

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

TUESDAY

10:00 A.M.

FEBRUARY 2, 2021

PRESENT:

**Bob Lucey, Chair**  
**Vaughn Hartung, Vice Chair**  
**Kitty Jung, Commissioner (via telephone)**  
**Alexis Hill, Commissioner**  
**Jeanne Herman, Commissioner**

**Janis Galassini, County Clerk**  
**Charles Moore, Fire Chief**  
**Mary Kandaras, Deputy District Attorney**

The Board convened at 10:00 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:

**21-017F**      **AGENDA ITEM 3** Public Comment.

Mr. Cliff Low welcomed new employees on behalf of residents of Washoe Valley.

**21-018F**      **AGENDA ITEM 4** Announcements/Reports.

Vice Chair Hartung thanked the crew at Station 46 for their professionalism when a delivery person fell and was injured in his front yard the prior month. The Commissioner was comforted by how quickly the emergency crew arrived and took care of the injured individual.

Chair Lucey thanked staff for their efforts during the prior week's snowstorm. He noted the snowfall above 6,000 feet had been significant. Staff from the southern stations spent quite some time shoveling around hydrants and ensuring people had access in and out of their driveways. He noted public safety was a large portion of the Truckee Meadows Fire Protection District's responsibility, and he thought staff had done a great job. He mentioned some illegal burning that took place the prior weekend. He warned that fires could spread even with snow on the ground, particularly when there were significant winds. He cautioned against burning without obtaining burn permits.

**CONSENT ITEMS – 5A through 5D**

- 21-019F** **5A** Recommendation to approve the meeting minutes from the January 5, 2021 Board of Fire Commissioners Meeting.
- 21-020F** **5B** Recommendation to approve the estimate from Silver State International and authorize repairs to Water Tender #45 (FD112) in the estimated amount of \$116,159, but not to exceed \$175,000, in accordance with NRS 332.115(c), which exempts from competitive solicitation contracts for repairs and maintenance of equipment which may be more efficiently repaired by a certain entity. (All Commission Districts)
- 21-021F** **5C** Recommendation to approve a memorandum of understanding between Truckee Meadows Fire Protection District and Washoe County through Technology Services for use of the Accela software platform to allow for issuance of permits and collection of fees as authorized by Washoe County Code Chapter 60. (All Commission Districts)
- 21-022F** **5D** Recommendation to approve and accept the Truckee Meadows Fire and Rescue 2021 Report to the Community. (All Commission Districts)

There was no public comment on the Consent Agenda Items listed above.

On motion by Vice Chair Hartung, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Consent Agenda Items 5A through 5D be approved.

- 21-023F** **AGENDA ITEM 10** Recommendation to adopt a Resolution directing the Clerk to notify the Washoe County Debt Management Commission of the District's proposal to issue its Truckee Meadows Fire Protection District's General Obligation (Limited Tax) Capital Improvement Bonds (additionally secured by pledged revenues) in the maximum principal amount of \$7,000,000 to finance the acquisition of properties for stations and administration authorized by NRS 474.511, including fixtures, structures, stations, other buildings and sites therefor and appurtenances and incidentals necessary, useful or desirable for any such facilities, including all types of property therefore; and providing the effective date hereof. (All Commission Districts.)

Truckee Meadows Fire Protection District (TMFPD) Chief Fiscal Officer Cindy Vance said this item was the first step in the issuance of debt. A public hearing would be scheduled if the Debt Management Commission (DMC) approved the proposal. The \$7 million would be used to purchase the property on Barron Way. She noted the difference in debt service versus rent and property taxes would be about \$50,000 per year at first, but there was a three percent annual increase in rent, which meant the break-even point was very close. Purchasing the building would save money in the long term.

Chair Lucey asked whether there would be two public hearings after the proposal was approved by the DMC. Kendra Follett of Sherman & Howard LLC, Bond Counsel to Washoe County, replied there would be one public hearing. She explained an intent resolution would need to be adopted, then there would be two notices published: a notice of public hearing and an intent to issue general obligation revenue-backed bonds. After that there would be a public hearing and a 90-day petition period.

Vice Chair Hartung asked why the District would use bonds for the purchase of the building instead of taking out a mortgage. John Peterson from JNA Consulting Group LLC replied the process for both was functionally the same, but Nevada Revised Statutes outlined bonding as the process that TMFPD could use to purchase assets such as the Barron Way property. Ms. Follett noted local governments in Nevada were prohibited from mortgaging their properties.

There was no response to the call for public comment.

On motion by Commissioner Hill, seconded by Vice Chair Hartung, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 10 be adopted. The Resolution for same is attached hereto and made a part of the minutes thereof.

**21-024F**      **AGENDA ITEM 6**      Recommendation to accept and show sincere appreciation to New West Distributing Company for their donation of a 2004 Utility Trailer (VIN # 1HHDMT3254M000074) to Truckee Meadows Fire Protection District's Fleet and Logistics Division. (All Commission Districts)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore explained the donation was a full-size semi-trailer vehicle which would be used to cache disaster supplies or pre-position various items that might need to be transported to a scene. He said the TMFPD had a semi-tractor to pull the trailer.

Chair Lucey said the generosity of the public and companies in the community allowed the TMFPD to continue to perform quality work. He thanked New West Distributing Company (NWDC) for the donation.

Vice Chair Hartung asked whether a graphic saying the trailer was donated by NWDC would be applied to the vehicle. Chief Moore said that could be done. Vice Chair Hartung thought credit for donations should be displayed. Chair Lucey agreed. Chief Moore said the TMFPD would be happy to do so.

There was no public comment on this item.

On motion by Vice Chair Hartung, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 6 be accepted.

**21-025F**      **AGENDA ITEM 7** International Association of Firefighters, Local 2487 Report.

Truckee Meadows Fire Protection District Chief Charles Moore indicated Local 2487 representatives were not available to provide a report.

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

**21-026F**      **AGENDA ITEM 8** Promotional Announcements and introduction of New Employees.

Deputy Chief of Operations Alex Kukulius thought the Truckee Meadows Fire Protection District (TMFPD) had accomplished some great things within the community. He acknowledged TMFPD staff who performed the work and made the community proud. He introduced Division Chief Joe Schum, who was promoted in October 2020 to Division Chief of Fleet, Logistics, and Training, but was only recently able to assume the position. Chief Schum was pinned by his wife Katie.

Chief Schum announced three new employees who joined the TMFPD during the past 10 months. Fire Mechanic Tom Gleason, pinned by his wife Susan, joined the District with 30 years of experience in truck repair. Fire Mechanic Dillion Meade, pinned by his fiancée Cassidee, joined with eight years of diesel mechanic experience. Logistics Coordinator, pinned by his wife Stacy, started his career in 2003 as a fire explorer.

Wildfire and Fuels Division Chief August Isernhagen introduced new Fuels Division crew members. Squad Boss Adam Crichton, pinned by his wife Allie, joined the TMFPD with 13 years of experience with the Bureau of Land Management and the United States Forest Service. The new crew members were: Thomas Soucek, pinned by his wife Erica; Colton Hughes, pinned by his father Terry; Collin Thompson, pinned by his wife Kayla; Austin Rauh, pinned by his father Mark; and Stephen Grissette, pinned by his wife Cassey.

Chair Lucey congratulated the new employees.

Operations Division Chief Chris Ketring introduced employees who had been promoted, noting the promotion process was very competitive. He expressed pride in the individuals who achieved promotion. He said Battalion Chief Ryan Rizzuto, pinned by his wife Danielle, had been with the District for about 14 years. He started his career as a Firefighter/Paramedic and worked his way up to Battalion Chief.

Chair Lucey congratulated Chief Rizzuto, asking where he would be stationed. Chief Rizzuto replied he would be in the south battalion on B-shift, so he would be at Station 33. Chair Lucey stated it has an honor to be Battalion Chief, but it would also be challenging. Chief Rizzuto stated he looked forward to serving the community in a different role. He acknowledged he had big shoes to fill with the retirement of Battalion

Chief Mike Heikka, but he would try his hardest to continue to serve the citizens of the community.

Chief Ketring introduced newly-promoted Captains: Jonathon Milam, pinned by Chief Rizzuto; Nicholas Remington, pinned by his wife Jerry; Michael Lambert, pinned by his son Martin and his daughter Madeline; and Captain Derek Hirsch, who was not present in Chambers. He acknowledged newly-promoted Engineers Casey Marvin, pinned by his wife Rebecca, and Jose Rodriguez, pinned by his wife Lauren. He congratulated everyone who had been promoted.

Chair Lucey thanked employees and their families on behalf of the Board. He recognized the process of promoting within the District was not easy and it demonstrated their commitment. He expressed pride in the accomplishments of each individual who had been promoted.

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

**21-027F**      **AGENDA ITEM 9** Fire Chief Report:

- A. Informational briefing on operational matters and activities for the month of January and February 2021 to include the following items:
  - 1. Report on Burn Permit Process
  - 2. Update and Timeline on Fire Station Development and the sale of 5445 Pelham
  - 3. Update on Black Springs Fire Station Conversion to a Museum
  - 4. Update on the next strategic plan period 2021-2024 Cycle
  - 5. Quarterly Budget Update
- B. Commissioner Dashboard: Status update on ongoing Commissioner requests of the Fire Chief
- C. Review of recent critical calls response statistics for December 2020 to include Mutual and Auto Aid for our regional partners.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore noted he provided a memo outlining the burn permit process in response to Chair Lucey's request. He said the TMFPD preferred to have people bring their green waste to them so no burning took place. During the past year, the District collected approximately 15,000 cubic yards of green waste during 20 different events, but they also issued 1,605 burn permits. He acknowledged open burning was necessary for some property owners. He said staff was concerned with having good weather conditions to prevent escaped fires. The minimum lot size for open burning was one acre because the TMFPD received more smoke complaints for smaller lots, and lots smaller than one acre did not typically have a lot of green waste. He noted open burning had been limited to the first seven days of each month, weather permitting, to limit 911 reports of smoke columns to the first seven days of the month. He stated open burning would continue as long as weather conditions allowed, but it usually ended after the May burn period.

Chair Lucey said residents often asked whether they could burn in outdoor fireplaces and fire pits. He stated that was allowed without a burn permit, but fire extinguishers and water needed to be readily available, and there needed to be sufficient distance between those fires and any structures.

Chief Moore reported the District had three major capital projects on the schedule. A construction management at-risk (CMAR) contractor had been selected with the assistance of Washoe County Capital Projects. Typically, the Chief explained, a CMAR contractor was hired before plans were completed so they could work with the architect and the project manager to identify methods of construction and costs before too much was done on the project. He noted the process had been used on Station 33. Plenum Builders was selected for the three projects. He stated proposals from TSK Design and Savini Group, PLLC, which together would comprise the development team of consultants, were on the agenda for Board approval. He said staff was ready to begin the design development process for Hidden Valley Station 37. The project would involve renovating the home before moving staff from the modular building into it. Crews would need to operate out of that residence for six to eight months while the contractor built the new apparatus bay. It was scheduled to be completed in the Spring of 2022.

Chief Moore mentioned the residence at 5445 Pelham Drive was under contract and set to close in mid-February. Due to high real estate prices, the District would make a small amount of profit from the sale even after deducting the cost of improvements and the real estate commission. He noted the Board just approved the Resolution for the purchase of 3663 Barron Way. He wanted to make some security improvements once the building was purchased. Staff would also present recommendations to the Board about developing some training props on the property and adding office space. With regard to the consolidated Washoe Valley fire station, the only thing that had occurred was a pre-development meeting with County planning staff. He thought a special use permit would be required for the project, so there were a number of planning steps that needed to occur before architecture work could begin. He said the consolidated station might be modeled after Station 33, which had been a very successful station. He summarized there was a significant amount of work for the design team and staff, but they were ready to start once the Board approved the contracts and proposals for the architect and project manager. Staff would agendize the contract for the CMAR contractor for Board approval probably during the March meeting.

Vice Chair Hartung asked whether the contracts expected to be given to TSK Design and Savini Group had been put out for open bid. He inquired whether the TMFPD owned any of the designs, such as the design for Station 33. Chief Moore replied professional services were not put out for bid; the selection was made based on professional qualifications. He said TSK Design had designed stations for the District in the past, so he thought they were uniquely qualified and experienced in the operation to propel these future projects. Vice Chair Hartung asked who designed the Mogul station. Chief Moore responded TSK Design. He noted each station design would be subtly different because of topography and access, but there would be efficiencies as a result of using TSK. Some design elements from the Foothill station would be used on the consolidated station. He

stated the engineering varied for each station because of soil bearing pressures, and load factors could vary based on how much snow was expected in the area. He noted a costly component for Station 33 was that all three bays were clear spanned. He conjectured the design for the consolidation station would be downsized to save money. He reiterated the architect understood the program and had worked with the District for at least eight years. Vice Chair Hartung opined the design needed to last for a minimum of 50 years, so clear span should be used if it was the best solution.

Chief Moore reported he and Parks Operations Superintendent Colleen Wallace-Barnum met with Mr. Kenneth Dalton at the Black Springs Volunteer Fire Station to discuss the preservation of the site. The Chief believed the site was the original Black Springs Volunteer Fire Station without modifications. He mentioned the old community siren was still on the pole at the site. Ms. Wallace-Barnum would investigate preservation options through the Nevada Historical Society. He thought the issue might need to be routed to the County because the County owned the building, but he would be ready to assist in the efforts to turn it into a museum. He said TMFPD staff would gladly offer logistical support or explore financial assistance options. He would follow the Board's direction on this issue.

Vice Chair Hartung requested operations and maintenance information on that site. He inquired whether Mr. Dalton would create a non-profit organization and take the site over if it was turned into a museum so the County would not have any liability. Chief Moore said Mr. Dalton informed him a non-profit organization had already been established. He was unsure whether the County would retain control or the organization would take over. He thought it was too early in the process to know those details. He said the site had a great story of how those volunteers served their community from that location.

Commissioner Hill ask whether staff could help Mr. Dalton with the business plan for the project. Chair Lucey noted the item was not agendaized for possible action and suggested Commissioner Hill save the request for the announcements at the end of the meeting.

Commissioner Herman thanked Chief Moore for taking action on Mr. Dalton's request so quickly.

Chief Moore noted he provided the Commissioners with a strategic plan calendar. Staff would work to get a draft ready and presented to the Board in April. He stated charting the path forward for the next three years was important. Of particular concern was the issue of fire station locations. He said moving fire stations and resources north had been discussed because 75 percent of calls occurred in the north but most resources were located in the south. He noted some discussions about developing the Apple station had taken place. Staff would need to review the data to identify lapses in the standards of cover and prioritize them for the Board's consideration. He aimed to have at least one employee of every rank as well as command staff involved in developing the strategic plan. He offered to provide periodic updates to the Board. He mentioned that

everything from the previous strategic plan had been completed. He stated a lot of work needed to be done over the following two months to prepare for the next decade.

County Clerk Janis Galassini said a strategic planning calendar was submitted to the Board, a copy of which was placed on the record.

Vice Chair Hartung said he was a proponent of building the Apple station in lieu of taking money. Chief Moore said the TMFPD would need to communicate with Apple about building that station. He noted Apple expected to have the station staffed, and the TMFPD had a plan to provide staff. Vice Chair Hartung thought there was no agreement indicating the TMFPD would necessarily staff the station at the time of construction. Chief Moore believed there was an amendment to the agreement, but he would need to confirm the terms. Vice Chair Hartung requested verification. He was a proponent of taking the station rather than the money because it would cost the District more money to build the station. He thought the station would be a valuable asset for the District because growth was heading east. Chief Moore agreed, noting the TMFPD served the I-80 corridor from Hidden Valley. The plan was for response in that area to come from the Apple station so the Hidden Valley station could serve the Hidden Valley community. Vice Chair Hartung requested details about the Apple station in the strategic plan. He suggested exploring a possible partnership with the Bureau of Land Management because they would need to store equipment along the I-80 corridor.

TMFPD Chief Fiscal Officer Cindy Vance said the second quarter fiscal review had been provided to the Board. The actual revenue was just under 50 percent of what had been budgeted. The balance took into consideration the two months of consolidated taxes that were not yet accounted for because consolidated taxes ran two months in arrears. She stated expenses were just below 50 percent as well. She noted the consolidated taxes were higher than budgeted each month and they were higher than the prior year. A decrease had been expected at the end of the prior year, but they were actually higher than pre-pandemic levels. She summarized the TMFPD continued to be in a very good financial position.

Regarding the consolidated tax, Vice Chair Hartung asked whether the data for physical purchases was segregated from internet purchases. Ms. Vance responded no, but she offered to contact the State to inquire about additional details. Vice Chair Hartung expressed interest in that information because he knew there had been a significant shift to online purchasing. Ms. Vance said there had been an increase in vehicle and recreation vehicle purchases as well.

Chair Lucey noted a typo on the last sentence of the General Fund sheet posted with the agenda and that should say "... therefore only four months through October...".

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



**21-028F**      **AGENDA ITEM 11**      Recommendation to approve a proposal for professional services in the amount of \$296,920 for Architectural and Engineering Services between Truckee Meadows Fire Protection District and TSK to provide professional design services for Truckee Meadows Fire Protection District station 37 (Hidden Valley), which services include the preparation of construction and civil design plans for remodeling 5335 Pelham as crew quarters and a new apparatus bay and parking as defined in Attachment A of the proposal dated November 18, 2020 and direction to staff to prepare Professional Services Agreement reflecting these terms. (Commission District 2)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore said staff would draft a contract for consideration if the proposal was approved by the Board.

Chair Lucey noted TSK had been used for the Mogul and Foothill stations. He knew the stations were state of the art, but he thought \$296,920 for architectural services seemed expensive. He understood the station would be a commercial building which involved complexities and nuances, particularly because it was a remodel. He asked for an explanation of the cost. Chief Moore replied the residence would require modifications to make it suitable for the crew. The cost included structural engineering for the new apparatus bay, civil engineering, and all the disciplines that fell under the architect. He understood there were some flooding considerations which could need special attention. He stated architects were very busy and the cost was due to supply and demand.

Chair Lucey asked about the final footprint size of the station. Chief Moore believed it was approximately 8,000 square feet, but he did not have the exact information. Chair Lucey knew a residential building of 5,000 to 10,000 square feet could currently be engineering for \$60,000 to \$80,000. He requested additional information about the scope of work. He noted the fee schedule had abbreviations which he wanted explained. Chief Moore explained the schematic design was such that it would give the Board of Adjustment and County Planning staff an understanding of what the building would look like and how it would sit on the site. Design development provided building and engineering details. Construction documents provided the plan of record that the building official would review; it included the details of how the building would go together and everything which would be instrumental in its construction. Construction administration covered their involvement while construction took place. Chair Lucey asked whether construction administration should be done by the contractor. He expressed concern about some of the costs outlined in the proposal. He wanted more details about the design costs. Chief Moore said the TMFPD could confer with the architect and refine the price if that was the Board's direction. Chair Lucey expressed concern about approving a bid that was almost \$300,000 for only engineering. He asked whether the cost for the Foothill station had been that high. Chief Moore replied it was more expensive.

Vice Chair Hartung agreed with Chair Lucey's concerns. He mentioned some houses in Hidden Valley had been raised through a Federal Emergency Management

Agency grant. He asked Chief Moore to contact the Truckee River Flood Management Authority to inquire whether that would be an option for Station 37.

Commissioner Hill understood the District worked with TSK previously, but she thought not having another estimate made it difficult to evaluate the costs.

Chair Lucey reviewed the cost by firm listed in the fee schedule. He thought TSK needed to review their fees, otherwise he would ask staff to open the project for proposals. He indicated he would not support the item as drafted.

A brief discussion took place about whether a motion was needed on this item, and Vice Chair Hartung asked for a recommendation from the District Attorney. Deputy District Attorney Mary Kandaras said the Board could take no action or it could deny the item. The item could then be reagendaized at a later date.

Vice Chair Hartung suggested taking a motion to deny the proposal.

There was no response to the call for public comment.

On motion by Chair Lucey, seconded by Vice Chair Hartung, which motion duly carried on a 4-1 vote with Commissioner Herman voting “no”, it was ordered that the staff report be denied as drafted and staff be instructed to present a revised bid or a potential request for proposals process.

**21-029F**     **AGENDA ITEM 12**     Recommendation to approve a proposal for professional services with Savini Group, PLLC in the amount of \$120,350 for Fiscal Year 20/21 for Project development and Construction Management Services for the Washoe Valley Fire Station Project, Station #37 Remodel and Addition Project and Barron Way Due Diligence, Remodel and Addition Project as defined in Attachment A of the proposal dated December 23, 2020 and direction to staff to prepare Professional Services Agreement reflecting these terms. (Commission District 2)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore said Mr. Savini was a project manager who would act as the owner’s representative to help TMFPD with scheduling, cost, and quality, areas in which he was particularly skilled. He recommended bringing Mr. Savini onboard now. He noted the involvement of Mr. Savini was intended to help with Hidden Valley, Barron Way, and the consolidated station. He said Mr. Savini would be the contact between the District, the design professionals, and the contractor. He suggested Mr. Savini could be helpful in understanding the costs of the architectural proposal.

Vice Chair Hartung observed the proposal was only for fiscal year (FY) 20/21 and would not follow all three projects through completion. Chief Moore confirmed that was correct. Vice Chair Hartung expressed concern about utilizing a yearly rate rather than a set project fee. He would prefer to receive a proposal for all three projects. He asked

whether the projects would take three or four years. Chief Moore expected the Hidden Valley station to be completed early in spring of 2022, the Barron Way station would likely be completed mid-year of 2022, and the consolidated station at the end of that year. Vice Chair Hartung asked whether the District could potentially have another \$120,000 expense for FY 21/22. Chief Moore said there would be some additional costs.

Chair Lucey said the proposal included scope of work from January 2021 through June 2021. A fee of \$49,000 for six months of work on the Washoe Valley facility before any construction began seemed steep. He said he was not opposed to hiring a construction management service and acknowledged the scope of work may be extensive, but he had reservations about an administration fee that high.

Commissioner Herman pointed out the projects were commercial buildings which usually cost more than residential buildings. She acknowledged the fees were high, but she thought the intent was to get the projects started and built quickly; waiting longer would result in higher costs. Chair Lucey acknowledged commercial buildings were more expensive but reiterated his reservations about spending \$50,000 before any construction took place. He thought having Mr. Savini available to explain the fees would have been helpful.

Commissioner Hill thought going through an open bid process sometimes helped improve proposals. Having everyone understand there was an opportunity for competition made it clear that the Board would carefully assess costs.

On the call for public comment Mr. Cliff Low said he often attended meetings to advocate for emergency services in Washoe Valley. He mentioned an email he sent to Chief Moore and the Commissioners in which he requested an update about the commitments for the consolidated Washoe Valley station. He opined the most significant commitment at that station was a staging area for a Regional Emergency Medical Services Authority unit. He hoped the Board would request an update from Chief Moore about the other commitments made for the consolidated station, such as a Sheriff's substation, a four-person crew, agreements with the Carson City Fire Department, and constant coverage for the station. He thought an update with affirmations of those commitments would be worthwhile for residents.

Vice Chair Hartung asked whether design-bid-build scenarios were possible for this type of project. Chief Moore replied three processes were available to the District for construction projects. One process was construction management at-risk (CMAR), in which an architect and a contractor were hired to work on the design. The architect essentially worked for the contractor. The contractor presented a guaranteed maximum price at the end of the design process because he would perform cost estimates along the design process. The second process was design-bid-build, in which an architect was hired to design the plans as approved by the Board. The design would then be put out for bid by any qualified contractor. In design-bid-build scenarios, budgeting would be more difficult because the cost would not be determined until after plans were completed. The third process was design-build, in which a contractor was hired, provided with specifications,

and the contractor would prepare the design and determine costs. Vice Chair Hartung stated he was a fan of the CMAR process, though he wondered whether the District had become complacent and other options had not been considered. He said he would not support the proposal as written.

Chief Moore noted five quotes were received when the request for quotations was issued for a CMAR contractor for Station 33, but there were only two for this current request. He said the smaller response demonstrated how busy contractors were at present. He stated prices increased when contractors were busy, and the cost of materials had also increased. Chair Lucey recognized costs of construction had increased significantly during the past 24 months and there were delays due to COVID-19, but he wanted to see more transparency and opportunity for these projects. He acknowledged Commissioner Herman's comments about delaying the process. He expressed concern about the cost of hiring someone to oversee the CMAR process and the redundancy between this item and Agenda Item 11. He opined the Board could either take no action on this item, deny the proposal and let staff confer with Mr. Savini, or open the project for requests for proposal.

On motion by Chair Lucey, seconded by Vice Chair Hartung, which motion duly carried on a 4-1 vote with Commissioner Herman voting "no", it was ordered that the proposal be denied as drafted and staff be instructed to present alternative proposals in the form of total project scope rather than a contract based on time.

**21-030F**      **AGENDA ITEM 13** Recommendation to approve TM03-2021 - Truckee Meadows Fire Protection District Resolution to augment the district's FY 20/21 General Fund in the amount of \$541,425 and TM04-2021 Truckee Meadows Fire Protection District Resolution to augment the district's FY 20/21 Capital Projects Fund in the amount of \$813,800 and direct the District to make the appropriate budget adjustments. (All Commission Districts)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore said the proposed expenditures were outlined in the staff report. Many of the expenditures were related to building and staff safety issues such as body armor. He noted software to help with recruitment efforts and funds for the next academy were on the list of expenditures. There were 13 employees proposed for the academy which would supplement vacant positions as well as add to the Staffing for Adequate Fire and Emergency Response grant positions that were awarded to the TMFPD. He explained employees were taken offline for the academy and their positions had to be covered through overtime. Capital project funds for design work, diesel exhaust extraction systems for firehouses, and command vehicles were other items on the list of proposed expenditures.

TMFPD Chief Fiscal Officer Cindy Vance mentioned expenses had been cut in light of the pandemic, and revenue expectations had been lowered when the budget was prepared at the end of the prior year, so the general fund balance was significantly larger than expected. As a result, the District had extra funds for many of those one-time

expenses. She noted the District had experienced significant turnover so the new crew academy would provide an early start in filling those positions. She said the software and human resources assistance costs would impact additional years but the rest of the expenditures would not.

There was no response to the call for public comment.

On motion by Vice Chair Hartung, seconded by Commissioner Hill, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 13 be approved and directed. The Resolution for same is attached hereto and made a part of the minutes thereof.

**21-031F      AGENDA ITEM 14 Announcements/Reports.**

Commissioner Hill requested that staff work with Mr. Kenneth Dalton to check that he had a business plan and to determine the next steps for the Black Springs Volunteer Fire Station museum project. She wanted details about the building’s operations, maintenance costs, and options for the project.

Chair Lucey requested a future agenda item about fire hydrants throughout the unincorporated County, specifically who maintained them, how they were maintained, and whether there were identifiers for staff to know where they were located. He saw a hydrant off Thomas Creek Road that was plowed in when Washoe County staff plowed the roads during the prior week’s snowstorm. He requested details about how the District worked with the Truckee Meadows Water Authority on hydrant maintenance.

Chair Lucey noted Truckee Meadows Fire Protection District staff had committed extra time to help with the COVID-19 vaccination process throughout the County, thanking everyone who participated in dispensing vaccines. He thought it was important to progress through the vaccination plan.

**21-032F      AGENDA ITEM 15 Public Comment.**

Mr. Cliff Low was called but declined to speak.

Using the Zoom app, Ms. Maureen O’Brien said she was proud to pay her fire tax to the Truckee Meadows Fire Protection District (TMFPD). She extended her congratulations to the new and newly-promoted employees of the TMFPD. She recognized the leadership of TMFPD Chief Charles Moore and all chief officers. She expressed excitement for the growth of the District and pride in the achievements and quality of service provided to the community. She thanked TMFPD staff for choosing to make the effort.

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**11:40 a.m.** There being no further business to discuss, the meeting was adjourned without objection.

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**BOB LUCEY**, Chair  
Truckee Meadows Fire  
Protection District

ATTEST:

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**JANIS GALASSINI**, Washoe County Clerk  
and Ex-Officio Clerk, Truckee Meadows  
Fire Protection District

*Minutes Prepared By:*  
*Carolina Stickley, Deputy County Clerk*