

EAST FORK FIRE PROTECTION DISTRICT



**District Board Meeting
Agenda and Supporting Information For
The Meeting of June 18, 2024**

EAST FORK FIRE PROTECTION DISTRICT

1694 County Road
Minden, Nevada 89423

Meeting Agenda

John Bellona, President, District 1
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Jacques Etchegoyhen, Director, District 4
Mike Sommers, Secretary, District 5

Tod F. Carlini, District Fire Chief

Holly Megee, Board Clerk

Tuesday, June 18, 2024

1:00 PM Board Meeting

To attend virtually-Contact Holly Megee
In person-1694 County Road, Minden

MISSION STATEMENT

"Serving the Fire and Life Safety Needs of Our Community"

East Fork Fire Protection District will be conducting its meeting in person and electronically. The public is welcome to attend the meeting virtually or in person at the East Fork Fire Protection District Office located at 1694 County Road, Minden, NV. If you would like to view the East Fork Fire Protection District Board meeting, please contact Holly Megee prior to the day of the meeting at 775-782-9040 or hmegee@eastforkfire.org for details on how to log into the meeting.

Public comment will be accepted prior to the East Fork Fire Protection District Board meeting through either the email address provided below or by setting up a phone appointment with the East Fork Fire Protection District Office up until the day before the East Fork Fire Protection District Board meeting.

- Blank public comment forms will be available at the East Fork Fire Protection District Office (1694 County Road, Minden, Nevada) and completed forms may also be left at the same location.
- Written public comments may also be emailed to hmegee@eastforkfire.org. All public comments must be received prior to the date of the meeting if the comments are to be included in the supplemental materials.
- All written public comments received prior to 4:00 PM the day before the Board meeting will be compiled and will be added as supplemental material for the East Fork Fire Protection District Board and the public to review prior to the meeting.
- Any written public comment received the day of the East Fork Fire Protection District Board meeting will be compiled and added as supplemental materials to the East Fork Fire District's website and distributed to the East Fork Fire Protection District Board within 24 hours after the meeting.

Members of the public may call Holly Megee at 775-782-9040 to obtain help making public comments using the public comment methods.

Copies of the finalized agenda are posted at the following locations prior to meeting day: East Fork Protection District Administrative Office, Gardnerville Post Office, Minden Post Office, Minden Library, and Douglas County Administration Building. Members of the public may request an electronic copy of the

agenda or supporting materials by contacting Holly Megee at hmegee@eastforkfire.org. An electronic copy of the agenda and supporting materials are available at the following website:

- East Fork Fire website: <https://eastforkfire.org/>

Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated “for possible action” shall include discussion and possible action to approve, modify, deny, take “no action,” or continue the item.

It is the intent of the East Fork Fire Protection District Board to protect the dignity of citizens who wish to comment before the Board. It is also the desire of the East Fork Fire Protection District Board to provide the citizens with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the East Fork Fire Protection District Board for action without interference.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations are requested to notify Holly Megee in writing at 1694 County Road, Minden, Nevada 89423 or by calling 775-782-9040 at least 20 hours in advance.

EAST FORK FIRE PROTECTION DISTRICT
1694 COUNTY ROAD
MINDEN, NEVADA
FINAL AGENDA
June 18, 2024

BOARD MEETING

1:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE – John Bellona

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those matters that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors but are not on the agenda for this meeting or those agenda items where public comment will not be taken as a public hearing is not legally required as where an item is for presentation only.

Public Comment may be limited to three minutes per speaker, which will be decided by the Board President or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the East Fork Fire Protection District Board of Directors will take action on, please make your comments when the item is considered and is opened for public comment.

For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the Lobby at the entrance to the

meeting room. These cards should be completed and given to the District Fire Chief or designee.

ADMINISTRATIVE AGENDA

The Administrative Calendar will be handled as follows:

- (1.) The President will read the agenda title into the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item.
- (5.) Once the Board has concluded their discussion, public comment will be allowed and is limited to three minutes per speaker.
- (6.) Once public comment is completed, the Board will then ask any follow-up questions and take action.

On agenda items that are listed as a “presentation” with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

APPROVAL OF AGENDA

- 1. For Possible Action.** Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (John Bellona, President) 5 minutes.

APPROVAL OF PREVIOUS MINUTES

- 2. For Possible Action.** Discussion and possible action to approve the draft meeting minutes of the May 21, 2024, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

CONSENT CALENDAR

3. CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless separate consideration is requested by a District Director or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar Items A-H

FINANCE

- A. For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of May 31, 2024. (Julie Andress, Director of Finance/CFO)
- B. For Possible Action.** Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in May 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- C. For Possible Action.** Discussion and possible action to approve payroll expenses paid in May 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- D. For Possible Action.** Discussion and possible action to approve the Procurement Card Transactions paid in May 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- E. For Possible Action.** Discussion and possible action to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of April 2024 in the amount of \$4,232.49. (Lisa Owen, Director of Administrative Services)
- F. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of March 2024. (Julie Andress, Director of Finance/CFO)
- G. For Possible Action.** Discussion and possible action to approve the Fire Prevention Plan Review report for May 2024. (Amy Ray, Deputy Fire Chief/Fire Marshal)
- H. For Possible Action.** Discussion and possible action to approve payment in the amount of \$3,182.65 to the Deputy Chief of Training and Safety, Larry Goss, \$2,628.82 to District Fire Chief, Tod Carlini and a payment in the amount of \$84.27 for Medicare tax, which reflects extraordinary time spent as EOC operations manager for the 2023 Atmospheric River Event in March, 2023 per Policy 650.16-Reimbursement Compensation for FLSA Exempt Employees. (Julie Andress, CFO/Director of Finance)

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION IF ANY

- 4. For Possible Action.** Discussion and possible action to approve changes to the East Fork Fire Protection District, Fire Prevention Division schedule for Fire and Life Safety Plan Review Fees in accordance with the requirements of NAC 477 and the 2018 *International Fire Code*, effective July 1, 2024. This is to propose a new fee schedule for the Fire and Life Safety plan review of fire systems, to include fire suppression and alarm systems as shown in the Table, a reduction in the residential plan review fee schedule (currently known as the WUI Plan Review Fee), and to establish a consistent methodology for determining the valuation of a project based on the ICC Table rather than applicant determination. This is not a proposed fee increase, but the

application of a consistent methodology within the fee schedule. Second reading. (Amy Ray, Deputy Fire Chief/Fire Marshal) 10 minutes.

- 5. For Possible Action.** Discussion and possible action regarding approval to enter into a service contract between the East Fork Fire Protection District and Marshall EMS Billing to provide outsourced EMS ambulance billing services at a fee of 2% of monthly revenues, or a minimum monthly fee of \$5,000, whichever is greater. (Tod Carlini, District Fire Chief/Lisa Owen, Director of Administrative Services) 20 minutes.
- 6. For Possible Action.** Discussion and possible action to approve the District's annual worker's compensation insurance package as provided by 7710 Insurance for FY 24/25 at an annual cost of \$ 891,561 and to authorize the District Chief to sign all related documents. (Tod Carlini, District Fire Chief) 15 minutes.
- 7. For Presentation Only.** Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.
- 8. For Presentation Only.** Reports/updates from East Fork Volunteer Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.
- 9. For Presentation Only.** Reports/updates from District Board Members and Administration concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 10 minutes.

CLOSING PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors or those agenda items where public comment has not already been taken. (John Bellona, President)

- 10. For Possible Action.** Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (John Bellona, President) 5 minutes.

ADJOURNMENT

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (John Bellona, President) 5 minutes.

2. **Recommended Motion:** Motion to approve the meeting agenda for June 18, 2024.

3. **Funds Available:** NA **Amount:** NA

Fund Name: NA **Account Number:** NA

4. **Prepared by:** Tod F. Carlini, District Fire Chief

5. **Meeting Date:** June 18, 2024 **Time Required:** 5 minutes

6. **Agenda:** Initial Meeting Business

7. **Background Information:** The Board of Directors is required to approve the meeting agenda prior to the commencement of business. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

8. **Reviewed by:**
_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

9. **Board Action:**
_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item # 1

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the draft meeting minutes of the May 21, 2024, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

2. **Recommended Motion:** Motion to approve the minutes of the May 21, 2024, meeting.

3. **Funds Available:** NA **Amount:** NA

Fund Name: NA **Account Number:** NA

4. **Prepared by:** Tod F. Carlini, District Fire Chief

5. **Meeting Date:** June 18, 2024 **Time Required:** 5 minutes

6. **Agenda:** Initial Meeting Business

7. **Background Information:** The Board of Directors is required to approve the minutes of the previous meeting. The previous meeting was held on May 21, 2024. Attached are the draft minutes.

8. **Reviewed by:**

_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

9. **Board Action:**

_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item # 2

DRAFT

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, May 21, 2024, in-person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, President, District 1
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Jacques Etchegoyhen, Director, District 4
Mike Sommers, Secretary, District 5

Staff present:

Tod F. Carlini, District Fire Chief
Larry Goss, Deputy Chief of/Training and Safety
Amy Ray, Deputy Chief/Fire Marshal
Scott Gorgon, Deputy Chief/Operations, Virtual
Lisa Owen, Director of Administrative Services
Julie Andress, CFO/Director of Finance
Tom Hein, Executive Program Manager
Mark Forsberg, District Legal Counsel
Holly Megee, Clerk to the Board

Additional attendees that addressed the Board:

Troy Valenzuela, Battalion Chief
John Brawley, Battalion Chief
Aaron Leising, Captain
Pat Simmons-Valenzuela, Troy Valenzuela's mom
Jeff James, Captain
Nate Leising, local resident
Sky Dwinell, East Fork Professional Firefighters
Shayma Gross, a local resident
Elaine Pace, Volunteer Liaison

CALL TO ORDER

Board President John Bellona

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Secretary Mike Sommers led the Pledge of Allegiance

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors or those agenda items where public comment will not be taken as a public hearing is not legally required.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

Public Comment may be limited to three minutes per speaker, which will be decided by the Board President or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the East Fork Fire Protection District Board of Directors will act on, please make your comments when the item is considered and is opened for public comment.

For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the Lobby at the entrance to the meeting room. These cards should be completed and given to the District Fire Chief or designee.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

President Bellona read into record a letter the District received from a homeowner who experienced a house fire. The letter expressed their gratitude for a professional response.

ADMINISTRATIVE AGENDA

The Administrative Calendar handled as follows:

1. The President will read the agenda title into the public record.
2. Staff will introduce the item and provide a report, if any.
3. The applicant, if any, will have an opportunity to address the Board.
4. The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
5. Public comment will be allowed and is limited to three minutes per speaker.
6. Once public comment is completed, the Board will then ask any follow-up questions and act.

Agenda items listed as a “presentation” with no action listed, public comment is not legally required, and must be made at the beginning of the meeting.

APPROVAL OF AGENDA

1. For Possible Action. Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (John Bellona, President) 5 minutes.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

President John Bellona asked if a correction needs to be made to the agenda.

District Fire Chief Tod Carlini stated on agenda item 12, the amount posted on the agenda and action sheet is the incorrect amount. The correct amount is \$28,278,764. He would like that included in the motion to address the incorrect amount indicated on the agenda and action sheet for agenda item #12.

President Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the meeting agenda for April 16, 2024, as posted with the correction of the fiscal amount under item 12 to read \$28,278,764.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

APPROVAL OF PREVIOUS MINUTES

2. For Possible Action. Discussion and possible action to approve the draft meeting minutes of the April 16, 2024, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the minutes of the April 16, 2024, Board meeting.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Barbara Griffin
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

3. For Possible Action. Discussion and possible action to accept the donation of \$7,000 from Bruce Cable, C.P.A., A.P.C., to dedicate the funds to water rescue gear and training, and to authorize a letter of appreciation from the Board President. (Tod F. Carlini, District Fire Chief) 5 minutes.

District Fire Chief Tod Carlini read into the record a statement written by Battalion Chief Matt Kruse outlining the request for the donation. The written statement is available on the East Fork Fire Protection District website.

District Fire Chief Carlini expressed his gratitude to Mr. Cable. This is not the first time Mr. Cable has donated to the District.

President John Bellona opened public comment.

Battalion Chief Troy Valenzuela thanked Mr. Cable for his support and a second donation. Mr. Cable is always willing to support the East Fork Fire mission.

President Bellona stated Mr. Cable is a Douglas County resident.

There was no further public comment.

Public comment closed.

MOTION to accept the donation of \$7,000 from Bruce Cable, C.P.A., A.P.C., to dedicate the funds to water rescue gear and training, and to authorize a letter of appreciation from the Board President.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

4. For Possible Action. Discussion and possible action regarding Proclamation 2024P-03 recognizing Jeff James on his retirement after over 20 years of service with the East Fork Fire Protection District. (John Bellona, President) 5 minutes.

President John Bellona read Proclamation 2024P-03 recognizing Jeff James on his retirement of over 20 years of service with the East Fork Fire Protection District.

President Bellona opened public comment.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

President Bellona wished Captain Jeff James best of luck on his retirement.

Captain James thanked the Board, Executive staff, District Fire Chief Tod Carlini, Administrative staff, his family, East Fork Fire Professional Local 3726 and his wife Jennifer for their support over the years. He is looking forward to retirement.

Director Bernard Curtis stated Captain James will find retirement to be busy.

District Fire Chief Tod Carlini congratulated Captain James on his retirement. He was able to share the evolution of the organization to where it is today. He is proud of Captain James and his dedication to the District. He thanked Jennifer James for supporting Captain James through the years.

There was no further public comment.

Public comment closed.

MOTION to accept Proclamation 2024P-03 recognizing Jeff James on his retirement after over 20 years of service with the East Fork Fire Protection District.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

5. For Possible Action. Discussion and possible action regarding Proclamation 2024P-04 recognizing Battalion Chief Troy Valenzuela on his retirement after 26 years of service with the East Fork Fire Protection District. (John Bellona, President) 5 minutes.

President John Bellona read Proclamation 2024P-04 recognizing Battalion Chief Troy Valenzuela on his retirement after 26 years of service with the East Fork Fire Protection District.

President Bellona opened public comment.

Battalion Chief Troy Valenzuela thanked the Board, District, and his family. He stated he is blessed to have had a career he enjoyed. He couldn't have done it without the support of his family. He feels with his promotion to Battalion Chief is when his career really took off. He is proud to leave East Fork Fire in its current position with all the things accomplished over the last 7-10 years. He is proud to have been part of such a great organization. He had

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

opportunities to leave but the family is what kept him here. He thanked everyone.

Battalion Chief John Brawley stated he will make a comment about Jeff James' retirement at his retirement dinner.

Battalion Chief Brawley read into the record a statement he prepared for Battalion Chief Valenzuela. He stated: "There will only be one Troy Valenzuela. It has been an honor to learn and work beside you over the years". He stated Battalion Chief Valenzuela established a high standard of performance.

District Fire Chief Carlini stated Battalion Chief Valenzuela is one of two people that was hired before he was Fire Chief. He knew the District needed to hire Battalion Chief Valenzuela back when Troy was a volunteer for the District. He shared a few stories about Battalion Chief Valenzuela's career with the District. He described Battalion Chief Valenzuela as the "can-do-guy". Many things have been accomplished under Battalion Chief Valenzuela's leadership and he will be missed. He thanked him for all he has done over the years.

Captain Aaron Leising commented on behalf of Local 3726 and personally. He stated the District is losing almost 50 years of experience between the two retirements today. He thanked both Battalion Chief Valenzuela and Captain James and said he is confident crews can carry on the knowledge and skills both provided during their tenure. He thanked Captain James for all the memories while working together over the years. He thanked Battalion Chief Valenzuela for his incredible leadership.

Pat Simmons-Valenzuela, Troy Valenzuela's mom, thanked the individuals in the volunteer group for their influence. She thanked everyone for their support over the years.

There was no further public comment.

Public comment closed.

MOTION to adopt Proclamation 2024P-04 recognizing Battalion Chief Troy Valenzuela on his retirement after 26 years of service with the East Fork Fire Protection District.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Barbara Griffin
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

President Bellona called a short recess.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

President Bellona called the meeting back in session.

Board Clerk Holly Megee stated she was informed by public online that there is no sound.

Board Clerk Megee fixed the audio issue.

CONSENT CALENDAR

6. CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a District Director or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting. (John Bellona, President) 5 minutes.

President John Bellona explained these items can be adopted with one motion, unless an item is pulled by a District Director, staff, or a member of the public.

- a. For Possible Action.** Discussion to accept the report on general ledger cash balances as of April 30, 2024. (Julie Andress, Director of Finance/CFO)
- b. For Possible Action.** Discussion to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in April 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- c. For Possible Action.** Discussion to approve payroll expense paid in April 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- d. For Possible Action.** Discussion to approve the Procurement Card Transactions paid in April 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- e. For Possible Action.** Discussion to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of March 2024 in the amount of \$28,866.94. (Lisa Owen, Director of Administrative Services)

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

f. For Possible Action. Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of February 2024. (Julie Andress, Director of Finance/CFO)

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve Consent Calendar items 6 a, b, c, d, e & f.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

7. For Possible Action. Discussion and possible action to adopt revisions to Policy #605.16 (Reimbursement Compensation for FLSA Exempt Employees) which allows for compensation of non-represented salaried/exempt personnel to receive straight time compensation for emergencies, which exceed an initial twenty-four (24) hours of operation or where services are billable under existing agreements and/or regulations as allowed by the Fair Labor Standards Act (FLSA). (Lisa Owen, Director of Administrative Services) 10 minutes.

Director of Administrative Services Lisa Owen stated Policy 605.16 (Reimbursement Compensation for FLSA Exempt Employees), which allows for compensation of non-represented salaried/exempt personnel to receive straight time compensation for emergencies, which exceed an initial twenty-four (24) hours of operation or where services are billable under existing agreements and/or regulations as allowed by the Fair Labor Standards Act (FLSA) was approved at the December 15, 2020, Board meeting. When the item came before the Board for reimbursement to an employee in 2023, the Board asked Executive staff to update the policy to allow payment to be made to the employee before the Board approved the request. This would allow payment to be made to the employee right away.

Below is the suggested change:

1. Compensation to an exempt employee must be approved by the Board of Directors.

President John Bellona stated this was requested by the Board at a previous meeting.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

President Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt revisions to Policy #605.16 (Reimbursement Compensation for FLSA Exempt Employees) which allows for compensation of non-represented salaried/exempt personnel to receive straight time compensation for emergencies, which exceed an initial twenty-four (24) hours of operation or where services are billable under existing agreements and/or regulations as allowed by the Fair Labor Standards Act (FLSA).

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

8. For Possible Action. Discussion and possible action to become the Subgrantee of the Jobs Peak Fuels Reduction/Slash and Pile Chipping Removal project in the amount of \$80,606 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD. (Tod F. Carlini, District Fire Chief and Tom Hein, Executive Program Manager) 10 minutes.

District Fire Chief Tod Carlini turned the discussion over to Executive Program Manager Tom Hein.

Executive Program Manager Hein stated the District applied for this grant along with the Autumn Hills Fuels Reduction/Management Project grant. The District received notice of funding. The request is for Board approval. The total amount for this project budget is \$80,606 of which \$15,606 is applied to the Nevada Division of Forestry (NDF) for administrative fees. The requested amount was \$65,000. NDF will provide oversight. It is a great program.

President John Bellona asked the Board if they understood the Nevada Shared Good Neighbor Program.

All Board members understand the program.

Secretary Mike Sommers asked if it is a requirement the Board approve the acceptance of the funds.

District Fire Chief Carlini stated past practice has been anything over \$50,000 comes before the Board for approval.

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Secretary Sommers stated he understands there is a management limit of \$50,000 but he is recommending that with costs rising, increase the administrative level so the District doesn't need to wait to accept the funds at a Board meeting.

District Fire Chief Carlini stated that is a decision the Board would need to make.

Secretary Sommers stated he will make a motion to approve this item but would like staff to come back to a future meeting to increase the administrative approval dollar amount before coming to the Board.

Director Barbara Griffin would like the Board to be informed when the District has approved to receive grants.

Secretary Sommers stated he feels that is Executive Program Manager Hein's responsibility to inform Board members.

Legal Counsel Mark Forsberg stated that can be discussed when it comes back to the Board.

Director Jacques Etchegoyhen would like to recuse himself from voting on this item because he owns property in this subdivision.

MOTION to accept the Subgrantee of the Jobs Peak Fuels Reduction/Slash and Pile Chipping Removal project in the amount of \$80,606 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Barbara Griffin
AYES:	Bellona, Griffin, Curtis, Sommers
NAYS:	
ABSTAIN:	Jacques Etchegoyhen

9. For Possible Action. Discussion and possible action to become the Subgrantee of the Autumn Hills Fuels Reduction/Management Project in the amount of \$204,616 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD. (Tod F. Carlini, District Fire Chief and Tom Hein, Executive Program Manager) 10 minutes.

Executive Program Manager Tom Hein stated this grant is similar to the previous agenda item. This grant is for a total amount of \$204,616 minus 24% to Nevada Division of Forestry (NDF) for administrative fees. Work for both

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grants will be performed by East Fork Fire Fuels Crew and NDF crews. The request is for Board approval.

District Fire Chief Tod Carlini thanked Executive Program Manger Hein and Deputy Chief Amy Ray for their efforts in obtaining grants to secure the Fuels Program and keep it moving forward. He thanked the regional partners for their guidance on how to apply for these grants. The District is sending Executive Program Manger Hein to grant classes specific to fuels management grants. There is a lot of funding available for fuels management work. He believes the District has been successful in the short amount of time securing money to keep the Fuels Program going.

Secretary Mike Sommers asked if this grant is a phased grant or total project.

Executive Program Manager Hein stated the request was submitted as a phased approach. He outlined the intended projects for the grants. He explained the grant request process. The stewardship grant program gives the District the ability to request additional funds if needed to complete the projects. There is Forest Service land above the project location that may need work, but the District will need to set up a meeting with the Forest Service regarding that work, which would be a different funding source.

Director Jacques Etchegoyhen thanked all staff for all their hard work in obtaining grants. Fuels management is very critical.

MOTION to accept the Subgrantee of the Autumn Hills Fuels Reduction/Management Project in the amount of \$204,616 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

10. For Possible Action. Discussion and possible action to employ two Seasonal Fuels/Fire Crew members with an anticipated start date of July 1, 2024, and an end date in and around October 1, 2024, and at an estimated cost of \$40,363. (Tom Hein, Executive Program Manager) 10 minutes.

Executive Program Manager Tom Hein stated the current fuels crew consists of 4 individuals. Minimum staffing for an engine is 3 but 4 is preferred. Approaching fire season, the ability to staff the engine could result in an issue if someone takes a vacation, day off, sick, etc. The best work is accomplished

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on the fuel's grants in the summer. This request is to hire 2 Seasonal Fuels/Fire Crew members covered under the fuels grant.

Secretary Mike Sommers asked if the motion can be amended to read, "a start date on July 1, 2024, with an open-ended date, at the end of the projects and/or time of resources to fund the project. This allows the District to extend employment if additional projects are granted after October 1, 2024.

Director of Administrative Services Lisa Owen stated caution needs to be taken on open-ended dates. The individual can only be employed for a maximum of 6 months.

Secretary Sommers suggested July 1, 2024, to December 31, 2024. He would like to make that recommendation in the event the District obtains additional work.

Legal Counsel Mark Forsberg asked if the motion is contingent on obtaining additional funding.

Secretary Sommers stated the motion would be to amend the end date to December 31, 2024, unless resources are not available.

District Fire Chief Carlini stated that would work if the condition was added "unless resources are not available". The value is based on a detailed budget of available funds that are secured. As of now on the books, this is what the District can afford. The District is always looking for additional grants and funding. He wants to make clear to the individuals that are hired that there is a limit driven by what is awarded to the District. All funds are not directly linked to wages, but a good percentage is wages.

President John Bellona opened public comment.

Nate Leising asked if the Fuels Crew and apparatus are available for off-district assignments.

District Fire Chief Carlini stated the individuals are at that "status" and when the individual goes on an off-district assignment the funding comes from general funding not, grant funding. It's not an "at-cost" situation for the District because of the billable cost. If they go off-district a career Captain or acting Captain would accompany them for the experience and oversight.

Secretary Sommers asked, with the approval of 2 people, will the District meet the minimum standard required under the NV Energy manning, so the District could accept a project from NV Energy, if a project became available.

District Fire Chief Carlini stated he does not understand the question.

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Secretary Sommers stated one of the issues that occurred when the District did not approve the NV Energy contract was there would need to be a minimum staffing of people to meet the contract requirements. He understood the District would not be guaranteed funds, the District could not afford to keep the staff. Will the 2 people, increase the total number of Fuels Crew to 6 meet the requirement to accept an NV Energy contract if a contract became available.

District Fire Chief Carlini stated the District would need to be in a contract with NV Energy.

Secretary Sommers stated he understands but does having a staff of 6 give the District the capability should the District choose to.

District Fire Chief Carlini stated he assumes it would if NV Energy elected to offer the District that opportunity. The District would need to be in a contract with NV Energy.

There was no further public comment.

Public comment closed.

MOTION to authorize the hiring of two Seasonal Fuels/Fire Crew members with an anticipated start date of July 1, 2024, and an end date of either December 31, 2024, or sooner if funding is not available to support the estimated cost of \$40,363.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

11. For Possible Action. Discussion and possible action to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$2,042,529. (Tod F. Carlini, District Fire Chief) 20 minutes.

District Fire Chief Tod Carlini presented the PowerPoint (included in the Board packet).

Below is the outline of the East Fork Professional Firefighters Association (“Supervisory”) five-year contract PowerPoint presentation:

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Negotiation history and timeline:

- The Administration and Association entered into the process on April 17, 2024, and completed negotiations on May 7, 2024
- Two sessions were held on April 17 and May 7
- The following articles were open for discussion based on the current 5-year agreement:
 - Article 28 – Advanced Certification Incentives
 - Article 48 – Employee Life and Health Insurance
 - Article 51 – Association Business
 - Article 67 – Station Habitability Committee

The District and Association reached tentative agreement on all open articles.

Complying with NRS 288.153:

- The Agreement must be approved at a public meeting and the fiscal impact of the agreement reported.
- Any new, extended or modified collective bargaining agreement or similar agreement between a local government employer and an employee organization must be approved by the governing body of the local government employer at a public meeting.
- The Chief Executive Officer of the local government shall report to the local government the fiscal impact of the agreement.

NRS 288.153:

- Pursuant to NRS 288.153 the East Fork Fire Protection District has negotiated with the East Fork Professional Firefighters-Supervisory Bargaining Unit.
- The proposed tentative agreement replacing the current contract is included in the Board packet, provided at the public table, and posted on the District's website at eastforkfire.org

Fiscal impact – Supervisory:

- This group includes 3 represented personnel.
- The fiscal impact of the remaining years of the agreement is required to be disclosed under NRS 288.153.
- The approximate cost of salaries and benefits for the eligible positions covered under this proposed collective bargaining agreement for the remaining 2 years of the contract is \$2,042,529.

Annual costs over one year:

- The total cost of wages and benefits for represented employees under this labor contract in FY 24/25 through FY 25/26 are as follows (amounts are on an estimate on best scenario. Overtime cannot be predicated):
 - Year 4 (24/25)- \$989,840
 - Year 5 (25/26)- \$1,052,689

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- Total- \$2,042,529

Revised articles subject to re-opening:

- Article 8 – Advanced Certification Incentives – when there is a rate change
- Article 20 – Wages – FY 25/26
- Article 48 – Employee Life and Health Insurance – FY 25/26
- Article 67 – Station Habitability Committee – FY 25/26

Recommendation:

- The Negotiation Team representing the District recommends approval of this Contract

Secretary Mike Sommers confirmed if there is a premium increase on the HSA/PPO, the District absorbs 0-15% of that increase.

Director of Administrative Services Lisa Owen stated that article is not discussed until next year. There were no changes to the health insurance at this time.

Secretary Sommers asked if there was a decrease, the District only prevails up to the first 10%. Is there a reason why if there is an increase the District would need to pay out 15%.

Director of Administrative Services Owen stated she does not have that article in front of her but thought it was up to 15%.

District Fire Chief Carlini stated it was negotiated but the District has been consistent for the past few years.

Secretary Sommers stated he was curious about the 5% differential between increase and decrease.

Director of Administrative Services Owen stated she is not sure where that number came from.

President John Bellona opened public comment.

Sky Dwinell, representing the East Fork Professional Firefighters and Negotiations Team stated the process was smooth and tentative agreements were reached in 2 meetings. He encouraged Board approval.

There was no further public comment.

Public comment closed.

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MOTION to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$2,042,529.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

12. For Possible Action. Discussion to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Non-Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$28,278,764. (Tod F. Carlini, District Fire Chief) 20 minutes.

District Fire Chief Tod Carlini stated it is a state law requirement to make this presentation and for public record. A lot of this presentation is the same as the previous presentation. This contract represents the Non-Supervisory personnel, which is the largest number of contracted employees in the District.

District Fire Chief Carlini presented the PowerPoint (included in the Board packet).

Below is the outline of the East Fork Professional Firefighters Association (“Non-Supervisory”) five-year contract PowerPoint presentation:

Negotiation history and timeline:

- The Administration and Association entered into the process on April 17, 2024, and completed negotiations on May 7, 2024
- Two sessions were held on April 17 and May 7
- The following articles were open for discussion based on the current 5-year agreement:
 - Article 28 – Advanced Certification Incentives
 - Article 48 – Employee Life and Health Insurance
 - Article 51 – Association Business
 - Article 67 – Station Habitability Committee

The District and Association reached tentative agreement on all open articles.

Complying with NRS 288.153:

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- The agreement must be approved at a public meeting and the fiscal impact of the agreement reported.
- Any new, extended or modified collective bargaining agreement or similar agreement between a local government employer and an employee organization must be approved by the governing body of the local government employer at a public meeting.
- The Chief Executive Officer of the local government shall report to the local government body the fiscal impact of the agreement.

NRS 288.153:

- Pursuant to NRS 288.153 the East Fork Fire Protection District has negotiated with the East Fork Professional Firefighters Non-Supervisory Bargaining Unit.
- The proposed tentative agreement replacing the current contract is included in the Board packet, provided at the public table and posted on the District’s website at eastforkfire.org.

Fiscal impact (Non-Supervisory):

- This group includes 73 represented personnel.
- The fiscal impact of the remaining years of the agreement is required to be disclosed under NRS 288.153.
- The approximate cost of salaries and benefits for the eligible positions covered under this proposed collective bargaining agreement for the remaining 2 years of the contract is \$28,278,764, which is an estimate based on past and budget practice.

Annual costs over one year:

- The total cost of wages and benefits for represented employees under this labor contract in FY 24/25 through FY 25/26 are as follows:
 - Year 4 (24/25)- \$13,768,051
 - Year 5 (25/26)- \$14,510,713
 - Total- \$28,278,764

Revised articles subject to re-opening:

- Article 8 – Advanced Certification Incentives – when there is a rate change
- Article 20 – Wages – FY 25/26
- Article 48 – Employee Life and Health Insurance – FY 25/26
- Article 67 – Station Habitability Committee – FY 25/26
-

Recommendation:

- The Negotiation Team representing the District recommends approval of this Contract.

President John Bellona opened public comment.

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Sky Dwinell, representing the East Fork Professional Firefighters and Negotiations Team thanked the administration for a smooth negotiations process. He encouraged Board approval.

There was no further public comment.

Public comment closed.

MOTION to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Non-Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$28,278,764.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Barbara Griffin
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

13. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-001, which establishes an incident reimbursement rate schedule for the East Fork Fire Protection District effective May 21, 2024. (Julie Andress, Director of Finance/CFO) 10 minutes.

Director of Finance Julie Andress stated this agenda item is for the rate schedule for incident reimbursements effective May 21, 2024. This allows the District to get reimbursed for various incidents. She worked with Deputy Chief Scott Gorgon on the rate schedule. Rates have increased 3.5% based on the Western Region consumer price index for equipment and vehicles. Personnel is based on actual costs from the FY 24/25 budget.

Secretary Mike Sommers asked Executive Program Manager Tom Hein if the fuels management equipment is part of this rate schedule for reimbursement.

Executive Program Manager Hein stated yes, fuels management equipment/vehicles are included except for the chipper.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

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MOTION on the adoption of Resolution 2024R-001, which establishes an incident reimbursement rate schedule for the East Fork Fire Protection District effective May 21, 2024.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

14. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-002, which establishes a restitution rate schedule for the East Fork Fire Protection District effective May 21, 2024. (Julie Andress, Director of Finance/CFO) 10 minutes.

Director of Finance Julie Andress stated this agenda item is the restitution rate schedule for legal incidents and provides an hourly figure for apparatus wear and tear. Rates have increased 3.5% based on the Western Region consumer price index. Personnel is based on actual costs from the FY 24/25 budget.

Secretary Mike Sommers asked if the rates need to be shared with other agencies prior to an incident request.

District Fire Chief Tod Carlini stated the rates used for incident response are shared with other agencies and entered into the safe billing system. The restitution rates are sent to the District Attorney's office.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION on the adoption of Resolution 2024R-002, which establishes a restitution rate schedule for the East Fork Fire Protection District effective May 21, 2024.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

15. For Presentation Only. Discussion and presentation of the proposed changes to The East Fork Fire Protection District, Fire Prevention

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Division schedule for Fire and Life Safety Plan Review Fees in accordance with the requirements of NAC 477 and the 2018 *International Fire Code*, effective July 1, 2024. First reading. (Amy Ray, Deputy Fire Chief/Fire Marshal) 20 minutes.

Deputy Chief/Fire Marshal Amy Ray stated this is a proposal for a fee schedule update not an increase.

Deputy Chief/Fire Marshal Ray presented the PowerPoint (included in the Board packet).

Fire and Life Safety Plan Review Fee Schedule Update:

- First Reading

Background:

- The Fire and Life Safety Plan review fee schedule was presented in July of 2023 with a fee increase. The first since 2020.
- Douglas County updated Title 20 of the Douglas County Code, which included the Fire and Wildland Urban Interface Code Regulations adopted by both East Fork Fire and Tahoe Douglas Fire
- The update to Title 20 included the adoption of an updated fee schedule based on the International Code Council Building Valuation Data Table

Discussion Items:

- Update to the process of determining the valuation and subsequent fees for a project
- Update to the Fire and Life Safety fee schedule to include a fire suppression and fire alarm system fee schedule
- Reduction in the fee for residential/WUI plan review

International Code Council Building Valuation Data Table (BVD):

- The International Code Council publishes all the model codes adopted by building and fire agencies such as the International Building Code and the International Fire Code.
- The BVD table provides the average construction costs per square foot, which can be used to determine permit fees for a jurisdiction.
- The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year.
- The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.
- The Douglas County Building Department has adopted the BVD for use in calculating the valuation of projects to determine plan review and permit fees.

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- To continue to provide consistency within the County, East Fork Fire is proposing to use the BVD to calculate the valuation of projects to determine the District's Fire and Life Safety Plan review fee.
- The data used to determine the valuation is based on average construction costs per square foot and a permit fee multiplier.

Permit Fee Multiplier:

- The permit fee multiplier is determined based on historical records of the total construction value for the previous year. The permit fee multiplier for Douglas County is supplied by the Douglas County Assessor.

Fee Determination:

- Once the valuation is calculated, it is applied to the District's adopted fee schedule to determine the Fire and Life Safety review fee.
- By utilizing the BVD, we will be removing the inconsistency that we continue to see with project valuation.
- We will also be establishing consistency with the Building Department process for determining the valuation for projects.

Authority:

- East Fork Fire Protection District Regulations:
- Section 106 Fees.
- A fee for each permit shall be paid as required, in accordance with the schedule as established by the applicable governing authority. The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include the total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the fire code official, the valuation is underestimated on the application, the permit shall be denied unless the applicant can show detailed estimates to meet the approval of the fire code official. Final permit valuation shall be set by the fire code official.

Fire Suppression and Fire Alarm System Fee Schedule:

- East Fork Fire is proposing to adopt a new fee schedule for fire suppression and alarm systems. This is not an increase but a process to follow.
- This schedule is used in other jurisdictions in the region. There is a flat fee for the system and an additional fee per fire alarm device or sprinkler head.
- By basing the fees on a flat rate and the number of fire alarm system devices or sprinkler heads that are installed, it factors in the complexity of the systems for plan review and inspection. The more fire alarm devices or fire sprinkler heads that are associated with the system, the more complex and time consuming the project.

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- This schedule would result in a more objective calculation of fees instead of using the valuation for the project.

Residential Plan Review Fee Reduction:

- The current Fire and Life Safety fee schedule does have one change. East Fork Fire is proposing to reduce the fee for residential/WUI plan review.
- Due to the adoption of Chapter 5 of the Wildland Urban Interface Code into the Regulations, the original fee was based on the time required for plan review and the subsequent inspections for the project.
- The signing of the Memorandum of Understanding with the Douglas County Building Department resulted in reduced field inspections performed by East Fork Fire; therefore, we feel the reduction of the fee from \$1,200.00 to \$400.00 is equitable and appropriate based on community concern.

Summary:

- This is a change to establish one consistent objective process for determining project valuation within Douglas County.
- This reduces the fee specific to the residential/WUI plan review and inspection from \$1,200.00 to \$400.00.
- This does not include a change or increase in the existing fee schedule for the Fire and Life Safety Plan review.

Secretary Mike Sommers asked when the reduced residential/WUI plan review and inspection fee would go into effect if adopted.

Deputy Chief Ray stated July 1, 2024. The second reading will take place at next month's Board meeting.

Secretary Sommers asked if the reduced fee would be retroactive for applications that are in progress.

Deputy Chief Ray stated no.

Secretary Sommers stated in the Board packet there was a table included outlining the life safety review fees. He asked why the fee increases significantly from the \$7,000,000 value to the next value.

Deputy Chief Ray stated there are inconsistencies with the formula that was used to establish the table. She proposed at one time to update the table to include a system using the same multiplier but decided to address this issue first. There are many inconsistencies because the formula is not consistent. The table was established prior to her employment with East Fork Fire.

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President John Bellona asked if there is a future plan to address the inconsistencies.

Deputy Chief Ray stated she would like to update the table. She stated an increase in fees may apply in some areas when updating the table because of the formula. The first step would be to establish a process.

President Bellona opened public comment.

Shayma Gross, a local resident voiced her concerns with the fees and requirements for the plan review process. She wants to be fire safe. She suggested a couple options, so homeowners can make improvements. She thanked the Board for all their time and all they do for the District.

There was no further public comment.

Public comment closed.

District Fire Chief Tod Carlini stated the District continues to try to align with Douglas County Building Department. The County and District have come together on projects.

District Fire Chief Carlini thanked Ms. Gross for her public comment. The District is trying to address the concern over the WUI fee by dropping the fee to \$400. The MOU with the County has allowed the District to lower the fee. The District continues to work together with the County.

Deputy Chief Ray explained what the fee covers (WUI review, access review, vegetation plan, etc.) The table applies to residential if there was a residential sprinkler system installed. 90% of the table applies to commercial property.

President Bellona stated no motion is taken. This is the first reading.

16. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-003, which augments the fiscal year 2023-2024 budget for \$311,687 to the General Fund in order to appropriate and amend previously unbudgeted resources and use of contingency funds in the amount of \$75,000 for loss in ambulance billables revenue. (Tod F. Carlini, District Fire Chief and Julie Andress, Director of Finance/CFO) 30 minutes.

Director of Finance Julie Andress stated this resolution arguments FY 23/24 in the amount of \$311,687.

Director of Finance Andress outlined the augment adjustments below:

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- Intergovernmental revenue for grants brought forward today for the Fuels Management program
- Utilizing \$75,000 of contingent funds to offset the reduction in ambulance billables
- \$9,500 donations received and previously approved by the Board
- Insurance money received for the roof at Station 2 and 7

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt of Resolution 2024R-003, which augments the fiscal year 2023-2024 budget for \$311,687 to the General Fund in order to appropriate and amend previously unbudgeted resources and use of contingency funds in the amount of \$75,000 for loss in ambulance billables revenue.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

17. For Possible Action. Public Hearing, discussion and possible action to adopt and approve the District’s Final Budget for Fiscal Year 2024-2025 in the amount of \$27,967,747, which includes all funds and reserves, and all matters related thereto. (Tod F. Carlini, District Fire Chief and Julie Andress, Director of Finance/CFO) 30 minutes.

District Fire Chief Tod Carlini and Director of Finance Julie Andress prepared a PowerPoint for the final budget presentation and adoption. Many of the prior actions were to prepare for the final budget. The augmentation was one of the smallest augmentations. The presentation is a compare/contrast of the tentative budget presented in March including the Capital Improvement Plan and any other changes.

Below is the outline of the District’s Final Budget for Fiscal Year 2024-2025 PowerPoint presentation:

Budget hearing:

- NRS 354.596(4), requires a public budget hearing for the FY 24/25 budget.
- Review/discuss:
 - Changes to the tentative budget

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- Highlights of the FY 24/25 budget
- The changes are outlined in the Board packet with the detailed budget, budget notes and budget prepared on State approved forms.

The District has received the State Department of Taxation approval of the tentative budget.

District Fire Chief Carlini stated this year has been one of the more challenging years in respect to revenue calculations.

Revenue Changes:

- Reduced Ad Valorum (Property Taxes) by (\$28,280)
- The reduction was done in consultation with Douglas County Chief Financial Officer (Kathy Lewis) and Assessor
- The anticipated growth in Ad Valorum for FY 24/25 is 5.75% (The county is considering less but Ms. Lewis felt this is a reasonable number)
- The growth in Ad Valorum for FY 23/24 was 10.3%
- Consolidated sales tax was increased by \$62,622
- Despite the increase difference between the tentative budget and the final budget, we are seeing an overall decrease of (1%) between the FY 23/24 and FY 24/25 Budgets
- This decrease may be a result of Douglas County now being a non-guaranteed county

District Fire Chief Carlini stated it is hard to say changing to a non-guaranteed county is the reason for the decrease, but it's suspected. Other counties have had a similar effect. It was offered by taxation to have a trial period for 1 year, but the County chose to not do that. The decision to non-guarantee was not decided by the East Fork Fire Protection District Board, it was a Douglas County decision.

- The District is bringing forward a FEMA Public Assistance Grant award for the March 2022 Winter Storm Event in the amount of \$71,570
- The District is receiving the last 75% Emergency Management Performance Grant (EMPG) that was associated with the past Emergency Management contract. The loss of the Emergency Management contract is having an impact on revenue sources
- After a very long process, the District is anticipating receiving the funds in FY 24/25
- FEMA has transferred the funds to the State of Nevada, who will make the actual disbursements
- Increasing Fire and Life Safety Plan Review and Permit revenue by \$77,676
- In consultation with Fire Prevention staff, construction of both commercial and residential work remains strong

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- Additionally, some revenue increase will be attributed to the fee schedule process as to how projects are assigned a value (The information provided in the Board packet was not accurate. The increase is not because of a rate increase it's the process)
- Anticipating a small increase in GEMT Funding of \$25,000 for FY 24/25
- GEMT funding is now in its 8th year
- Federal and State Medicaid are spending more time with claim audits and soliciting more information for them than in the past. This is very important. The District hires a consultant to prepare the audit, make the submission to Medicaid and work with the federal auditors.
- Provided an additional \$50,000 allocation in Fuels Management revenue in relation to the seasonal personnel
- Secured Fuels Management grant funding for this program in the amount of \$445,225. In the budget, the NV Energy line item has been replaced with Fuel Management.
- The additional allocation will fund seasonal personnel necessary to complete grant funded projects currently awarded.
- Nevada Environmental (a third-party consultant) has hired the District to perform work for Alpine County, who is receiving funds from the federal government for restoration after the Tamarack Fire.

Secretary Sommers asked if the District has a contract with Alpine County.

District Fire Carlini stated the District has a contract with Nevada Environmental (a third-party contractor). An Alpine County Grants Coordinator recommended East Fork Fire Protection District to the Nevada Environmental.

Secretary Sommers asked if Nevada Environmental works with other counties.

Executive Program Manager Hein stated

- Reduced the sale of excess property by (\$2,500)
- Over the last few years, the District has reduced the amount of excess property via public auction and sales to other fire agencies
- In other words, the District "cleaned house"
- Further reduced EMS billable claims by (\$21,143)
- This new billable baseline reflects only a 1% increase of \$144,000 which will generate an estimated \$58,000 in actual revenue
- This increase is attributed to an increase in rates of 5.5% based on medical CPI
- In FY 23/24, the District had to reduce EMS billable claims via two augmentations by (\$480,000)
- These reductions in billable claims resulted in a loss of (\$200,000) in FY 23/24
- Regional agencies appear to be experiencing similar circumstances

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

President John Bellona asked if there are ups and downs with the number of charts or has it flatlined.

District Fire Chief Carlini stated at this time its flatlined, which is the challenge. In 2018/2019, it was even, 2021, 2022 and 2023 there was an increase but because of Covid, there was funding available that covered some of the costs which resulted in individuals being less hesitant to seek medical care. He explained only after the changes in the billables were made was the flatlining of billables and collection noticed. It is difficult to project increases that will go beyond the means.

- As discussed with the presentation of the Capital Improvement Plan (CIP), the District is bringing forward the loan/bond proceeds into a spendable position in the amount of \$2,994,284
- These funds are allocated via the approved CIP and are represented in the FY 24/25 budget under Capital Improvements
- These funds are restricted for capital use only

Net Change In Revenue

- The net change in revenue between the tentative and final budget is a reduction of (\$121,842)

Expenditures Changes

Changes in Wages and Benefits include:

- Reduction of 3 full time employee (FTE) positions
- Reduction of 1/2 FTE over-hire which is filling a retirement position earlier than anticipated.
- Increase of \$89,000 in Worker's Compensation coverage due to a modifier increase but still less than PACT. It is concerning that the modifier increased but personnel decreased

Secretary Sommers asked how big of increase was the modifier

District Fire Chief Carlini stated he does not have that information on him but will provide that to Secretary Sommers after the meeting. But it's due to the modification factor.

Secretary Sommers stated the modifier is usually done on a 5-year wage and claims history. Is there any potential to see larger claims drop off in the new rating/upcoming year or is there an average number of claims each year.

District Fire Chief Carlini stated the contract will be brought forward in June and all those questions will be answered.

Continued Expenditure Changes

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

Services and supplies increased by \$129,724 to account for:

- Slight increase in negotiated labor contract costs
- Addition of two seasonal (4 month) positions (100% grant funded)
- Recommendation for changes in the Administrative and Finance Division in terms of looking into adding a shared position
- Wages and benefits net decrease (\$306,116)

Services and supplies increased by \$129,724 to account for:

- Increased vehicles parts costs
- Outside maintenance repair costs
- Radio user fees contracted with Douglas County (District Fire Chief Carlini and Deputy Chief Larry Goss are in negotiations with the County to come up with an agreement. The desire is to bring a contract before the Board in June)
- Recommended outsourcing EMS billing services (the cost difference is something that can't continue to be ignored)

Capital expenditures were further supported by using unallocated bond fund appropriations in the amount of \$50,000:

- These funds will be used to support purchase of state mandated EMS communications equipment (radios) for five rescue ambulances

Contingency balance decreased by (\$2,646) due to total operating expenditures decrease

- The contingency percentage has remained at 1.5%
- Contingency \$319,216

The District was able to increase ending fund balance by \$107,196

- The Fund balance increased from 10.41% to 11% of operating expenditures
- This is the first time in the past 8 years we had to “dip” into reserves
- The goal and challenge for the Fire District is to restore an ending fund balance of 12.5% which is reflective of the 8-year average under self-governance
- The ideal ending fund balance would be 16.6% (2 months of operation which is allowed by the State.)
- The District has been able to maintain a 14-15% ending fund balance.

Ending Fund Balance:

- \$2,340,917
- District Chief Carlini went over the key points on funding items involved in the ending fund balance. Some of the items are 1-year funded items. Next year some of the funded items will not move over to next year.

Net Change in Expenditures:

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

- The net change in expenditures between the tentative and final budget is a reduction of (\$121,842)

General Fund: \$ 25,291,356
Ending Fund Balance: \$ 2,340,917
Total General Fund: \$ 27,632,273

Emergency Fund: \$ 335,474

Total FY 24/25 Budget: \$ 27,967,747

Next steps:

- May 21, 2024 – Public hearing, presentation, and approval of Final Budget
- June 1, 2024– Final Budget submitted to State
- July 1, 2024 – New fiscal year begins

President Bellona thanked District Fire Chief Carlini and Director of Finance Andress for the presentation.

Secretary Sommers stated additional revenues need to be researched moving forward. He understands there are costs in the year ahead that won't be there the following year but there are always unforeseen costs. The District needs to start researching insured increases in revenues.

Director Barbara Griffin stated this is a position the District never wanted to be in. The impact on lives is painful. The situation is very difficult and am very sorry to be at this point. This is not an easy decision.

President Bellona stated two of the major issues are voter approved issues. One of those issues being the property tax cap, which influences District revenues.

President Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt and approve the District's Final Budget for Fiscal Year 2024-2025 in the amount of \$27,967,747, which includes all funds and reserves, and all matters related thereto.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

18. For Presentation Only. Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of a liaison to, and meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.

Captain Kevin May noted:

- Gave an update on the first successful Youth Fire Academy hosted at the new “Fraser Training Center”
- Thanked all the Youth Fire Academy sponsors:
 - East Fork Fire Protection District
 - East Fork Fire Professional Firefighters Association
 - Fire Vent, Carson City
 - BA Shields, Sparks
 - Kacey Sommers, Dickeson Realty
 - SMG Fire Consultants
 - Simerson Construction
 - Douglas County Rodeo
 - Carson Valley Inn
 - Hortons and Hunt
 - Grocery Outlet, Gardnerville
 - US Foods, Reno
 - Costco, Carson City
 - Raleys, Carson City
- Thanked all that volunteered at the Youth Fire Academy and assisted in getting ready for the event:
 - Lisa Owen
 - Holly Megee
 - Erica Amatore
 - Steven Milich
 - Garrett Alvey
 - The 30 plus staff members
 - Katie Dorsey for arranging the mobile snow cone trailer who provided free snow cones to all attendees
 - Captain Aaron Leising and his on-duty crew
 - Captain Steve Koontz and his on-duty crew

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

Thanked the Fraser family for the donation of the mobile BBQ.

Captain May stated it was an amazing event.

President Bellona asked if he plans to offer this next year.

Captain May stated that is the plan but has not had a chance to meet with the Chiefs and Director of Administrative Services Lisa Owen.

Director Jacques Etchegoyhen thanked Captain May for his outstanding job. This is critical for the future.

19. For Presentation Only. Reports/updates from East Fork Volunteer Firefighters Association concerning the various assignments and committees they may be a member of a liaison to, and meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.

Volunteer Liaison Elaine Pace noted:

- She is the LEPC representative, and the District was awarded a \$34,000 grant for HazMat equipment
- Volunteers working on wildland recertification
- Waiting on 8 background checks for new volunteers and then will finish their logistics classes

20. For Presentation Only. Reports/updates from District Board Members and Administration concerning the various assignments and committees they may be a member of a liaison to, and meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 10 minutes.

Legal Counsel Mark Forsberg noted:

- No report

Executive Program Manager Tom Hein noted:

- Will be applying for additional grants
- Attending a grant workshop
- Vehicle maintenance continues to be a work in progress
- Ladder truck is back at Station 12
- CRBR is near completion on all the storm repair damage except for roofs for Station 7 and 2

CFO/Director of Finance Julie Andress noted:

- Working on final budget
- Working on ending projections for FY 23/24
- Grant billings

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

- Prepare for fiscal year end

Director of Administrative Services Lisa Owen noted:

- Working on the Deputy Fire Chief of Operations recruitment
- Captains Assessment Center held the past week to establish a promotion list
- Appreciates the light duty employees helping in the office

Secretary Sommers asked how many applications were received for Deputy Fire Chief of Operations.

Director of Administrative Services Owen stated there were 30 applications received. There may be 10-12 that are invited to interview.

Secretary Sommers asked who evaluates the applications.

Director of Administrative Services Owen stated the District does the review to determine the qualified applicants.

Director Barbara Griffin asked where most of the applicants are located.

Director of Administrative Services Owen stated the majority are from California and Nevada.

Deputy Chief/Fire Marshal Amy Ray noted:

- Continue to receive residential and commercial plan submittals
- Working well with the Building Department
- Assisting with the Fire Investigation 210 class

President Bellona asked if the Fire Investigation 210 class was full.

Deputy Chief Ray stated as of now there are 15 people signed up for the class.

Deputy Chief of Training and Safety Larry Goss noted:

- Filling the Battalion Chief vacancy with Battalion Chief Matt Hill
- Individuals in the academy are doing great

Captain May stated the academy graduation will be held on June 14, 2024, at the Minden Mercantile.

Secretary Mike Sommers noted:

- No report

Director Bernard Curtis noted:

- No report

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

President John Bellona noted:

- No report

Director Jacques Etchegoyhen noted:

- No report

Director Barbara Griffin noted:

- Wished Director Bernard Curtis a happy birthday
- Would like an item on the agenda to hold a discussion on the upcoming District Fire Chief vacancy

President Bellona asked Legal Counsel Forsberg if the discussion needed to be a closed session or public.

Legal Counsel Forsberg stated it can be discussed at a public meeting because it is general information about the process.

Secretary Sommers stated he would like President Bellona to reach out to the Board members a few days ahead of each meeting to inquire if they would like anything on the agenda.

President Bellona said that can be done.

Legal Counsel Forsberg suggested the agenda requests be submitted more than a few days before the meeting. There needs to be time for posting the agenda.

President John Bellona noted:

- Thanked all involved in the Fraser Training Center dedication
- Thanked Captain May for all his work with the Youth Fire Academy

District Fire Chief Tod Carlini noted:

- The Youth Fire Academy was a wonderful event
- Great to see the current Academy part of the Youth Fire Academy

Director of Administrative Services Owen stated her 17-year-old grandson attended the Youth Fire Academy and really enjoyed it.

Volunteer Liaison Pace stated the volunteers will be attending the Fishing Derby.

CLOSING PUBLIC COMMENT (No Action)

President John Bellona opened public comment.

There was no closing public comment.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
MEETING OF MAY 21, 2024**

Public comment closed.

ADJOURNMENT

21. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (John Bellona, President) 5 minutes.

MOTION to adjourn; carried.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Jacques Etchegoyhen
SECOND BY:	Bernard Curtis
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

There being no further business to come before the Board, at 4:08 PM the meeting was adjourned.

Respectfully submitted:

John Bellona, President
East Fork Fire Protection District

ATTEST:

Holly Megee, Board Clerk
East Fork Fire Protection District

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Approval of Consent Calendar Items A-H. (Tod F. Carlini, District Fire Chief) 5 minutes.

2. **Recommended Motion:** Motion to approve the Consent Calendar Items A-H.

3. **Funds Available:** NA **Amount:** NA

Fund Name: NA **Account Number:** NA

4. **Prepared by:** Tod F. Carlini, District Fire Chief

5. **Meeting Date:** June 18, 2024 **Time Required:** 5 minutes

6. **Agenda:** Consent Calendar

7. **Background Information:** Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a District Director, the administration, or a member of the public. Members of the public who wish to have a consent item placed on the Administrative agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting. The Consent Calendar includes eight items A-H, which is attached.

8. **Reviewed by:**
 District Fire Chief Board President
 Legal Counsel Other

9. **Board Action:**
 Approved Approved with Modifications
 Denied Deferred
 Other

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of May 31, 2024. (Julie Andress, Director of Finance/CFO)

2. **Recommended Motion:** Motion to accept the report on general ledger cash balances as of May 31, 2024.

3. **Funds Available:** NA **Amount:** \$6,951,179.09

Fund Name: General, Emergency **Account Number:** Various

4. **Prepared by:** Julie Andress, Director of Finance/CFO

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** The attached “Cash Cross Fund” report reflects the cash balances currently recorded in the District's general ledger or official accounting record. General ledger cash balances may differ from cash balances reported in the treasury.

8. **Reviewed by:**

<input type="checkbox"/> District Fire Chief	<input type="checkbox"/> Board President
<input type="checkbox"/> Legal Counsel	<input type="checkbox"/> Other

9. **Board Action:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred
<input type="checkbox"/> Other	

**East Fork Fire Protection District
Cash Cross Fund Report**

**As of:
5/31/2024**

Fund #	Fund Name	Account #	Account Description	Beginning of Month Balance	Changes	Ending of Month Balance
650	General Fund	101.650	Cash in Bank - EFFPD	931,405.96	(879,058.53)	52,347.43
650	General Fund	101.701	LGIP - Local Govt Investment Pool	7,120,338.96	(574,902.17)	6,545,436.79
650	General Fund	101.703	Reserve Account - Pitney Bowes	3,144.00	(200.00)	2,944.00
650	General Fund	102.000	Petty Cash	100.00	-	100.00
Fund Total				8,054,988.92	(1,454,160.70)	6,600,828.22
651	Emergency Fund	101.701	LGIP	348,874.95	1,475.92	350,350.87
Fund Total				348,874.95	1,475.92	350,350.87
Grand Total: 2 Funds				8,403,863.87	(1,452,684.78)	6,951,179.09

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in May 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)

2. **Recommended Motion:** Motion to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in May 2024 per NRS 474.210.

3. **Funds Available:** Yes **Amount:** \$1,026,310.24

Fund Name: General **Account Number:** Various

4. **Prepared by:** Julie Andress, Director of Finance/CFO

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** Attached is a list of checks issued for accounts payable, cash disbursements/automatic withdrawals and transfers for the dates noted above.

8. **Reviewed by:**

<input type="checkbox"/> District Fire Chief	<input type="checkbox"/> Board President
<input type="checkbox"/> Legal Counsel	<input type="checkbox"/> Other

9. **Board Action:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred
<input type="checkbox"/> Other	

Agenda Item # 3B

Company name: East Fork Fire Protection District

Report name: Payables for Prior Month

Report title 2: Monthly Board Report

Created on: 6/3/2024

Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Record Transfer	5/1/2024		7710 Insurance	72,745.00
Record Transfer	5/2/2024		Cybersource	37.89
Record Transfer	5/2/2024		State of NV - DCP	28,906.50
Record Transfer	5/2/2024		AuthorizeNet	30.00
Record Transfer	5/2/2024		Waystar	1,093.45
Record Transfer	5/2/2024		CardX	74.99
Check	5/3/2024	12498	Harken Inc	1,570.63
Record Transfer	5/3/2024		Aflac	1,120.46
Record Transfer	5/3/2024		VOYA Benefit Strategies	12,801.59
Record Transfer	5/8/2024		VOYA Benefit Strategies	37.05
Check	5/10/2024	12499	Ace Hardware	5.10
Check	5/10/2024	12500	Airtec Gases	158.10
Check	5/10/2024	12501	Amazon Business	4,260.50
Check	5/10/2024	12502	Andrew Britt	100.00
Check	5/10/2024	12503	AT&T Mobility	2,141.90
Check	5/10/2024	12504	Barbara Benz	300.00
Check	5/10/2024	12505	Barry Ceverha	100.00
Check	5/10/2024	12506	Bently Ranch	130.00
Check	5/10/2024	12507	BLD Consulting	3,000.00
Check	5/10/2024	12508	Bound Tree Medical, LLC	1,253.28
Check	5/10/2024	12509	Building Services of CA & NV, LLC	525.00
Check	5/10/2024	12510	Campora Propane	8.00
Check	5/10/2024	12511	Carson Dodge Chrysler	20.40
Check	5/10/2024	12512	Carson Valley Medical Center	85.00
Check	5/10/2024	12513	Charles Fields	300.00
Check	5/10/2024	12514	Chris Lang	300.00
Check	5/10/2024	12515	Cintas	326.73
Check	5/10/2024	12516	CRBR Property Damage Services	16,271.42
Check	5/10/2024	12517	Dennis Lloyd	100.00
Check	5/10/2024	12518	DMV Records Section	7.00
Check	5/10/2024	12519	Donita Elam	200.00
Check	5/10/2024	12520	Elaine Pace	300.00
Check	5/10/2024	12521	Entenmann-Rovin Co	2,225.70
Check	5/10/2024	12522	Eric Wilson	100.00
Check	5/10/2024	12523	Flyers Energy LLC	8,276.91
Check	5/10/2024	12524	Frontier Communications	1,971.08
Check	5/10/2024	12525	Fuggles, Keith	300.00
Check	5/10/2024	12526	Gardnerville Ranchos GID	239.60
Check	5/10/2024	12527	Gardnerville Water Company	141.66
Check	5/10/2024	12528	Gary Boudreau	300.00
Check	5/10/2024	12529	Gary Evanchik	300.00
Check	5/10/2024	12530	Henry Serrano, Jr	200.00
Check	5/10/2024	12531	Howell's Lock and Safe	7.70
Check	5/10/2024	12532	Hunt & Sons, Inc	1,242.40
Check	5/10/2024	12533	Hydraulic Industrial Services	142.75
Check	5/10/2024	12534	Jack Greening	200.00
Check	5/10/2024	12535	James Doolittle	300.00
Check	5/10/2024	12536	James Stanley	200.00

Company name: East Fork Fire Protection District

Report name: Payables for Prior Month

Report title 2: Monthly Board Report

Created on: 6/3/2024

Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount	
Check	5/10/2024	12537	Jason Pablo	200.00	
Check	5/10/2024	12538	Jeff Miladin	200.00	
Check	5/10/2024	12539	Jesse Hale	300.00	
Check	5/10/2024	12540	John Coleman	300.00	
Check	5/10/2024	12541	John Merson	200.00	
Check	5/10/2024	12542	Justin Grimm	171.88	
Check	5/10/2024	12543	Laura Thompson	200.00	
Check	5/10/2024	12544	Les Schwab Tire Centers of Nevada	372.92	
Check	5/10/2024	12545	Life-Assist, Inc	1,604.00	
Check	5/10/2024	12546	LN Curtis	395.70	
Check	5/10/2024	12547	Mark Brooks	300.00	
Check	5/10/2024	12548	Marshall Wilkinson	300.00	
Check	5/10/2024	12549	Martin Manning	200.00	
Check	5/10/2024	12550	Meeks Lumber	41.05	
Check	5/10/2024	12551	Michael Comeau	200.00	
Check	5/10/2024	12552	Michael Fefer	300.00	
Check	5/10/2024	12553	Michael Randall	300.00	
Check	5/10/2024	12554	Nu-Systems, Inc	117.00	
Check	5/10/2024	12555	O'Reilly Auto Parts	35.66	
Check	5/10/2024	12556	Oshinski & Forsberg, Ltd.	1,377.50	
Check	5/10/2024	12557	Overhead Fire Protection	4,005.00	
Check	5/10/2024	12558	Pacific Shredding	115.56	
Check	5/10/2024	12559	Parts House	505.87	
Check	5/10/2024	12560	Paul Pettersen	300.00	
Check	5/10/2024	12561	Pestmaster Services	99.00	
Check	5/10/2024	12562	Public Employee's Benefits Program	793.82	
Check	5/10/2024	12563	Ralph Thomas	300.00	
Check	5/10/2024	12564	Rick Myers	300.00	
Check	5/10/2024	12565	Robert Fox	100.00	
Check	5/10/2024	12566	Roger Falcke	300.00	
Check	5/10/2024	12567	Sam Wonnell	200.00	
Check	5/10/2024	12568	Scott Chandler	100.00	
Check	5/10/2024	12569	Shawn Jackson	300.00	
Check	5/10/2024	12570	Sierra Windows and Doors	1,333.40	
Check	5/10/2024	12571	Silver State International	72.37	
#	Check	5/10/2024	12572	Simerson Construction LLC	35,290.56
Check	5/10/2024	12573	SMG Fire Consulting Group LLC	14,022.00	
Check	5/10/2024	12574	Southwest Gas Corporation	6,373.48	
Check	5/10/2024	12575	Stafford Automotive	2,420.72	
Check	5/10/2024	12576	Tahoe Supply Company LLC	294.05	
Check	5/10/2024	12577	Tammy Rozman	200.00	
Check	5/10/2024	12578	Terry Fail	300.00	
Check	5/10/2024	12579	Thomas Hein	300.00	
Check	5/10/2024	12580	Town of Minden	574.05	
Check	5/10/2024	12581	Tracy Connelly	35.37	
Check	5/10/2024	12582	Trailers Plus Inc	5,573.25	
Check	5/10/2024	12583	Trevor Re	200.00	
Check	5/10/2024	12584	Turner Yates	100.00	

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month
Report title 2: Monthly Board Report
Created on: 6/3/2024
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Check	5/10/2024	12585	ubeo Business Services	73.84
Check	5/10/2024	12586	UKG Kronos Systems, LLC	22,650.09
Check	5/10/2024	12587	Uniformity of Nevada LLC	159.96
Check	5/10/2024	12588	US District Court Water Master	64.71
Check	5/10/2024	12589	Wedco Inc	244.57
Check	5/10/2024	12590	Western Nevada Supply	350.02
Check	5/10/2024	12591	Wharton Concrete	500.00
Check	5/10/2024	12592	William Hutchison	300.00
Check	5/10/2024	12593	Zane Dale	100.00
Check	5/10/2024	12594	Zoll Data Systems, Inc	4,855.46
Check	5/14/2024	12595	Minden Mercantile Company	200.00
Record Transfer	5/15/2024		Public Employees' Retirement System of Nevada	319,082.86
Record Transfer	5/15/2024		Bank of America- Checking	17.02
Record Transfer	5/15/2024		Optum Financial	99.04
Record Transfer	5/17/2024		VOYA Benefit Strategies	70.50
Record Transfer	5/17/2024		VOYA Benefit Strategies	12,801.59
Record Transfer	5/17/2024		State of NV - DCP	29,880.50
Record Transfer	5/20/2024		Sage Intacct	18,548.40
Record Transfer	5/20/2024		Sage Intacct	217.30
Record Transfer	5/20/2024		TriZetto	50.00
Record Transfer	5/21/2024		Cigna	145,080.33
Check	5/24/2024	12596	A Sign Shop	195.30
Check	5/24/2024	12597	Accolades Trophies, Engraving & Gifts	54.00
Check	5/24/2024	12598	Ace Hardware	45.04
Check	5/24/2024	12599	Aetna TX	704.71
Check	5/24/2024	12600	Airtec Gases	70.00
Check	5/24/2024	12601	Anthem BC/BS - 5747	3,481.03
Check	5/24/2024	12602	Arnetta Zulian	48.00
Check	5/24/2024	12603	AT&T Mobility	90.22
Check	5/24/2024	12604	Bently Ranch	115.00
Check	5/24/2024	12605	Beverly Lera	142.97
Check	5/24/2024	12606	Bound Tree Medical, LLC	2,490.01
Check	5/24/2024	12607	Campora Propane	1,004.31
Check	5/24/2024	12608	Carson City Fire Department	150.00
Check	5/24/2024	12609	Carson Dodge Chrysler	568.15
Check	5/24/2024	12610	Cintas	134.78
Check	5/24/2024	12611	CMC Tire Inc	2,078.90
Check	5/24/2024	12612	Conway Communications	14,225.00
Check	5/24/2024	12613	Conway Shield	937.50
Check	5/24/2024	12614	CRBR Property Damage Services	7,307.38
Check	5/24/2024	12615	Douglas County Utilities	1,508.34
Check	5/24/2024	12616	Douglas Disposal	1,554.31
Check	5/24/2024	12617	Employment Security Division	2,414.52
Check	5/24/2024	12618	Fast Glass	100.00
Check	5/24/2024	12619	Flyers Energy LLC	7,073.94
Check	5/24/2024	12620	Frontier Communications	82.09
Check	5/24/2024	12621	Gannett Nevada	3,827.30
Check	5/24/2024	12622	Hunt & Sons, Inc	183.35

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month
Report title 2: Monthly Board Report
Created on: 6/3/2024
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Check	5/24/2024	12623	IMS Alliance	44.65
Check	5/24/2024	12624	Jacob Ferreira	18.99
Check	5/24/2024	12625	John Brawley	898.73
Check	5/24/2024	12626	Kawchack Pump & Well Service, Inc	5,055.80
Check	5/24/2024	12627	Kevin May	355.05
Check	5/24/2024	12628	LN Curtis	20,290.00
Check	5/24/2024	12629	Michael Haanpaa	230.00
Check	5/24/2024	12630	MTECH, Inc	4,395.00
Check	5/24/2024	12631	National Business Factors	2,829.72
Check	5/24/2024	12632	Nevada Medicaid 847157	267.75
Check	5/24/2024	12633	O'Reilly Auto Parts	1,414.19
Check	5/24/2024	12634	Overhead Fire Protection	3,445.00
Check	5/24/2024	12635	Pacific Shredding	28.89
Check	5/24/2024	12636	PACT	320.18
Check	5/24/2024	12637	Siddons-Martin Emergency Group	32,996.92
Check	5/24/2024	12638	TASC Client Services	178.00
Check	5/24/2024	12639	Topaz Ranch Estates GID & Water Co.	118.50
Check	5/24/2024	12640	ubeo Business Services	179.57
Check	5/24/2024	12641	UKG Kronos Systems, LLC	159.29
Check	5/24/2024	12642	Uniformity of Nevada LLC	153.49
Check	5/24/2024	12643	Waystar	893.66
Check	5/24/2024	12644	Western Nevada Supply	982.60
Check	5/24/2024	12645	Xerox Corporation	451.37
Record Transfer	5/28/2024		Bank of America CC - Visa	832.62
Record Transfer	5/28/2024		Bank of America CC - EF	10,351.83
Record Transfer	5/29/2024		NV Energy	3,793.61
Record Transfer	5/29/2024		Pay Plus	542.90
Record Transfer	5/30/2024		State of NV - DCP	76,017.59
Record Transfer	5/31/2024		VOYA Benefit Strategies	7,050.00

Total 176 records

Sum Total **\$ 1,026,310.24**

Purchases this month relating to the CIP

Accounts Payable	\$	568,748.74
Investements	\$	-
HR/Payroll	\$	457,561.50

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve payroll expenses paid in May 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)

2. **Recommended Motion:** Motion to approve payroll expenses paid in May 2024 per NRS 474.210.

3. **Funds Available:** Yes **Amount:** \$1,913,349.18
Fund Name: General **Account Number:** Various

4. **Prepared by:** Jamie Zess/Payroll Specialist I

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** Attached are the summarized payroll registers for the month. Please note, total costs reported are gross earnings, East Fork Fire Protection District paid deduction and taxes (employer).

8. **Reviewed by:**
_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

9. **Board Action:**
_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item # 3C



EAST FORK FIRE (6142201)
 1694 COUNTY ROAD
 Minden, NV 89423-4405
 United States

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 05/01/2024-05/31/2024

Report Total

of EE's - 104 / # of Statements - 292

Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
Regular	25937.58	859,963.55	NVPERS Fire	-	431,135.09	FIT	151,059.07	Direct Deposit	923,504.43
WC	880.97	30,278.98	NVPERS Reg	-	40,968.34	MEDI	18,415.65	Check	19,982.23
Act-REG	228.50	-	Dist Paid Dent	-	6,980.80	SIT:CA	822.51		
ER REG	-	5,811.47	Dist Paid Life	-	516.72				
FC-REG	270.00	10,504.26	Dist Paid Vis	-	1,051.67				
FTO-REG	-	-	Dist Pd Med	-	109,887.94	SUTA:NV	-		
Prec-REG	504.00	-	Donate	300.00	-				
FC-ActREG	160.00	4,261.05	HSA Acct Fee	-	193.50				
FC-PROJ	602.50	16,045.52	HSA Fam 55	716.64	-				
FLSA	585.00	18,064.30	HSA Ind 55	804.10	-				
HIW	-	1,800.00	HSA Pre Fam	28,322.04	-				
NVE Act-REG	-	-	HSA Pre Ind	2,460.40	-				
NVE-Reg	-	-	HSA Special	350.00	-				
OT	3674.50	180,547.17	457 Roth post t	19,771.47	-				
FC-OT	50.00	1,997.37	457-%	53,152.93	-				
NVEOT	-	-	457-3 YR	52,587.05	-				
Act-OT	209.00	10,353.83	457-CU	7,646.57	-				
Act-OT-BC	48.00	2,526.72	457Roth-CU	1,646.57	-				
FC-ActOT	20.00	798.95	EFC	1,662.90	-				
FTO-OT	-	-	EFC2	1,523.07	-				
Prec-OT	25.50	1,110.79	WANV	4.00	-				
MSC OT	-	-	ERSF	4.50	-				
C1	69.00	4,625.69	ERSF2	9.00	-				
RTW	-	-	Union Dues	14,468.88	-				
ActInc-OT	269.50	1,435.05	Vol EE Life	1,155.34	-				
ActInc-OT-BC	48.00	379.00	Vol EE AD&D	233.80	-				
ActInc-RTW	-	-	Vol Life Spouse	148.22	-				
ActInc-Reg	308.50	880.05	Vol Spouse AD&	54.64	-				
FCActInc-REG	80.00	213.06	Vol Child Life	14.00	-				
FTOInc Reg	-	-	Vol Child AD&D	2.80	-				
FTOInc-OT	-	-	Vol Acc	867.72	-				
NVActInc-REG	-	-	Vol LTD	1,358.84	-				
PrecInc-OT	25.50	111.08	MIS	-	-				
PrecInc-RTW	-	-	Vol-A-ACC	161.86	-				
PrecInc-Reg	504.00	1,418.50	Vol-A-CanPro	177.82	-				
PRInc-Reg	-	-	Vol-A-Crit	41.22	-				
						ER Totals:	18,415.65		
						All Totals:	188,712.88		
		Totals:							943,486.66

--More--





EAST FORK FIRE (6142201)
 1694 COUNTY ROAD
 Minden, NV 89423-4405
 United States

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 05/01/2024-05/31/2024

Report Total

of EE's - 104 / # of Statements - 292

Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
PrmInc-Reg	8752.00	14,318.76	Vol-A-HOSP	106.74	-				
PrmInc-FLSA	228.00	368.08	Vol-A-STD	512.86	-				
PrmInc-OT	1930.00	4,745.67	Vol-A-TL	149.60	-				
PrmInc-CB	45.00	157.92	Totals:	190,415.58	590,734.06				
HazInc-Reg	3696.00	3,861.24							
HazInc-FLSA	99.00	103.56							
HazInc-OT	777.50	1,242.26							
HazInc-CB	-	-							
HazInc-RTW	-	-							
TSInc-Reg	896.00	3,773.28							
TSInc-FLSA	24.00	101.12							
TSInc-OT	215.00	1,358.12							
TSInc-CB	-	-							
AsInc-Reg	3200.00	4,929.72							
AsInc-FLSA	75.00	102.96							
AsInc-OT	655.00	2,492.18							
AsInc-CB	-	-							
EduInc-Reg	112.00	78.60							
EduInc-FLSA	03.00	2.10							
WldInc-Reg	784.00	712.56							
WldInc-FLSA	21.00	19.14							
WldInc-OT	173.00	244.84							
WldInc-CB	-	-							
AV	313.20	11,903.28							
ALU	88.00	4,169.55							
AS	247.75	8,860.05							
CU	80.00	3,007.89							
PDU	60.00	-							
CLE	12.00	-							
CLE-CPT	127.00	-							
CLE-ENG	100.00	-							
CLE-FF	67.50	-							
CLE-Force	80.00	-							
MSC COMP	68.00	-							
HSP	-	5,539.81							
Holiday	-	-							

--More--





EAST FORK FIRE (6142201)
 1694 COUNTY ROAD
 Minden, NV 89423-4405
 United States

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 05/01/2024-05/31/2024

Report Total

of EE's - 104 / # of Statements - 292

Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
LWOP	-	-							
Sick Used	722.00	-							
VU	1243.00	-							
CLU-56+30	263.00	-							
CLU-56-30	328.50	-							
CLU-56-SI	24.00	-							
UBFO	105.50	-							
UN	57.50	-							
SS	-	32,143.26							
Comp Pay	-	-							
VS	-	42,456.97							
VacBB	-	-							
CS	-	78.19							
CPS	-	535.00							
Board PERS	-	600.00							
Board Non	-	900.00							
Admin Used	-	-							
REIM - NT	-	-							
RET-NON-PERS	-	2,266.97							
PERS Wages	-	985,463.51							
PERS Cont	-	472,103.43							
Totals:	56182.00	1,304,199.47							

Total District Liability for Payroll

Earnings: \$1,304,199.47

Employer Deductions: \$ 590,734.06

Employer Taxes: \$ 18,415.65

TOTAL: \$1,913,349.18



East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the Procurement Card Transactions paid in May 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)

2. **Recommended Motion:** Motion to approve the Procurement Card Transactions paid in May 2024 per NRS 474.210.

3. **Funds Available:** Yes **Amount:** \$13,132.09

Fund Name: General **Account Number:** Various

4. **Prepared by:** Julie Andress, Director of Finance/CFO

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** Attached is the Report of Procurement Card Transactions for the period noted above.

8. **Reviewed by:**

<input type="checkbox"/> District Fire Chief	<input type="checkbox"/> Board President
<input type="checkbox"/> Legal Counsel	<input type="checkbox"/> Other

9. **Board Action:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred
<input type="checkbox"/> Other	

Agenda Item # 3D

East Fork Fire Protection District
 Procurement Card Transactions charged in May 2024

BofA CC - EF	4/30/2024	ACCOUNTS PAYABLE	Spectrum	261.91
BofA CC - EF	4/30/2024	JAMES T CONNELLY	HOMEDEPOT.COM	100.10
BofA CC - EF	4/30/2024	KEVIN MAY	THE HOME DEPOT #3309	387.62
BofA CC - EF	4/30/2024	KEVIN MAY	THE HOME DEPOT #3309	22.38
BofA CC - EF	4/30/2024	TONI BRAGA	SCHAT'S BAKERY AND RES	249.22
BofA CC - EF	5/1/2024	JAMES T CONNELLY	THE HOME DEPOT #3312	246.20
BofA CC - EF	5/2/2024	JAMES T CONNELLY	HARBOR FREIGHT TOOLS35	32.94
BofA CC - EF	5/2/2024	SCOTT GORGON	NV EMERGENCY MED SVC	534.00
BofA CC - EF	5/2/2024	KEVIN MAY	CARSON VALLEY OIL CARD	57.58
BofA CC - EF	5/2/2024	KEVIN MAY	CARSON VALLEY OIL CARD	70.12
BofA CC - EF	5/3/2024	NICK SUMMERS	DRAEGER MEDICAL INC	245.00
BofA CC - EF	5/3/2024	ACCOUNTS PAYABLE	IONOS INC.	20.00
BofA CC - EF	5/5/2024	ACCOUNTS PAYABLE	Spectrum	1405.76
BofA CC - EF	5/4/2024	TROY VALENZUELA	TWILIO INC	40.03
BofA CC - EF	5/5/2024	TONI BRAGA	WAL-MART #5864	45.03
BofA CC - EF	5/5/2024	TONI BRAGA	WAL-MART #5864	7.56
BofA CC - EF	5/6/2024	ERICA AMATORE	GREAT BASIN BREWING CO	521.46
BofA CC - EF	5/8/2024	ERICA AMATORE	SIERRA RESCUE - MOTO	415.00
BofA CC - EF	5/8/2024	ERICA AMATORE	SIERRA RESCUE - MOTO	415.00
BofA CC - EF	5/8/2024	ERICA AMATORE	SIERRA RESCUE - MOTO	415.00
BofA CC - EF	5/8/2024	ERICA AMATORE	SIERRA RESCUE - MOTO	415.00
BofA CC - EF	5/6/2024	TROY VALENZUELA	NEVADA JOE COFFEE ON M	36.41
BofA CC - EF	5/6/2024	THOMAS HEIN	THE HOME DEPOT #3312	181.86
BofA CC - EF	5/8/2024	CHAD SHELDREW	TRIPP PLASTICS	1089.00
BofA CC - EF	5/7/2024	JAMES T CONNELLY	THE HOME DEPOT #3312	20.18
BofA CC - EF	5/8/2024	JAMES T CONNELLY	WM SUPERCENTER #5864	9.84
BofA CC - EF	5/8/2024	PAUL AZEVEDO	THE HOME DEPOT #3312	8.55
BofA CC - EF	5/8/2024	ERICA AMATORE	MINDEN MEAT AND DELI	97.68
BofA CC - EF	5/12/2024	ACCOUNTS PAYABLE	FEDEX52089985	11.81
BofA CC - EF	5/13/2024	RYLAN MCDUGAL	TRACTOR SUPPLY CO #182	12.99
BofA CC - EF	5/13/2024	THOMAS HEIN	TRACTOR SUPPLY CO #182	45.17
BofA CC - EF	5/14/2024	RYLAN MCDUGAL	THE HOME DEPOT #3312	88.19
BofA CC - EF	5/14/2024	JAMES T CONNELLY	GREAT BASIN BREWING CO	33.15
BofA CC - EF	5/14/2024	AARON LEISING	TRACTOR SUPPLY CO #182	64.97
BofA CC - EF	5/16/2024	LISA OWEN	BVD*BEENVERIFIED.COM	44.58
BofA CC - EF	5/16/2024	KEVIN MAY	CARSON VALLEY OIL CARD	63.62
BofA CC - EF	5/16/2024	KEVIN MAY	CARSON VALLEY OIL CARD	100.00
BofA CC - EF	5/16/2024	KEVIN MAY	CARSON VALLEY OIL-CARD	74.63
BofA CC - EF	5/15/2024	THOMAS HEIN	THE HOME DEPOT #3312	65.27
BofA CC - EF	5/16/2024	VINCE WEAVER	THE PUBLIC SAFETY STOR	77.89
BofA CC - EF	5/17/2024	JEFF JAMES	AMAZON RETA* STATION 4	7.95
BofA CC - EF	5/17/2024	ERICA AMATORE	OTC BRANDS INC	247.80
BofA CC - EF	5/21/2024	DUSTIN WEISZ	THE UPS STORE 7141	32.82
BofA CC - EF	5/20/2024	ERICA AMATORE	OTC BRANDS INC	89.97
BofA CC - EF	5/21/2024	ERICA AMATORE	LIND ELECTRONICS LLC	123.38
BofA CC - EF	5/21/2024	ACCOUNTS PAYABLE	WASTE MGMT WM EZPAY	182.70
BofA CC - EF	5/21/2024	MATT SMITH	NOVA TILE AN STONE	32.87
BofA CC - EF	5/22/2024	SKY DWINELL	SQ *FIRE LAW GROUP, LL	145.00
BofA CC - EF	5/22/2024	MATT KRUSE	FLAG STORE OF NEVADA	89.85
BofA CC - EF	5/20/2024	ERICA AMATORE	OTC BRANDS INC	559.76

East Fork Fire Protection District
 Procurement Card Transactions charged in May 2024

BofA CC - EF	5/22/2024	ACCOUNTS PAYABLE	IONOS INC.	20.00
BofA CC - EF	5/21/2024	MATT SMITH	THE HOME DEPOT #3312	36.97
BofA CC - EF	5/22/2024	KEVIN MAY	LOWES #01024*	144.14
BofA CC - EF	5/22/2024	KEVIN MAY	SP FIRESCIENCENUTRITIO	429.89
BofA CC - EF	5/21/2024	KEVIN MAY	THE HOME DEPOT #3309	309.63
BofA CC - EF	5/21/2024	AARON LEISING	HARKEN INC	250.00
BofA CC - EF	5/22/2024	MATT SMITH	THE HOME DEPOT #3312	40.59
BofA CC - EF	5/23/2024	KEVIN MAY	CARSON VALLEY OIL CARD	100.00
* BofA CC - EF	5/27/2024	PAUL AZEVEDO	CHEVRON 0208629	37.72
BofA CC - EF	5/26/2024	ACCOUNTS PAYABLE	FEDEX52207720	11.81
BofA CC - EF	5/27/2024	ACCOUNTS PAYABLE	DTV*DIRECTV SERVICE	125.14
BofA CC - EF	5/27/2024	ACCOUNTS PAYABLE	TWILIO INC	40.09
BofA CC - EF	5/28/2024	SKY DWINELL	AMERICAN HEART SHOPCPR	36.00
BofA CC - EF	5/28/2024	KEVIN MAY	HARBOR FREIGHT TOOLS 3	28.95
BofA CC - EF	5/28/2024	KEVIN MAY	CARSON VALLEY OIL-CARD	73.11
* BofA CC - EF	5/29/2024	PAUL AZEVEDO	CHEVRON 0208629	25.91
* BofA CC - EF	5/29/2024	GERALD CAMPBELL	CHEVRON 0208629	34.42
* BofA CC - EF	5/29/2024	PAUL AZEVEDO	APACHE GOLD HOTEL	337.26
BofA CC - EF	5/30/2024	CHAD SHELDREW	HARBOR FREIGHT TOOLS35	86.97
BofA CC - EF	5/30/2024	ACCOUNTS PAYABLE	Spectrum	364.56
BofA CC - EF	5/30/2024	HOLLY MEGEE	SMITHS FOOD #4389	33.87
BofA CC - EF	5/30/2024	KEVIN MAY	TST* NOTHING BUNDT CAK	325.00
				\$ 12,436.83
BofA CC - VISA	5/2/2024	TONI BRAGA	WWW COSTCO COM	245.88
BofA CC - VISA	5/6/2024	EFFPD 5	COSTCO BY INSTACART	47.08
BofA CC - VISA	5/8/2024	TONI BRAGA	WAL-MART #5864	14.55
BofA CC - VISA	5/10/2024	EFFPD 5	COSTCO BY INSTACART	121.23
BofA CC - VISA	5/22/2024	VINCE WEAVER	COSTCO WHSE #0127	266.52
				\$ 695.26
			GRAND TOTAL	\$ 13,132.09

* Purchases this month for employees being deployed as a fire resource

No purchases this month relating to the CIP

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the East Fork Fire Protection District’s ambulance billing bad debt write-offs for the period of April 2024 in the amount of \$4,232.49. (Lisa Owen, Director of Administrative Services)

2. **Recommended Motion:** Motion to approve the East Fork Fire Protection District’s ambulance billing bad debt write-offs for the period of April 2024 in the amount of \$4,232.49.

3. **Financial Impact:** NA **Amount:** \$4,232.49
Fund Name: NA **Account Number:** NA

4. **Prepared by:** Katie Dorsey, Medical Billing Specialist II

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** The East Fork Fire Protection District is requesting approval from the Board on ambulance billing bad debt write-offs for the period of April 2024 in the amount of \$4,232.49 and include accounts forwarded to a collection agency after all attempts to collect the debt were exhausted, Sierra Saver Membership write-offs, Reduction/Discounts, deceased write-offs, hardship, and bankruptcy.

8. **Reviewed by:**
_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

9. **Board Action:**
_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item # 3E

**East Fork Fire Protection District
Ambulance Billings and Write Summary
Billing Analysis
FY23/24**

	Feb	March	April	YTD
Total Billed	771,171.55	866,144.98	821,380.57	8,254,293.76
Credit Type/Credit Code				
W/OFF Bad Debt	(0.53)	-	-	(289.98)
W/OFF Bad Debt Deceased	6,190.71	-	3,162.37	23,227.43
W/OFF Bankruptcy	-	-	4,907.88	5,389.47
W/OFF Reduction Discount	1,100.57	723.21	305.04	11,825.66
W/OFF Carson City SS Membership	-	-	200.00	3,361.04
W/OFF Lyon County SS Membership	-	-	-	-
W/OFF Sierra Saver Membership	9,831.41	9,224.37	8,410.20	74,207.88
W/OFF SS Volunteer Membership	-	-	312.43	312.43
W/OFF SS Employee Membership	-	-	-	10,168.79
W/OFF Hardship	-	945.00	-	4,052.69
W/OFF Sent to Collections	30,096.57	17,974.36	(13,065.43)	298,751.25
Total	47,218.73	28,866.94	4,232.49	431,006.66
Percentage of W/OFF to Billings	6.12%	3.33%	0.52%	5.22%
 Total Billed Calls	 326	 363	 350	 3499

Credit As Type Summary Report (Deposit Date)

Deposit Date IS BETWEEN 04/01/2024 AND 04/30/2024; AND Credits IS W/OFF BAD DEBT OR W/OFF BAD DEBT - DECEASED OR W/OFF BANKRUPTCY OR W/OFF CARSON CITY CC+ MBR OR W/OFF HARDSHIP OR W/OFF LYON COUNTY SS + MBR OR W/OFF REDUCTION/DISCOUNT OR W/OFF SENT TO COLLECTIONS OR W/OFF SIERRA SAVER

EAST FORK FIRE PROTECTION DISTRICT

<u>Credit Type/Credit Code</u>	<u>Count</u>	<u>Dollars</u>
Writeoffs		
W/OFF BAD DEBT - DECEASED	7	3,162.37
W/OFF BANKRUPTCY	4	4,907.88
W/OFF CARSON CITY CC+ MBR	1	200.00
W/OFF REDUCTION/DISCOUNT	4	305.04
W/OFF SIERRA SAVER MBRSHIP	12	8,410.20
W/OFF SENT TO COLLECTIONS	41	-13,065.43
W/OFF SIERRA SAVER VOLUNTEER	1	312.43
Totals For Type	70	\$ 4,232.49

Company Totals

70 **\$ 4,232.49**

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of March 2024. (Julie Andress, Director of Finance/CFO)

2. **Recommended Motion:** Motion to accept the report on state consolidated taxes collection and distribution as of March 2024.

3. **Funds Available:** NA **Amount:** \$215,903.85

Fund Name: General **Account Number:** 335.001

4. **Prepared by:** Julie Andress, Director of Finance/CFO

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** The attached report reflects the state consolidated taxes collected for Douglas County and the distributed share to the District. Monthly, the state collects, consolidates and distributes 6 different taxes to each county and each appropriate district within that county. In FY 22/23, Douglas became a non-guaranteed county. This means the Supplemental City-County Relief Tax (SCCRT) distributed to Douglas County entities will be based on actual collections and not a guaranteed amount. A chart has been included showing the historical fluctuations of the SCCRT for non-guaranteed counties.

The six consolidated taxes are as follows:

- **BCCRT** – Basic City County Relief Tax, 1/2% of statewide sales/use tax. Distributed to the county where the sale was made. For out-of-state companies, BCCRT is distributed based on population.
- **SCCRT** – Supplemental City-County Relief Tax, 1.75% of statewide sales/use tax. Total distribution is proportionate to the amount of in-state collections as a whole, after guaranteed counties have received their allocation.
- **Cigarette** – Collected statewide and distributed to counties based on population.
- **Liquor** – Collected statewide and distributed to counties based on population.
- **RPTT** – Real Property Transfer Tax, tax based on value of real property transfers and distributed to county of origin.
- **GST** – Government Services Tax, tax based on value of motor vehicle and distributed to county of origin.

8. **Reviewed by:**

<u> </u> District Fire Chief	<u> </u> Board President
<u> </u> Legal Counsel	<u> </u> Other

9. **Board Action:**

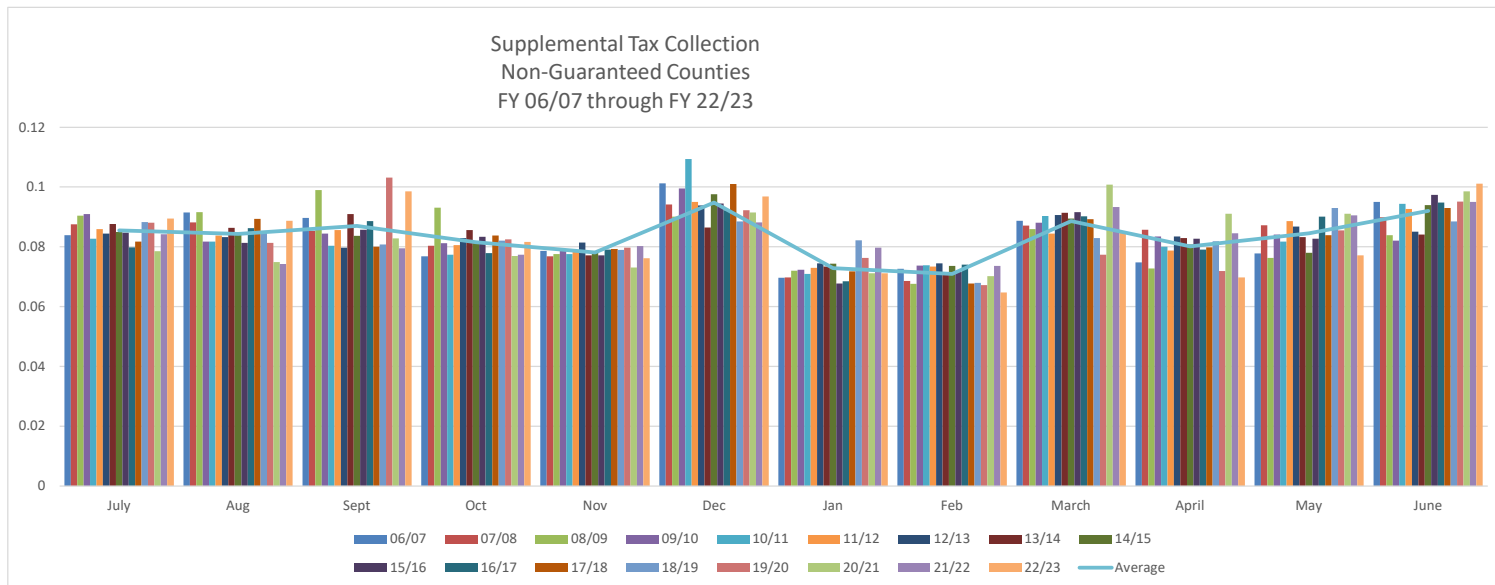
<u> </u> Approved	<u> </u> Approved with Modifications
<u> </u> Denied	<u> </u> Deferred
<u> </u> Other	

East Fork Fire Protection District
Report of Consolidated Taxes Collected
FY 23-24

% of year: 75.00%

	Actual													Total	% Collected	
	July	August	September	October	November	December	January	February	March	April	May	June				
2023-24 Budget																
BCCRT	5,742,627	511,947.27	499,133.51	519,054.57	453,522.05	437,691.08	538,399.13	400,814.99	406,440.90	470,671.62					4,237,675.12	73.79%
SCCRT	20,248,274	1,744,533.99	1,693,161.47	1,768,776.52	1,505,182.05	1,413,549.37	1,783,507.79	1,293,369.31	1,322,057.10	1,523,388.25					14,047,525.85	69.38%
CIGARETTE	133,389	12,523.66	9,667.87	10,555.85	8,981.60	9,268.16	12,662.64	8,628.62	8,972.99	7,456.54					88,717.93	66.51%
LIQUOR	76,583	8,434.64	6,237.61	5,270.22	6,909.13	3,641.80	8,218.24	5,164.35	5,256.85	5,552.89					54,685.73	71.41%
RPTT **	1,243,174	-	-	394,697.05	-	-	270,388.25	-	-	341,525.80					1,006,611.10	80.97%
GST	3,645,118	300,957.12	318,084.82	312,870.90	326,701.00	313,026.91	282,984.38	323,904.80	272,160.61	273,982.46					2,724,673.00	74.75%
TOTAL	31,089,165	2,578,396.68	2,526,285.28	3,011,225.11	2,301,295.83	2,177,177.32	2,896,160.43	2,031,882.07	2,014,888.45	2,622,577.56	-	-	-	22,159,888.73	71.28%	
EFFPD Share	2,559,771															
Avg Monthly Payment	213,314															
Actual Payment		212,287.35	207,864.41	249,023.53	188,837.12	178,380.62	239,042.21	166,140.06	164,708.41	215,903.85					1,822,187.56	71.19%
EFFPD Share of Total Collections		8.23%	8.23%	8.27%	8.21%	8.19%	8.25%	8.18%	8.17%	8.23%					8.22%	
Over/(Under) Average		(1,026.89)	(5,449.83)	35,709.29	(24,477.12)	(34,933.62)	25,727.97	(47,174.18)	(48,605.83)	2,589.61					(97,640.60)	

** RPTT collected and remitted quarterly



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Average Monthly	8.54%	8.43%	8.69%	8.15%	7.81%	9.48%	7.28%	7.09%	8.86%	8.02%	8.45%	9.20%
Average Cumulative	8.54%	16.97%	25.66%	33.81%	41.62%	51.10%	58.38%	65.47%	74.33%	82.35%	90.80%	100.00%

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the Fire Prevention Plan Review report for May 2024. (Amy Ray, Deputy Fire Chief/Fire Marshal)

2. **Recommended Motion:** Motion to approve the Fire Prevention Plan Review report for May 2024. Moving forward the report will be provided on a quarterly basis; April, July, October and January.

3. **Prepared by:** Amy Ray, Deputy Fire Chief/Fire Marshal

4. **Meeting Date:** June 18, 2024 **Time Required:** NA

5. **Agenda:** Consent

6. **Background Information:** Attached is the Fire Prevention Plan Review report for May 2024.

7. **Reviewed by:**
_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

8. **Board Action:**
_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item # 3G

East Fork Fire Prevention Report

Month	Commercial Applications Received	Residential Applications Received	Total Approved	Inspections Requested/Performed	Other
January	10	21	24	28	
February	9	34	32	32	
March	6	36	45	36	
April	9	42	46	45	1
May	4	26	54	39	
June					
July					
August					
September					
October					
November					
December					
Year to Date	38	159	201	180	1

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve payment in the amount of \$3,182.65 to the Deputy Chief of Training and Safety, Larry Goss, \$2,628.82 to District Fire Chief, Tod Carlini and a payment in the amount of \$84.27 for Medicare tax, which reflects extraordinary time spent as EOC operations manager for the 2023 Atmospheric River Event in March, 2023 per Policy 650.16-Reimbursement Compensation for FLSA Exempt Employees. (Julie Andress, CFO/Director of Finance)

2. **Recommended Motion:** Motion to approve payment in the amount of \$3,182.65 to the Deputy Chief of Training and Safety, Larry Goss, \$2,628.82 to District Fire Chief, Tod Carlini and a payment in the amount of \$84.27 for Medicare tax, which reflects extraordinary time spent as EOC operations manager for the 2023 Atmospheric River Event in March, 2023 per Policy 650.16-Reimbursement Compensation for FLSA Exempt Employees.

3. **Funds Available:** Yes **Amount:** \$5,895.74

Fund Name: 650 (General Fund) **Account Number:** Various

4. **Prepared by:** Julie Andress, CFO/Director of Finance

5. **Meeting Date:** June 18, 2024 **Time Required:** NA

6. **Agenda:** Consent

7. **Background Information:** Per Policy 605.16, Reimbursement Compensation for FLSA Exempt Employees, salaried personnel may receive straight time compensation for extraordinary time spent on emergencies, which are reimbursable under agreements and/or regulations. Reimbursement for covered time must be received and approval must be obtained from the Board of Directors.

8. **Reviewed by:**

<input type="checkbox"/> District Fire Chief	<input type="checkbox"/> Board President
<input type="checkbox"/> Legal Counsel	<input type="checkbox"/> Other

9. **Board Action:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Deferred
<input type="checkbox"/> Other	

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve changes to the East Fork Fire Protection District, Fire Prevention Division schedule for Fire and Life Safety Plan Review Fees in accordance with the requirements of NAC 477 and the 2018 *International Fire Code*, effective July 1, 2024. This is to propose a new fee schedule for the Fire and Life Safety plan review of fire systems, to include fire suppression and alarm systems as shown in the Table, a reduction in the residential plan review fee schedule (currently known as the WUI Plan Review Fee), and to establish a consistent methodology for determining the valuation of a project based on the ICC Table rather than applicant determination. This is not a proposed fee increase, but the application of a consistent methodology within the fee schedule. Second reading. (Amy Ray, Deputy Fire Chief/Fire Marshal) 10 minutes
2. **Recommended Motion:** Motion to approve changes to the East Fork Fire Protection District, Fire Prevention Division schedule for Fire and Life Safety Plan Review Fees in accordance with the requirements of NAC 477 and the 2018 *International Fire Code*, effective July 1, 2024.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Amy Ray, Deputy Fire Chief/Fire Marshal
5. **Meeting Date:** June 18, 2024 **Time Required:** 10 minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The East Fork Fire Protection District has been conducting Fire Life Safety Plan Review under an interlocal agreement that was first established under a provision adopted by the Nevada Department of Public Safety Fire Marshal's Division in 1994. Under Nevada Revised Statute 277.180, the interlocal contract sets forth the permission to perform the duties as required by the State of Nevada Fire Marshal Division (SFM), in turn allowing the Fire District to establish a fee schedule for Fire Life Safety Plan Review in accordance with the *International Fire Code (IFC)* Sections 105.6.1-105.7.25 and collect associated fees in accordance with *IFC* Section 106. The East Fork Fire Protection District currently charges fees for Fire Life Safety Plan Review, but would like to propose a new fee schedule for the fire and life safety plan review of fire systems, to include fire suppression and alarm systems as shown in the Table, a reduction in the residential plan review fee schedule (currently known as the WUI Plan Review Fee), and to establish a consistent methodology for determining the valuation of a project based on the ICC Table instead of applicant determination. The establishment of this process and the subsequent establishment of a formula for fee determination does not pose a significant impact to businesses, as it is not a proposed fee increase, but rather the application of a consistent methodology within the fee schedule.

This is the second reading of the proposed adoption for the above changes to the Fire and

Life Safety Plan Review Fee Table and process for valuation determination, to be consistent with the Douglas County Building Department valuation process and the International Code Council (ICC) Building Valuation Data Table. The process for valuation is established using the ICC table, as does the Building Department, by using a formula for valuation instead of using the valuation determined by the applicant, establishing a consistent methodology for valuation and fee assignment. The ICC Building Valuation Data Table would be automatically adopted every six months as updated by ICC.

8. Reviewed by:

<input type="checkbox"/>	District Fire Chief	<input type="checkbox"/>	Board President
<input type="checkbox"/>	Legal Counsel	<input type="checkbox"/>	Other

9. Board Action:

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Approved with Modifications
<input type="checkbox"/>	Denied	<input type="checkbox"/>	Deferred
<input type="checkbox"/>	Other		

Agenda Item # 4

EAST FORK FIRE PROTECTION DISTRICT FIRE AND LIFE SAFETY REVIEW FEES

Valuation	Plan Check Fee	Technology Fee	Total	Valuation	Plan Check Fee	Technology Fee	Total
\$ 0-2,000.00	\$ 91.93	\$ 3.68	\$ 95.60	\$ 32,000.00	\$ 1,233.70	\$ 49.35	\$ 1,283.05
\$ 3,000.00	\$ 132.30	\$ 5.29	\$ 137.59	\$ 33,000.00	\$ 1,271.55	\$ 50.86	\$ 1,322.41
\$ 4,000.00	\$ 170.89	\$ 6.84	\$ 177.72	\$ 34,000.00	\$ 1,309.40	\$ 52.38	\$ 1,361.78
\$ 5,000.00	\$ 209.48	\$ 8.38	\$ 217.85	\$ 35,000.00	\$ 1,347.26	\$ 53.89	\$ 1,401.15
\$ 6,000.00	\$ 248.06	\$ 9.92	\$ 257.99	\$ 36,000.00	\$ 1,385.11	\$ 55.40	\$ 1,440.51
\$ 7,000.00	\$ 286.65	\$ 11.47	\$ 298.12	\$ 37,000.00	\$ 1,422.96	\$ 56.92	\$ 1,479.88
\$ 8,000.00	\$ 325.24	\$ 13.01	\$ 338.25	\$ 38,000.00	\$ 1,460.81	\$ 58.43	\$ 1,519.25
\$ 9,000.00	\$ 363.09	\$ 14.52	\$ 377.61	\$ 39,000.00	\$ 1,498.67	\$ 59.95	\$ 1,558.61
\$ 10,000.00	\$ 400.94	\$ 16.04	\$ 416.98	\$ 40,000.00	\$ 1,536.52	\$ 61.46	\$ 1,597.98
\$ 11,000.00	\$ 438.80	\$ 17.55	\$ 456.35	\$ 41,000.00	\$ 1,574.37	\$ 62.97	\$ 1,637.34
\$ 12,000.00	\$ 476.65	\$ 19.07	\$ 495.71	\$ 42,000.00	\$ 1,612.22	\$ 64.49	\$ 1,676.71
\$ 13,000.00	\$ 514.50	\$ 20.58	\$ 535.08	\$ 43,000.00	\$ 1,650.08	\$ 66.00	\$ 1,716.08
\$ 14,000.00	\$ 552.35	\$ 22.09	\$ 574.45	\$ 44,000.00	\$ 1,687.93	\$ 67.52	\$ 1,755.44
\$ 15,000.00	\$ 590.21	\$ 23.61	\$ 613.81	\$ 45,000.00	\$ 1,725.78	\$ 69.03	\$ 1,794.81
\$ 16,000.00	\$ 628.06	\$ 25.12	\$ 653.18	\$ 46,000.00	\$ 1,763.63	\$ 70.55	\$ 1,834.18
\$ 17,000.00	\$ 665.91	\$ 26.64	\$ 692.55	\$ 47,000.00	\$ 1,801.49	\$ 72.06	\$ 1,873.54
\$ 18,000.00	\$ 703.76	\$ 28.15	\$ 731.91	\$ 48,000.00	\$ 1,839.34	\$ 73.57	\$ 1,912.91
\$ 19,000.00	\$ 741.62	\$ 29.66	\$ 771.28	\$ 49,000.00	\$ 1,877.19	\$ 75.09	\$ 1,952.28
\$ 20,000.00	\$ 779.47	\$ 31.18	\$ 810.65	\$ 50,000.00	\$ 1,915.04	\$ 76.60	\$ 1,991.64
\$ 21,000.00	\$ 817.32	\$ 32.69	\$ 850.01	\$ 51,000.00	\$ 1,952.90	\$ 78.12	\$ 2,031.01
\$ 22,000.00	\$ 855.17	\$ 34.21	\$ 889.38	\$ 52,000.00	\$ 1,989.96	\$ 79.60	\$ 2,069.56
\$ 23,000.00	\$ 893.03	\$ 35.72	\$ 928.75	\$ 53,000.00	\$ 2,033.22	\$ 81.33	\$ 2,114.55
\$ 24,000.00	\$ 930.88	\$ 37.24	\$ 968.11	\$ 54,000.00	\$ 2,076.48	\$ 83.06	\$ 2,159.54
\$ 25,000.00	\$ 968.73	\$ 38.75	\$ 1,007.48	\$ 55,000.00	\$ 2,119.74	\$ 84.79	\$ 2,204.53
\$ 26,000.00	\$ 1,006.58	\$ 40.26	\$ 1,046.85	\$ 56,000.00	\$ 2,163.00	\$ 86.52	\$ 2,249.52
\$ 27,000.00	\$ 1,044.44	\$ 41.78	\$ 1,086.21	\$ 57,000.00	\$ 2,206.26	\$ 88.25	\$ 2,294.51
\$ 28,000.00	\$ 1,082.29	\$ 43.29	\$ 1,125.58	\$ 58,000.00	\$ 2,249.52	\$ 89.98	\$ 2,339.50
\$ 29,000.00	\$ 1,120.14	\$ 44.81	\$ 1,164.95	\$ 59,000.00	\$ 2,292.78	\$ 91.71	\$ 2,384.49
\$ 30,000.00	\$ 1,157.99	\$ 46.32	\$ 1,204.31	\$ 60,000.00	\$ 2,336.04	\$ 93.44	\$ 2,429.48
\$ 31,000.00	\$ 1,195.85	\$ 47.83	\$ 1,243.68	\$ 61,000.00	\$ 2,379.30	\$ 95.17	\$ 2,474.47

\$ 62,000.00	\$ 2,422.56	\$ 96.90	\$ 2,519.46	\$ 92,000.00	\$ 3,720.36	\$ 148.81	\$ 3,869.17
\$ 63,000.00	\$ 2,465.82	\$ 98.63	\$ 2,564.45	\$ 93,000.00	\$ 3,763.62	\$ 150.54	\$ 3,914.16
\$ 64,000.00	\$ 2,509.08	\$ 100.36	\$ 2,609.44	\$ 94,000.00	\$ 3,806.88	\$ 152.28	\$ 3,959.16
\$ 65,000.00	\$ 2,552.34	\$ 102.09	\$ 2,654.43	\$ 95,000.00	\$ 3,850.14	\$ 154.01	\$ 4,004.15
\$ 66,000.00	\$ 2,595.60	\$ 103.82	\$ 2,699.42	\$ 96,000.00	\$ 3,893.40	\$ 155.74	\$ 4,049.14
\$ 67,000.00	\$ 2,638.86	\$ 105.55	\$ 2,744.41	\$ 97,000.00	\$ 3,936.66	\$ 157.47	\$ 4,094.13
\$ 68,000.00	\$ 2,682.12	\$ 107.28	\$ 2,789.40	\$ 98,000.00	\$ 3,979.92	\$ 159.20	\$ 4,139.12
\$ 69,000.00	\$ 2,725.38	\$ 109.02	\$ 2,834.40	\$ 99,000.00	\$ 4,023.18	\$ 160.93	\$ 4,184.11
\$ 70,000.00	\$ 2,768.64	\$ 110.75	\$ 2,879.39	\$ 100,000.00	\$ 4,066.44	\$ 162.66	\$ 4,229.10
\$ 71,000.00	\$ 2,811.90	\$ 112.48	\$ 2,924.38	\$ 110,000.00	\$ 4,115.11	\$ 164.60	\$ 4,279.71
\$ 72,000.00	\$ 2,855.16	\$ 114.21	\$ 2,969.37	\$ 120,000.00	\$ 4,163.78	\$ 166.55	\$ 4,330.33
\$ 73,000.00	\$ 2,898.42	\$ 115.94	\$ 3,014.36	\$ 130,000.00	\$ 4,212.44	\$ 168.50	\$ 4,380.94
\$ 74,000.00	\$ 2,941.68	\$ 117.67	\$ 3,059.35	\$ 140,000.00	\$ 4,261.11	\$ 170.44	\$ 4,431.55
\$ 75,000.00	\$ 2,984.94	\$ 119.40	\$ 3,104.34	\$ 150,000.00	\$ 4,309.78	\$ 172.39	\$ 4,482.17
\$ 76,000.00	\$ 3,028.20	\$ 121.13	\$ 3,149.33	\$ 160,000.00	\$ 4,358.45	\$ 174.34	\$ 4,532.78
\$ 77,000.00	\$ 3,071.46	\$ 122.86	\$ 3,194.32	\$ 170,000.00	\$ 4,407.11	\$ 176.28	\$ 4,583.40
\$ 78,000.00	\$ 3,114.72	\$ 124.59	\$ 3,239.31	\$ 180,000.00	\$ 4,455.78	\$ 178.23	\$ 4,634.01
\$ 79,000.00	\$ 3,157.98	\$ 126.32	\$ 3,284.30	\$ 190,000.00	\$ 4,504.45	\$ 180.18	\$ 4,684.63
\$ 80,000.00	\$ 3,201.24	\$ 128.05	\$ 3,329.29	\$ 200,000.00	\$ 4,553.12	\$ 182.12	\$ 4,735.24
\$ 81,000.00	\$ 3,244.50	\$ 129.78	\$ 3,374.28	\$ 210,000.00	\$ 4,601.79	\$ 184.07	\$ 4,785.85
\$ 82,000.00	\$ 3,287.76	\$ 131.51	\$ 3,419.27	\$ 220,000.00	\$ 4,650.46	\$ 186.01	\$ 4,836.46
\$ 83,000.00	\$ 3,331.02	\$ 133.24	\$ 3,464.26	\$ 230,000.00	\$ 4,699.13	\$ 187.96	\$ 4,887.07
\$ 84,000.00	\$ 3,374.28	\$ 134.97	\$ 3,509.25	\$ 240,000.00	\$ 4,747.80	\$ 189.90	\$ 4,937.68
\$ 85,000.00	\$ 3,417.54	\$ 136.70	\$ 3,554.24	\$ 250,000.00	\$ 4,796.47	\$ 191.85	\$ 4,988.29
\$ 86,000.00	\$ 3,460.80	\$ 138.43	\$ 3,599.23	\$ 260,000.00	\$ 4,845.14	\$ 193.80	\$ 5,038.90
\$ 87,000.00	\$ 3,504.06	\$ 140.16	\$ 3,644.22	\$ 270,000.00	\$ 4,893.81	\$ 195.74	\$ 5,089.51
\$ 88,000.00	\$ 3,547.32	\$ 141.89	\$ 3,689.21	\$ 280,000.00	\$ 4,942.48	\$ 197.69	\$ 5,140.12
\$ 89,000.00	\$ 3,590.58	\$ 143.62	\$ 3,734.20	\$ 290,000.00	\$ 4,991.15	\$ 199.63	\$ 5,190.73
\$ 90,000.00	\$ 3,633.84	\$ 145.35	\$ 3,779.19	\$ 300,000.00	\$ 5,039.82	\$ 201.58	\$ 5,241.34
\$ 91,000.00	\$ 3,677.10	\$ 147.08	\$ 3,824.18	\$ 310,000.00	\$ 5,088.49	\$ 203.52	\$ 5,291.95

\$ 320,000.00	\$ 5,212.83	\$ 208.51	\$ 5,421.34	\$ 640,000.00	\$ 7,343.39	\$ 293.74	\$ 7,637.12
\$ 330,000.00	\$ 5,272.31	\$ 210.89	\$ 5,483.21	\$ 650,000.00	\$ 7,419.09	\$ 296.76	\$ 7,715.85
\$ 340,000.00	\$ 5,331.80	\$ 213.27	\$ 5,545.07	\$ 660,000.00	\$ 7,494.80	\$ 299.79	\$ 7,794.59
\$ 350,000.00	\$ 5,391.28	\$ 215.65	\$ 5,606.93	\$ 670,000.00	\$ 7,570.50	\$ 302.82	\$ 7,873.32
\$ 360,000.00	\$ 5,450.76	\$ 218.03	\$ 5,668.79	\$ 680,000.00	\$ 7,646.21	\$ 305.85	\$ 7,952.05
\$ 370,000.00	\$ 5,510.24	\$ 220.41	\$ 5,730.65	\$ 690,000.00	\$ 7,721.91	\$ 308.88	\$ 8,030.79
\$ 380,000.00	\$ 5,569.73	\$ 222.79	\$ 5,792.51	\$ 700,000.00	\$ 7,797.62	\$ 311.90	\$ 8,109.52
\$ 390,000.00	\$ 5,629.21	\$ 225.17	\$ 5,854.38	\$ 710,000.00	\$ 7,878.73	\$ 315.15	\$ 8,193.88
\$ 400,000.00	\$ 5,688.69	\$ 227.55	\$ 5,916.24	\$ 720,000.00	\$ 7,959.84	\$ 318.39	\$ 8,278.23
\$ 410,000.00	\$ 5,753.58	\$ 230.14	\$ 5,983.72	\$ 730,000.00	\$ 8,040.95	\$ 321.64	\$ 8,362.59
\$ 420,000.00	\$ 5,818.47	\$ 232.74	\$ 6,051.21	\$ 740,000.00	\$ 8,122.07	\$ 324.88	\$ 8,446.95
\$ 430,000.00	\$ 5,883.36	\$ 235.33	\$ 6,118.69	\$ 750,000.00	\$ 8,203.18	\$ 328.13	\$ 8,531.30
\$ 440,000.00	\$ 5,948.25	\$ 237.93	\$ 6,186.18	\$ 760,000.00	\$ 8,284.29	\$ 331.37	\$ 8,615.66
\$ 450,000.00	\$ 6,013.14	\$ 240.53	\$ 6,253.67	\$ 770,000.00	\$ 8,365.40	\$ 334.62	\$ 8,700.02
\$ 460,000.00	\$ 6,078.03	\$ 243.12	\$ 6,321.15	\$ 780,000.00	\$ 8,446.52	\$ 337.86	\$ 8,784.38
\$ 470,000.00	\$ 6,142.92	\$ 245.72	\$ 6,388.64	\$ 790,000.00	\$ 8,527.63	\$ 341.11	\$ 8,868.73
\$ 480,000.00	\$ 6,207.81	\$ 248.31	\$ 6,456.12	\$ 800,000.00	\$ 8,608.74	\$ 344.35	\$ 8,953.09
\$ 490,000.00	\$ 6,272.70	\$ 250.91	\$ 6,523.61	\$ 810,000.00	\$ 8,695.26	\$ 347.81	\$ 9,043.07
\$ 500,000.00	\$ 6,337.59	\$ 253.50	\$ 6,591.09	\$ 820,000.00	\$ 8,781.78	\$ 351.27	\$ 9,133.05
\$ 510,000.00	\$ 6,343.00	\$ 253.72	\$ 6,596.72	\$ 830,000.00	\$ 8,868.30	\$ 354.73	\$ 9,223.03
\$ 520,000.00	\$ 6,407.89	\$ 256.32	\$ 6,664.20	\$ 840,000.00	\$ 8,954.82	\$ 358.19	\$ 9,313.01
\$ 530,000.00	\$ 6,413.30	\$ 256.53	\$ 6,669.83	\$ 850,000.00	\$ 9,041.34	\$ 361.65	\$ 9,402.99
\$ 540,000.00	\$ 6,478.19	\$ 259.13	\$ 6,737.31	\$ 860,000.00	\$ 9,127.86	\$ 365.11	\$ 9,492.97
\$ 550,000.00	\$ 6,483.59	\$ 259.34	\$ 6,742.94	\$ 870,000.00	\$ 9,214.38	\$ 368.58	\$ 9,582.96
\$ 560,000.00	\$ 6,548.48	\$ 261.94	\$ 6,810.42	\$ 880,000.00	\$ 9,300.90	\$ 372.04	\$ 9,672.94
\$ 570,000.00	\$ 6,553.89	\$ 262.16	\$ 6,816.05	\$ 890,000.00	\$ 9,387.42	\$ 375.50	\$ 9,762.92
\$ 580,000.00	\$ 6,618.78	\$ 264.75	\$ 6,883.53	\$ 900,000.00	\$ 9,473.94	\$ 378.96	\$ 9,852.90
\$ 590,000.00	\$ 6,624.19	\$ 264.97	\$ 6,889.16	\$ 910,000.00	\$ 9,565.87	\$ 382.63	\$ 9,948.50
\$ 600,000.00	\$ 6,689.08	\$ 267.56	\$ 6,956.64	\$ 920,000.00	\$ 9,657.80	\$ 386.31	\$ 10,044.11
\$ 610,000.00	\$ 6,764.78	\$ 270.59	\$ 7,035.37	\$ 930,000.00	\$ 9,749.72	\$ 389.99	\$ 10,139.71
\$ 620,000.00	\$ 7,191.98	\$ 287.68	\$ 7,479.65	\$ 940,000.00	\$ 9,841.65	\$ 393.67	\$ 10,235.32
\$ 630,000.00	\$ 7,267.68	\$ 290.71	\$ 7,558.39	\$ 950,000.00	\$ 9,933.58	\$ 397.34	\$ 10,330.92

\$ 960,000.00	\$ 10,025.51	\$ 401.02	\$ 10,426.53	\$ 1,520,000.00	\$ 14,207.68	\$ 568.31	\$ 14,775.98
\$ 970,000.00	\$ 10,117.43	\$ 404.70	\$ 10,522.13	\$ 1,540,000.00	\$ 14,396.71	\$ 575.87	\$ 14,972.58
\$ 980,000.00	\$ 10,209.36	\$ 408.37	\$ 10,617.73	\$ 1,560,000.00	\$ 14,585.74	\$ 583.43	\$ 15,169.17
\$ 990,000.00	\$ 10,301.29	\$ 412.05	\$ 10,713.34	\$ 1,580,000.00	\$ 14,774.77	\$ 590.99	\$ 15,365.76
\$ 1,000,000.00	\$ 10,393.22	\$ 415.73	\$ 10,808.94	\$ 1,600,000.00	\$ 14,963.80	\$ 598.55	\$ 15,562.35
\$ 1,020,000.00	\$ 10,490.55	\$ 419.62	\$ 10,910.17	\$ 1,620,000.00	\$ 15,152.83	\$ 606.11	\$ 15,758.95
\$ 1,040,000.00	\$ 10,587.89	\$ 423.52	\$ 11,011.40	\$ 1,640,000.00	\$ 15,341.87	\$ 613.67	\$ 15,955.54
\$ 1,060,000.00	\$ 10,685.22	\$ 427.41	\$ 11,112.63	\$ 1,660,000.00	\$ 15,530.90	\$ 621.24	\$ 16,152.13
\$ 1,080,000.00	\$ 10,782.56	\$ 431.30	\$ 11,213.86	\$ 1,680,000.00	\$ 15,719.93	\$ 628.80	\$ 16,348.73
\$ 1,100,000.00	\$ 10,879.89	\$ 435.20	\$ 11,315.09	\$ 1,700,000.00	\$ 15,908.96	\$ 636.36	\$ 16,545.32
\$ 1,120,000.00	\$ 10,977.23	\$ 439.09	\$ 11,416.31	\$ 1,720,000.00	\$ 16,097.99	\$ 643.92	\$ 16,741.91
\$ 1,140,000.00	\$ 11,074.56	\$ 442.98	\$ 11,517.54	\$ 1,740,000.00	\$ 16,287.02	\$ 651.48	\$ 16,938.50
\$ 1,160,000.00	\$ 11,171.90	\$ 446.88	\$ 11,618.77	\$ 1,760,000.00	\$ 16,476.05	\$ 659.04	\$ 17,135.10
\$ 1,180,000.00	\$ 11,269.23	\$ 450.77	\$ 11,720.00	\$ 1,780,000.00	\$ 16,665.09	\$ 666.60	\$ 17,331.69
\$ 1,200,000.00	\$ 11,366.57	\$ 454.66	\$ 11,821.23	\$ 1,800,000.00	\$ 16,854.12	\$ 674.16	\$ 17,528.28
\$ 1,220,000.00	\$ 11,463.90	\$ 458.56	\$ 11,922.46	\$ 1,820,000.00	\$ 17,043.15	\$ 681.73	\$ 17,724.87
\$ 1,240,000.00	\$ 11,561.24	\$ 462.45	\$ 12,023.68	\$ 1,840,000.00	\$ 17,232.18	\$ 689.29	\$ 17,921.47
\$ 1,260,000.00	\$ 11,750.27	\$ 470.01	\$ 12,220.28	\$ 1,860,000.00	\$ 17,421.21	\$ 696.85	\$ 18,118.06
\$ 1,280,000.00	\$ 11,939.30	\$ 477.57	\$ 12,416.87	\$ 1,880,000.00	\$ 17,610.24	\$ 704.41	\$ 18,314.65
\$ 1,300,000.00	\$ 12,128.33	\$ 485.13	\$ 12,613.46	\$ 1,900,000.00	\$ 17,799.27	\$ 711.97	\$ 18,511.25
\$ 1,320,000.00	\$ 12,317.36	\$ 492.69	\$ 12,810.06	\$ 1,920,000.00	\$ 17,988.31	\$ 719.53	\$ 18,707.84
\$ 1,340,000.00	\$ 12,506.39	\$ 500.26	\$ 13,006.65	\$ 1,940,000.00	\$ 18,177.34	\$ 727.09	\$ 18,904.43
\$ 1,360,000.00	\$ 12,695.42	\$ 507.82	\$ 13,203.24	\$ 1,960,000.00	\$ 18,366.37	\$ 734.65	\$ 19,101.02
\$ 1,380,000.00	\$ 12,884.46	\$ 515.38	\$ 13,399.83	\$ 1,980,000.00	\$ 18,555.40	\$ 742.22	\$ 19,297.62
\$ 1,400,000.00	\$ 13,073.49	\$ 522.94	\$ 13,596.43	\$ 2,000,000.00	\$ 18,744.43	\$ 749.78	\$ 19,494.21
\$ 1,420,000.00	\$ 13,262.52	\$ 530.50	\$ 13,793.02	\$ 2,030,000.00	\$ 18,847.17	\$ 753.89	\$ 19,601.06
\$ 1,440,000.00	\$ 13,451.55	\$ 538.06	\$ 13,989.61	\$ 2,060,000.00	\$ 18,949.92	\$ 758.00	\$ 19,707.91
\$ 1,460,000.00	\$ 13,640.58	\$ 545.62	\$ 14,186.20	\$ 2,090,000.00	\$ 19,052.66	\$ 762.11	\$ 19,814.77
\$ 1,480,000.00	\$ 13,829.61	\$ 553.18	\$ 14,382.80	\$ 2,120,000.00	\$ 19,155.40	\$ 766.22	\$ 19,921.62
\$ 1,500,000.00	\$ 14,018.64	\$ 560.75	\$ 14,579.39	\$ 2,150,000.00	\$ 19,258.14	\$ 770.33	\$ 20,028.47

\$ 2,180,000.00	\$ 19,450.73	\$ 778.03	\$ 20,228.75	\$ 3,110,000.00	\$ 26,216.64	\$ 1,048.67	\$ 27,265.31
\$ 2,210,000.00	\$ 19,645.23	\$ 785.81	\$ 20,431.04	\$ 3,150,000.00	\$ 26,478.81	\$ 1,059.15	\$ 27,537.96
\$ 2,240,000.00	\$ 19,841.69	\$ 793.67	\$ 20,635.35	\$ 3,190,000.00	\$ 26,743.59	\$ 1,069.74	\$ 27,813.34
\$ 2,270,000.00	\$ 20,040.10	\$ 801.60	\$ 20,841.71	\$ 3,230,000.00	\$ 27,011.03	\$ 1,080.44	\$ 28,091.47
\$ 2,300,000.00	\$ 20,240.50	\$ 809.62	\$ 21,050.12	\$ 3,270,000.00	\$ 27,281.14	\$ 1,091.25	\$ 28,372.39
\$ 2,330,000.00	\$ 20,442.91	\$ 817.72	\$ 21,260.62	\$ 3,310,000.00	\$ 27,553.95	\$ 1,102.16	\$ 28,656.11
\$ 2,360,000.00	\$ 20,647.34	\$ 825.89	\$ 21,473.23	\$ 3,350,000.00	\$ 27,829.49	\$ 1,113.18	\$ 28,942.67
\$ 2,390,000.00	\$ 20,853.81	\$ 834.15	\$ 21,687.96	\$ 3,390,000.00	\$ 28,107.79	\$ 1,124.31	\$ 29,232.10
\$ 2,420,000.00	\$ 21,062.35	\$ 842.49	\$ 21,904.84	\$ 3,430,000.00	\$ 28,388.86	\$ 1,135.55	\$ 29,524.42
\$ 2,450,000.00	\$ 21,272.97	\$ 850.92	\$ 22,123.89	\$ 3,470,000.00	\$ 28,672.75	\$ 1,146.91	\$ 29,819.66
\$ 2,480,000.00	\$ 21,485.70	\$ 859.43	\$ 22,345.13	\$ 3,510,000.00	\$ 28,959.48	\$ 1,158.38	\$ 30,117.86
\$ 2,510,000.00	\$ 21,700.56	\$ 868.02	\$ 22,568.58	\$ 3,550,000.00	\$ 29,249.08	\$ 1,169.96	\$ 30,419.04
\$ 2,540,000.00	\$ 21,917.56	\$ 876.70	\$ 22,794.27	\$ 3,590,000.00	\$ 29,541.57	\$ 1,181.66	\$ 30,723.23
\$ 2,570,000.00	\$ 22,136.74	\$ 885.47	\$ 23,022.21	\$ 3,630,000.00	\$ 29,836.98	\$ 1,193.48	\$ 31,030.46
\$ 2,600,000.00	\$ 22,358.11	\$ 894.32	\$ 23,252.43	\$ 3,670,000.00	\$ 30,135.35	\$ 1,205.41	\$ 31,340.77
\$ 2,630,000.00	\$ 22,581.69	\$ 903.27	\$ 23,484.96	\$ 3,710,000.00	\$ 30,436.71	\$ 1,217.47	\$ 31,654.17
\$ 2,660,000.00	\$ 22,807.51	\$ 912.30	\$ 23,719.81	\$ 3,750,000.00	\$ 30,741.07	\$ 1,229.64	\$ 31,970.71
\$ 2,690,000.00	\$ 23,035.58	\$ 921.42	\$ 23,957.00	\$ 3,790,000.00	\$ 31,048.48	\$ 1,241.94	\$ 32,290.42
\$ 2,720,000.00	\$ 23,265.94	\$ 930.64	\$ 24,196.57	\$ 3,830,000.00	\$ 31,358.97	\$ 1,254.36	\$ 32,613.33
\$ 2,750,000.00	\$ 23,498.60	\$ 939.94	\$ 24,438.54	\$ 3,870,000.00	\$ 31,672.56	\$ 1,266.90	\$ 32,939.46
\$ 2,780,000.00	\$ 23,733.58	\$ 949.34	\$ 24,682.93	\$ 3,910,000.00	\$ 31,989.28	\$ 1,279.57	\$ 33,268.85
\$ 2,810,000.00	\$ 23,970.92	\$ 958.84	\$ 24,929.75	\$ 3,950,000.00	\$ 32,309.18	\$ 1,292.37	\$ 33,601.54
\$ 2,840,000.00	\$ 24,210.63	\$ 968.43	\$ 25,179.05	\$ 3,990,000.00	\$ 32,632.27	\$ 1,305.29	\$ 33,937.56
\$ 2,870,000.00	\$ 24,452.73	\$ 978.11	\$ 25,430.84	\$ 4,040,000.00	\$ 32,958.59	\$ 1,318.34	\$ 34,276.93
\$ 2,900,000.00	\$ 24,697.26	\$ 987.89	\$ 25,685.15	\$ 4,090,000.00	\$ 33,288.18	\$ 1,331.53	\$ 34,619.70
\$ 2,930,000.00	\$ 24,944.23	\$ 997.77	\$ 25,942.00	\$ 4,140,000.00	\$ 33,621.06	\$ 1,344.84	\$ 34,965.90
\$ 2,960,000.00	\$ 25,193.68	\$ 1,007.75	\$ 26,201.42	\$ 4,190,000.00	\$ 33,957.27	\$ 1,358.29	\$ 35,315.56
\$ 2,990,000.00	\$ 25,445.61	\$ 1,017.82	\$ 26,463.44	\$ 4,240,000.00	\$ 34,296.84	\$ 1,371.87	\$ 35,668.71
\$ 3,030,000.00	\$ 25,700.07	\$ 1,028.00	\$ 26,728.07				
\$ 3,070,000.00	\$ 25,957.07	\$ 1,038.28	\$ 26,995.35				

\$ 4,290,000.00	\$ 34,639.81	\$ 1,385.59	\$ 36,025.40	\$ 6,090,000.00	\$ 47,627.70	\$ 1,905.11	\$ 49,532.81
\$ 4,340,000.00	\$ 34,986.21	\$ 1,399.45	\$ 36,385.66	\$ 6,160,000.00	\$ 48,103.98	\$ 1,924.16	\$ 50,028.14
\$ 4,390,000.00	\$ 35,336.07	\$ 1,413.44	\$ 36,749.51	\$ 6,230,000.00	\$ 48,585.02	\$ 1,943.40	\$ 50,528.42
\$ 4,440,000.00	\$ 35,689.43	\$ 1,427.58	\$ 37,117.01	\$ 6,300,000.00	\$ 49,070.87	\$ 1,962.83	\$ 51,033.70
\$ 4,490,000.00	\$ 36,046.32	\$ 1,441.85	\$ 37,488.18	\$ 6,370,000.00	\$ 49,561.58	\$ 1,982.46	\$ 51,544.04
\$ 4,540,000.00	\$ 36,406.79	\$ 1,456.27	\$ 37,863.06	\$ 6,440,000.00	\$ 50,057.19	\$ 2,002.29	\$ 52,059.48
\$ 4,590,000.00	\$ 36,770.86	\$ 1,470.83	\$ 38,241.69	\$ 6,510,000.00	\$ 50,557.76	\$ 2,022.31	\$ 52,580.07
\$ 4,640,000.00	\$ 37,138.56	\$ 1,485.54	\$ 38,624.11	\$ 6,580,000.00	\$ 51,063.34	\$ 2,042.53	\$ 53,105.87
\$ 4,690,000.00	\$ 37,509.95	\$ 1,500.40	\$ 39,010.35	\$ 6,650,000.00	\$ 51,573.97	\$ 2,062.96	\$ 53,636.93
\$ 4,740,000.00	\$ 37,885.05	\$ 1,515.40	\$ 39,400.45	\$ 6,720,000.00	\$ 52,089.71	\$ 2,083.59	\$ 54,173.30
\$ 4,790,000.00	\$ 38,263.90	\$ 1,530.56	\$ 39,794.46	\$ 6,790,000.00	\$ 52,610.61	\$ 2,104.42	\$ 54,715.04
\$ 4,840,000.00	\$ 38,646.54	\$ 1,545.86	\$ 40,192.40	\$ 6,860,000.00	\$ 53,136.72	\$ 2,125.47	\$ 55,262.19
\$ 4,890,000.00	\$ 39,033.00	\$ 1,561.32	\$ 40,594.32	\$ 6,930,000.00	\$ 53,668.08	\$ 2,146.72	\$ 55,814.81
\$ 4,940,000.00	\$ 39,423.33	\$ 1,576.93	\$ 41,000.27	\$ 7,010,000.00	\$ 54,204.77	\$ 2,168.19	\$ 56,372.96
\$ 4,990,000.00	\$ 39,817.57	\$ 1,592.70	\$ 41,410.27	\$ 7,090,000.00	\$ 54,746.81	\$ 2,189.87	\$ 56,936.69
\$ 5,050,000.00	\$ 40,215.74	\$ 1,608.63	\$ 41,824.37	\$ 7,170,000.00	\$ 55,294.28	\$ 2,211.77	\$ 57,506.05
\$ 5,110,000.00	\$ 40,617.90	\$ 1,624.72	\$ 42,242.62	\$ 7,250,000.00	\$ 55,847.22	\$ 2,233.89	\$ 58,081.11
\$ 5,170,000.00	\$ 41,024.08	\$ 1,640.96	\$ 42,665.04	\$ 7,330,000.00	\$ 56,405.70	\$ 2,256.23	\$ 58,661.92
\$ 5,230,000.00	\$ 41,434.32	\$ 1,657.37	\$ 43,091.69	\$ 7,410,000.00	\$ 56,969.75	\$ 2,278.79	\$ 59,248.54
\$ 5,290,000.00	\$ 41,848.66	\$ 1,673.95	\$ 43,522.61	\$ 7,490,000.00	\$ 57,539.45	\$ 2,301.58	\$ 59,841.03
\$ 5,350,000.00	\$ 42,267.15	\$ 1,690.69	\$ 43,957.84	\$ 7,570,000.00	\$ 58,114.85	\$ 2,324.59	\$ 60,439.44
\$ 5,410,000.00	\$ 42,689.82	\$ 1,707.59	\$ 44,397.41	\$ 7,650,000.00	\$ 58,695.99	\$ 2,347.84	\$ 61,043.83
\$ 5,470,000.00	\$ 43,116.72	\$ 1,724.67	\$ 44,841.39	\$ 7,730,000.00	\$ 59,282.95	\$ 2,371.32	\$ 61,654.27
\$ 5,530,000.00	\$ 43,547.89	\$ 1,741.92	\$ 45,289.80	\$ 7,810,000.00	\$ 59,875.78	\$ 2,395.03	\$ 62,270.81
\$ 5,590,000.00	\$ 43,983.37	\$ 1,759.33	\$ 45,742.70	\$ 7,890,000.00	\$ 60,474.54	\$ 2,418.98	\$ 62,893.52
\$ 5,650,000.00	\$ 44,423.20	\$ 1,776.93	\$ 46,200.13	\$ 7,970,000.00	\$ 61,079.29	\$ 2,443.17	\$ 63,522.46
\$ 5,710,000.00	\$ 44,867.43	\$ 1,794.70	\$ 46,662.13	\$ 8,060,000.00	\$ 61,690.08	\$ 2,467.60	\$ 64,157.68
\$ 5,770,000.00	\$ 45,316.11	\$ 1,812.64	\$ 47,128.75	\$ 8,150,000.00	\$ 62,306.98	\$ 2,492.28	\$ 64,799.26
\$ 5,830,000.00	\$ 45,769.27	\$ 1,830.77	\$ 47,600.04	\$ 8,240,000.00	\$ 62,930.05	\$ 2,517.20	\$ 65,447.25
\$ 5,890,000.00	\$ 46,226.96	\$ 1,849.08	\$ 48,076.04	\$ 8,330,000.00	\$ 63,559.35	\$ 2,542.37	\$ 66,101.72
\$ 5,950,000.00	\$ 46,689.23	\$ 1,867.57	\$ 48,556.80	\$ 8,420,000.00	\$ 64,194.94	\$ 2,567.80	\$ 66,762.74
\$ 6,020,000.00	\$ 47,156.12	\$ 1,886.24	\$ 49,042.37	\$ 8,510,000.00	\$ 64,836.89	\$ 2,593.48	\$ 67,430.37

\$ 8,600,000.00	\$ 65,485.26	\$ 2,619.41	\$ 68,104.67
\$ 8,690,000.00	\$ 66,140.11	\$ 2,645.60	\$ 68,785.72
\$ 8,780,000.00	\$ 66,801.52	\$ 2,672.06	\$ 69,473.58
\$ 8,870,000.00	\$ 67,469.53	\$ 2,698.78	\$ 70,168.31
\$ 8,960,000.00	\$ 68,144.23	\$ 2,725.77	\$ 70,870.00
\$ 9,060,000.00	\$ 68,825.67	\$ 2,753.03	\$ 71,578.70
\$ 9,160,000.00	\$ 69,513.93	\$ 2,780.56	\$ 72,294.48
\$ 9,260,000.00	\$ 70,209.06	\$ 2,808.36	\$ 73,017.43
\$ 9,360,000.00	\$ 70,911.16	\$ 2,836.45	\$ 73,747.60
\$ 9,460,000.00	\$ 71,620.27	\$ 2,864.81	\$ 74,485.08
\$ 9,560,000.00	\$ 72,336.47	\$ 2,893.46	\$ 75,229.93
\$ 9,660,000.00	\$ 73,059.83	\$ 2,922.39	\$ 75,982.23
\$ 9,760,000.00	\$ 73,790.43	\$ 2,951.62	\$ 76,742.05
\$ 9,860,000.00	\$ 74,528.34	\$ 2,981.13	\$ 77,509.47
\$ 9,960,000.00	\$ 75,273.62	\$ 3,010.94	\$ 78,284.57
\$ 10,070,000.00	\$ 76,026.36	\$ 3,041.05	\$ 79,067.41
\$ 10,180,000.00	\$ 76,786.62	\$ 3,071.46	\$ 79,858.08
\$ 10,290,000.00	\$ 77,554.49	\$ 3,102.18	\$ 80,656.67
\$ 10,400,000.00	\$ 78,330.03	\$ 3,133.20	\$ 81,463.23
\$ 10,510,000.00	\$ 79,113.33	\$ 3,164.53	\$ 82,277.86
\$ 10,620,000.00	\$ 79,904.46	\$ 3,196.18	\$ 83,100.64
\$ 10,730,000.00	\$ 80,703.51	\$ 3,228.14	\$ 83,931.65
\$ 10,840,000.00	\$ 81,510.54	\$ 3,260.42	\$ 84,770.97
\$ 10,950,000.00	\$ 82,325.65	\$ 3,293.03	\$ 85,618.68
\$ 11,070,000.00	\$ 83,148.91	\$ 3,325.96	\$ 86,474.86
\$ 11,190,000.00	\$ 83,980.40	\$ 3,359.22	\$ 87,339.61
\$ 11,310,000.00	\$ 84,820.20	\$ 3,392.81	\$ 88,213.01

\$ 11,430,000.00	\$ 85,668.40	\$ 3,426.74	\$ 89,095.14
\$ 11,550,000.00	\$ 86,525.08	\$ 1,397.80	\$ 87,922.88
\$ 11,670,000.00	\$ 87,390.33	\$ 1,403.68	\$ 88,794.01
\$ 11,790,000.00	\$ 88,264.23	\$ 1,409.56	\$ 89,673.80
\$ 11,910,000.00	\$ 89,146.88	\$ 1,415.44	\$ 90,562.32
\$ 12,040,000.00	\$ 90,038.35	\$ 1,421.53	\$ 91,459.88
\$ 12,170,000.00	\$ 90,938.73	\$ 1,427.62	\$ 92,366.35

1%

4%

	Per Plan		Third Plan Review and every subsequent review	Second Re- Inspection: every subsequent inspection due to deficiency or incomplete inspection: \$100/hr 2-hour minimum	Administrative Fee	Total per Re- Inspection
Residential Plan Review and Inspection Fees*	\$ 400.00		\$ 200.00	\$ 200.00	\$ 38.00	\$ 238.00

*Miscellaneous Fee Table to apply for cancellation, after hours, revisions, etc.

EAST FORK FIRE PROTECTION DISTRICT FIRE SUPPRESSION, ALARM, AND SYSTEMS PLAN REVIEW AND INSPECTION FEES

Description				Descriptom		
Standpipe	\$ 400.00			NFPA 13D system: New	\$ 300.00	
NFPA 13 system: New - 1-99 heads	\$ 800.00			Riser: 1 hour per riser		\$ 178.50
Riser: 1 hour per riser		\$ 178.50		Sprinkler heads: per head		\$ 2.00
Sprinkler heads: per head		\$ 2.00				
Floors: 1 hour per floor		\$ 178.50				
				NFPA 13 system: Tenant Improvement 1-	\$ 300.00	
NFPA 13 system: New - 100-199 heads	\$ 1,000.00			Sprinkler heads: per head		\$ 2.00
Riser: 1 hour per riser		\$ 178.50				
Sprinkler heads: per head		\$ 2.00				
Floors: 1 hour per floor		\$ 178.50		NFPA 13 system: Tenant Improvement 49	\$ 400.00	
				Sprinkler heads: per head		\$ 2.00
NFPA 13 system: New - 200+ heads	\$ 1,200.00					
Riser: 1 hour per riser		\$ 178.50		NFPA 72 system: New	\$ 525.00	
Sprinkler heads: per head		\$ 2.00		Devices		\$ 2.00
Floors: 1 hour per floor		\$ 178.50				
				NFPA 72 system: Tenant Improvement		
NFPA 13R system: New - 1-99 heads	\$ 550.00			Upgrade	\$ 250.00	
Riser: 1 hour per riser		\$ 178.50		Dialer	\$ 250.00	
Sprinkler heads: per head		\$ 2.00		Devices		\$ 2.00
Floors: 1 hour per floor		\$ 178.50				
				CO2 System: New	\$ 250.00	
NFPA 13R system: New - 100+ heads	\$ 650.00					
Riser: 1 hour per riser		\$ 178.50		Special Systems: Clean Agent, Dry-Chem	\$ 350.00	
Sprinkler heads: per head		\$ 2.00				
Floors: 1 hour per floor		\$ 178.50		Ansul/Hood System	\$ 250.00	

cost per sqft

	A	B	C	D	E	F	G	H
1	Group	IA	IB	IIA	IIB	IIIA	IIIB	IV
2	A-1 Assembly, theaters, with stage	330.56	318.80	309.39	297.20	277.71	269.67	287.04
3	A-1 Assembly, theaters, without stage	303.49	291.73	282.32	270.13	250.88	242.84	259.97
4	A-2 Assembly, nightclubs	272.51	264.43	256.91	248.19	232.76	226.12	239.28
5	A-2 Assembly, restaurants, bars, banquet halls	271.51	263.43	254.91	247.19	230.76	225.12	238.28
6	A-3 Assembly, churches	308.01	296.25	286.84	274.65	255.52	247.48	264.49
7	A-3 Assembly, general, community halls, libraries, museums	258.66	246.90	236.50	225.30	205.06	198.01	215.15
8	A-4 Assembly, arenas	302.49	290.73	280.32	269.13	248.88	241.84	258.97
9	B Business	289.51	279.23	269.21	257.82	235.42	227.07	247.91
10	E Educational	276.33	266.73	258.30	247.60	231.08	219.28	239.09
11	F-1 Factory and industrial, moderate hazard	160.20	152.78	143.34	138.64	123.55	117.41	132.48
12	F-2 Factory and industrial, low hazard	159.20	151.78	143.34	137.64	123.55	116.41	131.48
13	H-1 High Hazard, explosives	149.46	142.04	133.60	127.90	114.12	106.97	121.74
14	H234 High Hazard	149.46	142.04	133.60	127.90	114.12	106.97	121.74
15	H-5 HPM	289.51	279.23	269.21	257.82	235.42	227.07	247.91
16	I-1 Institutional, supervised environment	262.22	252.95	244.31	235.67	215.42	209.47	235.71
17	I-2 Institutional, hospitals	455.16	444.88	434.86	423.47	399.17	0.00	413.57
18	I-2 Institutional, nursing homes	315.97	303.75	293.73	282.34	261.43	0.00	272.44
19	I-3 Institutional, restrained	338.01	327.73	317.71	306.32	285.40	276.05	296.41
20	I-4 Institutional, day care facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71
21	M Mercantile	203.29	195.21	186.69	178.98	163.28	157.64	170.06
22	R-1 Residential, hotels	264.67	255.41	246.77	238.13	218.35	212.40	238.17
23	R-2 Residential, multiple family	221.32	212.06	203.42	194.78	175.96	170.01	194.82
24	R-3 Residential, one- and two-family	209.61	203.74	198.94	195.12	188.41	181.45	191.77
25	R-4 Residential, care/assisted living facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71
26	S-1 Storage, moderate hazard	148.46	141.04	131.60	126.90	112.12	105.97	120.74
27	S-2 Storage, low hazard	147.46	140.04	131.60	125.90	112.12	104.97	119.74
28	U Utility, miscellaneous	114.09	107.37	99.89	95.60	85.13	79.54	90.99

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action regarding approval to enter into a service contract between the East Fork Fire Protection District and Marshall EMS Billing to provide outsourced EMS ambulance billing services at a fee of 2% of monthly revenues, or a minimum monthly fee of \$5,000, whichever is greater. (Lisa Owen, Director of Administrative Services) 20 minutes.
2. **Recommended Motions:** Approval to enter into a service contract between the East Fork Fire Protection District and Marshall EMS Billing to provide outsourced EMS ambulance billing services at a fee of 2% of monthly revenues, or a minimum monthly fee of \$5,000, whichever is greater, and authorize District Fire Chief Tod Carlini to sign all related documents.
3. **Funds Available:** Yes **Amount:** \$60,000 (minimum annual cost)
Fund Name: Professional Services **Account Number:** 521.100
4. **Prepared by:** Lisa Owen, Director of Administrative Services
5. **Meeting Date:** June 18, 2024 **Time Required:** 20 minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The District has processed ambulance billing claims in-house for well over 30 years and employed two full-time personnel who were assigned to the ambulance billing services. Over the years the District has periodically researched and considered whether it was more fiscally feasible to outsource the medical billing responsibility rather than continuing to fund the necessary wages and benefits for in-house services. Prior to this recommendation, the cost-benefit analysis did not reveal a substantial savings benefit.

With the advent of electronic processes for medical charting and billing and the recent decline in billable claims, plus an ever-changing patient demographic, which has had a significant fiscal impact on the District, the option of outsourcing was again considered with a cost/benefit approach. The results are much different at this time.

Three medical billing agencies/services were contacted for pricing. One agency was non-responsive to our request, the second agency's charge was 4% of net collections, and the third agency, Marshall Billing, charges 2% of net collections, or a minimum monthly fee of \$5,000, whichever is greater. Marshall Billing's fee structure is more conducive to what we are currently seeing with billable claims.

With Marshall Billing, in addition to the lesser fee, there are no startup costs or data exports required as they will access the existing system. With the approximate fixed annual cost of wages and benefits for two employees at \$220,000, which includes the logistical support, compared to the minimum fixed annual cost of \$60,000, the recommendation is to approve the contract with Marshall Billing with an effective date being upon passage to ensure a period of transition. The District has had to reduce its billable claims by \$480,000 via two Board approved augmentations this past fiscal year. While the decision and recommendation was not made lightly, EMS service provision is a business function of the District. While our services are not designed as a "for profit" business, the costs must be able to support the allocated distribution of overall costs.

8. **Reviewed by:**

_____ District Fire Chief
_____ Legal Counsel

_____ Board President
_____ Other

9. **Board Action:**

_____ Approved
_____ Denied
_____ Other

_____ Approved with Modifications
_____ Deferred

Agenda Item # 5

Billing Services Contract

This is a Contract for Billing and Credentialing Services between Marshall EMS Billing (“MEB”) and East Fork Fire Protection District (“Client”) (collectively, “the Parties”) with an effective date of July 1, 2024 (“Effective Date”).

Background

1. Client is an ambulance provider in Northern Nevada requiring billing services.
2. MEB is a national ambulance billing service company based in Reno, Nevada.

Contract Terms

The parties agree as follows:

1. Services Provided by MEB: MEB will provide the following services to Client:
 - a. Beginning on the Effective Date, be the exclusive billing service provider for Client’s billable services, including coding all trips, billing, payment posting and reconciliation, and AR and denials management tasks for all insurance and patient activity.
 - b. Bill all completed and billable accounts timely, accurately, and completely (typically within 24-48 hours) unless there are compelling reasons to delay billing which are agreed upon in advance.
 - c. Post and reconcile all payments accurately and timely.
 - d. Work all denials and unpaid claims timely.
 - e. Coordinate communication and tasks with Client and other stakeholders in order to improve processes so that billing errors and delays can be avoided.
 - f. Provide Client with regular reporting, at least monthly, of key results in billing and AR, and work with Client to develop custom reporting as well at Client’s request.
 - g. Work remotely for all services provided.
2. Client Responsibilities: Client will be responsible for the following:
 - a. All information and communication to MEB referenced in this Section 2 should be provided accurately, appropriately, in an organized fashion, and timely at all times.
 - b. Work in good faith as a business partner to MEB. Provide MEB with all needed access and information in an organized, complete, consistent, and timely fashion. Provide MEB with support as requested. Understand that MEB relies exclusively on information provided by Client, and Client’s use of its systems and processes, and given all of that, work in such a way that MEB is set up for success in meeting its obligations in this contract.
 - c. Complete all trip reports, quality reviews, authorizations, insurance information, patient demographics, and related information in accordance with all applicable standards and regulations and share that information with MEB consistently and reliably in a way that is organized, from a single source of information such as one EMR/Trip/PCR system, complete, billable, and electronically interfaced to the billing software chosen by the parties for MEB’s work.
 - d. Provide MEB with full access to all relevant systems, including EMR, Billing, Clearinghouse, and more.
 - e. Share all bank deposit information and supporting documentation daily in an organized fashion with MEB. All funds shall be deposited into Client’s bank account.
 - f. Work with MEB team members assigned to Client to constantly improve all billing processes that are identified by either MEB or Client.

3. Fees and Payments:

- a. Billing: For all billing services, Client shall pay MEB at a rate of 2.00% of monthly collections excluding any GEMT payments received by Client.
- b. The setup fee is waived.
- c. There is a monthly minimum fee of \$5,000. The minimum shall only be effective when the calculation of the monthly fee for billing services is less than the minimum.
- d. MEB shall invoice Client at the end of each month, and Client shall pay MEB within 10 days.
- e. If Client is deemed to be late in paying MEB, MEB reserves the right to:
 - i. Suspend all services until all payments from Client are caught up and current.
 - ii. Charge 1.5% interest per month, or the maximum allowed by applicable law.
- f. If MEB incurs any legal fees or other costs in order to pursue Client for payment, Client agrees that Client will be responsible for all such costs.

4. Term:

- a. This Contract will become effective on the Effective Date and continue for three (3) years.
 - b. It will continue to automatically renew for another three (3) year period at the end of each three (3) year period.
 - c. MEB and/or Client may terminate this Contract without cause at any time during the Contract with minimum 60 days written notice of the termination date to the other Party.
 - d. If there is a material breach of this Contract, either Party may provide the other Party with written notice to immediately terminate this Contract.
 - e. MEB has the option to work the AR that MEB is responsible for under this Contract for 30 more days after the termination date, and continue to collect its billing fees on that AR per Section 3 of this Contract during the subsequent 60 day period as well.
5. HIPAA Compliance: In the normal course of performing business obligations under this Contract, the Parties will both be sharing Protected Health Information (“PHI”) with each other and other parties. The Parties both agree to keep safe and confidential all PHI at all times. The Parties will only disclose PHI to another party strictly as required by applicable laws and regulations and as required to perform obligations within this Contract. Upon termination of this Contract, both Parties shall deliver or destroy all PHI in its possession to the other Party. Neither Party shall retain copies of any PHI received from the other Party except as required by law.
6. Confidentiality: In the normal course of performing business obligations under this Contract, the Parties will both be sharing proprietary and confidential financial, operational, and trade secret information with each other. The Parties both agree to keep safe and confidential all such information at all times. The Parties will only disclose such information to another party strictly as required by applicable laws and regulations and as required to perform obligations within this Contract. Upon termination of this Contract, both Parties shall deliver or destroy all proprietary information in its possession to the other Party. Neither Party shall retain copies of any proprietary information received from the other Party except as required by law.
7. Disclaimer: Client understands that insurance companies and patients are prone to avoiding paying claims appropriately and timely. MEB will work on behalf of client in this adversarial environment in order to attempt to optimize revenue outcomes for Client. However, MEB is unable to force insurance companies and patients to pay claims. Therefore, MEB does not guarantee results in any way.
8. Choice of Law: This Contract shall be governed by the laws of the State of Nevada.
9. Notices: All notices required or permitted under this Contract shall be in writing and shall be delivered as follows:

If to Client:

If to MEB:
Jonathan Marshall, President
Marshall EMS Billing
10675 Fire Poppy Circle
Reno, NV 89521
(or via email to: jon@marshallbilling.com)

If there are any changes to the above contact information, the Party making the change will provide timely notice of the change to the other Party.

10. Amendment: This Contract may be modified or amended only in writing signed by both parties.
11. Indemnification: Client shall defend, indemnify, and hold harmless MEB and MEB's agents, owners, officers, employees, heirs, representatives, trustees, successors, and assigns from and against any and all costs, losses, claims, liabilities, judgments, expenses, penalties, and damages (including reasonable attorney fees) in connection with or arising from any wrongdoing, intentional or not, committed by Client.

MEB shall defend, indemnify, and hold harmless Client and Client's agents, owners, officers, employees, heirs, representatives, trustees, successors, and assigns from and against any and all costs, losses, claims, liabilities, judgments, expenses, penalties, and damages (including reasonable attorney fees) in connection with or arising from any wrongdoing, intentional or not, committed by MEB.
12. Severability: If any provision or section of this Contract is determined by a Court to be invalid or unenforceable for any reason, the remaining provisions and sections shall continue to be valid and enforceable.
13. Entire Agreement: This Contract represents and contains the entire agreement of the Parties and there are no promises or conditions in any other verbal or written agreement or contract. This Contract supersedes any prior written or oral agreements or understandings between the Parties.
14. Relationship Between the Parties: Nothing in this Contract shall be construed as creating a partnership or any relationship between MEB and Client other than that of MEB acting as a subcontractor for Client for the purpose of handling Client's medical billing and other issues expressly identified in this Contract.
15. Signatures: The Parties agree that the persons signing below are authorized to enter into this Contract and bind the Party to all of its terms and conditions.

Therefore, the Parties listed below now execute this Contract as of the Effective Date.

East Fork Fire Protection District

Marshall EMS Billing

Signature: _____

Signature: _____

By: _____

By: Jonathan Marshall

Title: _____

Title: President

Date Signed: _____

Date Signed: _____

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the District's annual worker's compensation insurance package as provided by 7710 Insurance for FY 24/25 at an annual cost of \$ 891,561 and to authorize the District Fire Chief to sign all related documents. (Tod Carlini, District Fire Chief) 15 minutes.

2. **Recommended Motion:** Motion to approve the District's annual worker's compensation insurance package as provided by 7710 Insurance for FY 24/25 at an annual cost of \$891,561 and to authorize the District Fire Chief to sign all related documents.

3. **Funds Available:** Yes **Amount:** \$891,561

Fund Name: Operations **Account Number:** 650-251-520-079

4. **Prepared by:** Tod F. Carlini, District Fire Chief

5. **Meeting Date:** June 18, 2024 **Time Required:** 15 minutes

6. **Agenda:** Administrative Agenda

7. **Background Information:** The District Administration and our worker's compensation broker, LP Insurance (Jared Rossi) have been reviewing the District's Worker's Compensation Insurance. The District is currently covered under 7710 Insurance for the past FY 23/24. 7710 Insurance provides worker's compensation coverage to public safety agencies, namely fire and emergency medical services throughout the country. The FY 24/25 proposal is a \$18,273 increase over FY 23/24.

The 7710 Insurance Program offers a fixed monthly cost for 12 months, barring any personnel changes made by the District

8. **Reviewed by:**

_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

9. **Board Action:**

_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item #6

Workers' Compensation Quote Proposal

Date: 5/16/2024
 Quote Number: 4939

Broker/Agency: Rossi, Jared (1293)/L/P Insurance Service, LLC

Applicant: East Fork Fire Protection District

 1694 County Road
 Minden, NV 89423

Quote Terms:

Carrier:	7710 Insurance Company
Coverage Type:	Workers Compensation
Estimated Payroll:	\$4,214,122
Estimated Annual Premium:	\$891,561
Taxes & Fees:	\$0
Total Policy Cost:	\$891,561
Coverage Dates:	7/1/2024 - 7/1/2025
Payment Plan:	12 Equal (8.33% Down)

Coverage Information:

Workers' Compensation Coverage: NV

Employers Liability:

Bodily Injury By Accident	<u>\$1,000,000</u>	Each Accident
Bodily Injury By Disease	<u>\$1,000,000</u>	Policy Limit
Bodily Injury By Disease	<u>\$1,000,000</u>	Each Employee

Required Information to Bind Coverage:

- Signed "Acord 130" Application (must include officer included/excluded information)
- Signed "Request to Bind Coverage" (considered complete with a response in the Policy Preferences Section)
- Copy of Deposit Check payable to Benchmark Insurance Company (if applicable; see deposit invoice for details)

Prior to Binding, Please Confirm the Following:

- Payment Plan per Quote Terms
- Insured's Mailing/Billing Preference (see Bind Coverage form)
- Effective and Expiration Date
- Policy Billing Preference (see Request to Bind Coverage form)

Thank you for the opportunity to provide you this quote. This quote is based on the rating and underwriting information provided to date and can be subject to additional underwriting, pricing, or rating considerations. Please note that premium, fees, and class code eligibility are subject to change based on a complete underwriting process. NCCI may inform us of updated or corrected Experience Rating information causing a change to this client's pricing. If coverage is bound, the policy will be subject to audit. This quote may also be subject to a Safety Services survey and compliance with its recommendations. You have no binding authority for this rate indication.

All bind requests must be submitted to Benchmark Insurance Company.

Quote is only valid through the effective date noted above.

Applicant: East Fork Fire Protection District
Effective Date: 7/1/2024 - 7/1/2025
Carrier: 7710 Insurance Company

Premium Summary

State	Premium
NV	\$891,561.00
Total Estimated Annual Premium	\$891,561.00

Applicant: East Fork Fire Protection District
 Effective Date: 7/1/2024 - 7/1/2025
 Carrier: 7710 Insurance Company

State: NV

Classification	Code	Location	Exposure	Rate	Premium	Net Rate
Fire Patrol or Protective Corps & Drivers - No Salvage Operations	7710	001	2,885,743.00	15.55	\$448,733.00	28.76
Fire Patrol or Protective Corps & Drivers - Volunteer	7711	001	924,000.00	2.05	\$18,942.00	3.79
Municipal, Township, County, or State Employee NOC.	9410	001	404,379.00	3.43	\$13,870.00	6.34

Total Payroll: \$4,214,122.00

Manual Premium: \$481,545.00

Total Manual Premium			481,545.00
Employer's Liability	0.011000	9812	5,297.00
Total Subject Premium			486,842.00
Experience Modification	1.640000	9898	311,579.00
Total Modified Premium			798,421.00
Schedule Rating	1.250000	9889	199,605.00
Total Standard Premium			998,026.00
Premium Discount		0063	-107,467.00
Expense Constant		0900	160.00
Terrorism	0.010000	9740	421.00
Catastrophe (other than Certified Acts of Terrorism)	0.010000	9741	421.00
Total Estimated Premium			891,561.00
Total State Cost			891,561.00

Total NV Premium: \$891,561.00

Applicant: East Fork Fire Protection District
 Effective Date: 7/1/2024 - 7/1/2025
 Carrier: 7710 Insurance Company

Policy Minimum Premium: \$ 1,100.00

Proposed Billing Schedule:

Description	Amount	Due Date
First Invoice	\$ 74,267.03	7/1/2024
Installment Bill	\$ 74,299.44	8/15/2024
Installment Bill	\$ 74,299.44	9/15/2024
Installment Bill	\$ 74,299.44	10/15/2024
Installment Bill	\$ 74,299.44	11/15/2024
Installment Bill	\$ 74,299.44	12/15/2024
Installment Bill	\$ 74,299.44	1/15/2025
Installment Bill	\$ 74,299.44	2/15/2025
Installment Bill	\$ 74,299.44	3/15/2025
Installment Bill	\$ 74,299.44	4/15/2025
Installment Bill	\$ 74,299.44	5/15/2025
Installment Bill	\$ 74,299.57	6/15/2025

Installment Fee:

- A \$0 installment fee will be applied to all payments made after first invoice. This fee can be waived by signing up for auto draft online.
- Installment fees apply per state guidelines.
- CA Exception: A \$30 fee will be applied to all payments after first invoice.

Waiver Charges:

- Requests for Waivers of Subrogation will be referred to Underwriting.
- Blanket waivers of subrogation may only be included with the policy when required by written contract.
- All waivers are processed by endorsement. All waivers are subject to review and charges could be revised at final audit.

General Conditions:

- Please note that acceptance of coverage is demonstrated through deposit payment. If the deposit is not received within 10 days of the due date, it will be assumed coverage was not chosen and the policy can be canceled flat.
- This is a proposal for insurance not an insurance policy.
- All coverages are subject to the conditions, terms, and exclusions.
- Coverage does not include volunteers (i.e., those individuals with no payroll associated with them) under the policy.
- This quote and its pricing could differ slightly from the actual issued policy due to rounding or pending state rate changes.
- No backdating of coverage is allowed. If the Request to Bind Coverage is not received on or before the effective date as noted, this quote will be considered expired.
- All owners/officers information contained on the Acord 130 application will be considered factual. It will be the Broker's an/or Insured's responsibility should an error or omission be found at final audit. State specific guidelines may apply and require additional forms.
- Use of wage threshold construction class codes is subject to verification at time of audit and must comply with the laws of the State of California

Workers' Compensation Quote Proposal

Date: 5/16/2024
Quote Number: 4939

Broker/Agency: Rossi, Jared (1293)/L/P Insurance
Service, LLC

Applicant: East Fork Fire Protection District

1694 County Road
Minden, NV89423

Quote Terms:

Carrier:	7710 Insurance Company
Coverage Type:	Workers Compensation
Estimated Payroll:	\$4,214,122
Estimated Annual Premium:	\$891,561
Taxes & Fees:	\$0
Total Policy Cost:	\$891,561
Coverage Dates:	7/1/2024 - 7/1/2025
Payment Plan:	12 Equal (8.33% Down)

REQUEST TO BIND COVERAGE

If the terms of this quote are acceptable, to bind coverage the broker/agent and insured must complete the following:

Broker/Agent Initials: _____

Requested Effective Date: _____

Applicant's Company Name: _____

Primary Contact (First & Last Name): _____

Primary Contact Email: _____

Applicant's Signature: _____

(I hereby consent to allow my policy to be electronically transmitted - email/website portal - and I understand that I can request a hard copy at any time)

Please return with the signed Acord 130 and copy of deposit check (if applicable)

FIRST INVOICE

Date: 5/16/2024
 Quote Number: 4939

Invoice#: [blank]
 Invoice Date: 5/16/2024

Applicant: East Fork Fire Protection District
 1694 County Road
 Minden, NV 89423

DUE DATE: 7/1/2024

Quote Terms:

Carrier: 7710 Insurance Company
 Coverage Type: Workers Compensation
 Estimated Payroll: \$4,214,122
 Estimated Annual Premium: \$891,561
 Taxes & Fees: \$0
 Total Policy Cost: \$891,561
 Coverage Dates: 7/1/2024 - 7/1/2025
 Payment Plan: 12 Equal (8.33% Down)

Make payment payable to and send to:
 7710 Insurance Company
 Wells Fargo Lockbox
 PO Box 856195
 Minneapolis, Minnesota 55485-6195

Description	Amount
Down Payment:	\$74,267.03
Policy Surcharges & Fees:	\$0.00
TOTAL DUE TO BIND COVERAGE:	\$74,267.03

Please Note: The Total Due to Bind Coverage is the amount payable at this time.

Acceptance of coverage is demonstrated through deposit payment. If the deposit is not received within 10 days of the due date, it will be assumed coverage was not chosen and the policy will be canceled flat.

Broker/Agency: L/P Insurance Service, LLC

We are proud to provide you a quote through 7710 Insurance Company and hope you will read the following information regarding a workers' compensation policy through this Insurance carrier. We look forward to serving you.

PAYMENT OPTIONS:

- 1) ACH (Online) - One time ACH payments can be initiated using the online portal.
- 2) ACH (Auto Withdrawal) – Reoccurring auto draft can be set up online by selecting the Enroll in Automatic Payments option. If this option is selected all payments will be automatically drafted on the due date.
- 3) Check (Mail) - All checks should be made payable to and mailed to Wells Fargo Lockbox, PO Box 856195, Minneapolis, Minnesota 55485-6195

POLICY CANCELLATIONS & OTHER FEES

In cases of non-payment of premium, notice of cancellation will be sent via mail and a \$0 late fee will be applied to your next invoice. If payment is made after the cancellation date, your policy may be considered for reinstatement. Any policy approved for reinstatement will be subject to a \$0 reinstatement fee. If you decide to cancel your policy mid-term, you may be subject to a short rate penalty.

CLAIMS

All claims are managed and administered through a third-party administrator. The claim reporting instructions, as well as provider network information, will be provided at binding.

CUSTOMER SERVICE

Any questions about your policy, billing, coverages, or any other administrative question can be directed to 7710 Insurance Company. Our team is available Monday - Friday, 8:00 a.m. to 5:00 p.m. via email or phone. **Phone:** 844-200-7710
Email: 7710-customerservice@trean.com

AUDIT

At policy expiration, all policies are subject to an audit. The audit will be conducted by a third-party premium audit service. More details regarding the audit will be provided as your policy nears expiration.

East Fork Fire Protection District

AGENDA ACTION SHEET

- 1. **Title: For Presentation Only.** Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.

- 2. **Recommended Motion:** For Presentation Only. No motion or action is necessary.

- 3. **Funds Available:** NA **Amount:** NA

Fund Name: NA **Account Number:** NA

- 4. **Prepared by:** Tod F. Carlini, District Fire Chief

- 5. **Meeting Date:** June 18, 2024 **Time Required:** 5 minutes

- 6. **Agenda:** Administrative Agenda

- 7. **Background Information:** This portion of the meeting will allow for reports and updates from East Fork Professional Firefighters Association including, but not limited to, the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action taken on these reports/updates.

- 8. **Reviewed by:**
 District Fire Chief Board President
 Legal Counsel Other

- 9. **Board Action:**
 Approved Approved with Modifications
 Denied Deferred
 Other

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Presentation Only.** Reports/updates from District Board Members and Administration concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 10 minutes.

2. **Recommended Motion:** For Presentation Only. No motion or action is necessary.

3. **Funds Available:** NA **Amount:** NA

Fund Name: NA **Account Number:** NA

4. **Prepared by:** Tod F. Carlini, District Fire Chief

5. **Meeting Date:** June 18, 2024 **Time Required:** 10 minutes

6. **Agenda:** Administrative Agenda

7. **Background Information:** This portion of the meeting will allow for reports and updates from District Board Members and Administration including, but not limited to, the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action taken on these reports/updates.

8. **Reviewed by:**
_____ District Fire Chief _____ Board President
_____ Legal Counsel _____ Other

9. **Board Action:**
_____ Approved _____ Approved with Modifications
_____ Denied _____ Deferred
_____ Other

Agenda Item # 9

