

1 **NORTH LAKE TAHOE FIRE PROTECTION DISTRICT**
2 **BOARD OF DIRECTORS MEETING MINUTES**

3
4 **February 16, 2022**

5
6 **LOCATION:** 863 Tanager, Incline Village, Nevada.
7

8 **MEETING CALLED TO ORDER:** Vice-Chair Cross called the meeting to
9 order at 12:00 p.m.

10
11 ***Roll Call of the North Lake Tahoe Fire Protection District Board of**
12 **Directors:** Upon roll call, the following Board Members were present: Art
13 Cross, Vice-Chairman; Denise Bremer, Secretary-Treasurer; Greg McKay,
14 Director; James Costalupes, Director.
15 Absent Susan Herron, Chairman.
16

17 ***Guests present:** Fire Chief Ryan Sommers, NLTFPD; Assistant Fire Chief
18 Russell Barnum, NLTFPD; Business Manager Sharon Cary, NLTFPD; Fire
19 Marshal Jennifer Donohue, NLTFPD; Legal Counsel, Devon Reese; Division
20 Chief Isaac Powning, NLTFPD; Dale Spieker, Local 2139 Union President; PIO
21 Tia Rancourt, NLTFPD; Administrative Assistant/Board Secretary Andreina
22 Quiroz, NLTFPD; Logistics Manager Alan Green, NLTFPD; Battalion Chief Jeff
23 Sambrano, NLTFPD; Captain Monte Santos, NLTFPD; Engineer Jason Knight,
24 NLTFPD; PM Scott Kessler, NLTFPD; PM Geoff Rockhey, NLTFPD; FF Michael
25 Lucey, NLTFPD; FF/PM Cory Crosby, NLTFPD; Engineer Jeff Cutler, NLTFPD;
26 Forester April Shackelford, NLTFPD; Captain Jake Chatelle, NLTFPD; FF/PM
27 Thomas Kokenge, NLTFPD; Engineer Micah Wilcock, NLTFPD; Resident
28 Christopher Armstrong; Resident Mary Masher-Armstrong; Resident Royce
29 Johnson; Ann Nichols, Resident/North Tahoe Preservation Alliance; Resident
30 Ken Leijon; retired Battalion Chief Dave McClellan.
31

32 **Approval of Agenda:** Approved as submitted.
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34 ***NRS 241.020 RE: Public Comment. This is a Time for the Public to**
35 **Comment on any Matter, Whether or Not it is Included on the**
36 **Agenda of this Meeting.**
37

38 Ann Nichols with North Tahoe Preservation Alliance stated there was a
39 Special Use Permit Hearing on February 3rd at Washoe County that was
40 approved by the Board of Adjustments and she explained that with the
41 approval, there will be an immediate loss of an exit in the upper Crystal Bay
42 neighborhood. Ms. Nichols referred to a map and explained that currently
43 there are four exits and with the new scheme of a phased abandonment
44 they will immediately lose the exit from Reservoir Road to Wassou Road to

1 Stateline Road behind the Biltmore Casino and it will go in the name of the
2 new owner, EKN Development. Ms. Nichols added that they do not have to
3 have the replacement roads done and stated that NLTFPD protected them in
4 December when they were saying that the replacement fourth exit, Wellness
5 Way was going being taken, and with NLTFPD's protection they were able to
6 keep it but now with this the fourth exit will be lost. Ms. Nichols reported the
7 permit is for five years therefore the neighborhood will be without the fourth
8 exit for an unknown period of time, on top of the wait of ten years they have
9 already endured while waiting for the development to happen. Ms. Nichols
10 stated that once NLTFPD stood up and stated we approved of the new
11 scheme, she recognized they were sunk, the deal was done, and they had no
12 chance of making any changes. Ms. Nichols referred to a map and explained
13 the map shows what would happen to the neighborhood adding that with the
14 application, there were two set of plans, one was the approved site plan
15 from Tahoe Regional Planning Agency (TRPA) and the application also had a
16 grading site plan that was different. Ms. Nichols provided a copy of the
17 different site plan and explained that the different site plan has the changes
18 marked in orange. Ms. Nichols stated she asked Fire Marshal Donohue which
19 plan she approved and if there is a stamped plan that the Fire Department
20 looked at and approved and if that were the case, Ms. Nichols would like to
21 know which one of the two site plans, as they are different. Ms. Nichols
22 added that TRPA stated that if they are different, they need to be reviewed
23 by TRPA. Ms. Nichols stated this whole situation as well as taking the road is
24 premature and provided copies of the maps to the Board.

25
26 Vice-Chair Cross asked if this was awareness for the Board.

27
28 Ms. Nichols replied there will be three appeals happening on the Approval
29 from the Board of Adjustment from three different parties and explained that
30 it will come up again in front of the Washoe County Commissioners and this
31 time she would like it if the public could be a part of the decision made as
32 this affect them, their safety and it is a matter of life and death. Ms. Nichols
33 is in hopes that when looking at everything again, what is being approved is
34 very clear as NLTFPD is the all-powerful in this matter.

35
36 Director Costalupes asked Ms. Nichols if she thought that TRPA has not had
37 the due diligence to look at the revised re-submittal.

38
39 Ms. Nichols replied that TRPA has seen it but are pretending that they have
40 not received a formal application so they cannot weigh in, but that she does
41 have in writing that what has been presented at meetings is substantially
42 different than what was approved, therefore they will have to review it. Ms.
43 Nichols added she had that email and would show it to the Board if they
44 wished.

1 Director Costalupes replied that was okay and added that in his professional
2 life, as a builder, he must account for every document that is required, and
3 they will not issue permits until all the criteria is met and he believes
4 everyone needs to be held at the same level of performance.

5
6 Vice-Chair Cross stated he would guess that Ms. Nichols is actively engaged
7 with the district and the planning section of the district with this.

8
9 Ms. Nichols stated that was right and added that there will be another
10 hearing and is sure NLTFPD will be there as a major player with the
11 Commissioners as there will be three different parties appealing.

12
13 Vice-Chair Cross confirmed with Ms. Nichols this was in the appeals process.

14
15 Ms. Nichols confirmed.

16
17 Vice-Chair Cross stated that it sounds like they are on this and to state their
18 case and the best chance at winning is to go there prepared with
19 documentation and maybe like Director Costalupes stated, examples of
20 where others are held to certain standards, and ask that the developer is
21 held to the same standard.

22
23 Ms. Nichols replied that like Chief Sommers had said, there are so many site
24 plans flying around, with different owners, which one was the approved site
25 plan as there were two supplied with the application.

26
27 Vice-Chair Cross replied that if that was a question, he does not believe the
28 Board is the approval body for the plans and this would be on the
29 operational side of the fire department.

30
31 Ms. Nichols replied she believes Fire Marshal Donohue is in charge of this.

32
33 Incline Village Resident Royce Johnson commented that his family has two
34 homes in Brockway, at the bottom of Speedboat Avenue, and he has been
35 following the whole project alongside Ms. Nichols and others and added they
36 are concerned about the evacuation plan, so he is here to hear the answers
37 to her questions as a concerned citizen.

38
39 Mary Mosher-Armstrong, resident of Crystal Bay stated she was present
40 today for the same concerns. Mrs. Mosher-Armstrong stated that since
41 NLTFPD is on the operational part of this, living on Wassou Rd, she is
42 concerned about having the Wassou Rd exit taken to build, as it is the safest
43 exit from the neighborhood in the winter. Mrs. Mosher-Armstrong added that
44 when permission was given to abandon Reservoir, another private road,

1 Wellness Way was put in as a replacement and a week and a half ago, at a
2 public meeting, the developers and said that because of the people in the
3 condominium building and the road goes by their parking garage then onto
4 Highway 28, that as a solution for Reservoir Rd, they are going to try to
5 install speed bumps or a roundabout, and she quoted the developer,
6 "Discourage significant use of that road." Mrs. Mosher-Armstrong reiterated
7 this was her concern and questioned how NLTFPD as a Fire Department will
8 get to her house if there are speedbumps and roundabouts. Mrs. Mosher-
9 Armstrong asked that NLTFPD be part of the process and educate ourselves,
10 about taking away the significant exit that leaves the upper Crystal Bay
11 neighborhood and it is concerning to them as they are residents who live in
12 that neighborhood.

13
14 Vice-Chair Cross stated he appreciates Mrs. Mosher-Armstrong concerns with
15 this and would have to say that as one of the Directors on the Board for this
16 fire department, he has the upmost confidence in all parts of this from the
17 senior administration to the planning department and everyone involved and
18 he would venture to guess that Fire Marshal Donohue and her team are fully
19 aware of this matter and engaged for Life/Safety for those who live there as
20 well as access for emergency vehicles.

21
22 Director Costalupes asked if anyone knew if the new community on Wellness
23 Rd. would be gated.

24
25 Ms. Nichols replied it is known that it will be a private road although they
26 have not said that they have said it will be heated, however it has not been
27 disclosed as to how steep the road is.

28
29 Director Costalupes recognized the difficulty of making the turn from
30 Wellness Way onto Lakeview and added that if it is not gated, he can see
31 how it would work as access for the residents and added it would be
32 different if it was gated.

33
34 Mrs. Mosher-Armstrong agreed and added that if it was private what would
35 be the standards to maintain it because Reservoir is a county road.

36
37 Legal Counsel Devon Reese took a moment to caution the Board and remind
38 them that because the Public Comment period is not an iterative or
39 deliberate process the interaction and questions may be determined later to
40 be a violation of the Open Meeting Law so Legal Counsel Reese asked the
41 Board to listen to the comments presented and if a briefing is needed, the
42 briefing can be scheduled with Legal Counsel and the Fire Chief. Legal
43 Counsel Reese informed the Board the deliberative process cannot occur
44 given that it is not an agenized item for action.

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Vice-Chair Cross stated he understood.

Christopher Armstrong, resident of Crystal Bay (Wassou Rd.) stated he had questions for NLTFPD. Mr. Armstrong stated that he knows that some people have been involved in construction projects on that road and there is low hydrant pressure on that road. Mr. Armstrong inquired on if that would be mitigated, because potentially, if the road is blocked off for any period of time it will give them one ingress, egress for NLTFPD and residents, and with the existing water pressure issues, now there will be a large development that will require a lot more water. Mr. Armstrong referred to comments Ms. Donohue's comments on the 2018 Fire Code standards stating there are already water pressure issues. Mr. Armstrong added that if the Northwest end is closed to complete this construction, residents only have one way out and NLTFPD only has one way into his house which is a 120 degree turn onto Beowawie Rd, which is a steep grade and a tight turn if you are coming from Station 12 in Crystal Bay. Mr. Armstrong stated that is his concern and questioned what would be done to mitigate that. Mr. Armstrong referred to the connector road and stated he would like for NLTFPD to make sure that is an accessible access for our vehicles to enter, because if they make it small and try to limit access our vehicles are not always that small along with what has been happening in the basin over the last five years with fires these are huge concerns for residents.

Vice-Chair Cross thanked Mr. Armstrong for his comments and asked if there were any other comments.

Vice-Chair Cross reiterated what Legal Counsel Reese stated adding the Board should not be talking about this and confirmed that they hear resident's concerns, and it would be best to set up a meeting with District personnel to discuss those details.

Mr. Armstrong commented that the people in this room in uniform are the ones that will be responding to the fire at his house and NLTFPD needs to make sure they are able to get their trucks to his house through the entire construction process.

Director McKay commented he doubts that point will be missed.

CONSENT AGENDA: Approved as submitted.

Approval of Minutes of the December 15, 2021, Board of Directors Meeting.

Review of Accounts Payable for December 2021.

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Review of Accounts Payable for January 2022.

Approval of the December 2021 Monthly Management Report.

Approval of the January 2022 Monthly Management Report.

NEW BUSINESS

- 1.** Recognition of Battalion Chief, Dave McClellan's 24 years of service and retirement from NLTFPD, presented by Chief Sommers.

Chief Sommers asked retired Battalion Chief (BC) Dave McClellan to please join him at the front of the Board room.

Chief Sommers stated BC McClellan joined NLTFPD February 17, 1998, as a Firefighter (FF) from Yuba City, he promoted to Engineer in 2000, followed by his promotion to Captain in 2012, and lastly his promotion to BC in 2016 where he remained until his retirement on January 24, 2022.

Chief Sommers alluded to the great addition BC McClellan was to the district and complimented BC McClellan on the phenomenal job he did. Chief Sommers wished BC McClellan well in retirement.

Chief Sommers presented BC McClellan with his retirement Shadowbox.

Guest present applauded for retired BC McClellan.

BC McClellan thanked everyone and stated he has always felt very fortunate to have found this career of essentially helping people when they have a need. BC McClellan stated that what makes a job awesome is the shift you are on, because working 24 hours, you work and live with your co-workers and develop bonds that are going to last a lifetime. Lastly, BC McClellan thanked everyone.

Guest present applauded for retired BC McClellan.

Chief Sommers excused guests to join BC McClellan for desserts in the kitchen.

Vice-Chair Cross stated that before moving onto the next agenda item, Chair Herron had told him last night via telephone call she

1 might be available by phone for the meeting.

2
3 Director McKay replied she would not be here.

4
5 Chief Sommers confirmed that as of 9:40am Chair Herron changed
6 her mind and would not be calling in as there are too many details to
7 be worked out.

- 8
9 **2.** Discussion of and Possible Action to purchase two vehicles from
10 Michael Hohl, utilizing State of Nevada Purchasing Policy. If
11 approved, the Board make a motion at a later date, to augment the
12 Fiscal Year 2021-2022 Budget, presented by Chief Sommers.

13
14 Chief Sommers began by referring to the Memo on page 36 of the
15 Board of Director's (BOD) meeting packet that he wrote to the
16 Board asking for a recommendation for the possible purchase of
17 one or two vehicles.

18
19 Chief Sommers provided background explaining that two pickups
20 were ordered by a neighboring district that could not pay for them.
21 The trucks were purchased under the State Bid, they are at very
22 good price compared to what anyone would pay right now if they
23 went to a lot and bought the same truck.

24
25 Chief Sommers added that as stated in the Memo, the State
26 Purchasing Program is robust and great- a phenomenal program
27 that has been set up for us. Chief Sommers stated he believes that
28 some unforeseen actions have happened that the State did not
29 account for and that is that the manufacturers have really reduced
30 the amount of chassis or vehicles that are now allotted to State
31 Purchasing, explaining the ease of obtaining a truck in the past and
32 adding that manufacturers have cut back significantly, and all
33 agencies are running into this. Chief Sommers added that the end
34 of last Fiscal Year (FY), neighboring agencies were paying retail for
35 used vehicles on the lot, because the manufacturer allotted was
36 used, and they were not going to produce anymore under the State
37 Bid Purchase.

38
39 Chief Sommers stated that the two mentioned vehicles are in
40 production, and they were just offered up to us. Chief Sommers
41 confirmed he spoke with Business Manager Cary who stated we
42 could find the funds for them this year FY through the process of
43 augmenting of the budget. Chief Sommers informed the Board the
44 price for each of the vehicles is \$41,149.99 and added that we do

1 very much have the use for them, as we are one vehicle short for
2 Rifle Peak, and added we were able to purchase three vehicles this
3 FY but not the fourth due to the issues he mentioned. Chief
4 Sommers also said if the fourth vehicle is obtained, we can sell four
5 buggies and receive revenue for those as those are costing us a lot
6 of money right now and they will be going back to pickups for the
7 crews. Chief Sommers stated the ultimate goal for the second
8 vehicle, would be to update Fire Prevention, with the allotted
9 budget positions and if that is to come true, we need a vehicle in
10 Fire Prevention as the vehicle slated there now is a 2003 F-150 with
11 about 210,000 miles that has some issues.
12

13 Chief Sommers stated he is asking for Board direction on what to
14 do with the two vehicles that came available to us at the last
15 minute.
16

17 Vice-Chair Cross confirmed that for the two new vehicles this would
18 roughly be an \$83,000 price tag and asked for an estimate of what
19 the Buggies would offset that by.
20

21 Division Chief Powning (DC Powning) replied they researched the
22 cost of the Buggies and found they are selling for \$25,000-\$27,000
23 each, depending on the miles, and added that the challenge with
24 the buggies is that they are first generation buggies, and there is
25 not really a high desire to have them, and DC Powning understands
26 why as they cost a lot to keep them on the road.
27

28 Chief Sommers stated there are agencies out there and referred to
29 the NV Energy program that is taking off, adding that they need
30 transportation for their crews and just like in the past, we fully
31 disclose everything about the item being sold. Chief Sommers
32 confirmed we could obtain \$20,000-\$25,000 for each and added
33 that his goal would be to sell two pickups as well or at least one
34 pickup from the current fleet.
35

36 Vice-Chair Cross asked if the set up for the trucks needs to be like
37 the F-250's.
38

39 Chief Sommers replied that would depend on what division they go
40 to in the district explaining that the truck for Rifle Peak is very
41 minimal set up, it is radios and lights in the windshield, as they do
42 not have the code three package. Chief Sommers continued to
43 explain that the Prevention truck could have a little more of a
44 buildup if that is where it ends up going. Chief Sommers stated Rifle

1 Peaks cost for buildup would be \$4,000, and the other fully outfitted
2 could be anywhere from \$8,000 to \$10,000.

3
4 Vice-chair Cross asked if this would be in addition to the
5 \$83,000.00

6
7 Chief Sommers confirmed that was correct and stated that if we are
8 able to purchase the vehicles, they are not available until end of
9 April and the buildups could be budgeted for next FY, as obtaining
10 the materials is easier than getting the vehicles.

11
12 Vice-Chair Cross asked Chief Sommers if he would be looking for a
13 motion to be made at a later time, like at the March meeting, so
14 they have time to digest this.

15
16 Chief Sommers explained the point he was trying to get across is
17 that if the Board would commit to the two vehicles, then, at a later
18 date, that would be part of today's motion, that the budget would
19 be augmented at a later date for the purchase.

20
21 Director McKay made a motion to authorize the purchase two
22 vehicles from Michael Hohl, utilizing State of Nevada Purchasing
23 Policy. If approved, the Board make a motion at a later date, to
24 augment the Fiscal Year 2021-2022 Budget come back at a later
25 date.

26
27 Secretary-Treasurer Bremer seconded the motion.

28
29 Vice-Chair Cross called the question.

30
31 All in favor, motion passes unanimously.

32
33 Director Costalupes commented this is a good find and to be able to
34 pick up the deal.

35
36 Chief Sommers complimented the NLTFPD Mechanic, Josh Phillips,
37 explaining that he has an excellent relationship with the fleet
38 manager at Michael Hohl and added that we were the first agency
39 they reached out to for the vehicles as he knew our predicament of
40 what we tried to put in for this year and were unable to obtain.

41
42 Director McKay asked who was unable to purchase the vehicles.

43
44 Chief Sommers replied Tahoe Douglas Fire Protection District.

1 Vice-Chair Cross mentioned he is hopeful that we will be able to get
2 rid of the buggies and the pick-up trucks easily.

3
4 Chief Sommers replied the best will be done, as in the past we were
5 able to sell other vehicles to the correct avenues and elaborated
6 that if a vehicle goes to an agency, it does not necessarily have to
7 go to a closed bid but if we do not get an outside agency, they will
8 be put on the auction block.

- 9
10 **3.** Discussion of and Possible Action to Adopt the Amended Fee Schedule
11 (Exhibit A FEE updated) to include associated fire district fees for
12 application review and inspection(s) of Short-Term Rentals in relation
13 to the Short-Term Rental Ordinance, Chapter 110 and Resolution
14 R21-001, as adopted by Washoe County Board of County
15 Commissioners, presented by Chief Sommers and Fire Marshal
16 Donohue.

17
18 Chief Sommers began by stating that when Short-Term Rentals
19 (STR's), were first talked about, he was transparent about bringing
20 issues back to the Board, and any additions, subtraction or changes
21 that need to be made and now that NLTFPD has done STR's for a
22 little while, Fire Marshal Donohue (FM Donohue) who has done an
23 excellent job following the STR's and is also involved in permitting
24 on a daily basis as well as following how the money flows, has
25 identified where we need to make changes. Chief Sommers stated
26 FM Donohue would be providing recommendations and hopes they
27 will be passed today.

28
29 FM Donohue, began by stating that as many of us are aware, with
30 Washoe County adopting a STR ordinance, in order to get the
31 program on and show that it was cost neutral, we agreed to enter
32 with them with a flat fee of \$90.00 per inspection and review. FM
33 Donohue added that in this process since it went into effect last
34 year through end of the 2021 Calendar Year (CY), Prevention laid
35 hands on figuratively, approximately 600 applications for STR's,
36 they completed over 400 inspections in that short period of time.
37 FM Donohue explained that through that process it was realized
38 that that money really did not account for their time, she added
39 recognized that they were getting paid for the inspection time but
40 not for the review time and the processing of the applications. FM
41 Donohue has gone back to ask for the ability to increase fees with
42 the County to cover both the review and the inspection time and in
43 that, she is asking the BOD to allow them to charge up to \$174.00
44 for the review and inspection time. FM Donohue confirmed she has

1 increased the fees on the fee schedule and has also proposed a
2 motion within this request to raise the fees.

3
4 Vice-Chair Cross confirmed the pages to this item and referred back
5 to when this first came up, mentioning he did his own research on
6 what other agencies in the basin were charging for inspections,
7 there was a difference in costs, but he trusted what was presented
8 and stated it has played itself out for everything that needs to get
9 done. Vice-Chair Cross asked where the new numbers presented
10 today were in relationship to Placer and Douglas County.

11
12 FM Donohue replied they are not comparative to their inspections,
13 but they are comparative to our fee schedule and the impact study
14 that was done in 2015-2016 for District wide fees. FM Donohue
15 explained she felt that trying to compare them to Douglas County
16 or North Tahoe's, for STR's were not apples to apples because of
17 our existing fee schedule in the impact study, FM Donohue added
18 she is aware that the impact study is now six plus years old, and
19 perhaps she may need to come back before the Board and ask for a
20 new impact fee study to raise all of our fees but right now it is to
21 remain consistent with the adopted fee schedule of \$87.00 per hour
22 for those assignments.

23
24 Vice-Chair Cross commented he understood and with the current
25 inflation that is hitting us all he does not see inspections especially
26 for-profit ventures being exempt or getting any cost breaks, but
27 rather they bear the full burden of inspections, and he would like to
28 ensure that going forward the same pattern is held if fees need to
29 increase.

30
31 FM Donohue agreed with Vice-Chair Cross.

32
33 Secretary-Treasurer Bremer made a motion to approve the
34 proposed changes amending the currently adopted NLTFPD fee
35 schedule (Exhibit A FEE updated) to include associated fire district
36 fees for application review and inspection(s) of Short-Term Rentals
37 in relation to the Short-Term Rentals.

38
39 Vice-Chair Cross seconded the motion.

40
41 Vice-Chair Cross called the question.

42
43 All in favor, motion passes unanimously.
44

1 **4.** Discussion of and Possible Action to elect Officers for the North Lake
2 Tahoe Fire Protection District Board of Directors for 2022. The
3 election of the Officers is effective immediately after the adjournment
4 of the February 16, 2022, Board of Directors Meeting.

5
6 Vice-Chair Cross asked if any of the three Directors present had any
7 political aspirations for any of the positions or if everyone is happy
8 where they are and if should the Officer positions should remain as
9 is for another year.

10
11 Director Costalupes stated that he is not qualified for Chairman and
12 asked not to be nominated as such.

13
14 Vice-Chair Cross stated he would also not be qualified as his job
15 duties for a while may be changing and he may not be a regular
16 attendee at the meetings.

17
18 Secretary-Treasurer Bremer stated she was fine with leaving the
19 positions as they are now.

20
21 Director McKay made a motion that the existing officers remain in
22 their position for another year.

23
24 Director Costalupes seconded the motion.

25
26 Vice-Chair Cross called the question.

27
28 All in favor, motion passes unanimously

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31 **OLD BUSINESS:** No old business.

32
33 *Legal Counsel Reports.

34
35 Legal Counsel Devon Reese reported he had no updates and is working on a
36 number of things but nothing particularly relevant to today's meeting.

37
38 *Board of Directors Comments or Reports.

39
40 Director McKay asked that sometime in the near future he would like to
41 schedule an agenda item to talk about wood roofs, excess cars and clutter in
42 yards and the possibility of an ordinance down the road, but to start, it
43 would be just a general discussion. Director McKay stated he would consult
44 with appropriate staff before it is brought as an agenda item.

1

2 Director Costalupes stated he would like to make a comment but can wait
3 for the public comment section as it has to do with the foil face bitumen
4 under deck flashings.

5

6 Vice-Chair Cross asked if Director Costalupes was making this comment as a
7 director or as public.

8

9 Legal counsel Reese explained that Director Costalupes is always a director,
10 and he can make his comment under Director comments although he is also
11 a member of the public.

12

13 Director Costalupes commented that a year ago he brought up a point that
14 we adopted a building procedure which is required for people building decks,
15 to prepare for an ember storm, and it requires a Foil Faces Bitumen tape
16 being applied to joists that go underneath the decks. Director Costalupes
17 stated he just finished a project and believes this is an unnecessary cost
18 burden to homeowners, he added that he is not a fire science specialist, nor
19 has he ever done the studies of putting ember on the materials, but he can
20 tell us that as a builder the consumers are being hit with a \$2.50 per sq. ft.
21 price increase. Director Costalupes stated he just built a 1,000 sq. ft. deck
22 and it is well over \$100,000, and he feels that he is just a messenger as
23 people look at him like he is making a killing, but he is trying to find a way
24 that prices and requirements can be revisited as just because someone read
25 an article and thinks this may be a good idea and it should be adopted,
26 Director Costalupes stated he does not agree.

27

28 Vice-Chair Cross asked if this was with Washoe County Building Codes.

29

30 Director Costalupes replied that we have adopted a resolution with Washoe
31 County however they are not enforcing it. Director Costalupes stated he took
32 his inspector aside to show him they have achieved the rating, but the
33 inspector was not looking for it, and he does not know if other contractors
34 are following the rules and added that maybe it should be an inspection that
35 someone in this FD does as Washoe County inspectors are not looking for it
36 and it is a huge burden. Director Costalupes compared the current prices
37 and stated they used to build decks for \$15.00 per sq. ft. and it is now over
38 \$100.00 per sq. ft. Director Costalupes re-iterated what he said a year ago,
39 on February 17, 2021, the adoption of the foil face bitumen, traps moisture
40 in, and it is an undue burden to the consumer. Director Costalupes stated
41 that the response was that he could do a study and FM Donohue offered to
42 come and look at decks, however he stated he does not have the time to do
43 studies, but he does know it is a big expense, and he would like to make it
44 more user friendly to this town.

44

1 Vice-Chair Cross thanked Director Costalupes for his comments.

2

3 Vice-Chair Cross commented that as everyone knows, a few months ago he
4 brought up the subject of seasonal FF compensation and recognized it may
5 have been done in an inappropriate form, but he has moved forward, and
6 stated good things have come out of that. Vice-Chair Cross stated DC
7 Powning has put together a draft of a proposal for changing the rates to be
8 more competitive rates to help with retention as retention is starting to show
9 its effect due to the current rates, as people are leaving for other jobs. Vice-
10 Chair Cross stated he was told we have enough qualified people to offset
11 those positions. He also said DC Powning's document, with the exception of
12 one small area, exceeded his personal expectations. Vice-Chair Cross
13 explained that the issue going forward for Directors and the district is that
14 May 1 is when the seasonal employees begin, and they will currently be
15 starting employment at the \$12.50 rate, the new rates if approved would not
16 take effect until July 1, therefore, Vice-Chair Cross would like to discuss and
17 suggest, to put on next month's agenda to discuss the possible action to
18 augment the budget like for the trucks and discuss the seasonal FF pay
19 package and amend the budget for the new rate to take effect May 1 to
20 cover the first two month gaps. Vice-Chair Cross believes his day job is very
21 competitive right now and people are following the money, and it would be
22 great to work in this district after Carson Tomicic's testimony and that is an
23 intangible benefit. Vice-Chair Cross asked what other Director's thoughts on
24 making this an agenda item for the next meeting were and stated the whole
25 purpose would be to make the pay rates effective from the beginning of the
26 season.

27

28 Legal Counsel Reese explained that Vice-Chair Cross can request this be an
29 agenda item, then it is up to Chief Sommers and Chair Herron to make an
30 agenda item if they feel it is appropriate.

31

32 Legal Counsel Reese added that Vice-Chair Cross described the legal way of
33 doing it which would be with budget augmentation and added that Chief
34 Sommers would later discuss the structure of the upcoming budget
35 discussion that has some relevance as well, Legal Counsel Reese stated that
36 Vice-Chair Cross is right about the cost and the way it would happen, he has
37 asked and now it is up to the Chief and Chair to make it an agenda item.

38

39 Vice-Chair Cross asked Chief Sommers if it could please make agenda item
40 to discuss and possible action to augment the budget for seasonal FF pay
41 beginning May 1 through the effective budget 2022-2023.

42

43 Chief Sommers agreed.

44

1 *Fire Chief Reports presented by Fire Chief Sommers.

2

3 Chief Sommers reported he will be attending a Public Safety Pier meeting on
4 March 3rd with TRPA and other agencies, Chief Sommers reminded the Board
5 that TRPA has approved five Public Safety Piers around the lake, one for
6 each County that touches the lake, and he will have more information to
7 follow.

8

9 Chief Sommers and PIO Rancourt will be attending an SOS Outreach
10 (leadership program) meeting tonight through the Parasol where they have
11 community leaders speak to students. Chief Sommers opened the invitation
12 to anyone interested and added it will run from 6:00pm to 7:30pm at the
13 Parasol building.

14

15 Chief Sommers apologize on behalf Business Manager Cary's absence due to
16 a medical issue and added that a schedule for the budget process for next
17 year was provided. Chief Sommers asked the Board to keep in mind the date
18 of the Board Workshop on April 14th and May 18th for the required final
19 budget hearing and adoption.

20

21 Secretary-Treasurer Bremer asked if those dates would change.

22

23 Chief Sommers replied they would not as those dates are provided to us by
24 the State.

25

26 Lastly Chief Sommers referred to evacuations as mentioned in the public
27 comment section and added that the Citizen Advisory Board (CAB) which has
28 been reinstated by Washoe County for the North Lake Tahoe area has now
29 reconvened, therefore on March 7th, Chief Sommers, FM Donohue, and PIO
30 Rancourt, possibly Washoe County Sheriff's Office and Washoe County
31 Emergency Manager will be attending the CAB meeting to discuss
32 evacuations. Chief Sommers explained he was going to keep it as a
33 community wide evacuation unless directed otherwise by the Board as they
34 are tempting for him to speak about projects and how to evacuate the
35 Resort at Tahoe. Chief Sommers stated he will not go there, he will discuss
36 how to evacuate Incline Village-Crystal Bay in a time of need, as during the
37 Caldor incident, with the help of Washoe County Sherriff's office, the
38 evacuation plan has been re-designed for the community. Chief Sommers
39 explained we have an evacuation plan, but Washoe County took it one step
40 further and zoned out the town, different zones ordered by streets,
41 depending on where the threat is, is how evacuations will happen in a more
42 manageable way. Chief Sommers stated they are putting the finishing
43 touches on the plan, and they will present it at the CAB meeting, and can
44 show the plan that will be presented at the next Board meeting.

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Vice-Chair Cross asked if during an evacuation here, they would go to a single flow on the East Shore.

Chief Sommers replied it depends on where the threat is and who needs to get here to help us.

Vice-Chair Cross explained he was asking if the vehicles on the side of the road were an impediment.

Chief Sommers replied it is an impediment, and there are major discussions about that at many public meetings. Chief Sommers explained that Tahoe Transportation District (TTD) would love to see all the East Shore as a No Parking zone, but with that, they would need to put in parking areas, however TRPA has stated they will not do that, so there are constant battles back and forth with different agencies. Chief Sommers assured the Board that it is being talked about and being handled the best that it can be handled with the current circumstances.

Vice-Chair Cross thanked Chief Sommers for his report.

*Chief Officers Reports presented by Assistant Fire Chief Barnum.

AFC Barnum reported on behalf of Emergency Medical Service (EMS) BC Sambrano, stating that although his retirement is not imminent, it is close enough to make AFC Barnum worry, so under EMS they are doing a transition plan, moving a lot of BC Sambrano's duties and responsibilities to Captain Quinlan. AFC Barnum stated EMS is about 80% of what we do, running an EMS agency and running the EMS division is a nuanced function, and it takes someone with specific abilities to do that, and Captain Quinlan has those abilities, and he has been gracious enough to take it on.

AFC Barnum did not have an update from BC Green on dispatch.

AFC Barnum reported on training, stating retired BC McClellan's was the training Chief, and with his retirement there was a BC assessment center last month and Captain Shayne Reed was promoted into the position of BC. With BC Reeds promotion, Dale Spieker was promoted to the Captain position BC Reed vacated. AFC Barnum reported this month for training they will be doing FF survival, adding we have been donated two buildings on Tahoe Boulevard so engines may be seen there until the buildings are demolished. AFC Barnum expressed it is nice for them to be able to get out and use different buildings to train.

1 AFC Barnum reported a Captains' Assessment Center will be held next week,
2 with four candidates in anticipation of the retirement of BC Sambrano and
3 BC Green.

4
5 AFC Barnum reported on fleet stating there is one Type 1 out of service for a
6 differential build.

7
8 AFC Barnum reported being fully staffed and added that the employees that
9 were in the academy came out successful and are now on the line.

10
11 Vice-Chair Cross asked how we were doing with COVID.

12
13 AFC Barnum replied we have been affected, but cases are dropping, and we
14 have been able to function through the pandemic.

15
16 Vice-Chair Cross thanked AFC Barnum

17
18 *Prevention Reports presented by Fire Marshal Donohue

19
20 FM Donohue stated she provided the Prevention statistics in the BOD
21 meeting packets for the months of January and February, adding they are
22 holding steady with all their inspections, plan review projects and billing. FM
23 Donohue reported she is beginning to see an increase in plan review projects
24 for new projects.

25
26 FM Donohue thanked the Board for entertaining the STR fee increase and is
27 in hopes that with the cost increase, it will help us recuperate.

28
29 FM Donohue provided an update on the Inspector II position, stating there
30 was five applicants, three of them were interviewed, and the top two
31 qualified applicants dropped out. FM Donohue does not believe we will be
32 able to hire based on this candidate pool. FM Donohue stated she and Chief
33 Sommers are working diligently to come up with another plan, because as
34 the Board is aware, we have flown the position three times and are unable
35 to fill it. FM Donohue added that with that she is certainly trying to find a
36 succession plan as she has reached 30 years of service and would like to
37 anticipate retirement, as these last couple of months have been very difficult
38 with the Boulder Bay and the Southwood condominium project, and some of
39 the backlash and the input she is receiving daily from the community is
40 becoming a little too much for her. FM Donohue reiterated she is looking
41 forward to some sort of succession and to keep the district and our FF's safe.
42 FM Donohue also stated she would certainly entertain Director Costalupes
43 requirement with the resolution, adding that it came from a study, and if the
44 Board would like to direct her to re-visit the 19-2 Amendment, it certainly

1 can be done.

2

3 Chief Sommers agreed with FM Donohue on the backlash received from the
4 community and said it is to the point now that Chief Sommers is having to
5 ask of the Board that if they are out in the public and receive any questions
6 about any projects, to please have the public contact him directly as he can
7 help and educate the public on these matters. Chief Sommers asked this of
8 the Board as he recognizes that with the unexpected resignation of the Fire
9 Inspector, FM Donohue's workload has increased significantly, and he is able
10 to help alleviate some of the workload from her. Chief Sommers stated there
11 was some misinformation presented to the Board during public comment,
12 and he can follow up with any one of the Board members one on one if they
13 feel like they would like some more information on that. Chief Sommers
14 stated that what he could say is that everything that has been submitted by
15 the Resorts at Tahoe, is from a 2008 version, we have not seen any
16 variation officially, there is a lot of talk, and the community is going off that
17 talk and the anticipated fear of certain things happening, but we have no
18 official record of that happening. Chief Sommers asked FM Donohue if what
19 he has stated summarized that well enough.

20

21 FM Donohue confirmed Chief Sommers was correct.

22

23 Chief Sommers asked the Board to be aware that there is a lot of stuff
24 floating around right now and we will get to the bottom of it, and he will talk
25 and educate the folks who are interested.

26

27 Director McKay commented that it is not much different than the first round
28 when Boulder Bay project started, and pretty much the whole playbook was
29 not too different. Director McKay stated he respects the opinions but
30 jurisdictionally if Washoe County choose to close the road, ultimately, they
31 own the road, as long as our conditions are met.

32

33 Chief Sommers replied stating he appreciates that comment, as that is our
34 stance, that is his stance, Fire Preventions stance that is not the districts
35 forte or ability to cancel any project, if they meet the safety requirements
36 and meet all the building codes, we have to approve.

37

38 Vice-Chair Cross stated it was weird what the members of the public were
39 commenting, it was like they were asking us to do something, but we are
40 not the ones who can do that.

41

42 Chief Sommers reiterated to please direct anything to him, and he will
43 receive expertise from Fire Prevention.

44

1	A. Inspections =	1.360	1,039
2	733		
3	B. Plans received =	727	
4	623 620		
5	C. Burn permits =	42	
6	22 22		
7	D. Fire investigation =	6	
8	13 3		
9	E. Training hours =	264	
10	330 105		
11	F. STR apps =	604	0
12	0		
13	G. Permit fees (billed 2021) = \$135,803.94	\$85,874.40	
14	\$126,404.85		

Prevention Report for January 2022 (20 regular working days)

- 19 A. Inspections completed = **121**
- 20 9 Business License, Washoe County Child Care,
- 21 Reoccurring/Annual, Re-inspections, and Complaints = 80
- 22 10 Construction = 25
- 23 11 D-Space (const. related) = 7
- 24 12 Short Term Rental = 4
- 25 13 Fire drills = 0
- 26 14 Knox Box = 5
- 27 15 Special Event = 0
- 28 16 Burn/hot work permits = 0
- 29
- 30 B. Plan review projects received (includes initial, corrections, and
- 31 revisions) = **40**
- 32 5. WC = 15
- 33 6. NLTFPD = 8
- 34 7. Pre-TRPA = 5
- 35 8. Short Term Rental Applications = 12
- 36
- 37 C. Permit fees (billed for December 2021) = **\$ 4,106.63**
- 38 4. NLT & Pre-TRPA review/inspection fees = **\$ 1,606.00**
- 39 5. WC review/inspection fees = **\$ 1,960.63**

1 6. Short Term rental = **\$ 540.00**

2
3 D. Burn permit/recreational fuel-fired/ hot work permits issued = **0**

4
5 E. Alarm responses/fires investigated= **2** (assist BC Green 1407
6 Tirol Dr. and follow up with WC; Rookies multiple alarms)

7
8 F. Training hours = **8.25** hours

9
10 III. STR fee increase

11 IV. Fire Inspector II update

12
13 *Fuels Management Report as presented by Division Chief Powning.

14
15 DC Powning reported they have been busy burning piles, as the snow
16 received at the end of December has slowed them down for a bit. He added
17 that everything in town is done except for the area around Diamond Peak as
18 they are unable to do anything with the resort still open. Currently crews are
19 working off Geraldine Dr and Jennifer St doing Forest Service work, and it is
20 slow going as there is heavy snow in there.

21
22 DC Powning reported 135 acres of piles have been completed this winter,
23 1100 trees were chipped under the Community Christmas Tree Chipping
24 program.

25
26 DC Powning reported that next week, they will be sending all of their
27 resources to the valley to assist with NV Energy projects and the priority line
28 that needs to be done.

29
30 DC Powning and his staff are preparing for the upcoming season, they just
31 finished seasonal applicant interviews and the overhead is happy with the
32 quality of applicants received.

33
34 DC Powning is also preparing for classes that will be held in-house.

35
36 Operationally, DC Powning confirmed they are getting ready for the fire
37 season with supplies and equipment as well as with their operation planning
38 and new projects, and last, DC Powning reported he is working with Tahoe
39 Fire & Fuels Team (TFFT).

40
41 Director Costalupes asked if DC Powning was okay with his rolling stock,

1 trucks, and hand crew equipment.

2
3 DC Powning stated all is okay and stated he is appreciative of the Board
4 approving the extra vehicle as he was going to request it in on the budget
5 and added that having the fourth vehicle will help.

6
7 Director Costalupes asked if his current equipment is holding up and would
8 be okay for another season.

9
10 DC Powning confirmed.

11
12 *Business Manager Reports presented by Business Manager Cary.

13
14 Chief Sommers reported on behalf of Business Manager Cary stating that at
15 the end of CY 2021, we have paid back \$1.5 million for the tax revolt and
16 she would have an updated figure at the next Board meeting.

17
18 *Public Education Information Officer Reports presented by PIO Rancourt.

19
20 PIO Rancourt stated that in the interest of time, she placed her report on the
21 Directors designated seats and is available for any questions.

22
23 Vice-Chair Cross thanked PIO Rancourt.

24
25 Director McKay complimented PIO Rancourt on a job well done as usual.

26
27 **PROGRAM UPDATES:**

- 28
29 1. Press Releases distributed: 17
- 30 a. Pile Burning Beginning Dec 9th 12/7/2021
 - 31 b. Deck The Halls Safely this Holiday Season 12/7/2021
 - 32 c. Avalanche Advisory 12/27/2021
 - 33 d. Can You Dig It/ Adopt-A-Hydrant Near You! 12/28/2021
 - 34 e. Avalanche Hazard Advisory Downgrade 12/29/2021
 - 35 f. TFFT: Prescribed Fire Operations Resume at Lake Tahoe
 - 36 1/10/2022
 - 37 g. TFFT: Prescribed Fire Operations to Continue at Lake Tahoe
 - 38 1/17/2022
 - 39 h. TFFT: Learn How To Prepare for Wildfire via Zoom Recordings
 - 40 1/10/2022
 - 41 i. TFFT: Widespread Prescribed Fire Operations Continue at
 - 42 Lake Tahoe 1/24/2022
 - 43 j. Pile Burning January 25th – 28th 2022

- 1 k. TFFT: Lake Tahoe Agencies Continue Widespread Prescribed
2 Fire Operations
- 3 l. Pile Burning February 7th – 11th 2022
- 4 m. TFFT: Prescribed Fire Operations Continue at Lake Tahoe
- 5 n. Pile Burning to Continue February 14th – 25th 2022
- 6 o. IVCBA Live. Work. Play. spring issue: Defensible Space
7 2/11/2022
- 8 p. February is American Heart Month 2/11/2022
- 9 q. TFFT: Tahoe Basin Prescribed Fire Operations to Continue
10 2/14/2022
- 11
- 12 2. PulsePoint – Virtual Launch Week of March 21st
- 13 a. PulsePoint is a 911-connected mobile app that allows
14 users to view and receive alerts on calls being
15 responded to by first responders. The app's main
16 feature, and where its name comes from, is that it
17 sends alerts to users while dispatchers are sending the
18 call to emergency crews. The goal is to increase the
19 possibility that a victim in cardiac arrest will receive
20 CPR) quickly. The app uses the current location of a
21 user and will alert them if someone in their vicinity
22 needs CPR. The app, which interfaces with the local
23 government public safety answering point, will send
24 notifications to users only if the victim is in a public
25 place and only to users that are in the immediate
26 vicinity of the emergency. Based in San Francisco,
27 PulsePoint is run by a public 501(c)(3) non-profit
28 foundation of the same name. As of January 30, 2020,
29 the foundation reported that connected agencies had
30 requested the assistance of 350,000 nearby responders
31 for 100,000 cardiac arrest events.
- 32 b. Virtual launch w/following components:
33 i. Press Release
34
- 35 3. CPR/American Heart Association Training Center Classes:
36 a. Dec 15, 2021 – Feb 16,2022: 50 classes, 250 students
37 i. ALS – 9 classes, 40 students
38 ii. BLS – 29 class, 167 students
39 iii. Heartsaver – 7 classes, 32 students
40 iv. PALS – 5 classes,11 students
41 b. 111 AEDs placed throughout Incline Village/Crystal Bay
42
- 43 4. Social Media Coverage:
44 a. Google Analytics: November

- a. Facebook page – 6,326 followers
- b. Instagram – 3,223 followers
- c. Twitter – 2,342 followers
- d. Website – Jan 2022 1,600 sessions; 1,300 active users

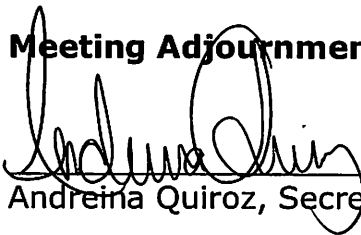
*Local 2139 Union Reports presented by Union President Spieker.

Union President Dale Spieker presented himself as the newly appointed Union President. President Spieker also provided the Board with a copy of the Union committees. President Spieker reported the positions will remain through January 2024 and that he has provided his contact information as well should anyone need to get ahold of him.

***NRS 241.020 re: Public Comment.**

This is a Time for the Public to Comment on any Matter, Whether or Not it is Included on the Agenda of this Meeting.

Meeting Adjournment 01:00 p.m


 Andreina Quiroz, Secretary


 Susan Herron, Chairman

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