



# Truckee Fire Protection District

Proudly providing service to portions of both Nevada and Placer Counties and the Town of Truckee

## Board of Directors

Gary R. Botto  
Victor R. Hernandez  
Gerald W. Herrick  
Erin E. Prado  
Paul D. Wilford

## Fire Chief

Kevin A. McKechnie

## Division Chief

Matthew J. Parkhurst

## Fire Marshal

Steven C. Kessmann

The Truckee Fire Protection District will meet in Regular Session on Tuesday, March 19, 2024 in the Truckee Sanitary District Boardroom located at 12304 Joerger Drive Truckee, California at 5:30 p.m.

*The Board may take action on any item appearing on the Agenda unless specifically identified as "Discussion Only" or "Informational Only". The Board will not take action on any item not appearing on the Agenda except as permitted by Government Code section 54954.2.*

## AGENDA

1. Call Meeting to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Clear the Agenda.
5. PUBLIC COMMENTS:

Members of the public shall be allowed to address the Board of Directors on items not appearing on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by California Government Code Section 54954.2. Each speaker will be limited to one (1) appearance and be limited to three (3) minutes, but speaker time may be reduced at the discretion of the Board Chair if there are a large number of speakers on any given subject. There shall be no assignment of speaking time from one member of the public to another member of the public. The same procedures shall apply to public comment on matters that are on the agenda.

## 6. CONSENT CALENDAR:

These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.

- A. Approval of the February 20, 2024 Regular Board Meeting Minutes.
- B. Approval of the February 8, 2024 Finance Committee Meeting Minutes.
- C. Approval of the February 29, 2024 Finance Committee Meeting Minutes.
- D. Check Register – February 2024.
- E. Fund Balance – February 2024.
- F. Balance Sheets – February 2024.
- G. LAIF Fund Report - February 2024.

Attachment 1

## 7. STAFF REPORTS:

- A. Chief's Report.
- B. Operations Division Chief's Report.
- C. Fire Marshal's Report.
- D. Finance Director Report.
- E. Wildfire Prevention Manager Report.

Attachment 2

Attachment 3

Attachment 4

Attachment 5

Attachment 6

## 8. COMMITTEE REPORTS:

- A. Measure T Citizens' Oversight Committee (COC).
- B. Fire Protection Funding from Annexation No. 7 Ad Hoc Committee.

Attachment 7

## 9. OLD BUSINESS:

- A. Discussion with Possible Action: Fire Protection Funding from Placer County Related to Annexation #7.
  1. Discussion with Possible Action: Resolution 01-2024; A Resolution of the

Board of Directors of the Truckee Fire Protection District Asking the Board of Supervisors of Placer County to Place an Immediate Moratorium on Building and Improvement in the Area Designated as Annexation No. 7 – Truckee Fire Protection District Due to Inadequate Fire Protection Funding.

Attachment 8

10. NEW BUSINESS:

- A. Biomass Feasibility Study Presentation by Wildephor Consulting Attachment 9
- C. Discussion with Possible Action: Telework Policy Attachment 10
- D. Discussion with Possible Action: 2024-2026 Curbside Green Waste Services Attachment 11
- E. Discussion with Possible Action: PR Firm Recommendation Attachment 12

11. WRITTEN COMMUNICATIONS:

- A. Thank You From Rene Lopez – TSD CPR Class
- B. Thank You From Welsey Ayers

12. CLOSED SESSION: No items.

The Ralph M. Brown Act (Government Code sections 54950-54963) regulates Closed Sessions in Sections 54956.7 through 54957.2. Some, but not all, of the permissible items that may be discussed in closed session are threatened or pending litigation, specified employee matters, real property negotiations and threats to facilities, public or national security. A public report of any action taken in Closed Sessions is usually required at the conclusion of the Closed Session, including a report of the vote or abstention of any member present at that Closed Session.

13. RETURN TO OPEN SESSION: No items.

14. BOARD COMMUNICATIONS

15. ADJOURNMENT

Until further notice Agenda Packets with any attachments are available for public review on the Truckee Fire Protection District website; [www.truckeeffire.org](http://www.truckeeffire.org). Any documents provided to the Board during the meeting will be available for public review by email request after the meeting to: [alexishummer@truckeeffire.org](mailto:alexishummer@truckeeffire.org).

Posted and delivered on March 14, 2024

*Alexis Summer* Administrative Assistant

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (530) 582-7850. Notification two business days before the meeting should enable the District to make reasonable accommodations to ensure accessibility to the meeting.



The Board of Directors of the Truckee Fire Protection District met in Regular Session on Tuesday, February 20, 2024 in the Truckee Sanitary District Boardroom located at 12304 Joerger Dr. Truckee, CA 96161.

Chair Hernandez called the meeting to order at 5:30 p.m.

Directors Present: Hernandez, Herrick, Prado and Wilford.

Directors Absent: Botto.

Employees Present: Fire Chief Kevin McKechnie, Division Chief Matt Parkhurst, Battalion Chief Ryan Ochoa, Battalion Chief Steve Kessmann, Wildfire Prevention Manager Eric Horntvedt, Administrative and Financial Services Director Niki Holoday, and Administrative Assistant Brittany Shelton-Dooley.

Others Present: Legal Counsel Steve Gross.

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Chair Hernandez requested all Board Members in attendance to put their iPads in airplane mode for the duration of the meeting. The Board Members complied.

The meeting commenced with the pledge of allegiance led by Chief McKechnie.

#### **CLEAR THE AGENDA – ITEM 4**

No action taken.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.

#### **PUBLIC COMMENTS – ITEM 5**

Members of the public shall be allowed to address the Board of Directors on items not appearing on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by California Government Code Section 54954.3. Each speaker will be limited to one (1) appearance and be limited to three (3) minutes, but speaker time may be reduced at the discretion of the Board Chairman if there are a large number of speakers on any given subject. There shall be no assignment of speaking time from one member of the public to another member of the public.

Chair Hernandez asked for any Public Comments. There were none.

#### **CONSENT CALENDAR – ITEM 6**

These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.



The Board reviewed the Consent Calendar. Administrative & Financial Services Director Holoday discussed some changes to items listed in the consent calendar.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.

Director Wilford moved to accept the Consent Calendar as presented. Director Prado seconded the motion.

Motion passed unanimously 4/0

For the record the Consent Calendar includes the following:

- A. Approval of the January 16, 2024 Regular Board Meeting Minutes.
- B. Approval of the January 11, 2024 Finance Committee Meeting Minutes.
- C. Approval of the January 25, 2024 Finance Committee Meeting Minutes.
- D. Check Register – January 2024.
- E. Fund Balance – January 2024.
- F. Balance Sheets – January 2024.
- G. LAIF Fund Report - January 2024.

### **STAFF REPORTS– ITEM 7**

#### **Chief's Report – Item A**

The Board reviewed Chief McKechnie's report, which is included in the agenda packet.

In addition to his report Chief McKechnie welcomed a new addition to our Truckee Fire Family. He also discussed the complimentary recognition he received for Battalion Chief Davis, Captain(s) Tennant & Fichter, and the mutual aid agencies in response to a recent fire incident. Captain Fichter communicated to the Chief that he was also appreciative of a 4-person engine company.

Chief McKechnie answered questions from the Board.

Chair Hernandez asked for public comment. There was none.

#### **Division Chief Report — Item B**

The Board reviewed Chief Parkhurst's report, which is included in the agenda packet.

Chief Ochoa provided a recent incident summary and accolades to FF/Paramedics Ackerman, Hunt, Brock, Brixey and Battalion Chief Davis for a job well done which resulted in a positive patient outcome.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.





Fire Marshal's Report- Item C

The Board reviewed Chief Kessmann's report, which is included in the agenda packet.

Chief Kessmann provided an update on the Defensible Space Ordinance, and the School Site Safety Plan. Chief Kessmann also noted that he had a successful interview process for the Prevention Specialist Non-Safety position and has selected a candidate that will begin April 1, 2024.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.

Administrative & Financial Services Director Report – Item D

The Board reviewed Finance Director Holoday's report, which is included in the agenda packet.

Administrative & Financial Services Director gave thanks to the staff for supporting the admin team over the next few months while a staff member is on leave.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.

Wildfire Prevention Manager Report – Item E

The Board reviewed Wildfire Prevention Manager Horntvedt's report, which is included in the agenda packet.

Wildfire Prevention Manager Eric Horntvedt gave an update on the RFP listed in his report, and the seasonal Defensible Space Inspector positions. He also gave kudos to Wildfire Prevention Specialist Maria Marsh for her excellent work on the Defensible Space Ordinance.

Wildfire Prevention Manager Eric Horntvedt answered questions from the Board.

Chair Hernandez asked for public comment. There was none.

**COMMITTEE REPORTS – ITEM 8**

Measure T Citizens' Oversight Committee (COC) – Item A.

Wildfire Prevention Manager Eric Horntvedt advised the Board that the annual COC meeting is scheduled for March 4, 2024.

Chair Hernandez asked for board comment. There was none.

Chair Hernandez asked for public comment. There was none.



Fire Protection Funding from Annexation No. 7 Ad Hoc Committee – Item B.

Chief McKechnie gave the following verbal report to the Board;

Well, we have been at this for a year now. As you recall, it was February of last year when we sent the letter requesting fire protection funding for Annexation No. 7. Last fall it seemed that we were moving in the right direction but that was derailed based on differing opinions on the Placer Ad Hoc committee. With that, their committee has elevated this to the full board of supervisors for direction. As you have seen in your board packet, I have written up a position paper for your consideration. If this position finds consensus with the board, we can send it over to the Placer County Clerk of the Board for inclusion with their item next Tuesday.

The essence of our position has not changed. We assert that the special tax zone has not been implemented as intended, we assert that the policies of the Martis Valley community plan have not been implemented and due to this lack of implementation on the part of Placer County with both the land use and taxing authority, the impacts predicted in the environmental impact report are being felt by the fire district and the community we serve. The Fire District has lived up to its end of the partnership. We have provided service to the best of our ability with the resources available. Placer County has not facilitated funding for that service as required in the special tax zone and Martis Valley Community plan and that has put the community and responders at increased risk again, as predicted in the environmental impact report.

I believe there is adequate evidence to support this position. Our ISO rating is clearly being impacted by permitted development without fire protection funding. This is forcing our community members onto the fair plan and the exorbitant premiums for reduced coverage. Our base minimum staffing level of 8 has not changed in more than a decade but call volume has increased by more than 50%. Our facilities and equipment are feeling the effects of unmitigated depreciation. And the extremely valuable efforts of fire prevention are underfunded. That's the situation that Placer County has put us in by permitting development without fire protection funding and with that, I'm happy to take any questions or entertain any discussion.

Chief McKechnie answered questions from the Board.

Chair Hernandez asked for public comment. There was none.

Director Herrick moved to approve the position statement as presented. Director Prado seconded the motion.

Motion passed unanimously 4/0

**OLD BUSINESS - ITEM 9**

Discussion with Possible Action: Fire Protection Funding from Placer County Related to Annexation #7. – Item A.



Resolution 01-2024; A Resolution of the Board of Directors of the Truckee Fire Protection District Asking the Board of Supervisors of Placer County to Place an Immediate Moratorium on Building and Improvement in the Area Designated as Annexation No. 7 – Truckee Fire Protection District Due to Inadequate Fire Protection Funding. – Item 1.

Chief McKechnie reviewed the Staff Report and Resolution with the Board, which is included in the agenda packet.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.

No resolution action taken.

### **NEW BUSINESS – ITEM 10**

#### **Discussion with Possible Action: Resolution 03-2024; A Resolution Adjusting Charges and Fees for Providing Ambulance and Emergency Medical Services.**

Administrative & Financial Services Director Holoday reviewed the Resolution with the Board, which is included in the agenda packet.

Chair Hernandez asked for public comment. There was none.

Director Wilford made a motion to approve Resolution 03-2024; A Resolution Adjusting Charges and Fees for Providing Ambulance and Emergency Medical Services, and waive the reading. Director Prado seconded the motion.

Roll call vote: Director Prado – yes, Director Herrick - yes, Director Hernandez – yes, and Director Wilford – yes.

Motion passed unanimously 4/0

#### **Discussion with Possible Action: Request for Porter Simon Rate Increase.**

Steve Gross recused himself from the discussion.

The Board reviewed the request, which is included in the agenda packet.

Chief McKechnie communicated our overwhelming satisfaction in the services provided by our legal council Steve Gross and encouraged the Board to approve the proposed rate adjustment.

Chair Hernandez asked for Board comment. There was none.



Chair Hernandez asked for public comment. There was none.

Director Wilford made a motion that the Board approve the salary revisions. Chair Hernandez seconded the motion.

Motion passed unanimously 4/0

Discussion with Possible Action: Sierra Joint Community College District and Truckee Fire Protection District Affiliation Agreement 2024.

Battalion Chief Ochoa discussed the Staff Report which is included in the agenda packet.

Chair Hernandez expressed that he was very happy to see this on the agenda for consideration.

Battalion Chief Ochoa answered questions from the Board.

Chair Hernandez asked for public comment. There was none.

Director Prado made a motion to approve the Sierra Joint Community College District and Truckee Fire Protection District Affiliation Agreement 2024, and waive the reading.

Chair Hernandez seconded the motion.

Motion passed unanimously 4/0

Presentation: 2023 Truckee Fire Community Wildfire Prevention Fund Annual

Accomplishment Report.

Wildfire Prevention Manager Eric Horntvedt gave a presentation, which is attached to the minutes.

**WRITTEN COMMUNICATIONS-ITEM 11**

Chief McKechnie reviewed the written communication with the Board.

Chair Hernandez asked for Board comment. There was none.

Chair Hernandez asked for public comment. There was none.

**CLOSED SESSION-ITEM 12**

No items.

**RETURN TO OPEN SESSION-ITEM 13**

No items.

**BOARD COMMUNICATIONS-ITEM 14**



Director Prado wished congratulations to Harrison & Monica Skov and looked forward to meeting their new baby. She expressed her gratitude to Steve Gross for providing excellent service to the District. Director Prado thanked many of the staff members for job's well done during challenging months of service. She was also very pleased with the School Site Plan update given by Chief Kessmann.

Director Herrick discussed a recent paramedic tragedy and conveyed the importance of being safe. He offered congratulations to Monica & Harrison, and offered additional congratulations to the crews that were recognized for the outstanding work on the recent fire incident. Director Herrick passed along information regarding the Truckee Tahoe Airport District possible funding of a transparency reporter. Lastly, he wanted to thank his fellow board members for their respectful and productive work.

Director Wilford congratulated the Skov family, and expressed his gratitude for the excellent work provided by all the crews during these busy few months. He thanked Chief McKechnie for composing the position letter for Placer County and acknowledged Steve Gross for his continued work.

Chair Hernandez wanted to thank all the crews for their service and stated that it is the biggest compliment to receive such positive feedback from those that have served and recognized the immense training that the crews do. He also commented on the importance of awareness when crews approach homes and urged everyone to proceed with caution. Chair Hernandez was also pleased with the school safety plans and the new EMT ride along agreement. Chair Hernandez discussed the importance of a good ISO rating.

### **ADJOURNMENT – ITEM 15**

Having no further business on the agenda Director Wilford made a motion to adjourn the meeting. Director Prado seconded the motion.

Chair Hernandez adjourned the meeting.

Adjournment: 7:20p.m.

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Respectfully submitted:

*Niki Holoday*

Administrative Director / Assistant Clerk of the Board



# Truckee Fire Protection District

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Victor R. Hernandez  
Gerald W. Herrick  
Erin E. Prado  
Paul D. Wilford*

## **Fire Chief**

*Kevin A. McKechnie*

## **Division Chief**

*Matthew J. Parkhurst*

## **Fire Marshal**

*Steven C. Kessmann*

The Finance Committee of the Truckee Fire Protection District met to review and approve the obligations of the District on Thursday February 8, 2024 at the Truckee Fire District, Station 91, located at 10049 Donner Pass Rd, Truckee, CA 96161 at 8:30am.

The meeting was called to order at 8:30am.

Members Present:	Director Prado	Yes <u>  X  </u>	No <u>      </u>
	Director Botto	Yes <u>  X  </u>	No <u>      </u>
	Chief McKechnie	Yes <u>  X  </u>	No <u>      </u>
	Chief Parkhurst	Yes <u>      </u>	No <u>      </u>
	Finance Director Holoday	Yes <u>      </u>	No <u>      </u>

The members of the Finance Committee reviewed and approved all obligations of the District and signed Accounts Payable General Fund check(s) #39207-39253, all totaling \$70,857.73

The meeting was adjourned at 9:25 am.



# Truckee Fire Protection District

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## **Fire Chief**

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## **Division Chief**

*Matthew J. Parkhurst*

## **Fire Marshal**

*Steven C. Kessmann*

The Finance Committee of the Truckee Fire Protection District met to review and approve the obligations of the District on Thursday February 29, 2024 at the Truckee Fire District, Station 91, located at 10049 Donner Pass Rd, Truckee, CA 96161 at 8:30am.

The meeting was called to order at 8:30am.

Members Present:	Director Hernandez	Yes <u>  X  </u>	No <u>      </u>
	Director Herrick	Yes <u>  X  </u>	No <u>      </u>
	Chief McKechnie	Yes <u>  X  </u>	No <u>      </u>
	Chief Parkhurst	Yes <u>      </u>	No <u>      </u>
	Finance Director Holoday	Yes <u>  X  </u>	No <u>      </u>

The members of the Finance Committee reviewed and approved all obligations of the District, signing Accounts Payable General Fund check(s) #39254 -39306 totaling \$209,082.26 along with ambulance account and LAIF account wire transfers.

Finance Director Holoday reviewed the new accounts payable program, and the reporting of invoices that were approved for payment will now be included with the minutes.

The meeting was adjourned at 9:31 am.

### Invoice Summary

#	Status	Invoice Number	Date	Vendor	Account	Description	Total
<u>1</u>	EX	2582	FEB 24, 2024	ABOBEY: ABOVE AND BEYOND FITNESS	5414.00.00: Maintenance - equip.		\$883.00
<u>2</u>	EX	2566	FEB 28, 2024	ABOBEY: ABOVE AND BEYOND FITNESS	5414.00.00: Maintenance - equip.		\$595.00
<u>3</u>	EX	5505752621	JAN 31, 2024	AIRGAS: Airgas USA, LLC	5510.18.00: Medical supplies		\$1,150.84
<u>4</u>	EX	9146983738	FEB 14, 2024	AIRGAS: Airgas USA, LLC	5510.18.00: Medical supplies		\$807.95
<u>5</u>	EX	1674-4N9J-LHDP	FEB 11, 2024	AMAZON: Amazon Capital Services	5340.00.03: Household expense		(\$55.52)
<u>6</u>	EX	1YMR-YJ33-K9GL	FEB 11, 2024	AMAZON: Amazon Capital Services	5340.00.03: Household expense		(\$55.52)
<u>7</u>	EX	1NH1-TJ3K-R3NI	FEB 12, 2024	AMAZON: Amazon Capital Services	5340.00.03: Household expense		(\$34.63)
<u>8</u>	EX	171X-3D4Q-YP13	FEB 13, 2024	AMAZON: Amazon Capital Services	5340.00.03: Household expense		(\$108.24)
<u>9</u>	EX	SCS1 MEALS	FEB 27, 2024	ANDCON: ANDREW CONTAXIS	5618.00.00: Meals - Full time		\$195.00
<u>10</u>	EX	RRAO MEALS	FEB 27, 2024	ANDCON: ANDREW CONTAXIS	5618.00.00: Meals - Full time		\$195.00
<u>11</u>	EX	2717	JAN 13, 2024	ANGHAN: ANGELS HANDY MAN SERVICES	5420.00.92: Maintenance Station 92		\$6,920.00
<u>12</u>	EX	2723	JAN 13, 2024	ANGHAN: ANGELS HANDY MAN SERVICES	5420.00.03: Maintenance - structures MT		\$640.00
<u>13</u>	EX	5980171631	FEB 2, 2024	ARAUNI: Aramark Uniform Services	5340.00.00: Household expense		\$77.87
<u>14</u>	EX	5980173536	FEB 9, 2024	ARAUNI: Aramark Uniform Services	5340.00.00: Household expense		\$77.87
<u>15</u>	EX	5980175699	FEB 16, 2024	ARAUNI: Aramark Uniform Services	5340.00.00: Household expense		\$79.82
<u>16</u>	EX	5980176886	FEB 22, 2024	ARAUNI: Aramark Uniform Services	5340.00.00: Household expense		\$43.76
<u>17</u>	EX	5980177605	FEB 23, 2024	ARAUNI: Aramark Uniform Services	5340.00.00: Household expense		\$79.82
<u>18</u>	EX	I500-01029909	FEB 8, 2024	ASBENV: ASBURY ENVIRONMENTAL SERVICES	5416.00.00: Maintenance - vehicles		\$100.00
<u>19</u>	EX	I500-01034142	FEB 26, 2024	ASBENV: ASBURY ENVIRONMENTAL SERVICES	5416.00.00: Maintenance - vehicles		\$335.00
<u>20</u>	EX	8083	FEB 2, 2024	AUTDIE: AUTO DIESEL ELECTRIC SUPPLY	5414.00.00: Maintenance - equip.		\$135.33
<u>21</u>	EX	988101	FEB 14, 2024	BESBES: BEST BEST & KRIEGER	5550.00.00: Legal		\$3,848.00
<u>22</u>	EX	1550093	FEB 6, 2024	BIGSTA: BIG STATE INDUSTRIAL SUPPLY	5414.00.00: Maintenance - equip.		\$517.00
<u>23</u>	EX	1511208355	FEB 28, 2024	CAPCON: CAPITAL CONTROL SYSTEMS	5420.00.95: Maintenance Station 95		\$425.00
<u>24</u>	EX	421331	JAN 19, 2024	CHACHE: Champion Chevrolet	5416.00.00: Maintenance - vehicles		\$255.13
<u>25</u>	EX	348J4404	FEB 21, 2024	CLAPES: CLARK PEST CONTROL	5420.00.97: Maintenance Station 97		\$146.00
<u>26</u>	EX	3494	FEB 26, 2024	CODTHR: CODE 3 RESCUE	5610.00.00: Education - Full time		\$950.00
<u>27</u>	EX	6C3DCF9A-0022	FEB 13, 2024	COLSOF: COLUMN SOFTWARE PBC	5530.00.00: Publications		\$264.35
<u>28</u>	EX	6C3BCF9A-0022	FEB 13, 2024	COLSOF: COLUMN SOFTWARE PBC	5550.00.00: Legal		\$264.35
<u>29</u>	EX	81381	JAN 26, 2024	CORFOR: CORWIN FORD	5416.18.00: Maintenance - EMS vehicles		\$388.76
<u>30</u>	EX	81380	JAN 26, 2024	CORFOR: CORWIN FORD	5416.18.00: Maintenance - EMS vehicles		\$388.76
<u>31</u>	EX	CM80634	JAN 29, 2024	CORFOR: CORWIN FORD	5416.00.00: Maintenance - vehicles		(\$35.37)
<u>32</u>	EX	81936	FEB 6, 2024	CORFOR: CORWIN FORD	5416.18.00: Maintenance - EMS vehicles		\$525.09
<u>33</u>	EX	170513	FEB 2, 2024	DEPFOR: Dept. of Forestry & Fire Prot.	5331.00.00: Dispatch Services		\$49,554.90
<u>34</u>	EX	CY 2022	JAN 9, 2024	DEPHEA: DEPARTMENT OF HEALTH CARE SERVICES	6405.00.00: GEMT		\$44,321.00
<u>35</u>	EX	606240	FEB 27, 2024	DIGITE: DIGITECH LLC	6300.18.00: Billing service		\$11,107.35
<u>36</u>	EX	TUITION REIMB	FEB 13, 2024	DUSGWE: DUSTIN GWERDER	5610.00.00: Education - Full time		\$360.75
<u>37</u>	EX	CO 2D MEALS	FEB 27, 2024	DUSGWE: DUSTIN GWERDER	5618.00.00: Meals - Full time		\$184.00



<u>38</u>	EX	CO2D0311-031424	FEB 27, 2024	DUSGWE: DUSTIN GWERDER	5618.00.00: Meals - Full time	\$184.00
<u>39</u>	EX	027014085	FEB 6, 2024	GALLS: Gall's Inc.	5312.00.00: Uniforms	\$265.30
<u>40</u>	EX	027087712	FEB 14, 2024	GALLS: Gall's Inc.	5312.00.00: Uniforms	\$751.35
<u>41</u>	EX	027113553	FEB 16, 2024	GALLS: Gall's Inc.	5312.00.00: Uniforms	\$340.66
<u>42</u>	EX	CO 2C MEALS	FEB 26, 2024	HALCUT: HALEY CUTTER	5618.00.00: Meals - Full time	\$184.00
<u>43</u>	EX	178098	FEB 14, 2024	HITECH: Hi-Tech Emergency Vehicle Svc	5416.00.00: Maintenance - vehicles	\$1,323.31
<u>44</u>	EX	832827	FEB 6, 2024	HUNSON: Hunt & Sons, Inc.	5630.00.97: Fuel Stn 97	\$2,038.30
<u>45</u>	EX	866005	FEB 15, 2024	HUNSON: Hunt & Sons, Inc.	5630.00.00: Fuel	\$3,208.74
<u>46</u>	EX	879280	FEB 21, 2024	HUNSON: Hunt & Sons, Inc.	5630.00.97: Fuel Stn 97	\$1,627.96
<u>47</u>	EX	INV-005504	FEB 14, 2024	INDEME: Industrial Emergency Council	5610.00.00: Education - Full time	\$3,980.00
<u>48</u>	EX	CO 2E MEALS	FEB 27, 2024	JARMCD: JARED McDONNELL	5618.00.00: Meals - Full time	\$184.00
<u>49</u>	EX	SCS1 MEALS	FEB 27, 2024	JORHUN: JORDAN HUNT	5618.00.00: Meals - Full time	\$195.00
<u>50</u>	EX	RRAO MEALS	FEB 27, 2024	JORHUN: JORDAN HUNT	5618.00.00: Meals - Full time	\$195.00
<u>51</u>	EX	MEALS	JAN 29, 2024	KEIBEC: Keith Becker	5618.00.00: Meals - Full time	\$34.00
<u>52</u>	EX	SCS1 MEALS	FEB 27, 2024	KEIBEC: Keith Becker	5618.00.00: Meals - Full time	\$195.00
<u>53</u>	EX	RRAO MEALS	FEB 27, 2024	KEIBEC: Keith Becker	5618.00.00: Meals - Full time	\$195.00
<u>54</u>	EX	284	FEB 1, 2024	KELROD: KELLY RODRIGUEZ	5420.00.91: Maintenance Station 91	\$1,000.00
<u>55</u>	EX	7087	FEB 1, 2024	LAKPLU: Lakeview Plumbing Co.	5420.00.94: Maintenance Station 94	\$997.05
<u>56</u>	EX	1362791	DEC 9, 2023	LIFASS: Life Assist	5510.18.00: Medical supplies	\$125.79
<u>57</u>	EX	1403195	FEB 2, 2024	LIFASS: Life Assist	5510.18.00: Medical supplies	\$547.57
<u>58</u>	EX	1405920	FEB 12, 2024	LIFASS: Life Assist	5510.18.00: Medical supplies	\$78.20
<u>59</u>	EX	1405801	FEB 12, 2024	LIFASS: Life Assist	5510.18.00: Medical supplies	\$1,865.09
<u>60</u>	EX	1406029	FEB 13, 2024	LIFASS: Life Assist	5510.18.00: Medical supplies	\$175.50
<u>61</u>	EX	1407042	FEB 15, 2024	LIFASS: Life Assist	5510.18.00: Medical supplies	\$1,608.08
<u>62</u>	EX	CM40982	FEB 2, 2024	LNCURT: L.N. Curtis & Sons	5414.00.00: Maintenance - equip.	(\$194.69)
<u>63</u>	EX	INV792294	FEB 15, 2024	LNCURT: L.N. Curtis & Sons	5312.00.00: Uniforms	\$3,805.50
<u>64</u>	EX	INV792302	FEB 15, 2024	LNCURT: L.N. Curtis & Sons	5414.00.00: Maintenance - equip.	\$3,805.50
<u>65</u>	EX	INV793486	FEB 16, 2024	LNCURT: L.N. Curtis & Sons	5312.00.00: Uniforms	\$670.26
<u>66</u>	EX	INV793550	FEB 16, 2024	LNCURT: L.N. Curtis & Sons	5414.00.00: Maintenance - equip.	\$6,427.34
<u>67</u>	EX	INV794054	FEB 21, 2024	LNCURT: L.N. Curtis & Sons	5312.00.00: Uniforms	\$1,607.13
<u>68</u>	EX	RRA/O MEALS	FEB 26, 2024	LOUSMI: LOUDEN SMITH	5618.00.00: Meals - Full time	\$253.00
<u>69</u>	EX	SCS1 MEALS	FEB 27, 2024	LOUSMI: LOUDEN SMITH	5618.00.00: Meals - Full time	\$195.00
<u>70</u>	EX	JAN 24	FEB 2, 2024	LOWES: Lowe's	5420.00.03: Maintenance - structures MT	\$173.71
<u>71</u>	EX	977041	FEB 5, 2024	MOUHAR: Mountain Hardware	5420.00.91: Maintenance Station 91	\$24.89
<u>72</u>	EX	977095	FEB 6, 2024	MOUHAR: Mountain Hardware	5420.00.91: Maintenance Station 91	\$8.65
<u>73</u>	EX	977134	FEB 6, 2024	MOUHAR: Mountain Hardware	5420.00.00: Maintenance - structures	\$102.79
<u>74</u>	EX	977745	FEB 13, 2024	MOUHAR: Mountain Hardware	5420.00.92: Maintenance Station 92	\$21.64
<u>75</u>	EX	977802	FEB 13, 2024	MOUHAR: Mountain Hardware	5420.00.91: Maintenance Station 91	\$20.50
<u>76</u>	EX	979040	FEB 27, 2024	MOUHAR: Mountain Hardware	5420.00.91: Maintenance Station 91	\$28.98
<u>77</u>	EX	978983	FEB 27, 2024	MOUHAR: Mountain Hardware	5420.00.95: Maintenance Station 95	\$8.64
<u>78</u>	EX	625444	FEB 13, 2024	NAPSIE: Napa Sierra	5416.00.00: Maintenance - vehicles	\$72.16

79	EX	625544	FEB 14, 2024	NAPSIE: Napa Sierra	6200.00.00: Minor Equipment		\$10.99
80	EX	625504	FEB 14, 2024	NAPSIE: Napa Sierra	5416.00.00: Maintenance - vehicles		\$163.54
81	EX	625882	FEB 21, 2024	NAPSIE: Napa Sierra	5416.00.00: Maintenance - vehicles		\$91.43
82	EX	625851	FEB 21, 2024	NAPSIE: Napa Sierra	5416.00.00: Maintenance - vehicles		\$130.06
83	EX	626117	FEB 27, 2024	NAPSIE: Napa Sierra	5416.00.00: Maintenance - vehicles		\$248.44
84	EX	RRAO MEALS	FEB 27, 2024	NICCHE: NICK CHERNE	5618.00.00: Meals - Full time		\$230.00
85	EX	MARCH 24	FEB 6, 2024	NPFBA: NPFBA-L.T.C.	2175.00.00: Long Term Care	MARCH 2024 BILLING	\$528.00
86	EX	R40415	JAN 1, 2024	OFFDAT: OFFSITE DATA DEPOT	5570.00.00: Other professional services		\$68.80
87	EX	4426-136145	FEB 14, 2024	OREAUT: OREILLY AUTOMOTIVE	5416.00.00: Maintenance - vehicles		\$379.95
88	EX	54906	FEB 13, 2024	PARS: PARS	5105.12.00: Retirement-PARS Temporary		\$395.68
89	EX	3106524941	FEB 9, 2024	PITBOW: Pitney Bowes Inc.	5417.00.00: Leases of equipment		\$206.90
90	EX	33212	FEB 26, 2024	REMSA: REMSA	5610.18.00: Education - EMS		\$16.00
91	EX	SBS10916-A	FEB 2, 2024	SCICON: SCI CONSULTING GROUP	5570.00.00: Other professional services		\$13,985.00
92	EX	96 1/4/24-2/1/24	FEB 1, 2024	SOUGAS: Southwest Gas	5644.00.96: Natural Gas Stn 96		\$1,484.43
93	EX	9205571422	FEB 9, 2024	STRSAL: STRYKER SALES, LLC	5414.18.00: Maintenance - EMS equipment		\$2,005.50
94	EX	MARCH 24	FEB 15, 2024	SUNLIF: SUN LIFE FINANCIAL	5210.00.00: Dental insurance		\$9,667.63
95	EX	188574	FEB 19, 2024	SWCA: SWCA ENVIRONMENTAL CONSULTANTS	5553.00.03: Consulting - Measure T		\$6,645.03
96	EX	JAN RX FY2024	FEB 14, 2024	TFHMED: Tahoe Forest Hospital	5510.18.00: Medical supplies		\$280.96
97	EX	JAN 24	FEB 6, 2024	TFHOCH: Tahoe Forest Hospital - OH	5559.00.00: HR Services		\$1,924.00
98	EX	95 12/22/23-1/25/24	FEB 7, 2024	TRUDON: Truckee Donner PUD	5645.00.95: Water Stn 95		\$173.65
99	EX	92R 12/29/23-2/1/24	FEB 14, 2024	TRUDON: Truckee Donner PUD	5645.00.92: Water Stn 92		\$511.40
100	EX	91 12/29/23-2/1/24	FEB 14, 2024	TRUDON: Truckee Donner PUD	5641.00.91: Electricity Stn 91		\$605.22
101	EX	92 12/29/23-2/1/24	FEB 14, 2024	TRUDON: Truckee Donner PUD	5641.00.92: Electricity Stn 92		\$494.92
102	EX	92F 12/29/23-2/1/24	FEB 14, 2024	TRUDON: Truckee Donner PUD	5641.00.92: Electricity Stn 92		\$811.53
103	EX	94 1/8/24-2/9/24	FEB 21, 2024	TRUDON: Truckee Donner PUD	5641.00.94: Electricity Stn 94		\$614.70
104	EX	0000785016	JAN 31, 2024	TTSDIS: Tahoe Truckee Sierra Disposal	5640.00.91: Utilities Stn 91		\$67.69
105	EX	4403878	FEB 6, 2024	UBEO: UBEO BUSINESS SERVICES	5414.00.00: Maintenance - equip.		\$57.24
106	EX	522369347	FEB 12, 2024	UBEWES: UBEO WEST LLC	5417.00.00: Leases of equipment		\$266.96
107	EX	9956214431	FEB 9, 2024	VERWIR: Verizon Wireless	5330.00.00: Communications		\$1,346.35
108	EX	9956214434	FEB 9, 2024	VERWIR: Verizon Wireless	5330.00.03: Communications - Measure T		\$769.40
109	EX	3915777	FEB 16, 2024	ZOLMED: Zoll Medical Corporation	6204.18.00: Minor Equipment-EMS		\$1,043.54
<b>Total:</b>							<b>\$209,082.26</b>



**Truckee Fire Protection District**  
**Check Register**  
**For the Period From Feb 1, 2024 to Feb 29, 2024**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
	2/7/24	COLTON BROCK	1000.00.00	
39208	2/8/24	AAA SMART HOME	1000.00.00	41.63
39209	2/8/24	Amazon Capital Servi	1000.00.00	3,582.74
39210	2/8/24	VOID	1000.00.00	
39211	2/8/24	AMSOIL INC	1000.00.00	2,216.61
39212	2/8/24	Aramark Uniform Ser	1000.00.00	486.61
39213	2/8/24	AMERICAN RIVER B	1000.00.00	652.50
39214	2/8/24	AT&T CALNET 3	1000.00.00	889.42
39215	2/8/24	BEST WESTERN RA	1000.00.00	349.95
39216	2/8/24	CORWIN FORD	1000.00.00	560.46
39217	2/8/24	Engineered Fire Syst	1000.00.00	3,062.50
39218	2/8/24	49er Communication	1000.00.00	94.74
39219	2/8/24	FUTURE FLEET CE	1000.00.00	3,963.44
39220	2/8/24	Gall's Inc.	1000.00.00	331.13
39221	2/8/24	Home Depot Credit S	1000.00.00	110.27
39222	2/8/24	Hunt & Sons, Inc.	1000.00.00	3,015.00
39223	2/8/24	JARED MOORE	1000.00.00	70.00
39224	2/8/24	Lakeview Plumbing C	1000.00.00	394.20
39225	2/8/24	Liberty Utilities	1000.00.00	2,008.96
39226	2/8/24	Life Assist	1000.00.00	263.18
39227	2/8/24	L.N. Curtis & Sons	1000.00.00	2,395.19
39228	2/8/24	MID-SIERRA TOWIN	1000.00.00	570.00
39229	2/8/24	Mountain Hardware	1000.00.00	254.77
39230	2/8/24	Napa Sierra	1000.00.00	853.72
39231	2/8/24	VOID	1000.00.00	
39232	2/8/24	The Office Boss, Inc.	1000.00.00	385.82
39233	2/8/24	OPTIMUM	1000.00.00	428.49
39234	2/8/24	OREILLY AUTOMOT	1000.00.00	59.92
39235	2/8/24	PACIFIC CREST CO	1000.00.00	270.00
39236	2/8/24	Pacific Gas & Electric	1000.00.00	370.69
39237	2/8/24	PORTER SIMON	1000.00.00	2,781.70
39238	2/8/24	REMSA	1000.00.00	32.00
39239	2/8/24	Smith Power Product	1000.00.00	324.18
39240	2/8/24	Southwest Gas	1000.00.00	3,506.39

**Truckee Fire Protection District**  
**Check Register**  
**For the Period From Feb 1, 2024 to Feb 29, 2024**

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Check #	Date	Payee	Cash Account	Amount
39241	2/8/24	SOUTHERN TIRE M	1000.00.00	375.27
39242	2/8/24	STANDARD INSURA	1000.00.00	1,624.00
39243	2/8/24	SUN LIFE FINANCIA	1000.00.00	8,684.13
39244	2/8/24	Total Compensation	1000.00.00	2,025.00
39245	2/8/24	Truckee Donner PUD	1000.00.00	2,566.15
39246	2/8/24	Truckee Paint Mart	1000.00.00	315.54
39247	2/8/24	Truckee Rents, Inc	1000.00.00	86.06
39248	2/8/24	Truckee Tahoe Radio	1000.00.00	433.73
39249	2/8/24	Tahoe Truckee Sierra	1000.00.00	966.58
39250	2/8/24	UBEO BUSINESS S	1000.00.00	305.34
39251	2/8/24	UMPQUA BANK	1000.00.00	1,850.38
39252	2/8/24	UMPQUA BANK	1000.00.00	14,449.34
39253	2/8/24	CODE 3 RESCUE	1000.00.00	2,850.00
39239V	2/15/24	Smith Power Product	1000.00.00	-324.18
38992V	2/21/24	ABOVE AND BEYON	1000.00.00	-883.00
38902V	2/21/24	ABOVE AND BEYON	1000.00.00	-595.00
39184V	2/21/24	JAMISON WHITE	1000.00.00	-184.00
ACH02232024	2/23/24	DEPARTMENT OF H	1000.00.00	44,321.00
EFT022824.1	2/26/24	CalPERS 457 Progra	1000.00.00	6,109.94
EFT022824.2	2/26/24	NATIONWIDE RETIR	1000.00.00	38,244.65
EFT022824.3	2/26/24	PARS	1000.00.00	29.84
EFT022824.4	2/26/24	PLUMAS ACH RETI	1000.00.00	41,044.49
EFT022824.5	2/26/24	VOYA FINANCIAL	1000.00.00	5,621.66
EFT02292024.1	2/26/24	CalPERS	1000.00.00	123,352.8
EFT022924	2/29/24	Public Employees Re	1000.00.00	176,834.3
39254	2/29/24	ABOVE AND BEYON	1000.00.00	1,478.00
39255	2/29/24	Airgas USA, LLC	1000.00.00	1,958.79
39256	2/29/24	ANDREW CONTAXI	1000.00.00	390.00
39257	2/29/24	ANGELS HANDY MA	1000.00.00	7,560.00
39258	2/29/24	ASBURY ENVIRON	1000.00.00	435.00
39259	2/29/24	AUTO DIESEL ELEC	1000.00.00	135.33
39260	2/29/24	BEST BEST & KRIE	1000.00.00	3,848.00
39261	2/29/24	BIG STATE INDUST	1000.00.00	517.00

**Truckee Fire Protection District**  
**Check Register**  
**For the Period From Feb 1, 2024 to Feb 29, 2024**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
39262	2/29/24	CAPITAL CONTROL	1000.00.00	425.00
39263	2/29/24	Champion Chevrolet	1000.00.00	255.13
39264	2/29/24	CLARK PEST CONT	1000.00.00	146.00
39265	2/29/24	CODE 3 RESCUE	1000.00.00	950.00
39266	2/29/24	COLUMN SOFTWARE	1000.00.00	264.35
39267	2/29/24	CORWIN FORD	1000.00.00	1,267.24
39268	2/29/24	Dept. of Forestry & Fi	1000.00.00	49,554.90
39269	2/29/24	DEPARTMENT OF H	1000.00.00	44,321.00
39270	2/29/24	DIGITECH LLC	1000.00.00	11,107.35
39271	2/29/24	DUSTIN GWERDER	1000.00.00	728.75
39272	2/29/24	Emergency Vehicles	1000.00.00	30,000.00
39273	2/29/24	Gall's Inc.	1000.00.00	1,357.31
39274	2/29/24	HALEY CUTTER	1000.00.00	184.00
39275	2/29/24	Hi-Tech Emergency	1000.00.00	1,323.31
39276	2/29/24	Hunt & Sons, Inc.	1000.00.00	6,875.00
39277	2/29/24	Industrial Emergency	1000.00.00	3,980.00
39278	2/29/24	JAMISON WHITE	1000.00.00	184.00
39279	2/29/24	JARED McDONNELL	1000.00.00	184.00
39280	2/29/24	JORDAN HUNT	1000.00.00	390.00
39281	2/29/24	Keith Becker	1000.00.00	424.00
39282	2/29/24	KELLY RODRIGUEZ	1000.00.00	1,000.00
39283	2/29/24	Lakeview Plumbing C	1000.00.00	997.05
39284	2/29/24	Life Assist	1000.00.00	4,400.23
39285	2/29/24	L.N. Curtis & Sons	1000.00.00	16,121.04
39286	2/29/24	LOUDEN SMITH	1000.00.00	448.00
39287	2/29/24	Lowe's	1000.00.00	173.71
39288	2/29/24	NPFBA-L.T.C.	1000.00.00	528.00
39289	2/29/24	OFFSITE DATA DEP	1000.00.00	68.80
39290	2/29/24	OREILLY AUTOMOT	1000.00.00	379.95
39291	2/29/24	PARS	1000.00.00	395.68
39292	2/29/24	Pitney Bowes Inc.	1000.00.00	206.90
39293	2/29/24	REMSA	1000.00.00	16.00
39294	2/29/24	SCI CONSULTING G	1000.00.00	13,985.00
39295	2/29/24	Southwest Gas	1000.00.00	1,484.43

**Truckee Fire Protection District**  
**Check Register**  
**For the Period From Feb 1, 2024 to Feb 29, 2024**

Filter Criteria includes: Report order is by Date.

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
39296	2/29/24	STRYKER SALES, L	1000.00.00	2,005.50
39297	2/29/24	SUN LIFE FINANCIA	1000.00.00	9,667.63
39298	2/29/24	SWCA ENVIRONME	1000.00.00	6,645.03
39299	2/29/24	Tahoe Forest Hospita	1000.00.00	280.96
39300	2/29/24	Tahoe Forest Hospita	1000.00.00	1,924.00
39301	2/29/24	Truckee Donner PUD	1000.00.00	3,211.42
39302	2/29/24	Tahoe Truckee Sierra	1000.00.00	67.69
39303	2/29/24	UBEO BUSINESS S	1000.00.00	57.24
39304	2/29/24	UBEO WEST LLC	1000.00.00	266.96
39305	2/29/24	Verizon Wireless	1000.00.00	2,115.75
39306	2/29/24	Zoll Medical Corporat	1000.00.00	1,043.54
39269V	2/29/24	DEPARTMENT OF H	1000.00.00	-44,321.0
ACH	2/29/24	Public Employees Re	1000.00.00	<u>177,175.6</u>
<b>Total</b>				<b><u>875,018.8</u></b>

**Truckee Fire Protection Dist.Mitigation  
Check Register  
For the Period From Feb 1, 2024 to Feb 29, 2024**

Filter Criteria includes: Report order is by Date.

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<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Cash Account</b>	<b>Amount</b>
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This report contains no data.

Truckee Fire Protection District  
General Fund  
Budget vs Actual  
February 29, 2024

	Current Month	Year to Date	Annual Budget	% Budget
<b>Revenues</b>				
Taxes	0.00	6,806,443.57	11,678,918.00	58.28
Fire Suppression Benefit Assessment	11,785.74	915,950.12	1,444,200.00	63.42
Interest	42,811.72	212,480.78	60,000.00	354.13
Rents	2,998.47	23,987.76	35,000.00	68.54
Emerg Incident Reimbursements	0.00	117,309.46	20,000.00	586.55
Non-emergency Reimbursements	0.00	50,850.99	20,000.00	254.25
Prevention Fees	3,673.09	108,419.95	335,000.00	32.36
Miscellaneous	40.00	11,826.03	2,000.00	591.30
Sale of Fixed Assests	0.00	0.00	5,000.00	0.00
Administrative Billings	405.66	2,953.91	5,000.00	59.08
Placer County Programs	0.00	0.00	0.00	0.00
Grant Funds	0.00	0.00	0.00	0.00
Ambulance Revenue	189,880.81	2,221,185.73	2,945,000.00	75.42
GEMT Reimbursements	0.00	49,780.38	0.00	0.00
Reserve Transfer	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>251,595.49</b>	<b>10,521,188.68</b>	<b>16,550,118.00</b>	<b>63.57</b>
<b>Expenses</b>				
Permanent Salaries	573,627.70	4,867,650.08	7,415,963.00	65.64
Temporary Salaries	1,097.90	13,110.51	129,912.00	10.09
Retirement	100,844.08	1,713,168.45	2,027,874.00	84.48
Employee Insurance/457 Benefits	139,827.05	1,167,596.33	1,719,893.00	67.89
Post Retirement Health Benefits	48,582.65	397,085.35	588,072.00	67.52
Workers Compensation	0.00	359,275.00	376,607.00	95.40
Miscellaneous	0.00	1,149.08	20,000.00	5.75
Uniforms/Protective Clothing	7,440.20	35,437.31	82,000.00	43.22
Communications	50,777.92	155,252.70	295,000.00	52.63
Household	359.14	17,285.30	40,000.00	43.21
General Liability Insurance	0.00	94,293.00	125,000.00	75.43
Maintenance/Lease of Equipment	14,705.08	69,735.84	119,850.00	58.19
Maintenance Vehicles	3,368.98	203,619.42	250,000.00	81.45
Maintenance of Structures	2,364.14	76,934.99	110,700.00	69.50
Memberships	0.00	18,987.36	25,138.00	75.53
Medical Supplies	5,363.35	60,411.00	100,000.00	60.41
Office Expense	115.08	8,852.45	15,000.00	59.02
Publications	0.00	3,142.83	6,000.00	52.38
Professional Services	21,012.90	412,554.91	520,206.00	79.31
Training & Travel	10,740.75	91,961.87	108,500.00	84.76
CERT Team Expense	0.00	0.00	2,100.00	0.00
Fuel	6,611.44	69,951.10	130,000.00	53.81
Utilities	4,695.85	90,222.51	159,000.00	56.74
Prevention	0.00	51,578.70	65,000.00	79.35
Equipment	1,054.53	89,470.42	322,000.00	27.79
Ambulance Billing Service	11,107.35	97,732.27	150,000.00	65.15
Bad Debt/Writeoffs	0.00	593,394.31	710,915.00	83.47
GEMT Expenses	0.00	95,277.07	75,000.00	127.04
New Vehicle/Apparatus	0.00	0.00	290,570.00	0.00
Reserve Transfer	0.00	0.00	569,818.00	0.00
<b>Total Expenses</b>	<b>1,033,696.09</b>	<b>11,008,513.83</b>	<b>16,550,118.00</b>	<b>66.52</b>
<b>Net Income</b>	<b>\$ (782,100.60)</b>	<b>\$ (487,325.15)</b>	<b>\$ 0.00</b>	<b>0.00</b>



Truckee Fire Protection District  
Fire Suppression Benefit Assessment

	February 29, 2024		Annual Budget
	Current Month	Year to Date	
<b>Revenues</b>			
Direct Charges Fire Sup. Benefit Assess.	11,785.74	915,950.12	1,444,200.00
Interest FSBA	0.00	9,007.30	0.00
	<u>11,785.74</u>	<u>924,957.42</u>	<u>1,444,200.00</u>
Total Revenues			
<b>Expenses</b>			
Permanent Salaries - FSBA	76,888.00	601,664.00	1,405,200.00
Temporary Salaries - FSBA	0.00	0.00	0.00
Retirement - FSBA	0.00	0.00	0.00
Employee Insurance Benefits - FSBA	0.00	0.00	0.00
County Tax Administration Fee	0.00	19,475.18	39,000.00
Direct Tax Administration	0.00	0.00	0.00
	<u>76,888.00</u>	<u>621,139.18</u>	<u>1,444,200.00</u>
Total Expenses			
Net Income	\$ <u>(65,102.26)</u>	\$ <u>303,818.24</u>	\$ <u>0.00</u>

Truckee Fire Protection District  
Measure T General Fund  
Budget vs Actual  
February 29, 2024

	Current Month	Year to Date	Annual Budget	% Budget
<b>Revenues</b>				
Taxes	0.00	1,981,169.10	3,600,000.00	55.03
Interest	0.00	21,145.52	10,000.00	211.46
Miscellaneous	0.00	0.00	1,000.00	0.00
Administrative Billing	0.00	0.00	0.00	0.00
Grant Funds	0.00	0.00	1,000.00	0.00
Reserve Transfer	0.00	0.00	211,300.00	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>2,002,314.62</b>	<b>3,823,300.00</b>	<b>52.37</b>
<b>Expenses</b>				
Permanent & PT Salaries	47,678.00	466,823.27	736,553.00	63.38
Retirement	0.00	24,223.34	49,832.00	48.61
Employee Insurance/457 Benefits	9,379.60	80,791.73	150,600.00	53.65
Post Retirement Health Benefits	600.00	4,800.00	9,720.00	49.38
Uniforms	0.00	1,135.38	8,000.00	14.19
General Insurance	0.00	0.00	0.00	0.00
Maintenance Equipment	0.00	0.00	7,000.00	0.00
Maintenance Vehicles	0.00	11,122.89	5,000.00	222.46
Utilities	0.00	0.00	0.00	0.00
Maintenance Structures	593.71	4,623.99	5,400.00	85.63
Memberships	0.00	2,574.00	2,000.00	128.70
Communications	769.40	5,740.50	7,200.00	79.73
Public Education/Outreach	0.00	0.00	50,000.00	0.00
Office Expense	(253.91)	1,810.09	27,500.00	6.58
Professional Services	10,770.03	226,462.49	352,600.00	64.23
Fuel	263.56	6,674.25	10,000.00	66.74
Training & Travel	0.00	1,636.19	10,000.00	16.36
Forest Fuels Projects	0.00	135,000.00	140,000.00	96.43
Wildfire Prevention Programs	0.00	1,670.34	150,000.00	1.11
Green Waste	0.00	370,347.77	685,000.00	54.07
Equipment	0.00	8,610.61	5,595.00	153.90
New Vehicle	0.00	104,886.86	100,000.00	104.89
Community Wildfire Grants	0.00	389,392.47	1,311,300.00	29.70
Reserve Transfer	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>69,800.39</b>	<b>1,848,326.17</b>	<b>3,823,300.00</b>	<b>48.34</b>
<b>Net Income</b>	<b>\$ (69,800.39)</b>	<b>\$ 153,988.45</b>	<b>\$ 0.00</b>	<b>0.00</b>

Truckee Fire Protection District  
Balance Sheet  
February 29, 2024  
ASSETS

Current Assets		
General Checking - Plumas	\$	374,939.72
Ambulance checking		28,313.63
Investment- General		1,220,545.61
Operating Reserve - LAIF		1,459,580.53
Investment - FSBA		1,035,681.78
Investment - Building & equip		1,671,756.51
Investment - Measure T		3,158,748.14
TVI Investment Account		2,097,592.39
Accounts receivable		16,558.06
Accounts receivable, ambulance		2,128,252.24
Allowance for bad debt		(788,000.28)
Accounts receivable- taxes		(153,323.00)
Accounts receivable taxes MT		153,323.00
		12,403,968.33
Total Current Assets		
Property and Equipment		
		7,814,785.97
Total Property and Equipment		
Other Assets		
		0.00
Total Other Assets		
Total Assets		\$ 20,218,754.30

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts payable	\$	1,107.93
PERS-Employee Paid Classic		(2.07)
PEPRA PERS Employee		(1.39)
House Dues		(14.99)
House Dues		(12.51)
House Dues		(70.58)
House Dues		223.81
House Dues		95.43
House Dues		364.81
Long Term Care		119.00
		1,809.44
Total Current Liabilities		
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
Total Liabilities		1,809.44
Capital		
Investment in fixed assets		7,814,785.69
Beginning Balance Equity		15,691.00
General Fund Balance		12,689,509.56
General Fund Balance - MT		(591,924.00)
Building & equip fund balance		622,219.30
Net Income		(333,336.69)
		20,216,944.86
Total Capital		
Total Liabilities & Capital		\$ 20,218,754.30

Truckee Fire Protection Dist.Mitigation  
Balance Sheet  
February 29, 2024

ASSETS

Current Assets		
Investment - Mitigation Town	\$	1,103,473.41
Investment - Mitigation Nevada		92,178.55
Investment-Mitigation Placer		2,195,217.66
Mit. (Town) - Plumas		50,264.85
Mit (PLA/NEV) - Plumas		56,290.36
Prepaid Expense		1,235,508.35
		<hr/>
Total Current Assets		4,732,933.18
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u><u>4,732,933.18</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
		<hr/>
Total Current Liabilities		0.00
Long-Term Liabilities		
		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		0.00
Capital		
Mitigation Fund Balance	\$	1,659,620.32
Mitigation Fund Balance		28,752.62
Mitigation Fund Balance		232,355.94
Mitigation - Retained Earnings		2,421,487.23
Net Income		390,717.07
		<hr/>
Total Capital		4,732,933.18
		<hr/>
Total Liabilities & Capital	\$	<u><u>4,732,933.18</u></u>

<b>LAIF - UNRESTRICTED OPERATING RESERVES -GENERAL FUND</b>			<b>Feb-24</b>
	<u>DEBIT</u>	<u>CREDIT</u>	
Beginning balance			\$ -
Transfer - GF		\$ 1,000,000.00	\$ 3,268,713.20
TVI Re-Investment		\$ 2,054,780.67	\$ 1,213,932.53
2nd Qtr Interest	\$ 6,613.08		\$ 1,220,545.61
Ending Balance			\$ 1,220,545.61
<b>LAIF - MEASURE T</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 3,147,134.96
2nd Qtr Interest	\$ 11,613.18		\$ 3,158,748.14
Ending Balance			\$ 3,158,748.14
<b>LAIF - RESTRICTED OPERATING RESERVES -GENERAL FUND</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 1,451,144.05
2nd Qtr Interest	\$ 8,436.48		\$ 1,459,580.53
Ending Balance			\$ 1,459,580.53
<b>LAIF - FSBA GENERAL OPERATING</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 1,031,795.11
2nd Qtr Interest	\$ 3,886.67		\$ 1,035,681.78
Ending Balance			\$ 1,035,681.78
<b>LAIF - BUILDING &amp; EQUIPMENT</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 1,655,277.16
2nd Qtr Interest	\$ 16,479.35		\$ 1,671,756.51
Ending Balance			\$ 1,671,756.51
<b>LAIF - MITIGATION TOWN</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 70,248.73
TVI Transfer/Interest	\$ 1,033,224.68		\$ 1,103,473.41
Ending Balance			\$ 1,103,473.41
<b>LAIF - MITIGATION NEVADA</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 91,249.08
2nd Qtr Interest	\$ 929.47		\$ 92,178.55
Ending Balance			\$ 92,178.55
<b>LAIF - MITIGATION PLACER</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 1,151,303.86
TVI Transfer/Interest	\$ 1,043,913.79		\$ 2,195,217.65
Ending Balance			\$ 2,195,217.65
			<b>Total LAIF \$ 11,937,182.18</b>
<b>CalPERS Employers' Retiree Benefit Trust - CERBT</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 4,938,052.41
Dec 23 Earnings/Expense	\$ 527,571.33	\$ 1,083.32	\$ 5,464,540.42
Ending Balance			\$ 5,464,540.42
<b>CalPERS Employers' Benefit Trust - CEPPT</b>			
	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
Beginning balance			\$ 88,424.46
Dec 23 Earnings/Expense	\$ 8,359.81	\$ 52.47	\$ 96,731.80
Ending Balance			\$ 96,731.80



# Chief's Report

**Board Report for March 19, 2024**

**To: Truckee Fire Protection District Board of Directors**  
**From: Kevin McKechnie, Fire Chief**

## **Tahoe Forest Hospital Evacuation Workshop:**

Chiefs Parkhurst and Ochoa attended the Tahoe Forest Hospital evacuation workshop earlier this month. This workshop was put on by Kim Stine, Emergency Preparedness and Response Coordinator for Nevada County Department of Public Health. The workshop included modules on communications, preparing to evacuate, patient transport/tracking, and recovery. This provided an important opportunity to discuss the expectation of what the Fire District will be able to provide during an event of this type. Additionally, the topic of hospital facility resiliency was addressed as well as shelter in place efficacy. Overall, it was a great exercise for an event we hope never occurs.

## **Truckee Tahoe Airport Wildfire Resilience Community Grant:**

Over the past month, I have met with the airport district and the Truckee Tahoe Community Foundation related to the proposed grant for community wildfire resilience. The airport has asked for a list of priority projects from the four fire agencies within the airport boundaries to be presented at their April board meeting. They have asked me to attend their board meeting on March 27 to answer any questions.

## **Staff:**

Battalion Chief Mark Wadsworth has retired effective March 1<sup>st</sup>. Chief Wadsworth has given so much to the Truckee Fire Protection District and our community and we are immensely grateful for his contributions over the last 27 years. Mark helped make us all better firefighters and we will miss him. Please join me in wishing him well in retirement.

With BC Wadsworth's retirement, we have promoted Captain Jerry Fowler to Battalion Chief and Firefighter Arthur Huckabay to Captain. Both Jerry and Art have been intermittently working up a rank in an acting role for quite some time now. They both have the support and respect of their peers and I'm confident they will do a great job in their new roles. Please join me in congratulating Battalion Chief Fowler and Captain Huckabay.

We had a productive meeting with 1582 the company that provides NFPA 1582 compliant firefighter physicals. Dave Fichter, Employees Association President attended the meeting as well. 1582 will provide us with a proposal to consider. We are hopeful to move forward with this by fall of this year.

### **Truckee Donner Railroad Society:**

I met with Jerry Blackwell and Dan Cobb of the Truckee Donner Railroad Society earlier this month. The railroad society is interested in using Station 91 as a museum space. They heard that we may be building a new fire station during our mitigation fee update that was acted on by the Town Council a few months ago. The railroad society would like to display their “Truckee 1927” model railroad in the lower floor area of Station 91. I told them that would be a great idea, however our plans to move to a new station are severely underfunded and not likely to occur anytime soon. I encouraged them to engage with Placer County relative to fire protection funding from Martis Valley developments as that would help us realize our plans. We concluded our meeting with a tour of the proposed meeting space that is currently being utilized by our wildfire prevention team.

### **Celebrating 130 Years of Truckee Fire:**

I was out walking the dog the other morning and I ran into my neighbor, Leon Hutchins. Leon is a former Truckee Volunteer Firefighter and we had a good conversation about Truckee Fire history. Leon indicated that he has a photo of the members from the mid ‘80s and that got me thinking. It has been a while since we have done a company photo and we need to do another one. Then it dawned on me that we could do this company photograph as a celebration of 130 years of Truckee Fire. This year, 2024, provides a great opportunity to celebrate Truckee Fire and document our current staff, elected officials and past members with a ceremonial photo shoot. We would also consider a commemorative t-shirt and/or challenge coin to celebrate this milestone. I would propose this event and photo shoot to occur on or around July 4, 2024.



# Division Chief's Report

## Board Report for March 19, 2024

**To: Truckee Fire Protection District Board of Directors**  
**From: Matt Parkhurst, Division Chief**

### **Incident Activity:**

Total calls for 2024 so far is 738 which is 26 calls less than 2023. 227 calls from last Board meeting to now. See ESO reports attached.

### **Significant incident(s):**

The large March storm brought several trees down into a couple of structures and several powerline and communication lines down. A shift had a couple of potential fires. One was contained to a microwave and the other contained to the chimney flue. B shift had a commercial truck fire East bound I-80 with most of the damage contained to the tractor portion.

### **EMS (Emergency Medical Services):**

Myself and chief Ochoa attended a hospital evacuation planning meeting. Tahoe Forest hospital is well prepared in the event they need to evacuate. In house ACLS and Pals will be offered once again towards the end of April.

### **Operations:**

The current captains list will be expiring by the end of this month and with the current movement and the planned attrition the announcement was made that we will be holding a new captain's assessment on April 26<sup>th</sup> to establish a new list.

### **Strike Team Assignments:**

No assignments.

### **Special Events within the District:**

None to report

### **Training:**

Airboat operations and winter time procedures are on going as weather permits. Fire ground simulations and fire behavior. April will be burn building with allied agencies in Carson City.



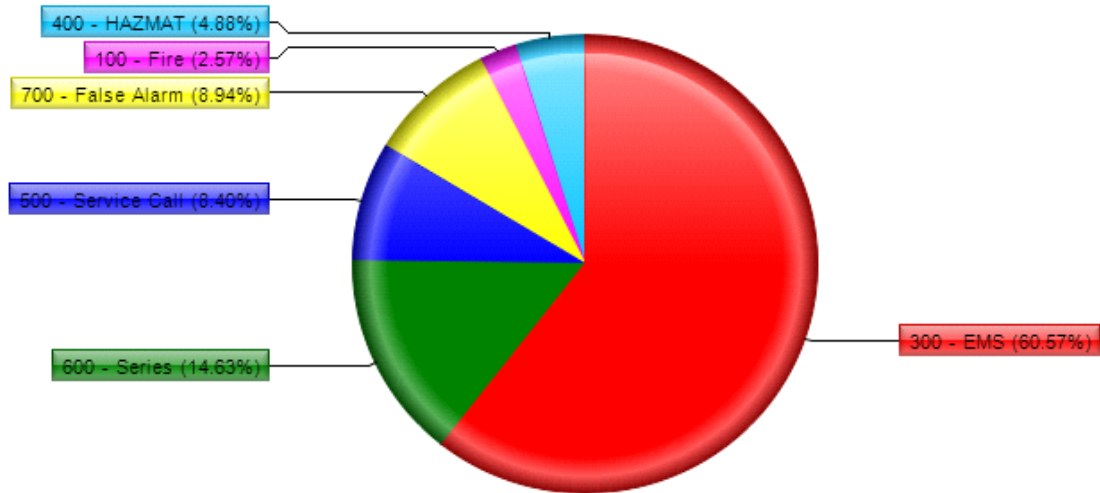
Fire - Incident Types with Monthly and Annual Breakdown

Date: Tuesday, March 12, 2024  
Time: 12:33:16 PM

Alarm Date between 2024-01-01 and 2024-03-12

Incident Type Group	2024	Total
300 - EMS	447	447
600 - Series	108	108
500 - Service Call	62	62
700 - False Alarm	66	66
100 - Fire	19	19
400 - HAZMAT	36	36
Annual Total	738	738

Incident Type Group	2024-01-01	2024-02-01	2024-03-01	Total
300 - EMS	205	172	70	447
600 - Series	47	43	18	108
500 - Service Call	26	32	4	62
700 - False Alarm	23	31	12	66
100 - Fire	9	8	2	19
400 - HAZMAT	6	11	19	36
Monthly Total	316	297	125	738



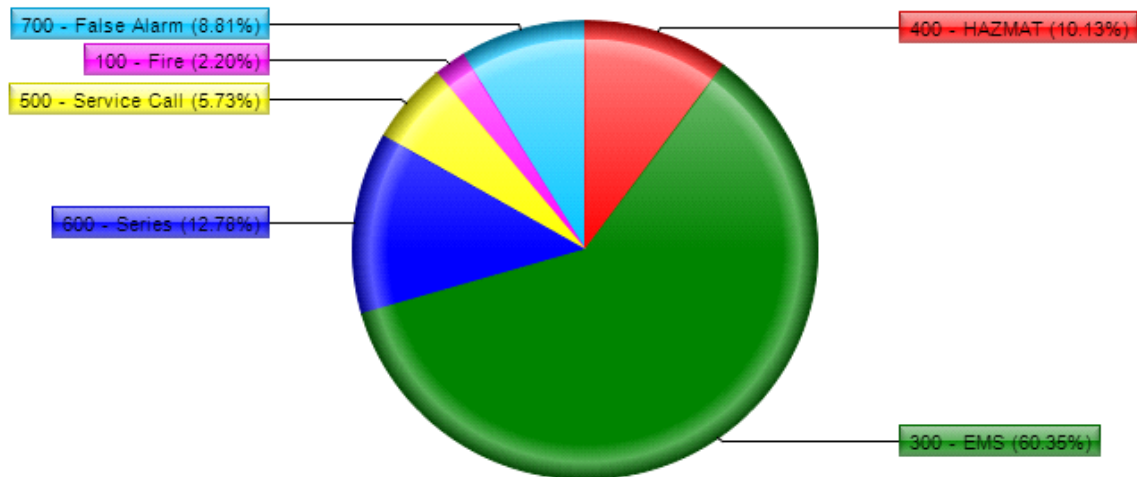
Fire - Incident Types with Monthly and Annual Breakdown

Date: Tuesday, March 12, 2024  
Time: 12:35:33 PM

Alarm Date between 2024-02-20 and 2024-03-12

Incident Type Group	2024	Total
400 - HAZMAT	23	23
300 - EMS	137	137
600 - Series	29	29
500 - Service Call	13	13
100 - Fire	5	5
700 - False Alarm	20	20
Annual Total	227	227

Incident Type Group	2024-02-01	2024-03-01	Total
400 - HAZMAT	4	19	23
300 - EMS	67	70	137
600 - Series	11	18	29
500 - Service Call	9	4	13
100 - Fire	3	2	5
700 - False Alarm	8	12	20
Monthly Total	102	125	227





# TRUCKEE FIRE PROTECTION DISTRICT

## TRAINING REPORT

Completion Date Range from 02/01/2024 – 02/29/2024

Assignment Name	Total Hours
11: Ventilation	4
Avalanche Rescue Company Training	11
EMS Advanced Considerations in EMS Response to Mass Casualty Incidents	1
EMS Airway Management Basic	1
EMS Bleeding and Shock Advanced	29
EMS Child Abuse: An EMS Professionals Role & Responsibilities (Advanced)	2
EMS Common Infectious Pathogens (3915)	12
EMS Communication and Documentation (1914)	1
EMS Immunology	13
EMS Managing Cardiac Arrest: During and After Resuscitation (37691)	8
EMS Operating an AED (4892)	1
EMS Pain Management (Advanced)	29
EMS Shift Training	21
FirstDue Training	2
Forcible Entry	4
LARRO	1
Other	26
Physical Fitness	152.5
Pumper 14 Foam Equipment and Systems	2
Rescue Training Documentation	65.5
SCBA	46.5
SLICE-RS Group Training Video	2.5
Structure Fire Training Documentation	111
Tailboard Safety	72.5
<b>Grand Total</b>	<b>618.5</b>



# **Fire Marshal's Report**

## **Board Report for March 19th, 2024**

**To: Truckee Fire Protection District Board of Directors**  
**From: Steve Kessmann, Fire Marshal**

### **Construction/Plan Review:**

Plan review intake has been steady with remodels, tenant improvements, and some larger commercial and residential development. With the retirement of Dan West, the Town of Truckee has mentioned kicking single family residential plan review to us on several occasions. Our current staffing might not accommodate the request. However, it would allow for a more comprehensive and consistent review process throughout the District.

Pacific crest Commons hit a road block with Cal Trans for secondary access and was directed to research a fire access gate like what is in use between Martis Camp and NorthStar. They seem to be happy with the path forward.

Tahoe Forest Hospital is doing a major TI on the old "Zander's" building to accommodate more clinic and outpatient office functionality. The size of the building and occupancy type change is requiring some fire and life safety upgrades that are in opposition to their budget.

Sugar Bowl building permits have provided us another useful tool to expedite the code upgrades on their propane infrastructure that services the resort. The latest update from Sugar Bowl is a completion date of 5/10/24. The CAL OSHA temporary operating permit expires in June and will not be extended.

### **Defensible Space Ordinance Update**

Myself and the Wildfire Prevention Team met with the Town of Truckee to discuss their comments and feedback on the draft ordinance. A concurrent goal of the meet was to better align parts of the municipal code that requires certain revegetation density as a function of the project area with our defensible space ordinance and current state requirements. Town of Truckee staff were generally receptive and supportive of our efforts.

## **Fire Hydrant Maintenance:**

The adopt a hydrant program has been messaged as well with HOA's taking the lead in some communities. Operations team members have also been helping with digging out designated strategic hydrants. We have also communicated with commercial businesses and residential facilities the need for engagement with maintaining the fire and life safety protection systems that service their facilities.

## **Red Tags:**

The cold temperatures, snow, and high winds associated with the last big storm have had an impact on sprinkler systems, HVAC systems, electrical infrastructure, and assisted weaker trees in their quest to fall into structures and damage buildings. The on-duty Battalion Chiefs have made good use of the Fire Prevention Division and allied agencies to coordinate mitigation efforts for these problems.

## **Fire Investigations**

02/11/24 12:50 12201 Bennett Flat collaborating with the Nevada County District Attorney's office on records requests and information sharing for their case development and prosecution.

## **Short Term Rental (STR) Inspections**

The Town of Truckee submitted a letter of agreement with minimal input from Truckee Fire requesting a DocuSign from us to formalize a retroactive agreement of our roles and responsibilities in the STR program. We reached out to legal and staff for review and input with draft comments submitted back to the Town of Truckee for review.

## **Training**

I attended a virtual training on energy storage systems hosted by the OSFM. This is an evolving technology that is somewhat self-regulated by the industry. We did some outreach to Tesla as part of our defensible space ordinance update and did not receive any direct feedback but did notice some code updates in the CFC regarding the topic.

WUI conference in Reno is March 26<sup>th</sup>-28<sup>th</sup> with several staff planning on attending.

In alignment with industry standard best practice, I have developed a Fire Prevention Specialist training task book. Modeled after what our current line staff go through, this document will serve as a road map for training during the first year of probationary employment with bench marks that will allow the District and the employee to better evaluate performance and competency.

### **Staffing and Hiring**

We conducted interviews with 8 candidates on 02/14/24 for the Fire Prevention Specialist Non-Safety position. We had a total of 32 applicants respond to the 2-week job posting. We selected a former Truckee Fire Defensible Space inspector, Heidi Strahl. She has begun her pre-employment onboarding and has a tentative start date of April 1<sup>st</sup>.

Brandon and myself are optimistic that this will give us some breathing room on our workload and allow for some more follow up and project completion in areas that we have not had time to circle back on.

### **Grants**

The Town of Truckee did some outreach for a letter of support regarding a federal grant for funding to support the Town of Truckee's roadside vegetation management program. We are in favor of this type of work and were able to collaborate on the effort.

### **Cal Fire/TOT/TFPD Wildfire Contract Update**

Still working on final edits with Cal Fire and Town of Truckee to dial in the verbiage updates and map to capture some more current agency capacities and areas of responsibility.

### **Preplans**

Brandon has been working on updating First Due with Chief Ochoa. We recently added the airport complex and the lumber yard.

## **Special Events**

The wave is coming. We have already received applications for several summer events and one request for an ambulance standby. We are doing some prophylactic outreach to previous promoters that have required an ambulance standby to avoid 11<sup>th</sup> hour requests that are challenging for us to staff and accommodate.

## **Rx Fire**

We were engaged by the Nevada County RCD to participate at a live fire demonstration in Floriston with very short notice. We did some outreach to their program manager, Cal Fire, and to the Nevada County Fire Wise Coordinator to get a better understanding of how we can plan and support these types of events in the future. We were able to convey some concerns and talking points that we felt were important to include to avoid alienating our constituency with the use of prescribed fire. The event was eventually canceled due to weather. However, we have a much better foundation and mutual understanding of roles and responsibilities moving forward.



# Finance Director's Report

## Board Report for March 19, 2024

**To: Truckee Fire Protection District Board of Directors**  
**From: Niki Holoday, Administrative & Financial Services Director**

As of February 29, 2024 we have completed 66% of our fiscal year 2023-2024 budget and we are currently on budget with 66% expended thus far.

### Revenue:

- Our interest revenue has surpassed the budgeted amount primarily as a result of our investment accounts.
- Prevention fee revenue will not meet our budgeted expectations. This is due to a change in the way the fees are paid to the District and the number of STR inspections that are being completed.

### Expenses:

- There are no expenditures outside of our approved budget, nor are there any significant expenditures to call out.

### Ambulance Billing:

- Billing: up 1%
- Payments: up 25%
- Collection Ratio: currently 64%

### Measure T:

- YTD MT has expended approximately 48% of the current year budget.

### Other:

- The new accounts payable program has been deployed and is working really well.
- We will begin our year end projections this month.





# Wildfire Prevention Report



## Board Report & Measure T Update – March 2024

**To:** Truckee Fire Protection District Board of Directors  
**From:** Eric Horntvedt, Wildfire Prevention Manager

### Greenwaste – Curbside Pick-Up Program – CLOSED For the Season

- The Pick-Up program will be available again starting May 2024, all information regarding the program can be found at [www.truckeefire.org/greenwaste](http://www.truckeefire.org/greenwaste)
- The Request for Proposals (RFP) for a 3-year, District-wide Greenwaste Pick-Up Contract was released on February 9, 2024. Proposals were publicly opened at Station 91 on March 5 2024, at 3:00pm. We received two sealed bids, one from Tahoe Truckee Tahoe Sierra Disposal (TTSD) and one from Sierra Defensible Space. Agenda item gives more detail on our process and recommendation.
- New for 2024 is the inclusion of the Tahoe Donner Subdivision in the District's greenwaste pick-up program. This will allow Tahoe Donner Forestry to focus more on forestry-based projects and will ensure equity of our program across the District. Tahoe Donner will no longer offer chipping services to their residents, but will continue to dispose of all biomass generated within the subdivision through their established biomass outlets. It is important for Tahoe Donner residents to understand that this means they NEED to make requests through our greenwaste program for service to happen. We will be working with Tahoe Donner on communications as spring approaches.

### Defensible Space

With snow on the ground, nearly all on-the-ground defensible space inspections efforts are on-hold until snowmelt. Staff is still available to assist residents with reviewing their online inspection reports and preparing for spring.

- Seasonal Defensible Space Inspector Recruitment: We are looking to fill up to 5 Defensible Space Specialist Positions to start in May 2024. The application period opened as of January 17, 2024. The job announcement will remain open until filled. On March 12, Wildfire Prevention staff conducted oral interviews of 12 applicants. A hiring list has been established as a result of this process. Reference checks will be performed, and the job will be offered to the top 5 candidates on the hiring list.
- Planned Areas to inspect in the 2024 Season: Final 1/3 of Glenshire (Northern portion near the school and up to the Meadows), Hirschdale, Martis Peak Rd, Juniper Hill, Ponderosa Golf Course area, Martis Valley (Schaffer's Mill, Lahontan, Martis Camp, HWY 89 S, Serene Lakes, and Palisade Lake. TFPD may also assist Tahoe Donner with inspections.

- **Ordinance Update:** The defensible space ordinance update process is still progressing smoothly. TFPD staff met with Town of Truckee Staff to collaborate on language updates that the Town would like to see incorporated into the public draft. Staff is currently making changes and revisions while also having more in-depth meetings with the stakeholders to insure we have support and develop a functional ordinance that serves internal & external needs. Once changes and revisions are completed, we will share another working draft version with our general community primarily via our Firewise community email list and other methods. The goal is to have notified the community, offered information workshops on the draft ordinance, receive and process feedback, and bring a well-rounded ordinance back to TFPD Board of Directors this spring/early summer.

### **Home Hardening**

NEW program is launched! Check out [www.truckeefire.org/hardenyourhome](http://www.truckeefire.org/hardenyourhome) for all of the information. Up to \$500 available via rebate to help upgrade vent screening, replace attached combustible fences...etc. Staff will be working diligently over the winter months to refine the program language and communications to set our residents up for a clear and smooth process to utilize this great program.

### **Update on Community Wildfire Prevention Grants**

- **Projects Awarded in 2023**
  - No changes in status since last Board meeting.
- **2024 Community Wildfire Prevention Grants**
  - Staff is aiming to release a funding opportunity and application period later in March 2024. There will be some minor changes to the grant guidelines based on lessons learned and to better support small private landowners. Staff plans to host at least one recorded & required grant workshop (applicants will be required to attend or watch recording and certify), as well as several application development workshops & office hours to best support those interested in applying for project funding.

### **CWPP implementation projects**

Check out our new “Projects” page on our website! [www.truckeefire.org/projects](http://www.truckeefire.org/projects). This new webpage has the most up to date information on current RFPs and completed and ongoing forestry and fuels projects.

### **Grant Applications**

- CAL FIRE Forest Health Applications: We are still waiting to hear back from the CALFIRE Forest Health program on the status of our application, we expect to hear if we were successful or not by April.
- Fire Risk Reduction Community List: Truckee Fire will be applying to be on the State’s Wildfire Risk Reduction Community List prior to the April 1 deadline. This is a list created by the CA Board

of Forestry that local agencies apply for to demonstrate meeting best practices for local wildfire planning. This list them helps these agencies receive prioritization for local assistance and grant funding from the State.

### **Community Wildfire Prevention Plan Update (CWPP)**

The CWPP update project has continued to go well. The public comment period has ended, we hosted four community meetings to engage the public and receive feedback. This included two in person meetings on February 5<sup>th</sup> and two virtual meetings on February 12<sup>th</sup>. Public attendance was good, however we did hope that more of the public would participate in this effort. Anticipated timeline of next steps:

- March/April: Process all feedback, SWCA to make needed edits based on public feedback
- Plan to have a final CWPP by the end of April 2024.

Our project team has great representation from partner agencies within the Fire District and we will have one last meeting in April to present the final CWPP to the group. Currently the draft CWPP, online story map, and other documents are available online for the public on [www.truckee.org/cwpp](http://www.truckee.org/cwpp).

Purpose:

The Truckee CWPP will serve as a framework, and wildfire mitigation roadmap to identify and prioritize future wildfire protection projects, and foster a community wide collaborative approach to reduce wildfire risk and hazards to life, property, community, and natural resources.

### **Citizens' Oversight Committee (COC)**

Due to the travel impacts from the early March winter storm, the annual COC meeting was rescheduled for March 15<sup>th</sup>, 2024. The meeting will be at 1:00PM in TSD's Board Meeting room at 2304 Joerger Dr. All COC Members & Alternates, Staff, and Legal Counsel have been sent an email and calendar invite for the meeting. Agenda packet posting and public notification is completed.

Staff has prepared the agenda, and has finalized the 2023 annual accomplishment report, and financial report(s) for the COC to review to ensure that Measure T is being managed fiscally appropriate & responsibly.

### **Update to the Measure T Implementation Plan**

Staff will be performing an update to the Measure T – Community Wildfire Protection Fund Implementation Plan to provide an outline for continued programming through 2024, 2025, and 2026. This is a good time to reflect on the original implementation plan, and roll out an updated implementation plan that aligns with the original Measure T ballot measure and provides a clear and transparent outline to the community on Measure T programs, projects and shows alignment with spending the tax dollars appropriately and increasing our capacities and goal of creating a **Wildfire Resilient Truckee!** We hope to have this completed by June.

**Budget**

Staff has been engaged in the fiscal year budgeting processes to ensure a smooth transition between fiscal years, proper expense tracking, and planning balanced program expenditures. Finance will meet with staff on March 19<sup>th</sup> to draft the preliminary budget for FY 24/25 which will be the first fully budgeted year of the Wildfire Prevention Division.

**Measure T Staffing**

Current staff consists of: 4

1 Wildfire Prevention Manager

1 Assistant Wildfire Prevention Manager/Forester

1 Wildfire Prevention Specialist II

1 Wildfire Prevention Administrative Assistant

With direct support from Truckee Fire Executive, Administrative, and Prevention staff.





# STAFF REPORT

March 19, 2024

**STAFF CONTACT:** Kevin McKechnie, Fire Chief

**AGENDA TITLE:** Item 8. B: Fire Protection Funding from Annexation No. 7 Ad Hoc Committee

**AGENDA ACTION:** Discussion and Possible Action

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## **STATUS REPORT:**

The Placer County Board of Supervisors discussed this item at their February 27 meeting held in Kings Beach. The item was presented by Deputy CEO Holloway. Supervisor Gustafson made the following motion: Direct staff to conduct a fiscal analysis on use of 100% of the Fire Fund generated in Zone 7 and return to the Board for consideration. Supervisor Landon provided the second and the motion passed with a 4:1 vote with Supervisor Holmes the lone no vote.

These are my observations from the meeting:

### **Precedence:**

There was unanimous concern among all five supervisors of setting a precedent by providing funding for the Truckee Fire Protection District with the presumption that other fire districts would come asking for funding as well. There was no concern expressed for public safety or the safety of responders. Supervisor Jones alluded to a precedent that is being set with the funding of Placer County Fire Department with discretionary funds from the county general fund.

### **The Martis Valley Community Plan:**

There was really no discussion related to the county's responsibility to ensure fire protection funding from the new development in the Martis Valley as expressed in the Martis Valley Community Plan. There seems to be an undercurrent to deflect that responsibility to the serving entities in the will serve process or through environmental review.

**Level of Service:**

There was no discussion on the impacts to the level of service due to permitted development without fire protection funding.

**Special Tax Zone/AB 8 Tax Increment Calculation:**

There was no discussion on the special tax zone/minimum fire protection zone established over Annexation No. 7 in 1974 by the Board of Directors of the Truckee Fire Protection District. However, there were comments made by both Deputy CEO Holloway and Auditor/Controller Sisk essentially indicating that the county's AB 8 calculation was correct.

**Public Comment:**

In general, there was good support for our efforts from the community via public comment. Favorable comments were made from TSBOR, CATT and TTAD. Counter comments were made by Andrew Sisk, Wayne Nader, and Jane Windinhausen.

**Next Steps:**

Placer County will be conducting a fiscal analysis as described in Supervisor Gustafson's motion. I asked Deputy CEO Holloway if the Fire District would be invited to participate in the fiscal analysis and she indicated that it would not be necessary because the analysis is "pretty straight forward". I asked for a time frame for the analysis and she indicated they are scheduling a timed item at the Board of Supervisors on May 7<sup>th</sup>.

I believe the Fire District's position to be that we are not disputing the county's AB 8 calculation, we are contesting what occurred after that with the permitting of improvement without fire protection funding from property taxes. This position is based on the facts that the County has the authority in the Revenue and Taxation Code, the responsibility in the community plan/general plan and the guidance in BOS resolution 80-142 to share property taxes generated from new development with the Fire District for the provision of fire protection services. This could have been done for Annexation No. 7 as it has been done in other areas of the county.

The Fire District could consider exercising the minimum fire protection zone as established in Resolution 12-74. This resolution resolves and orders:

- (a) That the area annexed in those proceedings designated as ANNEXATION NO. 7 – TRUCKEE FIRE PROTECTION DISTRICT on September 10, 1974, and applicable to which said District filed a Certificate of Completion in the office of the Secretary

of State, State of California, on October 1, 1974, are hereby declared to be a special minimum fire protection zone in the District in which only the improvements shall be subject to taxation by the District pursuant to the Authority granted this Board by Health and Safety Code Section 13992, State of California.

Since Placer County has not allocated property taxes from the permitted improvements, fire protection services could be reduced to minimum as described in the resolution.

Ultimately, the action directed by the board of supervisors for county staff to conduct a fiscal analysis of the fire control fund falls well short of our expectations. Once again, they have proposed a potential solution that would help but not completely rectify the problem. There may be other venues or tactics to explore to develop a complete and lasting resolution to this matter. Fire District staff is happy to entertain guidance from the Fire Board and community in fulfilling our need for equitable and sustainable fire protection funding.

**BEFORE THE BOARD OF DIRECTORS  
OF THE  
TRUCKEE FIRE PROTECTION DISTRICT**

**RESOLUTION 01-2024**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRUCKEE FIRE PROTECTION DISTRICT ASKING THE BOARD OF SUPERVISORS OF PLACER COUNTY TO PLACE AN IMMEDIATE MORATORIUM ON BUILDING AND IMPROVEMENT IN THE AREA DESIGNATED AS ANNEXATION NO. 7 - TRUCKEE FIRE PROTECTION DISTRICT DUE TO INADEQUATE FIRE PROTECTION FUNDING.**

**WHEREAS**, the Truckee Fire Protection District provides fire protection services throughout the Fire District boundaries; and

**WHEREAS**, base funding for fire protection services comes from property taxes; and

**WHEREAS**, the Truckee Fire Protection District Board of Directors approved Annexation No. 7 with the condition that improvements shall be subject to taxation that would be used in part to pay Truckee Fire Protection District for fire protection services; and

**WHEREAS**, the Truckee Fire Protection District provided “Will-Serve” letters for improvements in Annexation No. 7 based on assurances from Placer County that fire protection services would be adequately funded; and

**WHEREAS**, the Placer County General Plan, a legal document that serves as the community’s “constitution” for land use and development, and the Martis Valley Community Plan both include policy requirements stating, “The County shall require new development to fund fire protection facilities, personnel, and operations and maintenance ...”, and

**WHEREAS**, the Environmental Impact Report for the Martis Valley Community Plan, approved by the Placer County Board of Supervisors, directed that the policies, implementation programs and mitigation measures of the Martis Valley Community Plan be adopted and implemented in order to move development impacts to fire protection services from “significant” to “less-than-significant”, and

**WHEREAS**, Placer County has permitted improvement of Annexation No. 7 without providing adequate fire protection funding despite numerous requests for adequate funding by the Truckee Fire Protection District; and

**WHEREAS**, permitted improvement in Annexation No. 7 adds demand for fire protection services; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding puts the community at increased risk for loss of life, property, and environment; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding impacts resource deployment including the recruiting and retention of properly trained, qualified, and equipped firefighters; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding impacts the ability of the Truckee Fire Protection District to maintain resilient essential service facilities and a resilient fleet of fire suppression apparatus; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding impacts the ability of the Truckee Fire Protection District to provide adequate and essential fire prevention services; and



**WHEREAS**, permitted improvement in Annexation No. 7 increases use of critical infrastructure that serves the improvements in Annexation No. 7 and which increases demand for fire protection services; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding impacts insurance rates and insurability throughout the Fire District boundaries; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding impacts local control of fire protection services which is the central tenant of the Fire Protection District Act of 1987 under which the Truckee Fire Protection District was created and operates; and

**WHEREAS**, permitted improvement in Annexation No. 7 without adequate fire protection funding has been occurring for decades, thereby compounding the impacts stated hereinabove and further impacting the level of fire protection service that the Truckee Fire Protection District is able to deliver; and

**WHEREAS**, continued permitted improvement in Annexation No. 7 without adequate fire protection funding exacerbates the impacts and must stop immediately until a full and complete resolution is reached;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Truckee Fire Protection District:

1. Requests that the Board of Supervisors of Placer County place an immediate moratorium on building and improvement in the area designated as Annexation No. 7 - Truckee Fire Protection District; and
2. The moratorium on building and improvement in the area designated as Annexation No. 7 - Truckee Fire Protection District shall remain in effect until a full and complete resolution for adequate fire protection funding is agreed to by and between the Truckee Fire Protection District and Placer County.

Approved and adopted the 19<sup>th</sup> day of March, 2024. I, the undersigned, hereby certify that the foregoing Resolution, number 01-2024 was duly adopted by the following roll call vote:

**PASSED AND ADOPTED** by the following vote on March 19, 2024;

**AYES:** \_\_\_\_\_

**NOES:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ABSENT:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

**ATTESTED BY:** \_\_\_\_\_

Niki Holoday, Assistant Clerk to the Board

**DATED:** March 19, 2024

# Truckee Bioenergy Feasibility Study Final Report Summary

Prepared by:  
**Wildepfor Consulting Services, LLC**



Truckee Fire Protection District Board Meeting  
19 March 2024

# Topics

1. Project Overview
2. Feedstock Assessment
3. Siting and Utilities
4. Design Options
5. Air Emissions
6. Financial Analysis
7. Biochar Markets
8. Feasibility Summary

# Project Overview

- Seeking to utilize locally generated biomass as an alternative to onsite decay, open burning, and expensive disposal
- Partnership w/Town of Truckee, Truckee Airport, Truckee Donner PUD
- Prior scoping study identified two candidate utilization pathways
  - Biomass Power
  - Combined Heat and Biochar (CHAB)
- Air curtain burner (ACB) w/EV charging option added during FS
- Biochar market study conducted to assess value of co-products

# Feedstock Assessment

- Recoverable green waste produced from multiple sources
  - Residential Programs
  - Vegetation Projects
  - Defensible Space
  - Forest Fuels Reduction
- 13,000 BDT/year produced by project partners combined
- 46% left to decay onsite; 11% burned in open combustion
- 43% delivered to ERL; \$15/cy tipping fee = **\$98/BDT**

# Feedstock Assessment

Town of Truckee	Cubic Yards	Green Tons	Bone Dry Tons		Disposal Cost	
Residential Programs <sup>1</sup>	21,577	4,046	3,034	98%	\$ 299,128	
Vegetation Projects	416	78	59	2%	\$ 5,166	
<b>2022 Total</b>	<b>21,993</b>	<b>4,124</b>	<b>3,093</b>	<b>100%</b>	<b>\$ 304,294</b>	
<b>Annual Average (2020-2022)</b>	<b>25,440</b>	<b>4,770</b>	<b>3,578</b>		<b>\$ 270,703</b>	<b>28%</b>
<sup>1</sup> Includes green cart/dumpster pick-ups and self-haul drop-offs.						
Truckee Fire	Acres	Green Tons	Bone Dry Tons		Disposal Cost	
Defensible Space <sup>2</sup>	-	2,500	1,875	22%	\$ 235,000	
Fuels Reduction <sup>3</sup>	600	9,000	6,750	78%	\$ 15,000	
<b>Annual Projected</b>	<b>600</b>	<b>11,500</b>	<b>8,625</b>	<b>100%</b>	<b>\$ 250,000</b>	<b>67%</b>
<sup>2</sup> Includes 1,000 green tons/year from Tahoe Donner residential programs.						
<sup>3</sup> Assumes 15 green tons/acre @ 25% moisture; includes 100 acres/year at Tahoe Donner.						
Truckee Airport	Acres	Green Tons	Bone Dry Tons		Disposal Cost	
Mastication <sup>4</sup>	20	300	225		-	
<b>Annual Projected</b>	<b>20</b>	<b>300</b>	<b>225</b>		<b>-</b>	<b>2%</b>
<sup>4</sup> Assumes 15 green tons/acre @ 25% moisture; based on 2021 projection.						
Truckee Donner PUD	Cubic Yards	Green Tons	Bone Dry Tons		Disposal Cost	
Removal <sup>5</sup>	3,500	656	492		-	
<b>Annual Projected</b>	<b>3,500</b>	<b>656</b>	<b>492</b>		<b>-</b>	<b>4%</b>
<sup>5</sup> Includes material currently chipped, used for firewood, and taken to lumber mills.						
<b>PARTNER TOTAL</b>			<b>12,920</b>	<b>BDT/year</b>		<b>100%</b>

Prepared by Wildephor Consulting Services, LLC

# Siting and Utilities

- Prior scoping study focused on building cluster near Airport
  - Potential for microgrid; relatively low heating load density
  - TTAD consultant study identified significant site challenges
- Focus shifted to Truckee Public Service Center (PSC) site
  - Public Works Department and Animal Services buildings
  - Future zero-emission bus (ZEB) charging and storage facility
- Increased resiliency for Truckee public transit system
- 3 times higher annual heating costs versus Airport site



# Siting and Utilities

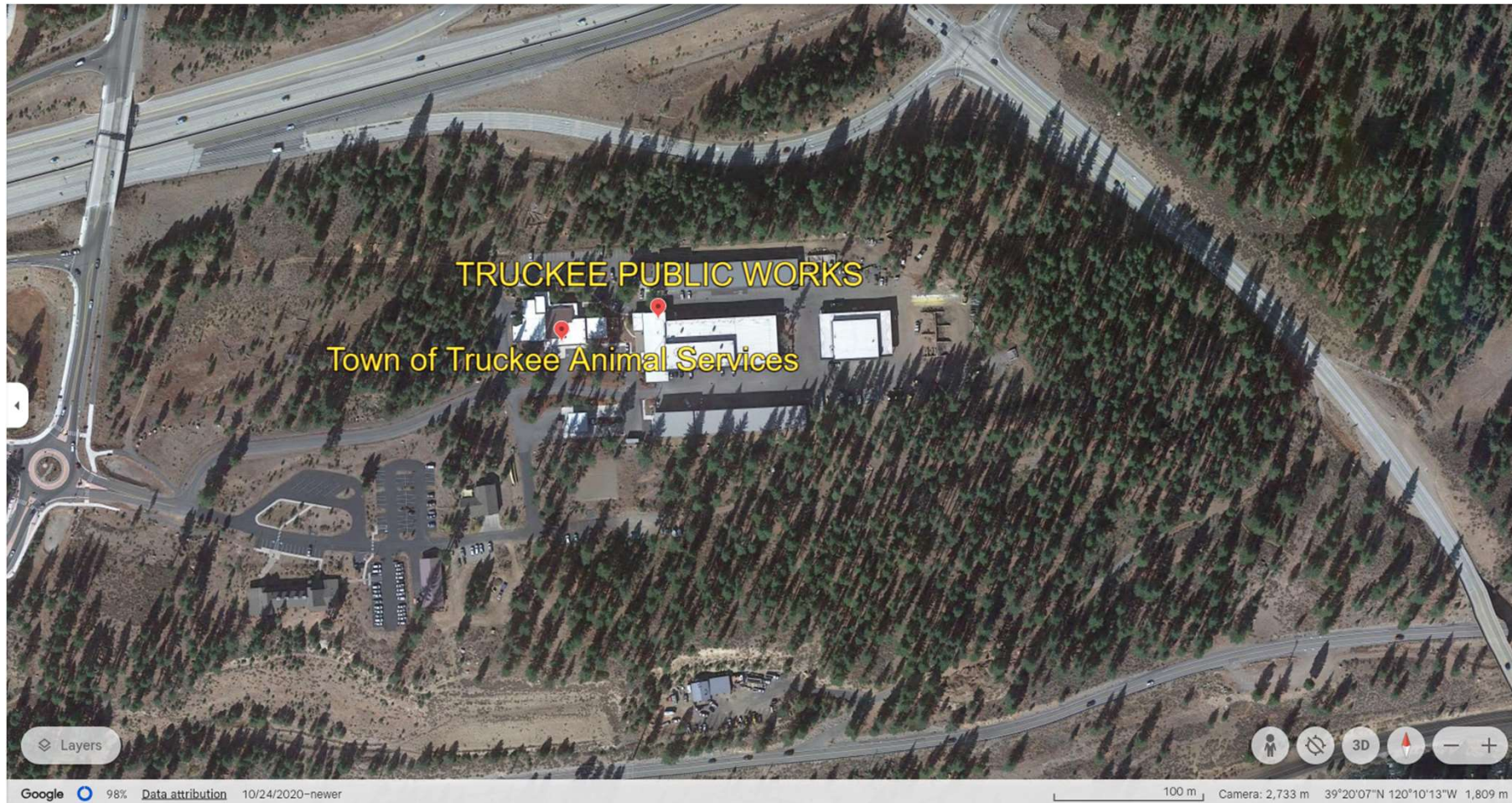


Image credit: Google Earth



# Siting and Utilities

TRUCKEE PUBLIC SERVICE CENTER - ANNUAL UTILITIES						
Month	Natural Gas		Electricity		Total Cost	Percentage
	MMBtu	\$	kWh	\$		
Oct-21	468	\$ 6,617.59	59,200	\$ 9,596.71	\$ 16,214.30	6.4%
Nov-21	901	\$ 12,314.15	65,160	\$ 10,265.69	\$ 22,579.84	9.0%
Dec-21	1,512	\$ 19,767.60	64,600	\$ 10,841.66	\$ 30,609.26	12.1%
Jan-22	1,617	\$ 21,998.41	65,520	\$ 11,053.98	\$ 33,052.39	13.1%
Feb-22	1,378	\$ 18,715.67	67,960	\$ 11,393.49	\$ 30,109.16	11.9%
Mar-22	984	\$ 12,893.73	76,120	\$ 12,602.36	\$ 25,496.09	10.1%
Apr-22	796	\$ 10,656.52	59,160	\$ 10,114.89	\$ 20,771.41	8.2%
May-22	538	\$ 8,491.54	57,240	\$ 9,743.05	\$ 18,234.59	7.2%
Jun-22	235	\$ 4,122.85	62,680	\$ 10,395.76	\$ 14,518.61	5.8%
Jul-22	166	\$ 2,785.28	62,400	\$ 10,323.60	\$ 13,108.88	5.2%
Aug-22	124	\$ 2,099.77	71,720	\$ 11,852.81	\$ 13,952.58	5.5%
Sep-22	220	\$ 3,978.81	54,120	\$ 9,454.34	\$ 13,433.15	5.3%
<b>Total</b>	<b>8,938</b>	<b>\$ 124,441.92</b>	<b>765,880</b>	<b>\$ 127,638.34</b>	<b>\$ 252,080.26</b>	<b>100.0%</b>

Prepared by Wildephor Consulting Services, LLC

**Unit Cost of Energy: \$13.92/MMBtu (natural gas); \$0.167/kWh (electricity)**

# Design Options

- Three bioenergy system options evaluated for PSC site
  - **Option 1A** - Combined Heat and Power (CHP)
  - **Option 1B** - Biomass Power Only
  - **Option 2** - Combined Heat and Biochar (CHAB)
- Both power-led options could support EV charging and microgrid
- CHAB system could serve small hydronic district heating loop
- PSC site will not support feedstock processing and bulk storage

# Option 1A – Combined Heat and Power

- 2 x 1 MWth biomass boilers
- 2 x 75 kWe ORC generators
- Grid-connected or behind-the-meter power
- Supplemental building/slab hydronic heating
- 4,200 BDT/year feedstock (wood chips)
- **Key advantages – most robust technology; meets SB 1383 target**
- **Key challenges – grid interconnection; net metering agreement**

# Option 1A – Combined Heat and Power



Image credit: ElectraTherm Inc.



Image credit: Viessmann Manufacturing Company Inc.

# Option 1B – Biomass Power Only

- Air curtain burner + 100 kWe ORC generator
- Four (4) behind-the-meter EV charging stations
- Battery storage allowing overnight EV charging
- 13,000 BDT/year feedstock (trees/limbs/chips)
- Requires two full-time operators and 70,000 sf footprint
- Key advantages – avoided disposal at ERL; modular design
- Key challenges – high labor costs; 20 mph max wind speed

# Option 1B – Biomass Power Only



Image credit: Air Burners, Inc.

# Option 2 – Combined Heat and Biochar

- 0.6 MWth modular pyrolysis system
- Primary output is biochar (25% by weight)
- Supplemental building/process heating
- 3,300 BDT/year feedstock (wood chips)
- 830 tons/year biochar (material sales + carbon credits)
- Key advantages – carbon sequestration; highest revenues
- Key challenges – tightest fuel specification; evolving markets



# Option 2 – Combined Heat and Biochar



Image credit: PYREG GmbH



# Air Emissions

- Study estimated both GHG and criteria pollutant emissions
- All three options offer significant reductions in GHG emissions
  - Avoided emissions compared with business-as-usual pathways
  - Carbon sequestration in the form of biochar (Option 2 only)
- Options 1A and 2 utilize advanced emissions control systems
- Met with Northern Sierra Air Quality Management District
  - Generally very supportive of all three biomass utilization options
  - Will work collaboratively to permit any of the proposed systems

# GHG Emissions

GHG EMISSIONS REDUCTION Source	Units	Option 1A Boiler + ORC Generator		Option 1B ACB + ORC Generator		Option 2 Pyrolysis System	
		Basis	MTCO2e/yr	Basis	MTCO2e/yr	Basis	MTCO2e/yr
		Avoided Natural Gas Use	MMBtu/yr	2,253	119	-	-
Avoided Grid Electricity Use	kWh/yr	661,693	131	182,500	36	-	-
Avoided Landfill Disposal	BDT/yr	-	-	555	117	-	-
Avoided Onsite Decay	BDT/yr	2,752	3,120	6,753	7,656	1,852	2,099
Avoided Open Combustion	BDT/yr	1,448	210	1,448	210	1,448	210
Avoided Transportation	ton-mile	-	-	566,198	103	-	-
Biochar Sequestration	ton/yr	-	-	-	-	829	2,015
<b>Total Emissions Reduction</b>			<b>3,581</b>		<b>8,122</b>		<b>4,444</b>
Additional Electricity Use	kWh/yr	342,720	-	-	-	288,000	57
Additional Fossil Fuel Use	gal/yr	-	-	3,076	31	2,466	14
<b>Total Emissions Increase</b>			<b>0</b>		<b>31</b>		<b>71</b>
<b>Net Annual GHG Reduction</b>			<b>3,581</b>		<b>8,091</b>		<b>4,373</b>
<b>Net Life-Cycle GHG Reduction</b>			<b>89,513</b>		<b>202,271</b>		<b>109,319</b>

Prepared by Wildephor Consulting Services, LLC

**Avoided onsite decay is largest source of available GHG emissions reductions**

# GHG Emissions

- Option 1B provides the greatest net reduction in GHG emissions
- Life-cycle GHG reductions for all three options would exceed annual emissions from all passenger vehicles registered in Truckee

Passenger Vehicles Per Truckee Household			
Number of Vehicles	Households <sup>1</sup>		Total
1	15%	886	886
2	42%	2,549	5,099
3	34%	2,040	6,119
4	10%	601	2,404
	<b>100%</b>	<b>6,070</b>	<b>14,508</b>
<b>Passenger Vehicle GHG Emissions</b>		<b>66,737 MTCO<sub>2</sub>e/yr</b>	

<sup>1</sup><https://datausa.io/profile/geo/truckee-ca>

# Criteria Pollutant Emissions

ESTIMATED CRITERIA POLLUTANT EMISSIONS FOR TRUCKEE BIOENERGY GENERATION						
OPTION	UNITS	PM	NOx	ROG	CO	SO2
<b>1A Boiler System</b>	lb/MMBtu	0.04	0.12	0.02	0.25	0.02
	lb/hr	0.27	0.83	0.12	1.70	0.17
	lb/day	6.53	19.91	2.77	40.80	4.08
	ton/yr	1.19	3.63	0.51	7.45	0.74
<b>1B Air Curtain Burner</b>	lb/MMBtu	0.15	0.12	0.11	0.31	0.01
	lb/hr	10.40	8.00	7.20	20.80	0.80
	lb/day	104.00	80.00	72.00	208.00	8.00
	ton/yr	18.98	14.60	13.14	37.96	1.46
<b>2 Pyrolysis System</b>	lb/MMBtu	0.12	0.22	0.01	0.08	0.00
	lb/hr	0.62	1.14	0.03	0.42	0.01
	lb/day	14.88	27.36	0.72	10.08	0.24
	ton/yr	2.72	4.99	0.13	1.84	0.04
<b>NSAQMD</b>						
Level A	lb/day	<79	<24	<24	-	-
Level B	lb/day	79-136	24-136	24-136	-	-
Level C	lb/day	>136	>136	>136	-	-

Prepared by Wildephor Consulting Services, LLC

**Emissions levels for Options 1A and 2 are mostly well below NSAQMD thresholds**

# Financial Analysis

- Detailed modeling produced operating and capital cost estimates for each bioenergy option
- 25-year pro forma financial analyses developed based on CAPEX and annual OPEX estimates
- Sensitivity analysis conducted to evaluate fuel price sensitivity
  - Wood fuel
  - Natural gas
  - Electricity

# OPEX Summary

OPERATING EXPENSE SUMMARY		Option 1A Boiler + ORC Generator	Option 1B ACB + ORC Generator	Option 2 Pyrolysis System
Biomass Feedstock Cost	\$/yr	\$ 40,000	\$ -	\$ 30,000
Natural Gas Utility Offset	\$/yr	\$ (30,000)	\$ -	\$ (30,000)
Electric Utility Offset	\$/yr	\$ (170,000)	\$ (30,000)	\$ -
Biochar Sales Revenue	\$/yr	\$ -	\$ -	\$ (200,000)
System O&M Cost	\$/yr	\$ 180,000	\$ 400,000	\$ 290,000
<b>Net Annual Operating Cost</b>	<b>\$/yr</b>	<b>\$ 20,000</b>	<b>\$ 370,000</b>	<b>\$ 90,000</b>
Avoided Disposal Costs	\$/yr	\$ -	\$ (560,000)	\$ -
Avoided SB 1383 Procurement	\$/yr	\$ (30,000)	\$ -	\$ -
Carbon Credit Sales Revenue	\$/yr	\$ -	\$ -	\$ (210,000)
<b>Value of Co-Benefits</b>	<b>\$/yr</b>	<b>\$ (30,000)</b>	<b>\$ (560,000)</b>	<b>\$ (210,000)</b>
<b>Net Community Benefit</b>	<b>\$/yr</b>	<b>\$ (10,000)</b>	<b>\$ (190,000)</b>	<b>\$ (120,000)</b>

Prepared by Wildephor Consulting Services, LLC

**Net community benefit is relative to business-as-usual green waste disposal pathways**

# CAPEX Summary

<b>CAPITAL EXPENSE SUMMARY</b>	<b>Option 1A</b> Boiler + ORC Generator	<b>Option 1B</b> ACB + ORC Generator	<b>Option 2</b> Pyrolysis System
<b>Direct Cost</b>	\$ 6,745,000	\$ 2,265,000	\$ 5,335,000
<b>Indirect Cost</b>	\$ 1,214,100	\$ 407,700	\$ 960,300
<b>TOTAL COST</b>	<b>\$ 7,959,100</b>	<b>\$ 2,672,700</b>	<b>\$ 6,295,300</b>
<b>Contingency</b>	\$ 1,989,775	\$ 534,540	\$ 1,888,590
<b>RISK-ADJUSTED COST</b>	<b>\$ 9,948,875</b>	<b>\$ 3,207,240</b>	<b>\$ 8,183,890</b>

Prepared by Wildephor Consulting Services, LLC

**Bioenergy system with lowest initial CAPEX has highest annual OPEX and vice versa**

# ROI Summary

<b>PAYBACK AND ROI SUMMARY</b>	<b>Option 1A</b> Boiler + ORC Generator	<b>Option 1B</b> ACB + ORC Generator	<b>Option 2</b> Pyrolysis System
<b>25-Year Net Present Value (NPV)</b>	\$ 53,035	\$ 1,662,029	\$ 720,555
<b>Discounted Payback Period (Years)</b>	<b>24</b>	<b>6</b>	<b>14</b>
<b>Discounted Return on Investment (ROI)</b>	12.3%	169.3%	56.3%
<b>Annualized Return on Investment (ROI)</b>	<b>0.5%</b>	<b>4.0%</b>	<b>1.8%</b>

Prepared by Wildephor Consulting Services, LLC

**All three options produce positive returns on investment but with very different payback periods**



# Sensitivity Analysis

- Options 1A and 1B on the edge of financial viability
  - Both options extremely sensitive to wood fuel unit cost
  - Increasing feedstock cost by \$10/BDT returns negative NPV
- Option 1B completely insensitive to offset utility rates
- Option 2 has most flexibility in terms of energy prices
  - Produces positive NPV regardless of offset utility rates
  - Could withstand \$10/BDT increase in feedstock unit cost

# Biochar Markets

- Economic viability of Option 2 depends almost entirely on sale of biochar and associated carbon sequestration credits
  - 830 tons/year of high quality biochar from pyrolysis system
  - \$400k in annual sales revenue from biochar + carbon credits
- Study included supplemental biochar market evaluation
- Independent markets for biochar material and carbon credits
- **Material markets are regional; carbon markets are global**

# Material Markets

- Biochar commonly used as soil and compost amendment
  - Enhanced soil moisture and nutrient retention
  - Reduced odors and GHG emissions in compost
- Additional uses for biochar increasing steadily
  - Water/air filtration medium
  - Erosion control medium
  - Building/paving materials
  - Additive manufacturing (3D printing)

# Material Markets

- Biochar material market faces significant uncertainty with respect to quality, pricing, supply chains, and end uses
- Quality and thus value of biochar co-products largely determined by bioenergy technology and feedstock composition
- Lack of standardized biochar products and established distribution networks could continue to hinder near-term market stabilization
- Two primary options for offtake: 1) developing producer-to-buyer relationships, and 2) using an experienced biochar broker

# Carbon Markets

- Sale of carbon dioxide removal (CDR) credits in voluntary market likely to offer greatest economic value from biochar
- Typically sequesters about 2.5 tons CO<sub>2</sub> per ton of biochar
- Durable carbon sequestration is a tradable commodity
  - 5.3 million metric tons of CDR credits sold to date
  - \$2.1 billion in cumulative market value (since 2019)
- Value of CDR credits serves as hedge against uncertainty in biochar material markets

# Carbon Markets

- Leading voluntary carbon market for biochar is Puro.earth
- Trades exclusively in carbon removal rather than offset credits

Domestic Biochar CORC Sales (Active Certified Producers) <sup>1</sup>					
	2021	2022	2023	Total	Price
Oregon Biochar Solutions (OR)	4,323	1,602	5,209	<b>11,134</b>	\$205
Wakefield Biochar (GA)	0	0	3,424	<b>3,424</b>	\$190
American BioCarbon (LA)	0	0	632	<b>632</b>	\$135
<b>Total (MTCO2/year)</b>	<b>4,323</b>	<b>1,602</b>	<b>9,265</b>	<b>15,190</b>	<b>\$199</b>

<sup>1</sup> Actual sales reported on Puro.earth platform; current prices in USD/MTCO2 with weighted average total.

**ROI model conservatively assumes \$110/MTCO2; \$220/MTCO2 offers same payback with no material sales**

# Feasibility Summary

- **Economic Impacts:** positive NPV; trade-off between lower CAPEX and higher OPEX; significant wood fuel price sensitivity
- **Environmental Impacts:** 60-99% reduction in criteria pollutants; net GHG reductions could exceed 100k metric tons over 25 years
- **Social Impacts:** community-scale project could serve as catalyst for further development of circular bioeconomy in Truckee

# Further Analysis

- Value engineering and/or siting studies may be needed to improve economic performance of one or more options
- Significant additional benefits may be available from hybrid design
- Combined Heat, Power, and Biochar (CHPB) system
  - Higher annual operating revenue from sales of additional CDR credits
  - Qualifying for 30% federal Investment Tax Credit (ITC) for CHP systems
  - Greater GHG emissions reductions from increased biomass utilization
- **Bioenergy presents compelling opportunity for Truckee partners**





W. David Featherman, Principal

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BIOENERGY - SUSTAINABILITY - PUBLIC POLICY - RISK ANALYSIS - PROJECT MANAGEMENT



# STAFF REPORT

## March 19, 2024

**STAFF CONTACT:** Niki Holoday, Administrative & Financial Services Director

**AGENDA TITLE:** Telework Policy

**AGENDA ACTION:** Discussion and Possible Action

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### RECOMMENDATION:

Staff recommends the adoption of a Telework Policy & Procedures.

### BENEFITS:

We believe that offering Telework can be a strategic advantage as we look to adapt to the changing work trends in today's dynamic business landscape and offering telework can benefit both employers and employees.

Telework can provide a crucial contingency plan in the event of natural disasters, public health emergencies, or other disruptions that prevent employees from coming to the office. Remote work enables business operations to continue with minimal disruption, ensuring continuity and resilience. It also provides an opportunity for a better work-life balance, while still meeting the needs and expectations of our community.

The opportunity for telework is highly valued by many employees, and offering this flexibility can increase employee satisfaction and loyalty. Companies that prioritize work-life balance and flexibility are often more attractive to top talent and experience lower turnover rates.

A telework policy is an essential tool that will demonstrate clarity and consistency. The policy outlines expectations, guidelines, and procedures for employees who wish to work remotely. It ensures that everyone understands what is expected of them in terms of performance, communication, availability, and work hours. A telework policy ensures fairness by establishing consistent guidelines for all employees.

Our goal is to support employees while continuing to serve the needs of the District.

### ALTERNATIVES:

- Do not approve the policy.

### FISCAL IMPACT:

- No fiscal impact.

## **TELEWORK POLICY**

In appropriate circumstances, and subject to supervisor/management approval, Truckee Fire Protection District (“the District”) allows employees to work remotely for some of their regularly scheduled work hours. The purpose of this policy is to establish the process for requesting telework, describe the operational guidelines governing any telework arrangement, and ensure that, for the duration of any approved telework arrangement, employees perform their job duties and provide quality work in a timely manner.

### **Discretionary**

Not all positions with the District are conducive to remote work. Even where positions are conducive to remote work, not all work assignments or individuals will be well-suited to that arrangement. The District, through its management staff, has the discretion to determine the job classifications, positions, and employees who are eligible to telework under this policy. This determination can be made using relevant criteria including, but not limited to, the following:

- The operational needs of the District
- The disruption or potential for disruption to the District’s functions
- The ability of the employee to perform their job duties from an alternative worksite without diminishing the quantity or quality of the work performed
- The degree to which the employee’s job functions require face-to-face interaction with other District employees, contractors, and members of the public
- The employee’s job performance
- The employee’s length of service with the District
- The portability of the employee’s work, including the employee’s ability to remotely access tools, equipment, and materials necessary to perform their job functions
- The risk factors associated with performing the employee’s job duties from a location other than the employee’s normal workplace
- The District’s capacity to monitor and measure the employee’s work performance at the alternate worksite
- The employee’s supervisory responsibility
- The employee’s need for supervision
- Other considerations deemed relevant by the District



## **Operational Considerations**

Teleworking does not change the duties, obligations, responsibilities, or terms and conditions of a teleworker's employment with the District. Employee's compensation and benefits shall continue unchanged. In the event the District's operational or public service considerations are not consistent with remote work, the availability of remote work will be re-evaluated.

Work hours, overtime compensation, and vacation schedules will conform to the employee's established schedule or any modified schedule that is adopted pursuant to the telework arrangement. Unless modified, an employee's standard work hours will continue.

Employees remain obligated to comply with all District rules, policies, practices, and instructions. Violation of such may result in disciplinary action.

## **Work Expectations**

Teleworking employees are expected to devote the same attention to their work tasks while remote as they do when working in the office or at their usual assigned workspace. Teleworking employees are expected to be responsive to communications – whether by phone, e-mail, or video meeting. If a co-worker or supervisor contacts a teleworking employee, the teleworking employee is expected to respond in the most expedient fashion as soon as possible. District employees often depend on each other to perform work tasks, and responsiveness and attentiveness is of critical importance.

Teleworking employees are expected to maintain active and regular communication with their supervisors. To this end, teleworking employees are expected to communicate at the beginning of the workday, and throughout, with their supervisor and to share information about pending assignments and status of completion. Supervisors shall establish necessary protocol for communication standards and monitoring workload and work product, which can vary by department or type of work performed.

## **Equipment and Workspace Needs**

In appropriate circumstances, the District will provide the employee with equipment to use while teleworking, including a computer, mouse, and/or keyboard. The teleworking employee shall establish a safe and hazard free place to perform work. Should an employee experience an injury while performing telework, the employee is expected to alert his supervisor just as if actively at the usual place of work.

Employees are not required to telework; instead, telework is only provided when an employee requests it. Because it is a voluntary arrangement, the District does not cover the costs of internet access, increased power usage, or any other incremental costs associated with remote work. Unless other arrangements have been provided, a workspace and standard office supplies (including printer, ink, and other office supplies needed for job performance) are available to all employees at the District's office. When the employee chooses to use his/her own equipment for job performance, the employee is responsible for the maintenance and repair of equipment, and for any associated costs.

## **Leave and Work Hours**

For non-exempt employees, requests to work overtime, take vacation, or use other leave must be approved by the employee's supervisor in the same manner as when working in the employee's regular workspace. This means that, prior to working any overtime, a non-exempt employee must obtain pre-approval from his or her supervisor. Failure to do so will be addressed as a performance issue.

If a teleworker becomes ill while working remotely or is otherwise eligible to use sick leave, the teleworker is expected to alert his or her supervisor and use available leave for those hours.

The teleworking employee is expected to devote necessary attention to work-related tasks. A teleworking employee is expected to make alternative arrangements for childcare or other dependent care obligations when working remotely.

When deemed necessary and essential, the teleworking employee may be requested to report to District offices to perform assigned tasks, even on a day designated for telework.

Telecommuting is entirely discretionary on the part of the District and may be terminated by the District for any employee at any time, based on business needs. An employee approved for telework can also opt to eliminate the telework arrangement and/or work in District offices on days otherwise approved for telework.

## **Process for Requesting Telework**

To make a request for a telework arrangement, employees must complete a Voluntary Telework Request Form and submit the completed form to the employee's supervisor or manager. The request will be considered in light of the relevant factors, and the District will provide a response to the employee. If the request is granted, the employee will be presented with and must sign a Voluntary Telework Agreement as a condition of working remotely.

## **Discretion for Exigent Circumstances**

The District retains the discretion to provide mandatory teleworking arrangements during exigent circumstances. Where exigent circumstances exist, the District may direct District employees to remain at their homes or places of residence, and the District may adopt and implement a short-term teleworking arrangement for such employees to provide for the continuity of essential services provided by the District. Exigent circumstances may include war, public health emergencies, power failures, natural and man-made disasters, serious and severe inclement weather, and other states of emergency. In those circumstances, the Fire Chief is authorized to suspend some or all provisions of this policy and adopt and implement alternative provisions necessary to provide for the continuity of essential services.

**TRUCKEE FIRE PROTECTION DISTRICT  
VOLUNTARY TELEWORK AGREEMENT**

**Employee Name:** \_\_\_\_\_ (“Employee”)

**Position:** \_\_\_\_\_

**Date of Agreement:** \_\_\_\_\_ (“Effective Date”)

---

This Voluntary Telework Agreement (the “Agreement”) is entered into by and between Employee and the Truckee Fire Protection District (“the District”).

1. Telework Arrangement. Employee has requested and been approved to perform duties and responsibilities from a worksite other than the location from which Employee would normally work (“Alternate Worksite”). Employee agrees to comply with the terms of the District’s Teleworking Policy, which is attached as **Exhibit A** to this Agreement.
2. Alternate Worksite. Employee has a designated workspace appropriate to perform duties while teleworking. Employee agrees to maintain the designated workspace in a safe condition, free from hazards and other dangers to Employee and any Employer’s equipment provided to Employee.
3. Terms of Employment. This Agreement is not a contract of employment and does not alter or supersede the terms of the existing employment relationship between Employee and Employer. Employee remains obligated to comply with all Employer rules, policies, practices, and instructions that would apply if Employee were working at the District’s worksite.
4. Effective Period. The telework arrangement set forth under this Agreement shall commence on Effective Date and shall continue until terminated by either Employee or Employer.
5. Termination. Employee’s participation in this Agreement, and the teleworking arrangement contemplated by it, are entirely voluntary. Employee is not required to telework and, in lieu of remote work, could perform work duties at the Employer’s primary work location. This Agreement may be terminated by either Employee or Employer at any time, for any reason, with or without cause upon reasonable notice to the other party.
6. Employee Compensation. Employee’s compensation and benefits shall remain unchanged due to the participation in telework.
7. Employee Duties, Obligations, and Responsibilities. Employee agrees and understands that Employee’s obligations and duties to the Employer are the same during telework as they would be if Employee were performing duties at the District’s office. Employee’s conduct while teleworking remains governed by the District’s personnel and other

operational policies. Failure by Employee to adhere to Employer's policies while engaged in telework may result in discipline up to and including termination of employment.

8. Work Schedule. Employee's daily work schedule while engaged in telework will be determined by and between Employee and Employer and will be subject to Employer's approval. At the time of this Agreement, telework is approved for the following work schedule (check applicable):

\_\_\_\_\_  
\_\_\_\_\_

Employee will be allowed to telework on an intermittent basis as approved by Employee's supervisor.

9. Dependent Care. Teleworking is not a substitute for dependent care. Employee may engage in dependent care before or after teleworking. Any necessity for dependent care during working hours must be treated as a time off request and must follow the process set forth in the District's personnel policies.

10. Employee's Illness or Dependent Care Needs. In the event Employee becomes ill or otherwise unable to perform his/her duties on a scheduled telework day, then Employee must inform the Employee's supervisor and take sick leave in accordance with District policy.

11. Work at Employer's Site. Upon request and at Employer's discretion, Employer may require Employee to perform duties at the District's office when Employee's presence is required by operational requirements or other business needs as determined by Employer. Employee's presence may be required on days established as telework days. Employee will be provided with reasonable advance notice of any in-person presence needed on established telework days.

12. Equipment and Supplies. If the District provides any District-issued equipment for Employee's use while teleworking, Employee shall be responsible for ensuring that Employer's equipment is used properly and not for any improper purpose. Employee should ensure that all such equipment is safeguarded and that passwords and other measures are appropriately used to prevent third party access to District's files. Upon termination of this Agreement, Employee agrees to return in good working order and in a timely fashion all District-owned property.

13. Office Supplies and Expense Reimbursement. Standard office supplies will be provided by Employer as needed. Employee's out-of-pocket expenses for other supplies for Employee's voluntary telework arrangement will not be reimbursed unless prior approval has been granted for the expenditure by the District.

14. Worker's Compensation. Employer shall be responsible for any work-related injuries under California's Worker's Compensation laws, but the District's liability is limited solely to injuries resulting directly from Employee's performance of duties for Employer. Claims

will be handled in accordance with the District's policies and procedures regarding Worker's Compensation claims. The District shall not be liable to any third parties for injuries arising at the remote site for any reason.

- 15. Liability to Third Parties to Injuries at Remote Site. Employee understands and agrees that Employee remains solely liable for injuries to third parties and/or members of Employee's family on Employee's premises.
- 16. Governing Law. This Agreement shall be governed by the laws of the State of California. Any action to enforce the terms of this Agreement shall be venued in and subject to the jurisdiction of the Superior Court of the County of Nevada.
- 17. Entire Understanding and Modification. This Agreement constitutes the entire understanding of the parties as it relates to this matter. This Agreement may only be modified in writing signed by both parties.

The parties hereto agree to the terms and conditions in this Agreement as of the effective date listed above.

**EMPLOYEE**

Date: \_\_\_\_\_, 2024

By: \_\_\_\_\_  
**EMPLOYEE NAME**

**TRUCKEE FIRE PROTECTION DISTRICT**

Date: \_\_\_\_\_, 2024

By: \_\_\_\_\_  
**Name**  
Title: **Insert**



**EXHIBIT A**  
**TELEWORK POLICY**

**TRUCKEE FIRE PROTECTION DISTRICT**  
**Voluntary Telework Request Form**

Name \_\_\_\_\_ Title \_\_\_\_\_

Department \_\_\_\_\_ Supervisor \_\_\_\_\_

**Employee Request:** As an employee of the Truckee Fire Protection District (“the District”), I am submitting a request to telework, either for (a) one or more established days per week or (b) on an intermittent basis.

- Number of days requested to telework on a regularly scheduled basis: \_\_\_\_\_/week
- I am requesting the ability to telework on an intermittent/as-needed basis: \_\_\_\_\_

**Please describe how you believe your job responsibilities are suited for teleworking:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Employee Initials</b>	
_____	I have reviewed and understand the Teleworking Policy.
_____	I understand that I am responsible for abiding by the terms of the Teleworking Policy.
_____	I understand that this request is subject to approval by management of the District and that not every employee is eligible to telework.
_____	I understand that, if granted, telework can be changed or eliminated at any time.
_____	I understand that, if granted, I will be required to complete and abide by a Telework Agreement.
_____	I understand that telework is not a substitute for using sick leave or vacation.
_____	I understand that telework is not a substitute for child or dependent care.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TRUCKEE FIRE PROTECTION DISTRICT**

Approved: \_\_\_\_\_ (*Telework Agreement prepared and presented*) / Denied: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## STAFF REPORT

March 19, 2024

**STAFF CONTACT:** Eric Horntvedt, Wildfire Prevention Manager  
**AGENDA TITLE:** 2024-2026 Curbside Green Waste Services Agreement  
**AGENDA ACTION:** Discussion with Possible Action

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### RECOMENDATION:

Authorize the Fire Chief to award the contract and execute all agreements and amendments with Tahoe Truckee Sierra Disposal (TTSD) to carry out services for the 2024-2026 Curbside Green Waste Pick-Up Program for the District in the amount of \$1,800,000 with an additional 10% contingency for a total not-to-exceed amount of \$1,980,000.

### BACKGROUND:

One of the major components of the Measure T Community Wildfire Prevention Fund is to educate homeowners on the importance of creating and maintaining defensible space and offering solutions that reduce barriers and increase proactive removal and disposal of residential green waste.

Truckee Fire staff solicited proposals for the 2024 Curbside Greenwaste Pick-Up Services on February 9, 2024 – March 5, 2024. This included notification in: local newspaper(s), Truckee Chamber of Commerce, email to previous bidders and known contractors, and general email blast(s).

*Truckee Fire Protection District (Truckee Fire) released a Request for Proposals (RFP) on February 9, 2024, for the 2024-2026 Curbside Green Waste Services. Truckee Fire is seeking qualified and interested contractors and/or organizations to provide green waste collection and disposal services in residential areas across the 125 square mile District.*

*Truckee Fire will be including Tahoe Donner Association into the District's green waste service area. Truckee Fire anticipates this program will generate a need to service approximately 5,000 piles annually. The RFP has a not to exceed budget of \$600,000 annually, or \$1.8M total.*

Proposal opening was conducted by Admin staff on March 5, 2024 at 3:00pm at the public admin counter to document all proposals received. In total, two (2) proposals were received. Staff conducted initial proposal content and completeness review and determined that Tahoe Truckee Sierra Disposal displayed the highest levels of qualification, experience, equipment, proposal to meet scope of work, contingency plans, additional proposal benefits, and the lowest time and materials hourly cost for 2024 (with a 5% adjustment each service year).

See attached:

- Request For Proposals
- Proposal Opening Report
- All Proposals Received

The District intends to modify the agreement used for the 2023 Green Waste Program to contract a multi-year time and material services agreement. All documents for this procurement will be kept following document retention policies.

**ALTERNATIVES:**

Do not authorize the Fire Chief to enter into agreement

**FISCAL IMPACT:**

\$600,000 annual budget

\$60,000 (annual 10% contingency)

Total: \$1,980,000

This is a Measure T – Community Wildfire Prevention Fund expense that is budgeted across multiple fiscal years to provide services for the 2024-2026 work seasons (typically May-October)



**Truckee Fire Protection District**  
*Proudly providing service to portions of both Nevada and  
Placer Counties and the Town of Truckee*

**Board of Directors**

*Gary R. Botto  
Victor R. Hernandez  
Gerald W. Herrick  
Erin E. Prado  
Paul D. Wilford*

**Fire Chief**

*Kevin A. McKechnie*

**Division Chief**

*Matthew J. Parkhurst*

**Fire Marshal**

*Steven C. Kessmann*

**Wildfire Prevention  
Manager**

*Eric M. Horntvedt*

# REQUEST FOR PROPOSALS

**Truckee Fire Protection District**

**2024-2026 Curbside Green Waste Services**

Posted: February 9, 2024

**Deadline for Submission**

**March 5, 2024**

**3:00 P.M.**

**SOLICITED BY:**

**Truckee Fire Protection District  
Eric Horntvedt, Wildfire Prevention Manager  
P.O. Box 2768 Truckee, CA 96160  
[erichorntvedt@truckeefire.org](mailto:erichorntvedt@truckeefire.org)  
530-536-8159**



## I. INTRODUCTION AND PROJECT OVERVIEW

The Truckee Fire Protection District (Truckee Fire or District) is requesting proposals from qualified and interested contractors and/or organizations (Contractor) to provide green waste collection and disposal services (green waste services) in residential areas across our 125 square mile District.

All forms related to this Request for Proposals (RFP) are available online at [www.truckee-fire.org/projects](http://www.truckee-fire.org/projects), complete proposals **must be submitted to Truckee Fire by 3:00PM (PST) on March 5, 2024**. This is a competitive proposal process; the criteria outlined in section V (Submittal and Selection) of this RFP will be used as the basis to evaluate and select the Contractor.

Truckee Fire will present an agenda item with a recommendation to the Board of Directors at the regular Board meeting on March 19, 2024. If awarded, a contract to provide these services will be effective on the date the contract is approved and signed by all required parties. This will be a time and materials contract for services with a not to exceed budget of \$600,000 annually. The terms of the contract will be for a period of three (3) years, starting May 1, 2024, and ending December 31, 2026. Generally, green waste services will take place May-November annually. The actual time period may be longer or shorter depending on budget, demand, workload, and weather.

## II. BACKGROUND

Truckee Fire voters passed a Community Wildfire Protection Tax, Measure T, in September of 2021. This \$179 tax per parcel, per year, will generate an approximately \$4 million community wildfire prevention fund annually that will be spent solely on wildfire prevention and mitigation activities. A major emphasis with this funding source is supporting defensible space actions through residential green waste services.

In 2022, Truckee Fire piloted this new green waste program and awarded contracts for curbside chipping and curbside pick-up and haul away. The program was offered again in 2023 (pick-up and haul away only), with an increase of 3,683 cubic yards of green waste removed from the community from 2022 to 2023. In total 2,388 piles were picked-up and hauled away by Truckee Fire Contractor during the 2023 season, generating 12,174 cubic yards of loose green waste which is equal to approximately 898 bone dry tons (BDT). The programs in 2022 and 2023 did not include providing green waste service in the Tahoe Donner Association area.

Total expenditures for the 2023 Truckee Fire green waste program: \$368,763  
Contractor Hourly Operations \$209,395  
ERL Dump Fees \$159,368

Truckee Fire will be including Tahoe Donner Association into the District's green waste service area beginning in 2024. This addition of nearly 6,500 properties is expected to double the number of pile pick-ups compared to 2023 numbers listed above. We anticipate that this program has the potential to grow to over 5,000 piles needing annual pick-up and haul away service with the inclusion of Tahoe Donner. It is Truckee Fire's intent to secure a local contractor to perform these services with a high level of reliability, professionalism, customer service, and attention to detail. Truckee Fire utilizes a 3<sup>rd</sup> party reservation and tracking software to assist with efficiency in day-to-day operations and data collection. The Contractor will be required to use the software provided by Truckee Fire daily; training and tablets will be provided by Truckee Fire as needed. The public-facing side of this green waste program can be found by visiting [www.truckee-fire.org/greenwaste](http://www.truckee-fire.org/greenwaste).

Truckee Fire strongly encourages all interested contractors to review this website information to gain a better understanding and purview of this program.

### III. GENERAL REQUIREMENTS

The Contractor must conduct all work and disposal activities so that they comply with all Federal, State, and Local regulations, laws, and ordinances. The desired Contractor will have experience in residential green waste services and have adequate equipment and personnel on staff to meet the requirements of the scope of work and draft contract provided. Listed below are the preferred qualifications to be considered for this contract:

#### License(s) and Qualification(s)

- Valid CA contractor’s license **OR** demonstration of other legal and professional ability is required.
  - Classification A, or C-61/D-49, or C-27, or Licensed Timber Operator (LTO)
  - Clear demonstration of the ability to legally and successfully perform and meet the requirements of the scope of work.
- CDL as required by DOT \*(This is dependent on equipment being used)
- Valid and unexpired driver’s license for personnel who are driving equipment/vehicles.

#### Experience

- **2 or more years of professional experience that directly relates to the scope of work.**

#### Insurance

##### Type of Coverage and Minimum Requirements:

1. Commercial General Liability Insurance and Automobile Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments:

<u>Each Occurance</u>	<u>\$1,000,000</u>
<u>General Aggregate for Each</u>	<u>\$2,000,000</u>

- |                                    |                  |
|------------------------------------|------------------|
| 2. Workers’ Compensation Insurance | Statutory limits |
| 3. Employer’s Liability Insurance  | \$1,000,000      |

Insurance is to be placed with insurers with a current A.M. Best’s rating of no less than A.

#### Equipment/personnel:

- Minimum two (2) self-loading hydraulic dump trucks with grapple (strongly preferred) AND/OR, minimum 10” capacity trailer chippers with chip van/trucks, AND/OR other equipment that clearly demonstrates the ability to meet the scope of work.
  - Minimum one (1) reserve self-loading hydraulic grapple truck (strongly preferred), or other equipment to meet scope of work in case of breakdowns, or for surge capacity to meet scope of work
  - Minimum one (1) smaller equipment that can be utilized for hard-to-access piles where the larger equipment cannot provide service that demonstrates ability to meet

scope of work (ex. Self-load trailer, manual load trailer, small chipper...etc.)

- Adequate personnel based on equipment being used.
  - 2 minimum per hydraulic dump truck/trailer (operator and spotter)
  - 4 minimum per chipper truck (1 supervisor and 3 crew, or similar)
  - 2 minimum per smaller equipment
- Leaf blowers, rakes, brooms, and other equipment/supplies needed to clear streets of residual debris.
- Contractor shall provide all necessary signage, equipment, and/or personnel to mitigate all possible public safety risks and traffic control as needed associated with the scope of work. Equipment must be safely operated while working.
- Contractor furnished equipment shall be on a fully operational basis, of modern design, and in good operating condition, with a competent, fully qualified operator(s). Equipment shall be free of fluid leaks and be in good operating condition. The Contractor shall furnish all fuel, lubricants, and personnel necessary for the operation of the equipment. All repairs, service and spill cleanup are the responsibility of the Contractor and shall be at their expense. If during the contract period, the equipment requires repairs before operations can continue, it shall be the responsibility of the Contractor to complete such repairs in a timely manner.
- Contractor equipment shall display Truckee Fire Logo, Measure T Logo, and a message about creating defensible space. The Contractor shall furnish this signage at their expense and in coordination with Truckee Fire.

#### IV. SCOPE OF WORK

The General Scope of work includes the collection and disposal of residential green waste from all properties in the District, except for areas excluded on the provided map (Attachment “A”), **within 2 weeks after a reservation is received**. Areas within the District that are not conducive to pick-up and haul away, must have the material removed in another acceptable manner, examples are provided below. The Contractor shall be responsible for all labor, equipment, disposal costs, and incidental costs associated with providing this service, and must use Truckee Fire’s reservation software for day-to-day operations.

Additional requirements to meet the Scope of Work include:

1. Contractor will obtain a list of addresses from the Green Waste Program Coordinator weekly via the Fire Aside Chipper Day Software Application. This is accessed via iPad tablet(s) that will be provided by Truckee Fire if needed.
2. **Piles must be serviced within 2 weeks from the date of reservation.**
3. Contractor and their employees must comply with Cal OSHA safe work practices.
  - a. Must have fire extinguisher(s), acceptable PPE, water, and hand tools onsite at all times, and be prepared to provide initial notification of any ignitions, as well as initial fire suppression action if safe to do so.
4. Contractor must not enter private property without permission from landowner and/or clear written communication from the Truckee Fire green waste coordinator contact.
5. Contractor must leave site of pile as clean or cleaner than the surrounding areas.
  - a. No debris is to be left on the roadway, driveway, or interfere with storm water drainage systems, or other engineered systems and utilities.
6. If pile cannot be picked up and hauled with self-loading equipment, Contractor must have an alternative way to service pile, this can include but is not limited to; chip and haul, pick-up and haul, or in some rare cases chip and leave depending on direction from the landowner.



- a. As a last resort, if chipping and leaving material, the Contractor must make contact with homeowner for clear approval or have received written communication from the green waste coordinator including direction of where to broadcast or pile chips.
    - i. Chips must not be sprayed within 5 feet of any structure.
    - ii. Broadcast chips must not be deeper than 3 inches.
    - iii. Chips may, at the request of the homeowner, be left in a pile next to the pile of green waste. Pile must not exceed 4 feet in height.
7. Green waste must be disposed of properly, and disposal methods and locations will be at the determination of Truckee Fire throughout the contract duration. Additional disposal information is included below:
  - a. Green waste must be weighed and/or volume ocularly estimated, recorded, and disposed of at a designated green waste collection site(s) approved by Truckee Fire.
    - i. For sites other than the Eastern Regional Landfill (ERL) proposed by contractor, green waste disposal method and cost must be submitted and approved in writing by Truckee Fire. Costs must be equal to or less than the ERL including hauling, processing, and manner of legal disposal. Receipts and backup of disposal costs are required to be provided with invoices.
    - ii. As of the date of this RFP, green waste disposal costs at the ERL are \$15/cubic yard of material and may change year to year.
    - iii. Contractor will be responsible to pay for disposal costs, maintain all backup and records, and submit reimbursement with monthly invoices for actual disposal costs only.
  - b. Contractor must maximize each load to reduce trips to disposal site(s) and increase service efficiency.
8. Other Conditions:
  - a. In order for Truckee Fire to track its budget accurately, invoices must be submitted using the invoice template provided by Truckee Fire, or approved Contractor invoice template, no later than the 15th of each month for services rendered the previous month.
    - i. Contractor must submit backup report with their invoice.  
Backup Report must include:
      - a. Start and stop times.
      - b. Personnel type, hourly rate, hours worked.
      - c. Equipment used and hours of usage.
      - d. Quantity of materials disposed in tonnage, cubic yards or other metric measurement.
      - e. Final location of disposal.
9. Contractor must perform the work in a safe and efficient manner so as not to create any additional costs for Truckee Fire.
10. Contractor must follow all applicable federal, state, and local regulations pertaining to public safety, public convenience, traffic control, noise control, and dust control.
11. To further understand the Scope of work expected of the selected Contractor, please review Attachment “B”, which is the green waste program as described to the public, and visit [www.truckeefire.org/greenwaste](http://www.truckeefire.org/greenwaste)

## V. SUBMITTAL AND SELECTION

### Proposal Submittal Requirements:

The proposal package consists of several attachments listed below. A completed proposal package must include the following documents;

- 1) Proposal Form (use additional pages or attachments as needed)
- 2) Copy of Contractor License (or legal and professional ability)
- 3) Copy of Insurance Certificates
- 4) Signed Workers Compensation Certification
- 5) Signed Non-Collusion Declaration

### Evaluation Criteria

Proposals shall be submitted on the provided proposal template available online at [www.truckeefire.org/projects](http://www.truckeefire.org/projects) and attached hereto as Attachment "C". The following criteria will be used to evaluate proposals received and select a Contractor based on the following considerations.

- 1) License(s) & Qualification(s)
  - Contractor License provided, is valid and unexpired, and meets the classification requirements to complete the requirements of the Scope of Work, or clearly demonstrates legal and professional ability.
- 2) Experience/Work Plan
  - Proposal provides a clear and complete articulation of the Contractor's capabilities and demonstrates, with examples, two or more years of work experience with similar residential programs.
  - Proposal provides adequate detail on how the Contractor plans to complete the Scope of Work. Including size of crew, equipment, and methods to be used, and contingency plans for unplanned delays or breakdowns.
- 3) Equipment & Personnel
  - Proposal lists all personnel and equipment that corroborates the detailed work plan.
- 4) Rate schedule
  - Consideration will be given to proposals that provide acceptable hourly personnel and equipment rate schedules that reflect local factors. *Hourly rate does not need to be prevailing wage.*
  - Hourly rates include all overhead expenses, profit and incidentals, and cost of fuel/maintenance/supplies.
- 5) Insurance
  - Insurance certificate provided, is valid and unexpired, and meets the minimum coverage requirements outlined in section III.

## Submittal

All Proposals must be sealed and delivered enclosed in any opaque sealed envelope marked “Proposal for Truckee Fire Green Waste Services”. Proposals may be hand delivered to the administration office 10049 Donner Pass Rd, Truckee, CA 96161, or mailed to P.O. Box 2768 Truckee, CA 96160 Proposals **cannot** be submitted via fax, email or other electronic means. Late proposal submittals will be deemed unresponsive and will be returned to the proposer. Failure to adequately answer proposal prompts, and/or meet the submittal requirements outlined in this section may be cause for the rejection of a proposal.

Any Contractor questions regarding this RFP must be submitted electronically to Wildfire Prevention Manager Eric Horntvedt, [erichorntvedt@truckeefire.org](mailto:erichorntvedt@truckeefire.org) no later than 3:00PM February 23, 2024.

Any questions received, and subsequent answers, will be made publicly available, no later than February 28, 2024, on [www.truckeefire.org/greenwaste](http://www.truckeefire.org/greenwaste).

**Proposals must be received no later than 3:00 pm (PST) on March 5, 2024, at which time they will be publicly opened and recorded by Truckee Fire’s Administrative Office.**

A recommendation will be submitted to the Board for action at its regular meeting to be held on March 19, 2024. The Board reserves the right to reject any and all proposals, to waive minor irregularities, defects or informalities in the proposals, and to accept the proposal deemed to be in the best interest of the Truckee Fire Protection District.

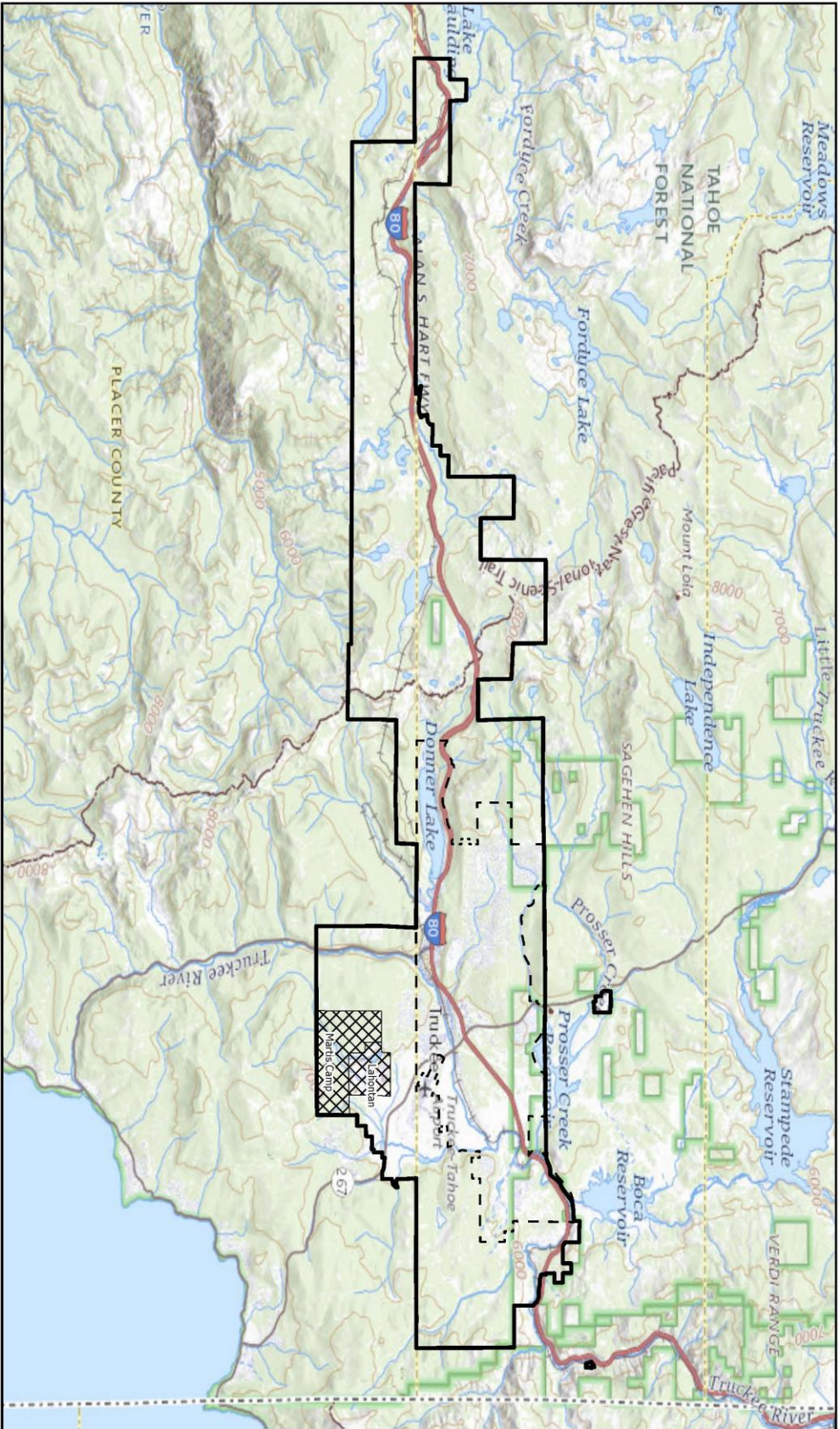
## Anticipated Schedule of Events

The following information is provided as a general timeline, which may change at the discretion of Truckee Fire.

RFP Released	February 9, 2024
Questions and Answers Due	February 23, 2024
Questions and Answers Posted Online	February 28, 2024 (as needed)
Proposal Due Date	3:00 PM (PST) March 5, 2024
Evaluation of Proposals	March 6-8, 2024
Board Decision	March 19, 2024
Notice of Award	March 29, 2024
Award of Contract	April 5, 2024
Contract Start Date	May 1, 2024
Contract Completion Date	December 31, 2026 * dependent on workload and weather

# Attachment "A" – District Map

## Truckee Fire Protection District - Greenwaste Services





## **Attachment “B” – Program as Described to the Public**

Please also reference: [www.truckeefire.org/greenwaste](http://www.truckeefire.org/greenwaste)

\*This program information is subject to change at the discretion of Truckee Fire.

Creating defensible space around your home is an important and essential step to improve your home’s chance of surviving wildfire. The Fire District will support your defensible space work by offering disposal options of most defensible space vegetation.

Vegetation must be moved to the area in front of your property just off the edge of the roadway (i.e. Curbside).

**A crew will drive up in a large dump truck with a grapple to pick-up and haul away defensible space vegetation from the curbside pile.**

**Material being hauled away must be:**

- Stacked neatly with the cut or large ends facing the street
- Stacked no higher than 6 feet
- Stacked curbside in an open area with 3 feet of clearance from: snow poles, fire hydrants, bear boxes, utility poles, trees, landscaping, and other features that would limit the ability to mechanically grapple the pile.

**Eligible material:**

- Woody biomass: shrubs, tree limbs, trees up to 8 inches diameter, either green or recently dead
- Maximum length of material is 6 feet long

**Non-eligible material:**

- Pine needles, bark, or pinecones
- Roots or root wads (tree stumps)
- Scrap lumber
- Lot clearing for construction
- Commercial projects, timber harvest projects
- Tractor piles
- Garbage (trash) & large firewood rounds
- Metal, wire, or rocks

# Attachment “C” – Proposal Form



## **Truckee Fire Protection District 2024-2026 Green Waste Curbside Pick-up and Disposal Proposal Form**

Proposals must be presented to the Truckee Fire Protection District’s Administration Office, Station 91, at 10049 Donner Pass Rd, Truckee, CA, 96161, by **3:00PM March 5, 2024**. Any proposals received after such time will not be accepted for consideration and will be returned unopened. The Truckee Fire Protection District reserves the right to reject any or all proposals for any reason whatsoever.

Pursuant to and in compliance with the request for proposals relating to the above referenced project, the undersigned now proposes and agrees to perform the work within the time stated fully and in strict accordance with the request for proposals scope of work and proposed contract documents.

Company Name: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

CA Contractors License Number (if applicable): \_\_\_\_\_

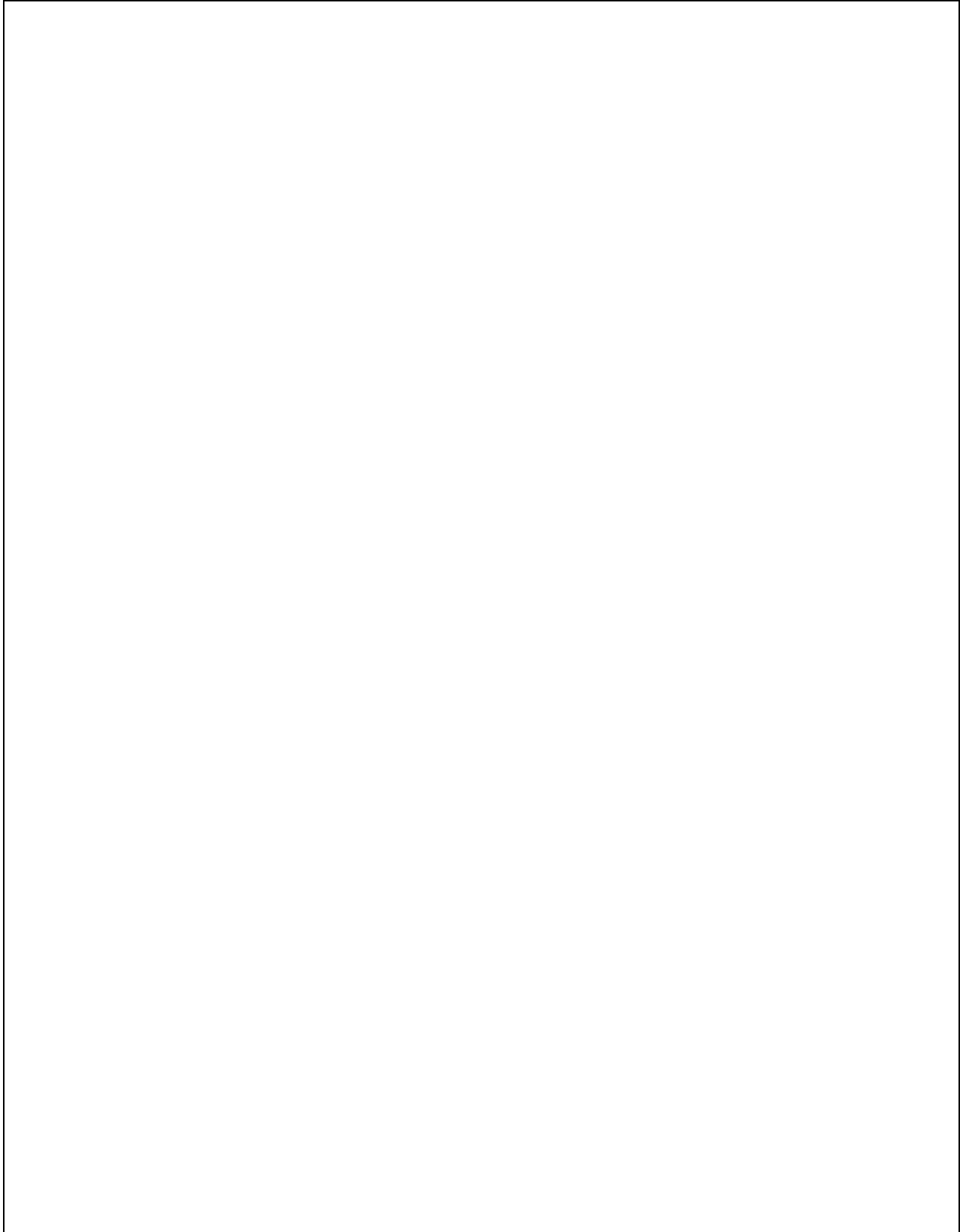
Classification(s): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please describe your capabilities and two or more years of work experience with similar projects.**

**Please describe in detail how you plan to complete the work outlined in the Scope of Work. Include size of crew, equipment, methods to be used, and any contingency plans for unplanned delays or equipment breakdown.**





**Personnel Hourly Rates:**

Include one fully burdened total hourly rate for each personnel type (job title). This may include: wages, workers compensation, insurance, benefits, travel, subsistence, overhead, profit and incidentals. *Hourly rate does not need to be prevailing wage.*

<b>Personnel Type (Job Title)</b>	<b>Total Hourly Rate</b>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

**Equipment Hourly Rates:**

Please include one total hourly rate for each equipment type that includes all costs: fuel, maintenance, tools/supplies, overhead, profit, and incidentals within each rate classification.

<b>Equipment Type</b>	<b>Make/Model</b>	<b>Cubic Yardage Capacity</b>	<b>Total Hourly Rate</b>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

\*No additional compensation, beyond the hourly rate for the hours worked, will be provided.

**Total Hourly Rate for 2024 Pick-Up Services:** \$ \_\_\_\_\_

(Add Equipment Rates & Personnel Rates)

*This is a competitive proposal process; The criteria outlined in section V of the RFP document will be used as the basis to evaluate and select the Contractor. Failure to adequately answer proposal prompts, and/or meet the submittal requirements may be cause for the rejection of a proposal.*

**PROPOSAL SUBMITTAL REQUIREMENTS:**

1. Proposal Form (Use additional pages or attachments as needed)
2. Copy of Contractor License or other (if applicable)
3. Copy of Insurance Certificate(s)
4. Signed Workers Compensation Certification (below)
5. Signed Non-collusion Declaration (below)

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Agreement.

Date: \_\_\_\_\_

Proper Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Agreement.)

**NONCOLLUSION DECLARATION**  
**Public Contract Code Section 7106**

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid.  
(Title) (Proposer Name)

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid. The proposer has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham bid, or to refrain from bidding. The proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the bid price, or of that of any other proposer. All statements contained in the bid are true. The proposer has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a proposer that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed on this \_\_\_\_ day of \_\_\_\_\_, 2024

at \_\_\_\_\_.  
(City, State)

Date: \_\_\_\_\_

Proper Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



**Truckee Fire Protection District**  
*Proudly providing service to portions of both Nevada and  
 Placer Counties and the Town of Truckee*

**Board of Directors**

*Gary R. Botto  
 Victor R. Hernandez  
 Gerald W. Herrick  
 Erin E. Prado  
 Paul D. Wilford*

**Fire Chief**

*Kevin A. McKechnie*

**Division Chief**

*Matthew J. Parkhurst*

**Fire Marshal**

*Steven C. Kessmann*

**Wildfire Prevention  
 Manager**

*Eric M. Hornvedt*

**Proposal Opening Report**

Proposals were opened on:  
 March 5, 2024 at 3:00pm PST

For:  
 Truckee Fire Protection District 2024-2026 Curbside Green Waste Services  
 Released: February 9, 2024  
 Submission Deadline: March 5, 2024, 3:00pm

<b>Consultant Name</b>	<b>Proposal Amount</b>	<b>Date Received</b>
<i>Sierra Defensible Space</i>	<i>2024 \$198.50</i>	<i>3/5/24</i>
<i>Tahoe Truckee Sierra Disposal</i>	<i>2024 \$191.70 2025 \$201.30 2026 \$211.40</i>	<i>3/5/24</i>

Truckee Fire Representative:

*Brittany Shelton-Dooley*  
 Name

*Brittany Shelton-Dooley*  
 Signature

*3/5/24*  
 Date



Proposal for Truckee Green Waste  
Services

Sierra Defensible Space  
(Ryan Edwards)





# CONTRACTORS STATE LICENSE BOARD

## Contractor's License Detail for License # 1075743

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

- ▶ CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure click on link that will appear below for more information. Click [here](#) for a definition of disclosable actions.
- ▶ Only construction related civil judgments reported to CSLB are disclosed (B&P 7071.17).
- ▶ Arbitrations are not listed unless the contractor fails to comply with the terms.
- ▶ Due to workload, there may be relevant information that has not yet been entered into the board's license database.

Data current as of 3/4/2024 2:23:38 PM

### Business Information

SIERRA DEFENSIBLE SPACE TREE SERVICE CO  
 16146 NORTHWOODS BLVD  
 TRUCKEE, CA 96161  
 Business Phone Number:(530) 386-4535

**Entity** Sole Ownership  
**Issue Date** 05/13/2021  
**Expire Date** 05/31/2025

### License Status

**This license is current and active.**

**All information below should be reviewed.**

### Classifications

C-61 / D49 - TREE SERVICE

### Bonding Information

#### Contractor's Bond

This license filed a Contractor's Bond with [AMERICAN CONTRACTORS INDEMNITY COMPANY](#).

**Bond Number:** 100746706

**Bond Amount:** \$25,000

**Effective Date:** 03/10/2023

[Contractor's Bond History](#)

### Workers' Compensation

This license has workers compensation insurance with the [CERITY INSURANCE COMPANY](#)

**Policy Number:** 73903P2023

**Effective Date:** 05/27/2023

**Expire Date:** 05/27/2024

[Workers' Compensation History](#)

[Back to Top](#)

[Privacy Policy](#)

[Accessibility Certification](#)

[Conditions of Use](#)

[Accessibility](#)



**CONTRACTORS STATE LICENSE BOARD**

9821 Business Park Drive, Sacramento, California 95827  
 Mailing Address: P.O. Box 26000, Sacramento, CA 95826  
 800.321.CSLB (2752) | www.cslb.ca.gov | CheckTheLicenseFirst.com

STATE OF CALIFORNIA  
 Governor Gavin Newsom

Date Created  
 05/24/2023

**Workers' Compensation Insurance**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Thimble Insurance Services 174 West 4th Street, Suite 204 New York, NY 10014	AGENT/BROKER NUMBER: 19358310	
	CONTACT NAME: Lily Stanton	
	PHONE (A/C. No. Ext): (855) 940-4525	Fax (A/C. No.):
	E-MAIL: support@thimble.com	
<b>INSURED</b> SIERRA DEFENSIBLE SPACE TREE SERVICE CO 16146 NORTHWOODS BLVD TRUCKEE, CA 96161	INSURER AFFORDING COVERAGE	NAIC #
	INSURER A: CERITY INSURANCE COMPANY	10006

COVERAGES                      CERTIFICATE NUMBER:                      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE
	CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/>					DAMAGE TO RENTED PREMISES (Ea occurrence)
						MED EXP (Any one person)
						PERSONAL & ADV INJURY
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE
	POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>					PRODUCTS - COMP/OP AGG
	OTHER					
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N / A	73903P2023	05/27/2023	05/27/2024	

Contractors license number or application fee number of insured: License Number: 1075743

**Comments****CERTIFICATE HOLDER**

Contractors State License Board  
 P.O. Box 26000  
 Sacramento, CA 95826

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
 Lily Stanton



WC-CERT



1075743



05/24/2023



## Truckee Fire Protection District 2024-2026 Green Waste Curbside Pick-up and Disposal Proposal Form

Proposals must be presented to the Truckee Fire Protection District's Administration Office, Station 91, at 10049 Donner Pass Rd, Truckee, CA, 96161, by **3:00PM March 5, 2024**. Any proposals received after such time will not be accepted for consideration and will be returned unopened. The Truckee Fire Protection District reserves the right to reject any or all proposals for any reason whatsoever.

Pursuant to and in compliance with the request for proposals relating to the above referenced project, the undersigned now proposes and agrees to perform the work within the time stated fully and in strict accordance with the request for proposals scope of work and proposed contract documents.

Company Name: SIERRA DEFENSIBLE SPACE TREE SERVICE CO (Northwoods Property Maintenance)

Contractor Name: Ryan Edwards

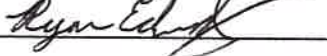
Mailing Address: 16146 Northwoods Blvd

City, State, Zip: Truckee CA 96161

Telephone: 5303864535 Email: nwoodspropertymaintenance@gmail.com

CA Contractors License Number (if applicable): 01075743

Classification(s): D-49

Signature: 

Date: 3/2/24

**Please describe your capabilities and two or more years of work experience with similar projects.**

Sierra Defensible Space & Tree Service Co is a full service defensible space company located in Truckee, CA. We service the Truckee & North Lake Tahoe region. SDS (Sierra Defensible Space) performs defensible space inspections, lot clearing, tree pruning & removal as well as a refuse load and haul away. With over 8 years of experience in the region we feel confident we can service the Truckee region with professionalism and efficiency.

**Please describe in detail how you plan to complete the work outlined in the Scope of Work. Include size of crew, equipment, methods to be used, and any contingency plans for unplanned delays or equipment breakdown.**

A SDS team member will oversee the project specifically scheduling and monitoring the Chipper Day software for work orders. Once requests are received, our maangement team will ensure a crew has been dispatched within the 2 week window- ensuring we are being efficient with pick ups and scheduling.

We will send our chipper truck with a driver and 1-2 ground workers depending on load of scheduling for time frame. Ensuring scheduling is being done efficiently will help eliminate any wasted time or wasted man hours.

While unforeseen down time cannot be predicted, SDS will work with Truckee FD to communicate any issues that may arise to ensure pickups do not fall outside of 2 week window.

Our team is very familiar with the Truckee region as well as working on private property and we feel confident we will leave both Truckee FD and homeowners more than satsified with the work we will provide for the community .

**Personnel Hourly Rates:**

Include one fully burdened total hourly rate for each personnel type (job title). This may include: wages, workers compensation, insurance, benefits, travel, subsistence, overhead, profit and incidentals. *Hourly rate does not need to be prevailing wage.*

<b>Personnel Type (Job Title)</b>	<b>Total Hourly Rate</b>
<u>Chipper Truck Operator</u>	<u>\$60.00</u>
<u>Helper/ Safety Spotter</u>	<u>\$43.50</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>

**Equipment Hourly Rates:**

Please include one total hourly rate for each equipment type that includes all costs: fuel, maintenance, tools/supplies, overhead, profit, and incidentals within each rate classification.

<b>Equipment Type</b>	<b>Make/Model</b>	<b>Cubic Yardage Capacity</b>	<b>Total Hourly Rate</b>
<u>Chipper Truck with Chipper</u>	<u>2023 ISUZU NPR</u>	<u>15 yards</u>	<u>\$95.00</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>\$ _____</u>

\*No additional compensation, beyond the hourly rate for the hours worked, will be provided.

**Total Hourly Rate for 2024 Pick-Up Services:** \$198.50  
(Add Equipment Rates & Personnel Rates)

*This is a competitive proposal process; The criteria outlined in section V of the RFP document will be used as the basis to evaluate and select the Contractor. Failure to adequately answer proposal prompts, and/or meet the submittal requirements may be cause for the rejection of a proposal.*

**PROPOSAL SUBMITTAL REQUIREMENTS:**

1. Proposal Form (Use additional pages or attachments as needed)
2. Copy of Contractor License or other (if applicable)
3. Copy of Insurance Certificate(s)
4. Signed Workers Compensation Certification (below)
5. Signed Non-collusion Declaration (below)

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

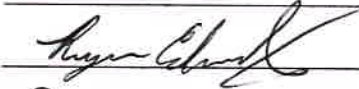
Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Agreement.

Date: 3/2/24

Proper Name of Contractor: Ryan Edwards

Signature: 

Print Name: Ryan Edwards

Title: owner

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Agreement.)

**NONCOLLUSION DECLARATION**  
**Public Contract Code Section 7106**

The undersigned declares:

I am the owner \_\_\_\_\_ of Sierra Defensible Space Tree Service Co., the party making the foregoing bid.  
(Title) (Proposer Name)

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid. The proposer has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham bid, or to refrain from bidding. The proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the bid price, or of that of any other proposer. All statements contained in the bid are true. The proposer has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

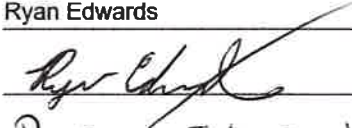
Any person executing this declaration on behalf of a proposer that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed on this 3/2/24 day of March, 2024

at Truckee, CA  
(City, State)

Date: 3/2/24

Proper Name of Contractor: Ryan Edwards

Signature: 

Print Name: RYAN EDWARDS

Title: owner



**RECEIVED**

**MAR 05 2024**

**TRUCKEE FIRE DISTRICT**

**TTSD** Tahoe Truckee Sierra Disposal



*Serving our Community – Preserving our Environment*  
[www.Waste101.com](http://www.Waste101.com)

**PROPOSAL FOR TRUCKEE FIRE GREEN WASTE SERVICES**

Truckee Fire District

10049 Donner Pass Road

Truckee, CA 96161



**TAHOE TRUCKEE  
SIERRA DISPOSAL**

*Serving our Community  
Preserving our Environment*

**Jeff Collins**

530.583.7808

fax 530.583.0804

jeff@waste101.com

www.waste101.com

645 W Lake Blvd, Suite 5

Post Office Box 135

Tahoe City, CA 96145



**TAHOE TRUCKEE  
SIERRA DISPOSAL**

*Serving our Community  
Preserving our Environment*

530.583.7800

fax 530.583.0804

www.waste101.com

645 W Lake Blvd, Suite 5

Post Office Box 135

Tahoe City, CA 96145



## Truckee Fire Protection District 2024-2026 Green Waste Curbside Pick-up and Disposal Proposal Form

Proposals must be presented to the Truckee Fire Protection District's Administration Office, Station 91, at 10049 Donner Pass Rd, Truckee, CA, 96161, by **3:00PM March 5, 2024**. Any proposals received after such time will not be accepted for consideration and will be returned unopened. The Truckee Fire Protection District reserves the right to reject any or all proposals for any reason whatsoever.

Pursuant to and in compliance with the request for proposals relating to the above referenced project, the undersigned now proposes and agrees to perform the work within the time stated fully and in strict accordance with the request for proposals scope of work and proposed contract documents.

Company Name: Tahoe Truckee Disposal Co., Inc

Contractor Name: TTSD

Mailing Address: PO Box 135

City, State, Zip: Tahoe City, CA 96145

Telephone: 530-583-7830 Email: rcollins@waste101.com

CA Contractors License Number (if applicable): Placer County Business License 64043

Classification(s): Solid Waste Contractor

Signature: 

Date: 03/05/2024

**Please describe your capabilities and two or more years of work experience with similar projects.**

As a local company that has faithfully served the community for sixty years, we take pride in our knowledge and expertise of operating heavy equipment in the challenging Truckee-Tahoe, mountain area. We have proven our reliability to deploy a grapple-style program to service bulky green waste and are committed to ensuring continued success. TTSD was the contractor selected for the 2023 Green Waste Curbside Pick-up and Disposal program for TFPD and successfully collected over two thousand piles.

Additional performance points to consider:

- TTSD has served the Truckee/Tahoe Community for 60 years.
- TTSD has a long company history of safely hauling refuse, including developing and servicing curbside Green Waste collection programs.
- The company has a demonstrated equipment innovation and program customization, including collection of Green Waste curbside, via debris-box and drop-off events.
- TTSD operates specialized Green Waste collection and processing equipment, with fully trained local employees.
- TTSD maintains a California-registered/California-compliant fleet of collection vehicles and processing equipment, performing all required annual California vehicle testing and reporting.
- As a California-based employer, TTSD complies with California employment requirements (mandatory HFA days, wage-reporting, recording of over-time hours, etc.), per California law.
- TTSD offers a diverse and well-suited benefit package to all employees.
- TTSD currently employs experienced grapple hook operators, with CDL licenses.
- TTSD has a proven safety record and provides appropriate training.
- TTSD holds necessary permits, licenses, and valid insurance policies.
- TTSD is a member of the community, locally present and quick to respond.
- TTSD has proven ability to develop specialized equipment and customize innovative program offerings to meet individual neighborhood needs.
- With a seven bay service shop, TTSD employs highly skilled mechanics, capable of turning around repairs quickly and efficiently.
- TTSD also hosts a full design and welding fabrication department.
- TTSD has the ability to track and report actual tonnage information of Green Waste yardages collected.
- TTSD customer service agents are available to assist with customer inquiries and program information, directing residents to [truckeefire.org](http://truckeefire.org).
- TTSD employs a professional staff, with timely and accurate reporting and invoicing expectations.
- TTSD is unique to all other entities. Its refuse collection vehicles drive by every household in every neighborhood on a weekly basis. This allows an unparalleled ability to monitor and provide one-off collection corrections.

**Please describe in detail how you plan to complete the work outlined in the Scope of Work. Include size of crew, equipment, methods to be used, and any contingency plans for unplanned delays or equipment breakdown.**

We have designed a comprehensive approach to meet the operational requirements of the Measure T program.

TTSD's primary means of collection will utilize a California-compliant 2014 Autocar grapple truck with a 64yd capacity box. The 26' grapple arm is forward loaded. By utilizing a vehicle large volume capacity, both carrying and compression capacity provide for minimizing the number of trips required to dispose of Greenwaste, adding to efficiency and requiring fewer billable program hours. A CDL driver with extensive grapple hook experience will operate the vehicle, while a helper will act as a safety spotter during its operation. We have multiple other CDL drivers cross-trained who are already experienced to serve as qualified additional/back-up drivers for the program needs. Should TTSD be selected as the contractor, we plan to purchase a second grapple truck with minimum 50yd capacity to meet demand of the expected 5,000 piles per season.

For streets incapable of accommodating the weight or dimensions of the grapple truck, we plan to utilize our towable Camex trailer with 17' grapple arm for use at hard-to-reach locations. We are able to draw upon our history and experience in developing unique solutions on a neighborhood-by-neighborhood basis.

As a company, we take measures to minimize equipment downtime by pre-stocking our large repair shop with common point-of-failure parts, and will do the same with grapple truck parts. We also employ a mobile shop truck that is available for immediate dispatch for on-route repairs. Should grapple truck downtime be unavoidable, we will work closely with TFPD to provide a solution that may include utilization of existing green waste refuse vehicles in the interim, to sustain the collection schedule. It is well known that operational challenges are common within a program offering of this sort and TTSD has proven the ability to quickly respond by utilizing its deep labor and equipment resources.

In addition, we are able to provide the following program enhancements:

- TTSD offers to comprehensively bill TFPD for service & disposal, not requiring use of credit card at ERL.
- TTSD is able to provide program yardage, as well as actual tonnage information, to TFPD for program-reporting purposes.
- TTSD offers to make collection truck vehicle available for billboards displaying Measure T and TFPD-related messaging.
- TTSD will make itself available to leverage local jurisdictional relationships for coordinated Green Waste program design.
- TTSD will make itself available to partner with TFPD at local events, including Earth Day and Truckee Day, for community outreach, public messaging, etc.
- TTSD employs a Customer Service Department who offer the ability to answer questions and direct residents to [truckeefire.org](http://truckeefire.org).

**Personnel Hourly Rates:**

Include one fully burdened total hourly rate for each personnel type (job title). This may include: wages, workers compensation, insurance, benefits, travel, subsistence, overhead, profit and incidentals. *Hourly rate does not need to be prevailing wage.*

<b>Personnel Type (Job Title)</b>	<b>Total Hourly Rate</b>
CDL Driver / Grapple Operator	\$ 63.00
Helper	\$ 39.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

**Equipment Hourly Rates:**

Please include one total hourly rate for each equipment type that includes all costs: fuel, maintenance, tools/supplies, overhead, profit, and incidentals within each rate classification.

<b>Equipment Type</b>	<b>Make/Model</b>	<b>Cubic Yardage Capacity</b>	<b>Total Hourly Rate</b>
Autocar	Grapple Truck	64	\$ 89.70
Camex Trailer	Truck and Trailer	15	\$ 89.70
TBD	Grapple Truck	50+	\$ 89.70
			\$
			\$
			\$
			\$
			\$

\*No additional compensation, beyond the hourly rate for the hours worked, will be provided.

**Total Hourly Rate for 2024 Pick-Up Services:** \$ 191.70 See appendix for 2025 and 2026  
 (Add Equipment Rates & Personnel Rates)   
 Total Hourly Rate for 2025 Pick-Up Services: \$201.30  
 Total Hourly Rate for 2026 Pick-Up Services: \$211.40  
 Average Hourly Rate for three year period: \$201.47  
 This pricing reflects 5% adjusters each service year.

**Appendix for Tahoe Truckee Disposal Co., Inc.**

**Truckee Fire Protection District 2024-2026 Green Waste Curbside Pick-up and Disposal Proposal Form**

**Hourly Rate for 2025**

**Personnel Hourly Rates:**

Include one fully burdened total hourly rate for each personnel type (job title). This may include: wages, workers compensation, insurance, benefits, travel, subsistence, overhead, profit and incidentals. *Hourly rate does not need to be prevailing wage.*

<b>Personnel Type (Job Title)</b>	<b>Total Hourly Rate</b>
CDL Driver / Grapple Operator	\$ 66.15
Helper	\$ 40.95
	\$
	\$

**Equipment Hourly Rates:**

Please include one total hourly rate for each equipment type that includes all costs: fuel, maintenance, tools/supplies, overhead, profit, and incidentals within each rate classification.

<b>Equipment Type</b>	<b>Make/Model</b>	<b>Cubic Yardage Capacity</b>	<b>Total Hourly Rate</b>
Autocar	Grapple Truck	64	\$94.20
Camex	Truck and Trailer	15	\$94.20
TBD	Grapple Truck	50+	\$94.20
			\$

\*No additional compensation, beyond the hourly rate for the hours worked, will be provided.

**Total Hourly Rate for 2025 Pick-Up Services: \$201.30**

**Hourly Rate for 2026**

**Personnel Hourly Rates:**

Include one fully burdened total hourly rate for each personnel type (job title). This may include: wages, workers compensation, insurance, benefits, travel, subsistence, overhead, profit and incidentals. *Hourly rate does not need to be prevailing wage.*

<b>Personnel Type (Job Title)</b>	<b>Total Hourly Rate</b>
CDL Driver / Grapple Operator	\$ 69.46
Helper	\$ 43.00
	\$
	\$

**Equipment Hourly Rates:**

Please include one total hourly rate for each equipment type that includes all costs: fuel, maintenance, tools/supplies, overhead, profit, and incidentals within each rate classification.

<b>Equipment Type</b>	<b>Make/Model</b>	<b>Cubic Yardage Capacity</b>	<b>Total Hourly Rate</b>
Autocar	Grapple Truck	64	\$98.94
Camex	Truck and Trailer	15	\$98.94
TBD	Grapple Truck	50+	\$98.94
			\$

\*No additional compensation, beyond the hourly rate for the hours worked, will be provided.

**Total Hourly Rate for 2026 Pick-Up Services: \$211.40**



*This is a competitive proposal process; The criteria outlined in section V of the RFP document will be used as the basis to evaluate and select the Contractor. Failure to adequately answer proposal prompts, and/or meet the submittal requirements may be cause for the rejection of a proposal.*

**PROPOSAL SUBMITTAL REQUIREMENTS:**

1. Proposal Form (Use additional pages or attachments as needed)
2. Copy of Contractor License or other (if applicable)
3. Copy of Insurance Certificate(s)
4. Signed Workers Compensation Certification (below)
5. Signed Non-collusion Declaration (below)



**BUSINESS LICENSE/PERMIT**

"For Services Provided in the  
Unincorporated Areas of Placer County Only"

**COUNTY OF PLACER**

JENINE WINDESHAUSEN, TREASURER - TAX COLLECTOR  
2976 Richardson Drive • Auburn, CA 95603  
Phone: (530) 889-4120

**BUSINESS NAME:** Tahoe Truckee Disposal Co, Inc  
**BUSINESS OWNER:** David Achiro  
Mary R Collins  
**BUSINESS LOCATION:** 645 W LAKE BLVD  
TAHOE CITY, CA 96145

**NONTRANSFERABLE**

**BUSINESS TYPE:** 0175 - WASTE

**DESCRIPTION:** WASTE

TAHOE TRUCKEE DISPOSAL CO, INC  
PO BOX 135  
TAHOE CITY, CA 96145-0135

**Business License Number:** 64043

**Expiration Date:** March 01, 2023

By:   
Treasurer - Tax Collector

**TO BE POSTED IN A CONSPICUOUS PLACE**

Please note: Business License has been renewed but updated permit copy not yet received.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/02/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> L/P Insurance Services LLC 11149 Brockway Road, Suite 101 Truckee CA 96161		<b>CONTACT NAME:</b> Catherine Love <b>PHONE (A/C, No, Ext):</b> (530) 563-2209 <b>E-MAIL ADDRESS:</b> catherine.love@lpins.net <b>FAX (A/C, No):</b> (530) 563-2210															
<b>INSURED</b> TAHOE TRUCKEE DISPOSAL COMPANY INC., PLACER COUNTY EASTERN REGIONAL SANITARY LANDFILL, INC. PO Box 135 Tahoe City CA 96145		<b>INSURER(S) AFFORDING COVERAGE</b> <table border="1"> <tr> <th>INSURER A:</th> <th>NAIC #</th> </tr> <tr> <td>GREENWICH INSURANCE COMPANY</td> <td>22322</td> </tr> <tr> <td>XL SPECIALTY INSURANCE COMPANY</td> <td>37885</td> </tr> <tr> <td>BERKSHIRE HATHAWAY HOMESTATE INS. CO.</td> <td>20044</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER A:	NAIC #	GREENWICH INSURANCE COMPANY	22322	XL SPECIALTY INSURANCE COMPANY	37885	BERKSHIRE HATHAWAY HOMESTATE INS. CO.	20044	INSURER D:		INSURER E:		INSURER F:	
INSURER A:	NAIC #																
GREENWICH INSURANCE COMPANY	22322																
XL SPECIALTY INSURANCE COMPANY	37885																
BERKSHIRE HATHAWAY HOMESTATE INS. CO.	20044																
INSURER D:																	
INSURER E:																	
INSURER F:																	

**COVERAGES**      **CERTIFICATE NUMBER:** CL2310290355      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GEC300139305	10/01/2023	10/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			AEC005135005/005135105	10/01/2023	10/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			UEC005135205	10/01/2023	10/01/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	TAWC430157	10/01/2023	10/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Project / Additional Interest Name(s):  
 See Attached Additional Comments/Remarks page for information regarding additional coverage terms and Additional Insured status.

<b>CERTIFICATE HOLDER</b>		<b>CANCELLATION</b>	
Truckee Fire Protection District 10049 Donner Pass Rd Truckee CA 96161		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 	

## Additional Named Insureds

### Other Named Insureds

Achiro 1983 Trust	Trust, Additional Named Insured
Achiro Family Partnership	Partnership, Additional Named Insured
Achiro Family Trust	Additional Named Insured
Cabin Creek Investments, LLC	Limited Liability Company, Additional Named Insured
Eastern Regional Landfill	Doing Business As
Eastern Regional MRF & Transfer Station	Doing Business As
ERL	Doing Business As
Placer County Eastern Regional Sanitary Landfill	Corporation, Additional Named Insured
Tahoe Truckee Disposal Company, Inc.	Corporation, Additional Named Insured
Tahoe Truckee Sierra Disposal Company	Doing Business As
The 1998 Collins Family Trust	Additional Named Insured
TTSD	Doing Business As

AGENCY CUSTOMER ID: 00007343

LOC #: \_\_\_\_\_



### ADDITIONAL REMARKS SCHEDULE

Page \_\_\_\_\_ of \_\_\_\_\_

AGENCY L/P Insurance Services LLC		NAMED INSURED Tahoe Truckee Disposal Company Inc.	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25      **FORM TITLE:** Certificate of Liability Insurance: Notes

Continued from Description of Operations Section:  
 NAMED INSURED: TAHOE TRUCKEE DISPOSAL COMPANY INC.; PLACER COUNTY EASTERN REGIONAL SANITARY LANDFILL INC.  
 When Named Insureds operations are performed for Certificate Holder and/or entities listed in Description of Operations on the Acord 25 form pursuant to a valid written contract or agreement executed by Named Insured prior to loss, in accordance with the noted policies: Additional Insured Status is determined by attached GL Form #'s CG2010 12 19 & CG2037 1219, Auto Form #XIC411 10 13; Waiver of Subrogation Status is determined by GL Form #CG2404 12 19, Auto Form #CA0444 10 13, Workers Compensation Form #WC99 04 02 C; Primary and Non-Contributory Status is determined by GL Form #CG2001 04 13; Pollution Liability determined by Auto Form #CA9948 10 13.

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Agreement.

Date:

03/05/2024

Proper Name of Contractor:

Tahoe Truckee Disposal Co., Inc.

Signature:



Print Name:

Jeff Collins

Title:

General Manager

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Agreement.)

**NONCOLLUSION DECLARATION**  
**Public Contract Code Section 7106**

The undersigned declares:

I am the General Manager of Tahoe Truckee Disposal, Co., Inc., the party making the foregoing bid.  
(Title) (Proposer Name)

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid. The proposer has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham bid, or to refrain from bidding. The proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the bid price, or of that of any other proposer. All statements contained in the bid are true. The proposer has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a proposer that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed on this 5th day of March, 2024

at Tahoe City, CA.  
(City, State)

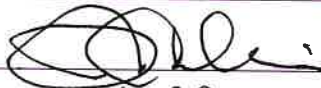
Date:

03/05/2024

Proper Name of Contractor:

Tahoe Truckee Disposal Co., Inc.

Signature:



Print Name:

Jeff Collins

Title:

General Manager





# STAFF REPORT

## Board Report for March 19, 2024

**STAFF CONTACT:** Ryan Ochoa, Battalion Chief  
**AGENDA TITLE:** Public Relations and Marketing services  
**AGENDA ACTION:** Discussion and Possible Action

---

### **RECOMENDATION:**

The Staff recommends that the Board approves the Fire Chief to enter into an agreement with East River Public Relations & Marketing for Public Relations and Marketing services.

### **BACKGROUND:**

With the desire to continue to provide exceptional service to the community and its visitors, the Fire District recognized a need for increased messaging and public relations communications above and beyond what staff is currently doing. This assistance would not only help with messaging about available programs and services available to the public provided by Measure T but also in the development and evolution of the Fire District brand, including fire prevention programs and other seasonal messaging topics.

A request for proposals (RFP) was posted during the month of February and we received two proposals for the project. Chief McKechnie, Administration and Finance Director Holoday and Battalion Chief Ochoa conducted interviews with both PR firms on March 12<sup>th</sup> and as a result, recommend that the Board allow the Fire Chief to enter into an agreement with East River PR for their services through the end of June 2025 (end of FY 24/25).

### **ALTERNATIVES:**

- Enter into an agreement with the other PR firm, Segal Communications
- Reopen the RFP window and allow for additional proposals to be submitted
- Continue to perform existing and additional PR and Marketing tasks by staff.

### **FISCAL IMPACT:**

There is no fiscal impact for FY 23/24 as there is a remaining \$56,000 budgeted for professional services. Additionally, professional services will be budgeted for in the FY 24/25 budget. In total, the agreement for PR and Marketing services will not exceed \$40,000.

FW: CPR,AED,First Aid Thank you

Kevin McKechnie <kevinmckechnie@truckeefire.org>

Thu 2/22/2024 5:31 PM

To:Niki Holoday <nikiholoday@truckeefire.org>

Let's put this in the board packet for written communications.

Thanks

---

**From:** Rene Lopez <RLopez@truckeesan.org>

**Sent:** Thursday, February 22, 2024 2:06 PM

**To:** Haley Cutter <haleycutter@truckeefire.org>

**Cc:** Kevin McKechnie <kevinmckechnie@truckeefire.org>

**Subject:** CPR,AED,First Aid Thank you

Hi Haley,

Hope all is well, Just wanted to give you and Truckee Fire a BIG THANK YOU for your time and training. Our employees enjoyed your class and have been expertly trained, certified and confident in providing BLS in the future. Your attention to detail , knowledge and professionalism shows what we all know to be true with Truckee Fire; selfless acts that improve our community. Look forward to watching your career at Truckee Fire and your advancement there, I am confident Truckee Fire has an excellent employee for years to come.

Again Thank you,

**Rene Lopez**

Collection System Maintenance Supervisor

Truckee Sanitary District

12304 Joerger Drive, Truckee, CA 96161

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*Committed to Protecting Truckee's Public Health and Environment Since 1906*



## Fw: Thank you, your EMS team, and one of your Paramedics

Niki Holoday <nikiholoday@truckeefire.org>

Mon 3/4/2024 9:58 AM

To: Niki Holoday <nikiholoday@truckeefire.org>

**From:** Wesley Ayers <wesley\_ayers@yahoo.com>

**Sent:** Thursday, February 29, 2024 5:10 PM

**To:** Kevin McKechnie <kevinmckechnie@truckeefire.org>

**Cc:** T. Wesley Ayers <wesley\_ayers@yahoo.com>

**Subject:** Thank you, your EMS team, and one of your Paramedics

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Good afternoon Chief McKechnie,

I wanted to thank you for your leadership for an excellent EMS response team, and the professional, empathetic and exceptional effort of Paramedic Nathan with Station 97.

If you would allow me, as a former Patroller, and Firefighter/EMT, I believe I have an appreciation for both basic and exceptional effort, and exceptional care that Nathan provided.

### Incident Information

Tuesday, 27 February, 14:30

Ambulance response and transport from Sugarbowl Ski Resort to Tahoe Forest emergency room

Patient; Terry Wesley Ayers

Reason for transport: Deteriorating mental cognitive responsiveness and awareness from a head concussion resulting from skiing accident

At your BC's suggestion I did have the opportunity to provide a couple of days of ice cream and jerky for the house, along with a thank you and hand shake, to Nathan directly on Wednesday morning.

If I can help you or your team in any way please let me know,

Wesley Ayers

c 925.998.6467