

Board Meeting - April 15

Begin: 1900

Meeting Purpose

Monthly board meeting to review finances, discuss budget, and address other business items.

Key Takeaways

- Audit shows clean opinion but highlights cash flow concerns; recommended building cash reserves
- Proposed FY25-26 budget of \$1.6M presented; first reading completed
- Staffing model discussed: 3 full-time + 1 part-time per shift
- Geographic analysis shows main station covers 92% of critical incidents within 5 minutes
- Request made for formal recognition of retired Fire Chief's service

Topics

Audit Review

- Clean audit opinion with no findings
- Cash flow concerns highlighted: only 3.74 months of cash on hand (5-6 months recommended)
- Positive operating cash flow of \$232K, but negative overall due to debt service and capital expenses
- Recommendation to build cash reserves and limit spending to essentials

FY25-26 Budget Proposal (First Reading)

- Total proposed budget: \$1.6M (including \$35K reserve)
- Based on \$44M assessed value, 35 mills, 92% tax collection rate
- Key changes: 10% insurance increase, additional full-time position
- Recommendation to remove \$100K engine fund to address cash flow concerns
- Staffing model: 3 full-time (officer, 2 drivers) + 1 part-time per shift

Geographic Analysis of Response Times

- Main station covers 92% of district within 5-minute response time for critical incidents
- Holston Creek station covers <40% of the district within 5 minutes
- Analysis supports current staffing focus on main station

Facility Updates

- Recent replacements: 2 AC units, roof coating (15-year warranty)
- Upcoming needs: bay door replacements, potential natural gas conversion for heaters and generator

Community Growth

- New housing developments planned, including 60-home project near Holston

Retired Fire Chief Recognition

- Request made for formal public recognition of former chief's 20 years of service
- Board discussing potential recognition for all past chiefs

Next Steps

- Review and refine budget proposal for second reading next month
- Publish budget summary in local paper for public notice
- Continue monitoring cash flow and limit non-essential spending
- Plan for phased replacement of bay doors as budget allows

Action Items

- **Update Clara Edwards Scholarship scoring sheet to include sports in extracurricular activities**
- **Prepare 2025-2026 budget for second reading next month, adjust \$100k new engine allocation**

End: 2023