

**BOARD OF FIRE COMMISSIONERS
SIERRA FIRE PROTECTION DISTRICT**

TUESDAY

4:00 P.M.

OCTOBER 28, 2008

PRESENT:

Bob Larkin, Chairman
Jim Galloway, Commissioner
David Humke, Commissioner
Kitty Jung, Commissioner

Amy Harvey, County Clerk
Katy Simon, County Manager
Melanie Foster, Legal Counsel
Michael Greene, Fire Chief

ABSENT:

Bonnie Weber, Vice Chairperson

The Board met in regular session at 4:17 p.m. in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. The Board conducted the following business:

08-82SF AGENDA ITEM 2A

Agenda Subject: "Approval of Agenda for October 28, 2008 Board of Commissioners Meeting."

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Humke, which motion duly carried with Commissioner Weber absent, it was ordered that Agenda Item 2A be approved.

08-83SF AGENDA ITEM 2B

Agenda Subject: "Chief Report, including update in fuels management."

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Humke, which motion duly carried with Commissioner Weber absent, it was ordered that Agenda Item 2B be accepted.

08-84SF AGENDA ITEM 3

Agenda Subject: "Discussion and the retroactive approval of FY 07/08 Aggregate Payment Amount to Walker & Associates in the amount of \$71,500 for Professional Financial Management Services, Study of District Governance Alternatives and Assistance in the Analysis and Implementation of the district's Strategic Plan."

Chairman Larkin asked why the approval was retroactive to fiscal year 2007/08. Fire Chief Michael Greene indicated there had been one remaining item to be paid among three separate contracts with the consultant, and the Comptroller's Office felt they should all be lumped together for the Board's approval. Commissioner Galloway clarified the Board had previously set a threshold of \$25,000 to require approval for consulting services. He explained the payment of sequential contracts to a single consultant might be perceived as evading the rule if the Board did not see them for approval. He acknowledged there must have been a significant amount of analysis necessary to prepare the ballot question that went to the voters.

On motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Commissioner Weber absent, it was ordered that Agenda Item 3 be approved.

08-85SF AGENDA ITEM 4

Agenda Subject: "Discussion and possible acceptance of grant funding from Nevada Fire Safe Council in the amount of \$82,000 (no district match) for the purpose of continuing the funding for one (1) year Fuels Management Coordinator position to oversee the Fire district's defensible space inspection program; 2) discussion and possible acceptance of grant funding of \$565,000 (no district match) to complete hazardous fuels reduction projects located on open space within Washoe County in accordance with the Washoe County Risk Hazard Assessment (RCI 2005); 3) Possible authorization to the SFPD Chief to sign necessary documents in connection with the acceptance of the funding; and 4) if the grant is accepted, direct staff to add \$200,000 to the adopted FY 08/09 Budget, \$365,000 to the FY 09/10 Budget and approval to fill the fuels superintendant position in FY 09/10 to function as the Defensible Space Inspection Program Coordinator."

Commissioner Galloway asked whether the person in the Fuels Management Coordinator position understood that their position would end if the grant funding were to end. Fire Chief Michael Greene explained the position had been filled with a new person who clearly understood it was grant funded. Commissioner Galloway questioned whether the position was filled with a contractor or an employee. Chief Greene indicated it was an employee position because of the use of District equipment and the need to have the person covered under insurance.

Chairman Larkin clarified that the \$82,000 from the Nevada Fire Safe Council was also part of the \$565,000 in grant funding for the District's fuels reduction program.

Chief Greene stated fuels reduction work would begin November 1, 2008.

There was no public comment on this item.

On motion by Commissioner Galloway, seconded by Commissioner Jung, which motion duly carried with Commissioner Weber absent, it was ordered that Agenda Item 4 be accepted, authorized, directed and approved.

08-86SF AGENDA ITEM 5

Agenda Subject: "Commissioners'/Manager's Announcements, Request for Information, Topics for Future Agendas and Statements Relating to Items Not on the Agenda. (No discussion among Commissioners will take place on this item.)"

Commissioner Galloway acknowledged that the tax rate for the Fire District that was being proposed to the voters was high because there would have been no way to ever go back and raise the rate if funding was not enough. He indicated the tax increase was not for the purpose of doing things that were not absolutely necessary. If it were to be approved, he hoped the money would not be used to build up personnel, but would be spent on equipment to increase readiness and on fuels reduction.

08-87SF AGENDA ITEM 6

Agenda Subject: "Public Comment and discussion thereon. The Sierra Fire Protection District Board of Commissioners welcomes courteous and respectful public comment and input. Due to the amount of business the District Board conducts, public comment is limited to 2 minutes per person. "

There was no response to the call for public comment.

08-88SF AGENDA ITEM 14

Agenda Subject: "Possible closed session for the purpose of discussing negotiations with employee organizations per NRS 288.220."

There was no closed session.

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There being no further business to discuss, on motion by Commissioner Jung, seconded by Commissioner Galloway, which motion duly carried with Commissioner Weber absent, the meeting was adjourned at 4:25 p.m.

ROBERT M. LARKIN, Chairman
Sierra Fire Protection District

ATTEST:

AMY HARVEY, Washoe County Clerk and
Ex-Officio Clerk, Sierra Fire Protection District

*Minutes Prepared By
Lisa McNeill, Deputy County Clerk*