



**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT  
STAFF REPORT**

**Board Meeting Date: May 20, 2025**

**DATE:** May 9, 2025

**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners

**FROM:** Cindy Vance, Chief Fiscal Officer  
Phone: (775) 326-6070 Email: [cvance@tmfpd.us](mailto:cvance@tmfpd.us)

**THROUGH:** Dale Way, Interim Fire Chief  
Phone (775) 326-6000 Email: [dway@tmfpd.us](mailto:dway@tmfpd.us)

**SUBJECT:** Public Hearing, discussion, and possible action on the Truckee Meadows Fire Protection District Tentative Budget to the adoption of the Final Budget for fiscal year 2025-2026 (FY25/26). This item may be continued to Tuesday, May 27, 2024, at 9:00 AM. Estimated FY25/26 general fund revenues are \$54,901,454 and estimated general fund expenditures are (\$53,793,570), the proposed budget also includes expenditures/expenses from the following 8 other funds: Capital Projects Fund (\$16,026,291); Extraordinary Repairs & Maintenance Fund (\$196,000) Emergency Fund (\$1,500,000); Sick, Annual, and Comp Benefits Fund (\$904,000); Stabilization Fund (\$550,000); Debt Service Fund (\$1,314,629); Worker’s Comp Internal Service/Proprietary Fund (\$507,500); and Emergency Medical Services (EMS) Enterprise/Proprietary Fund (\$6,150,673). (All Commission Districts) **FOR POSSIBLE ACTION**

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**SUMMARY**

The purpose of this item is to conduct a hearing on the Tentative Budget for FY25/26 of the Truckee Meadows Fire Protection District to the adoption of the Final Budget.

**PREVIOUS ACTION**

May 6, 2025, the Board of Fire Commissioners accepted the presentation of the FY25/26 budget for the Truckee Meadows Fire Protection District and provided feedback to staff.

**BACKGROUND**

In accordance with NRS 354.596(2)(a), the tentative budget must be submitted to the Department of Taxation. NAC 354.140 requires the person responsible for the budget preparation to sign the tentative budget. After filing the tentative budget, NRS 354.596(4) requires a public hearing of the tentative budget.

## **GENERAL FUND**

### **Revenue Highlights**

#### **Property Taxes**

Property taxes are budgeted at \$29,924,859 for, FY 25/26, an estimated increase of 9.2% over the Fiscal Year 2024-2025 (FY 24/25) Budget. For FY24/25, property taxes are currently running on budget.

#### **Consolidated Taxes**

The District budgeted FY25/26 consolidated taxes (CTX) at the state projection of \$12,100,831. This is an increase from FY24/25 state projection of 11,680,397. The FY24/25 actual collections are expected to be at budget. The State of Nevada recently changed their tax collection software and changed the way they distribute the taxes to local governments. The District has been monitoring this change closely and is working with the State and other local governments to obtain more clarification on the impact of the change.

Property Taxes and Consolidated Taxes are 76.6% of total general fund revenues of \$54,901,455. Other revenues include:

- Licenses and permits: \$270,000
- Charges for Service: \$2,875,634
- Other Intergovernmental other than CTX: \$4,306,174
- Reimbursements: \$5,225,320
- Other miscellaneous revenues: \$198,637

Total revenues of \$54,901,455 are an increase of \$4,193,655 over projected FY24/25, mostly related to increases in Property Tax.

### **Expenditure Highlights**

The final FY24/25 budget includes estimated expenditure of \$53,853,570. This includes \$26,922,390 in salaries and wages, \$18,757,952 in employee benefits, and \$8,203,228 in other expenditures. This is an increase of \$2,142,032 from projected FY24/25 expenditures of \$51,711,538.

Salaries and benefits are the majority of all expenditures of the District. Salaries and benefits are 84.8% of the total General Fund FY25/26 expenditure budget.

The District has included one additional position in the FY25/26 budget for the Executive Office Manager. Although this position is new under the District, the District has been paying for a similar position that was provided by Washoe County. This new position will move the employee fully under the District and the District will no longer pay Washoe County for this position.

Included in the FY25/26 budget are significant cost increases for employee costs. The Budget includes costs for all negotiated CBAs including salary adjustments and COLAs. In addition, Nevada Public Employees Retirement System (PERS) will be increasing the contribution rate in

FY25/26 by 8.75% for police/fire PERS and 3.25% for Regular PERS, the increase will be partially shared with employees via salary adjustment. In addition, health care costs and workers' compensation costs continue to increase.

The District includes the following departments in the FY25/26 Budget as listed below:

Overhead (General Expenses)	\$ 2,901,963
Administration	\$ 5,102,661
Emergency Operations	\$ 29,134,739
Safety and Training	\$ 1,379,462
Fire Prevention	\$ 1,030,450
Fleet Maintenance	\$ 1,596,745
Logistics	\$ 896,560
Volunteer Fire	\$ 246,565
Wildland and Fuels	\$ 6,831,220
Off-District Fire Support	\$ 4,733,205
TOTAL	<hr/> \$ 53,853,570

### Summary

General Fund Tentative Budget Summary:

Beginning Fund Balance	\$ 5,302,913
Revenues	\$ 54,901,454
Expenditures	(\$ 53,853,570)
Other Financing Uses (contingency & transfers)	(\$ 4,136,058)
Ending Fund Balance	<hr/> \$ 2,214,739
Ending Fund Balance as a % of Expenditures	4.1%

The District made significant changes in programs to address budget shortfalls, particularly related to employee cost growth in excess of the growth in general tax revenues, these reductions include:

- Hold vacant approved positions:
  - 2 fire prevention positions for ½ year
  - 1 mechanic position
  - 4 fire fighter positions
  - 3 captain positions
- Reduce 4<sup>th</sup> person staffing from engines at stations 40 & 42
- One year pause on program budgets for Wet and HazMat teams, Dozer, REMS, and AACT programs
- One year pause on Green Waste program
- One year pause new recruit class (no hires anticipated)

If actual results are better than projected FY24/25 or budgeted FY25/26, with either increased revenues or decreased expenses the District recognizes the following priorities:

- A 12% projected ending fund balance
- Fourth person staffing at stations #40 and #42
- Green Waste Program.

**CAPITAL PROJECTS FUNDS**

For FY25/26, the District will present a resolution to redefine the District’s Capital Projects fund under current statutes. This updated definition will restrict any funds held in the District’s Capital Project Funds. In addition, the updated fund will define a funding source as a transfer from the General Fund equal to a percentage of property taxes to be dedicated annually, currently 4%. This dedicated funding source will allow the District to prepare a comprehensive multi-year capital projects plan.

The District will use the remaining sources from FY24/25 (includes remaining debt proceeds), 4% of property taxes estimated at \$1,196,994, reimbursements from Apple, Inc, and miscellaneous revenues to fund FY25/26 Capital Projects. The Fund is summarized as below:

Estimated Beginning Fund Balance and Resources including Transfers in:	\$16,062,485
Miscellaneous costs:	\$3,230
Capital Projects (see below)	<u>\$16,023,061</u>
Estimated Ending Fund Balance 6/30/2026	\$36,194

**FY25/26 Capital Projects:**

The District’s Contribution to the P25 Radio System	\$161,300
Equipment and Furniture and Fixtures for Station #37	\$80,000
Station #35 completion (Apple)	\$12,246,000
Type III Engine (Grant)	\$499,761
Three Type I Engines (ordered in FY23/24)	\$3,036,000

The District will also present a resolution for a new capital projects fund for Extraordinary Repairs and Maintenance. This fund will be created under NRS and will restrict any funds held in the Fund for extraordinary repairs and maintenance. The District will define a funding source as a transfer from the General Fund equal to a percentage of property taxes to be dedicated annually, currently .75%. This dedicated funding source will allow the District to prepare a comprehensive multi-year capital repairs plan. The Fund is summarized as below:

Estimated investment earnings and transfers in:	\$224,686
Miscellaneous costs:	\$1,000
Unallocated/unexpected R&M	\$175,000
Barron Way Front Desk Security	<u>\$20,000</u>
Estimated Ending Fund Balance 6/30/2026	\$28,686

## **EMERGENCY FUND**

NRS 474.510 requires a Fire Protection District to establish a District Emergency Fund, which must be used solely for the purpose of funding unforeseen emergencies such as large wildland fires, floods, and other natural disasters. The fund may have up to \$1.5 million for these emergencies. Most expenditures from this fund are anticipated to be reimbursed through fire billings to other agencies and the Wildland Fire Protection Plan. This fund has been used in the past to also support assistance to other agencies for emergency events. This has caused the fund to exceed \$1.5 million annually in costs, and the timing of reimbursements combined with the limit on funds deposited has caused the fund to often need to borrow cash from the General Fund. Therefore, starting in the prior fiscal year (FY24/25), the District has limited the use of this fund to only District emergencies and will provide assistance to other agencies from the General Fund.

The District has budgeted for a transfer of \$250,000 from the general fund to the Emergency Fund in FY25/26 to cover the costs for non-reimbursable expenses for events that are less than \$24 hours.

## **NEW EMERGENCY MEDICAL SERVICES (EMS) ENTERPRISE FUND**

The EMS Funds is budgeted to include funding from charges for services and Ground Emergency Medical Transportation (GEMT) reimbursements. 22 full-time positions are budgeted in this Fund, broken down as follows: The EMS Division Chief, three EMS Coordinators, and any individual assigned to the ambulance during their shift will be paid from this fund (this equates to an estimated 18 positions). The fund anticipates revenues of \$2,000,000 in direct ambulance transfer fees and \$1,700,000 in GEMT reimbursements related to FY25/26 transports. The District's tentative FY25/26 budget includes \$3,167,320 in salaries and wages, \$1,989,766 in employee benefits, \$743,587 in service and supplies, and \$250,000 in depreciation.

## **OTHER FUNDS**

The Sick, Annual, and Comp Benefits Fund was created to fund general fund employee termination benefits when they retire or leave service. The governmental activities audited ending balance as of June 30, 2024 was \$9,127,366 and includes employee payouts for vacation, comp time, and sick time. In an effort to control this increasing balance, the District has included certain payments before retirement in updated employee CBAs. The District is currently funding this fund just to the estimated costs of anticipated retirements and negotiated payments. The District has projected a beginning fund balance of \$167,386 and has budgeted a transfer of \$750,000 and has estimated expenditures for FY25/26 payouts at \$904,000.

The Stabilization Fund was established according to NRS 354 to fund revenue shortfalls or natural disasters. The projected beginning fund balance of \$658,905 accumulated over many years. The District's proposed budget includes expenditures of up to \$550,000 to be used in the event of a revenue shortfall.

The Debt Service Fund is used solely to pay principal and interest and will be funded through transfers. Debt Service Requirements are budgeted at \$1,314,628 and include payments on the

\$4.4M equipment bonds issued during FY19/20, the \$2.1M capital improvement bonds issued in FY20/21, the \$7M Capital Improvement Bonds issued in FY21/22, and the \$5.25 Nevada State Investment Bank Loan issued in FY24/25.

The Workers' Compensation Internal Service Fund was established to accumulate resources to pay the City of Reno for the workers' compensation liability, which claims were incurred during the term of the City of Reno/Truckee Meadows Fire Protection District Interlocal Agreement. During fiscal year 2016-2017, the District made the final payment on the five-year buyout of workers' compensation claims, leaving the District only liable for Heart and Lung Workers' compensation claims presented after July 1, 2012. The District has projected expenses including estimated changes in pending claims of \$507,500 for FY25/26.

### **FISCAL IMPACT**

The total expenditure in the recommended Final FY25/26 Truckee Meadows Fire Protection District Budget for all seven of the governmental funds is \$74,284,490 and total expenses of \$6,658,173 for the two proprietary funds.

### **RECOMMENDATION**

It is recommended the Board of Fire Commissioners of the Truckee Meadows Fire Protection District approve the FY25/26 tentative budget with changes to be adopted into the Final Budget as presented.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

*"I move to approve the Truckee Meadows Fire Protection District Fiscal Year 25/26 tentative budget with changes to be adopted into the Final Budget as presented."*