

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
April 26, 2023

Those Present:

Vice Chair Greg Felton
Trustee Janet Murphy (virtual)
Trustee Stacy Noyes

Trustee Ben Johnson
Fire Chief Scott Lindgren
Legal Counsel Russell Carr, Esq.

1. Call to Order.

Meeting was called to order at 2:33 PM.

2. Pledge of Allegiance.

The Pledge of Allegiance was led by retired TDF Chief Scott Baker.

3. Roll Call.

Vice Chair Felton, Trustee Johnson and Trustee Noyes were present. Trustee Murphy attended virtually. A quorum was met.

4. Approval of the Agenda.

Trustee Johnson made a motion to approve the agenda as presented. Second: Trustee Noyes. Motion approved 4-0.

5. Public Comment: None.

6. Trustee Comments: None.

7. Approval of the Consent Calendar.

- a. Board Meeting Minutes 03/15/2023
- b. Monthly Expenditures
- c. Personnel Policy – 2.0 Employee Relations
- d. Job Description - Finance Manager

Trustee Johnson made a motion to approve the Consent Calendar as presented. Second: Trustee Noyes. Motion approved 4-0.

8. Consent items moved forward: None.

9. Update on the FY 2023-2024 Tentative Budget. No action will be taken.

Fire Chief Scott Lindgren

Chief Lindgren explained the District has to make some changes on certain capital asset

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purchases that are reflected in the Tentative Budget. The District is hoping to get the new fire boat this fiscal year, but has not confirmed delivered delivery by June 30th. The District is also planning to take delivery of a chassis and has a second Type 5 Fire Engine, in production, but not likely to be completed until next fiscal year. All or portions of these capital allocations may rollover into the next fiscal year.

Total projected tax revenue is \$11.3 million. The District's total revenue projection is \$34 million. Chief Lindgren expanded: \$7.5 million of that is assumed projected revenue from donations and grants for the helicopter program. The District's true revenue projection is \$28 million and we're projecting our expenditures will not exceed our reserves. Vice Chair Felton queried that if there are any doubts, then the District should put the expenses in our budget for now and then find out later that it was not used. Chief Lindgren responded that next month, on May 17th, the Board will have the final hearing for the budget, and a decision can be made.

Chief Lindgren cautioned that many financial experts are worried about an upcoming recession, so this year the District has backed off on some of the other capital asset purchases. The District is moving towards a self-funded medical plan to provide control and more flexibility. In this plan, the District can purchase what it needs and design the benefit program to meet the needs of our firefighters. Additionally, contract revenue is reflected in the \$28 million revenue. Trustee Johnson thanked Chief Lindgren for looking ahead and paying attention to a possible recession in the future.

10. Discussion and approval of a proposed plan to address snow removal around fire hydrants in the Kingsbury General Improvement District (KGID).

Fire Chief Scott Lindgren

The District had a few meetings with the KGID manager to come up with a solution to keeping the hydrants clear on Kingsbury Grade; however the agencies have not come to an agreement.

Trustee Murphy spoke to KGID's board suggesting that representatives from both boards meet to discuss a plan, get on the same page and work together to keep the hydrants clear. Hydrants are the ownership of the water purveyor and it is their responsibility to keep hydrants clear of brush, snow, etc. TDF is willing to help with the hydrants, but we need help from KGID. Trustee Johnson advised that the KGID board members were unaware of the issue until now.

TDF had one structure fire in the District where it took over twenty minutes to access the fire hydrant; fortunately, the firefighters got on scene fast and were able to put the fire out with the engine before they were in need of the hydrant.

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Chief Lindgren reminded the Board that the District can fine the water purveyor for not keeping the hydrants clear. The District would rather have collaboration and come to an agreement, but if we have to fine them, we will.

Trustee Noyes made a motion to have Trustee Johnson and Vice Chair Felton attend a meeting with the board members from KGID to work collaboratively in order to come to an understanding regarding management of snow removal around the hydrants by the next snow season. If one of the two members mentioned above is unable to make it, Trustee Murphy will fill in. Trustee Murphy seconded.

11. Report Item: Review Division Reports
Fire Chief Scott Lindgren

Kate Warner – Administrative Division Officer

No questions. ADO Warner discussed the details of the Administrative Division office moves. New staff members spent the first ninety days sharing a space with their trainers and then moved to their designated offices. Finance Manager Nolting, Payroll Specialist Labrado, and Accounting Specialist French are now located at the Dorla Court office. Administrative Assistant Keeton and Human Resources Specialist McCarthy are both at the Station 23 front office.

Special acknowledgment to Payroll Specialist Labrado for auditing the employee accruals back to 2021 to ensure clean and accurate data is uploaded into UKG.

Special acknowledgment went to Accounting Specialist French for the hard work that has gone into the UKG software. The next step in the UKG process is having the Firefighters/Paramedics (FF/PM) trained. We have seen a huge improvement in the recruitment process with the Wildland Fire & Fuels Division with the UKG software.

Bryce Cranch – Assistant Chief

No questions. Chief Cranch acknowledged the discussion on hydrant snow removal because it had such a large impact on the District this winter.

Vice Chair Felton acknowledged the story of Enzo, the Labrador that was involved in a house fire, and the full recovery that he made. Chief Cranch responded that TDF firefighters were quick to action not only in the knock down of the fire, but also in the advanced level of care to Enzo. In 2015, canine CPR masks were donated and one of those masks was used in saving Enzo's life.

Numerous structures collapsed from the winter snow. Douglas County declared a "State of Emergency". The Douglas County Lake Tahoe Sewer Authority pump station flooded and threatened to flow into Lake Tahoe. This pump station collects sewage from the Stateline area and then pumps it to their treatment plant on Sewer Plant Road. The pump had minor flooding, however it did not reach the critical components inside. Tahoe Douglas Fire Protection District, Tahoe Regional Planning Agency (TRPA), Nevada Division of Forestry (NDF) and resident

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Flipper Manchester all assisted with the effort utilizing excavators and sandbags to create a barrier to further protect the pump station and Lake Tahoe.

Kris Rowlett – Fire Inspector

No questions. Inspector Rowlett discussed the increase in calls regarding project proposals. One of the large projects is a proposed “glamping” campground. AA Turner completed a forty hour car seat class and is now a certified car seat installer. Chief Lucas and AA Turner are the two certified car seat installers for TDF.

Matt Fogarty – Wildland Fire & Fuels Battalion Chief/Crew Superintendent

No questions. Chief Fogarty updated the Board that the Zephyr Crew and Shoreline Crew have both been working in the valley, however now they’re bringing operations back to the District. The Zephyr Crew is currently burning in Glenbrook with plans to start burning in Round Hill this week.

The seasonal crew starts on May 17th. There are now a total of sixty-nine Wildland Fire & Fuels employees, including leadership.

12. Report Item: Review of Monthly Fire District Activities

Fire Chief Scott Lindgren

Shoreline Station: The District secured the bank building lease for up to one more year.

Tahoe Blue Event Center: The event center is incomplete due to power needs. A lot of events have been rescheduled due to the delay.

Kingsbury Middle School (KMS): A portion of the KMS roof collapsed due to the massive snow load. The collapse occurred on the north-west portion where KMS had an addition built. However, the original building was declared as safe by a structure engineer. Zephyr Crew entered into an agreement with Mountain Metro and they paid the costs for our crew members to gain access to the building in order to remove snow.

13. Special Recognition:

Service Recognition:

WFF Division Chief Keegan Schafer	15 years
Finance Manager Carrie Nolting	13 years
Fire Marshal Eric Guevin	13 years

Acknowledgement:

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Retiree Scott Baker
Retiree Kevin Crebs

Honoring 2023 Firefighter of the Year Award:

Andy Isenberg
Brody Zink

14. Public Comment: None.

15. Discussion: Confirm next meeting, with a proposed date of Wednesday, May 17, 2023, with a start time of 2:30 pm and possible agenda items.

Meeting Adjourned: 4:02 PM

Submitted by:
Amanda Keeton
Fire Board Clerk