



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: September 2, 2025

DATE: August 13, 2025
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Cindy Vance, Chief Fiscal Officer
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THROUGH: Richard J Edwards, Fire Chief
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SUBJECT: Recommendation to accept Truckee Meadows Fire Protection District's Debt Management Policy, Indebtedness Report, and Five-Year Capital Improvement Plan as of June 30, 2025. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Recommendation to accept the Truckee Meadows Fire Protection District's ("District") Debt Management Policy, Indebtedness Report, and Five-Year Capital Improvement Plan as of June 30, 2025.

PREVIOUS ACTION

None

BACKGROUND

Pursuant to NRS 350.013(1) local governmentals which propose to issue or have outstanding general obligation debt, other general obligations or special obligations, or which levy or propose to levy any special elective tax must submit an Indebtedness Report and an updated Debt Management Policy to the Department of Taxation and the applicable Debt Management Commission.

Further, pursuant to NRS 350.013(1)(d) and NRS 354.5945, all local governments must submit a 5-year Capital Improvement Plan, with the exception of those special districts granted "exempt status" pursuant to NRS 354.475. The District is not exempt.

Debt Management Policy and Indebtedness Report

The District works with JNA Consulting for the preparation of the Debt Management Policy and the Indebtedness Report. This report is updated to include all of the District's debt issuances and balances as of June 30, 2025, the end of Fiscal Year 2024-2025. The policy includes detailed

information related to the affordability of debt, outstanding debt, comparisons to tax revenues, comparisons to other entities, future payments, and information on the policies to issue debt.

The indebtedness reports summarized the district's general debt obligations as of June 30, 2025. This report discloses the district's debt obligations and future debt payments.

5-year Capital Improvement Plan

The District has two capital funds, the Capital Projects Fund and the Extraordinary Repairs and Maintenance Fund. The District prepares the 5-year Capital Improvement Plan based on the information in the approved Fiscal Year 2025-2026 budget. Future years are estimated based on expected project completions.

All three reports are required to be filed with the Department of Taxation, Washoe County Debt Management Commission, and the Washoe County Clerk before August 1st annually. The Reports were filed on July 28, 2025.

FISCAL IMPACT

There is no fiscal impact with the acceptance of these reports.

RECOMMENDATION

Staff recommends that the Board accept the District's Debt Management Policy, Indebtedness Report, and Five-Year Capital Improvement Plan as of June 30, 2025.

POSSIBLE MOTION

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

"I move to accept the District's Debt Management Policy, Indebtedness Report, and Five-Year Capital Improvement Plan as of June 30, 2025."