



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: June 3, 2025

DATE: May 22, 2025

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Cindy Vance, Chief Fiscal Officer
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THROUGH: Dale Way, Interim Fire Chief
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SUBJECT: Recommendation to approve and adopt Truckee Meadows Fire Protection District Resolutions TM07-2025 to amend the District's Fiscal Year 2024-2025 Budget for the General Fund and Emergency Fund in the amount of \$200,000 and TM08-2025 to amend the District's Fiscal Year 2024-2025 Budget for the Emergency Medical Services fund in the amount of \$50,755 and if approved direct the District to make the appropriate budget adjustments. (All Commission Districts)
FOR POSSIBLE ACTION

SUMMARY

Recommendation to approve and adopt Truckee Meadows Fire Protection District Resolutions TM07-2025 to amend the District's Fiscal Year 2024-2025 (FY24/25) Budget for the General Fund and Emergency Fund in the amount of \$200,000 and TM08-2025 to amend the District's Fiscal Year 2024-2025 (FY24/25) Budget for the Emergency Medical Services fund in the amount of \$50,755 and if approved direct the District to make the appropriate budget adjustments.

PREVIOUS ACTION

May 21, 2024, the Board of Fire Commissioners approved the District's FY24/25 tentative budget with changes to be adopted into the Final Budget as presented.

May 6, 2025, the Board of Fire Commissioners accepted a grant award from the State of Nevada's Division of Public and Behavioral Health in the amount of \$6,313.73 for the purchase of a training skin for our cut suit. The cut suit is used in trauma scenarios that may occur during emergency medical services calls.

May 6, 2025, the Board of Fire Commissioners accepted a grant award from the State Emergency Response Commission in the amount of \$5,317.30 for the purchase of tox medic medications that may be used during hazmat or emergency medical services calls.

May 20, 2025, the Board of Fire Commissioners approved the District's Fiscal Year 2025-2026 (FY25/26) tentative budget with changes to be adopted into the Final Budget. The FY25/26 budget included estimated actual for FY24/25, which included these amendments.

June 3, 2025, the Board of Fire Commissioners is being asked to accept a donation of two (2) Lucas 3 Mechanical Compression Devices and accessories, including any required carrying cases and corresponding supplies from the Inter-Hospital Coordinating Council, and express sincere appreciation for the thoughtful contribution.

BACKGROUND

The District has revenues generated from previously unbudgeted sources. These sources have been previously approved by the Board of Fire Commissioners under grants, agreements, donations, and debt proceeds. In addition, the District has the need to use a portion of contingency to support the Emergency Fund due to extraordinary in-District fires during FY24/25.

The additional sources and uses are listed below:

EMS Fund:

The Board has accepted, or is anticipated to accept, the following grants and donations for a total value of \$50,755.

1. State Grant for the purchase of a training skin for the District's cut suit in the amount of \$6,314.
2. State Grant for the purchase of tox medic medications that may be used during hazmat or emergency medical services calls in the amount of \$5,317.
3. Donation of Lucas CPR devices and Accessories of \$39,124.

Increase Revenues:

Capital Contribution:	\$ 36,465.00
Donations:	\$ 2,659.00
State Grant:	<u>\$ 11,631.00</u>
Total EMS Revenues:	\$ 50,755.00

Expenses and Cash Flows:

Cash Flow for Capital Purchase	\$ 36,465.00
Non-capital equipment & supplies expense	<u>\$ 14,290.00</u>
Total EMS Expenses and Cash Flows:	\$ 50,755.00

General Fund to Emergency Fund:

The use of contingency for in-District Fire Emergencies.

General Fund:

Expenditures/Uses:

Contingency (\$200,000.00)

Transfers Out \$200,000.00

Total General Fund Expenditures: \$ 0.00

Increase Revenues:

Donations: \$ 20,000.00

Emergency Fund:

Sources:

Transfers In: \$ 200,000.00

Expenditures/Uses:

Salaries & Wages \$170,000.00)

Employee Benefits \$30,000.00

Total Emergency Fund Expenditures: \$ 200,000.00

FISCAL IMPACT

If approved, the amendments and augmentations will result in an increase in appropriations for the Emergency Fund by \$200,000, the reallocation of contingency funds in the General Fund of \$200,000, and an increase in appropriations for the EMS Fund by \$50,755.

RECOMMENDATION

Staff recommends the Board approve and adopt Truckee Meadows Fire Protection District Resolutions TM07-2025 to amend the District's Fiscal Year 2024-2025 Budget for the General Fund and Emergency Fund in the amount of \$200,000 and TM08-2025 to amend the District's Fiscal Year 2024-2025 Budget for the Emergency Medical Services fund in the amount of \$50,755 and direct the District to make the appropriate budget adjustments.

POSSIBLE MOTION

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

"I move to approve and adopt Truckee Meadows Fire Protection District Resolutions TM07-2025 to amend the District's Fiscal Year 2024-2025 Budget for the General Fund and Emergency Fund in the amount of \$200,000 and TM08-2025 to amend the District's Fiscal Year 2024-2025 Budget for the Emergency Medical Services fund in the amount of \$50,755 and direct the District to make the appropriate budget adjustments."