



North Lyon County Fire Protection District

195 East Main Street

Fernley, Nevada 89408

District Office (775) 575-3310 Fax (775) 575-3314

Jason Nicholl, Fire Chief

Notice of Meeting

Date: Thursday June 15, 2023

Time: 6:00 p.m. or 1800 hours

Location: 195 East Main Street
Fernley NV 89408
or Virtual Zoom Meeting

Directors

Dan McCassie, Chairman Paul Murphy, Director
Mike Callagy, Jr, Vice-Chair Jay Rodriguez, Director
Harry Wheeler, Secretary/Treasurer

Join Zoom Meeting at:

<https://us02web.zoom.us/j/89357919442?pwd=VGNycWF4ZDdhT2loR3FHRTVXeE5tQT09>

Dial: 1-253-215-8782 Passcode: 347747 Meeting ID: 893 5791 9442

NLCFPD Board of Directors Meeting Agenda

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3 minutes.)
3. CONSENT AGENDA* (All matters listed under the consent agenda are considered routine and may be acted upon by the Board of North Lyon County Fire Protection District with one action, and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting.)
 - 3a. Review and Approval of Board Agenda
 - 3b. Review & Approve Board Minutes
 - 3c. Review of Summary Reports
4. Discussion and possible action regarding Revenue and Expenditures*
 - 4a. Enterprise Fund Revenue and Expenditures
 - 4b. General Fund Revenue and Expenditures
5. Discussion and possible action regarding HR Investigation of Chief Nicholl*
6. Reports of Directors, Fire Chief, Fire Marshal, Staff, Volunteers, Local 4547, City of Fernley
7. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3 minutes.)
8. Adjourn

- Notices:**
- 1 The Board may act on any of the "*" items.
 2. At any time, the order of agenda items may be changed, removed, or combined with another item with Board consensus
 3. The Board may limit the amount of time for public comments based upon the number of speakers on the same subject
 4. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify in writing at the North Lyon County Fire Protection District, 195 East Main Street, Fernley, Nevada 89408 or by calling (775) 575-3310.

CERTIFICATE OF POSTING

I, Kasey Miller, do hereby certify that I posted or caused to be posted, a copy of this agenda at the following locations on or before 9:00 a.m. June 9, 2023:

1. North Lyon County Fire Protection District, 195 East Main Street, Fernley, Nevada 89408
2. U.S. Post Office, Hardie Lane Fernley, Nevada 89408
3. City of Fernley – City Hall, 595 Silverlace Blvd, Fernley, Nevada 89408
4. Fernley Senior Center, 105 Lois Lane, Fernley, Nevada 89408
5. Lyon County Manager, 27 S. Main Street, Yerington, Nevada 89447
6. Nevada Public Notice Website, www.notice.nv.gov

Distribution: To ALL persons requesting notification.

PEOPLE FIRST

North Lyon County Fire Protection District is an Equal Opportunity Employer & Provider

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MINUTES of Workshop

NORTH LYON COUNTY FIRE PROTECTION DISTRICT

April 27, 2023

1. Call to Order

The meeting was called to order by Chairman McCassie at 1700 hours.
Directors present included Dan McCassie, Mike Callagy, Harry Wheeler, Paul Murphy.
Director Jay Rodriguez was absent.

The Pledge of Allegiance was led by Director Harry Wheeler. A moment of silence followed.

2. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3 minutes.)

None.

3. CONSENT AGENDA* (All matters listed under the consent agenda are considered routine and may be acted upon by the Board of North Lyon County Fire Protection District with one action, and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting.)

3a. Review & Approval of Board Workshop Agenda

Director Wheeler made a motion to approve the Consent Agenda.

Director Callagy seconded the motion.

The motion carried as follows: 4-0-1

McCassie	Aye	Rodriguez	Absent
Callagy	Aye		
Wheeler	Aye		
Murphy	Aye		

4. Discussion regarding FY 2023-2024 Budget

Chief Nicholl stated that after the last Board Meeting, he was requested to produce several different variations of Budgets, which he has done.

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As a review Chief Nicholl discussed the changes in increases in expenses for health insurance and PERS, the wage scale, the Operations Battalion Chief positions, fuel increases and other insurance increases for non-personnel professional services. He explained that this is all a carryover from his last presentation. Chief Nicholl shared that revenue has a slight increase in Ad Valorem Taxes, NV Energy Contract and a possible increase in the Fee Schedule.

Director McCassie asked if we have a contract with NV Energy. Chief Nicholl explained that our existing contract is extended through July, and he had just received the legal reviewed contract from them. He needs to finish reviewing it and have legal go over it as well.

Chief Nicholl presented the first budget option, which is a .10 raise for all represented employees, a market adjustment for non-represented employees, adding half part-time employee per day and adding 2 FTE Battalion Chiefs. He stated that having two Battalion Chiefs costs in total, \$379,750.00, entry level, all wages, and benefits, with the exception of a vehicle.

With Budget Option #1, there is a combined anticipated revenue of \$7,058,864.00. Chief Nicholl explained that he decreased the revenue by \$100,000.00, due to situations that happened with ambulance performance in February and March that subsequently decreased our revenue by about \$100,000.00 net, so he took the \$100,000.00 out of anticipated revenue. With Budget Option #1, the combined anticipated expenditures are \$7,289,866.96, which leaves a deficit of \$231,000.00.

Chief Nicholl explained that this is what it looks like at a granular level on the personnel side. The column to the left is the listing of personnel and the column to the right is the wage scale. Chief Nicholl stated that the wage scale for all represented employees remains intact as it is today. The non-represented employees have a market adjustment in the case of the Clerical Assistant, Battalion Assistant, Office Manager, Wildland Firefighters, Crew Supervisor and FMO. These are the new wage packages that were negotiated into the NV Energy Contract. Chief Nicholl explained in the left side column, is the representation of every full-time employee, what their scale difference would be for raise increases, what percentage that results in and what proposed wages per hour would be at that point in time. Chief Nicholl explained that the green lines are associated with promotions and that all four people are currently in paramedic school, anticipating them graduating and moving from the firefighter scale to the paramedic scale, which is why there is a larger jump. He also explained that the rest of the columns that aren't colored, you would see about a .10 across the board increase in the representative wage scale. Getting back to the .10, Director Murphy asked if the .10 for represented employees was negotiated. Chief Nicholl responded that it was not.

Director Murphy then asked if we were giving the .10 to a select group of represented employees and not non-represented staff and if it was negotiated.

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Chief Nicholl explained that the Board asked him to present the Budget with a .10 increase and he has 3 more to present that were requested. Director Murphy stated that the budget he requested didn't have the .10 increase because it would be violating the contract. Chief Nicholl agreed and stated that the contract is a legally binding document in the state of Nevada.

Moving onto Budget #2, Chief Nicholl shared that we have a flat pay scale with merit increases, which also still violates the contract. This includes a market adjustment and merit increases for non-represented employees. Also adding a half part-time employee per day and two FTE Battalion Chiefs. The combined and anticipated revenue stays the same at \$7,058,000.00, and the combined anticipated expenditures equal \$7.27 million with a deficit of \$211,000.00. Chief Nicholl explained that you see the wage scales on the right, which is a continuation of the existing wage scale without the .10 increase and, it does have a market adjustment for the non-represented employees.

Chief Nicholl shared that he believes Budget Option #3 and #4 are our two available options. Budget Option #3 is a flat pay scale for all represented FTE's, a market adjustment for non-represented FTE's, still adding half PTE per day and 2 Battalion Chief positions. The combined income is \$7,058,000.00 as it was and the combined anticipated expenditures is \$7.252 million, with a deficit of \$193,000.00. Chief Nicholl explained that what you see here is a flat pay scale with a market adjustment for non-represented employees and a listing of the employee wage raises. You can see the percentages, the only employees that increase are the employees that have a colored line item. The green is promotional positions, and the gold is Wildland and/or non-represented Administrative Staff.

Budget Option #4 is a flat pay scale for all represented FTE's, a market adjustment for non-represented FTE's, adding a half PTE per day and does not include the Battalion Chiefs. This is a combined anticipated revenue of \$7.058 million, with anticipated expenditures of \$6.898 million with a surplus of \$160,000.00. Chief Nicholl explained that the wage scale is the same as on Budgets #2, #3 and #4. The difference is how it is allocated towards employees. You can see what the percentages are per employee, what the dollar per hour raise would equate to and what category they would be in.

Chief Nicholl mentioned that it was brought up at the last meeting that there were employees making less money now than what they had been in the past. There is one that shows a negative growth. That negative growth is because they were a wildland employee, calculated at a 20/80 hours at a certain dollars per hour. Then they converted to an operational employee at 29/12 hours, that is actually lower in dollars per hour but has more hours. He explained that the 20/80 employee is always more expensive on a per hour basis than a 29/12 employee.

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Director Callagy asked if it is necessary to have 2 Battalion Chiefs rather than 1. Chief Nicholl responded that unfortunately, when talking about adding operational allocations, one allocation is three people. To put one allocation in, which is what he is proposing with the 2 Battalion Chiefs. We already have 1 existing Battalion Chief who wants to move into operations. We need to hire 2, to make the 3 for 1 allocation. Chief Nicholl stated that one Battalion Chief doesn't work, there would still be one Platoon or 1/3 of the department that didn't have the supervision.

Director Murphy questioned that we have 1 current Battalion Chief, he was under the impression that we had 2 Battalion Chiefs. Chief Nicholl explained that we have 1 current Battalion Chief that wants to move into operations. Chief Nicholl stated that the position that is currently filled by the Battalion Chief that wants to go into operations will subsequently be filled, most likely by the FMO position in the Wildland NV Energy contract. He explained that Chief Kuntz's position, that is now being funded by NV Energy, that position continues to be funded and we will hire someone into that position. The other option is to take an existing officer and move them into that position because we have latitude based on our job descriptions that we can put them in as a Captain and as a Battalion Chief. Chief Nicholl proposes putting them in as a Captain and letting the process work up to test for Battalion Chief and upgrade that position.

Director Murphy had two clarifications on revenues. Hoping to expect \$2 million for all of the budgets that have been proposed, Director Murphy stated that he was looking at 1 month shy of a fiscal year from the previous packet, 60% of our 2.1 million that we have billed out and we have only received \$1.2 million. If we do come up short, that is \$700,000.00 plus some change. Director Murphy stated that if we come up short and we do a close budget, where we are getting Battalion Chiefs and we can't sustain that, he is asking what that looks like for us? Chief Nicholl explained that it doesn't look good.

Chief Nicholl stated that we are treading at \$30,000.00 a week and growing. We have grown about 16% increase from this time last year. When looking at the graphs, we've gone from \$22,000.00 to about \$30,000.00 a week in increase.

Director Murphy mentioned the fee schedule, he is assuming that the new revenues for the new budgets, include the proposed fee schedule increases. Chief Nicholl responded, "correct." He explained that last year when the fee schedule was increased, we didn't see any of the revenue until about four months after we did the increase. We saw the gross go up immediately. Chief Nicholl anticipates seeing that continue to grow. If we do an increase this year, when we start to hit the stride on the old fee schedule is when the new fee schedule will start to build to hit its stride.

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Chief Nicholl anticipates plateauing out at about \$37,000.00 to \$40,000.00 a month in net revenues. He added that all the GEMT changes with that also. Chief Nicholl shared that he and Mrs. Miller recently discovered that HRSA has continued to make deposits into our accounts without telling us. It goes into Ambulance Revenue and is all wage based through the relief fund. There are other things that go into net ambulance revenue also.

Next is the Fee Schedule, in which Chief Nicholl explained that they conducted a seven department comparison, examined our current prices, and determined that we need to have a 14.6% increase in medical fees, and we are also significantly under valuing on our large projects. With these fee schedule adjustments, we have dollar values to put in there. For the new program of Hazard Risk Assessment, there is a no risk and a low risk costing zero dollars. Anything that is moderate risk is \$1,200.00 per year, high risk is \$4,300.00 per year and extreme risk is \$12,500.00 per year. Chief Nicholl anticipates having approximately three to five of the extreme risk locations, probably ten to fifteen of the high risk but the vast majority of all the commercial is no additional hazard risk or in the low-risk category. The plan review fees of \$1 million and up is increased to what the market assessment was. Our medical fees base rate increased to \$2,150.00, mileage increase to \$37.25 for the under \$5.25 fuel. When there is the \$5.25 fuel national average as it is in our fee schedule, that goes up to \$47.85. The intent of the mileage charges is fuel, oil changes, a dent in a bumper, tires and brakes, etc. The reasonable and customary supplies are not included on the Fee Schedule, except for a statement that says durable and disposable supplies will be charged at a reasonable and customary rate. In medical billing, reasonable and customary is approximately 400% mark up. With our durable supplies we have not included depreciation value in our durable supplies for EKG's and ventilators. Chief Nicholl shared that Medical Supply Officer, Captain Criscione did a review of our reasonable and customary charges and made some recommendations. Chief Nicholl also looked at some of the reasonable and customary charges and we have that as a separate document to the Fee Schedule. Chief Nicholl explained that he has a clean copy of the Fee Schedule and a red lined copy, side by side. He stated that report copies just become based on NRS 239, they change the fee because they don't allow us to charge administrative fees anymore, it is 25 to 30 cents per copy for documents. Residential permits go up for multi-family residential from \$65.00 to \$100.00 per unit, on top of that. Commercial, up to 5000 square feet stays the same, you can see how the square footage increased from \$150.00 to \$200.00, \$230.00 to \$250.00 and so on. Then we add in a \$100,000.00 to \$300,000.00 permit fee and a commercial greater than \$300,000.00 permit fee of \$1000.00. Chief Nicholl stated that reinspection's did go up a little bit. Moving on to Evaluations for the permitting fee. Chief Nicholl explained that it used to stop at \$6 million and changed that to \$5 million. Adding \$5 million and \$1.00 to \$8 million for a \$12,500.00 permit fee. \$8 million to \$10 million is \$15,000.00 for a permit fee, \$10 million to \$30 million is \$20,000.00 and greater than \$30 million is a \$30,000.00 permit fee. These are all market comparable. The fact is, we aren't very far away from having our next \$30 million dollar

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project come in. We have been charging them next to nothing. He explained that we have been charging our \$30 million projects \$9,500.00 instead of \$30,000.00. That is a significant increase, but we are below the market average and that is why we needed to increase these.

Chief Nicholl pointed out, at the bottom of the page is the Hazard Risk Assessment Annual Permits. The annual permit is \$235.00, that gets an inspection and an evaluation on commercial properties through the matrix. If there is no risk, it is negative \$235.00, low risk is a \$235.00 fee to do the assessment. That then gets put into a matrix, that is done by the prevention office and based on fire code, the wildland code and building codes.

Medical Assessment increases from \$18.75 to \$21.50 and the mileage increases also. No transport goes from \$365.00 to \$418.30. Chief Nicholl explained that we only get paid 30 cents on the dollar for all medical. So, we increase \$300.00, we are only looking at a net increase of about \$100.00 on the receipt end. We write off 60% of the gross medical, in order to get the most that we can, we have to write off a lot.

The biggest change is the Risk Assessment Matrix. Craig Valente has experience in helping build this exact same program in California and has helped build this program. Mr. Valente explained that we are using a matrix that evaluates according to the risk. The severity of a risk and likely hood of it happening and it builds a matrix on that to where we charge fees according to how it falls on that chart. He explained that somebody from the Fire Prevention Bureau goes out to look at something, the building first goes in and gets occupied, and you are set at that fee. He explained that the colors represent the categories that Chief Nicholl has in the budget. If they are getting HAZMAT permits and doing everything that they should be, nothing has become more of a risk to the firefighters or to the public, it stays the same.

Director McCassie asked if a company could start with a small quantity and go bigger, if they pay the elevated risk level. Are there limitations? Chief Nicholl stated there are limitations. He added that this is not HAZMAT, this is separate from HAZMAT. There are a lot of other hazardous problems that are not necessarily chemicals. Every company here has to fill out an HMIS or a HAZMAT identification sheet for all of the chemicals that they have. Some companies have sheets that range from all sizes. Based on their insurance rates and their licensing, there are only limitations of what kind of chemicals they can have because they are licensed differently.

Chief Nicholl referred to Budget Option #3 and #4 and stated that he has the revenues and expenditure comparisons. Starting on #3, flat for represented employees, the market increase for non-represented employees and the 2 additional Battalion Chiefs.

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The Fire Sub account is bringing in an anticipated \$2,961,000.00 in revenue. On the upper version, the Fire Sub account is \$2,684,680.00 in expenses, which is \$277,000.00 positive for the sub account. He explained that the administration doesn't bring in a lot of money, which is why there is a lot of expenditures with that.

Chief Nicholl explained that the yellow column is anticipated in Operational Permits. The Hazardous Risk Assessment is the unknown, we just don't know this year. On the other side, he decreased from \$2.1 million to \$2 million estimating \$525,000.00 in GEMT this year. He thinks that may be a little low because volume is continuing to go up, but it is a safe number. Meaning, they take a person and say they are either ambulance or fire and pay them out of that. This is who gets paid in fire and this is who gets paid in ambulance and that brings us to \$193,000.00 in deficit.

Chief Nicholl stated that he is trying to be as appropriate as possible regarding our revenues and expenditures, increasing call volume and needing to increase staffing numbers, he felt a good way to start would be additionally half PTE. He explained that some days we may have two, we may have one or we may have none, it averages to about .85 that we have for our PTE's. He recommended increasing that. If we don't, that's going to take \$79,272.00 out of the Budget. That doesn't mean that we can only use one per day, that means we have the funding across the board for one PTE per day. If we take that out, it is \$79,000.00. Chief Nicholl stated that this budget is now in the black and we have added additional money in here for Wildland assignments. Last year was good for us and this year we know that the predictions are that the dense fuels are going to be really moist, and we may not have those big fires to go to. However, NDF and the National Weather Service are saying that we are going to have a complete overrun of faster moving fires. He has increased the OT by \$91,000.00. He stated that if we don't go out, that money doesn't get spent. He is just estimating higher than \$91,000.00. Chief Nicholl explained that if we don't budget for it up front, we will have huge budget adjustments that we will have to make. If we don't budget for all the OT, we would still have to augment the budget later and that looks really bad when you're adjusting that much. A lot of that is anticipated costs.

Chief Nicholl shared that PERS have went up \$360,000.00 and insurance went up \$113,000.00. He explained that we have to increase our professional insurance rates. Chief Nicholl had anticipated \$18,000.00 and he just found out that they are anticipating \$20,000.00 more than what was paid last year for insurance. Chief Nicholl stated that the Board gave the directive to move forward and try and find some health insurance, hoping that there will be some savings in that. He explained the process, and is to meet with the Union and find out what works best for us and that might even be what we have now. We just don't know. Director McCassie asked what the increase was for health insurance. Chief Nicholl responded with \$113,000.00.

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We do have some legal increases of \$14,000.00, health insurance is \$20,000.00 and an additional \$51,000.00 for fuel.

Chief Nicholl explained that he estimates the best that he can. This is the point of the workshop, to manipulate this budget and make the changes. He is recommending picking which budget they want to go with but this one has the two Battalion Chiefs. If they are adamant that they don't want to do that, then they need to start doing the exercises on the other budget which already has a surplus without attacking any of the line items. He is asking the Board which one they want to work on.

Mr. William Snyder stated that since we are at a point of making decisions and working on line items, he would like to highlight the two lawsuits and the EMRB complaint. We are not done with negotiations, our contract is still valid the way that it is, and we talked about positive or negative 5%, these are comparable with everyone else's contracts. He explained that paramedic is ranging from approximately 23% from average from everybody.

Director McCassie asked Mr. Snyder if he had met and presented this document to Chief Nicholl. Mr. Snyder shared that Chief Nicholl had a study done and he is trying to interject some information that these are relevant, current contracts and are all reproducible electronically from the region. As we navigate through negotiations, this is what these things are based off of and our wages and benefit package will increase. Director McCassie stated that he understands there is a huge hold up with the Union and negotiations. He is asking if he anticipates if they will be able to come to the table to negotiate. Mr. Snyder explained that the ideal scenarios are done by April 1, so there are actual numbers for the Board to make more educated, planned, decisions. We passed that point and it is kind of frozen, but he did share that the law does not box you in to whatever budget is created.

Director McCassie stated that the contract is already limited to us because of the PERS, to almost go either with a flat budget or to be able to go with budget #3 and #4. Mr. Snyder shared that the district under NRS.288, it is the districts obligation to show inability to pay. Director McCassie stated that he disputes that. Mr. Snyder also shared that that have a grievance for \$150,000.00 retro pay. His point being that there are a lot of liabilities fiscally, that are on the table that are going to cost hundreds of thousands of dollars and the professional firefighters of Nevada are paying for all their legal fees. Mr. Snyder stated that they are going to take this all the way to the end because it is a winnable item. His point being, there is well over quarter million dollars of liabilities that they are on the hook for and for them to approve a budget to where they are border line anything. It will not come out of wages and benefits; it will come from other places. Mr. Snyder stated that he just wanted to be heard.

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Director McCassie shared that they are still pondering on the two Battalion Chiefs and understands that one will not work. Director Murphy questioned looking at the big money for Battalion Chiefs, a vehicle, the increases, and the things that we have no control over. He mentioned the \$379,000 for personnel costs and the additional was approximately \$40,000.00. Chief Nicholl explained that they pushed depreciation out from the first year and started depreciation last year. This does include depreciation not only of the engines but of the ambulances also. Director McCassie stated that we did that because they were so new. Chief Nicholl explained that essentially, we depreciate them over seven years, and we have seven years' worth of payment. If we depreciate them once the payments are made, the depreciation picks up at the exact same level of what we are making payments on. It doesn't increase the budget at year eight with depreciation.

Chief Nicholl stated that on a no Battalion Chief Budget, leaving everything intact as it is right now, we have a \$160,000.00 projected surplus that is perfectly acceptable to him. He thinks that it is great to have a surplus. It still gives that opportunity for that additional PTE per day, still covers PERS, health insurance and some things that will adjust up and down.

Director McCassie asked about some of the repairs and remodels. He is asking if we can move forward with that with the surplus. Chief Nicholl mentioned that he could add that under repairs and maintenance. He stated that he could increase that to \$40,000.00 from \$78,000.00 up to \$118,000.00. Director McCassie also mentioned that one of the projects was a bigger fuel tank for \$61,000.00. Chief Nicholl asked the Board if they want to proportion this. He asked Captain Snyder the cost for adding the additional 500 gallon tank and Captain Snyder responded with, approximately \$65,000.00. Chief Nicholl is asking the Board if they want to proportion that into ambulance and fire or do we keep that as a fire expense, which is what he is going to recommend because the ambulance budget is tight right now. We proportion the Capital Improvements to fire and next year we can have a much better split of fuel between fire and ambulance.

Director McCassie asked if the mileage was increased. Chief Nicholl confirmed, yes.

Chief Nicholl suggested taking vehicle fuel from \$72,000.00 and add \$65,000.00 to that, equaling \$137,000.00 and that will essentially pay for our fuel station, which leaves us with a surplus of \$95,000.00.

Chief Nicholl explained the repair and maintenance at Station 61, adding \$40,000.00 to that, taking it up to \$110,000.00, now we have our surplus at \$55,000.00. That is two Capital projects that this budget affords.

Director McCassie asked what projects have been put off? Chief Nicholl shared that we need \$500,000.00 to repair the parking lot. He also shared that he just discovered that our fire riser has sprung a leak and he is anticipating cutting out the bay floor and replacing the riser. They are waiting to hear back from Delta Fire but he knows that it will not be cheap.

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Director Murphy asked how they want to prioritize between fuel and the kitchen remodel? If we were to base this on priority it would be fuel and then the kitchen.

Director Murphy asked if there is any concern with legal coming up with any of the ongoing processes. Chief Nicholl stated that in this budget he increased professional services to \$14,000.00 and he thinks that that is shy, and it should be closer to \$20,000.00 for professional services but that is what he had already presented. If the Board wants him to adjust that he thinks it would be smart. The Board agreed to make that change to \$49,000.00 and we are still in the surplus in every category except for administration and that still includes the PTE. Chief Nicholl shared that he is happy with this. This package includes every GL Line Item from physicals to salaries, fuel, and wages, etc. It's a good budget and it will work for us. There are some adjustment that we will have to make mid-year.

Chief Nicholl also wanted to add that we have an opportunity to also purchase a gently used Type 3 from Truckee Meadows. Last year in the budget he put in \$346,000.00 for a new Type 3 hoping to get a grant for it but we did not get the grant, but he did say that when our Type 3 goes out of district, we do not have anything in house. We have Type 6's, we are in need of a new Type 3, but they are \$360,000.00. Truckee Meadows has graciously offered us a 1996 or a 1997 with about 50,000 miles on it and it is in very good condition. Chief Kuntz, Chief Myers and he have gone and inspected them, they are asking \$30,000.00 and offered us \$20,000.00. He would really like to put that in there and he explained that when our Type 3 goes out of district we don't have a Type 3 in district. This is an opportunity for us to get something that has been maintained by Truckee Meadows, it's in good shape and it's a reasonable price. He would like to add that \$20,000.00 Capital purchase to this budget also. The Board agreed to add it to the budget. Chief Nicholl is going to add that to the Capital side, which takes the anticipated surplus of \$29,000.00, anything lower than that is negative.

The Board discussed the priority of all the projects, to do one project at a time. Putting #1, the riser, #2, the Type 3, #3, fuel and #4, the kitchen. Chief Nicholl is going to take this budget that they just worked on, exactly as it is right now, and put it together to present our budget here by May 30th. He is also going to include the budget priorities and an outline of what the major changes are that we talked about with legal.

Mrs. Miller stated that the Budget Hearing has to be on May 16, 2023 at 6:00 p.m. and cannot be changed.

Directors and Chief Nicholl discussed and agreed to have the Workshop on May 16th at 3:00 p.m. The S.O.P. Workshop will be from 3:00 p.m. to 6:00 p.m., the Budget Hearing will follow at 6:00 p.m., if they want to do a regular meeting at 7:00 p.m. they can do that.

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Mrs. Miller added that the Board will need to have another meeting before May 30, 2023 to approve the Final Budget or you can approve it after that meeting that night after 7:00 p.m.

Director McCassie asked if anybody had anything to say for open comment, no reply.

5. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3-minutes.)

Mr. William Snyder wanted clarification that this budget is not freezing anything in the existing contract. The Board confirmed that it does. Mr. Snyder stated that you can't do that, you have the ability to pay. You just had a public recorded discussion about remodeling, to do projects and buy a Type 3. He said, "you can't do that" and he would like the meeting to be opened back up to revote on that. Director McCassie stated that we are in Public Comment and Chief Nicholl already has direction, that was part of the Workshop. He told Mr. Snyder that he can make his comment and it will come later to have a discussion.

Mr. Snyder stated that this is public record, you cannot freeze their contract without having the inability to pay and you cannot create a Fiscal Hardship. He added that North Las Vegas did this in 2013 and you guys will be held accountable.

Mr. Nick Parino stated that the Board is choosing to prioritize the wrong things. Mr. Snyder interrupted, asked Mr. Parino if he was on duty and advised him to sit down.

Mrs. Becki Howlett shared that the Volunteers the Senior Center with a Fundraiser for Meals on Wheels on Saturday and in three hours at one location, they raised almost \$2,500.00.

Mr. William Snyder suggested to open up another Workshop, if they are not willing to make that amendment tonight. Do another Workshop, make that amendment before we submit this Final Budget to the state.

Mr. John Criscione was told at the last board meeting that Chief Kuntz and Chief Myers were the only ones within the district who Chief Nicholl determined was qualified to become Battalion Chiefs. He is asking what the process was that they went through to get that position and what qualified them beyond himself, Captain Snyder or anybody else. Director McCassie and Chief Nicholl agreed that they can put it on a future agenda to answer questions. Director McCassie advised Captain Criscione to see Mrs. Miller to make it an agenda item and we will have that discussion.

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Mr. John Renaud is asking the Board where it was determined the plus or minus 5% as far as salaries and where did we get that number from. Director McCassie stated that we can include this topic with the other agenzized items and have a discussion.

Mr. Joe Mendoza added that we open up for a Workshop for people to come and be involved but nobody is able to have a dialogue about their concerns or their suggestions on how to help the department. The reality is, if the district is not successful, nobody in this room is successful. Yet, this workshop was meant to answer questions for people, but no one is answering any questions. How can we fix that, so we can come to the table, ask questions, have dialogue, and create a great scenario for the department.

Director McCassie requested to ask legal on that. Director Murphy shared that in the past, the public has been able to participate in those as well because we're not taking action delivering as a group. He doesn't see an issue because it's been done before, pending on what legal says. Director McCassie added that the legal part of it is what questions can be asked and answered.

Chief Nicholl stated that we moved onto Public Comment, Mr. Snyder was involved and there was nothing that eliminated anybody else in this room from being involved. It did not involve himself so, the item is closed. The Public Workshop for the budget is over. We can agenzize it later. This is Public Comment and those are the rules.

Mr. William Snyder stated that he was told not to say anything until Public Comment, which could have changed the way they just voted. Director McCassie shared that they really can't respond in Public Comment. Mr. William Snyder stated, "you just said that you didn't vote on the Tentative Budget to be done." Director Wheeler stated that it was just a discussion. Mr. William Snyder responded that he misunderstood.

Mrs. Miller was able to contact legal and per legal, during Public Comment, do not engage while they are saying their public comment. After that, if the Board chooses to answer the question, they can, if it pertains to the agenda.

Director McCassie mentioned that there was a question during the Workshop. Can the public ask questions and we the Board answer them? Mrs. Miller spoke to legal, and it is up to the Board to do that.

Director McCassie stated that since this is a Workshop, he is going to reopen the meeting, moving back up to #4, Discussion Regarding FY 2023-2024 Budget.

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Mr. William Snyder stated that we are still in a contract, that the contract is still there until a new one is ratified. Based on the information he gave the Board, that is all hard data. He shared that none of our members did that. Douglas County and Carson City put that together for them. He stated that when we go down those pathways negotiating, we look at what's fair and what's market value. You can see that we are significantly below market value and these costs are going to go up. Please honor the contract because they will move forward if that is the route.

Director McCassie explained that they are under the understanding with the contract, because of PERS that we can't do any raises. Mr. Snyder shared that the makeup of what that difference is can be in lieu of raises. We would have to sit down together. Mr. Snyder stated that the contract says "any PERS increase can be absorbed by the district in lieu of raises."

Chief Nicholl stated that it does, in lieu of additional salary increases. Mr. Snyder stated that he thought that is what he said. Chief Nicholl stated "no, you said that we could use the difference between what it is and what you want." He added that the contract is very clear in Article 28, that any increase in PERS, this increase, if any, is in lieu of an additional salary increase. Which means, no increases, it is part of the contract that we must obey. Mr. Snyder mentioned that we need to sit down at the negotiations table and look at those numbers. He doesn't recall but he thought it was six figures for that increase in PERS.

Director McCassie added that the district is ready to come to the table, just hoping the Union comes to the table to discuss these items. He said that the Union seems to be the stall. Mr. Joe Mendoza stated for the record, "it is not the record." Director McCassie encourages the Union to come to the table.

Director Murphy asked to see another Budget with the contractual raises, any changes, etc., that we would have anticipated had we not frozen the budget. Chief Nicholl explained that we didn't freeze anything, it is called a flat budget. This is their unknown raises; it is Article 28, and it is very clear. It is saying that there are no raises, it is honoring the contract. He cannot anticipate what the negotiation is going to be. Chief Nicholl explained that we are legally bound to present a budget. The information we have right now is that our Labor Contract, in two places, one says, "it may be in lieu of" and in another section it says, "it is in lieu of." Although we covered most of the health insurance increases, it's too much. He is just trying to honor the contract. We have already reached the top line in the existing contract. We're not going backwards, we're just not adding the next year because that's not negotiated, so it is flat, it stays the way that it is. It has to be submitted to the state by May 30th.

Director Murphy asked if it is interpreted wrongly, does that set us up in a position that we might have to come back and look at the budget again? Chief Nicholl stated that he is asking questions that he doesn't think are appropriate for him to answer right now. He said that he can point to

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Article 32 and Article 28, both articles in the contract are quite clear. He added that anybody can interpret anything in any direction that they want. He is going with the words that are written and how that relates to 288 and everything else we have going on. The words, the contract, is a legally binding document. Director Murphy asked in that article if there was a percentage increase or a set amount. Chief Nicholl responded, "there is not." In health insurance, Article 32, any increase of plan cost greater than 15% in one year, may be covered by the district in lieu of an additional salary increases. Article 28 says, in addition, during the term of this agreement, if there is an increase in the rate of retirement contributions, for either the regular or early retirement program, the district shall fund the employees' portion of the retirement contribution under the employer paid contribution plan, in a matter provided for NRS.286.421. This increase, if any, is in lieu of an additional salary increase. He added that these last lines are there to specifically protect the district. Of course, he wants to give everyone a raise, but he is not willing to violate the contract to do it. He stated that if we want to talk about that in negotiations, then that is something that will happen down the road but for right now, we must live with what's written.

Director Murphy shared that he was looking at a handout from the last meeting and fire PERS went up 50%. He is asking what we were at last year. Chief Nicholl answered, 42.5%.

Director Murphy stated that that is an exact 15% jump, so we are at the threshold. Chief Nicholl explained that the threshold percentage only exists in the health insurance increases, it does not in the PERS increases. Chief Nicholl stated that it says, "if any", is a set amount. Any is one more than what exists.

Chief Nicholl shared that when we can finally get back to the table, yes there is probably room, we just can't do it right now. Just because it's in the employee's benefit to violate the contract doesn't mean we can violate the contract. Director Murphy wants to look at the alternatives we've got or the possibilities that may or may not come. We are throwing all these "what if" scenarios out there, he'd hate to walk us into a position on a "what if" that we are sure about or almost sure about and that "what if" causes a loss of revenue and taxpayers take a hit along with that. If that's the decision that we are going to vote on come next meeting, he wants to make sure that vote is as straight as it can be. If we are too far out, one way or another, hopefully we fall under that, and it doesn't catch us but if we go above that and we find ourselves in a position that we are having to come to more litigations. It seems very irresponsible to go forward with that if we can anticipate it.

Chief Nicholl added that the most conservative approach is a flat budget. It keeps us intact with the contract and still leaves us the ability for any sort of minor changes in the future. If things change and things smooth out and we have a negotiation, then there is some room there. The fact is the law is the law and we have to have the budget submitted by this point in time.

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Chief Nicholl is recommending that we use the flat budget. He stated that it is the Boards budget until voted on, once it is voted on and goes into place, then it becomes his budget, and he administers the budget. We have a good budget right now that is conservative, allows us room and leaves doors open for things that can happen in the future.

Director Murphy asked Chief Nicholl if we have the option to put the projects into Capital, if need be, we can augment in the future versus spreading it out amongst the lines like we did. Chief Nicholl answered “yes”, it is a line-item transfer that would be done administratively, as long as it’s in the budget he can put it any one of those lines.

Mr. John Renaud stated that Chief Nicholl mentioned an additional \$10,000.00 in possible legal costs. Does the district see that possibly going up or down and if so, how is that going to affect this flat budget? Director McCassie stated that it was a contingency in case they go further into legal. Hopefully not, and everyone can come to an understanding and fix this. Chief Nicholl added that we will have some legal increases in stock costs and that is what he had put in there initially. He knows that some of our legal costs are going to go up without any additional legal. The money that we put in; he considers that additional growth.

Director McCassie stated that he was going to go back to public comment, so that we follow rules.

5. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3 minutes.)

None.

6. Adjournment*

Chairman McCassie adjourned at 1834.

NOTE(s): All items indicated by an asterisk (“*”) were Action Items.
A complete and detailed record of this meeting was recorded on Micro SD Recorder April 27, 2023

North Lyon County Fire Protection District
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Respectfully Submitted by:

Shannon Moffett, Administrative Assistant
North Lyon County Fire Protection District

June 15, 2023
Date

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>	
___ Approved as Read	___	___	___	___	___
___ Approved with Corrections	___	___	___	___	___

Dan McCassie, Chairman
North Lyon County Fire Protection District

June 15, 2023
Date

North Lyon County Fire Protection District
195 East Main Street
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MINUTES

NORTH LYON COUNTY FIRE PROTECTION DISTRICT

May 24, 2023

1. Call to Order

The meeting was called to order by Director Harry Wheeler at 1602 hours.
Directors present included Harry Wheeler, Paul Murphy, and Jay Rodriguez.
Director Callagy and Chairman McCassie were absent.

The Pledge of Allegiance was led by Director Paul Murphy. A moment of silence followed.

Director Wheeler called for a recess at 6:03
Director Callagy arrived and resumed the meeting at 6:07
Chairman McCassie joined the meeting via telephone.

2. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3 minutes.)

None.

3. Discussion and action to approve the Fiscal Year 2023-2024 Final Budget, Established the Tax Rate and Spending Authorization for FY 2023-24*

Director Wheeler made a motion to approve the Fiscal Year 2023-2024 Final Budget, Established the Tax Rate and Spending Authorization for 2023-2024.

Director Rodriguez seconded the motion.

The motion carried as follows: 5-0-0

McCassie	Aye
Callagy	Aye
Wheeler	Aye
Murphy	Aye
Rodriguez	Aye

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4. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting. Public comments are limited to 3-minutes.)

None.

6. Adjournment*

Chairman McCassie adjourned at 1809.

NOTE(s): All items indicated by an asterisk (“*”) were Action Items.
A complete and detailed record of this meeting was recorded on Micro SD Recorder May 24, 2023

Respectfully Submitted by:

_____ June 15, 2023
Shannon Moffett, Administrative Assistant Date
North Lyon County Fire Protection District

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>	
___ Approved as Read	___	___	___	___	___
___ Approved with Corrections	___	___	___	___	___

_____ June 15, 2023
Dan McCassie, Chairman Date
North Lyon County Fire Protection District

Management Analysis
Prepared for you by
National Business Factors, Inc.

Prepared for:
NORTH LYON COUNTY FPD
Client # NLFPD6020C

Period Ending: 05/31/23

Date	Assignments		Cancelled		Average	
	#	Amount	#	\$ Amount	Age	\$ Bal
Jun-22	-	-	-	-	-	-
Jul-22	-	-	-	-	-	-
Aug-22	-	-	-	-	-	-
Sep-22	-	-	-	-	-	-
Oct-22	-	-	-	-	-	-
Nov-22	-	-	-	-	-	-
Dec-22	-	-	-	-	-	-
Jan-23	-	-	-	-	-	-
Feb-23	-	-	-	-	-	-
Mar-23	-	-	-	-	-	-
Apr-23	-	-	-	-	-	-
May-23	-	-	-	-	-	-
Totals	-	\$ -	-	\$ -	-	\$ -
Net Assignments this year	-	\$ -				

One year ago this month - \$ -

Contingent Fee Collections	
Date	
Jun-22	575
Jul-22	525
Aug-22	366
Sep-22	150
Oct-22	150
Nov-22	160
Dec-22	179
Jan-23	200
Feb-23	224
Mar-23	1,823
Apr-23	162
May-23	84
Totals	\$ 4,599

One year ago this month \$ 1,501

Total Open Inventory \$ 2,810,272

This Year's recovery % 8%

Inception Date (01-16-12) Recovery % 8%

Management Analysis
Prepared for you by
National Business Factors, Inc.

Prepared for:
NORTH LYON COUNTY FPD
Client # NLFPD6250C

Period Ending: **05/31/23**

Date	Assignments		Cancelled		Average	
	#	Amount	#	\$ Amount	Age	\$ Bal
Jun-22	3	8,211	-	-	302	2,737
Jul-22	-	-	-	-	-	-
Aug-22	53	118,081	-	-	294	2,228
Sep-22	4	10,980	-	-	335	2,745
Oct-22	19	52,004	-	-	339	2,737
Nov-22	2	5,068	-	-	344	2,534
Dec-22	-	-	-	-	-	-
Jan-23	51	126,135	-	-	299	2,473
Feb-23	5	15,174	1	36	321	3,035
Mar-23	21	63,850	-	-	346	3,040
Apr-23	-	-	-	-	-	-
May-23	33	88,904	-	-	243	2,694
Totals	191	\$ 488,408	1	\$ 36	314	\$ 2,691
Net Assignments this year	190	\$ 488,372				

One year ago this month **35 \$ 74,032**

Contingent Fee Collections	
Date	
Jun-22	2,577
Jul-22	2,929
Aug-22	251
Sep-22	25
Oct-22	25
Nov-22	25
Dec-22	525
Jan-23	25
Feb-23	3,543
Mar-23	510
Apr-23	25
May-23	2,329
Totals	\$ 12,790

One year ago this month **\$ 882**

Total Open Inventory **\$ 1,070,052**

This Year's recovery % **3%**

Inception Date (01-16-12) Recovery % **2%**

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Fire 2023
From 7/1/2022 Through 6/30/2023

	Current Period Budget - 2023 Original	Current Year Actual	Total Budget Variance - 2023 Original
REVENUES			
Taxes			
Ad Valorem Taxes	1,913,260.00	2,038,961.75	125,701.75
Consolidated Taxes	248,281.00	146,103.38	(102,177.62)
Total Taxes	2,161,541.00	2,185,065.13	23,524.13
Other Revenue			
Mutual Aid	550,000.00	0.00	(550,000.00)
Contracts	535,000.00	408,182.88	(126,817.12)
Interlocal	15,000.00	0.00	(15,000.00)
Grants	730,000.00	0.00	(730,000.00)
Inspections	22,000.00	19,973.33	(2,026.67)
Hazmat Permits	80,000.00	7,600.00	(72,400.00)
Fire and Safety Reviews	160,000.00	134,040.52	(25,959.48)
Operational Permits	20,000.00	3,632.50	(16,367.50)
Cost Recovery	0.00	0.00	0.00
Ambulance Fees	0.00	0.00	0.00
GEMT Ambulance	0.00	0.00	0.00
Ambulance Subscription	0.00	0.00	0.00
Miscellaneous Revenue	35,000.00	301,226.74	266,226.74
Other	0.00	0.00	0.00
Total Other Revenue	2,147,000.00	874,655.97	(1,272,344.03)
Total REVENUES	4,308,541.00	3,059,721.10	(1,248,819.90)
EXPENDITURES			
Personnel Expenses			
Salaries and Wages	1,459,665.00	1,133,058.42	326,606.58
Temporary Salaries	85,800.00	193,499.21	(107,699.21)
Overtime	307,000.00	329,379.35	(22,379.35)
Holiday	68,268.00	80,075.72	(11,807.72)
Uniforms	12,200.00	27,299.60	(15,099.60)
Employee Physicals	20,000.00	2,845.00	17,155.00
PERS Retirement	601,253.00	479,236.85	122,016.15
Employer Taxes and Fees	18,500.00	29,517.29	(11,017.29)
Workers Comp	104,926.00	225,801.50	(120,875.50)
Health Insurance	242,198.00	248,598.93	(6,400.93)
Contract Obligations	61,000.00	1,210.16	59,789.84
Cadets	7,500.00	7,484.03	15.97
Total Personnel Expenses	2,988,310.00	2,758,006.06	230,303.94
Office Operating Expenses			
Office Supplies and Postage	12,000.00	9,170.33	2,829.67
Office Equipment & IT	17,000.00	16,803.72	196.28
Books and Publications	3,000.00	7,274.39	(4,274.39)
Fire Prevention Public Education	5,000.00	3,224.36	1,775.64
Insurance	37,000.00	29,532.55	7,467.45
Professional Fees	71,000.00	74,809.85	(3,809.85)
Dues	4,000.00	2,884.37	1,115.63
Travel	1,000.00	143.57	856.43
Wildland Travel	14,000.00	82,550.66	(68,550.66)
Other	0.00	799.16	(799.16)
Total Office Operating Expenses	164,000.00	227,192.96	(63,192.96)
Personnel Operating Expenses			

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Fire 2023
From 7/1/2022 Through 6/30/2023

	Current Period Budget - 2023 Original	Current Year Actual	Total Budget Variance - 2023 Original
Training	15,000.00	1,282.73	13,717.27
Recruitment and Retention	12,500.00	2,755.00	9,745.00
Safety Equipment	5,000.00	0.00	5,000.00
Turnouts	23,000.00	37,940.39	(14,940.39)
Total Personnel Operating Expenses	55,500.00	41,978.12	13,521.88
Vehicle Operating Expenses			
Heavy Apparatus	20,000.00	27,051.79	(7,051.79)
Light Fleet	8,000.00	15,156.42	(7,156.42)
Ambulance Fleet	0.00	0.00	0.00
Wildland Fleet	5,000.00	20,850.88	(15,850.88)
Misc and Other	2,000.00	9,299.10	(7,299.10)
Vehicle Fuel	83,000.00	48,545.85	34,454.15
Total Vehicle Operating Expenses	118,000.00	120,904.04	(2,904.04)
Equipment Supplies Operating Expenses			
Medical Supplies	2,000.00	0.00	2,000.00
Equipment Non Capital	5,000.00	28,520.61	(23,520.61)
Communications	21,500.00	5,803.07	15,696.93
Operating Supplies	6,000.00	8,825.06	(2,825.06)
Small Equipment R & M	11,000.00	16,419.03	(5,419.03)
Total Equipment Supplies Operating Expenses	45,500.00	59,567.77	(14,067.77)
Station Operating Expenses			
Station Repair & Maintenance 61	28,000.00	31,187.43	(3,187.43)
Station Repair & Maintenance 62	8,000.00	39.99	7,960.01
Utilities 61	13,000.00	16,023.62	(3,023.62)
Utilities 62	10,000.00	0.00	10,000.00
Total Station Operating Expenses	59,000.00	47,251.04	11,748.96
Other Non Operating Expenses			
Contingency	0.00	0.00	0.00
Capital Outlay	629,232.00	174,969.49	454,262.51
Depreciation	0.00	0.00	0.00
Debt Payments	42,000.00	38,500.00	3,500.00
Lease Payments	143,768.00	187,194.47	(43,426.47)
Interfund Transfers	0.00	0.00	0.00
Total Other Non Operating Expenses	815,000.00	400,663.96	414,336.04
Total EXPENDITURES	4,245,310.00	3,655,563.95	589,746.05
REVENUES IN EXCESS OF EXPENDITURES	63,231.00	(595,842.85)	(659,073.85)

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Ambulance 2023
From 7/1/2022 Through 6/30/2023

	Current Period Budget - 2023 Original	Current Year Actual	Total Budget Variance - 2023 Original
REVENUES			
Taxes			
Ad Valorem Taxes	0.00	0.00	0.00
Consolidated Taxes	0.00	0.00	0.00
Total Taxes	0.00	0.00	0.00
Other Revenue			
Mutual Aid	0.00	0.00	0.00
Contracts	0.00	0.00	0.00
Interlocal	15,000.00	0.00	(15,000.00)
Grants	0.00	5,800.00	5,800.00
Inspections	0.00	0.00	0.00
Hazmat Permits	0.00	0.00	0.00
Fire and Safety Reviews	0.00	0.00	0.00
Operational Permits	16,000.00	0.00	(16,000.00)
Cost Recovery	0.00	0.00	0.00
Ambulance Fees	2,100,000.00	1,094,709.95	(1,005,290.05)
GEMT Ambulance	450,000.00	464,497.22	14,497.22
Ambulance Subscription	35,000.00	13,500.00	(21,500.00)
Miscellaneous Revenue	5,000.00	2,418.10	(2,581.90)
Total Other Revenue	2,621,000.00	1,580,925.27	(1,040,074.73)
Total REVENUES	2,621,000.00	1,580,925.27	(1,040,074.73)
EXPENDITURES			
Personnel Expenses			
Salaries and Wages	1,085,727.00	840,968.86	244,758.14
Temporary Salaries	70,800.00	3,585.00	67,215.00
Overtime	100,000.00	160,592.46	(60,592.46)
Holiday	56,392.00	31,675.88	24,716.12
Uniforms	8,000.00	5,593.24	2,406.76
Employee Physicals	0.00	536.00	(536.00)
PERS Retirement	454,399.00	449,431.42	4,967.58
Employer Taxes and Fees	15,600.00	20,842.25	(5,242.25)
Workers Comp	94,775.00	116,402.50	(21,627.50)
Health Insurance	212,000.00	236,026.86	(24,026.86)
Contract Obligations	0.00	0.00	0.00
Cadets	0.00	(1,129.00)	1,129.00
Total Personnel Expenses	2,097,693.00	1,864,525.47	233,167.53
Office Operating Expenses			
Office Supplies and Postage	0.00	1,853.69	(1,853.69)
Office Equipment & IT	4,000.00	2,632.36	1,367.64
Books and Publications	0.00	27.00	(27.00)
Fire Prevention Public Education	0.00	0.00	0.00
Insurance	20,000.00	29,524.39	(9,524.39)
Professional Fees	0.00	29,825.33	(29,825.33)
Dues	0.00	540.00	(540.00)
Travel	0.00	1,309.75	(1,309.75)
Wildland Travel	0.00	0.00	0.00
Other	0.00	2,024.57	(2,024.57)
Total Office Operating Expenses	24,000.00	67,737.09	(43,737.09)
Personnel Operating Expenses			
Training	5,000.00	12,621.16	(7,621.16)

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Ambulance 2023
From 7/1/2022 Through 6/30/2023

	Current Period Budget - 2023 Original	Current Year Actual	Total Budget Variance - 2023 Original
Recruitment and Retention	0.00	0.00	0.00
Safety Equipment	0.00	0.00	0.00
Turnouts	6,000.00	99.32	5,900.68
Total Personnel Operating Expenses	11,000.00	12,720.48	(1,720.48)
Vehicle Operating Expenses			
Heavy Apparatus	0.00	0.00	0.00
Light Fleet	0.00	112.56	(112.56)
Ambulance Fleet	12,000.00	29,625.02	(17,625.02)
Wildland Fleet	0.00	348.75	(348.75)
Misc and Other	1,000.00	439.69	560.31
Vehicle Fuel	50,000.00	64,364.32	(14,364.32)
Total Vehicle Operating Expenses	63,000.00	94,890.34	(31,890.34)
Equipment Supplies Operating Expenses			
Medical Supplies	60,000.00	90,141.41	(30,141.41)
Equipment Non Capital	2,000.00	9,203.97	(7,203.97)
Communications	4,000.00	35,459.93	(31,459.93)
Operating Supplies	2,000.00	6,469.14	(4,469.14)
Small Equipment R & M	85,000.00	68,330.91	16,669.09
Total Equipment Supplies Operating Expenses	153,000.00	209,605.36	(56,605.36)
Station Operating Expenses			
Station Repair & Maintenance 61	8,000.00	75.00	7,925.00
Station Repair & Maintenance 62	9,000.00	26,644.05	(17,644.05)
Utilities 61	6,000.00	841.78	5,158.22
Utilities 62	5,000.00	32,858.22	(27,858.22)
Total Station Operating Expenses	28,000.00	60,419.05	(32,419.05)
Other Non Operating Expenses			
Capital Outlay	58,000.00	0.00	58,000.00
Depreciation	108,600.00	0.00	108,600.00
Lease Payments	0.00	0.00	0.00
Interfund Transfers	0.00	0.00	0.00
Total Other Non Operating Expenses	166,600.00	0.00	166,600.00
Total EXPENDITURES	2,543,293.00	2,309,897.79	233,395.21
REVENUES IN EXCESS OF EXPENDITURES	77,707.00	(728,972.52)	(806,679.52)



North Lyon County Fire Protection District

195 East Main Street
Fernley, Nevada 89408

District Office (775) 575-3310 District Fax (775) 575-3314
www.northlyonfire.org
Jason Nicholl, Fire Chief

Directors

Daniel McCassie
Mike Callagy, Jr.
Harry Wheeler
Paul Murphy
Jay Rodriguez

MEMO

TO: Jason Nicholl, Fire Chief
FROM: Dan McCassie, Chairman
DATE: June 7, 2023
RE: Notice of Meeting Pursuant to NRS 241.033

In connection with complaints brought by two employees of the North Lyon County Fire Protection District ("NLCFPD"), its Board may consider your character, alleged misconduct, professional competence, or health at its meeting on June 15, 2023. The meeting will begin at 6 p.m. at 195 East Main Street, Fernley, Nevada. The meeting is a public meeting, and you are welcome to attend. The meeting must be conducted in open at all times. The Board will consider the following general topics:

1. What action, if any, should be taken regarding your conduct on or about January 31, 2023, when you yelled and used profane language in a public area of the fire department toward Employee No. 1.
2. What action, if any, should be taken regarding your conduct in July 2021, when you screamed loudly and used profanity towards Employee No. 2 in the station dayroom, which was witnessed by other employees.
3. What action, if any, should be taken regarding your conduct on March 19, 2022, when you used profanity on the telephone with the same Employee No. 2.

You may be represented by an attorney or other representative. You may present written evidence, provide testimony, and present witnesses relating to your character, alleged misconduct, professional competence, or physical or mental health.

PEOPLE FIRST

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If the Board determines it is necessary after considering your character, alleged misconduct, professional competence, or physical or mental health, it may also take administrative action against you at the meeting, including but not limited to disciplinary action up to and including termination, temporary or permanent changes to your duties, required training and/or coaching, and other action as it sees appropriate.

Please sign below to acknowledge receipt of this notification and return to Kasey Miller, Office Manager no later than Monday, June 12, 2023.

Thank you,

Dan McCassie, Chairman
North Lyon County Fire Protection District
Board of Directors

I hereby acknowledge receipt of this Notice of Hearing on June 07, 2023.

Jason Nicholl, Fire Chief

PEOPLE FIRST

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