reno/Sparks Indian Colony	1	0
Sierra County, CA	0	0
Sparks FD	3	2
Storey County FPD	1	0
Truckee Fire, CA	0	0
US Forest Service	0	0
TOTAL	8	12

The TMFPD received aid 12 times from neighboring agencies and provided aid 8 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.

Station by Commission District		
Station	District	Commissioner
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:

Flooding - Crews assisted flood victims throughout the region, especially in Washoe Valley and the North Valleys, throughout the month.

Avalanche – Station 39 (Galena Forest); Mt. Rose Hwy. Summit

Commission District 1

Automatic Aid from North Lake Tahoe Fire Protection District

On February 20th at 21:22 hours, resources from the Truckee Meadows Fire Protection District responded to a reported avalanche at the Mt. Rose Summit with possibly one vehicle trapped in the slide. Due to the conditions and the slide area covering the highway, resources set up staging areas on both sides of the slide. Crews from NDOT used heavy equipment to open up the roadways to the scene on the Reno side of the slide. Resources from NLTFPD started searching from the Incline side of the slide. The reported vehicle was located by NDOT personnel on the Reno side and the vehicle was freed and removed from the scene. No injuries or vehicle damage were reported from the freed subject. WCSO Hasty Team arrived on scene and continued to

search the area to confirm no other victims were trapped in the snow. All TM resources were released by WCSO.

1 TM Battalion Chief and 1 TM Engine responded to this incident.

**Flooding – Station 16 (East Washoe Valley); 3270 White Pine
Commission District 2**

On February 21st at 00:32 hours, resources from the Truckee Meadows Fire Protection District responded to reports of flooding in the intersection of White Pine Drive and Clark Dr. On arrival, multiple culverts were overflowing and/or back flowing into driveways and yards along White Pine, Nye and Lakeshore Dr. The home at 3270 White Pine Dr. was flooding into the garage. Crews built a sand bag wall along the culvert to mitigate the flooding. The crews also reinforced sand bags along the garage as a secondary divider from the flood waters. The crews continued down White Pine Drive and sand bagged driveways; and one additional home between 3370 and 3400 White Pine Drive. After approximately 3 hours, the water started to subside.

2 TM Engines and 1 TM Battalion Chief responded to this incident.

**Water Rescue – Station 13 (Stead); Lemmon Drive and Palace Drive
Commission District 5
Rescue Required**

On February 23rd at 21:08 hours, BC3 was checking the closed section of Lemmon Drive and came upon a vehicle that had run off of the road and was partly submerged in 4' of water. BC3 requested a water rescue response due to a person being trapped inside the vehicle. E13 and E15 responded. E13 arrived on-scene and, with appropriate water rescue gear, made access to the vehicle and removed the occupant. The occupant was treated for hypothermia and REMSA transported the patient to the hospital.

1 TM Battalion Chief and 2 TM Engines responded to this incident.

Training:

- EMS – Respiratory System A&P
- EMS – Basic Pharmacology
- OSHA – Lockout/Tagout
- Ventilation Training
- Monthly TRIAD HazMat Training
- Hazard Communication Training
- Water and Ice Rescue Refresher Training
- Confined Space Rescue Training

Accomplishments:

- Area Flood Response and Mitigation
- New Recruit Academy Completed
- Drone Pilot License
- Probationary Firefighter Skills Testing Completed
- Promotional Testing for Captains Completed
- Hosted TMCC EMT Student Ride-Alongs
- Budget and CIP Process
- Met with Regional Partners to Develop a Regional Management Team for Line of Duty Deaths (LODD)



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT MONTHLY REPORT

March 2017

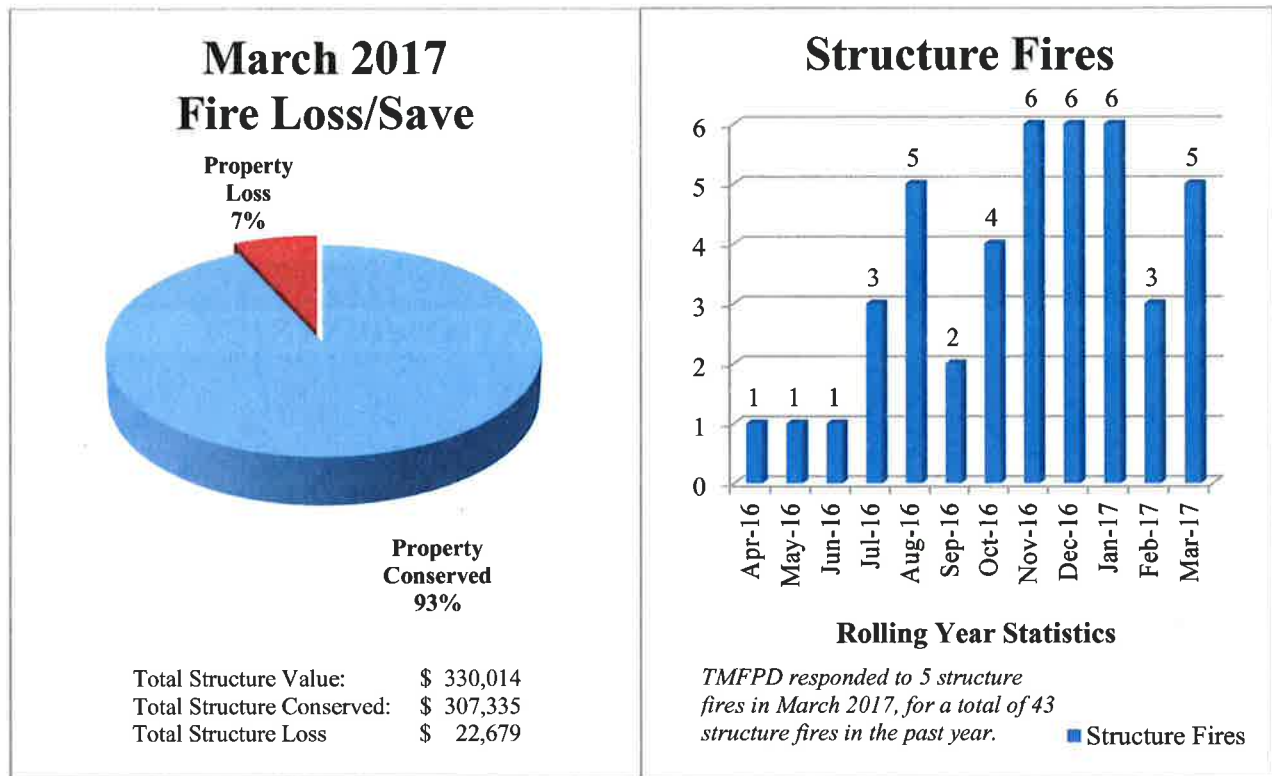
The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

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	3						1	1			7
Wildland Fire		2	5										7
Vehicle/Trash/Other Fire		1											1
Emergency Medical Services	55	42	159	18	100	61	1	24	18	18	10		506
Motor Vehicle Accident	9	3	15	2	9	3	12	6	2		2	3	66
Rescue	1												1
Haz-Mat/Hazardous Condition		1	3		4	1	2	2	1	1			15
Public Assist	16	3	7	2	7	1	3	4	1				44
Good Intent Call	18	5	31	7	18	10	8	6	2	21	6		132
Activated Fire Alarm	2	3	1		3	1				1			11
Severe Weather Related	1												1
Other			1										1
MARCH 2017 TOTAL	103	61	225	29	141	77	26	42	25	42	18	3	792
MARCH 2016 TOTAL	112	69	215	36	147	74	14	31	40	29	15	0	782

In the month of March 2017, the TMFPD responded to 792 incidents, for a cumulative total of 9,742 incidents in the past twelve months.

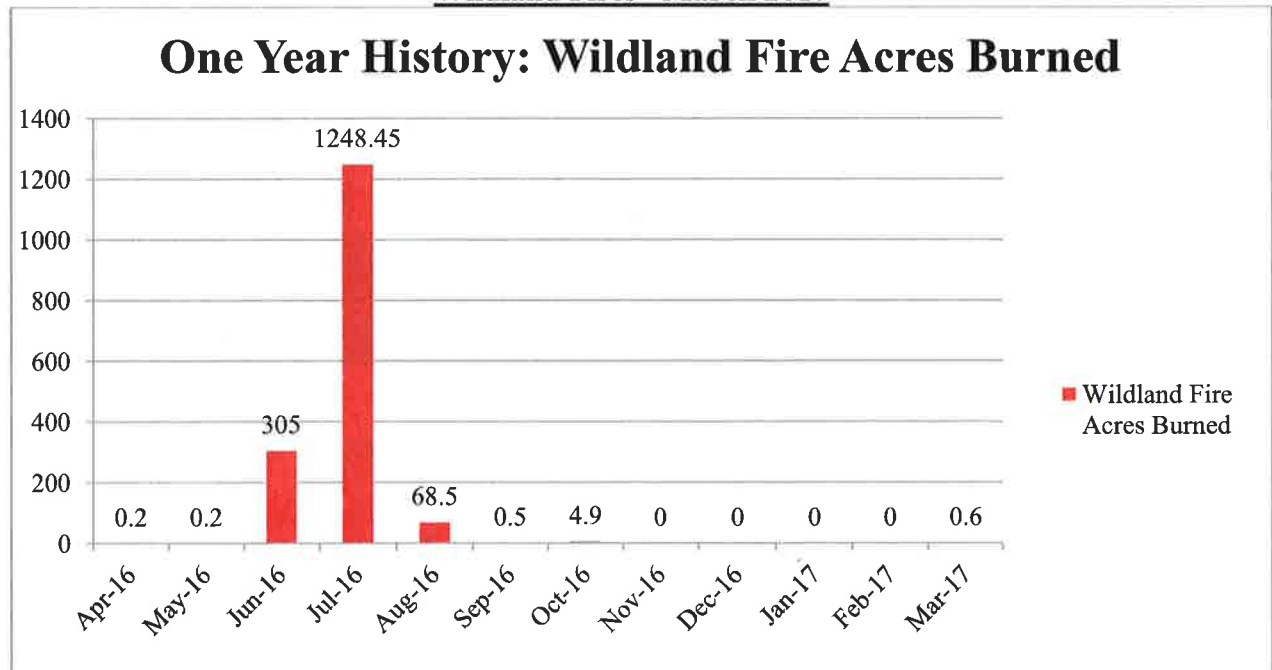
AGENDA ITEM # 8B

Fire Loss to Value Comparison – March 2017



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

Wildland Fires - March 2017



In the month of March 2017, .6 acres were burned. As of March 31, 2017, 1628.35 acres burned in the past twelve months.

Mutual Aid Given and Received - March 2017

Mutual Aid Given & Received by Department		
DEPARTMENT	AID GIVEN	AID RECEIVED
Bureau of Land Management	0	0
California Department of Forestry	0	0
Carson City FD	0	0
Eastfork FD	0	0
Nevada Division of Forestry	0	0
North Lake Tahoe FPD	0	1
North Lyon County FPD	0	0
Pyramid Lake Fire	1	0
Reno FD	4	2
Reno/Sparks Indian Colony	0	0
Sierra County, CA	1	0
Sparks FD	4	3
Storey County FPD	0	1
Truckee Fire, CA	0	0
US Forest Service	0	0
TOTAL	10	7

The TMFPD received aid 7 times from neighboring agencies and provided aid 10 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.

Station by Commission District		
Station	District	Commissioner
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:

HazMat – Station 37 (Hidden Valley): Wadsworth Commissioner District 4 Automatic Aid to Pyramid Lake Fire

On March 2nd at 14:22 hours, Pyramid Lake requested assistance from TMFPD for a hazmat incident in tribal assisted housing. Four tribal workers had become ill and transported themselves to the hospital. 18 hours later they notified tribal fire and police and requested the residence be scanned for hazardous materials. TM's hazmat team suited up and made entry into the structure to search for hazardous products. Samples of liquid were taken from containers in the residence for testing by the hazmat team. The test results were inconclusive. However the residence did appear to possibly have been an old drug manufacturing location due to other evidence found. The residence was cleared for entry; the employees were to return to residence as long as they provided for breathing protection and adequate ventilation.

**Structure Fire – Station 15 (Sun Valley); 5692 Winward Circle
Commission District 3**

On Wednesday March 8, 2017 at 11:37 hours, the Truckee Meadows Fire Protection District and the Lemon Valley Volunteer Fire Department responded to a mobile home fire at 5692 Winward Circle. Upon arrival E15 found a single wide mobile home with heavy fire involvement. All of the occupants had escaped the structure. E15 made a transitional fire attack. Additional fire apparatus arrived and the fire was contained to the structure of origin. No injuries reported during this incident.

4 TMFPD Fire Engines, 1 LVVFD Rescue, 1 TMFPD Battalion Chief and 1 TMFPD Safety Officer responded. The trailer was a total loss.

**Structure Fire – Station 14 (Damonte Ranch): 14075 Perlite Dr.
Commission District 2**

On March 10th at 12:37 hours, crews from the Truckee Meadows Fire Protection District responded to an outbuilding fire. On arrival E-14 reported a fully involved chicken coop. Crews quickly extinguished the fire on arrival. The fire extended into a wooden fence burning approximately a 10 ft section. Once the fire was overhauled, the scene was turned over to the reporting party and all units were released. No animals were lost during the incident and no injuries of personnel were reported.

4 TM Engines, 1 TM Water Tender, and 1 TM Battalion Chief responded to this incident.

**Structure Fire – Station 15 (Sun Valley): 5200 Carol Dr.
Commission District 3
Automatic Aid Received from Sparks Fire**

On March 11th at 12:11, crews responded to a structure fire on Carol Lane in District 15. On arrival crews found the exterior of the home involved and extinguished the fire prior to the arrival of the second due engine. The second engine arrived and crews overhauled the structure. Once the investigation was complete the scene was turned over to the residents. Red Cross was requested to assist the family and their household pets.

4 TM Engines, 1 TM Battalion Chief and 1 Sparks Engine responded to this incident.

Training:

- EMS Training – Cardiac Emergencies
- EMS – CNS Injuries
- Ice Rescue Training
- Confined Space Training
- Annual Respiratory Refresher
- Workplace Harassment Training
- Driver Training
- Swim Testing
- Infectious Control Training
- State EOC Training
- Auto Extrication Training
- RT 130 Wildland Refresher Training

Accomplishments:

- Flood Operations In the North Valleys
- Issued RFP for Ambulance
- Hosted Ride-Alongs for TMCC EMT Students
- VFW Firefighter of the Year Award
- VFW Paramedic of the Year Award
- Hose Testing



VOLUNTEER FIRE DEPARTMENT MONTHLY REPORT

February 2017

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									
VOLUNTEER RESPONSE: INCIDENT TYPE	STATION/DISTRICT								TOTAL
	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	
Structure Fire		1							1
Wildland Fire									0
Vehicle/Trash/Other Fire	1		1						2
Emergency Medical Services	1	8		2		4	4		19
Motor Vehicle Accident	1	2	2	5				1	11
Rescue		3							3
HazMat/Hazardous Condition		1		1					2
Public Assist	1	6		1		1			9
Good Intent Call			2	2					4
Activated Fire Alarm							1		1
Severe Weather Related		1							1
Lightning Plan									0
Other									0
FEBRUARY 2017 TOTAL	4	22	5	11	0	5	5	1	53

In the month of February, 2017 the Truckee Meadows Volunteers responded to 53 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.

Station by Commission District		
Station	District	Commissioner
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:

Flooding – Volunteer Crews assisted flood victims throughout the region, especially in Washoe Valley and the North Valleys, throughout the month.

TRAINING AND ACTIVITY

STATION	ACTIVITY	CREWS	HOURS PER	TOTAL HOURS
Lemmon Valley #223	EMS Training – practiced patient contact	1	8	8
	EMS Training – completed Quiz Chapters 9-11 & CPR Test	1	4	4
	EMS Training – practiced patient assessment	1	4	4
	EMS Training – reviewed chapters 6, 7 & 8	1	4	4
	EMS Training – taught Cup Scout group basic first aid	2	2	4
	EMS Training – took test on chapters 1 – 13	1	4	4
	Company Training - finalized procedures to conduct residential wildfire risk assessments	6	1.5	9
	CAPCE Pediatric Assessment	1	1	1
	CAPCE Airway Management Basic	1	1	1
	CAPCE Patient Assessment Basic	1	1	1
	CAPCE Medical, Ethical, and Legal Issues	2	1	2
	CAPCE Obstetrical Emergencies Basic	2	1	2
	CAPCE Respiratory System A&P Review	1	1	1
	CAPCE Pharmacology Basic	1	1	1
	Lock-Out/Tag-Out	4	1	4
	Hazard Communication	3	1	3
	CECBEMS Back Injury Prevention	1	1	1
	NFPA 1500 Confined Space Entry	2	1	2
	Washoe County Safe Driving	1	1	1
Lemmon Valley VFD Total				57

Red Rock #240	Lock-Out/Tag-Out	5	1	5
	CAPCE Medical, Ethical, and Legal Issues	1	1	1
	CECBEMS Bleeding and Shock Basic	1	1	1
	Hearing Conservation	1	1	1
Red Rock VFD Total				8

Silver Lake #221	Hazard Communication	2	1	2
	Lock-Out/Tag-Out	3	1	3
	CAPCE Obstetrical Emergencies Basic	2	1	2
	CAPCE Pharmacology Basic	1	1	1
	NFPA 1500 Confined Space Entry	5	1	5
Silver Lake VFD Total				13

1	South Valleys ##227 & 301	Hazard Communication	9	1	9
		CAPCE Pharmacology Basic	3	1	3
		CAPCE Obstetrical Emergencies Basic	3	1	3
		CAPCE Medical, Ethical, and Legal Issues	2	1	2
		CAPCE Abdominal Trauma Basic	1	1	1
		CAPCE Respiratory System A&P Review	2	1	2
		CAPCE Aquatic Emergencies	1	2	2
		CAPCE Allergies and Anaphylaxis Advanced	1	1	1
		CAPCE Cardiac Emergencies Basic	1	1	1
		CAPCE Femur Fractures	1	1	1
		CAPCE Bleeding and Shock Basic	1	1	1
		CAPCE Burn Management Basic	1	1	1
		CECBEMS Bleeding and Shock Basic	2	1	2
		CECBEMS Back Injury Prevention	2	1	2
		CECBEMS Diet and Nutrition	2	1	2
		CECBEMS CNS Injuries Basic	2	1	2
		CECBEMS Date Rape Drugs	1	2	2
		CECBEMS Altitude Emergencies	1	2	1
		CECBEMS Methamphetamine	1	2	2
		CECBEMS Head & Facial Injuries Advanced	1	1	1
		CECBEMS Airway Management Basic	1	1	1
		Lock-Out/Tag-Out	7	1	7
		Hearing Conservation	2	1	2
		NFPA Confined Space Entry	4	1	4
		NFPA 1500 Driving Safety	1	1	1
		Hazmat Drill	1	1	1
		Structure Protection Strategies in the Wildland/Urban Interface	1	1	1
		Low Angle Rope Rescue Training – Didactic	1	1	1
		Search and Rescue	1	1	1
		Hand and Power Tool Safety	1	1	1
		Water Supply	2	1	2
		Workplace Stress	1	1	1
South Valleys VFD Total					64

Verdi ##351	Company Training – Training with 351 Verdi Volunteers to go over the three evolutions for FF&PM Ames for upcoming evaluation.	2	3	6
	Company Training – Vehicle equipment maintenance checks and cleaning	2	2	4
	Company Training – Staffing for storm	9	3	27
	Company Training – Station and apparatus maintenance/checks	2	2	4
	Company Training – Training on traffic and incident management	2	1	2
	Hazard Communication	2	1	2
	Lock-Out/Tag-Out	3	1	3
	NFPA Confined Space Entry	1	1	1
	Rad-57 Operator's Manual	1	1	1
	CAPCE Pharmacology Basic	1	1	1
Verdi VFD Total				51



VOLUNTEER FIRE DEPARTMENT MONTHLY REPORT

March 2017

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									
VOLUNTEER RESPONSE: INCIDENT TYPE	STATION/DISTRICT								TOTAL
	221-Silver Lake VFD	223 - Lenmon 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	
Structure Fire		1							1
Wildland Fire									0
Vehicle/Trash/Other Fire		1				2			3
Emergency Medical Services		6				1	4	1	12
Motor Vehicle Accident				6			1		7
Rescue									0
HazMat/Hazardous Condition				1					1
Public Assist	1	3							4
Good Intent Call		1	1	4			1		7
Activated Fire Alarm									0
Severe Weather Related									0
Lightning Plan									0
Other									0
MARCH 2017 TOTAL	1	12	1	11	0	3	6	1	35

In the month of March, 2017 the Truckee Meadows Volunteers responded to 35 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.

Station by Commission District		
Station	District	Commissioner
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); 5692 Winward Circle Commission District 3

On Wednesday March 8, 2017 at 11:37 hours, the Truckee Meadows Fire Protection District and the Lemon Valley Volunteer Fire Department responded to a mobile home fire at 5692 Winward Circle. Upon arrival E15 found a single wide mobile home with heavy fire involvement. All of the occupants had escaped the structure. E15 made a transitional fire attack. Additional fire apparatus arrived and the fire was contained to the structure of origin. No injuries reported during this incident.

4 TMFPD Fire Engines, 1 LVVFD Rescue, 1 TMFPD Battalion Chief and 1 TMFPD Safety Officer responded. The trailer was a total loss.

TRAINING AND ACTIVITY

STATION	ACTIVITY	CREWS	HOURS PER	TOTAL HOURS
Lemmon Valley #223	EMS Training – took quiz for chapters 19021	1	4	4
	EMS Training – Clinical at St. Mary's ER	1	12	12
	EMS Training – Performed trauma patient assessments	1	4	4
	EMS Training – Took midterm	1	4	4
	EMS Training – Ride A-Long with Station 1	1	10	10
	Respiratory Protection	4	1	4
	Haz Mat Drill	11	1	11
	CAPCE Obstetrical Emergencies Basic	1	1	1
	CAPCE Medical, Ethical, and Legal Issues	1	1	1
	CAPCE Respiratory System A&P Review	1	1	1
	NFPA 1500 Confined Space Entry	1	1	1
	Bloodborne Pathogens Safety	1	1	1
Lemmon Valley VFD Total				54
Red Rock #240	Respiratory Protection	2	1	2
	Lock-Out/Tag-Out	1	1	1
	CAPCE Rapid Secondary Assessment	1	1	1
	CAPCE Understanding the Basics of ECGs	1	1	1
	CAPCE CNS Injuries Basic	1	1	1
	CAPCE Obstetrical Emergencies Basic	1	1	1
	CAPCE Respiratory System A&P Review	1	1	1
	CECBEMS Pharmacology Basic	1	1	1
Red Rock VFD Total				9
Silver Lake #221	Respiratory Protection	6	1	6
	CAPCE Respiratory System A&P Review	2	1	2
	CAPCE Pharmacology Basic	1	1	1
	CAPCE CNS Injuries Basic	1	1	1
	CAPCE Cardiac Emergencies Basic	1	1	1
	CAPCE Medical, Ethical, and Legal Issues	1	1	1
	CAPCE Obstetrical Emergencies Basic	1	1	1
	Hazard Communication	2	1	2
	NFPA Confined Space Entry	1	1	1
	2016 Wildland Refresher Part 1	1	4	4
	Lock-Out/Tag-Out	1	1	1
	Haz Mat Drill	1	1	1
	Water Supply	1	1	1
	Health & Wellness	1	1	1
Silver Lake VFD Total				24

South Valleys #227 & #301	CAPCE Respiratory System A&P Review	1	1	1
	CAPCE Cardiac Emergency Basic	2	1	2
	Respiratory Protection	2	1	2
	Hearing Conservation	1	1	1
	Driving Safety	1	1	1
South Valleys VFD Total				7

Verdi #351	Company Training – Area familiarization, putting up burn permit signs, station maintenance, engine and brush truck checks.	2	3	6
	Company Training – E351 with 4 practicing scenarios for ems calls and proper radio communications and policies and procedures for bls response.	4	2	8
	Company Training – Pumping drill with B-351. Change overs from tank water to hydrant water supply and hose handling	3	1	3
	Company Training – Drafting from canal with 5 inch supply to Verdi Elementary to 5 in gated valve two hotel packs and tender operations and knox box check. 400 feet lay reverse out.	2	1	2
	Company Training – Engine 35 and 351 drafting operations out of canal on bridge street. Fire operations, communications, water supply and traffic vest compliance.	3	2	6
	Company Training – Training with 351 drafting. 2.5 and hose pulls with all participants.	2	2	4
	Company Training – Checks and pumping drill with B-341. Hydrant connections 1,5' handline deployment, checks and reloading of hose	1	1.5	1.5
	EMS Training – Four EMS scenario drills: Cardiac arrest, hypoglycemic patient, trauma, respiratory patient. Covered radio communications with TM and REMSA.	4	1.5	6
	EMS Training – Assembly/organization of new EMS bags and AED's on E-351 and B-351. Checks and review on all EMS equipment at 351.	2	1	2
	Respiratory Protection	3	1	3
	Airport Fire MCI Vehicle and Trailer	1	2	2
	NFPA 1500 Confined Space Entry	1	1	1
	CAPCE Medical, Ethical, and Legal Issues	1	1	1
Verdi VFD Total				45.5



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *CM*
Legal *DE*
Risk Mgt. *DE*
HR *DW*

DATE: May 5, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Discussion and possible approval to create one additional Fire Division Chief position and to update the District's current staffing plan/organizational to reflect the additional position. (All Commission Districts)

SUMMARY

Discussion and possible approval to create one additional Fire Division Chief position and to update the Districts current staffing plan/organizational to reflect the additional position.

Strategic Objective supported by this item: *Safe Secure and Healthy Communities*

PREVIOUS ACTION

None

BACKGROUND

The position of Fire Division Chief previously functioned as the Deputy Chief where the position acted in the capacity of Fire Chief, when assigned. The Deputy Chief position was vacated in September of 2016. Both of these positions are currently unfilled and recruitment is in process to fill both positions. After further review it is recommended that the District will benefit from an additional Fire Division Chief position and with the current ongoing recruitment the District would be able to fill the position without incurring the expense of a separate recruitment in the future.

One Division Chief will be assigned to EMS and one Division Chief will be assigned to Training.

FISCAL IMPACT

The Fiscal Impact of hiring an additional Fire Division Chief including salary and benefits is \$160,294. Funds for the additional Division Chief position are recommended and budgeted in the 2017-18 fiscal year budget.

RECOMMENDATION

Staff recommends approval to create one additional Fire Division Chief position and to update the Districts current staffing plan/organizational to reflect the additional position.

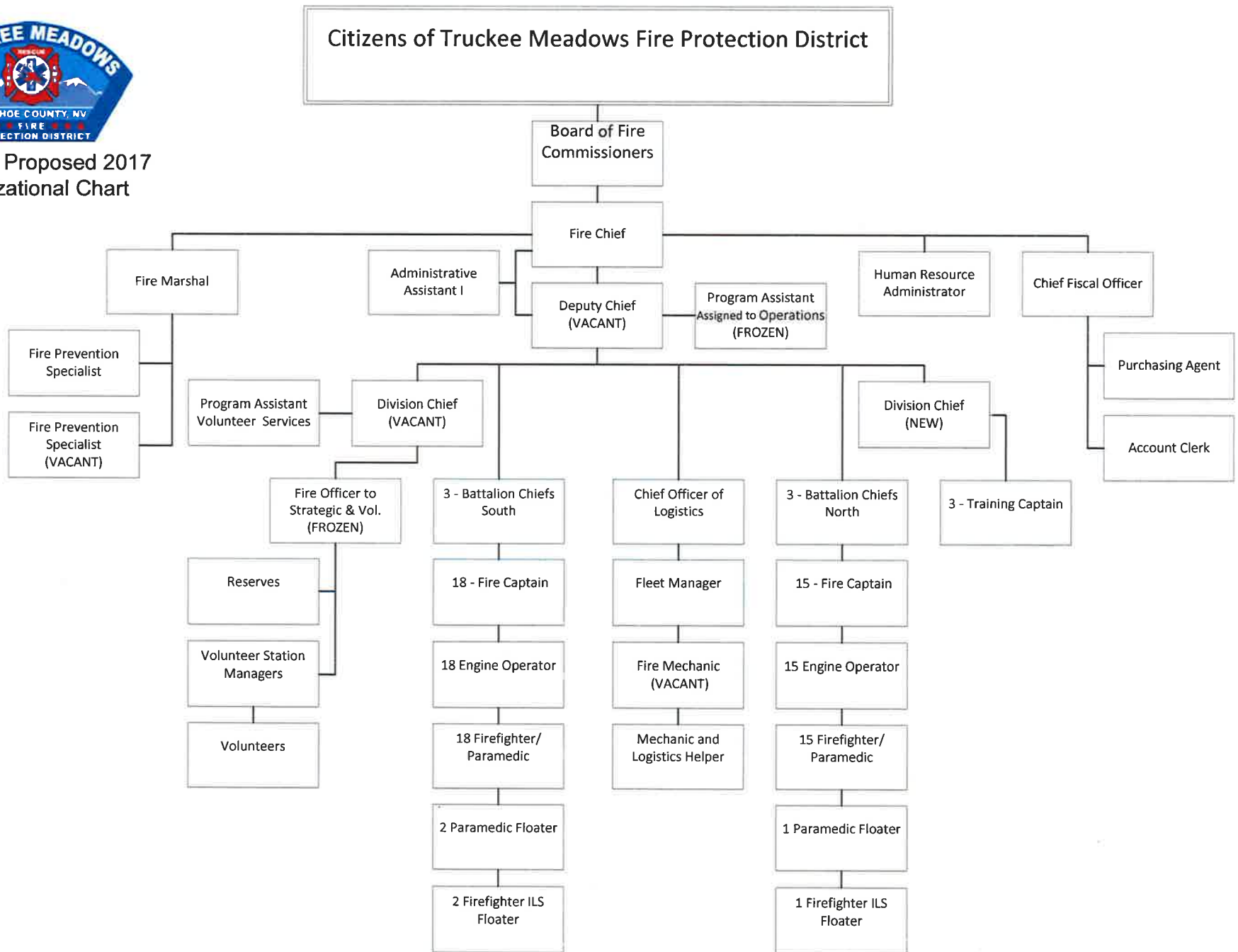
POSSIBLE MOTION

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

"I move to approve the creation of one additional Fire Division Chief position and to update the Districts current staffing plan/organizational to reflect the additional position."



TMFPD's Proposed 2017
Organizational Chart





TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief
Finance
Legal
Risk Mgt.
HR

DATE: May 8, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Discussion and possible approval to authorize staff to issue a request for debt financing for Station 14. (All Commission Districts)

SUMMARY

This item is discussion and possible approval to authorize staff to issue a request for proposal for full or partial debt financing for Station 14.

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

PREVIOUS ACTION

None

BACKGROUND

The District will commence construction on Station 14 in the next few months. Currently the District has sufficient cash to fund construction of the station, however, additional capital projects are anticipated in the future and it is unlikely future cash flows will be adequate to pay cash going forward. Staff anticipates the need for medium term financing and would like to consider all possible options when developing future capital plans and cash flow needs.

It should be noted this recommendation is not authorization to proceed with debt financing, only authorization to solicit proposals.

FISCAL IMPACT

There is minimal cost for solicitation of an RFP for debt financing.

RECOMMENDATION

It is recommended the Board of Fire Commissioners authorize staff to issue requests for proposals for full or partial debt financing for Station 14.

POSSIBLE MOTION

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

"I move to authorize staff to issue a request for proposal for full or partial debt financing for Station 14."



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief *CM*
Finance *EX*
Legal *DW*
Risk Mgt. *DE*
HR *DW*

DATE: May 9, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Discussion and possible approval to re-assign a Water Tender project to an HGAC (or similar)-approved vendor in accordance with HGAC-contract pricing, in an amount of \$222,474 per unit. (All Commission Districts)

SUMMARY

Discussion and possible approval to re-assign a Water Tender project to an HGAC (or similar)-approved vendor in accordance with HGAC-contract pricing, in an amount of \$222,474 per unit.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

May 18, 2015, the Board of Fire Commissioners approved the District's FY 15/16 Budget and adopted the Capital Improvements Plan for Fiscal Year 2016.

April 19, 2016 the Board of Fire Commissioners awarded RFP 16-001 for two (2) new Water Tenders to Burton's Fire Inc., 1301 Doker Drive, Modesto, CA 95351 for a total award amount of \$687,066.

BACKGROUND

The District issued a competitive solicitation for the award of two water tenders on February 29, 2016. Proposals were received on March 22, 2016, and the Board awarded the contract to Burton Fire on April 19, 2016 in the amount of \$343,533 per unit. The contract was executed via Purchase Order on May 4, 2016, and per the RFP, the vendor was given 180 days from the receipt of the cab and chassis to complete the buildup of the water tenders. The vendor took receipt of the cab and chassis on September 21, 2016. The District has paid \$121,059 per unit to Burtons for the cab and chassis.

The awarded bidder has failed to perform per the contract, and was issued a Notice of Breach on April 11, 2017 at which time the District took possession of the two cab and chassis. As allowed in RFP 16-001, Section 5 of Special Conditions (attached) "The District's Right to do Work," the District is exercising its right to reassign the project to an outside vendor at the expense of Burton Fire. The District is in the process of interviewing contractors to complete the build-up in accordance with HGAC (or similar)-pricing as allowed per NRS 332.195, exempting the District from re-bidding the project.

Due to the complications with pricing out a project of this scope at this stage, the District is seeking authorization to re-assign the project completion to an HGAC (or similar)-approved vendor in

accordance with HGAC-contract pricing, in an amount of \$222,474 per unit. With the impending wildland season upon us for which these units were ordered, the District is seeking the best price at the earliest delivery date from all eligible vendors, and in the interest of time, is seeking this approval to re-assign the contract based on the best offer available in order to avoid additional delays that would be caused by returning to the Board for approval to re-assign. The District has full intent of seeking the legal recourse for these cost overruns that exceed the originally awarded price, as well as liquidated damages, as allowed in the RFP.

FISCAL IMPACT

The Cost estimate with HGAC pricing is estimated at \$222,474 per Unit. There is sufficient funding within the FY 16/17 Capital Funds Budget.

RECOMMENDATION

It is recommended that the Board approve to re-assign a Water Tender project to an HGAC (or similar)-approved vendor in accordance with HGAC-contract pricing, in an amount of \$222,474 per unit.

POSSIBLE MOTION

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

“I move to approve to re-assign a Water Tender project to an HGAC (or similar)-approved vendor in accordance with HGAC-contract pricing, in an amount of \$222,474 per unit.”



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: May 16, 2016

Fire Chief *CM*
Finance *CV*
Legal *Don*
Risk Mgt. *De*
HR *HW*

DATE: May 1, 2017

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Cindy Vance, Chief Fiscal Officer
Phone: (775) 326-6070, Email: cvance@tmfpd.us

THROUGH: Charles A. Moore, Fire Chief

SUBJECT: Discussion and action on the Sierra Fire Protection District Tentative Budget, as well as possible changes to the adoption of the Final Budget for Fiscal Year 2017-18. This item may be continued to Tuesday, May 23, 2017 at 9:00 AM. (All Commission Districts)

SUMMARY

This item is discussion and action on the Sierra Fire Protection District Tentative Budget for Fiscal Year 17-18, as well as possible changes to the adoption of the Final Budget.

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

PREVIOUS ACTION

October 25, 2011 Board of Fire Commissioners approved the operational and administrative consolidation of the SPFD and TMFPD with TMFPD as fire service provider and defined the level of service therein. Board directed staff to return with an Interlocal Agreement between the SFPD and TMFPD to effectuate the consolidation.

March 27, 2012 Board of Fire Commissioners directed staff to implement Plan B to provide Fire and EMS service to all areas of the Fire District and achieve financial sustainability. The Board also approved the Interlocal Agreement between the SFPD and TMFPD to consolidate fire services.

March 8, 2016, the Board of County Commissioners adopted an ordinance providing for the dissolution of the Sierra Fire Protection District and its Board of Fire Commissioners, and providing for other matters properly related thereto effective June 30, 2016 at 11:59:59pm and consolidating Truckee Meadows Fire Protection District and Sierra Fire Protection District into one fire protection district to be known as the Truckee Meadows Fire Protection District effective July 1, 2016 at 12:00am.

BACKGROUND

The Board of County Commissioners adopted an ordinance on March 8, 2016 providing for the dissolution of the Sierra Fire Protection District and its Board of Fire Commissioners effective June 30, 2016 at 11:59:59pm and consolidating Truckee Meadows Fire Protection District and Sierra Fire Protection District into one fire protection district to be known as the Truckee Meadows Fire Protection

District effective July 1, 2016 at 12:00am. The fund balances as of July 1, 2016, from the Sierra Fire Protection District General Fund and Emergency Fund have been closed out to the Truckee Meadows Fire Protection District General Fund and Emergency Fund, respectively. The State of Nevada requires an annual budget to be filed if the local government has any actual prior year or estimated current year financial activities. The purpose of this budget is to report actual prior year revenues and expenditures and current year residual equity transfer to close out the General Fund and the Emergency Fund to Truckee Meadows Fire Protection District as of July 1, 2016.

FISCAL IMPACT

The total expenditure in the FY 17-18 Sierra Fire Protection District Budget for the governmental fund types is \$0.

RECOMMENDATION

It is recommended the Board of Fire Commissioners of Truckee Meadows Fire Protection District approve the FY 17-18 Final Budget for Sierra Fire Protection District presented.

POSSIBLE MOTION

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

"I move to approve the Sierra Fire Protection District FY 17-18 Final Budget as presented."

1001 E 9th St, Bldg. D
PO Box 11130
Reno, NV 89520



Chief Charles A. Moore
Phone: (775) 326-6000
Fax: (775) 326-6003

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7937

Sierra Fire Protection District herewith submits the FINAL budget for the
fiscal year ending June 30, 2018

This budget contains 2 funds, including Debt Service, requiring property tax revenues totaling \$ 0

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 0 If the final computation requires, the tax rate will be lowered.

This budget contains 2 governmental fund types with estimated expenditures of \$ 0 and
0 proprietary funds with estimated expenses of \$ 0

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Cindy Vance
(Printed Name)
Chief Fiscal Officer
(Title)

certify that all applicable funds and financial
operations of this Local Government are
listed herein

Signed

A handwritten signature in black ink, appearing to read "Cindy Vance", written over a horizontal line.

Dated:

5/2/17

APPROVED BY THE GOVERNING BOARD

SCHEDULED PUBLIC HEARING:

Date and Time May 16, 2017 at 9:00 AM

Publication Date May 5, 2017

Place: Washoe County Commission Chambers, 1001 E. 9th Street, Reno, Nevada

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FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 06/30/16	ESTIMATED CURRENT YEAR ENDING 06/30/17	BUDGET YEAR ENDING 06/30/18
General Government			
Judicial			
Public Safety	-	-	-
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT	-	-	-
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL			

POPULATION (AS OF JULY 1)	14,320		
SOURCE OF POPULATION ESTIMATE*	Comprehensive Planning	Comprehensive Planning	Comprehensive Planning
Assessed Valuation (Secured and Unsecured Only)	-	-	-
Net Proceeds of Mines	-	-	-
TOTAL ASSESSED VALUE	-	-	-
TAX RATE			
General Fund	0.5400	0.0000	0.0000
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund			
Other			
TOTAL TAX RATE	0.5400	0.0000	0.0000

* Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.

SIERRA FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

PROPERTY TAX RATE AND REVENUE RECONCILIATION

Fiscal Year 2017-2018

	(1) ALLOWED TAX RATE	(2) ASSESSED VALUATION	(3) ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	(4) TAX RATE LEVIED	(5) TOTAL PREABATED AD VALOREM REVENUE [(2)X(4)/100]	(6) AD VALOREM TAX ABATEMENT [(5)-(7)]	(7) BUDGETED AD VALOREM REVENUE WITH CAP
OPERATING RATE: A. PROPERTY TAX Subject to Revenue Limitations	0.0000	-	-	0.0000	-	-	-
B. PROPERTY TAX Outside Revenue Limitations: Net Proceeds of Mines							
VOTER APPROVED: C. Voter Approved Overrides							
LEGISLATIVE OVERRIDES D. Accident Indigent (NRS 428.185)							
E. Indigent (NRS 428.285)							
F. Capital Acquisition (NRS 354.59815)							
G. Youth Services Levy (NRS 62B.150, 62B.160)							
H. Legislative Overrides							
I. SCCRT Loss (NRS 354.59813)	0.0000	-	-				
J. Other:							
K. Other:							
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.0000	-	-				
M. SUBTOTAL A, C, L	0.0000	-	-	0.0000	-	-	-
N. Debt							
O. TOTAL M AND N	0.0000	-	-	0.0000	-	-	-

SIERRA FIRE PROTECTION DISTRICT

(Local Government)

SCHEDULE S-3 - PROPERTY TAX RATE
AND REVENUE RECONCILIATION

If an entity chooses to budget for an amount in column 5 which is lower or higher than the amount produced by the formula, please attach an explanation.

Note 1: This form calculation does not include net proceeds of mines revenue calculations.

Page 3
Schedule S-3

Budget Summary for SIERRA FIRE PROTECTION DISTRICT
(Local Government)

Page: 4
Schedule A

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2018

Budget Summary for SIERRA FIRE PROTECTION DISTRICT
(Local Government)

<div>GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS</div>		SALARIES AND WAGES	EMPLOYEE BENEFITS	SERVICES, SUPPLIES AND OTHER CHARGES	CAPITAL OUTLAY	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT	OPERATING TRANSFERS OUT	ENDING FUND BALANCES	TOTAL
FUND NAME	*	(1)	(2)	** (3)	*** (4)	(5)	(6)	(7)	(8)
General	-	-	-	-	-			-	-
Emergency Fund	R	-	-	-	-			-	-
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		-	-	-	-	-	-	-	

* FUND TYPES: R - Special Revenue
C - Capital Projects
D - Debt Service
T - Expendable Trust

**** Include Debt Service Requirements in this column**

*** Capital Outlay must agree with CIP.

Page: 5
Schedule A-1

REVENUES	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
Taxes:				
Property Tax	5,234,659	-	-	-
Property Tax-AB 104	61,708	-	-	-
Licenses and permits:				
Gaming, AB 104	8,080	-	-	-
Intergovernmental:				
Federal grants		-	-	-
Consolidated taxes	1,439,971	-	-	-
Real property transfer tax, AB 104	14,246	-	-	-
Supplemental city/county relief tax, AB 104	300,136	-	-	-
Local contributions	-	-	-	-
Charges for Services:				
Charges for services	-	-	-	-
Miscellaneous:				
Investment earnings	64,676	-	-	-
Reimbursements	-	-	-	-
Other	-	-	-	-
SUBTOTAL REVENUE ALL SOURCES	7,123,476	-	-	-
OTHER FINANCING SOURCES				
Operating Transfers In (Schedule T)	-	-	-	-
Proceeds of Long-term Debt				
Other	-	-	-	-
SUBTOTAL OTHER FINANCING SOURCES	-	-	-	-
BEGINNING FUND BALANCE	1,823,049	2,096,972	-	-
Prior Period Adjustments	-	-	-	-
Residual Equity Transfers	-	-	-	-
TOTAL BEGINNING FUND BALANCE	1,823,049	2,096,972	-	-
TOTAL AVAILABLE RESOURCES	8,946,525	2,096,972	-	-

SIERRA FIRE PROTECTION DISTRICT
(Local Government)
SCHEDULE B - GENERAL FUND

SIERRA FIRE PROTECTION DISTRICT
(Local Government)
SCHEDULE B - GENERAL FUND

Page: 7
Schedule B-10

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
<u>REVENUES</u>				
INTERGOVERNMENTAL				
Federal Grants	-	-	-	
State grants	-	-	-	
MISCELLANEOUS				
Reimbursements	-	-	-	
Subtotal	-	-	-	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)	-	-	-	
BEGINNING FUND BALANCE	755,386	640,386	-	
Prior Period Adjustment(s)	-			
Residual Equity Transfers	-			
TOTAL BEGINNING FUND BALANCE	755,386	640,386	-	-
TOTAL RESOURCES	755,386	640,386	-	-
<u>EXPENDITURES</u>				
PUBLIC SAFETY:				
FIRE:				
Salaries and wages	-	-	-	
Employee benefits	-	-	-	
Services and supplies	115,000	-	-	
Subtotal	115,000	-	-	-
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	-	-		
Operating Transfers Out (Schedule T)	-	-		
Residual Equity Transfers		640,386		
ENDING FUND BALANCE	640,386	-	-	-
TOTAL COMMITMENTS & FUND BALANCE	755,386	640,386	-	-

SIERRA FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE B -12

FUND EMERGENCY FUND

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type

- 1 - General Obligation Bonds
- 2 - G.O. Revenue Supported Bonds
- 3 - G.O. Special Assessment Bonds
- 4 - Revenue Bonds
- 5 - Medium-Term Financing

6 - Medium-Term Financing - Lease Purchase

- 7 - Capital Leases
- 8 - Special Assessment Bonds
- 9 - Mortgages
- 10 - Other (Specify Type)
- 11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
NAME OF BOND OR LOAN List and Subtotal By Fund	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2016	REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/18 INTEREST PAYABLE	PRINCIPAL PAYABLE	(9)+(10) TOTAL
FUND							\$	\$	\$	\$
NONE							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
TOTAL ALL DEBT SERVICE										

SCHEDULE C-1 - INDEBTEDNESS

SIERRA FIRE PROTECTION DISTRICT Budget Fiscal Year 2016-2017
(Local Government)

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
GENERAL FUND	NONE					
SUBTOTAL						
SPECIAL REVENUE FUNDS						
SUBTOTAL						

SIERRA FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
CAPITAL PROJECTS FUND	NONE					
SUBTOTAL						
EXPENDABLE TRUST FUNDS						
SUBTOTAL						
DEBT SERVICE						
SUBTOTAL						

SIERRA FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
ENTERPRISE FUNDS	NONE					
SUBTOTAL						
INTERNAL SERVICE						
SUBTOTAL						
RESIDUAL EQUITY TRANSFERS						
SUBTOTAL						
TOTAL TRANSFERS						

SIERRA FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

Page: 13
Schedule T

SCHEDULE OF EXISTING CONTRACTS

Budget Year 2017 - 2018

Local Government: Sierra Fire Protection District

Contact: Charles A. Moore, Fire Chief

E-mail Address: cmoore@tmfpd.us

Daytime Telephone: 775-328-6123

Total Number of Existing Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2017-18	Proposed Expenditure FY 2018-19	Reason or need for contract:
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20	Total Proposed Expenditures			\$ -	\$ -	

Additional Explanations (Reference Line Number and Vendor):

SCHEDULE OF PRIVATIZATION CONTRACTS

Budget Year 2017 - 2018

Local Government: Sierra Fire Protection District
 Contact: Charles A. Moore, Fire Chief
 E-mail Address: cmoore@tmfpd.us
 Daytime Telephone: 775-328-6123

Total Number of Privatization Contracts: 0

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2017-18	Proposed Expenditure FY 2018-19	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1										
2										
3										
4										
5										
6										
7										
8	Total				\$ -	\$ -		0		

Attach additional sheets if necessary.



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT Board Meeting Date: May 16, 2017

Fire Chief DM
Finance CJ
Legal DM
Risk Mgt DM
HR DM

DATE: May 1, 2017
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Cindy Vance, Chief Fiscal Officer
Phone: (775) 326-6070, Email: cvance@tmfpd.usd
THROUGH: Charles A. Moore, Fire Chief
SUBJECT: Discussion and action on the Truckee Meadows Fire Protection District Tentative Budget, as well as possible changes to the adoption of the Final Budget for Fiscal Year 2017-18. This item may be continued on Tuesday, May 23, 2017 at 9:00 AM. (All Commission Districts)

SUMMARY

This item is discussion and action on the Truckee Meadows Fire Protection District Tentative Budget for FY 17-18, as well as possible changes to the adoption of the Final Budget.

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

PREVIOUS ACTION

October 25, 2011 Board of Fire Commissioners approved the operational and administrative consolidation of the SFPD and TMFPD with TMFPD as fire service provider and defined the level of service therein. Board directed staff to return with an Interlocal Agreement between the SFPD and TMFPD to effectuate the consolidation.

March 27, 2012 Board of Fire Commissioners directed staff to implement Plan B to provide Fire and EMS service to all areas of the Fire District and approved the Interlocal Agreement between the SFPD and TMFPD for Consolidated Fire Service.

On February 26, 2013, the Board of Fire Commissioners approved an enhancement in the EMS service level to ALS within the Truckee Meadows Fire Protection District.

March 8, 2016, the Board of County Commissioners adopted an ordinance providing for the dissolution of the Sierra Fire Protection District and its Board of Fire Commissioners, and providing for other matters properly related thereto effective June 30, 2016 at 11:59:59pm and consolidating Truckee Meadows Fire Protection District and Sierra Fire Protection District into one fire protection district to be known as the Truckee Meadows Fire Protection District effective July 1, 2016 at 12:00am.

BACKGROUND

Truckee Meadows Fire Protection District's revenues have stabilized and the District is financially sound and sustainable. In addition, the District has been able to pay for the acquisition of land and construction of a new Station #14 and continue funding a capital improvement program with cash savings instead of acquiring debt. The District has continued to grow and enhance services to the community since standing up from the City of Reno beginning in fiscal year 2013. The District may need to consider funding capital improvement with debt instead of cash to remain financially sound in the long term.

FY 17-18 General Fund Budget Highlights

- 1) The total General Fund revenues are estimated at \$27,506,204 which is an increase of 3.6% over estimated current year.
- 2) The property tax rate for the TMFPD is set at \$0.5400 per \$100 of assessed value. The total amount of property tax revenue collected is expected to be \$17,251,335. This includes the property tax revenue of both Truckee Meadows Fire Protection District and what was previously Sierra Fire Protection District.
- 3) The total General Fund expenditures for the TMFPD are budgeted at \$27,932,276. With this budget, one additional full time Division Chief position has been added and all previously approved positions are expected to be staffed for all of FY17-18.
- 4) The expenditures include continuing the Community Smoke Detector Program, Fireplace Ash Safety Program, and the Fuels Management Program as well as funding an additional engine during peak activity times.
- 5) The budget includes a one-time transfer of \$4.3 million to the Capital Projects Fund in order to fund the District's capital improvement program in FY 17-18. The funding for the transfer comes from transfers in from closed funds and higher than anticipated prior year ending fund balance. The expenditures include normal capital purchases as well as funding for one type 1 structure engine, one ladder truck, one mobile command vehicle, the completion of construction of Station 14, and the initial costs for the relocation of Station 37 (special use permit expires 2018).
- 6) The General Fund Balance is at 21% of expenditure level and is projected at \$5,874,021. This fund balance will allow the District to provide for the necessary cash flow in the summer months before the first property tax revenues are distributed in late August/early September, as well as provide for cash flow for large wildland fire expenditures as needed.
- 7) The General Fund includes an operating contingency of \$350,000 which is 1.3% of expenditures.
- 8) The District's General Fund is financially stable.

GENERAL FUND PROJECTIONS

	FY 16-17	FY 17-18
Total Revenues	\$26,539,798	\$27,506,204
Less Total Expenditures	<u>23,081,580</u>	<u>27,932,276</u>
Operating Surplus (Deficit)	3,458,218	(426,072)
Less: Other Financing Sources/(Uses)	(6,278,864)	(3,595,524)
Sierra Fire PD, Fund Balance Transfer	2,096,972	0
Beginning Fund Balance	<u>10,619,291</u>	<u>9,895,617</u>
Ending Fund Balance	\$9,895,617	\$5,874,021

Capital Projects Fund

1) For FY 17-18, the District's Capital Improvement Program resources includes a \$4.3 million transfer from the General Fund due to higher than anticipated beginning balances and the one-time fund balance transfer from the Health Benefits Internal Service Fund. These transfers as well as fund balance carry forward will fund the \$12,596,800 anticipated expenditures in the Capital Projects Fund in FY 17-18. These expenditures allow the District to fully fund the capital improvement program without acquiring any debt.

2) In total, the Capital Improvement Budget for FY 17-18 is estimated at \$12,596,800 leaving a fund balance of \$251,303 which will be carried over to FY 18-19.

Emergency Fund

NRS 474.510 requires a Fire Protection District to establish a District Emergency Fund which must be used solely for the purpose of funding unforeseen emergencies such as large wildland fires. With the consolidation of Truckee Meadows Fire Protection District and Sierra Fire Protection District, the fund may now have up to \$1.5 million set aside for these emergencies. The FY17/18 budget includes a one-time transfer of \$100,000. Due to the anticipation of large wildland fires which may have to be paid for upfront before reimbursement from NDF due to the NDF Emergency Program, the District has budgeted \$1,165,000 in FY 17-18 in order for the District to be sufficiently prepared when the wildland fires occur.

Other Funds

1) The Sick, Annual, and Comp Benefits Fund which was created to fund employees' termination benefits when they retire or leave service was established in FY14-15. The FY17/18 budget includes a transfer of \$100,000 from the General Fund in anticipation of future retirements. The current compensated absences balance is over \$1.9 million, therefore we have budgeted expenditures for FY 17-

18 at an estimated \$825,000. The remaining fund balance is estimated at \$82,125 and will be carried forward to FY 18-19.

2) The Workers' Compensation Internal Service Fund was established to accumulate resources to pay the City of Reno for the workers' compensation liability which claims were incurred during the term of the Reno/TMFPD Interlocal Agreement. During FY16-17, the District made the final payment on the five-year buyout of Workers' Compensation claims leaving the District only liable for Heart and Lung Workers' Compensation claims. The current fund balance in the Workers' Compensation Fund is overfunded. Therefore, a transfer of the to the General Fund of \$1,254,476 and \$250,000 for Heart and Lung claims is budgeted in FY17-18 leaving an ending cash balance budget of \$750,000 which insures the District has adequate cash set aside to pay for the District's liability costs in the future.

3) The Health Benefits Fund was established to account for the TMFPD group medical and retiree health benefit cost. With the District going to a guaranteed group medical program and the establishment of the OPEB Trust for retiree health benefits, the fund is no longer required. The fund was eliminated during FY16-17 and the FY16-17 transfer of \$616,543 into the General Fund was appropriated in FY17-18 as a portion of the transfer into the Capital Projects Fund.

4) The Stabilization Fund was established according to NRS 354 to provide funding for revenue shortfalls or natural disasters. The beginning budgeted fund balance of \$590,432 was accumulated over many years.

Conclusion

The Truckee Meadows Fire Protection District's recommended budget for FY 17-18 is financially stable.

FISCAL IMPACT

The total expenditure in the FY 17-18 Truckee Meadows Fire Protection District Budget for all the governmental funds is \$43,019,076 and for the proprietary fund, the total expenditure is budgeted at \$250,000. The changes from the Tentative Budget were due to finalizing budget estimates.

RECOMMENDATION

It is recommended the Board of Fire Commissioners of the Truckee Meadows Fire Protection District approve the FY 17-18 Final Budget as presented.

POSSIBLE MOTION

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

"I move to approve the Truckee Meadows Fire Protection District FY 17-18 Final Budget as presented."

1001 E 9th St, Bldg. D
PO Box 11130
Reno, NV 89520



Chief Charles A. Moore
Phone: (775) 326-6000
Fax: (775) 326-6003

Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7937

Truckee Meadows Fire Protection District herewith submits the FINAL budget for the
fiscal year ending June 30, 2018

This budget contains 7 funds, including Debt Service, requiring property tax revenues totaling \$ 17,251,335

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits,
the tax rate will be increased by an amount not to exceed 0 If the final computation requires, the tax rate will be
lowered.

This budget contains 5 governmental fund types with estimated expenditures of \$ 43,019,076 and
2 proprietary funds with estimated expenses of \$ 250,000

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local
Government Budget and Finance Act).

CERTIFICATION

APPROVED BY THE GOVERNING BOARD

I Cindy Vance
(Printed Name)
Chief Fiscal Officer
(Title)

certify that all applicable funds and financial
operations of this Local Government are
listed herein

Signed

A handwritten signature in blue ink, appearing to read "Cindy Vance", is written over a horizontal line.

Dated:

5/9/17

SCHEDULED PUBLIC HEARING:

Date and Time May 16, 2017 at 9:00 AM

Publication Date May 5, 2017

Place: Washoe County Commission Chambers, 1001 E. 9th Street, Reno, Nevada

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FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 06/30/16	ESTIMATED CURRENT YEAR ENDING 06/30/17	BUDGET YEAR ENDING 06/30/18
General Government			
Judicial			
Public Safety	117	125	131
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT	117	125	131
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL	117	125	131

POPULATION (AS OF JULY 1)	80,315	94,635	105,476
SOURCE OF POPULATION ESTIMATE*	Comprehensive Planning	Comprehensive Planning	Comprehensive Planning
Assessed Valuation (Secured and Unsecured Only)	2,278,621,188	3,647,632,745	3,762,709,137
Net Proceeds of Mines	1,321,000	416,063	1,351,295
TOTAL ASSESSED VALUE	2,279,942,188	3,648,048,808	3,764,060,432
TAX RATE			
General Fund	0.5400	0.5400	0.5400
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Fund			
Other			
TOTAL TAX RATE	0.5400	0.5400	0.5400

* Use the population certified by the state in March each year. Small districts may use a number developed per the instructions (page 6) or the best information available.

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

PROPERTY TAX RATE AND REVENUE RECONCILIATION

Fiscal Year 2017-2018

	(1) ALLOWED TAX RATE	(2) ASSESSED VALUATION	(3) ALLOWED AD VALOREM REVENUE [(1) X (2)/100]	(4) TAX RATE LEVIED	(5) TOTAL PREABATED AD VALOREM REVENUE [(2)X(4)/100]	(6) AD VALOREM TAX ABATEMENT [(5)-(7)]	(7) BUDGETED AD VALOREM REVENUE WITH CAP
OPERATING RATE:							
A. PROPERTY TAX Subject to Revenue Limitations	1.3866	3,762,709,137	52,173,725	0.5400	20,228,766	2,977,431	17,251,335
B. PROPERTY TAX Outside Revenue Limitations: Net Proceeds of Mines	1.3866	1,351,295	18,737				
VOTER APPROVED:							
C. Voter Approved Overrides							
LEGISLATIVE OVERRIDES							
D. Accident Indigent (NRS 428.185)							
E. Indigent (NRS 428.285)							
F. Capital Acquisition (NRS 354.59815)							
G. Youth Services Levy (NRS 62B.150, 62B.160)							
H. Legislative Overrides							
I. SCCRT Loss (NRS 354.59813)	0.0477	3,764,060,432	52,192,462				
J. Other:							
K. Other:							
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.0477	3,764,060,432	52,192,462				
M. SUBTOTAL A, C, L	1.4343	3,764,060,432	104,366,187	0.5400	20,228,766	2,977,431	17,251,335
N. Debt							
O. TOTAL M AND N	1.4343	3,764,060,432	104,366,187	0.5400	20,228,766	2,977,431	17,251,335

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)
SCHEDULE S-3 - PROPERTY TAX RATE
AND REVENUE RECONCILIATION

If an entity chooses to budget for an amount in column 5 which is lower or higher than the amount produced by the formula, please attach an explanation.

Note 1: This form calculation does not include net proceeds of mines revenue calculations.

Page 3
Schedule S-3

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2018

Budget Summary for TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS		SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCES (7)	TOTAL (8)
FUND NAME	*								
General	-	14,759,435	7,692,291	5,080,550	400,000	350,000	4,500,000	5,874,021	38,656,297
Capital Projects Fund	C	-	-	1,851,800	10,745,000	-	-	251,303	12,848,103
Emergency Fund	R	850,000	25,000	290,000	-	-	-	333,832	1,498,832
Sick Annual Comp Benefitis Fund	R	800,000	25,000	-	-	-	-	82,125	907,125
Stabilization Fund	R	-	-	500,000	-	-	-	95,432	595,432
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		16,409,435	7,742,291	7,722,350	11,145,000	350,000	4,500,000	6,636,713	54,505,789

* FUND TYPES: R - Special Revenue
C - Capital Projects
D - Debt Service
T - Expendable Trust

**** Include Debt Service Requirements in this column**

*** Capital Outlay must agree with CIP.

Page: 5
Schedule A-1

SCHEDULE A-2 PROPRIETARY AND NONEXPENDABLE TRUST FUNDS

Budget For Fiscal Year Ending June 30, 2018

Budget Summary for TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

FUND NAME	*	OPERATING REVENUES (1)	OPERATING EXPENSES (2) **	NONOPERATING REVENUES (3)	NONOPERATING EXPENSES (4)	<u>OPERATING TRANSFERS</u>		NET INCOME (7)
						IN (5)	OUT(6)	
Workers' Compensation Fund	I	-	250,000	-	-	-	1,254,476	(1,504,476)
Health Benefits Fund	I	-	-	-	-	-	-	-
TOTAL		-	250,000	-	-	-	1,254,476	(1,504,476)

* FUND TYPES: E - Enterprise
I - Internal Service
N - Nonexpendable Trust

** Include Depreciation

Page: 6
Schedule A-2

REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	BUDGET YEAR ENDING 06/30/18 TENTATIVE APPROVED	BUDGET YEAR ENDING 06/30/18 FINAL APPROVED
Taxes:				
Property Tax	10,953,556	16,844,603	17,251,335	17,251,335
Property Tax-AB 104	160,597	200,092	219,213	219,213
				-
Licenses and permits:				
Gaming, AB 104	21,028	48,750	3,500	3,500
Other	1,425	1,020	1,000	1,000
				-
Intergovernmental:				
Federal grants	82,699	-	-	-
Consolidated taxes	5,874,270	7,724,390	7,906,517	8,076,088
Real property transfer tax, AB 104	37,076	42,083	42,925	42,925
Supplemental city/county relief tax, AB 104	781,089	874,663	892,156	892,156
Interlocal agreement, fire suppression	7,219,842	585,000	585,000	585,000
				-
				-
Charges for Services:				
Services to other agencies	10,000	10,000	70,000	70,000
Other	1,102	1,395	800	800
				-
Miscellaneous:				
Investment earnings	248,353	-	130,000	130,000
Reimbursements	-	125,467	112,888	112,888
Other	557,180	82,335	121,299	121,299
				-
				-
SUBTOTAL REVENUE ALL SOURCES	25,948,217	26,539,798	27,336,633	27,506,204
OTHER FINANCING SOURCES				
Operating Transfers In (Schedule T)	-	616,543	1,254,476	1,254,476
Proceeds of asset disposition	22,057	29,593	-	-
				-
				-
Proceeds of Long-term Debt	-	-	-	-
Other	-	-	-	-
				-
				-
				-
				-
				-
				-
SUBTOTAL OTHER FINANCING SOURCES	22,057	646,136	1,254,476	1,254,476
BEGINNING FUND BALANCE	10,415,400	10,619,291	9,895,617	9,895,617
				-
Prior Period Adjustments	-	2,096,972	-	-
Residual Equity Transfers	-	-	-	-
				-
TOTAL BEGINNING FUND BALANCE	10,415,400	12,716,263	9,895,617	9,895,617
				-
TOTAL AVAILABLE RESOURCES	36,385,674	39,902,197	38,486,726	38,656,297

Note: FY14/15 Beginning Fund Balance does not include the Stabilization Fund Balance.

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)
SCHEDULE B - GENERAL FUND

	(1)	(2)	(3)	(4)
			BUDGET YEAR ENDING 06/30/18	
REVENUES	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
Intergovernmental:				
Federal grants	-	-	-	-
Miscellaneous				
Interest earnings	151,702	-	10,000	10,000
				-
				-
				-
Subtotal	151,702	-	10,000	10,000
OTHER FINANCING SOURCES:				-
Operating Transfers In (Schedule T)	4,000,000	6,300,000	4,300,000	4,300,000
Proceeds of asset disposition	-	-	750,000	750,000
Subtotal	4,000,000	6,300,000	5,050,000	5,050,000
BEGINNING FUND BALANCE	4,942,100	7,022,011	7,788,103	7,788,103
Prior Period Adjustment(s)	-			
Residual Equity Transfers	-			
TOTAL BEGINNING FUND BALANCE	4,942,100	7,022,011	7,788,103	7,788,103
TOTAL RESOURCES	9,093,802	13,322,011	12,848,103	12,848,103
EXPENDITURES				
PUBLIC SAFETY:				
FIRE:				
Services and Supplies	526,455	800,500	1,786,800	1,851,800
Capital outlay	1,545,336	4,733,408	10,645,000	10,745,000
Subtotal	2,071,791	5,533,908	12,431,800	12,596,800
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	-			
Operating Transfers Out (Schedule T)	-			
ENDING FUND BALANCE	7,022,011	7,788,103	416,303	251,303
TOTAL COMMITMENTS & FUND BALANCE	9,093,802	13,322,011	12,848,103	12,848,103

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE B -12

FUND _____ CAPITAL PROJECTS FUND

REVENUES	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
Taxes				
Ad valorem, general	-	-	-	-
Intergovernmental				
Federal grants	-	-	-	-
State grants	-	-	-	-
Local Contributions	-	-	-	-
Miscellaneous	-	-		
Reimbursements	478,944	823,101	300,000	300,000
				-
Subtotal	478,944	823,101	300,000	300,000
OTHER FINANCING SOURCES:				-
Operating Transfers In (Schedule T)	-	-	-	-
General Fund	-	-	100,000	100,000
				-
				-
				-
BEGINNING FUND BALANCE	644,314	658,264	1,098,832	1,098,832
				-
Prior Period Adjustment(s)	-	640,386		-
Residual Equity Transfers	-			-
				-
TOTAL BEGINNING FUND BALANCE	644,314	1,298,650	1,098,832	1,098,832
TOTAL RESOURCES	1,123,258	2,121,751	1,498,832	1,498,832
EXPENDITURES				
PUBLIC SAFETY:				
FIRE:				
Salaries and wages	320,625	743,130	850,000	850,000
Employee benefits	8,506	11,026	25,000	25,000
Services and supplies	135,863	268,763	290,000	290,000
Subtotal	464,994	1,022,919	1,165,000	1,165,000
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	-	-		
Operating Transfers Out (Schedule T)	-	-		
ENDING FUND BALANCE	658,264	1,098,832	333,832	333,832
TOTAL COMMITMENTS & FUND BALANCE	1,123,258	2,121,751	1,498,832	1,498,832

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE B -13

FUND EMERGENCY FUND

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
<u>REVENUES</u>				
Miscellaneous	-	-	-	-
Investment Earnings	-	-	-	-
Subtotal	-	-	-	-
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)	-	600,000	100,000	100,000
BEGINNING FUND BALANCE	-	335,125	807,125	807,125
Prior Period Adjustment(s)	-	-		
Residual Equity Transfers	-	-		
TOTAL BEGINNING FUND BALANCE	461,419	335,125	807,125	807,125
TOTAL RESOURCES	461,419	935,125	907,125	907,125
<u>EXPENDITURES</u>				
PUBLIC SAFETY:				
FIRE:				
Salaries and wages	104,525	125,000	800,000	800,000
Employee Benefits	21,769	3,000	25,000	25,000
Subtotal	126,294	128,000	825,000	825,000
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	-	-	-	-
Operating Transfers Out (Schedule T)	-	-	-	-
ENDING FUND BALANCE	335,125	807,125	82,125	82,125
TOTAL COMMITMENTS & FUND BALANCE	461,419	935,125	907,125	907,125

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE B -14

FUND SICK ANNUAL COMP BENEFITS FUND

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
<u>REVENUES</u>				
Miscellaneous				
Investment Earnings	12,836	-	5,000	5,000
Subtotal	12,836	-	5,000	5,000
OTHER FINANCING SOURCES:				
Operating Transfers In (Schedule T)	-	-	-	-
BEGINNING FUND BALANCE	578,550	590,932	590,432	590,432
Prior Period Adjustment(s)	-	-	-	-
Residual Equity Transfers	-	-	-	-
TOTAL BEGINNING FUND BALANCE	578,550	590,932	590,432	590,432
TOTAL RESOURCES	591,386	590,932	595,432	595,432
<u>EXPENDITURES</u>				
PUBLIC SAFETY:				
FIRE:				
Salaries and wages	-	-	-	-
Employee Benefits	-	-	-	-
Services and supplies	454	500	500,000	500,000
Subtotal	454	500	500,000	500,000
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	-	-	-	-
Operating Transfers Out (Schedule T)	-	-	-	-
ENDING FUND BALANCE	590,932	590,432	95,432	95,432
TOTAL COMMITMENTS & FUND BALANCE	591,386	590,932	595,432	595,432

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE B -15

FUND STABILIZATION FUND

PROPRIETARY FUND	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for services	-			
Total Operating Revenue	-	-	-	-
OPERATING EXPENSE				
Services and supplies	166,623	1,020,405	-	250,000
Depreciation/Amortization				
Depreciation/Amortization				
Total Operating Expense	166,623	1,020,405	-	250,000
Operating Income or (Loss)	(166,623)	(1,020,405)	-	(250,000)
NONOPERATING REVENUES				
Investment earnings	48,754	28,000	-	-
Net increase(decrease) in the value of investments	36,548	(70,000)		
Property Taxes	-	-	-	-
Subsidies	-	-	-	-
Consolidated Tax	-	-	-	-
Total Nonoperating Revenues	85,302	(42,000)	-	-
NONOPERATING EXPENSES				
Interest Expense	38,612	-	-	-
Total Nonoperating Expenses	38,612	-	-	-
Net Income before Operating Transfers	(119,933)	(1,062,405)	-	(250,000)
Operating Transfers (Schedule T)				
In	-	25,000	-	-
Out	-	-	(1,254,476)	(1,254,476)
Net Operating Transfers	-	25,000	(1,254,476)	(1,254,476)
NET INCOME (LOSS)	(119,933)	(1,037,405)	(1,254,476)	(1,504,476)

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES AND NET INCOME

FUND WORKERS' COMPENSATION FUND

PROPRIETARY FUND	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from other funds	-	-	-	-
Cash received from customers	-	-	-	-
Cash received from others	-	-	-	-
Cash payments for services and supplies	(423,834)	(1,618,194)	-	(250,000)
a. Net cash provided by (or used for) operating activities	(423,834)	(1,618,194)	-	(250,000)
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Cash received from operating transfers	-	25,000	-	-
Interest paid	(38,612)	-		
Transfer Out			(1,254,476)	(1,254,476)
b. Net cash provided by (or used for) noncapital financing activities	(38,612)	25,000	(1,254,476)	(1,254,476)
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
c. Net cash provided by (or used for) capital and related financing activities	-	-	-	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Investment earnings	87,489	(32,533)	-	-
d. Net cash provided by (or used in) investing activities	87,489	(32,533)	-	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	(374,957)	(1,625,727)	(1,254,476)	(1,504,476)
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	4,255,160	3,880,203	2,254,476	2,254,476
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	3,880,203	2,254,476	1,000,000	750,000

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND WORKERS' COMPENSATION FUND

PROPRIETARY FUND	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
OPERATING REVENUE				
Charges for Services	-			
Miscellaneous	-			
Total Operating Revenue	-	-	-	-
OPERATING EXPENSE				
Services and supplies	-	-	-	-
Depreciation/Amortization	-	-	-	-
Total Operating Expense	-	-	-	-
Operating Income or (Loss)	-	-	-	-
NONOPERATING REVENUES				
Interest Earned	6,159	-	-	-
Net increase(decrease) in the value of investments	4,850	-		
Property Taxes				
Subsidies				
Consolidated Tax				
Total Nonoperating Revenues	11,009	-	-	-
NONOPERATING EXPENSES				
Interest Expense	-	-	-	-
Total Nonoperating Expenses	-	-	-	-
Net Income before Operating Transfers	11,009	-	-	-
Operating Transfers (Schedule T)				
In	-	-	-	-
Out	-	(616,544)	-	-
Net Operating Transfers	-	(616,544)	-	-
NET INCOME (LOSS)	11,009	(616,544)	-	-

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES AND NET INCOME

FUND HEALTH BENEFITS FUND

PROPRIETARY FUND	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 6/30/2016	ESTIMATED CURRENT YEAR ENDING 6/30/2017	TENTATIVE APPROVED	FINAL APPROVED
A. CASH FLOWS FROM OPERATING ACTIVITIES:				
Cash received from other funds	-	-	-	-
Cash received from customers	-	-	-	-
Cash received from others	-	-	-	-
Cash payments for services and supplies	-	-	-	-
a. Net cash provided by (or used for) operating activities	-	-	-	-
B. CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:				
Cash received from operating transfers	-	-	-	-
Transfer Out	-	(616,544)	-	-
b. Net cash provided by (or used for) noncapital financing activities	-	(616,544)	-	-
C. CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:				
c. Net cash provided by (or used for) capital and related financing activities	-	-	-	-
D. CASH FLOWS FROM INVESTING ACTIVITIES:				
Investment earnings	11,385	1,267	-	-
d. Net cash provided by (or used in) investing activities	11,385	1,267	-	-
NET INCREASE (DECREASE) in cash and cash equivalents (a+b+c+d)	11,385	(615,277)	-	-
CASH AND CASH EQUIVALENTS AT JULY 1, 20xx	603,892	615,277	-	-
CASH AND CASH EQUIVALENTS AT JUNE 30, 20xx	615,277	-	-	-

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE F-2 STATEMENT OF CASH FLOWS

FUND HEALTH BENEFITS FUND

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Schedule F-2

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

* - Type
1 - General Obligation Bonds
2 - G.O. Revenue Supported Bonds
3 - G.O. Special Assessment Bonds
4 - Revenue Bonds
5 - Medium-Term Financing

6 - Medium-Term Financing - Lease Purchase
7 - Capital Leases
8 - Special Assessment Bonds
9 - Mortgages
10 - Other (Specify Type)
11 - Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
NAME OF BOND OR LOAN List and Subtotal By Fund	*	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2017	REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/18		(9)+(10)
								INTEREST PAYABLE	PRINCIPAL PAYABLE	TOTAL
FUND							\$	\$	\$	\$
NONE							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
TOTAL ALL DEBT SERVICE										

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE C-1 - INDEBTEDNESS
Budget Fiscal Year 2017-2018

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
GENERAL FUND	Workers' Compensation Fund	7	1,254,476	Capital Projects Fund	9	4,300,000
				Sick Annual Comp Benefits Fund	9	100,000
				Emergency Fund	9	100,000
SUBTOTAL			1,254,476			4,500,000
SPECIAL REVENUE FUNDS						
	Sick Annual Comp Benefits Fund	General Fund	12	100,000		
	Emergency Fund	General Fund	11	100,000		
SUBTOTAL			200,000			-

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
CAPITAL PROJECTS FUND	General Fund	10	4,300,000			
SUBTOTAL			4,300,000			-
EXPENDABLE TRUST FUNDS						
SUBTOTAL			-			-
DEBT SERVICE						
SUBTOTAL			-			-

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

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Schedule T

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT		
FUND TYPE	FROM FUND	PAGE	AMOUNT	TO FUND	PAGE	AMOUNT
ENTERPRISE FUNDS						
SUBTOTAL			-			-
INTERNAL SERVICE Workers' Compensation Fund				General Fund	14	1,254,476
SUBTOTAL			-			1,254,476
RESIDUAL EQUITY TRANSFERS						
SUBTOTAL			-			-
TOTAL TRANSFERS			5,754,476			5,754,476

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

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Schedule T

SCHEDULE OF EXISTING CONTRACTS

Budget Year 2017 - 2018

Local Government: Truckee Meadows Fire Protection District

Contact: Charles A. Moore, Fire Chief

E-mail Address: cmoore@tmfpd.us

Daytime Telephone: 775-328-6123

Total Number of Existing Contracts: 9

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2017-18	Proposed Expenditure FY 2018-19	Reason or need for contract:
1	ESCI	7/1/2016	6/30/2017	\$ -	\$ -	Standards of Coverage (will complete in FY17)
2	Walker & Associates	12/1/2016	11/30/2017	10,000	10,000	CPA assistance in developing budgets and audits
3	R&R Partners, Inc	2/1/2017	12/31/2017	12,000		Public affairs services
4	Manpower	7/1/2016	6/30/2018	30,000	30,000	Temporary Services
5	Eide Bailly LLP	3/21/2017	12/31/2017	31,590	31,590	Audit Services
6	ESCI	2/1/2017	6/30/2017	-	-	Recruitment Services (will complete in FY17)
7	ESCI	4/6/2017	6/30/2017	-	-	Incident review (will complete in FY17)
8	Faiss Foley Warren	3/5/2017	7/31/2017	10,000	-	Public Relations
9	Office Team	7/1/2016	6/30/2017	20,000	20,000	Part-time Office Assistant
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20	Total Proposed Expenditures			\$ 113,590	\$ 91,590	

Additional Explanations (Reference Line Number and Vendor):

SCHEDULE OF PRIVATIZATION CONTRACTS

Budget Year 2017 - 2018

Local Government: Truckee Meadows Fire Protection District

Contact: Charles A. Moore, Fire Chief

E-mail Address: cmoore@tmfpd.us

Daytime Telephone: 775-328-6123

Total Number of Privatization Contracts: 2

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2017-18	Proposed Expenditure FY 2018-19	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1	Office Team	7/1/2016	6/30/2017	1 year	\$ 20,000	\$ 20,000	Office Asst	0.5	\$21.00	
2	Manpower	7/1/2016	6/30/2018	2 Years	\$ 30,000	\$ 30,000	Office Asst	0.5	\$24.60	
3										
4										
5										
6										
7										
8	Total				\$ 50,000	\$ 50,000		1		

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Attach additional sheets if necessary.

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