



FOREST LAKES FIRE DISTRICT BOARD

MEETING: Finance Budget Mtg



Attendance Sign In Sheet

Date: 3-18-17

| PRINT YOUR NAME | SIGNATURE |
|-----------------|----------------|
| 1. PRINT NAME | SIGNATURE ONLY |
| 2. PRINT NAME | SIGNATURE ONLY |
| 3. PRINT NAME | SIGNATURE ONLY |
| 4. PRINT NAME | SIGNATURE ONLY |
| 5. PRINT NAME | SIGNATURE ONLY |
| 6. PRINT NAME | SIGNATURE ONLY |
| 7. PRINT NAME | SIGNATURE ONLY |
| 8. PRINT NAME | SIGNATURE ONLY |
| 9. PRINT NAME | SIGNATURE ONLY |
| 10. PRINT NAME | SIGNATURE ONLY |
| 11. PRINT NAME | SIGNATURE ONLY |
| 12. PRINT NAME | SIGNATURE ONLY |
| 13. PRINT NAME | SIGNATURE ONLY |
| 14. PRINT NAME | SIGNATURE ONLY |
| 15. PRINT NAME | SIGNATURE ONLY |
| 16. PRINT NAME | SIGNATURE ONLY |
| 17. PRINT NAME | SIGNATURE ONLY |
| 18. PRINT NAME | SIGNATURE ONLY |
| 19. PRINT NAME | SIGNATURE ONLY |
| 20. PRINT NAME | SIGNATURE ONLY |

No Public Attendance



Forest Lakes Fire District
Finance and Budget Committee
Meeting



NOTICE OF A
**FOREST LAKES FIRE DISTRICT
FINANCE AND BUDGET COMMITTEE MEETING**

WITH A


Possible Quorum

Pursuant to A.R.S. § 38-431.02, notice is hereby given that a Finance and Budget Committee meeting for the Forest Lakes Fire District will be held in person and by teleconference at **9:30am on Saturday, March 18th 2017**. Members of the public will be able to attend by speakerphone at the Forest Lakes Fire District Office at 1522 North Merzville Rd., Forest Lakes, AZ. At this time there may be a possible quorum of the Forest Lakes Fire District board.

AGENDA

- 1) The Budget template.
- 2) Our lease/purchase term with Lee Davis, i.e.; the amount of time we must select between the arrangement's re-pricings.
- 3) Our labor costs given the stated desire to increase the hourly pay per hour.

If any disabled person needs any type of accommodation, please notify Ms. Roxie Allen at 928-535-4644 at least 24 hours prior to the scheduled meeting time.

Posted: 2pm. By  Agenda as of Tuesday, March 14th 2017

A.R.S. § 13-2407 A.4 Tampering With Public Records
Removing Public Records is A Class 6 Felony

FLFD Labor Cost Analysis

| | Current Rate | | With \$2.50 Increase |
|---------------------------------|---------------------|--|---|
| 24/7 Staffing | | | |
| Paramedic | \$ 131,400 | 365 days x 24 hours x \$15/hour | 365 days x 24 hours x \$17.50/hour |
| FF/EMT | \$ 87,600 | 365 days x 24 hours x \$10/hour | 365 days x 24 hours x \$12.50/hour |
| | <u>\$ 219,000</u> | | <u>\$ 262,800</u> |
| Holiday Weekend Staffing | | | |
| Paramedic | \$ 8,640 | 8 weekends x 3 days x 24 hours x \$15/hour | 8 weekends x 3 days x 24 hours x \$17.50/hour |
| FF/EMT | \$ 5,760 | 8 weekends x 3 days x 24 hours x \$10/hour | 8 weekends x 3 days x 24 hours x \$12.50/hour |
| | <u>\$ 14,400</u> | | <u>\$ 17,280</u> |
| Total | <u>\$ 233,400</u> | | <u>\$ 280,080</u> |
| Total Paramedic | \$ 140,040 | | \$ 163,380 |
| Total FF/EMT | \$ 93,360 | | \$ 116,700 |
| Total | <u>\$ 233,400</u> | | <u>\$ 280,080</u> |

| | FY15/16 Spend | 17/18 Budget Projection | Projection Above |
|--------------|----------------------|--------------------------------|-------------------------|
| Paramedic | \$ 201,686 | \$ 203,893 | \$ 140,040 |
| FF/EMT | \$ 81,028 | \$ 84,345 | \$ 93,360 |
| Total | <u>\$ 282,714</u> | <u>\$ 288,238</u> | <u>\$ 233,400</u> |

Forest Lakes Fire District
2017-18 General Fund Budget Template

| Account # | FY2015-2016 Actuals | FY2016-2017 Approved Budget | 2017/18 Strap | Adjustments Per Fin Com | 2017/18 Finalized | 2018/19 Strap | Adjustments per Fin Com | 2018/2019 Finalized | Comments |
|-------------|---|-----------------------------|-------------------|-------------------------|-------------------|-------------------|-------------------------|---------------------|----------|
| 5000 | PERSONNEL SALARIES | \$ 465,538 | \$ 467,105 | \$ - | \$ 467,105 | \$ 467,105 | \$ - | \$ 467,105 | |
| 5001 | Chief District Salary | \$ 79,502 | \$ 79,500 | \$ - | \$ 79,500 | \$ 79,500 | \$ - | \$ 79,500 | |
| 5002 | Administrative Assistant Payroll | \$ 45,363 | \$ 45,000 | \$ - | \$ 45,000 | \$ 45,000 | \$ - | \$ 45,000 | |
| 5003 | Part Time Office Help Payroll | \$ 180 | \$ 2,000 | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$ - | \$ 1,000 | |
| 5004 | Green Waste Site Attendant & Fuels Mgmt Payroll (Loader) | \$ 4,538 | \$ 9,345 | \$ 6,000 | \$ 6,000 | \$ 6,000 | \$ - | \$ 6,000 | |
| 5005 | On Duty Staff FF I&II Payroll | \$ 81,028 | \$ 81,888 | \$ 84,350 | \$ 84,350 | \$ 84,350 | \$ - | \$ 84,350 | |
| 5006 | POC Fire Response Payroll | \$ 10,436 | \$ 6,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ - | \$ 10,000 | |
| 5007 | On Duty Staff Paramedic Payroll | \$ 201,686 | \$ 197,789 | \$ 203,895 | \$ 203,895 | \$ 203,895 | \$ - | \$ 203,895 | |
| 5008 | POC EMS Response Payroll | \$ 18,343 | \$ 18,000 | \$ 18,360 | \$ 18,360 | \$ 18,360 | \$ - | \$ 18,360 | |
| 5009 | Dispatcher | \$ 24,254 | \$ 20,000 | \$ 12,000 | \$ 12,000 | \$ 12,000 | \$ - | \$ 12,000 | |
| 5010 | Training In House (POC) | \$ 210 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ - | \$ 2,000 | |
| 5011 | Grant Fuels Mgmt Payroll | \$ - | \$ 5,000 | \$ - | \$ 5,000 | \$ 5,000 | \$ - | \$ 5,000 | |
| 5050 | EMPLOYEE BENEFITS | \$ 35,596 | \$ 40,300 | \$ - | \$ 40,300 | \$ 41,509 | \$ - | \$ 41,509 | |
| 5051 | FICA/Medicare Tax (7.65% of Payroll) FICA is 6.2% Medicare is 1.45% | \$ 6,943 | \$ 6,721 | \$ 6,600 | \$ 6,600 | \$ 7,004 | \$ - | \$ 7,004 | |
| 5052 | Unemployment Compensation | \$ - | \$ 1,040 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5053 | Workmans Comp (experience mod of \$1.04 for FY2014/2015) | \$ 18,758 | \$ 26,436 | \$ 20,000 | \$ 20,000 | \$ 20,600 | \$ - | \$ 20,600 | |
| 5055 | FLFD pension Match Contributions | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5056 | Health Care Benefits for FT Personnel | \$ 9,896 | \$ 11,000 | \$ 13,500 | \$ 13,500 | \$ 13,905 | \$ - | \$ 13,905 | |
| 5057 | FLFD Pension Transfers (Pass Thru Account) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5058 | Accrued Benefit | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5100 | INSURANCE | \$ 20,423 | \$ 27,631 | \$ 22,000 | \$ 22,000 | \$ 22,660 | \$ - | \$ 22,660 | |
| 5101 | Accident & Sickness | \$ 3,719 | \$ 4,635 | \$ 4,000 | \$ 4,000 | \$ 4,120 | \$ - | \$ 4,120 | |
| 5102 | Automobile | \$ 6,578 | \$ 10,815 | \$ 7,500 | \$ 7,500 | \$ 7,725 | \$ - | \$ 7,725 | |
| 5103 | Commercial Package | \$ 4,992 | \$ 6,516 | \$ 5,000 | \$ 5,000 | \$ 5,150 | \$ - | \$ 5,150 | |
| 5104 | Umbrella | \$ 5,134 | \$ 5,665 | \$ 5,500 | \$ 5,500 | \$ 5,665 | \$ - | \$ 5,665 | |
| 5200 | FIRE DEPARTMENT ADMINISTRATION | \$ 65,987 | \$ 98,212 | \$ 107,391 | \$ 107,391 | \$ 99,239 | \$ - | \$ 99,239 | |
| 5201 | Uniforms - All Departments | \$ 5,423 | \$ 5,151 | \$ 6,000 | \$ 6,000 | \$ 6,120 | \$ - | \$ 6,120 | |
| 5202 | Benefits & Awards | \$ 976 | \$ 515 | \$ 750 | \$ 750 | \$ 765 | \$ - | \$ 765 | |
| 5203 | Office Staff Training (Chief and Rowie) | \$ 3,488 | \$ 6,310 | \$ 4,500 | \$ 4,500 | \$ 4,590 | \$ - | \$ 4,590 | |
| 5204 | Office Staff Per Diem | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5205 | Outside Duplication and Publishing | \$ 1,106 | \$ 2,000 | \$ 1,000 | \$ 1,000 | \$ 1,020 | \$ - | \$ 1,020 | |
| 5206 | Dues and Fees | \$ 3,211 | \$ 3,500 | \$ 3,641 | \$ 3,641 | \$ 3,714 | \$ - | \$ 3,714 | |
| 5207 | Grant Writing Mgmt Service Fee's | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5208 | Professional Services (AeroMed, Fire Recovery USA, Legal, Accounting, IT Support, Coco fees, Payroll) | \$ 37,465 | \$ 42,718 | \$ 40,000 | \$ 40,000 | \$ 40,800 | \$ - | \$ 40,800 | |
| 5209 | Notary | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5210 | Elections | \$ - | \$ 200 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5211 | Public Finance | \$ - | \$ 1,030 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5212 | Postage & Shipping | \$ (465) | \$ 1,030 | \$ 1,000 | \$ 1,000 | \$ 1,020 | \$ - | \$ 1,020 | |
| 5213 | Board Expenses / Dues / Training | \$ 4,453 | \$ 6,436 | \$ 5,000 | \$ 5,000 | \$ 5,100 | \$ - | \$ 5,100 | |
| 5214 | Board Per Diem | \$ 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5215 | Fire & EMS Public Education | \$ 1,429 | \$ 2,020 | \$ 2,000 | \$ 2,000 | \$ 2,040 | \$ - | \$ 2,040 | |
| 5216 | Office Supplies / Copier / Office Equipment R&M | \$ 6,832 | \$ 9,581 | \$ 8,000 | \$ 8,000 | \$ 8,160 | \$ - | \$ 8,160 | |

