

BOARD OF FIRE COMMISSIONERS

Vaughn Hartung, Chair

Bob Lucey, Vice-Chair

Marsha Berkbigler

Kitty Jung

Jeanne Herman

FIRE CHIEF

Charles A. Moore

DEPUTY DISTRICT ATTORNEY

Nathan J. Edwards



Notice of Meeting and Agenda

**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT**

9:00 a.m.

Tuesday, December 17, 2019

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 Commissioners 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), Reno City Clerk's Office (1 E. 1st Street), Sparks Justice Court (1675 East Prater Way) and Truckee Meadows Fire Protection District's website at [www.washoecounty.us/tmfpd](http://www.washoecounty.us/tmfpd).

Support documentation for the items on the agenda, provided to the Board of Fire Commissioners is available to members of the public at the District's Admin Office (1001 E. 9th Street, Bldg. D, 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](http://www.washoecounty.us/tmfpd); and <https://notice.nv.gov>

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. Recommendation to approve the meeting minutes from the November 17, 2019 Board of Fire Commissioners Meeting. (All Commission Districts) FOR POSSIBLE ACTION.

**Attachments:** [Item #5A 2019-11-17-Draft Meeting Minutes](#)

B. Recommendation to approve an Ambulance Transport Rate schedule for Truckee Meadows Fire Protection District when transporting patients on Emergency Medical Services type calls. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #5B Ambulance Billing Rates Staff Report](#)  
[Item #5B Ambulance Billing Rate Sheet](#)

C. Recommendation to approve a Technical Amendment and Correction to the collective bargaining agreement between the Truckee Meadows Fire Protection District and the Truckee Meadows Fire Protection District Firefighters Association, International Association of Fire Fighters (IAFF) Local 2487 Supervisory Unit including but not limited to a typographical error found on Appendix A - Salary Schedule which incorrectly indicates the Position of Division Chief is assigned a 2912-hour annual schedule. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:**    [Item #5C L2487 Supervisory CBA Technical Amendment Staff Report](#)  
[Item #5C L2487 Supervisory CBA 2019-2022 Revised - Redline](#)  
[Item #5C L2487 Supervisory CBA 2019-2022 Revised Final](#)

6. Recommendation to accept a monetary donation in the amount of \$5,000.00 from ADT Security Systems in operational support to Truckee Meadows Fire Protection District Fire Volunteer Program and to express appreciation for the thoughtful contribution and direct Finance Department to make appropriate budget adjustments. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:**    [Item #6 ADT \\$5000 Donation Staff Report](#)

7. International Association of Firefighters, Local 2487 Report. FOR DISCUSSION ONLY  
A. Announcement of new President, Josh Kutz

8. Fire Chief Report: FOR POSSIBLE ACTION

A. Informational briefing on operational matters and activities for the month of November and December 2019 to include the following items:

1. Target shooting update on discussions with our regional partners regarding fire safety.
2. Open burning update concerning private property pile burning.
3. Upcoming capital purchases to include station and apparatus additions.
4. Future fuels projects and wildfire planning and the development of a fuels management crew to include grant and funding resources.

B. Commissioner DashBoard: Status update on ongoing Commissioner request of the Fire Chief

C. Review of Response Statistics for September 2019 to include Mutual and Auto Aid between our regional partners.

**Attachments:**    [Item #8A Chiefs Monthly Report for December 2019](#)  
[Item #8A.3 Capital Projects Summary](#)

## End of Fire Chief Report

9. Recommendation to approve and create a position, provisional job classification and salary range of 118,393.60 - \$135,054.40 with police/fire Nevada Public Employees' Retirement System (NV PERS) and \$125,424.00 - \$143,083.20 with regular PERS. for a Division Chief of Fuels Management & Wildfire and authorize staff to submit to NV PERS for evaluation. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #9 Division Chief Fuels and Wildland Management Staff Report](#)  
[Item #9 Division Chief Fuels and Wildland Management Provisional Job Specification](#)

10. Recommendation to accept Truckee Meadows Fire Protection District's Audited Financial Statements for the Fiscal Year ended June 30, 2019 as presented; approve the re-appropriation of \$300,509.22 for the fiscal year 2020 budget, consisting of \$33,700 in the General Fund and \$266,809.22 in the Capital Projects Fund for purchase order encumbrances committed in fiscal year 2019 and authorize the District to proceed with distribution of the Financial Statements for public record, as required by law. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #10 Audited Financial Statements Staff Report](#)  
[Item #10 Audited Financial Statements](#)  
[Item #10 Audit of Financial Statements - Encumbrance Roll](#)  
[Item #10 Audited Financial Statements - Required Auditor Communications](#)

11. Recommendation to approve a Single Tenant Lease Agreement between Truckee Meadows Fire Protection District and CKMR2, LP and Ricky W. and Debra L. Massie, Trustees of The Massie Family Trust for 34,000 square feet of office and warehouse facility located at 3663 Barron Way, Reno, NV 89511 for a term of sixty (60) months and a base rent of \$26,860.00 per month plus \$3,964.40 in Common Area Maintenance (CAM) per month commencing on March 1, 2020 for the purpose of establishing new Administration Offices, Logistics and Fleet Maintenance offices and operations, and if approved, authorize Staff to negotiate a termination or sublease of an existing lease at 1315 Greg Street, Suite 105, Sparks NV approved by the Board of Fire Commissioners on November 17, 2015. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #11 Barron Way Building Lease Staff Report](#)  
[Item #11 Barron Way Building Information](#)

12. Recommendation to authorize the Fire Chief, or his designee to contract with a vendor for the purpose of refurbishing three Type III fire engines in an amount not to exceed \$600,000, through adopted purchasing provisions. Upon identification of an acceptable vendor and sales price, authorize the Fire Chief to execute a service agreement on behalf of the District for the refurbishment of the apparatus. If approved, authorize the chair to execute a resolution augmenting the Truckee Meadows Fire Protection District Capital Fund Capital Outlay Account from the Truckee Meadows Fire Protection District Capital Fund Beginning Fund Balance in the amount not to exceed \$600,000. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #12 Type III Engine Refurbishment Staff Report](#)  
[Item #12 Type III Engine Refurbishment Budget augmentation resolution](#)

Public Hearing (Note: Due to public testimony and discussion, time expended on this item can vary)

- 13A. Public hearing on the intention of Truckee Meadows Fire Protection District to act upon a resolution authorizing the issuance of medium-term obligations in one series or more, in the aggregate principal amount not to exceed \$4,415,000 for the purpose of financing the cost of purchasing fire-fighting equipment, including fire engines and other vehicles. (All Commission Districts) PUBLIC HEARING and POSSIBLE ACTION

**Attachments:** [Item #13A Medium Term-Debt staff Report - PUBLIC HEARING](#)

End of Public Hearing

- 13B. Recommendation to adopt a Resolution authorizing the issuance of Medium-term Obligations in the maximum principal amount of \$4,415,000 under Nevada Revised Statutes ("NRS") 350.087 to 350.095, inclusive (the "Project Act"), and NRS 350.500 to 350.720, inclusive (the "Bond Act"), in order to finance all or a portion of the cost of purchasing fire-fighting equipment, including fire engines and other vehicles (the "Project"), bearing interest at a rate or rates which do not exceed by more than 3% the "Index of Twenty Bonds" most recently published in The Bond Buyer before bids are received for such medium-term obligations or a negotiated offer is accepted, and maturing within 10 years of the date of issuance thereof, in order to pay the costs of the Project. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #13B Medium Term-Debt Authorization staff Report](#)  
[Item #13A and B Exhibit Medium Term-Debt Authorization Resolution](#)  
[Item #13A and B Exhibit Funding Model TMFPD 2020A MTGO-7 yr amort \(2019-11-27\) \(1\)](#)  
[Item #13A and B Exhibit Funding Model TMFPD 2020A MTGO-10 yr amort \(2019-11-27\) \(1\)](#)  
[Item #13A and B Exhibit Term Sheet TMFPD 2020A MTGO](#)

14. 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).
15. 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