

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

August 21, 2024

LOCATION: 863 Tanager, Incline Village, Nevada.

MEETING CALLED TO ORDER: Chair Herron called the meeting to order at 12:00 p.m.

***Roll Call of the North Lake Tahoe Fire Protection District Board of Directors:** Upon roll call, the following Board Members were present: Susan Herron, Chair; Charley Miller, Vice-Chairman; Director, Greg McKay, Director; James Costalupes. Absent, Denise Bremer, Secretary-Treasurer.

***Guests present:** Fire Chief, Ryan Sommers, NLTFPD; Assistant Fire Chief, Russell Barnum, NLTFPD; Chief Financial Officer, Jackie Signorelli, NLTFPD; Fire Marshal, John James, NLTFPD; Division Chief, Isaac Powning, NLTFPD; Board Secretary/Administrative Assistant, Andreina Quiroz, NLTFPD; PIO Tia Rancourt, NLTFPD; Logistics Manager, Alan Green, NLTFPD; Battalion Chief Jed Horan, NLTFPD; Captain Dale Spieker, NLTFPD; FF/PM Emily Raw, NLTFPD; FF/PM Ben Ketron, NLTFPD; Engineer Steve Park, NLTFPD; Captain, Justin Ashby, NLTFPD; FF/PM Courtney Kollasch, NLTFPD; Engineer Brett Jacobsen, NLTFPD; FF Chase Purinton, NLTFPD; FF Josh Whitman, NLTFPD; FF/PM Michael Peck, NLTFPD; Engineer Brian Maples, NLTFPD; Ken Leijon, Resident; Phillip Klein, Resident.

Approval of Agenda: Chair Herron advised the agenda items may be interchanged as CFO Signorelli is experiencing technical difficulties for her presentation. Otherwise, no other changes. Agenda is approved as amended.

***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:**

No Public Comment.

CONSENT AGENDA: Approved as submitted.

Approval of Minutes of the May 22, 2024, Board of Directors Meeting.

Review of Accounts Payable for May 2024.

1 Review of Accounts Payable for June 2024.

2
3 Review of Accounts Payable for July 2024.

4
5 Approval of the 2024 May Monthly Management Report.

6
7 Approval of the 2024 June Monthly Management Report.

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9 Approval of the July 2024 Monthly Management Report.

10
11 **OLD BUSINESS: None.**

12
13 **NEW BUSINESS**

- 14
15 **1.** Presentation, for review and discussion only, of the North Lake Tahoe
16 Fire Protection Districts Fiscal Year 2025 Budget, presented by CFO
17 Signorelli.

18
19 CFO Signorelli presented the North Lake Tahoe Fire Protection District
20 (NLTFFPD) 2024-2025 Budget- Revenue Presentation, see
21 attachment.

22
23 End of presentation.

24
25 Chair Herron inquired on the information that would be presented
26 during the September Board meeting.

27
28 CFO Signorelli advised draft actuals would be presented during the
29 September meeting.

30
31 Director McKay thanked CFO Signorelli for the presentation and for
32 the follow-up from a past meeting as she has brought the ambiguities
33 and connections more to life. Director McKay commented that it
34 seems like we have some control of costs, like capital projects,
35 equipment, buildings, maintenance and even with a tax increase, it
36 would be less than \$300,000 increase if we went into the maximum
37 tax allowed rate. Director McKay said this brings everything into
38 focus, and as they had a more dire outlook when the information was
39 first presented.

40
41 CFO Signorelli reiterated that the original five-year outlook that is in
42 the budget is a flat year over year percentage. CFO Signorelli advised
43 that when she re-calculated everything on actuals, the ending fund

1 balance changed in the five-Year projection to a more realistic
2 viewpoint and not compounding at an exponential rate.

3
4 Director McKay asked how many years the present tax rate has been
5 in effect.

6
7 CFO Signorelli stated the tax rate became effective in 2021.

8
9 Vice-Chair Miller asked when the can tax rate could be increased.

10
11 CFO Signorelli stated there is a February 21st deadline, but the tax
12 rate can be changed up until the final budget is submitted.

13
14 Vice-Chair Miller thanked CFO Signorelli for the report and recognizes
15 it is super helpful. Vice-Chair Miller stated he appreciates the time
16 put into this and echoes a lot of what Director McKay said, and said
17 it is nice seeing a \$2 million reduction, and he understands it is
18 liability, but it never gets called on one time.

19
20 CFO Signorelli commented that the district would not hit \$2.1 million
21 in one year.

22
23 Vice-Chair Miller stated he would echo what he said last time, we
24 need to drill down and since we have room on how much we tax, five
25 years out, although he does not know if that is enough, staying ahead
26 would be ideal because if we need to do additional tax assessments,
27 as the process does not happen in a year. Vice-Chair Miller advised
28 us to stay on it and stay ahead of it.

29
30 CFO Signorelli concurred and said in the future if we go above and
31 beyond what has been approved by the Board, we will have to go to
32 the tax payors for a vote.

33
34 Legal Counsel Reese confirmed this would be true.

35
36 CFO Signorelli added that if the Board would like CFO Signorelli to go
37 into further detail, there was a compensation study performed, and
38 a property tax study or revenue based study could be performed on
39 different districts and how things differ for example how one district
40 makes more with a different tax rate, how does that blend work for
41 us, what can we do, and if there is a different avenue for revenue
42 that is not property taxes.

43
44 Chair Herron commented that she believed this is being explored with

1 our lobbyists and referred to other agencies that are at the top of the
2 tax caps and added that NLTFPD is one of the rare districts that is
3 not.

4
5 CFO Signorelli confirmed both statements were correct.

6
7 Chair Herron advised this would be something that would be coming
8 up in January for the Board to look at and knows the Board will rely
9 on CFO Signorelli's guidance.

10
11 Chair Herron confirmed draft actuals would be presented in
12 September and inquired if there was any other information any other
13 Board members wanted to see.

14
15 End of report with no further questions, comments or requests.
16

17 **REPORTS**

18 ***Legal Reports**

19
20 Legal Counsel Reese had no report for the Board.
21
22

23 ***BOD reports**

24
25 Director Costalupes would like to submit two requests. One, to obtain
26 updated information on Accounts Receivable (A/R) for the monies from the
27 different agencies that the district has assisted on incidents. Secondly,
28 Director Costalupes would like to suggest purchasing a canvas for Marine 16,
29 to protect it from the ultraviolet (UV) rays, as this would add longevity and
30 save the plastic from the inside and overall maintain the integrity of the
31 outboards.
32

33 End of report with no further questions.
34

35 ***Fire Chief Report presented by Fire Chief Sommers.**

36
37 Chief Sommers reported on the following items:
38

39 The district has been busy responding the Western United States (US) with
40 incident responses.
41

42 Chief Sommers reported being 90% caught up on billing with approximately
43 \$50,000 still outstanding from last fiscal year (FY), and approximately
44 \$124,000 outstanding this fire season as billing is still being put together

1 pending return of the crews with information and documents needed to
2 submit. Chief Sommers recognized the situation looks much better than the
3 \$3 million that was owed to us.

4
5 Chief Sommers added that the Director of the Department of Conservation
6 and Natural Resources (DCNR) is meeting with every fire district (FD), in
7 hopes that this does not happen again, and he is more educated to go before
8 Interim Finance Committee (IFC) at the state level to obtain funding
9 beforehand.

10
11 Chief Sommers attended the Lake Tahe Summit meeting, adding that it was
12 one of the larger Summit meetings held and recognized Amy Berry for an
13 outstanding job organizing the event along with great guest speakers.

14
15 Chief Sommers will be emailing a link to the Board on a Podcast he conducted,
16 and advised his portion of the interview commences at 11:54. Chief Sommers
17 stated the podcast is about the district, wildfires, and defensible space. Chief
18 Sommers added that this is the second podcast he has done for Tahoe TAP
19 and believes it went very well and is open to feedback.

20
21 Chair Herron commented that she has listened to the podcast and said it was
22 worthwhile as one can learn things about Chief Sommers and recognized Chief
23 Sommers for doing a really good job, and said he was very tactful about
24 sensitive topics in the area.

25
26 Chair Herron inquired with Director Costalupes if Chief Sommers report had
27 answered his question about A/R. Director Costalupes confirmed.

28
29 Vice-Chair Miller asked if Chief Powning would be reporting on wildfires.

30
31 Chief Sommers advised that Assistant Fire Chief (AFC) Barnum could report
32 on the suppression side response and Chief Powning would report on the Fuels
33 side and hand crews' response.

34
35 End of report with no further questions.

36
37 ***Chief Officers Report presented by Assistant Fire Chief Barnum.**

38
39 AFC Barnum reported the following:

40
41 Zoll X Series Advanced Monitors have been received and advised those
42 would replace Zoll E-Series monitors that are being phased out and no
43 longer serviced. AFC Barnum added that the new monitors are tied to the
44 Auto Pulse, and this will help manage cardiac arrest's making it easier and

1 more efficient.

2

3 Offsite Responses, an engine was sent to the Park Fire, Pass Fire and the Gold
4 Fire, and two individual single resources, and currently only one employee is
5 offsite.

6

7 Fleet, the old ambulance chassis has been stripped and ready to come back.
8 The chassis will be repurposed upon its return to the district and the new
9 ambulance chassis will be remounted and should be ready in October.

10

11 Training, the jet ski that was approved for purchase last budget cycle is now
12 in service, with training for all the rescue swimmers being complete. AFC
13 Barnum reported the feedback he receives is that the platform is
14 significantly better for what we are using it for as it is wider, more stable,
15 easier to get in and out of and easier to conduct the things they need to.
16 Captain Fonken is doing joint training with Central Lyon for an additional
17 rescue swimmer class next week.

18

19 The district continues participating in the monthly regional trainings in
20 Carson City to regionalize the way we approach offensive fire attack,
21 structure fire, basement fire, so all agencies use the same terminology with
22 districts we share areas with.

23

24 Applications for Firefighter/Paramedic (FF/PM) and FF are currently out, with
25 completion at the end of the week and the selection process begins next
26 week.

27

28 End of report, available for any questions.

29

30 Director McKay inquired on what will be done with the old Zoll monitors.

31

32 AFC Barnum explained the old Zoll E-Series are no longer supported by Zoll,
33 but we can have a Durable Medical Equipment (DME) company give them
34 preventative maintenance, therefore we will maintain the monitors for the
35 line medics, so old monitors are going out on the fire line instead of the new
36 monitors.

37

38 Vice-Chair Miller questioned if crews that are sent out are Type 1 or Brush
39 trucks.

40

41 AFC Barnum explained, the Park Fire was a Type 1 and the Gold Fire, and
42 the Pass Fire were a Type 3, and said this is dependent on the request that
43 comes from the requesting agency.

44

1 Vice-Chair Miller asked if this was a four-person crew and the time the crews
2 are out.

3

4 AFC Barnum confirmed it is always a four-person crew and the maximum
5 time they are out is two weeks however they can be extended up to 21
6 days.

7

8 Vice-Chair Miller thanked AFC Barnum for giving him a tour of the
9 equipment, the age of the equipment and the manufacturers, adding that he
10 recommends the tour for anyone interested in learning about the equipment
11 as he learned a lot about the apparatus. Lastly, Vice-Chair Miller inquired on
12 when a Type 1 goes out, if that was reserve truck or what is sent out.

13

14 AFC Barnum explained reserve trucks are not sent out, but rather a main.

15

16 End of report with no further questions.

17

18 ***Prevention Report presented by Fire Marshal James.**

19

20 Fire Marshal (FM) James stated the Prevention report has been submitted as
21 part of the Board packet and he is available for any questions.

22

23 Director McKay commented he appreciates the accommodation of FM James
24 during the 4th of July.

25

26 End of report with no further questions.

27

28 ***Fuels Management Report as presented by Division Chief Powning.**

29

30 Chief Powning reported the following:

31

32 Crews have been sent to incident in the states of California, Utah, Idaho,
33 Alaska, Oregon and Nevada, this includes crews, engines and single resource
34 assignments. Chief Powning said for six-weeks crew members and trainees
35 went to Sequoia National Forest to help with on call crews, this provided us
36 and them with training, with overall success.

37

38 Currently one crew and engine are in town. One engine will be leaving
39 tomorrow, one crew is currently traveling to Ely, Nevada, there are some
40 single resources heading to Idaho, with other resources traveling back to
41 district.

42

43 When crews are in town, they are focusing on the Incline Village General
44 Improvement District (IVGID) and the Forest Service (FS) urban lots,

1 currently pending permits and reports before moving onto the other FS lots.

2
3 Chief Sommers took a moment to report that when engines and crews go
4 out, the district has salary savings as the fire is paying for straight time and
5 overtime (OT) while they are out which is a savings to the district. Chief
6 Sommers added that if it is an engine from Operations Suppression (OPS)
7 side, the Type 1's and Type 3's, for example if they go to California, a
8 percentage of the backfill is also paid for by the fire. Chief Sommers said
9 there are questions about how the district can afford to do this and send
10 people out to fires, Chief Sommers explained that providing the district has
11 the cash flow, we are having a salary savings when resources are sent out.

12
13 Vice-Chair Miller added it is great training for them too.

14
15 Chief Sommers agreed it is excellent training and said in the fire service
16 there is still very much comradery, and a lot of helping each other and said
17 if Incline Village ever needed help, agencies would not hesitate to assist.

18
19 End of report with no further questions.

20
21 ***Chief Financial Report presented by Chief Financial Officer Signorelli.**

22
23 CFO Signorelli stated her report has been submitted as part of the Board
24 packet and is available for any questions.

25
26 CFO Signorelli reminded the Board that the audit begins October 7th with
27 auditors being onsite for two weeks.

28
29 End of report with no further questions.

30
31 ***Public Education Information Officer Report presented by PIO**
32 **Rancourt.**

33
34 Public Information Officer (PIO) Rancourt stated her report has been
35 submitted as part of the Board packet and is available for any questions.

36
37 Director McKay recognized PIO Rancourt for doing a good job with the media.

38
39 End of report with no further questions.

40
41 ***Local Union 2139**

42
43 President Dale Spieker reported the Incline Village Charitable Foundation has
44 been established as a 503(1)(c), this will save the Union taxes when they

1 are raising money for the Northern Nevada Children’s Cancer Foundation
2 (NNCCF).

3
4 The Union raised \$5,000 at the Annual Pancake Breakfast and advised a
5 donation check would be made to the NNCCF at the end of the year after
6 another fundraising event at the Paramedic Refresher (PMR).

7
8 Director McKay inquired if the fundraising event is still held at the Hyatt after
9 the PMR.


10
11 President Spieker advised the last two years the event was not held, so they
12 did a raffle and looking at different ways to raise money.

13
14 End of report with no further questions.

15
16 ***NRS 241.020 RE: Public Comment. This is a Time for the Public to**
17 **Comment on any Matter, Whether or Not it is Included on the Agenda**
18 **of this Meeting.**

19
20 No public comment.

21
22 **Meeting Adjournment 12:46 p.m.**

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25 _____
26 Andreina Quiroz, Secretary

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29 _____
30 Susan Herron, Chairman

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