

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

Friday, August 14, 2026

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, Chairman; Charley Miller, Vice-Chairman; Denise Bremer, Secretary-Treasurer; Phil Klein, Director; Ken Leijon, Director.

***Guests present:** Fire Chief, Ryan Sommers, NLTFPD; Provisional Assistant Fire Chief, Jed Horan, NLTFPD; Chief Financial Officer, Jackie Dunklee, NLTFPD; Public Information Officer, Andreina Quiroz, NLTFPD; Executive Administrative Assistant/Secretary to the Board, Devenney Leijon, NLTFPD; Legal Counsel, Paul Cotsonis.

***Approval of Agenda:**

Approved as Submitted.

***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 June 24, 2026, Board of Directors Meeting.

Review of Accounts Payable for June 2026.

Review of Accounts Payable for July 2026.

Approval of the June 2026 Monthly Management Report.

Approval of the July 2026 Monthly Management Report.

OLD BUSINESS:

None

NEW BUSINESS:

1. Discussion of and Possible Action to Approve Resolution Number 26-05, The Cal Fire LG-1 Cooperative Fire Protection Reimbursement Agreement, Contract No. 2CA07974, for the Term July 1, 2026, through June 30, 2029, as presented by Fire Chief Sommers.

Fire Chief (FC) Sommers explained that North Lake Tahoe Fire Protection District (NLTFPD) has been dispatched by Grass Valley Emergency Command Center (GVECC) since 2020 under a subcontract with North Tahoe Fire Protection District (NTFPD). He expanded, noting that the proposed resolution would put NLTFPD withing its own contract which would help lift billing challenges.

Director Klein asked if legal counsel had reviewed the new contract.

FC Sommers confirmed.

Chief Financial Officer (CFO) Dunklee added that there had been some corrections made with legal counsel when the contract had been reviewed.

FC Sommers said that the contract outlined price would extend for the entire length of the contract.

CFO Dunklee stated that the cost is accounted for in the current budget.

Director Klein asked how the cost compares to the past three years.

CFO Dunklee noted that it is not to exceed. She said that in the past NLTFPD has paid less than the projected amount since GVECC has been understaffed, and NLTFPD is only billed for actual staffing.

Director Klein asked if the cost was expected to increase.

CFO Dunklee said there would be no cost increase.

Vice-Chair Miller asked if the proposed contract would keep NLTFPD aligned with the dispatch models other agencies in the Tahoe-Truckee area have implemented.

FC Sommers confirmed and said that it would also enhance NLTFPD daily operations. He shared some examples and statistics.

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1 Director Klein remarked that if the proposed model works well and
2 the cost was reasonable then he felt it would be a good change.

3
4 FC Sommers said that Washoe County (WC) has approached
5 NLTFPD to consider that they oversee NLTFPD's dispatch again. He
6 also stated that WC was currently in discussion about the possibility
7 of regionalizing.

8
9 Vice-Chair Miller asked how NLTFPD would address calls that are
10 received for the California side of the basin.

11
12 FC Sommers said that it would be a give and take situation. He
13 expanded with examples.

14
15 Director Klein asked if working with WC for dispatch would greatly
16 increase costs.

17
18 FC Sommers confirmed.

19
20 Vice-Chair Miller made a motion to Approve Resolution Number 26-
21 05, The Cal Fire LG-1 Cooperative Fire Protection Reimbursement
22 Agreement, Contract No. 2CA07974, for the Term July 1, 2026,
23 through June 30, 2029.

24
25 Secretary-Treasurer Bremer seconded the motion.

26
27 Chair Herron asked if there were any comments.

28
29 No comments.

30
31 Chair Herron called the question.

32
33 All in favor, motion passes unanimously.

- 34
35 **2.** Discussion of and Possible Action to Authorize the Encumbrance of
36 Capital Project Funds in an Amount Not to Exceed \$1,229,675 for
37 the Procurement of One (1) Type 1 Rosenbauer Commander
38 Pumper through the HGACBuy Cooperative Purchasing Program
39 Contract FS12-23, as Presented by Fire Chief Sommers and
40 Provisional Assistant Fire Chief Horan.

41
42 FC Sommers said he would like to turn the item over to Provisional
43 Assistant Fire Chief (AFC) Horan. He stated that the item was being
44 brought to the Board of Directors (BOD) at this time due to the

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1 extensive lead time needed. He noted that CFO Dunklee would
2 provide insight as well.

3
4 Provisional AFC Horan outlined the current in-house engines and
5 their age, National Fire Protection Association (NFPA) replacement
6 recommendations, and current lead times for engine production. He
7 continued to expand and explained why the proposed Type 1
8 Rosenbauer Commander Pumper is NLTFPD's recommendation.

9
10 Director Klein asked if the cost for the engine could increase.

11
12 Provisional AFC Horan said an increase could result from change
13 orders, but that he did not foresee an exorbitant increase.

14
15 CFO Dunklee noted that if the contract is signed now, the cost
16 amount would remain in-contract.

17
18 Director Klein asked if the full base price was set.

19
20 Provisional AFC Horan confirmed.

21
22 Director Klein remarked that sometimes the cost can be changed if
23 there are changes during the production process and he wanted to
24 confirm that the full base price would be set.

25
26 CFO Dunklee said that most of NLTFPD's historical contracts with
27 Rosenbauer have been due at delivery time and there have not
28 been any increases at that time. She noted that the current
29 contract is consistent with those parameters.

30
31 Director Klein asked if the proposed contract is due at delivery time.

32
33 CFO Dunklee said that the options are currently being explored, and
34 financial options are being accessed as well.

35
36 Vice-Chair Miller asked if NLTFPD has any equipment that is
37 currently financed.

38
39 CFO Dunklee advised that NLTFPD is currently in the process of
40 finalizing the last loan that was taken for building and equipment
41 needs which had been bundled.

42
43 Vice-Chair Miller asked if he understood that equipment had been
44 included in the last loan taken.

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1 CFO Dunklee confirmed and noted that the loan would be finalized
2 in 2030, stating that it cannot be paid off early.

3
4 Provisional AFC Horan asked if the brush trucks had been included.

5
6 CFO Dunklee confirmed. She again shared that NLTFPD is assessing
7 many finance options to determine what option will be best.

8
9 Chair Herron asked if there would be upcoming equipment which
10 could be bundled.

11
12 Provisional AFC Horan replied no and expanded on the resulting
13 challenges and recommendations.

14
15 Director Leijon asked if there would be a change to the delivery of
16 the Pierce engine.

17
18 AFC Horan confirmed that there would be no change.

19
20 CFO Dunklee said that all financial and equipment options are being
21 assessed to determine if NLTFPD wants to make any changes or
22 bundle additional items for financing.

23
24 Chair Herron asked if there was a motion.

25
26 Vice-Chair Miller made a motion to Authorize the Encumbrance of
27 Capital Project Funds in an Amount Not to Exceed \$1,229,675 for
28 the Procurement of One (1) Type 1 Rosenbauer Commander
29 Pumper through the HGACBuy Cooperative Purchasing Program
30 Contract FS12-23.

31
32 Director Klein seconded the motion.

33
34 Chair Herron asked if there were any comments.

35
36 No comments.

37
38 Chair Herron called the question.

39
40 All in favor, motion passes unanimously.

41
42 **REPORTS:**

43
44 ***Legal Reports**

1 Legal Counsel did not have a report.

2
3 ***BOD Comments & Reports**

4
5 Vice-Chair Miller shared that he was mountain biking on July 4, 2026, when
6 he hit a rock. He said he had a very bad cut and that he called FC Sommers.
7 Vice-Chair Miller shared that FC Sommers sent the NLTFPD team to assist.
8 He said that the team was great, but he wondered if response time could be
9 shortened if NLTFPD used electric bicycles (e-bikes). Vice-Chair Miller noted
10 that the wait was 40 minutes and that other teams have started using e-
11 bikes which enable them to respond faster.

12
13 Director Leijon mentioned that this topic has been discussed in the past and
14 that a list of pros and contra (pros and cons) had been compiled.

15
16 Provisional AFC Horan expanded with some of the pros and cons, sharing the
17 potential for negative impact to NLTFPD operations and staffing. He said the
18 idea could be considered further if desired.

19
20 Vice-Chair Miller said he wanted to share the information and let NLTFPD
21 weigh the possibility further.

22
23 Provisional AFC Horan noted further assessment could be completed.

24
25 Vice-Chair Miller said he appreciated the NLTFPD team response.

26
27 Chair Herron asked if there were any additional comments.

28
29 No comments.

30
31 End of report.

32
33 ***Fire Chief Report presented by Fire Chief Sommers.**

34
35 FC Sommers asked if the BOD attending the Lake Tahoe Summit had
36 received their tickets.

37
38 Director Klein confirmed and asked about parking.

39
40 FC Sommers noted that carpooling could be coordinated.

41
42 FC Sommers reported that the Monthly Management Report (MMR) had been
43 updated and asked the BOD to please share their feedback with Executive
44 Administrative Assistant (EAA) Devenney Leijon.

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1 FC Sommers reported that Retired NLTFPD FC Mike Brown, Carson City Fire
2 Department's (CCFD) newly appointed FC, Tahoe Douglas Fire Protection
3 District's (TDFPD) FC, and he had a meeting with Assemblymember Heather
4 Goulding. He shared that Assemblymember Goulding is putting together a
5 committee to work on wildfire insurance challenges, expanding with some
6 examples. He noted that he would keep the BOD informed on progress.

7
8 FC Sommers thanked Chair Herron for attending the meeting with the
9 anonymous donor about the First Responder Pier. He briefly expanded.

10
11 Chair Herron noted that she and Director Leijon were the BOD liaisons for
12 the First Responder Pier.

13
14 End of report.

15
16 ***Chief Officers Report presented by Provisional Assistant Fire Chief**
17 **Horan.**

18
19 Provisional AFC Horan reported the following:

20
21 The number of to-date calls was 2,516. He noted no major issues to report
22 for the past few months.

23
24 NLTFPD resources currently assigned to the Bug Fire include a brush truck
25 and the Slide Mountain crew.

26
27 Crews are currently training on a generously donated home on Sand Iron
28 Drive.

29
30 The 31st Annual Paramedic Refresher will be upcoming, and registration will
31 open soon.

32
33 Two previously purchased brush trucks are in paint, and NLTFPD might be
34 able to expect delivery by Fall.

35
36 End of report.

37
38 ***Prevention Report presented by Fire Marshal James.**

39
40 FC Sommers reported that Fire Marshal (FM) James was unable to attend the
41 meeting and that his report was available in the BOD Meeting Packet.

42
43 End of report.

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

FC Sommers reported that Division Chief (DC) Powning was unable to attend the meeting. He reported the following on DC Powning's behalf:

Fire billing is up to date, and reimbursement is going well.

The Rifle Peak crew just returned from assignment, and Slide Mountain crew is currently assigned to the Bug Fire.

FC Sommers noted that NLTFPD started the season with two Type 6 Engines, but that one had been stationed due to budgetary considerations. He said the second would also be stationed due to the Engine Boss securing a full-time job in Arizona. FC Sommers said that the Engine Boss' crew had been absorbed into other NLTFPD Fuels crews. He noted that the season would be finished with one Type 6 Engine.

End of report.

***Chief Financial Report presented by Chief Financial Officer Dunklee.**

CFO Dunklee reported that the audit is scheduled for October 26, 2026, but may be moved to November 29, 2026.

She shared that the fixed asset count within departments had been completed and that Administration will complete random counts on 25 assets.

End of report.

***Public Education Information Officer Report presented by PIO Quiroz.**

Public Information Officer (PIO) Quiroz said that her report was in the BOD Meeting Packet.

Pio Quiroz advised that she sent an email to the BOD to share the Channel 2 News feature she completed with Forester Furmaniak about Phase Two of the Worm Project.

Chair Herron said that Kristie Wells had requested to write an article about Burn Bot and would be reaching out to PIO Quiroz.

PIO Quiroz said she was happy to connect with Kristie Wells for the article.

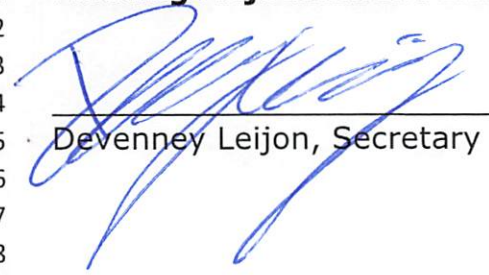
1 End of report.

2
3 ***Local Union 2139**

4
5 No union representative in attendance.

6
7 ***NRS 241.020 RE: Public Comment. This is a Time for the Public to**
8 **Comment on any Matter, Whether or Not it is Included on the**
9 **Agenda of this Meeting: No Public Comment.**

10
11 **Meeting Adjournment 12:24 p.m.**

12
13 
14
15 Devenney Leijon, Secretary

16
17 
18
19 Susan Herron, Chairman