

**FINAL BUDGET FISCAL YEAR 2019-2020
MEEKS BAY FIRE PROTECTION DISTRICT**

REVENUES	Final Budget 2019-2020
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<u>EL DORADO COUNTY TAX REVENUE</u>	
<i>Property Taxes (based on estimate provided by County Auditor)</i>	\$874,786
<i>Special Tax (based on 2178 billable parcels)</i>	\$283,530
<i>Special Assessment (based on \$208.68 SFE)</i>	\$409,676
<i>Subtotal</i>	\$1,567,992
Property Tax increases are based on an estimate and will be updated once data from the County Auditor's office is received. The Special Assessment is currently set at \$208.68 per single family equivalent (SFE). This amount was increased by an approved COLA of 4% this year.	
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<u>INTERNAL REVENUE</u>	
<i>Interest</i>	\$13,000
Interest earned on cash funds held by El Dorado County in pooled investment	
 <i>Reimbursements</i>	 \$0
State mandated cost reimbursements, refunds from workers comp, etc.	
 <i>OES & USFS (strike team)</i>	 \$0
 <i>Cost Recovery Revenue</i>	 \$14,000
Building fees including plan checks and developer fees.	
 <i>CERBT Reimbursement</i>	 \$21,691
This will be funded from the California Employers' Retiree Benefit Trust account	
 <i>Miscellaneous Revenue</i>	 \$2,200
Business licenses, charges for services and other miscellaneous sales	
 <i>Grants/Donations</i>	 \$2,451
Includes all grant revenues and donations.	
 <i>Transfer from Reserves</i>	 \$180,567
This amount will be funded from the District reserve funds	
<i>Subtotal</i>	\$233,909
 <u>REVENUES ACCOUNT TOTAL</u>	\$1,801,901

**FINAL BUDGET FISCAL YEAR 2019-2020
MEEKS BAY FIRE PROTECTION DISTRICT**

PERSONNEL EXPENSES

**Final
Budget
2019-2020**

PERSONNEL COSTS

3000 SALARIES FULL TIME & ELECTED OFFICIALS

40-HOUR EMPLOYEE

1 Administrative personnel

\$92,310

Safety staff is paid through North Tahoe Fire (Professional Services)

BOARD OF DIRECTORS

5 Board members

\$7,200

\$120 per board member, per meeting

3002 OVERTIME

\$4,000

3004 OTHER COMPENSATION

Subtotal

 \$103,510

3020 RETIREMENT - Employer's Share

\$126,896

Although Safety Staff is paid through NTF, Meeks Bay Fire is still responsible for the unfunded liability.

3021 O.A.S.D.I.

\$320

3022 MEDICARE

\$1,893

Subtotal

 \$129,109

3040 HEALTH INSURANCE

\$33,553

Includes cost for retired employee(s).

3041 UNEMPLOYMENT INSURANCE

\$1,000

Subtotal

 \$34,553

3060 WORKERS' COMPENSATION

\$5,936

This amount is based on information received from provider.

TOTAL SALARY AND BENEFITS

\$273,108

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OPERATING EXPENSES		Final Budget 2019-2020
All green items listed are a 17% shared cost with North Tahoe Fire		
SERVICES & SUPPLIES		
CLOTHING		
4022	Uniform Allowance	\$ 6,800
4022	Badges, Patches, Car Plates	\$ 680
4022	Safety Boots	\$ 170
4022	PTP Uniforms	\$ 1,275
4022	Class A Uniforms	\$ 744
4022	Outerwear	\$ 1,020
	This account covers \$750 per employee uniform allowance for full-time employees and other uniform requirements not a part of another program.	\$ 10,689
SAFETY CLOTHING - STRUCTURE		
4021	Structure Helmets	\$ 340
4021	Structure Turnouts	\$ 4,250
4021	Structure Turnout Boots	\$ 255
4021	Structure Gloves	\$ 255
4021	Structure Hoods, Suspenders, Shields	\$ 425
4021	Structure Flashlights	\$ 170
4021	Structure PPE Repairs	\$ 510
4021	Ballistic Protection	\$ 1,700
	This account covers expenses related to personal protective equipment (PPE) for all emergencies except vegetation fires.	\$ 7,905
SAFETY CLOTHING - WILDLAND		
4021	Wildland Shirts & Pants	\$ 1,360
4021	Wildland Shelters	\$ 170
4021	Wildland Gloves, Hose Packs, Chaps	\$ 510
4021	Wildland Web Gear	\$ 128
4021	Wildland Helmets	\$ 85
4021	Wildland Water & Meals	\$ 680
4021	Wildland Pack Test	\$ 85
	This account funds PPE for wildland fires and ensures adequate inventories are available to replace damaged or worn out items.	\$ 3,018
COMMUNICATIONS		
4142	Radio Repair	\$ 1,700
4463	New/Replacement Radio/Pager Equip	\$ 1,700
4142	Radio /Pager Batteries	\$ 680
4142	Radio Software Updates	\$ 43
4040	Satellite Phone Service	\$ 68
4040	Cell Phone Service	\$ 4,930
4142	Cell Phone Equipment & Supplies	\$ 340
4300	Radio Licenses	\$ -
	This account funds a contract for radio repair and the cost of cell phones (service, equipment, supplies) and radio pagers. Hands free equipment is included for cell phone usage in vehicles.	\$ 9,461
COMPUTER SYSTEMS		
Hardware		
4462	Computers	\$ 2,380
4462	Mobile Equipment	\$ 2,380
4462	Printers	\$ 255
4300	Web-site Hosting	\$ 3,600
4500	Internet Service	\$ 5,700
4462	Cables, Keyboards, Mice, Hardware	\$ 221
4462	UPS Batteries & Replacement	\$ -
4462	Routers & Switches	\$ 476
4462	Monitors	\$ 306
		\$ 15,318
Software		
4300	Domain License	\$ 60
4262	Misc. Software shared with NT Fire	\$ 8,786
4262	Records Management Systemd (emergency reporting) NFIRS	\$ 762

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4262	Anti-Virus (AVG)	\$ 2,040
4262	Lexipol Annual Subscription	\$ 932
		\$ 12,580
4262	Computer System Maintenance	\$ 8,500
These accounts are broken down into hardware, software and contractual maintenance. Computer system maintenance contains the contract with an outside vendor.		\$ 36,398
HOUSEHOLD EXPENSES		
4080	Station Supplies	\$ 1,870
4080	Janitorial Supplies	\$ 850
This account pays for station supplies at both locations.		\$ 2,720
FIRE EXTINGUISHERS		
4140	Fire Extinguisher Service	\$ 510
4507	Fire Extinguisher Replacement	\$ 204
		\$ 714
4100	GENERAL LIABILITY INSURANCE	\$ 11,905
This is an estimate of the cost of the general liability insurance policy for the District.		
APPARATUS MAINTENANCE		
4160	Chevy Tahoe (M-215)	\$ 3,000
4160	HME (M-1501)	\$ 7,500
4160	IH Water Tender (M-1503)	\$ 10,000
4160	Ford Expedition (M-1504)	\$ 3,000
4160	Dodge Pickup (M-1505)	\$ 3,000
4160	Freightliner (M-1507)	\$ 1,500
4160	KME (M-1512)	\$ 7,500
4160	Ford F-350 Utility (M-1510)	\$ 1,500
4145	250 Bandit Chipper (M-1508)	\$ 1,500
4145	255XP Bandit Track Chipper (M-1509)	\$ 1,500
4145	Track Chipper Trailer	\$ 500
4145	Dump Trailer	\$ 500
4145	Technical Rescue Trailer (formerly air trailer)	\$ 500
4160	Budget Adjustment	\$ (10,000)
		\$ 31,500
OTHER FLEET EXPENSES		
4022	Coveralls & Shop Towels	\$ 374
4080	Laundry Service	\$ 1,139
4162	Oil, Fluids, Filters	\$ 1,190
4606	Diesel	\$ 5,000
4606	Gas	\$ 4,300
4162	Waste Oil Management	\$ 425
4162	Shop Tools (new & replacement)	\$ 510
4162	Service Unit Toos (new & replacement)	\$ 170
4161	Snow Chains	\$ -
4143	Station Generator Maintenance	\$ 85
4162	Parts Inventory	\$ 340
		\$ 13,533
EQUIPMENT MAINTENANCE PARTS		
4143	Outside Repair	\$ 170
4460	Small Tools (including tools and consumable supplies for facility repairs)	\$ 765
4140	Ladders (repair, replace & testing)	\$ 289
4140	Hurst/Holmatro Tool Testing	\$ 510
4140	Pump Testing	\$ 595
4140	Hose Testing	\$ 1,360
		\$ 3,689
This account covers parts and testing of the District's small tools and equipment. This also covers the costs of outsourcing to third party testing of ladders, rescue tools, engine pumps and hose.		

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SCBA MAINTENANCE		
4140	SCBA Equipment Replacement	\$ 1,306
4140	SCBA Testing	\$ 374
4140	SCBA Parts & Maintenance	\$ 850
4300	SCBA Fit Testing	\$ 187
4143	Compressor Maintenance	\$ 595
4140	Personal Alert Devices & Batteries	\$ 60
		\$ 3,371
TECHNICAL RESCUE EQUIPMENT		
4507	Confined Space	\$ 255
4507	Swiftwater Rescue	\$ 425
4507	Rope Rescue	\$ 1,870
4507	Shorezone Rescue	\$ 510
4507	UTV/Back Country	\$ 340
4507	Winter Rescue	\$ 646
		\$ 4,046
BUILDINGS & GROUNDS MAINTENANCE		
4143	Snow Removal Equipment	\$ 500
4508	Snow Removal Contract(s)	\$ 2,800
		\$ 3,300
Station 61 - repairs & maintenance		
4180	Station Maintenance - 61	\$ 5,000
4180	Deck Stain - 61	\$ -
4181	Furniture - 61	\$ -
4183	Exterminator - 61	\$ 500
4183	Apron & Parking (seal/stripe) - 61	\$ -
4180	Exterior Paint	\$ -
4300	EDCo ARB Generator Permit - 61	\$ 550
4300	Alarm Monitoring - 61	\$ 500
4180	Entergy Efficient Lighting - 61	\$ -
	Water Filtration System - 61	\$ 1,000
		\$ 7,550
Station 62 - repairs & maintenance		
4180	Station Maintenance - 62	\$ 1,500
4571	Station Signage - 62	\$ -
4183	Exterminator - 62	\$ 500
4183	Apron & Parking (seal/stripe) - 62	\$ -
4180	Interior Paint - 62	\$ 500
4180	Defensible Space Improvements	\$ -
4300	Alarm Monitoring - 62	\$ 500
		\$ 3,000
4180	Budget Adjustment	\$ (2,000)
		\$ 8,550
EMS PROGRAM		
4201	Disposable EMS Supplies	\$ 10,200
4201	Medications	\$ 2,296
4201	Equipment Replacement	\$ 2,507
4201	Narcotics Vault	\$ 2,399
4201	AED	\$ 1,060
4201	Evacuation Chairs (stair chair)	\$ -
4201	Gurney PM	\$ 1,058
4201	Zoll Monitor PMs	\$ 610
4201	Medical Oxygen	\$ 353
4201	EPCR Service Fees/RMS	\$ 762
4201	IFT Expenses	\$ 883
4201	SSV Contract	\$ 353
		\$ 22,481

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OPERATING EXPENSES		
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SUBSCRIPTIONS & MEMBERSHIPS		
4220	Memberships	\$ 300
4220	FDAC	\$ 440
4220	EDCo Associations	\$ 100
4220	Fire Prevention Assns	\$ 85
4220	Parcel Quest annual subscription	\$ 660
		\$ 1,585
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OFFICE SUPPLIES		
4141	Copier Service Contract	\$ 840
4260	Office Supplies	\$ 2,210
4462	Office Equipment Repair & Replacement	\$ -
4261	Postage (incl. newsletter mailing)	\$ 2,000
		\$ 5,050
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BOARD EXPENSES		
4103	Director Health Insurance	\$ 4,200
4300	Board Member Expenses	\$ 1,000
4300	Election Services (even years only)	\$ -
These accounts contain all costs associated with the District Board of Directors, including the cost of Board member health insurance.		\$ 5,200
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PROFESSIONAL EXPENSES		
4305	Annual Audit	\$ 7,500
4300	OPEB Valuation	\$ 4,680
4300	Professional Services (NTF Staffing)	\$ 1,208,645
4313	Legal Services	\$ 5,000
These accounts include the cost of the annual audit and the bi-annual valuation of the District's Other Post Employment Benefits (OPEB) liability. Legal fees include the contract with Porter/Simon and the hourly contract for labor issues with Dan Coyle.		\$ 1,225,825
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OTHER SERVICES		
4304	Agency Admin Fee (LAFCO)	\$ 1,300
4300	Legislative Advocacy (SCA)	\$ 1,800
4043	Dispatch Service	\$ 39,533
4300	Contractual Services	\$ 6,000
4300	Outside Services	\$ 1,500
LAFCO charges are computed based on budget size and are non-negotiable. The contract for legislative advocacy and grant procurement is with Sustainable Community Advocates. The El Dorado County fee to collect property taxes, special tax and benefit assessment is non-negotiable. The District has contracted with Grass Valley Dispatch to perform dispatch services.		\$ 50,133
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PUBLICATIONS & NOTICES		
4400	Publications & Legal Notices (incl. newsletter printing)	\$ 1,500
		\$ 1,500
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TRAVEL & MEETINGS		
4600	Travel & Meetings	\$ 1,700
	District Hosted Meetings	\$ 1,700
		\$ 3,400
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HAZ-MAT		
4507	HazMat Disposable Supplies	\$ 255
4143	HazMat Equipment Repair & Replacement	\$ 595
This budget includes the cost of the annual calibration of sensors in the gas detectors and the replacement of disposable supplies if used at an incident.		\$ 850
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SPECIAL DISTRICT EXPENSES		
4500	Goodwill	\$ 200
4300	Photos, Inventory Tags & ID Cards	\$ 170
4300	Pictures	\$ 170
		\$ 540
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HYDRANTS		
4571	Hydrant Signs (supplies & maintenance)	\$ 850
This account is for the cost of hydrant stakes and supplies for annual maintenance.		\$ 850

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4507 SUPPRESSION		
4507	Wildland Equipment/Foam/Tools	\$ 2,040
4507	Structure Equipment/Hose/Tools	\$ 3,400
4507	Incident Rehab	\$ 255
4507	Air Operations (drone)	\$ 2,210
		\$ 7,905
UTILITIES		
4620	Natural Gas	\$ 6,500
4620	Electricity	\$ 6,200
4620	Sewer & Water	\$ 2,800
4085	Refuse Disposal	\$ 640
4040	Telephone	\$ 1,370
4500	Satallite TV	\$ -
		\$ 17,510
FIRE PREVENTION		
4541	Public Education	\$ 170
4541	Forms & Supplies	\$ 136
4541	Photography	\$ -
4541	Investigation Supplies	\$ 170
		\$ 476
GRANTS		
4300	Extrication Grant	\$ -
		\$ -
	The majority of grants have a calendar year end, and often span two of the District's fiscal years. The above grant expenditures have been revised to reflect activity for the current year only.	
TRAINING AND SAFETY		
4503	Line Safety Staff Development	\$ 4,760
4503	Chief Officer Developer Development (8301.040)	\$ 1,360
4503	Administrative Development	\$ 1,190
4503	Prevention Development	\$ 1,190
4503	EMS Officer Development (8302.040)	\$ -
4503	Training Officer Development (8302.080)	\$ 204
4503	Mechanic Development (8303.020)	\$ 340
4503	Specialty Staff (SCBA, HazMat)	\$ 3,400
4503	Part Time FF Development	\$ 17
4504	Board Member Development	\$ 4,000
4502	Training Subscriptions	\$ 468
4502	Training Materials	\$ 1,360
4500	Training Facility (burn bldg, confined space)	\$ 1,700
4503	Recruitment Exp (FF/Captain/BC)	\$ 1,360
4503	Full Time Medical CE's	\$ 4,590
4503	Safety Officer Development (8310.040)	\$ -
		\$ 25,939
OTHER SPECIAL TRAINING		
4300	EMS License & Certification Fees	\$ 680
4503	EMS Education	\$ 1,105
4300	DMV License & Certification Fees	\$ 170
4324	Physicals (DMV, RTW, Pre-Emp)	\$ 680
4140	Fitness Equipment Maint. & Repair	\$ 179
4300	Wellness Program	\$ 3,910
4300	IIPP Expenses	\$ -
4145	Safety Equipment & Supplies	\$ 595
		\$ 7,319
	The District training program is multi-faceted and has numerous objectives for the coming year. This includes hosting or sending employees to classes necessary to meet career development objectives, continued staff training for safety and injury prevention and hosting the requisite mandated training for CPR, EMT-1, Haz Mat, Blood borne Pathogens, TB, PFT, fit testing, HIPAA and other Cal-OSHA mandates.	\$ 33,258

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OPERATING EXPENSES		
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FIRE SUPPRESSION ASSESSMENT		
4541	Chipping & Handcrew (grant-funded through regional Fire Adapted Community Grant)	\$ -
4541	Forest Fuels Program Supplies	\$ -
4541	Public Education Supplies/Advertising	\$ 633
4541	PIO Supplies	\$ 799
		\$ 1,432
	TOTAL PROGRAMS AND SERVICES	\$ 1,528,793
	TOTAL AMOUNT TO RESERVES	\$ -
	TOTAL OPERATING EXPENSES	\$ 1,801,901
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CAPITAL EXPENDITURES		
6020	Building & Improvements	\$ -
6040	Fixed Assets	\$ -
		\$ -
		\$ 1,801,901