

APPROVED

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, May 20, 2025, in-person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, President, District 1
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Nathan Leising, Director, District 4
Mike Sommers, Secretary, District 5

Staff:

Alan Ernst, District Fire Chief
Larry Goss, Deputy Chief of Business Management
Amy Ray, Deputy Chief/Fire Marshal
Michael Shockey, Deputy Chief of Emergency Operations
Holly Megee, Director of Administrative Services
Julie Andress, Director of Finance/CFO
Mark Forsberg, District Legal Counsel
Erica Amatore, Clerk to the Board

Additional attendees that addressed the Board:

Elaine Pace, EFFPD Volunteer Liaison
Adam Wennhold, EFFPD Engineer
Kevin May, IAFF Union President
James Gray, Country Financial Representative
Tracy Connelly, EFFPD Training Captain

CALL TO ORDER

Board President John Bellona

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Secretary Mike Sommers led the Pledge of Allegiance

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors or those agenda items where public comment will not be taken as a public hearing is not legally required.

Public Comment may be limited to three minutes per speaker, which will be decided by Board President or other presiding officers in his/her absence. If you are going to comment on a specific agenda item that the East Fork Fire Protection District Board of Directors will act on, please

make your comments when the item is considered and is open for public comment.

For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the lobby at the entrance to the meeting room. These cards should be completed and given to the District Fire Chief or designee.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

ADMINISTRATIVE AGENDA

The Administrative Calendar handled as follows:

1. The President will read the agenda title into the public record.
2. Staff will introduce the item and provide a report, if any.
3. The applicant, if any, will have an opportunity to address the Board.
4. The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
5. Public comment will be allowed and is limited to three minutes per speaker.
6. Once public comment is completed, the Board will then ask any follow-up questions and act.

Agenda items listed as a “presentation” with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

APPROVAL OF AGENDA

1. For Possible Action. Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (John Bellona, President) 5 minutes.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the meeting agenda for May 20, 2025.

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|-------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Bernard Curtis |
| SECOND BY: | Barbara Griffin |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

APPROVAL OF PREVIOUS MINUTES

2. For Possible Action. Discussion and possible action to approve the draft meeting minutes of the April 15, 2025, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the draft meeting minutes of the April 15, 2025, meeting of the East Fork Fire Protection District Board of Directors.

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|-------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Barbara Griffin |
| SECOND BY: | Bernard Curtis |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSTAIN: | |
| ABSENT: | |

AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

3. For Possible Action. Discussion and possible action to accept the donation of \$2,879.51 from Country Financial, to dedicate the funds for (1) one cascade rescue professional litter, (1) one adjustable litter handle system and (1) one cascade rescue two-piece litter back-pack bag, and to authorize a letter of appreciation from the Board President. (Alan Ernst, District Fire Chief) 5 minutes.

Chief Ernst expressed his gratitude to Country Financial for the generous donation. The donation will be used to purchase the necessary equipment needed for backcountry rescues.

Jim Gray and Rhonda Moore, both from Country Financial, were present at the meeting.

President John Bellona opened public comment.

Jim Gray addressed the Board and thanked the District for the opportunity to assist with giving back to the community.

Public comment closed.

MOTION to accept the donation of \$2,879.51 from Country Financial, to dedicate the funds for (1) one cascade rescue professional litter, (1) one adjustable litter handle system and (1) one cascade rescue two-piece litter back-pack bag, and to authorize a letter of appreciation from the Board President.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Mike Sommers |
| SECOND BY: | Bernard Curtis |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSTAIN: | |
| ABSENT: | |

4. For Possible Action. Discussion and possible action regarding Proclamation 2025P-04 to recognize The Wildfire Awareness Campaign. (John Bellona, President) 10 minutes.

President John Bellona read Proclamation 2025P-04 into record.

Chief Ernst introduced the Fuels Crew staff present at the meeting, along with Captain Connelly, who oversees the Fuels Reduction Program. He noted the Fuels Crew does an amazing job protecting our community and sets the District up to be safer every day.

Wildland Fuels Captain Tracy Connelly stated the Wildland Fuels crew works extremely hard doing tasks to mitigate fires before they happen. He introduced the crew who were present: Zach Shultz, Crew Boss, Cole Jackson, and Jesse Tschetter, Jr.

President John Bellona asked Captain Connelly if this campaign was going to be put in the paper, so the public was aware.

Kurt Hilderbrand, Record Courier Editor, noted he will publish it in the paper.

Fire Chief Alan Ernst noted this was published on the District's social media page for public communication. He was proud to report that in one week's time, the District has well over a thousand followers already in the community.

Kurt Hilderbrand, Record Courier Editor, noted he is prepping for wildfire season, and is ready for any information needing to be published in the Record Courier.

Director Barbara Griffin commended Captain Connelly on his efforts with the Fuels Crew. She stated she gets very positive feedback within the community about the work being done.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve Proclamation 2025P-04 to recognize The Wildfire Awareness Campaign.

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|-------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Bernard Curtis |
| SECOND BY: | Nathan Curtis |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSTAIN: | |
| ABSENT: | |

CONSENT CALENDAR

5. CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a District Director or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting. (John Bellona, President) 5 minutes.

Motion to approve the Consent Calendar Items A-I

FINANCE

A. For Possible Action. Discussion and possible action to accept the report on general ledger cash balances as of April 30, 2025. (Julie Andress, Director of Finance/CFO)

B. For Possible Action. Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash

disbursements/automatic withdrawals in April 2025 per NRS 474.210.
(Julie Andress, Director of Finance/CFO)

- C. For Possible Action.** Discussion and possible action to approve payroll expenses paid in April 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- D. For Possible Action.** Discussion and possible action to approve the Procurement Card Transactions paid for in April 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- E. For Possible Action.** Discussion and possible action to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of March 2025 in the amount of \$117,330.50. (Julie Andress, Director of Finance/CFO)
- F. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of February 2025. (Julie Andress, Director of Finance/CFO)
- G. For Possible Action.** Discussion and possible action to employ four (4) Seasonal Fuels/Fire Crew members with an anticipated start date of June 2, 2025, and an estimated end date of approximately December 2, 2025, at a projected cost of \$73,387.51 as included in the tentative budget that was approved by the Board at the March 18, 2025, meeting. (Alan Ernst, District Fire Chief)
- H. For Possible Action.** Discussion and possible action regarding the purchase of a new 2,000-gallon Boise Mobile Equipment (BME) Water Tender, stock number 3406, for \$448,110 as approved by the Board at the April 15, 2025, meeting under agenda item #7, which authorized the District Fire Chief to execute a proposal for the purchase of a new water tender. (Larry Goss, Deputy Chief Business Operations)
- I. For Possible Action.** Discussion and possible action on the adoption of Resolution 2025R-002, which establishes incident reimbursement, restitution, equipment, vehicle and EMS event standby agreement, and medical billing rate schedule for the East Fork Fire Protection District effective July 1, 2025. (Alan Ernst, District Fire Chief)

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve Consent Calendar items 5 a, b, c, d, e, f, g, h & i.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Barbara Griffin |
| SECOND BY: | Bernard Curtis |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

Agenda item #6 was moved to be heard after agenda item #10.

7. For Presentation Only. Budget Summary for month ending April 2025. (Julie Andress, Director of Finance/CFO) 5 minutes.

Director of Finance Julie Andress stated:

- The District is 83% through the current fiscal year
- Current revenue is about 67% compared to 83% because the District is still waiting on GEMT money to be deposited
- Expenditures are 69% compared to 83%; the biggest factor for this is capital improvement
- The services and supplies overall for each department are currently on target for this fiscal year

Secretary Mike Sommers asked if the District report was pre-augmentation.

Director of Finance/CFO stated that it is correct, it is through April 30th.

8. For Possible Action. Discussion and possible action on the adoption of Resolution 2025R-001, which augments the fiscal year 2024-2025 budget for \$1,725,499 to the General Fund in order to appropriate and amend previously unbudgeted resources. (Julie Andress, Director of Finance/CFO) 10 minutes.

Director of Finance/CFO Andress noted there is a correction to the Resolution handed out prior to the meeting. Department 235 was hidden in the Excel worksheet which caused the totals to be incorrect. The corrected page was handed out for review.

Director of Finance/CFO Andress noted:

- Currently reconciling the prior year's audit
- Opening fund balance is \$569,448
- The ending balance of \$569,448 will roll forward into the fiscal year 25/26
- Charges for service are from the off-district fire reimbursement
- All fire bills have been billed for and submitted totaling \$1.1 million; this money will be allocated towards administration for overtime for the fires, as well as training, and services and supplies for fire suppression

- Allocating \$607,000 to the capital fund; will be used for some equipment, a water tender and some radios

Secretary Mike Sommers asked if \$607,000 was in the presentation from last month or was it an addition to the 5-year capital plan?

Director of Finance/CFO Andress stated this is for the current year, so it was not included in the capital improvement plan beginning for fiscal year 25/26.

Secretary Mike Sommers asked if the \$607,000 in the current 5-year capital project program is being accelerated to be able to purchase a higher portion of that 5-year program in this current year.

Director of Finance/CFO Andress and Fire Chief Ernst both confirmed that was correct.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the adoption of Resolution 2025R-001, which augments the fiscal year 2024-2025 budget for \$1,725,499 to the General Fund in order to appropriate and amend previously unbudgeted resources.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Mike Sommers |
| SECOND BY: | Bernard Curtis |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

9. For Possible Action. Discussion and possible action to approve the sale of excess fire apparatus owned by the District. The District currently has 94 apparatus pieces. (Larry Goss, Deputy Fire Chief, Business Operations) 10 minutes.

Deputy Chief of Business Management, Larry Goss, stated he had the opportunity to go through the District's fleet and see what is present in the District. There are currently over 90 pieces of apparatus. Chief Goss noted it is time to size the fleet to the District's needs.

Chief Goss identified:

- Excess vehicles that are no longer being used for operational needs
- Excess vehicles that are exceeding their service life and are becoming cost prohibited to maintain

- Savings the District could benefit from such as insurance premiums and annual maintenance costs
- The District could reinvest into modernizing the daily use fleet with the proceeds from the sale of old apparatus

Director Barbara Griffin asked if the District is anticipating any additional equipment.

Deputy Chief Goss noted we will see how this first phase does with selling old apparatus. The plan will be to replace the old apparatus and provide the District with new equipment.

Fire Chief Alan Ernst noted this is Phase one of the fleet reduction program. The idea is to start at the top and eliminate the vehicles and equipment that are clearly not benefiting the District.

President John Bellona noted he is in full support of the fleet reduction and asked if there is a bottom number of fleet they are aiming for.

Deputy Chief Goss stated he is working with Chief Shockey on what he would like to see on the reserve side of things. For example, this program will eliminate 3 old Type 3 Engines but still leaves the District with 75% in reserve for Type 3 Engines.

Deputy Chief of Emergency Operations, Mike Shockey noted his goal is to have 50% for reserve Type 1 engines 75% for Type 3 engines.

Secretary Mike Sommers asked what the reasoning was for the 9 listed to be sold right away; was it age, milage or a combination.

Deputy Chief Goss noted yes, it was a combination of age and mileage.

President John Bellona opened public comment.

President John Bellona thanked Chief Goss and Chief Shockey for their work so far on this fleet reduction program. He noted this has been a long time coming and needed to be done.

There was no public comment.

Public comment closed.

MOTION to approve the sale of excess fire apparatus owned by the District. With the recommendations stated to take the two oldest squads out of service completely and have the proceeds of both squads going back into the capital account for the District.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Nathan Leising |
| SECOND BY: | Mike Sommers |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

10. For Possible Action. Discussion and possible action to purchase (6) six Motorola portable radios, (1) one Motorola mobile, and (5) five Bendix King mobile radios at a cost not to exceed \$81,972.41 and to authorize The District Fire Chief to execute all necessary documents. (Alan Ernst, District Fire Chief) 10 minutes.

Fire Chief Ernst stated communication is one of the most important tools to have for firefighter safety. This purchase would allow a second portable radio to be given to each company officer, so they do not have to switch between channels while they're working on an incident. He further explained it would allow personnel to have two different radios on two different channels at the same time and have clear, constant communication. Another perk is upgrading one of the trailers the District uses for rehab allowing support for out-of-district incidents.

Chief Ernst concluded:

- This will be a good investment because the District can increase the amount of reimbursement by about 3 times for the trailer
- Washoe County is currently using the 800 megahertz system, which our District has a hard time communicating with; this will improve our interoperability between neighboring agencies

President John Bellona opened public comment.

Director Barbara Griffin noted this seems very necessary.

Director Nathan Leising noted this will be great and upgrading the rehab trailer will be good for the District.

Public comment closed.

MOTION to purchase (6) six Motorola portable radios, (1) one Motorola mobile, and (5) five Bendix King mobile radios at a cost not to exceed \$81,972.41 and to authorize The District Fire Chief to execute all necessary documents.

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|-------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Bernard Curtis |
| SECOND BY: | Nathan Leising |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

Agenda item #6 moved to be heard after agenda item #10.

6. For Possible Action. Discussion and direction to staff regarding legislation or legislative issues proposed by legislators or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues that may impact the East Fork Fire Protection District as may be deemed appropriate by the Board of Directors. (Alan Ernst, District Fire Chief) 10 minutes.

Adam Wennhold, EFFPD Engineer, stated:

- This coming Friday (May 23rd) is the second house passage deadline for regular bills; there will be a lot of activity this week to move all the legislation that cleared the committees
- Next week, May 28th, is when all the data from exempt bills becomes available
- All the bills in black on the legislative handout provided will have some action or none at all in the next 10 days
- Next Board meeting he will have a full presentation on the bills that actually passed and are signed

President John Bellona opened public comment.

Director Barbara Griffin asked Engineer Wennhold if there is anything that has been passed that he is really excited about.

Adam Wennhold, EFFPD Engineer, stated he is most intrigued with the bill that will allow changes to firefighter physicals. This bill would allow firefighters and police officers to have cancer protection provisions and pre-screening. If this bill passes, he believes it will be super important.

Secretary Mike Sommers asked if the bills that are adopted and passed go into effect on July 1st.

Adam Wennhold, EFFPD Engineer, noted there are various effective dates; some are July 1st of this year, some are July 1st of next year, some are in October, and some are not effective until January 1, 2026. There are different rules for each bill.

Public comment closed.

MOTION to direct staff regarding legislation or legislative issues proposed by legislators or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues that may impact the East Fork Fire Protection District as may be deemed appropriate by the Board of Directors.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Bernard Curtis |
| SECOND BY: | Barbara Griffin |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

11. For Possible Action. Discussion and possible action regarding the purchase of equipment necessary to increase the work capacity of the Fuels Management program at the cost not to exceed \$288,500. (Larry Goss, Deputy Fire Chief, Business Operations) 15 minutes.

Deputy Chief Goss stated the purchase of this equipment will provide the Fuels Crew with the equipment necessary to:

- Improve effectiveness of their jobs
- Increase capabilities
- Provide better defensible space around the community
- Reduce the cost per acre of fuels reduction allowing the District to be more competitive in the grant world
- Help and assist the community going forward and when requests for services be done on their properties

Chief Goss stated the District is looking to purchase a masticator, a trailer to pull the masticator, and a haul truck to get them to the project sites. The total for these items is \$288,000.

Tracy Connelly, EFFPD Training Captain, stated as the District moves forward and builds the Wildland Fuels Division, the District needs more than just the Fuels Crew members themselves, but also the tools and equipment to get the jobs done. He concluded it is very important to have the right equipment and personnel, especially if the District wants to be competitive in the grant world.

Secretary Mike Sommers asked how many of the current Fuels Crew members would become certified to run the new equipment and tools.

Captain Connelly noted the 4 full-time Fuels Crew members will certainly get certified and probably a couple of the seasonal personnel.

Secretary Mike Sommers asked how the equipment will be assigned outside of the defensible space projects, such as for responding to wildfires in and out of the District.

Captain Connelly noted it can go out of regions for fires; however, locally, it is not the best initial attack type of equipment. It could be used for future fire planning on incidents if needed.

Secretary Mike Sommers noted this will be something that will enhance not only the potential defensible space programs being established but also an ability to assist other Districts with equipment before, during, and after a wildfire.

Fire Chief Ernst stated on the rehabilitation portion of a fire, once a fire comes through it is a large effort. Having a fire within our own District could benefit from this instead of waiting for equipment to come from other agencies.

Secretary Mike Sommers asked if this equipment is available now or does it have to be ordered.

Captain Connelly stated the truck and trailer are available now and once the District gets the approval to purchase the masticator, it can be available on June 15th.

Director Nathan Leising asked if the Fuels Crew will be for hire and available for individuals to do private contract work.

Captain Connelly noted yes, the District is looking at being able to do contract work for private individuals outside of the grant funding.

Director Nathan Leising asked if the charges will be comparable to the private sector.

Captain Connelly stated it will probably be a little less than the private sector. He is currently working with Director of Finance/CFO Julie Andress on different rates and how it will all work.

Fire Chief Ernst noted the real benefit the District is seeing more than enough work right now with grant projects. He stated if we do private work, it will more than likely be for HOAs.

President John Bellona opened public comment.

President Bellona asked if some of the grants that Anthony Seghieri is working on will be able to purchase equipment the District might need.

Fire Chief Ernst noted when the District charges for equipment, the goal is to take those funds and reinvest them back into more equipment.

Public comment closed.

MOTION the purchase of equipment necessary to increase the work capacity of the Fuels Management program at the cost not to exceed \$288,500.

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| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Barbara Griffin |
| SECOND BY: | Bernard Curtis |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

12. For Possible Action. Public Hearing, discussion, and possible action to adopt and approve the District's Final Budget for Fiscal Year 2025-2026 in the amount of \$28,973,714, which includes all funds and reserves, and all matters related thereto. (Alan Ernst, District Fire Chief and Julie Andress, Director of Finance/CFO) 30 minutes.

A slide show Power Point presentation was prepared by Alan Ernst, District Fire Chief and Julie Andress, Director of Finance/CFO.

Julie Andress, Director of Finance/CFO, presented the following:

BUDGET HEARING AND FINAL BUDGET FISCAL YEAR 2025/26

NRS 354.596(4), requires a public budget hearing for the FY 25/26 budget.

- For review/discussion:
 - Changes to the tentative budget
 - Highlights and impacts FY 25/26 budget
- The changes are outlined in the Board packet with the detailed budget; budget notes and state-required forms

Revenue changes to taxes:

- Increase to Ad Valorum (property taxes) by \$336,483
- The anticipated growth in Ad Valorum for FY 25/26 is 8.76%
- The growth in Ad Valorum for FY 24/25 was 5.75%

Revenue changes to inter-governmental:

- Consolidated sales tax was decreased by \$(75,693) from Tentative to Final budget
 - *We are at .4% increase over current fiscal year
- An additional \$16,418 has been allocated to Fuels Management revenue

*The additional allocation will offset seasonal personnel for grant funded projects

- 1% increase to County of Alpine interlocal agreement for EMS services

Revenue Changes:

- Charges for service decrease of \$(167,500) of the Water Initiative Fee rollover to reflect purchase of a water tender in FY 24/25
- Beginning fund balance increase of \$386,948 to reflect FY 24/25 budget augment of prior year audit

Secretary Mike Sommers asked Director of Finance/CFO Julie Andress to clarify the decrease of \$167,500 and asked if it was a decrease in Water Initiative Fees the District has received.

Director of Finance/CFO Julie Andress stated it is the rollover of funds collected, a decrease in the use of the funds. This is not a decrease in what is anticipated for collections. The rollover was a fund for the specific use of the water tender purchase.

District Fire Chief Alan Ernst added the previous item approved for the purchase of a new water tender is happening this fiscal year. In the Tentative budget, the District had plans for that money to rollover, but the District is utilizing those funds now for the purchase of the water tender.

Net Change In Resources:

- The net change in revenue between the tentative and final budget is an addition of \$497,795

Expenditure Changes:

Changes in Wages and Benefits include:

- Estimated increase in worker's compensation coverage \$241,708
- Increase of 4.38% PERS contribution per negotiated labor contract
- Decrease in overtime due to Training Captain conversion from 56 hour to 40-hour positions
- Addition of two seasonal (4 months) positions (grant funded)
- Wages and benefits increase \$531,252

Services and Supplies increased by \$278,399 to account for:

- Increased maintenance of buildings & grounds
- Maintenance of equipment
- Personal Protective Equipment (PPE)
- Software for cybersecurity

Capital expenditures were decreased by \$433,950:

- These funds are recognized in current year water initiative proceeds for a water tender purchase

Contingency balance increased by \$12,144 due to total operating expenditure changes from tentative budget:

- The contingency percentage remained at 1.5%
- Contingency balance is \$334,653

Ending Fund Balance increased by \$110,475

- Ending Fund balance increased from 11.23% to 12.82% of operating expenditure
- Ending Fund Balance is \$2,860,475

Net Change In Expenditures

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|-----------------------|---------------------|
| General Fund | \$ 26,113,239 |
| Ending Fund Balance | <u>\$ 2,860,475</u> |
| Total General Fund | \$ 28,973,714 |
| Emergency Fund | <u>\$ 367,097</u> |
| Total FY 25/26 Budget | \$ 29,340,811 |

Next Steps:

- May 20th – Public Hearing, presentation and request for approval of the final FY 25/26 Budget
- June 1st – Final budget submitted to State
- July 1st – New fiscal year begins

President John Bellona opened public comment.

Director Barbara Griffin noted a job well done to Director of Finance/CFO Julie Andress.

Director Bernard Curtis noted it was clear and easy to understand.

President John Bellona asked what the goal of the Emergency Fund Balance total is?

District Fire Chief Alan Ernst stated the goal is to get the Emergency Fund Balance to 13% of the budget. He would like to see the Emergency Fund increase. However, the District has been discussing some of the facilities and the fleet and know some large expenditures are coming. When the District looked at the capital improvement plan, which was adopted in the previous meeting, there were several million dollars unfunded. He wants to evaluate priorities for the organization as done between the Tentative budget and year-end balance. His plan is to increase the Emergency Fund, even if it is a small amount, with each opportunity there is.

President John Bellona asked if the Legislature has a cap on requirements for the Emergency Fund. Fire Chief Ernst and Director of Finance/CFO Julie Andress both noted they don't believe there is a cap, but there is a minimum amount required.

Secretary Mike Sommers stated the Emergency Fund is still part of the overall General Fund and the only increase right now is interest earned on the District's current investments. He concluded, if you look at the Emergency Fund as a 12-month cycle, one of the reasons for the 13% Ending Fund Balance is to cover the first month of the next year, in case the District receives zero. The Emergency Fund can be somewhere between 35% to 40% of that first month's backup.

President John Bellona stated that makes sense.

Secretary Mike Sommers asked Director of Finance/CFO if the FY 25/26 Budget was prepared and budgeted in a similar format as the FY 24/25 Budget or is the District including the revenues anticipated to drop in our revenues for FY 25/26.

Director of Finance/CFO Julie Andress stated the FY 25/26 Budget was budgeted very similar to the FY 24/25 Budget. Because of the unknown of how many fires or off- district assignments the District may respond to, for reimbursement the District could go off an average of the past several years and put a budget in place. Then augment that if there's Board direction to do so.

Secretary Mike Sommers stated the District is already budgeting the expenditure side because the District is utilizing last year's expenditures for the out-of-district responses as a part of the salaries and wages. It is already in the FY 25/26 Budget for that anticipation. He asked why we can't provide the revenue to match that expense.

Director of Finance/CFO Julie Andress stated she can do that. She thinks overtime is not necessarily budgeted on the District's expectation of off-district response.

Fire Chief Ernst stated he wants to look at how the District can implement this in the next year's budget. He came into this budget mid-budget so this is what the timing and process allowed to get everything completed by the deadline. He has discussed this with Director of Finance/CFO Julie Andress and this is something they want to see in next year's budget.

Public comment closed.

MOTION to adopt and approve the District's Final Budget for Fiscal Year 2025-2026 in the amount of \$29,340,811, which includes all funds and reserves, and all matters related thereto.

| | |
|-------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Bernard Curtis |
| SECOND BY: | Barbara Griffin |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

13. For Presentation Only. Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.

IAFF Union President Kevin May noted:

- Completed the ALS 5K for Dennis Cote and his family; very successful with a donation of about \$20,000 for the Cote family
- Youth Fire Academy coming up May 31st and June 1st; close to 70 kids signed up to attend
- Negotiations went smoothly and Labor Management is going good
- Hosted the retired firefighters BBQ

Chief Ernst pointed out the Youth Academy will be the first kick off to recruitment efforts for the new Fire Explorer program.

Secretary Mike Sommers asked what the ages are for the Explorer program.

IAFF Union President May stated it is 9th – 12th grade, so ages 14-19.

14. For Presentation Only. Reports/updates from East Fork Volunteer Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 5 minutes.

Volunteer Firefighter Liaison Elaine Pace noted:

- 8 new volunteers doing their final training on June 7th at the Logistics level
- The volunteers are taking an apparatus to the Fishing Derby on June 7th and 8th
- The volunteers are taking a piece of apparatus to the car show at Jack's Valley Elementary School on May 31st for a teacher fundraiser

- She is retiring from East Fork Fire at the end of June, as well as volunteer Jesse Hale

President John Bellona thanked Elaine for her long-time service to the District.

Secretary Mike Sommers stated Elaine will be missed.

15. For Presentation Only. Reports/updates from District Board Members and the Fire Chief concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (John Bellona, President) 10 minutes.

Legal Counsel Mark Forsberg noted:

- No report

Director of Finance Julie Andress noted:

- 25/26 Budget is now approved and will be submitted to the State
- Ground Emergency Medical Transport (GEMT) is still on target; working with the auditors and the contractor on the cost report which states the District is on track to receive their funds

Secretary Mike Sommers asked when Director of Finance/CFO Julie Andress anticipates a meeting with the CPA's for the pre-audit plan.

Director of Finance/CFO Julie Andress stated it isn't scheduled yet, but she anticipates the beginning of the new fiscal year.

Division Chief/Risk Management, Brad Driscoll, noted:

- Safety topic for the month of April was large vehicle fires
- Line of Duty death review completed
- This month there was 1 injury that did not require medical intervention and was a volunteer
- Zero injuries occurred this month requiring intervention
- 1 driving backing incident occurred

Deputy Fire Chief of Emergency Operations, Michael Shockey, noted:

- Call volume remaining consistent
- All line staff have been diligent in training for the upcoming wildland season
- Went to Truckee Meadows Fire to do an exercise with all the command staff
- Captain Connelly is doing a great job setting up trainings with our staff and outside agencies using our facilities
- Chief Brawley is managing a special operations group and is sending some members to a water rescue class

- Completed an Engineer test for the year
- Commended the great work of the Training Captains and noted the value of having them be 40-hour employees

Director of Administrative Services Holly Megee noted:

- Engineer promotional test completed; 7 candidates went through the process

President Bellona asked how the write-offs were looking and if we are doing better or not as well with the new EMS Billing company.

Director of Administrative Services Holly Megee stated she believes we are doing better than we were before.

Deputy Fire Chief/Fire Marshal Amy Ray noted:

- She will be participating in the Silver State Women's Fire Event next weekend at the Carson City Training Center

Deputy Chief of Business Operations, Larry Goss, noted:

- Final inspection of the new water tender will happen during the first week of June
- Final inspection of the new remount rescue occurred
- Will take delivery of the new truck that was just approved for the Fuels Crew
- Started working on the fleet reduction program for the District
- 21 of EFFPD members are volunteering to help with the Explorer Program

Secretary Mike Sommers noted:

- No report

Director Bernard Curtis noted:

- No report

President John Bellona noted:

- No report

Director Barbara Griffin noted:

- Everyone please stay for cake to celebrate Director Curtis' birthday and the adoption of the new Budget for FY 25/26

Director Nathan Leising noted:

- Attended the ALS 5K for the Cote family; great event and commended all who helped volunteer and put it together

District Fire Chief, Alan Ernst, noted:

- Thanked everyone for their patience as a lot of change is happening in the organization; all really good things happening with everyone's support
- In January, the District's leadership team adopted a strategic vision of organizational alignment which will put a six-month timeframe on various initiatives to get a strategic initiative to be self-sufficient without any additional effort. Major components:
 - ✓ Branding
 - ✓ Communication style
 - ✓ Reorganization
 - ✓ Infrastructure and finance on the shop side
- Social media pages have been created for the District on Facebook and Instagram
- Completed the Fire Inspector recruitment; congratulations to Firefighter Jusdan Mondragon on being selected for the position
- Completed the seasonal firefighter recruitment; 4 job offers made

Secretary Mike Sommers asked Chief Ernst how the District was planning on back-filling Jusdan Mondragon's firefighter position.

Fire Chief Ernst stated the District will be opening a lateral and new firefighter recruitment within the next 3 weeks. Chief Ernst concluded that right now it is currently being filled with overtime and is a vacant position.

CLOSING PUBLIC COMMENT (No Action)

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

ADJOURNMENT

16. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (John Bellona, President) 5 minutes.

MOTION to adjourn; carried.

| | |
|-------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOTION BY: | Mike Sommers |
| SECOND BY: | Nathan Leising |
| AYES: | Bellona, Curtis, Griffin, Leising, Sommers |
| NAYS: | |
| ABSENT: | |

There being no further business to come before the Board, and at 2:26 PM the meeting was adjourned.

Respectfully submitted:



John Bellona, President
East Fork Fire Protection District

ATTEST:



Erica Amatore, Clerk to the Board
East Fork Fire Protection District