

BOARD OF FIRE COMMISSIONERS  
Chair, Alexis Hill, District 1  
Vice-Chair, Jeanne Herman, District 5  
Michael Clark, District 2  
Mariluz Garcia, District 3  
Clara Andriola, District 4

FIRE CHIEF  
Charles A. Moore

DEPUTY DISTRICT ATTORNEY  
Wade Carner



## Notice of Meeting and Agenda

# TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

1001 E. 9th Street, Reno, Nevada 89512

10:00 a.m.

Tuesday, May 2, 2023

**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 Consent is a single agenda item and is considered as a block and will not be read aloud.

**Accessibility.** In compliance with the Americans with Disabilities Act, the Washoe County Commission Chambers are accessible and those requiring accommodation for this meeting should notify the Truckee Meadows Fire Protection District at (775) 326-6000, 24 hours prior to the meeting.

**Public Transportation.** Public transportation is available to this meeting site: RTC Routes 2, 2S, 5 and 15 serve this location. For eligible RTC ACCESS reservations call (775) 348-5438.

**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 individually numbered items designated as "for possible action" 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 of Fire Commission meeting. Persons may not allocate unused time to other speakers.

**Forum Restrictions and Orderly Conduct of Business.** The Board of Fire Commissioners 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 Fire Commission 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 Fire Commission. However, responses from Fire Commissioners 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 Fire Commission will consider, Fire Commissioners may choose not to respond to public comments, except to correct factual inaccuracies, ask for District staff action or to ask that a matter be listed on a future agenda. The Fire Commission may do this either during the public comment item or during the following item "Commissioners'/Fire Chief's announcements, reports and updates, requested for information or topics for future agendas."

Pursuant to NRS 241.020, the Agenda for the Board of Fire Commissioners has been physically posted at Truckee Meadows Fire Protection District Administration building located at 3663 Barron Way, Reno, Nevada 89511 and electronically posted at <https://tmfpd.us/agendas-minutes/> and <https://notice.nv.gov>.

Although no longer required under NRS 241.020, the agenda has been physically posted at the following locations: Washoe County Courthouse-Second Judicial District Court (75 Court Street), Reno City Hall - Clerk's Office (1 E. 1st Street); Sparks Justice Court (1675 East Prater Way) and Washoe County Administration Building (1001 E. 9th Street, Bldg. A)

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 <https://tmfpd.us/agendas-minutes/> 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 April 4, 2023 Board of Fire Commissioners Meeting. FOR POSSIBLE ACTION

**Attachments:** [Item #5A 2023-04-04 Draft Meeting Minutes](#)

B. Recommendation to approve a Professional Services Agreement between H+K Architects and Truckee Meadows Fire Protection District for an estimated amount of \$19,800 for developing the Special Use Permit (SUP) to include Exhibits, predevelopment meetings, preliminary engineering, and preliminary landscape design for the development of the Apple Fire Station. (Commissioner District 4) FOR POSSIBLE ACTION

**Attachments:** [Item #5B H+K Professional Service Agreement for Apple Site SUP Staff Report](#)  
[Item #5B H+K Professional Services Agreement](#)  
[Item #5B H+K Apple Station SUP Proposal and Scope of work Summary - Exhibit A](#)  
[Item #5B H+K Architects - Insurance Exhibit B](#)

C. Recommendation to approve a Professional Services Agreement between Wood Rodgers and Truckee Meadows Fire Protection District for an estimated amount of \$90,200 for Entitlement and Special Use Permit (SUP) Services, Survey and Mapping, and preliminary Civil Engineering for the development of the Apple Fire Station. (Commission District 4) FOR POSSIBLE ACTION

**Attachments:** [Item #5C Wood Rodgers Professional Services Agreement - Apple Staff Report](#)  
[Item #5C Wood Rodgers Professional Services Agreement](#)  
[Item #5C Wood Rodgers Scope of Work - Exhibit A and B](#)  
[Item #5C Wood Rodgers - Insurance Exhibit C](#)

D. Recommendation to accept a donation of four (4) LG refrigerators and three (3) commercial coffee makers in support of Truckee Meadows Fire Protection District Operations and if accepted express sincere appreciation for the thoughtful contribution. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #5D Refrigerators and Coffee Maker Donation Staff Report](#)

E. Recommendation to accept a monetary gift card in the amount of \$25 from Pacific Northwest National Laboratory for the Fire Chief's participation in a study for the temporary storage of nuclear waste. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #5E Gift Card Donations Staff Report](#)

F. Recommendation to approve and adopt a resolution authorizing overtime and portal to portal pay for all Truckee Meadows Fire Protection District employees. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #5F Portal to Portal for all Employees Staff Report](#)  
[Item #5F Portal to Portal for all Employees Resolution](#)  
[TM03-2023](#)

End of Consent

6. National Weather Service Report by Edan Lindaman. FOR DISCUSSION ONLY

**Attachments:** [Item #6 NWS Seasonal Outlook 2023](#)

7. Proclamation in support of the Nevada Wildfire Awareness Campaign. FOR POSSIBLE ACTION

**Attachments:** [Item #7 Nevada Wildfire Awareness Campaign Proclamation](#)

8. District Fiscal Outlook Presentation by Eugenia Larmore. FOR DISCUSSION ONLY

**Attachments:** [Item #8 5 Year Financial Projections](#)

9. International Association of Fire Fighters Local 2487 Report - FOR DISCUSSION ONLY
10. Fire Chief Report: FOR POSSIBLE ACTION
  - A. Informational briefing on operational matters and activities for the month of April 2023 and May 2023 to include the following items:
    1. Green Waste Program Usage Summary for April 2023.
    2. Update on the Use of Aerial (Red) Fire Retardant and a Federal Lawsuit That Seeks to Curb Its Use.
    3. Five-Year Capital Plan Discussion including Debt and/or Grant Financing of Fire Trucks and Fire Stations, including Hidden Valley Station 37, Washoe Valley Consolidated Station, Apple, and Spanish Springs Station 46.
    4. Other Updates on Staff Activities and Community Functions to include Career Fair and Battle of the Badges Public Safety Food Drive

B. March 2023 Response Statistics

**Attachments:** [Item #10A Chiefs Monthly Report for May 2023](#)  
[Item #10A.2 Retardant Complaint](#)  
[Item #10A.3 Capital Equipment Projection](#)  
[Item #10B March 2023 Response Statistics](#)

End of Fire Chief Report

11. Presentation and review of the Fiscal Year 2023-2024 tentative budget and discussion regarding the priorities and projects anticipated in the budget. Recommendation to bring the tentative budget and any Board directed changes back to the Board of Fire Commissioners for a Public Hearing and approval of the final budget. (All Commission Districts) FOR POSSIBLE ACTION
 

**Attachments:** [Item #11 FY23/24 Budget Presentation Staff Report](#)  
[Item #11 FY23/24 Budget Schedules- Tentative](#)  
[Item #11 FY23/24 Budget Presentation](#)
12. Recommendation to accept the 2023 annual performance evaluation of Fire Chief Charles Moore to include a discussion of results, goals, and objectives; if approved, authorize the Staff to make all necessary adjustments. (All Commission Districts) FOR POSSIBLE ACTION
 

**Attachments:** [Item #12 Charles Moore Evaluation Staff Report](#)  
[Item #12 Goals and Objectives 2023](#)  
[Item #12 Participant List and Summary Response Report](#)
13. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220. FOR POSSIBLE ACTION

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