



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: May 21, 2024

DATE: May 13, 2024

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Cindy Vance, Chief Fiscal Officer
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SUBJECT: Public Hearing, discussion, and possible action to approve a corrected Truckee Meadows Fire Protection District Resolution TM23-2023 to augment the District's fiscal year 2023-2024 General Fund Budget in the amount of \$2,410,000 and direct the District to make the appropriate budget adjustments. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Public Hearing, discussion, possible action to approve a corrected Truckee Meadows Fire Protection District Resolution TM23-2023 to augment the District's fiscal year 2023-2024 General Fund Budget in the amount of \$2,410,000 and direct the District to make the appropriate budget adjustments.

PREVIOUS ACTION

May 16, 2023, the Board of Fire Commissioners approved the TMFPD's FY23/24 tentative budget with changes to be adopted into the Final Budget as presented.

September 12, 2023, The Board of Fire Commissioners approved the purchase of three Type I structural fire engines through Siddons-Martin for a cost of \$1,011,694.66 each for a total purchase price for the three engines of \$3,035,084 in accordance with NRS 332.115.1 (d), Exemptions to Requirements for Competitive Bidding.

November 7, 2023, the Board of Fire Commissioners approved the purchase and installation of two 3,000-gallon water tanks from West-Mark Service Centers on two district-owned water tenders for a cost of \$84,116.13 each for a total purchase and installation price of \$168,232.26 in accordance with NRS 332.115.1 (c)(d), Exemptions to Requirements for Competitive Bidding.

December 12, 2023, The Board of Fire Commissioners accepted TMFPD's audited financial statements for the fiscal year ended June 30, 2023. as presented; approve the re-appropriation of \$735,170 for the fiscal year 2023-2024 budget, consisting of \$310,286 in the General Fund and

\$424,884 in the Capital Projects Fund for purchase order encumbrances committed in fiscal year 2022-2023 (FY22/23) and authorize the District to proceed with distribution of the financial statements for public record, as required by law.”

December 12, 2023, approved TMFPD Resolution TM23-2023 to augment the District’s FY23/24 General Fund Budget in the amount of \$2,410,000 and direct the District to make the appropriate budget adjustments.

BACKGROUND

The District has revenues generated from previously unbudgeted sources. In most years, there is a difference between the actual audited ending fund balance of one fiscal year and the budgeted beginning fund balance of the subsequent fiscal year, which is excess beginning fund balance, also known as “carryover.” This “carryover” amount is available for one-time purposes such as unanticipated capital expenses or other increases needed for anticipated cost overruns.

The District’s budgeted beginning FY23/24 fund balance for the General Fund is \$7,777,394, and the actual beginning fund balance is \$12,292,019, for a difference of \$4,514,625. The District used a portion of this difference to re-appropriate purchase order encumbrances committed in FY 22/23 in the amount of \$310,286. The remaining \$4,204,339 carryover is available for budget augmentation for one-time expenditures or unbudgeted expenditures.

The District presented the request to use \$2,410,000 of the greater than anticipated General Fund beginning fund balance to Board of Fire Commissioners on December 12, 2023. NRS requires this request to be publicized and presented during a public hearing. The approval in December was not publicized nor presented as a public hearing. This agenda item is to re-approve the general fund budget augmentation as a public hearing. This agenda item has been publicized. The re-approval of this augmentation will meet the legal requirements necessary to augment the General Fund.

The augmentation is summarized below.

General Fund:

Additional Sources:

Beginning Fund Balance available for reallocation:	\$ 2,410,000
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Expenditures:

Transfers out to Capital Projects Fund	<u>\$ 2,410,000</u>
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Net Amount	\$ 0
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FISCAL IMPACT

If approved, the augmentation will result in an increase in appropriations for the General Fund by \$2,410,000.

RECOMMENDATION

Staff recommends the Board approve a corrected Truckee Meadows Fire Protection District Resolution TM23-2023 to augment the District's fiscal year 2023-2024 General Fund Budget in the amount of \$2,410,000 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 a corrected Truckee Meadows Fire Protection District Resolution TM23-2023 to augment the District's fiscal year 2023-2024 General Fund Budget in the amount of \$2,410,000 and direct the District to make the appropriate budget adjustments."