



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: April 1, 2025

DATE: March 12, 2025

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: August Isernhagen, Division Chief
Phone: (775) 326-6071 Email: aisernhagen@tmfpd.us

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

SUBJECT: Recommendation to approve a revised Equipment Reimbursement Allocation Policy updating standardized equipment and indirect cost reimbursements from billable emergency response, contracted natural resource management work allocation to an additional internal fund, and revised percentage allocation to internal funds within the District effective July 1, 2025. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

This item is to approve a revised Equipment Reimbursement Allocation Policy updating standardized equipment and indirect cost reimbursements from billable emergency response, contracted natural resource management work allocation to an additional internal fund, and revised percentage allocation to internal funds within the District July 1, 2025.

PREVIOUS ACTION

September 12, 2023, the Board of Fire Commissioners retroactively approved the Equipment Reimbursement Allocation Policy standardizing equipment and indirect cost reimbursements from billable emergency response, contracted natural resource management work, and grant reimbursements; and to direct staff to allocate funds to the appropriate internal Truckee Meadows Fire Protection District budgets based on where cost to support billable operations occur effective July 1, 2023.

BACKGROUND

TMFPD receives additional funding through billable incidents, natural resource management work, and indirect cost reimbursements through grants and service contracts. Equipment reimbursements in excess of the \$1,500,000 permissible in the emergency fund currently go back into the general fund. Funding brought in as indirect costs and tied to equipment used on contracted natural resource management work is prioritized and allocated as it comes in.

This policy is revised as indicated below:

1. The percentage is unchanged, however specifying funds will roll each year
50% will go to the Capital Projects Fund and be committed to purchasing response equipment. These funds will roll forward from fiscal year to fiscal year. –
2. Percentage changed from 25%
20% will go to the Fleet cost center to offset the cost of maintenance of response equipment.
3. Percentage changed from 25%
15% will go to the Logistics cost center to offset the cost of stocking and supporting response equipment.
4. New internal fund distribution
15% will go toward the Training cost center to be utilized for specific training needed to maintain off-district wildland equipment response readiness (i.e., REMS training, Dozer training, Commercial driver license training, etc.).

FISCAL IMPACT

There is no fiscal impact related to the approval of the policy. The District will bring back budget augmentations when actual excesses are allocated to the appropriate internal TMFPD budgets.

RECOMMENDATION

Staff recommends approving a revised Equipment Reimbursement Allocation Policy updating standardized equipment and indirect cost reimbursements from billable emergency response, contracted natural resource management work allocation to an additional internal fund, and revised percentage allocation to internal funds within the District July 1, 2025.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a potential motion could read:

"I move to approve a revised Equipment Reimbursement Allocation Policy updating standardized equipment and indirect cost reimbursements from billable emergency response, contracted natural resource management work allocation to an additional internal fund, and revised percentage allocation to internal funds within the District July 1, 2025."