

**AMERICAN CANYON
FIRE PROTECTION DISTRICT**

**Fire Chief's Final Budget
Document
Adopted 9/5/2017**

**Operating and Capital Budget
All Funds**

FISCAL YEAR 2017 - 2018



ONE TEAM, ONE MISSION

Our mission is to provide reliable and progressive emergency response while seeking opportunities to make a positive difference in the lives of the people and the community we serve.

Board of Directors

Leon Garcia, Chair

Mark Joseph, Vice-Chair

Mariam Aboudamous, Board Member

Kenneth Leary, Board Member

David Oro, Board Member

The Role of the Board

The Board of Directors is the elected policy-making body for the American Canyon Fire Protection District. The Directors provide financial oversight and strategic policy direction to maximize the public value of District services.

Fire Chief/Treasurer

Glen Weeks

The Role of the Chief

The Fire Chief is the Chief Executive Officer of the District. In collaboration with the Board of Directors and in partnership with all members of the organization, the Chief provides direction, protection and order to the District.

District Counsel

William D. Ross

**America Canyon Fire Protection District
Financial Summary
Final Budget Fiscal Year 2017-18**

	General Operations			Fire Mitigation Fee			Fleet, Facilities & Equipment Capital Fund		
	FY 2016-17		FY 2017-18	FY 2016-17		FY 2017-18	FY 2016-17		FY 2017-18
	<u>Budget</u>	<u>Pre-Audit</u>	<u>Budget</u>	<u>Budget</u>	<u>Pre-Audit</u>	<u>Budget</u>	<u>Budget</u>	<u>Pre-Audit</u>	<u>Budget</u>
Fund Balance - Beginning	\$4,750,204	\$4,750,204	\$4,837,476	\$1,178,680	\$1,178,680	\$679,911	\$56,600	\$56,600	\$347,827
Revenues and Transfers	4,942,328	4,759,472	4,834,600	171,354	141,231	132,950	790,000	790,411	711,897
Expenses and Transfers	4,870,161	4,672,200	5,120,240	640,000	640,000	-	767,300	499,184	990,876
Rev Over (Under) Exp	72,167	87,272	(285,640)	(468,646)	(498,769)	132,950	22,700	291,227	(278,979)
Fund Balance - Ending	\$4,822,371	\$4,837,476	\$4,551,836	\$710,034	\$679,911	\$812,861	\$79,300	\$347,827	\$68,848

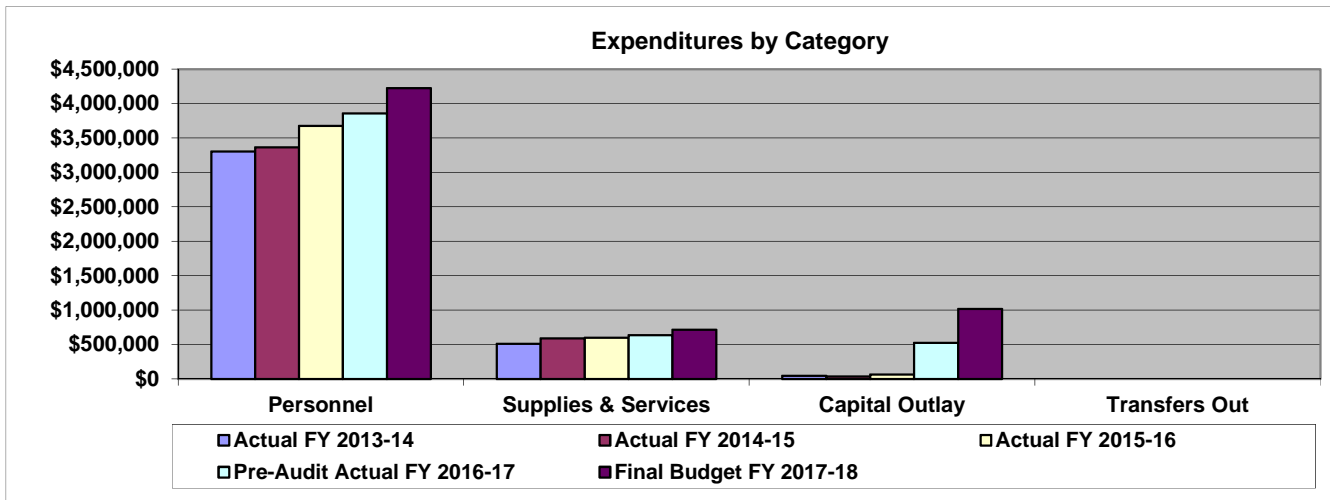
Fire District Fund Summary*

*Excludes interfund transfers

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Pre-Audit Actual FY 2016-17	Final Budget FY 2017-18
Expenditures					
Personnel	\$ 3,303,533	\$ 3,366,604	\$ 3,677,096	\$ 3,858,303	\$ 4,222,615
Supplies & Services	510,190	591,467	600,507	637,655	718,125
Capital Outlay	45,915	37,593	63,956	525,425	1,015,876
Debt Service	-	-	-	-	-
Total for Department	\$ 3,859,638	\$ 3,995,664	\$ 4,341,559	\$ 5,021,384	\$ 5,956,616

Revenues / Funding Sources

Property Taxes	\$ 3,109,213	\$ 3,340,741	\$ 3,588,246	\$ 3,682,166	\$ 4,026,600
Fire Assessment Fee	588,405	596,670	606,929	602,305	600,000
Fire Mitigation Fee	830	401,335	79,858	132,694	128,750
Interest Earnings	10,449	13,702	26,625	41,651	36,200
State OES Reimbursement	96,693	186,841	478,931	274,783	-
Other	221,478	301,411	253,370	167,514	733,397
Total Department Funding Sources	\$ 4,027,068	4,840,700	5,033,959	4,901,114	\$ 5,524,947



General Operations Fund #810

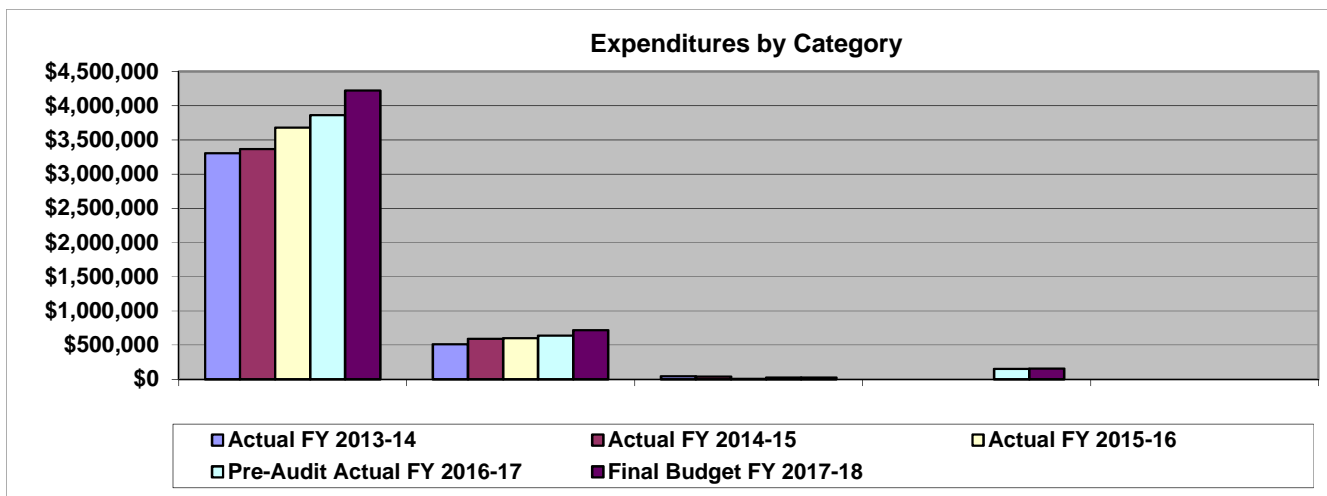
Mission: To provide reliable and progressive emergency response while seeking opportunities to make a positive difference in the lives of the people and the community we serve.

	Actual FY	Actual FY	Actual FY	Pre-Audit	Final Budget
	2013-14	2014-15	2015-16	Actual FY 2016-17	FY 2017-18
Expenditures					
Personnel	3,303,533	3,366,604	3,677,096	3,858,303	4,222,615
Supplies & Services	510,190	591,467	600,507	637,655	718,125
Capital Outlay	45,915	37,593	7,450	26,241	25,000
Transfers Out	-	-	-	150,000	154,500
Debt Service	-	-	-	-	-
Total Department Expenditures	\$ 3,859,638	\$ 3,995,664	\$ 4,285,053	\$ 4,672,200	\$ 5,120,240

Revenues / Funding Sources

Property Taxes	\$ 3,109,213	\$ 3,340,741	\$ 3,588,246	\$ 3,682,166	\$ 4,026,600
Fire Assessment Fee	588,405	596,670	606,929	602,305	600,000
Interest Earnings	7,839	9,752	21,386	32,703	31,500
State OES Reimbursement	96,693	186,841	478,931	274,783	-
Other	221,478	301,411	253,370	167,514	176,500
Total Department Funding Sources	\$ 4,023,628	\$ 4,435,415	\$ 4,948,862	\$ 4,759,472	\$ 4,834,600

Division Staffing Full Time Equivalent Positions	Adopted Budget FY	Final Budget	Comments
	2016-17	FY 2016-17	
Fire Chief	1.0	1.0	
Assistant Chief	1.0	1.0	
Fire Captain	6.0	6.0	
Firefighters	12.0	12.0	
Administrative Assistant	1.0	1.0	
Administrative Clerk	0.3	0.3	
Total Full Time Equivalent	21.3	21.3	<i>Staffing is augmented by 10 Reserve Firefighters.</i>



Fire Mitigation Fund #830

Mission: To account the collection and use of development fees for Fire District infrastructure needs.

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Pre-Audit Actual FY 2016-17	Final Budget FY 2017-18
Expenditures					
Transfers Out	\$ -	-	-	\$ 640,000	\$ -
Total Department Expenditures	\$ -	-	-	640,000	\$ -

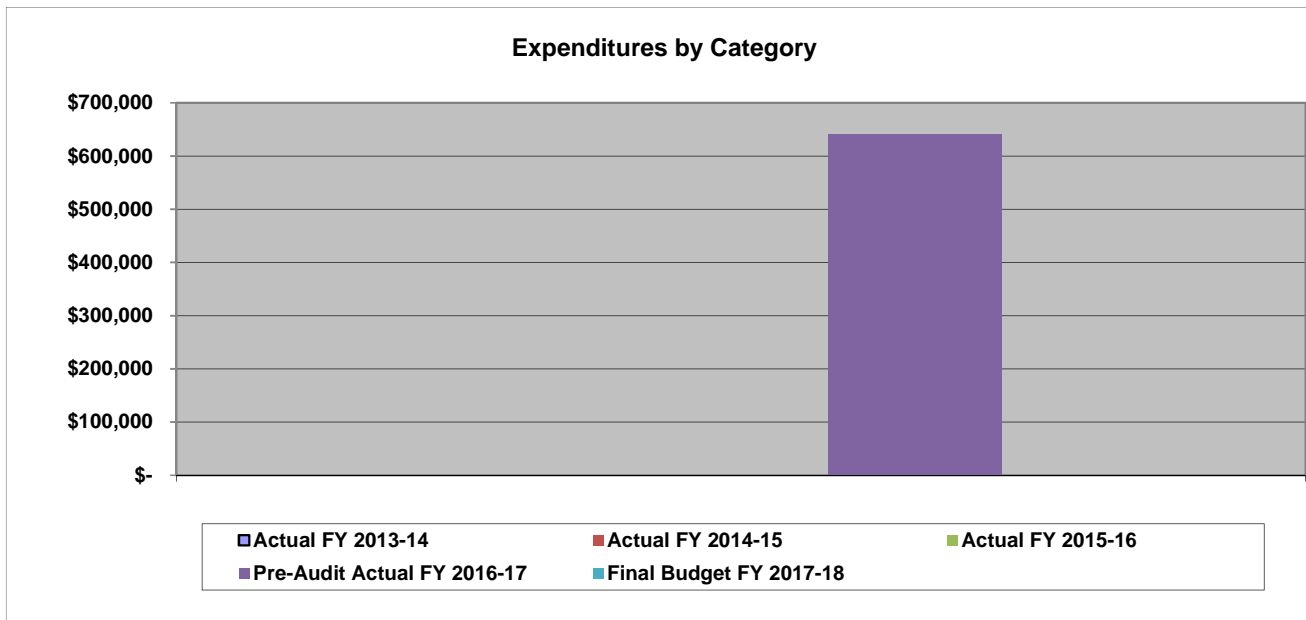
Revenues / Funding Sources

Fire Mitigation Fee	\$ 830	\$ 401,335	\$ 79,858	\$ 132,694	\$ 128,750
Interest Earnings	1,305	1,975	4,923	8,537	4,200
Total Department Funding Sources	\$ 2,135	403,310	84,781	141,231	\$ 132,950

Staffing

Comments

No Staff are charged to the Fire Mitigation Fund



Fleet, Facilities & Equipment Capital Fund #860

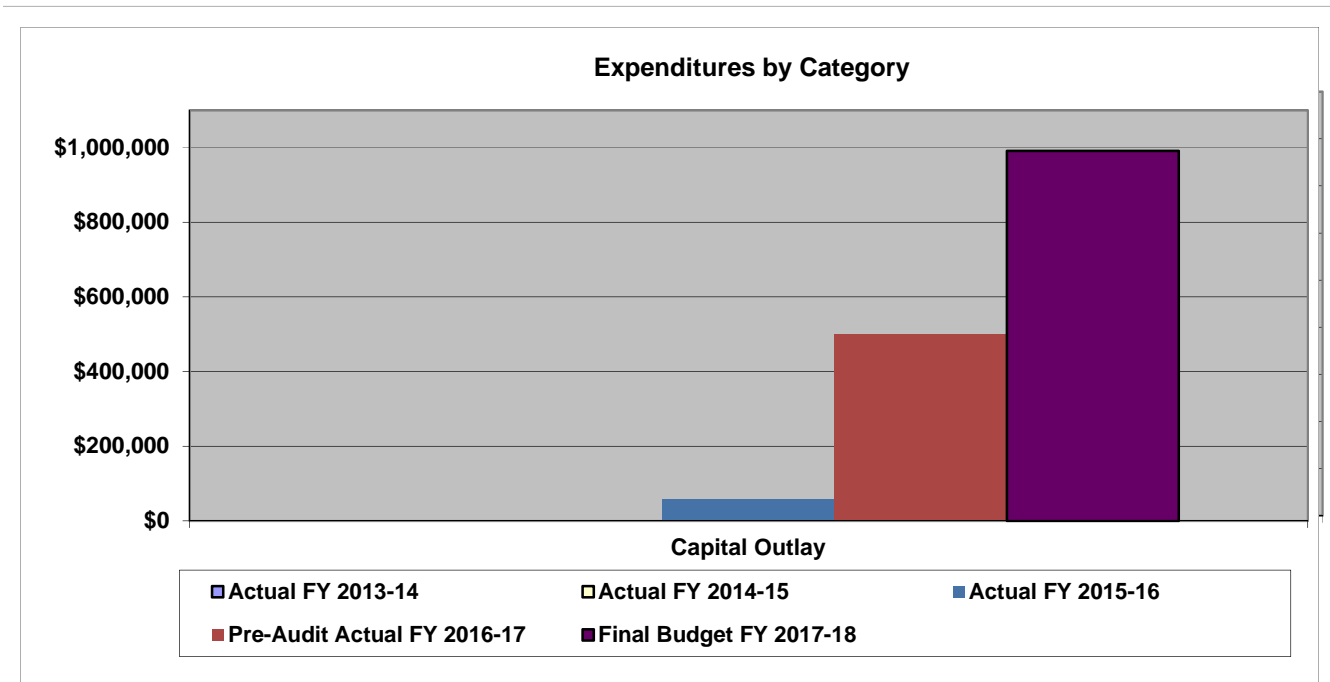
Mission: To account for the accumulation of funds used to pay for capital acquisition/replacement.

	Actual FY 2013-14	Actual FY 2014-15	Actual FY 2015-16	Pre-Audit Actual FY 2016-17	Final Budget FY 2017-18
Expenditures					
Heavy Rescue	\$ -	\$ -	\$ -	\$ -	\$ 590,000
Type 6 Engine	-	-	-	-	217,000
Facilities	-	-	-	67,288	77,574
Equipment	-	-	-	31,301	106,302
Command vehicle	-	-	56,506	-	-
Type 1 Engine	-	-	-	400,595	-
Total Department Expenditures	\$ -	\$ -	\$ 56,506	\$ 499,184	\$ 990,876
Revenues / Funding Sources					
General Operations Transfer	\$ -	\$ -	\$ -	\$ 150,000	\$ 154,500
Fire Mitigation Fee Transfer	-	-	-	640,000	-
Grant Funds	-	-	-	-	\$ 556,897
Interest Earnings	1,305	1,975	316	411	500
Total Department Funding Sources	\$ 1,305	\$ 1,975	\$ 316	\$ 790,411	\$ 711,897

Staffing

Comments

No Staff are charged to the Fleet, Facilities & Equipment Capital Fund



2017-2018 Final Budget Revenues

Account #	Description	FY 2016-17 Final Budget Request	FY 2016-17 Mid-Year Budget Update	Pre-Audit June 30, 2017	FY 2017-18 Preliminary Budget Request	FY 2017-18 Final Budget Request
810-910-4110	Property Tax - Secured	\$ 3,522,319	\$ 3,559,484	\$ 3,412,572	\$ 3,765,959	\$ 3,766,000
810-910-4112	Property Tax - Current Unsecur	125,000	130,291	162,037	136,500	136,500
810-910-4114	Property Tax - Supplemental	80,000	80,000	65,209	84,000	84,000
810-910-4116	Property Tax - Prior Year	20,000	21,988	25,899	23,100	23,100
810-910-4118	Property Tax - Homeowner's	16,500	16,165	16,449	17,325	17,000
810-910-4324	Strike Team Reimbursement	-	274,000	274,783	-	-
810-910-4330	Fire Protection Svcs - City	50,000	50,000	50,000	50,000	50,000
810-910-4530	Weed Abatement	-	-	0	-	-
810-910-4533	Fire Assessment Fee	597,000	597,000	602,305	600,260	600,000
810-910-4534	Pln Review Permit Fees(Table1)	75,000	75,000	41,031	45,000	45,000
810-910-4536	Occupancy Insp Fees (Table 2)	1,000	1,000	0	1,000	1,000
810-910-4537	Operational PermitFees(Table3)	25,000	25,000	1,410	25,000	5,000
810-910-4545	Fire Inspection Fees (Table 4)	1,500	1,500	470	500	500
810-910-4610	Interest Earnings - Investment	12,000	20,000	31,256	21,523	30,000
810-910-4612	Interest Earnings - Other	1,500	1,500	1,447	1,500	1,500
810-910-4613	Market Adjustment - LAIF	-	-	0	-	-
810-910-4705	Rentals/Lease	14,400	14,400	17,010	14,400	17,000
810-910-4715	AMR Contract	40,000	40,000	50,000	40,000	50,000
810-910-4730	Other Miscellaneous	35,000	35,000	7,593	8,000	8,000
810-910-4985	Transfers In from Grants	-	-	-	-	-
Total 810 - General Fund		\$ 4,616,219	\$ 4,942,328	\$ 4,759,472	\$ 4,834,067	\$ 4,834,600
830-960-4590	Fire Mitigation Fee	\$ 170,000	\$ 170,000	\$ 132,694	\$ 128,750	\$ 128,750
830-960-4610	Interest Earnings	1,354	1,354	8,537	4,200	4,200
Total 830 - Fire Mitigation Fee		\$ 171,354	\$ 171,354	\$ 141,231	\$ 132,950	\$ 132,950
860-970-4591	Federal AFG Grant Program	\$ -	\$ -	\$ -	\$ -	\$ 556,897
860-970-4610	Interest Earnings	-	-	411	500	500
860-970-4710	Proceeds of Sale	-	-	-	-	-
860-970-4730	Other Miscellaneous	-	-	-	-	-
860-970-4810	Proceeds Capital Lease	-	-	-	-	-
860-	Trans In from Fire Mit	640,000	640,000	640,000	-	-
860-970-4985	Trans In from Fire Ops	150,000	150,000	150,000	154,500	154,500
Total 860- Fleet, Facilities & Equipment Capital Fund		\$ 790,000	\$ 790,000	\$ 790,411	\$ 155,000	\$ 711,897
All Funds		\$5,577,573	\$5,903,682	\$5,691,114	\$5,122,017	\$5,679,447

2017-2018 Final Budget Expenditures

Account #	Description	FY 2016-17 Final Budget Request	FY 2016-17 Mid-Year Budget Update	Pre-Audit June 30, 2017	FY 2017-18 Preliminary Budget Request	FY 2017-18 Final Budget Request
810-910-5110	Wages - Full Time	\$ 2,000,000	\$ 2,040,500	\$ 1,970,089	\$ 2,304,000	\$ 2,318,600
810-910-5111	Wages - Part Time	-	-	-	0	0
810-910-5112	Wages - Other	-	11,500	14,553	11,000	11,000
810-910-5120	Wages - Overtime	50,000	68,000	104,857	75,000	75,000
810-910-5121	Wages - OES Overtime	-	132,517	92,517	0	0
810-910-5125	Reserve Fire Fighter Stipend	25,000	25,000	9,750	25,000	25,000
810-910-5130	Benefits - Other	35,000	50,000	57,259	55,000	55,000
810-910-5131	PERS Retirement	653,809	659,309	643,100	740,500	744,200
810-910-5132	Med/FICA/Soc Sec	28,500	28,500	32,197	31,000	34,700
810-910-5134	Worker Compensation	188,000	188,000	190,056	187,000	187,000
810-910-5135	Unemployment	4,500	25,000	11,571	8,000	8,000
810-910-5139	Salary & Benefit Transfer	125,000	125,000	100,001	120,000	110,000
810-910-5141	Health Benefits	390,158	296,000	267,161	321,000	292,615
810-910-5142	Retiree Health Benefits	216,340	216,340	186,686	184,700	194,679
810-910-5143	OPEB	148,853	148,853	178,507	176,800	166,821
810-910-5202	Office Supplies	2,500	2,500	2,146	2,500	2,500
810-910-5204	Printing/Publishing	2,500	2,500	2,132	2,000	2,000
810-910-5206	Postage & Mail	6,500	6,500	5,256	6,500	6,500
810-910-5208	Phone/Communication	12,000	12,000	11,444	12,000	12,000
810-910-5210	Office Equip Maint/Lease	3,500	3,500	3,802	4,000	4,000
810-910-5215	IT Support Services	-	-	-	40,000	40,000
810-910-5220	Advertising & Promotion	1,000	1,000	1,197	2,000	2,000
810-910-5250	Property Tax Admin Fee	40,000	40,000	38,593	40,000	40,000
810-910-5251	Fire Service Fee - Admin Fee	2,500	2,500	2,124	2,500	2,500
810-910-5253	Other Expenses	-	-	-	0	0
810-910-5260	Doctor/Medical Expenses	5,000	5,000	3,105	5,000	5,000
810-910-5270	Liability/Property Insurance	17,000	15,642	15,642	16,425	16,425
810-910-5279	General Services	-	-	-	0	0
810-910-5280	Legal Contract Services	35,000	135,000	124,568	135,000	135,000
810-910-5284	Miscellaneous Services	-	-	-	2,713	2,700
810-910-5286	Ext Plan Review	3,500	3,500	2,100	2,500	2,500
810-910-5287	Napa JPA	130,000	130,000	123,484	135,000	135,000
810-910-5288	Dispatch Services	70,000	70,000	64,351	70,000	70,000
810-910-5289	Other Professional Services	35,000	35,000	25,705	35,000	35,000
810-910-5291	Contractual Services	60,000	50,000	25,380	35,000	35,000
810-910-5310	Travel & Conference Expense	12,500	12,500	6,471	16,000	16,000
810-910-5320	Books & Publications	1,500	1,500	836	1,500	1,500
810-910-5330	Certif, Membership & Dues	5,000	5,000	4,767	5,000	5,000
810-910-5340	Educational Reimbursement	500	500	2,150	2,000	2,000

2017-2018 Final Budget Expenditures

Account #	Description	FY 2016-17 Final Budget Request	FY 2016-17 Mid-Year Budget Update	Pre-Audit June 30, 2017	FY 2017-18 Preliminary Budget Request	FY 2017-18 Final Budget Request
810-910-5350	On-Site Training	5,500	5,500	7,819	10,000	10,000
810-910-5402	New Tools & Equipment	6,500	6,500	5,408	6,500	6,500
810-910-5404	Uniform Services & Supplies	1,500	1,500	272	1,000	1,000
810-910-5408	Field Rentals	-	-	-	0	0
810-910-5410	Fire EquipRepair & Maintenance	16,000	16,000	15,547	10,000	10,000
810-910-5412	EMS Equip & Supplies	7,500	7,500	6,203	7,500	7,500
810-910-5414	Station Supplies	5,000	5,000	5,857	7,500	7,500
810-910-5415	Facility Repair & Maintenance	16,500	16,500	24,005	12,500	12,500
810-910-5418	Other Field Services	-	-	(38)	0	0
810-910-5421	Temporary Agency	-	-	-	0	0
810-910-5490	Gas & Electric	28,000	28,000	32,952	30,000	30,000
810-910-5510	Fuel	20,000	20,000	18,395	20,000	20,000
810-910-5520	Vehicle Repairs	25,000	25,000	21,173	25,000	25,000
810-910-5605	Office Equip/Furnishings	2,500	2,500	120	2,500	2,500
810-910-5610	Fire Equipment	10,000	10,000	7,497	10,000	10,000
810-910-5620	Minor Remodeling	5,000	5,000	2,500	0	0
810-910-5625	Computer Software/Hardware	7,500	7,500	34,689	13,000	13,000
810-910-5980	Transfer to Fleet, Facilities & Equip Fund	150,000	150,000	150,000	154,500	154,500
810-910-6454	Fire Safety Equipment-Mandated	15,000	15,000	16,245	15,000	15,000
Total 810 - General Fund		\$ 4,632,160	\$ 4,870,161	\$ 4,672,200	\$ 5,136,638	\$ 5,120,240
830-	Transfer Out Vehicle Replacement	\$ 640,000	\$ 640,000	\$ 640,000	\$ -	\$ -
Total 830 - Fire Mitigation Fee		\$ 640,000	\$ 640,000	\$ 640,000	\$ -	\$ -
860-970-5616	Fleet	\$ 640,000	\$ 640,000	\$ 400,595	\$ -	\$ 807,000
860-	Facilities	50,000	67,300	67,288	74,294	77,574
860-	Equipment	60,000	60,000	31,301	100,122	106,302
Total 860 - Fleet, Facilities & Equipment Capital Fund		\$ 750,000	\$ 767,300	\$ 499,184	\$ 174,416	\$ 990,876
Total All Funds		\$ 6,022,160	\$ 6,277,461	\$ 5,811,384	\$ 5,311,054	\$ 6,111,116