

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

TUESDAY

4:15 P.M.

DECEMBER 13, 2005

PRESENT:

Bonnie Weber, Chairman
Bob Larkin, Vice Chairman
Jim Galloway, Commissioner
David Humke, Commissioner

Amy Harvey, County Clerk
Katy Singlaub, County Manager
Melanie Foster, Legal Counsel
Roy Slate, Reno Fire Department Division Chief

ABSENT:

Pete Sferrazza, Commissioner

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

05-61F AGENDA

In accordance with the Open Meeting Law, on motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried with Commissioner Sferrazza absent, Chairman Weber ordered that the agenda for the December 13, 2005 meeting be approved.

05-62F MINUTES

On motion by Commissioner Larkin, seconded by Commissioner Humke, which motion duly carried with Commissioner Sferrazza absent, Chairman Weber ordered that the minutes of the regular meeting of November 8, 2005 be approved.

PUBLIC COMMENTS

Gary Schmidt, local resident, said the sign-in process for public comment was confusing, and the agenda was not clear regarding whether a person could speak on other items on the agenda. Legal Counsel Melanie Foster said the Board had discussed and decided that specific items would be limited to three minutes, while items discussed under public comment would be limited to one minute.

Commissioner Larkin noted the agenda should be updated to reflect these time limits.

**05-63F ACCEPTANCE – VOLUNTEER/AUXILIARY REPORTS –
NOVEMBER 2005**

Gary Schmidt, local resident, voiced his support of volunteer fire departments and suggested they offer classes to individuals who wish to help protect their own property during a fire.

Commissioner Galloway asked Public Works why they were waiting on plans for two projects and noted the delays have resulted in cost increases. Chairman Weber noted that Chief Slate had been working on the delays, and she was receiving weekly progress updates.

Roger Van Alyne, Public Works Deputy Director, said they were working on three stations. He said the Silver Knolls station was waiting for structural calculations from the metal building designer. He noted the Building Department adopted a new building code, which required new calculations. He said the Cold Springs Volunteer Fire station was in design and a special use permit was being worked on, noting a variance for the building was required due to it being a metal building that was to be expanded. He said by code, metal buildings are not allowed in the Cold Springs area. He said the third station was Lemmon Valley.

Chairman Weber asked if there was a way the projects could have been grandfathered in. Mr. Van Alyne said property ownership was the issue in Lemmon Valley.

Commissioner Galloway asked why a quiet title had not been sought. He said he wanted a memo outlining how many times these stations were on the agenda and their status at that time.

On motion by Chairman Weber, seconded by Commissioner Larkin, which motion duly carried with Commissioner Sferrazza absent, it was ordered that the Volunteer/Auxiliary Reports for November 2005 be accepted.

**05-64F PROFESSIONAL SERVICES AGREEMENT – WALKER &
ASSOCIATES**

Upon recommendation of Neeroo Manning, Fiscal Analyst, through Lisa Gianoli, Budget Manager, on motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Commissioner Sferrazza absent, it was ordered that an agreement between Truckee Meadows Fire Protection District and Walker & Associates, concerning Professional Services for the period of December 1, 2005 through November 30, 2006 at an amount not to exceed \$45,000, be approved and Chairman Weber be authorized to execute the same.

05-65F ACCEPTANCE – AUDITED FINANCIAL STATEMENTS –
FISCAL YEAR 2004/05

Mary Walker, District Financial Consultant, said the financial statements were audited by Kafoury, Armstrong and Company and their opinion was an unqualified opinion, which meant the financial statements present fairly in all respects. She said the auditors noted there were no financial weaknesses large enough to include in the report, and there were no recommendations for improvements. She also said there were no statutory violations, and all funds were in a very good financial position. She said the Workers' Compensation actuarial study had been below the final for the year; therefore, the budget had been below the actuarial 2004/05 projected claims. She said because this was anticipated for 2005/06, \$1.87 million was budgeted for transfer from the general fund to the Workers' Compensation fund to compensate for increased liability due to the new actuarial projections. She noted the original actuarial liability was \$1.9 million under the prefunded retiree health benefits fund, and the new actuarial study was \$1.4 million.

On motion by Commissioner Larkin, seconded by Commissioner Humke, which motion duly carried with Commissioner Sferrazza absent, Chairman Weber ordered that the Truckee Meadows Fire Protection District Audited Financial Statements for fiscal year 2004/05 be accepted.

05-66F RESOLUTION - AUGMENT AND AMEND CAPITAL PROJECTS
FUND – FISCAL YEAR 2005/06

Mary Walker, District Financial Consultant, said there was a resolution before the Board to augment and amend the fiscal year 2005/06 capital projects budget in the amount of \$543,714. She said the amendment recognized the \$16,700 in donations from Mr. Lissner for the Cold Springs volunteers and increased the General Fund transfers to the capital projects fund by \$527,014.

On motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried with Commissioner Sferrazza absent, it was ordered that the following Resolution to Augment and Amend the fiscal year 2005/06 Capital Projects Budget in the amount of \$543,714, be approved and Chairman Weber be authorized to execute the same:

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
RESOLUTION TO AUGMENT AND AMEND THE FY 2005/06 BUDGET

WHEREAS, the revenues and other resources of the Capital Projects Fund of the Truckee Meadows Fire Protection District were budgeted to be \$1,525,000 on July 1, 2005; and

WHEREAS, additional resources are available to these funds in which appropriations are required to be augmented as follows:

Capital Projects Fund:	
a) General Fund Transfer	\$527,014
b) Donations and Contributions	<u>16,700</u>
Total Augmentation and Amendment	<u>\$543,714</u>

WHEREAS, there is a need to apply these excess proceeds in the previously mentioned fund. Now, therefore, it is hereby **RESOLVED**, that the Truckee Meadows Fire Protection District shall augment and amend its FY 2005-06 budget by appropriating \$543,714 for use in the above-mentioned fund, thereby increasing its appropriations and fund balance. A detailed schedule is on file with the Clerk and by reference is made a part hereof.

BE IT FURTHER RESOLVED, that the District shall forward the necessary documents to the Department of Taxation, State of Nevada.

Chairman Weber directed the Finance Department to make the following budget adjustments:

Description	Amount of Increase/ (Decrease)
TMFPD Capital Projects Fund	\$527,014
TMFPD Retiree Group Medical Fund	(\$527,014)
Donations, Contributions	\$ 16,700

05-67F PURCHASE – SELF-CONTAINED BREATHING APPARATUS (SCBA) UPGRADE

Upon recommendation of Curtis Johnson, Battalion Chief, through Paul Wagner, Fire Chief, on motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Commissioner Sferrazza absent, Chairman Weber ordered that the purchase of Self-Contained Breathing Apparatus (SCBA) Upgrade for the Truckee Meadows Fire Protection District in the total amount of \$63,688.50 be approved.

COMMISSIONERS’/CHIEF’S/DIVISION CHIEF’S ANNOUNCEMENTS, COMMENTS AND REQUESTS

Gary Schmidt, Washoe County resident, requested a Commissioner place on an agenda a discussion of an individual’s rights during a fire threat.

Juanita Cox, local resident, said she understood citizens tried to call dispatch during a recent fire and were hung up on.

Commissioner Larkin mentioned he had received the incorrect agenda and asked Chief Slate to look into the problem.

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There being no further business to come before the Board, the meeting adjourned at 4:50 p.m.

BONNIE WEBER, Chairman
Truckee Meadows Fire
Protection District

ATTEST:

AMY HARVEY, Washoe County Clerk
and Ex-Officio Clerk, Truckee Meadows
Fire Protection District

*Minutes Prepared By
Jill Shelton,
Deputy County Clerk*