

**TWENTYNINE PALMS FIRE DEPARTMENT
FISCAL YEAR 2011-2012 BUDGET**

FINAL

As Adopted by the Board of Directors on

MAY 25, 2011

**TWENTYNINE PALMS FIRE DEPARTMENT
BUDGET SUMMARY
FISCAL YEAR 2011-2012**

	Fiscal 2009-10	Fiscal 2010-11	Fiscal 2011-12	Fiscal 2012-13	Fiscal 2013-14	Fiscal 2014-15	Fiscal 2015-16
	Actual	Projected	Proposed Budget	Estimated	Estimated	Estimated	Estimated
<u>REVENUES</u>							
Operating Revenues	\$ 1,218,292	\$ 1,226,500	\$ 1,226,000	\$ 1,231,000	\$ 1,237,155	\$ 1,243,341	\$ 1,249,557
Increase in Special Tax rate	0	0	0	0	535,714	597,765	662,203
Donations and CPR Training Revenues	3,062	2,500	16,500	16,500	16,500	16,500	16,500
Grant Revenue	0	0	114,298	0	10,000	10,000	10,000
Non-Operating Revenues	53,550	39,500	36,000	36,000	36,000	36,000	36,000
Total Revenues	\$ 1,274,904	\$ 1,268,500	\$ 1,392,798	\$ 1,283,500	\$ 1,835,369	\$ 1,903,605	\$ 1,974,261
<u>EXPENDITURES</u>							
Salaries & Benefits, Paid Staff	\$ 727,058	\$ 765,300	\$ 859,086	\$ 934,686	\$ 1,028,154	\$ 1,094,984	\$ 1,166,158
Volunteer Operations	111,454	135,000	133,000	133,000	133,000	133,000	133,000
Materials and Supplies	30,356	30,500	34,700	35,394	36,102	36,824	37,560
Governmental Charges, SBCO	1,800	1,800	1,800	1,836	1,873	1,910	1,948
Utilities	24,173	27,100	29,700	30,591	31,509	32,454	33,428
Dispatching Fees	86,508	101,000	103,000	105,060	108,213	111,624	114,805
Repair and Maintenance	111,322	103,000	106,500	108,630	110,803	113,019	115,279
Insurance, Bonds and Workers Compensation	55,816	62,000	62,000	63,860	65,776	67,749	69,104
Overhead Allocation	35,918	40,554	41,708	43,168	44,679	46,242	47,167
Training, Travel & Conferences	15,274	12,400	17,600	17,952	18,311	18,677	19,051
Dues, Subscriptions, Books & Films	1,920	2,500	2,500	2,550	2,601	2,653	2,706
Legal Services and Professional Services	23,925	27,000	28,000	28,560	29,131	29,714	30,308
Total Expenses Before Debt & Capital Expend.	\$ 1,225,524	\$ 1,308,154	\$ 1,419,594	\$ 1,505,286	\$ 1,610,151	\$ 1,688,850	\$ 1,770,515
<u>NON-OPERATING EXPENDITURES</u>							
Capital Expenditures		32,000	128,000	6,000	27,000	552,000	72,000
Expenditures From Donated Funds - General		1,000	15,000	15,000	15,000	15,000	15,000
Total Expenditures		\$ 1,341,154	\$ 1,562,594	\$ 1,526,286	\$ 1,652,151	\$ 2,255,850	\$ 1,857,515
Total Revenue Less Total Expenditures		\$ (72,654)	\$ (169,796)	\$ (242,786)	\$ 183,219	\$ (352,245)	\$ 116,746
Addition (Reduction) To Contingency Reserve		0	0	0	0	0	0
Addition (Reduction) To Apparatus/Comm. Reserve		70,000	0	0	90,000	(335,000)	45,000
Change in Unrestricted Working Capital Balance		\$ (142,654)	\$ (169,796)	\$ (242,786)	\$ 93,219	\$ (17,245)	\$ 71,746

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**TWENTYNINE PALMS FIRE DEPARTMENT
PROPOSED BUDGET
FISCAL YEAR 2011-2012**

	Fiscal 2009-10 Actual	Fiscal 2010-11 Amended Budget	Fiscal 2010-11 Projected	Fiscal 2011-12 Proposed Budget	
<u>REVENUES</u>					
Operating Revenues					
1	Permits & Fees	1,395	1,000	1,500	1,000
2	Fire Protection Special Tax	1,216,897	1,245,000	1,225,000	1,225,000
3	Total Operating Revenue	1,218,292	1,246,000	1,226,500	1,226,000
Non-Operating Revenues					
4	Interest Revenues	7,500	5,000	5,500	5,000
5	Penalties	44,570	30,000	31,000	30,000
6	CPR Training Revenue	2,570	1,500	1,500	1,500
7	Donations - General	492	10,000	1,000	10,000
8	Donations - Explorers Post	0	0	0	5,000
9	Grant Revenue (Including Carry-overs)	0	0	0	114,298
10	Other Non-Operating Revenue	1,480	500	3,000	1,000
11	Total Non-Operating Revenue	56,612	47,000	42,000	166,798
12	Total Revenues	\$ 1,274,904	\$ 1,293,000	\$ 1,268,500	\$ 1,392,798

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PROPOSED BUDGET
FISCAL YEAR 2011-2012**

	Fiscal 2009-10 Actual	Fiscal 2010-11 Amended Budget	Fiscal 2010-11 Projected	Fiscal 2011-12 Proposed Budget	
<u>OPERATING EXPENSES</u>					
SALARIES & BENEFITS, PAID STAFF					
13	Salaries, Paid Staff	\$ 497,301	\$ 513,449	\$ 517,000	\$ 552,881
14	Payroll Taxes	38,921	42,479	45,000	45,495
15	Group Medical/Dental/Vision/Life	86,188	98,500	92,500	106,000
16	Uniform Allowance	3,504	6,300	6,300	6,300
17	Retirement(PERS)	97,759	114,472	101,000	144,910
18	Medical Exams And Background Checks	3,385	3,500	3,500	3,500
19	<i>Benefits, Paid Staff</i>	<u>229,757</u>	<u>265,251</u>	<u>248,300</u>	<u>306,205</u>
20	<i>Total Salaries & Benefits, Paid Staff</i>	<u>727,058</u>	<u>778,700</u>	<u>765,300</u>	<u>859,086</u>
VOLUNTEER OPERATIONS					
21	Personnel Costs	104,483	120,000	128,000	125,000
22	Uniforms and Other Reimbursements	2,995	3,500	3,000	3,000
23	Medical Exams and Background Checks	3,976	6,000	4,000	5,000
24	<i>Total Volunteer Operations</i>	<u>111,454</u>	<u>129,500</u>	<u>135,000</u>	<u>133,000</u>

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FISCAL YEAR 2011-2012**

	Fiscal 2009-10 Actual	Fiscal 2010-11 Amended Budget	Fiscal 2010-11 Projected	Fiscal 2011-12 Proposed Budget	
FACILITIES					
25	Repairs & Maintenance	11,996	11,000	10,000	8,000
26	Cleaning Supplies	4,097	4,000	4,000	4,000
27	Telephone	4,638	10,500	7,000	9,000
28	Natural Gas & Propane	4,799	5,500	4,500	5,500
29	Electricity	10,492	12,500	11,500	12,500
30	Satelite and/or Cable Service	2,705	1,000	2,500	1,000
31	Trash Service	1,539	1,600	1,600	1,700
32	<i>Total Facilities Expenses</i>	40,266	46,100	41,100	41,700
OTHER ADMINISTRATIVE EXPENSES					
33	Legal and Outside Professional Services	23,925	28,000	27,000	28,000
34	Outside Services, Other Governmental Agencies	1,800	1,800	1,800	1,800
35	Office Supplies	4,629	5,500	5,300	5,500
36	Travel & Expenses	378	500	300	500
37	Insurance, Bonds & Workers Compensation	55,816	59,600	62,000	62,000
38	Printing & Publications	1,137	1,200	1,000	1,200
39	Dues & Subscriptions	1,920	2,400	2,500	2,500
40	Station Supplies	9,791	8,000	7,500	8,000
41	Overhead Allocation	35,918	40,554	40,554	41,708
42	Contingency Expenditures	0	3,000	0	3,000
43	Safety Material & Supplies	3,036	2,500	2,000	2,500
44	Public Information Material & Supplies	0	1,000	1,000	1,000
45	<i>Total Other Administrative Expenses</i>	138,350	154,054	150,954	157,708

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PROPOSED BUDGET
FISCAL YEAR 2011-2012**

	Fiscal 2009-10 Actual	Fiscal 2010-11 Amended Budget	Fiscal 2010-11 Projected	Fiscal 2011-12 Proposed Budget	
TRAINING					
46	Schools, Course Fees & Materials	7,442	8,000	6,000	7,000
47	Conferences & Seminars	425	500	300	500
48	Travel & Expenses	3,658	4,000	2,000	3,500
49	Books & Films	270	300	300	300
50	Training Materials & Supplies	697	2,500	1,000	2,500
51	Other Training	0	300	0	300
52	CPR and Defribulator Training	1,499	1,500	1,500	1,500
53	Certifications and Other Expenses	905	1,500	1,000	1,500
54	<i>Total Training</i>	14,896	18,600	12,100	17,100
LOGISTICS					
55	Communications, Materials & Supplies	1,005	1,000	1,500	1,000
56	Communications, Outside Repairs & Maintenance	68	1,000	700	1,000
57	Communications, Dispatch Fees & Service Agreements	86,508	105,000	101,000	103,000
58	<i>Total Logistics</i>	87,581	107,000	103,200	105,000
FIRE PREVENTION					
59	Fire Prevention Materials and Supplies	877	1,500	1,900	1,500
60	Public Fire Education	3,005	2,500	2,100	2,500
61	<i>Total Fire Prevention</i>	3,882	4,000	4,000	4,000
APPARATUS MAINTENANCE					
62	Maintenance and Repair	40,633	29,000	32,000	29,000
63	Mechanic Charges	18,042	22,000	17,000	19,000
64	Fuel & Oil	24,485	29,000	29,000	32,000
65	<i>Total Apparatus Maintenance</i>	83,160	80,000	78,000	80,000

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PROPOSED BUDGET
FISCAL YEAR 2011-2012**

	Fiscal 2009-10 Actual	Fiscal 2010-11 Amended Budget	Fiscal 2010-11 Projected	Fiscal 2011-12 Proposed Budget	
FIRE EQUIPMENT					
66	Equipment Maintenance & Repair	7,248	5,500	6,300	6,500
67	Equipment Supplies & Parts	4,753	5,000	4,000	7,000
68	EMS Consumables	5,560	5,500	5,200	5,500
69	Suppression Consumables	1,316	3,000	3,000	3,000
70	Total Fire Equipment	18,877	19,000	18,500	22,000
71	Total Operating Expenses	1,225,524	1,336,954	1,308,154	1,419,594
 <u>NON-OPERATING EXPENSES</u>					
CAPITAL EXPENDITURES <i>(Including Carryovers)</i>					
72	Capital Expenditures - Structures		13,000	13,000	0
73	Capital Expenditures - Office Equipment		0	0	0
74	Capital Expenditures - Fire Equipment		19,000	19,000	28,000
75	Capital Expenditures - Communications		0	0	100,000
76	Capital Expenditures - Apparatus & Vehicles		0	0	0
77	Total Capital Expenditures		32,000	32,000	128,000
78	Expenditures From Donated Funds - General		10,000	1,000	10,000
79	Expenditures From Donated Funds - Explorers Post		0	0	5,000
80	Total Operating and Non-Operating Expenditures		\$ 1,378,954	\$ 1,341,154	\$ 1,562,594
81	Total Revenues Less Expenses		\$ (85,954)	\$ (72,654)	\$ (169,796)
 ADDITIONS TO RESERVE ACCOUNTS					
82	Addition (Reduction) to Apparatus & Comm. Reserve		70,000	70,000	0
83	Addition (Reduction) in Contingency Reserve		0	0	0
84	Total Reserve Additions		70,000	70,000	0
85	Change in Unrestricted Working Capital Balance		\$ (155,954)	\$ (142,654)	\$ (169,796)

**TWENTYNINE PALMS FIRE DEPARTMENT
CAPITAL IMPROVEMENTS &
REPLACEMENT AND REHABILITATION BUDGET
FISCAL YEAR 2011-2012**

PROJECT:	Fiscal 2011-12 Budget	Estimated Fiscal 2012-13	Estimated Fiscal 2013-14	Estimated Fiscal 2014-15	Estimated Fiscal 2015-16
<i>a.</i> Asbestos Removal, Old Downtown Station (Unfunded)	0	0	0	0	0
<i>b.</i> Replacement Command Pickup	0	0	0	0	45,000
<i>c.</i> Replacement of Engine 421	0	0	0	500,000	0
<i>d.</i> Firefighting and Rescue Equipment	0	0	0	25,000	0
<i>e.</i> Turnout Gear Replacement	6,000	6,000	15,000	15,000	15,000
<i>f.</i> Rescue Equipment, Grant Funded	22,000	0	12,000	12,000	12,000
<i>g.</i> Replacement Radios, Grant Funded	100,000	0	0	0	0
<i>Total Expenditures</i>	128,000	6,000	27,000	552,000	72,000

UNFUNDED PROJECTS:

Expansion and Rehabilitation of Downtown Station	\$975,000
Asbestos Removal, Old Downtown Station	10,000
<i>Total Unfunded Projects</i>	<u><u>\$985,000</u></u>

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**TWENTYNINE PALMS FIRE DEPARTMENT
ANALYSIS OF AVAILABLE CASH
FISCAL YEAR 2011-2012**

	<u>Unrestricted Balance</u>	<u>Contingency Reserve</u>	<u>Apparatus Reserve</u>	<u>Total</u>
Estimated Beginning Balance: July 1, 2011	\$ 853,250	\$ 56,713	\$ 245,000	\$ 1,154,963
Total Operating Revenue	1,226,000	0	0	1,226,000
Interest Revenue	5,000	0	0	5,000
Grant Revenue	114,298	0	0	114,298
Donations and CPR Revenues	11,500	0	0	11,500
Total Other Non-Operating Revenue	31,000	0	0	31,000
Total Operating Expenditures	(1,419,594)	0	0	(1,419,594)
Capital Expenditures	(128,000)	0	0	(128,000)
Other Non-Operating Expenditures	(10,000)	0	0	(10,000)
Addition (Reduction) to/from Apparatus Reserve	0	0	0	0
Estimated Ending Balance: June 30, 2012	\$ 683,454	\$ 56,713	\$ 245,000	\$ 985,167