



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: November 4, 2025

DATE: October 10, 2025
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Richard J. Edwards, Fire Chief
Phone: (775) 326-6000 Email: redwards@tmfps.us
SUBJECT: Recommendation to approve a Notice of Cancellation for the regularly scheduled Board of Fire Commissioners meeting on December 2, 2025, at 10 a.m. and reschedule the meeting for December 16, 2025, at 9 a.m. (All Commission Districts). FOR POSSIBLE ACTION

SUMMARY

This item is to approve a Notice of Cancellation for the regularly scheduled Board of Fire Commissioners meeting on December 2, 2025, at 10 a.m. and reschedule the meeting for December 16, 2025, at 9 a.m.

PREVIOUS ACTION

The Board has, in the past, canceled and/or rescheduled Board of Fire Commissioners meetings due to outside factors.

BACKGROUND

NRS 354.624 requires the District to issue an annual report on its financial position and operations for the fiscal year. The reports, opinions, and findings of the auditor contained in the Comprehensive Annual Financial Report (CAFR) must be presented at a meeting of the Truckee Meadows Fire Protection Districts' Board of Fire Commissioners held not more than 30 days after the report is dated and filed as a public record with the County Clerk and the Department of Taxation. In order to meet these deadlines, the Board's regularly scheduled meeting on December 2, 2025, does not offer enough time to fully meet the requirements of NRS 354.624 and Nevada's Open Meeting Law NRS 241.020; and therefore, the regularly scheduled meeting for December 2, 2025, will need to be rescheduled to December 16, 2025, at 9:00 a.m.

FISCAL IMPACT

There is no fiscal impact with this staff report.

RECOMMENDATION

Staff recommends the Board approve a Notice of Cancellation for the regularly scheduled Board of Fire Commissioners meeting on December 2, 2025, at 10 a.m. and reschedule the meeting for December 16, 2025, at 9 a.m.

POSSIBLE MOTION

If the Board agrees with the staff recommendation, a possible motion can be:

“I move to approve a Notice of Cancellation for the regularly scheduled Board of Fire Commissioners meeting on December 2, 2025, at 10 a.m. and reschedule the meeting for December 16, 2025, at 9 a.m.”