

BOARD OF FIRE COMMISSIONERS

Bob Lucey, Chair

Marsha Berkbigler, Vice-Chair

Kitty Jung

Vaughn Hartung

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, May 19, 2020

No members of the public will be allowed in the BCC Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting will be held by teleconference only.

The meeting will be televised live and replayed on Washoe Channel. <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> and also on Youtube at: <https://www.youtube.com/user/WashoeCountyTV>.

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.

Public Comment. Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken. **As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public may submit public comment by logging into the ZOOM webinar by accessing the following link: <https://us02web.zoom.us/j/85095311836>.** NOTE: This option will require a computer with audio and video capabilities. Additionally, public comment can be submitted via email to washoe311@washoecounty.us. The District will make reasonable efforts to include all comments received for public comment by email in the record. Please try to provide comments by 4:00 p.m. on May 18, 2020.

Pursuant to NRS 241.020, the Agenda for the Board of Fire Commissioners has been electronically posted at www.washoecounty.us/tmfpd/fire_commissioners/ and <https://notice.nv.gov>. Pursuant to Section 3 of the Declaration of Emergency Directive 006 ("Directive 006"), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and further, the requirement that notice agendas be physically posted within the State of Nevada has been suspended.

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 (3663 Barron Way, 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/fire_commissioners/; 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: FOR POSSIBLE ACTION**

A. Recommendation to approve the meeting minutes from the April 28, 2020 Board of Fire Commissioners Meeting. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5A 2020-04-28 Draft Meeting Minutes](#)

B. Recommendation to approve retroactive and continued purchases for needed supplies, materials, equipment and contractual services from various suppliers that have or will exceed in the aggregate \$100,000 during this fiscal year but will remain within available adopted budget funding. All such purchases will continue to be subject to and in accordance with the provisions of the Local Government Purchasing Act. Vendors receiving these additional funds include the following: JBP, LLC, dba Silver State International and Purcell Tire & Rubber. Amounts to be paid to each of these vendors, respectively, shall not exceed the following: \$150,000. The supplies, materials, equipment and contractual services to be provided by each include but are not limited to equipment repairs, equipment supplies, tires and installation. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5B Vendors in Excess of \\$100K Staff Report](#)

End of Consent

6. Fire Chief Report: FOR DISCUSSION ONLY

A. Informational briefing on operational matters and activities for the month of April and May 2020 to include the following items:

1. National Weather Service Briefing on upcoming wildfire season by Chris Smallcomb
2. Status of Fuels Crew and Division Chief of Fuels of Wildfire
3. Update on the Process for the Standardization of Emergency Vehicles for Volunteer Stations

B. Commissioner Dashboard: Status of ongoing Commissioner Requests of the Fire Chief.

C. Review of recent critical calls response statistics for March and April 2020 to include Mutual and Auto Aid for our regional partners.

Attachments: [Item #6 Chiefs Monthly Report for May 2020](#)
[Item #6B Commissioner Request Dashboard](#)
[Item #6C March 2020 - Response Report](#)
[Item #6C April 2020 - Response Report](#)

End of Fire Chief Report

7. Recommendation to approve leasehold improvements (the project) to the administration and warehouse location at 3663 Barron Way in an amount not to exceed \$250,000 including, but not limited to, computer network and cabling, keyless entry security doors, compressed air and electrical lines for fleet maintenance and an exhaust system for the removal of diesel exhaust. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #7 Barron Way Lease Hold Improvements](#)

8. Recommendation to approve a resolution pursuant to NRS 354.612 authorizing the creation of a debt service fund as defined by NRS 354.510 and known as the "Truckee Meadows Fire Protection District Debt Service Fund" to account for the accumulation of resources for and the payment of principal and interest on any general long-term debt or medium term debt obligation of the District. The source of revenues to be deposited in the Debt Service Fund will be transfers from the TMFPD General Fund and/or Capital Projects Fund. The short-term and long-term plan for expenditures from the Debt Service Fund will be for the debt service requirements and the payment of reasonable and customary agent, investment and any continuing disclosure fees. The residual funding at the end of the fiscal year will roll over to the next budget year. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #8 Debt service Fund Creation Staff Report](#)
[Item #8 Debt Service Fund Resolution](#)

PUBLIC HEARING: (Due to public testimony and discussion, time expended on this item can vary)

9. Discussion and possible approval of the Truckee Meadows Fire Protection District Tentative Budget, including possible changes and/or action to adopt the Final Budget for Fiscal Year 2020-21. This item may be continued to Tuesday, May 26, 2020 at 9:00 AM. Estimated Fiscal Year 2020-21 general fund revenues are \$31,340,644, and estimated general fund expenditures are (\$33,066,923), broken down into the following 10 cost centers: Standalone (Overhead), Administration, Operations, Training, Fire Prevention, Fleet Maintenance, Fuels Management, Emergency Medical, Logistics, Reserve/Volunteer Program. In addition to the general fund expenditures, the proposed budget also includes expenditures from the following 6 other funds: Capital Projects Fund (\$14,250,430); Emergency Fund (\$1,482,950); Sick, Annual, and Comp Benefits Fund (\$690,000); Stabilization Fund (\$550,000); Debt Service Fund (\$624,600); and Worker's Comp Internal Service/Proprietary Fund (\$257,500). Total estimated expenditures under the general fund and additional 6 funds in this proposed budget is approximately \$50,922,403 plus an additional \$100,000 debt issuance cost and \$620,000 contingency. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #9 TMFPD Budget Presentation Staff Report](#)
[Item #9 Proposed Final Budget](#)
[Item #9 2020 TMFPD Organizational Chart](#)

10. NRS 350.020 Public hearing on the proposed issuance of the Truckee Meadows Fire Protection District's General Obligation (Limited Tax) Capital Improvement Bonds (Additionally Secured By Pledged Revenues) in the maximum principal amount of \$2,100,000 to defray wholly or in part the cost of acquisition of properties for stations authorized by NRS 474.511-512, including fixtures, structures, stations, other buildings and sites therefore and appurtenances and incidentals necessary, useful or desirable for any such facilities, including all types of property therefor. The proposed bonds will be secured by a pledge of 15% of the District's receipt of Consolidated Taxes. Budgeted Consolidated Taxes in fiscal year 2020 are \$9,134,413, and the corresponding amount pledged to repayment of the proposed bonds is \$1,370,162. Maximum annual debt service on the proposed bonds is estimated to be \$151,350, and debt service will be repaid over a 20-year period. (All Commission Districts) PUBLIC HEARING

Attachments: [Item #10 General Obligation Capital Improvement Bond Public Hearing Staff Report](#)

END OF PUBLIC HEARING

11. 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).

12. 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