

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
May 25, 2016

Those Present:

Chairman Greg Felton
Vice Chairman Bill Kirschner
Trustee Kevin Kjer
Trustee Larry Schussel
Trustee Steve Seibel
Fire Chief Ben Sharit
Assistant Chief Scott Baker
Legal Counsel Devon Reese
Fire Marshal Eric Guevin
Battalion Chief Todd Moss
Battalion Chief Rich Nalder

Forester John Pickett
Crew Supervisor Keegan Schafer
Captain Chuck Salerno
Captain Brian Zabel
Engineer Will Morgan
Office Manager Kate Warner
Administrative Assistant Casey O'Neill
Guest Ann Grant
Guest Gary Midkiff
Guest Sloan Gordon

1. Call to Order

Meeting was called to order at 2:32 p.m.

2. Pledge of Allegiance.

Pledge of allegiance was led by Administrative Assistant O'Neill.

3. Roll Call

Chairman Felton, Vice Chairman Kirschner, Trustee Kjer, Trustee Schussel and Trustee Seibel were present. A quorum was present.

4. Approval of the Agenda

Trustee Seibel motioned to approve the agenda with Item #11 and Item #16 being pulled for a future meeting. Vice Chairman Kirschner seconded the motion. Motion approved 5-0.

5. Public Comment

On behalf of the Community Emergency Response Team (CERT), Former Trustee Ann Grant thanked Inspector Stroup for administering fire extinguisher training and Firefighter/Paramedic Vizzusi for giving a tour of the ambulance and mass casualty trailer at their last CERT meeting.

Also, Grant thanked Chief Baker for inviting CERT to come out to the live burn training exercise from last week.

On behalf of the Local 2441 and Union President Nathan Johnson, Captain Chuck Salerno read a letter of support for Chief Baker to be appointed the next TDFPD fire chief.

Chief Baker thanked the union for all their support.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 04/12/16 & 04/20/16
- b. Monthly Expenditures
- c. Financials 12/30/15

Vice Chairman Kirschner motioned to approve the Consent Calendar items as presented.

Trustee Schussel seconded the motion. Motion approved 5-0.

7. For Possible Action: Consent items moved forward

None.

- 8. For Possible Action:** **Discussion and possible action to consider proposal by local developers/residents to contribute fire district funds toward a fire engineer's analysis of areas in the fire district without adequate fire flows under the International Fire Code.**
Fire Chief Ben Sharit

The Insurance Services Office (ISO) rating for areas of the fire district with inadequate fire flows, specifically properties in Cave Rock and Uppaway Estates, are at a fire protection rating of 3Y making the rating for the entire fire district a 3/3Y. Developers that were constructing homes in this area came to Chief Sharit and Fire Marshal Guevin asking for guidance on how to get a water supply to these homes. Chief Sharit explained that the fire district is not certified to design water systems and understands that fire code requires adequate fire flows to these homes. The fire district does not want to discourage the developers that want to build in this area, but want to work together to find a viable solution. After brainstorming together, came up with the idea to contribute funds in order to hire a fire engineer to complete a study and give us possible solutions.

Sloan Gordon of Gordon Consulting commented as he has several clients with structures being built in the areas without fire flows and fully supports the recommendation to contribute fire

district funds to hire a fire engineer. They already engaged a fire engineer to look at Gordon's two projects at Bitler's and Pittman Terrace for a \$3,000 contract. The engineer explained that it would be another \$1,500-\$2,000 for him to look at the entire district and come up with a more global solution benefitting the entire community. This would be for a preliminary study, which includes presenting to the fire board on his findings.

Gary Midkiff of Midkiff and Associates also commented on this item representing a homeowner at Pittman Terrace. Both clients are contributing the \$3,000 to begin the process, and since the fire district does not build water systems, he believes they have a responsibility to respond to the issue. Cave Rock and Uppaway are not getting fire protection, but a resource rescue and are at a greater risk than others in the district. He believes it is fair for the fire district to be a part of the solution by looking at realistic options to provide fire flow in this area and others that are without fire flows. Midkiff urged the board to allow the contribution of fire district funds toward a fire engineer's study. Then we will at least know the options and can work together as a community to figure out which is the best solution.

Fire Marshal Guevin added that there are several other properties along the lakefront that are running into the same issue and the concerns are mounting as more requests come in to build in these areas. The selected firm JBA Consulting and Fire Engineer Nick Moriarty initially said it would cost \$3,000 to review the fire district as a whole. This would include Moriarty attending meetings to discuss issues with local authorities, reviewing existing infrastructure scenarios of concern, providing an analysis of the current conditions and recommendations moving forward to address fire flow and suppression criteria for the district. It may be a cost savings to the fire district if we decide to collaborate with the others mentioned sooner than later.

Vice Chairman Kirschner asked if sprinkler systems are required for these new homes.

Fire Marshal Guevin stated yes, it is required on new homes if they are over 3,600 square feet or three stories high. The fire district could require sprinklers as a mitigating factor for smaller homes as there is some relief in putting a sprinkler system in because it reduces fire flow by 50%.

Trustee Seibel stated that on the district tour led by Fire Marshall Guevin, they saw a property that is addressing this problem by utilizing a diesel fire pump from the lake. He asked if this was adequate for that particular property.

Fire Marshall Guevin stated yes, for that property only. Since they were required to install a sprinkler system, it reduced the fire flow by 50% and was then able to meet the fire flow requirement of 750-1,000 gallons per minute.

Trustee Seibel asked if this homeowner went through the engineering process by themselves.

Fire Marshal Guevin replied that they initially engaged a fire engineer for some consultation, tried to get the fire district do the design engineering, but instead, we looked up specific fire code requirements, and the developer ended up coming up with this idea to meet the code. The process ended up being more convoluted due to having to work with the pump consultant, hose manufacturer, contractor and owner. There was a cost savings, but still some issues with the system because it is not hard piped into the lake yet, so the intake into the lake is a concern.

Trustee Seibel asked if the fire district decides not to participate in the study, will Gordon and Midkiff still move forward on their end.

Both replied yes.

Vice Chairman Kirschner asked what the cost of this diesel installation was.

Fire Marshal Guevin stated about \$90,000 for just the diesel pump. If you were to include the rental pump or the permitting, it would increase the cost to about \$100,000.

Gordon added that they received bids for two different systems, a land based for about \$180,000 and a boat house for about \$130,000. If you include the permitting costs, it will increase the land based system to about \$200,000.

Vice Chairman Kirschner asked how many properties were included in this.

Gordon replied just one.

Midkiff added that the property on Pittman Terrace cost close to \$190,000 for one house, so it is a big number.

Fire Marshal Guevin stated that the particular home that they viewed already had water rights to go into the lake, which made the permitting process easier, but were only permitted to put the pipe into the lake for emergency purposes.

Trustee Kjer asked if the district ever had to pay for an engineer.

Chief Sharit replied not to his knowledge. Within the thirty-one years he's been with the fire district, the section of the district with an ISO rating of 3Y is a target hazard for firefighters and residents.

Vice Chairman Kirschner asked if we did support this in conjunction with the developers, would the rating change from the 3Y.

Chief Sharit stated yes, putting fire flows in this area to meet the fire code would benefit all.

Chairman Felton clarified that the discussion is whether or not to engage a fire engineer to assess what the different options are to meet the fire code.

Trustee Seibel stated at this time there is not an answer for what the best way is to solve the problem.

Gordon added that the \$3,000 they are spending does figure out the solution for their two client's properties, but at the same time, there are five or six more clients willing to contribute a pool of money to find a global solution that will benefit to the community. They are asking the fire district to contribute funds toward this pool of money to work toward a solution for all.

Chief Sharit stated that as your fire chief he knows that allowing developers to build in these areas without a water system cannot continue due to the law.

Midkiff added another point to consider that Douglas County Commissioner Nancy Mcdermid said the county has been researching how to attain federal funding for a water system that would serve this area. If a home ignites starting a wildland fire than there could many more homes and lives at risk. The county has said that they will continue to look for funding sources to pay for a water system in this area that is estimated to be 15 million dollars. However, at this point in time, we do not know what is needed to try and argue for the funding source. With the fire district's participation, this study can give us ideas on what can be done and can take that back to Washington D.C. to present a better case for funding the global solution.

Fire Marshal Guevin stated that there are some concerns with this after talking to the district's consultant and county staff. Ideally, it would be great to have an interconnected system; however, public works said that if this were to happen it would not be for a very long time. Additionally, the federal funding Midkiff mentioned is usually tied to an already existing public water service, so in this case would not be eligible for those federal dollars. This federal money is used to improve existing systems, not new, which would disqualify those properties in question.

Chief Sharit stated that if you rely on government to fix a problem you could be waiting a long time. There needs to be a solution for the short term, which is something the fire engineer could determine.

Trustee Schussel stated that at this point in time, he is not convinced that fire district funds should be used for this. He asked if the drinking water for these homes would be pulled individually out of the lake since there is not a G.I.D. in this area.

Fire Marshal Guevin stated that many pull the water from wells, but others pull their water from the lake, depending on how they are permitted through NDEPP.

Trustee Schussel commented that if the money is put in toward the effort to find a global solution, will this solve the issue for other properties being built in the future.

Gordon stated that yes; this is the intent of hiring the fire engineer. At this point, it is unknown what the solution is; whether it is a community system with different zones, or a fire boat or trailer, not sure what it will be, but trying to take this opportunity to use the money to benefit the community, not just their projects.

Chairman Felton stated that he understands that the study they will be engaging in will address specifically their properties. He asked when the fire district contributes this funding, will it provide a global solution for the properties at Cave Rock or the entire district.

Gordon stated that they do not need the study, as they have already hired an engineer to design a system that works for their two clients' properties for over \$180,000, but maybe can spend half this to contribute towards a system that entire community can benefit from. They have already committed \$3,000 to get the ball rolling with the intent that the fire district would participate in the effort to find a solution as well. Now that they have engaged the engineer in this process, it may be in the fire district's best interest to look for a solution and contribute toward this effort on their end as well.

Chairman Felton stated that he is aware of the areas of the district that are without water, and in addition to this have the Cave Rock system that needs maintenance and the Logan Creek area that may need to be looked at. He does not know if there are more cases in the district with the same issues. He asked what the term global means in this case.

Gordon stated that they want the engineer to look at all the properties that do not have fire flows at the lake in Douglas County. The system that they know will work costs 15 million dollars, but do not have the funds for this, so now looking outside the box to find another solution to the problem that will work for all to help prevent fires.

Midkiff stated that we cannot determine what will happen in the future. We can say that the intent is to evaluate the situation in the district where there is no fire flow and to come up with options that could be implemented.

Gordon added that this is a high level analysis from the fire engineer for \$1,500 and the next step would be to focus on certain aspects of his report. This is just the beginning of the process.

Chairman Felton stated that the fire district already knows the areas in the district with insufficient fire flows, so what we are looking for is not to identify those areas, but to propose solutions to the known problem areas.

Chief Sharit stated that we are seeking a potential community wide solution. As a fire district, we want to be able to understand the challenges these developers are having, partner together to have a certified expert look at the data, then the fire district can say at the very least we looked at it and here is what we found. A fire boat sounds good, but the reality is the district does not have the personnel to commit to this. This process needs to be looked at scientifically by an engineer who is certified to develop. Back in 1980, only 60% of the district had water and now we are looking at the last section of the district and if we can find water in this section and live there safely.

Fire Marshal Guevin stated we know we have the water as the lake is right there, the hard part is figuring what kind of system works best.

Chief Sharit added that if this were Wellington Nevada you could easily place a poly tank on the ground and hook up the flow and be done with it, however, since we live in a unique place with the lake and the mountains it creates more challenges. The bottom line is we keep pointing to the fire engineer to complete this study and come back with the options.

Fire Marshal Guevin stated that the fire hydrant at Pittman Terrace required by the fire district and would be put in place by the county, but somehow this hydrant was signed off at sixty gallons per minute, which is not much. As a fire marshal, if he enforces that this hydrant must be tested and repaired, he is not sure who is responsible for this because it is still tied to a residence. He must enforce that they must provide water flow, but there has to be some way that they can do this while meeting the fire code. At this point we do not know what this is.

Another problem the fire district is running into is access issues. A lot of these homes are constructed very close together next to wildland areas with narrow access roads, so our engineers must figure out how to maneuver the engines in these tight spots. There could be a major crisis if there was a fire and multiple engines and resources were needed in these areas. The good news is that there is an opportunity to address these issues soon with the fire engineer's assessment.

Trustee Schussel asked if this issue was disclosed to the property owners prior to purchasing the property.

Gordon stated no, and they are quite frustrated.

Trustee Schussel asked if this was legal.

Midkiff stated that in the twenty-six years he has been in this business, this was never an issue until about two years ago. These people did not necessarily know at the time they purchased the property. The new owners claim they had no clue until they applied for the permit to build or re-build and were told they must sprinkle and upgrade the water system. It is a relatively new issue.

Fire Marshal Guevin stated that most of the required sprinklers in these homes are a life safety system. They kick on for about ten minutes until they run out of water giving the residents enough time to get out safely. If the fire ensues, firefighters would still need some sort of a water system to put out the fire. Sprinkler systems are not the answer to resolve this issue as every system requires water to operate.

At this time Chairman Felton called for a motion. No motion made. Chairman asked for further discussion.

Trustee Kjer stated that he believes it is important to have a district wide fire flow analysis as it would benefit the tax payers and would reduce risk for the entire community.

Trustee Seibel stated that he agrees with Trustee Kjer in that he would support a global solution rather than something that will work for just a few properties.

Trustee Schussel stated that he is torn whether fire district funds should contribute to this when it is only a small area that would benefit from the study. He is under the impression that the fire engineer is going to analyze the one section of the district being brought to our attention, not district-wide.

Vice Chairman Kirschner's primary concern is if we give away fire district funds for this cause, will this be the last request, or will there be more requests in the future.

Chief Sharit stated that part of the ISO rating includes a study of all the water systems, which collected data from all the water surveyors in the district, and the rating is a 3Y in areas that do not have a water system. The fire engineer may be able to review these areas and give tell us what the options are.

Fire Marshal Guevin stated there are other areas in the district that have water system issues and they all need to be addressed. District staff needs this support and would like to know if it should be a standardized system or are there multiple options. He is put in a tough situation as

the fire marshal because he knows these are high risk areas, but not sure how to address it when developers come to the fire district wanting to build. Also, he is concerned with the firefighters responding to these areas. Residents that live across from Station 25 in Glenbrook have no fire flow, but they see the fire station across the street and assume they are protected. Also, many of these properties are second homes for the owners and do not live there most of the time. If a fire starts in one of these homes, it will erupt and travel before the fire district would be notified. Chief Sharit and Guevin are working on a letter to notify these property owners that the fire district can only focus on rescue operations here. The fire district is going to address this because of our obligation to make the community and our firefighters safe.

Chief Sharit added that the fire district has a responsibility to at least inform the residents of the risk. The fire district is in the business of risk mitigation and should invest in ways on how to mitigate the risks in this area.

Trustee Seibel asked if we might be missing the opportunity to spend less money the first time around with this opportunity rather than waiting and spending more later on.

Gordon added that all the other water systems in 90% of the district were paid for by the county, grant funding or taxes and the other 10% still contributes property taxes to the fire district and are not getting anything other than rescue.

Chairman Felton stated it is his understanding that the residents of Kingsbury General Improvement District and Round Hill GID are contributing to their water systems, and it is not a general county tax contributing to these water systems.

Fire Marshal Guevin stated that several of those water systems were subsidized by the county and are cutting back on this subsidy, which caused the rates to increase so that the systems can run more independently.

Chairman Felton took a district tour with Trustee Seibel and Fire Marshal Guevin in order to see the properties in question. As a district, he feels we must protect the residents and firefighters. He feels it is worth mentioning that the fire district is responsible for responding to the emergency, but not providing the water system. It is the fire district's responsibility to highlight if it is an insufficient water system, but not for designing or building the system. At this stage must enforce the law and cannot continue to allow residents to build or re-build without fire flow. It would be best if we can find a way to have a comprehensive system, rather than each resident coming up with an individual system. TDFPD is funded by all the residents in the county and need to be careful about assisting residents with district generated funds.

Legal Counsel Reese stated that the chairman does not have to call for another motion since this item was listed as “for discussion and possible action”, so if no trustees offer a motion, it can just be a discussion.

Vice Chairman Kirschner made a motion to table this item until further examination and place on the agenda for the June meeting.

Chairman Felton asked if there was anything specific that Trustee Kirschner may need to make his decision.

Vice Chairman Kirschner stated more engineering from the developers or ideas they have for the future.

Trustee Schussel stated that this sounds like he would support bringing the engineer in to complete the study. It seems like they are going to go through with the study regardless if the fire district contributes funding, so is it best to see the outcome of the study and then contribute later on down the road.

Chief Sharit stated that these two properties are already moving forward with the process. The proposal is to have the fire engineer look at those areas without water and to provide input for others that may come to us in the future with the same problem.

Gordon added that this is a time sensitive manner and will lose the opportunity if the board does not act today. If you decide not to contribute than the money is gone because these houses have to be built.

Fire Marshal Guevin stated that this is a good faith opportunity to have a good public/private partnership. The cost for the fire district to look at this is \$3,000, so have the potential to move forward at a reduced rate. Also, he has been told that because of the fire code, the district has basically sunk several real estate deals.

Vice Chairman Kirschner made a motion to support the fire engineer’s analysis at Pittman Terrace.

Legal Counsel Reese clarified that the motion to table the item would die if there is not a second motion. He recommended that the chairman ask for a second to the first motion.

Chairman Felton asked for a second to the motion made to table the item.

Motion dies.

Chairman Felton asked for clarification on Vice Chairman Kirschner’s motion.

Vice Chairman Kirschner's stated to have the fire engineer's analysis of the entire area discussed without water flows.

Trustee Kjer seconded the motion.

Trustee Seibel agreed that we should take this opportunity to figure out the best solution possible.

Chairman Felton asked for clarification on the item; the intent is that the engineer will come back with a list of options providing the pros and cons for each.

Gordon stated yes. The additional district funds will broaden the study and the fire district can let the engineer know exactly what they want him to look at.

One system works for the two in question and fire dept. can look at what.

Trustee Schussel asked if those residents are willing to contribute up to \$300,000, how would deciding not to contribute \$1500 in fire district funds delays the process.

Gordon stated that there are a couple of projects already under construction and have a few months to put in a system. They were contacted because there might be a solution found if they contribute and everyone goes in on buying the equipment that will work. If the fire district is involved, than the resident may be more willing to pay for that system.

In a perfect world, the engineer would give us his report with an option that works for those properties and the fire district. Then all parties involved can raise the money needed to put the system in place. Then the board will vote on this and hopefully have a more unified front for the community. Again, this is the starting point to get the ball rolling. Otherwise this is a lost opportunity.

Trustee Seibel stated that having the study completed is the first step and the \$300,000 is going toward a potential solution.

Gordon stated correct. This is what has been committed by those six property owners.

Chairman Felton clarified that the motion made by Vice Chairman Kirschner, was that the fire engineer's study will include the entire district.

Vice Chairman Kirschner stated no, for the water front properties.

Trustee Kjer stated he intended for the \$1,500 to be used toward a district wide analysis.

No second made. Motion dies.

Engineer Reddig stated that it will replace the old C-grade engine and it will be auctioned off. The new engine will be stored at Station 23, moving Engine 23 to Station 24 and Engine 24 to Station 25.

Chairman Felton stated that this is in our capital outlay budget and knows the district has been preparing for a purchase like this for a long time. He asked since we have been setting aside money and after ten years, in theory we should be purchasing the engine, in practice should we be buying this engine now and is the old engine ready to be replaced.

Chief Sharit stated yes. This engine is clearly identified as a replacement for a twenty-one year old engine. The district has purchased rolling stock out of the tax override, building up over time so that the district can pay cash for the equipment.

Chief Baker added that the reserve engine the district has is being sent for repairs more and more, and becoming less available due to constantly rotating it out and taking it to the shop.

Engineer Reddig added that The Equipment Committee has spent over 200 man hours to do the research and put this spec together.

Chairman Felton thanked the committee because of their conscious effort and attention to this project.

Vice Chairman Kirschner motioned to approve the action item. Trustee Seibel seconded the motion. No discussion. Motion approved 5-0.

Legal counsel stated that if the trustees do not approve the budget as recommended than this would be a line item from this since it was approved separately.

9. For Possible Action: Discussion of the Ambulance Rate Review and the staff recommendation for no rate change.
Battalion Chief Todd Moss

Chief Moss stated that the ambulance rate review must be completed annually by law. This is the second reading and his recommendation is to have no increase in ambulance rates this year due to increasing the rates last year and working on cost savings by bulk purchasing with our neighboring agencies.

Legal Counsel Reese asked if the public notice requirements were posted due to required public hearing for rate settings.

Administrative Assistant O'Neill stated yes they were.

Trustee Seibel made a motion to approve the action item. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

10. For Possible Action: Public Hearing and possible adoption of the FY 2016-17 Tentative Budget.
Fire Chief Ben Sharit

Chief Sharit stated before the trustees is the tentative budget for FY 2016-17 presented at the last board meeting. There are no changes and the State of Nevada Department of Taxation has accepted the tentative budget pursuant to NRS 354.596(5). This is a public hearing and will accept any questions or comments from the public at this time.

Trustee Schussel motioned to adopt the FY 2016-17 tentative budget. Vice Chairman Kirschner seconded the motion. No discussion. Motion approved 5-0.

Felton asked if the district provided proof of the publication of the notice.

Chief Sharit verified that yes this has been done.

Item 11 was pulled from the agenda.

12. For Possible Action: Public Hearing and possible adoption of the FY 2016-17 Final Budget.
Fire Chief Ben Sharit

Chief Sharit pointed out the changes made from the tentative budget to the final budget.

Page 7: General Fund Expenditures

Salaries and Wages: Increased by \$187,667 (3% average increase) for total of \$4,554,855

New Ending Fund Balance: \$1,066,491

Page 12: Fire Safe Community Fund (Fuels Reduction Program)

Increase in Expenditures for Salaries and Wages: Approximately \$17,696

Increase in Benefits: Approximately \$4,483

Page 13: Proprietary Fund (Ambulance)

Salaries and Wages: Increased by \$43,498 for total of \$1,275,751 covering fifteen firefighter/paramedics

Trustee Seibel asked if the increases were due to the standard 3% in employee costs.

Chief Sharit replied yes, for the increase in employee costs, which includes salaries, wages and benefits.

Trustee Seibel motioned to adopt the fiscal year 2016-17 final budget. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

- 13. For Possible Action:** **Discussion and possible action of Resolution #04-2016 – Promotion of the Lake Tahoe Basin Wildfire Awareness Month.**
Fire Marshal Eric Guevin

Fire Marshal Guevin stated this item is to ask the board members for their support in the Wildfire Awareness Month this June in the Lake Tahoe Basin. This year's theme is "Think First, Keep Tahoe Fire Safe". This is a new campaign launching from CalFire that will include some TV and radio advertisements, in the Lake Tahoe and Reno market.

Chief Sharit thanked the Douglas County Board of County Commissioners for their proclamation for the Wildfire Awareness month given to the fire district as well as the Fire Adapted Communities Network.

Vice Chairman Kirschner made a motion to approve the action item. Trustee Seibel seconded the motion. No discussion. Motion approved 5-0.

- 14. For Possible Action:** **Discussion and possible action for approval of the proposed Memorandum of Understanding between the Tahoe Douglas Fire Protection District and Douglas County regarding the anticipated fiscal effects of the Redevelopment Plan for Redevelopment Area No. 2 within the Lake Tahoe Basin area of Douglas County and methods to address those effects.**
Fire Chief Ben Sharit

Chief Sharit stated before you is the MOU approved by the Tahoe Douglas fire board that has been sent back with proposed changes made by the Assistant District Attorney Zach Waddle. The recommendation from staff and legal counsel is to accept changes and approve the MOU today. Upon board approval will send back to Mr. Waddle to submit to the DC BOCC for their final approval.

Trustee Schussel made a motion to approve the action item. Vice Chairman Kirschner seconded the motion.

Chairman Felton stated that this is an important issue for the fire district and is pleased that the DA has come up with a proposal that is acceptable.

Motion approved 5-0.

15. For Possible Action: Discussion and possible action for the appointment of the new Fire Chief.

Fire Chief Ben Sharit

Chief Sharit stated that last summer the district exhausted a national search for the new Assistant Chief at TDFPD. This process included members of the community, retirees, current TDFPD firefighters, past board members and business leaders who all played a role in the selection process. Chief Sharit has announced his retirement effective June 30th, 2016 with the notion that Chief Baker will take over as fire chief. He fully supports the appointment of Scott Baker as the new fire chief effective July 1st, 2016.

Trustee Seibel stated that the hiring of the assistant chief was an outstanding process and feels that the district has selected the right person for the job.

Trustee Kjer stated that he also fully supports Chief Baker in becoming the new fire chief and was happy to hear the support from the Local 2441.

Vice Chairman Kirschner motioned to approve the action item. Trustee Seibel seconded the motion.

Trustee Schussel added that he is excited to see where the district goes in the future with Chief Baker as fire chief.

Chairman Felton thanked Chief Sharit for putting a solid succession plan in place for the fire district. The assistant chief hiring process that was driven by Chief Sharit was impressive and agreed it was extensive and fairly recent, so does not see a need to go out to the market again. It was clearly done with the eye that the assistant chief would become the successor for Chief Sharit. Chief Baker listens with both ears and clearly is a man of thought and action. He thinks he is the best and appropriate candidate for the job.

Ann Grant commented that with all her community responsibilities, Chief Baker has always been responsive and fully supports him becoming the fire chief.

Chief Baker thanked TDFPD staff for their support, as well as the Local 2441 and Chief Sharit. He plans to carry on the legacy that Chief Sharit has left.

Motion approved 5-0.

Chief Sharit thanked all staff for their work in the national search for the next assistant chief.

18. Report Item: **Review of Monthly Fire District Activities.**
Fire Chief Ben Sharit

Employee Years of Service Recognition:

May

Engineer Brad Petersen 9 Years of Service

Updates:

2015 PRT Audit – New Auditor Eide Bailey to start next week.

NV Fire Safe Counsel – Goal to have funds returned to the district. Fire chief will keep the board informed as more information.

Academy – Two new recruits Kyle Van Mouwerik and Dusty Gooch to begin academy. Van Mouwerik was a former Zephyr Crew member and Gooch worked as a paramedic for South Tahoe Fire. Engineer Reddig is the lead Recruit Training Officer.

Money Market – 1.2 million invested.

Attachments:

Radio Spots – Fire Marshal Guevin recorded PSA's for EMS week, TDFPD blood drives and defensible space programs (Compost Your Combustibles opens Memorial Day weekend through July 4th).

Wood Roof Defensible Space Grant – Fire Marshal Guevin clarified that this is more of a program not a grant that encourages homeowners to replace their shake roof. In return TDFPD can provide the Zephyr Crew man hours to do defensible space work free of charge.

Chairman Felton congratulated Fire Marshal Guevin on being the NFPA Nevada Public Education representative. He also mentioned that Guevin led a tour of the district and encouraged the rest of the board members to schedule this as it was very informative regarding the water flow issues discussed today.

Vice Chairman Kirschner thanked TDFPD for their support with the Drug Store program at South Tahoe Middle School.

Trustee Kjer thanked Chief Sharit for his efforts to reach out to the public over the past five years.

19. Discussion: Confirm next meeting, with a proposed date of Friday, June 17, 2016 with a start time of 2:30 p.m. and possible agenda items.

- Budget augmentation.
- Collective Bargaining Agreement with Local 2441 ratification.
- Standards of coverage.
- Ambulance billing update: rate of billing vs. rate of collections.
- Board of Trustees yearly compensation.

Trustee Schussel and Chairman Felton requested to move the July meeting one week ahead of schedule to Wednesday July 20th as they both will be out of town.

- Meeting confirmed for Wednesday, July 20th, 2016 with a start time of 2:30 p.m. in the Station 23 classroom.

Adjourn

Vice Chairman Kirschner motioned that the meeting be adjourned. Trustee Seibel seconded the motion. Motion approved 5-0.

Closed Session: Not needed at this meeting.

This meeting was recorded on audio tape.

**Casey O'Neill
Board Secretary
Tahoe Douglas Fire Protection District**