

**AMERICAN CANYON
FIRE PROTECTION DISTRICT**

**Fire Chief's Final Budget
Document
Adopted 9/28/2021**

**Operating and Capital Budget
All Funds**

FISCAL YEAR 2021-2022



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

David Oro, Board Member

Pierre Washington, Board Member

The Role of the Board

The Board of Directors is the elected policymaking 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

Michael P. Cahill

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

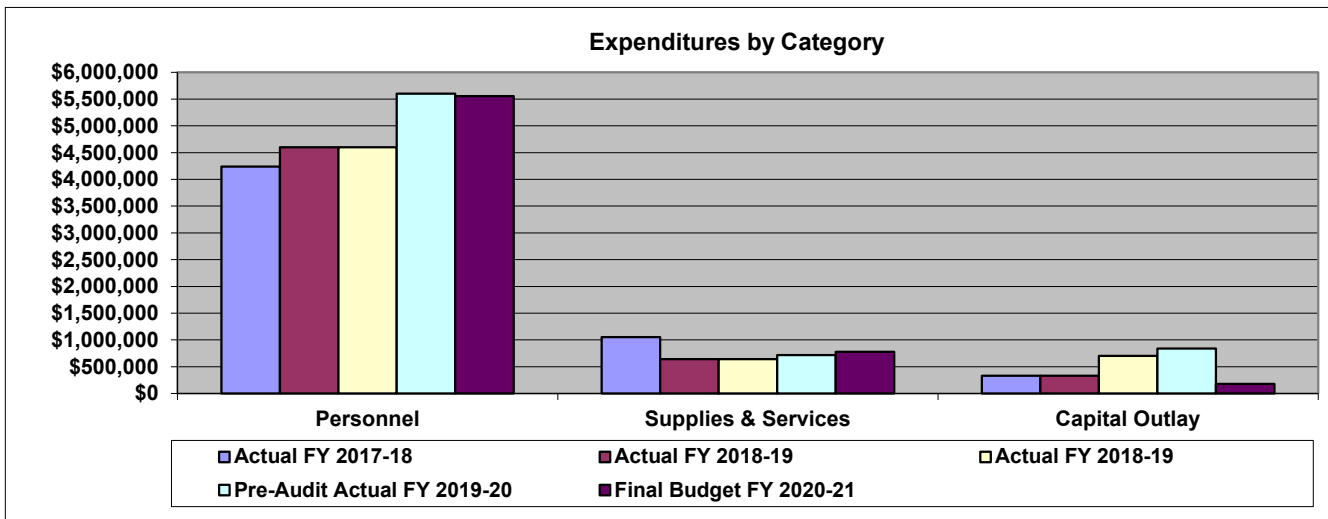
**American Canyon Fire Protection District
Financial Summary
Final Budget Year 2021-22**

	General Operations			Fire Mitigation Fee			Fleet, Facilities & Equipment Capital Fund		
	FY 2020-21		FY 2021-22	FY 2020-21		FY 2021-22	FY 2020-21		FY 2021-22
	<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	\$5,738,594	\$5,738,594	\$5,860,685	\$1,002,520	\$1,002,520	\$872,228	\$194,121	\$194,121	\$16,630
Revenues and Transfers	6,607,197	6,608,751	6,121,188	207,026	119,708	219,224	662,423	662,167	225,245
Expenses and Transfers	6,807,471	6,486,659	6,510,286	250,000	250,000	-	849,964	839,658	178,000
Rev Over (Under) Exp	(200,274)	122,092	(389,098)	(42,974)	(130,292)	219,224	(187,541)	(177,491)	47,245
Fund Balance - Ending	<u>\$5,538,320</u>	<u>\$5,860,685</u>	<u>\$5,471,587</u>	<u>\$959,546</u>	<u>\$872,228</u>	<u>\$1,091,452</u>	<u>\$6,580</u>	<u>\$16,630</u>	<u>\$63,875</u>

Fire District Fund Summary*

*Excludes interfund transfers

	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2018-19	Pre-Audit Actual FY 2019-20	Final Budget FY 2020-21
Expenditures					
Personnel	\$ 4,239,824	\$ 4,598,920	\$ 4,598,920	\$ 5,598,629	\$ 5,556,688
Supplies & Services	1,054,376	642,012	642,012	719,204	779,707
Capital Outlay	332,560	332,560	701,669	839,658	178,000
Debt Service	-	-	-	-	-
Total for Department	\$ 5,626,760	\$ 5,573,492	\$ 5,942,601	\$ 7,157,491	\$ 6,514,395
Revenues / Funding Sources					
Property Taxes	\$ 4,016,353	\$ 4,432,801	\$ 4,432,801	\$ 4,710,829	\$ 5,038,925
Fire Assessment Fee	602,248	638,537	638,537	669,664	665,763
Fire Mitigation Fee	168,718	-	604,249	114,353	210,837
Interest Earnings	72,869	137,817	139,140	7,421	87,741
State/Fed Revenue	1,233,599	499,260	131,708	1,006,689	87,741
Other	489,190	274,349	462,365	462,843	388,500
Total Department Funding Sources	\$ 6,582,977	\$ 5,982,764	\$ 6,408,800	\$ 6,971,800	\$ 6,479,507



General Operations Fund #810

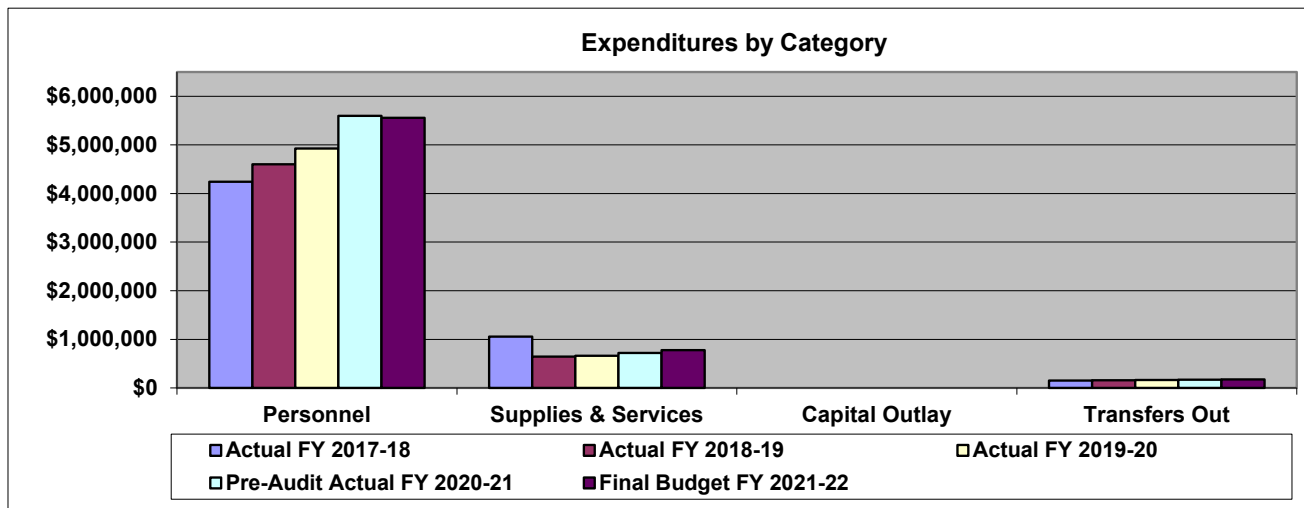
Mission: To provide reliable and progressive emergency response while seeking opportunities to make a positive difference in the lives of the people and the community we serve.

	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Pre-Audit Actual FY 2020-21	Final Budget FY 2021-22
Expenditures					
Personnel	\$ 4,239,824	\$ 4,598,920	\$ 4,926,463	\$ 5,598,629	\$ 5,556,688
Supplies & Services	1,054,376	642,012	663,093	719,204	779,707
Capital Outlay	-	-	-	-	-
Transfers Out	154,500	159,135	163,909	168,826	173,891
Debt Service	-	-	-	-	-
Total Department Expenditures	\$ 5,448,700	\$ 5,400,067	\$ 5,753,465	\$ 6,486,659	\$ 6,510,286

Revenues / Funding Sources

Property Taxes	\$ 4,016,353	\$ 4,432,801	\$ 4,640,738	\$ 4,710,829	\$ 5,038,925
Fire Assessment Fee	602,248	638,537	658,922	669,664	665,763
Interest Earnings	60,247	111,816	116,548	1,326	78,000
State OES Reimbursement	676,702	499,260	131,708	817,689	-
Other	386,690	206,349	312,365	409,243	338,500
Total Department Funding Sources	\$ 5,742,240	\$ 5,888,763	\$ 5,860,281	\$ 6,608,751	\$ 6,121,188

Division Staffing	Adopted Budget FY	Final Budget	Comments
Full Time Equivalent Positions	2019-20	FY 2020-21	
Fire Chief	1.0	1.0	
Assistant Chief	1.0	1.0	
Fire Captain	6.0	6.0	<i>Staffing is augmented by 10 Reserve Firefighters.</i>
Firefighters	12.0	12.0	
Administrative Assistant	2.0	2.0	
Administrative Clerk	0.3	0.3	
Total Full Time Equivalents	22.3	22.3	



Fire Mitigation Fund #830

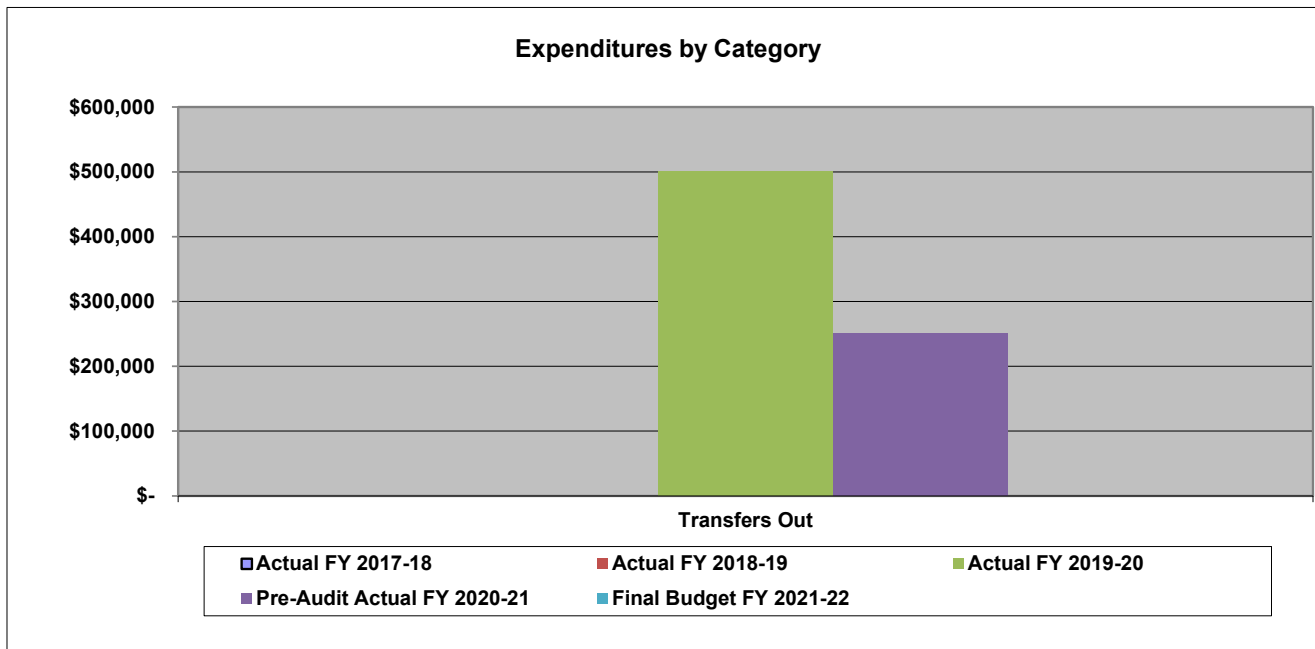
Mission: To account the collection and use of development fees for Fire District infrastructure needs.

	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Pre-Audit Actual FY 2020-21	Final Budget FY 2021-22
Expenditures					
Transfers Out	\$ -	\$ -	\$ 500,000	\$ 250,000	\$ -
Total Department Expenditures	\$ -	\$ -	\$ 500,000	\$ 250,000	\$ -
Revenues / Funding Sources					
Fire Mitigation Fee	\$ 168,718	\$ -	\$ 604,249	\$ 114,353	\$ 210,837
Interest Earnings	8,715	18,854	22,074	5,355	8,387
Total Department Funding Sources	\$ 177,433	\$ 18,854	\$ 626,323	\$ 119,708	\$ 219,224

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.

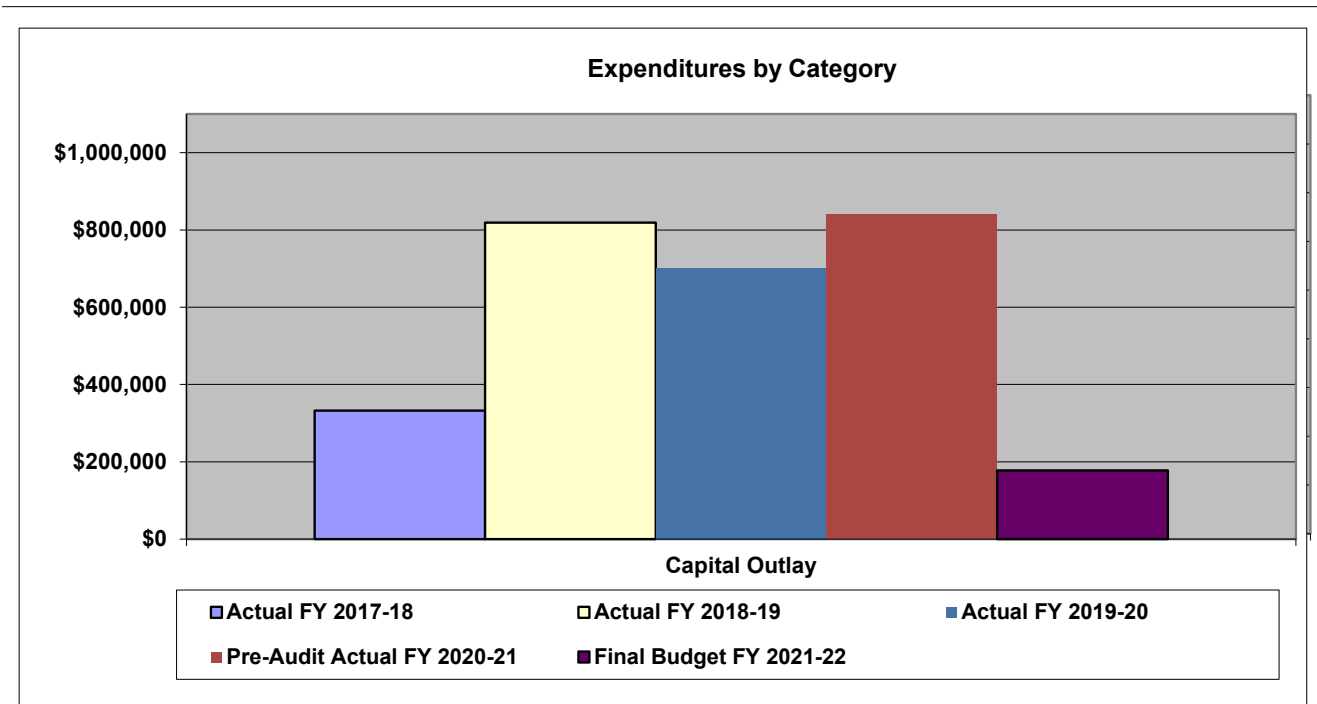
	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Pre-Audit Actual FY 2020-21	Final Budget FY 2021-22
Expenditures					
Heavy Rescue	\$ -	\$ 589,140	\$ -	\$ -	\$ -
Type 6 Engine	216,603	-	-	-	-
Facilities	26,477	128,303	71,080	576,901	2,000
Equipment	89,480	101,476	92,684	262,757	91,000
Command vehicle	-	-	-	-	85,000
Type 1 Engine	-	-	537,906	-	-
Total Department Expenditures	\$ 332,560	\$ 818,919	\$ 701,669	\$ 839,658	\$ 178,000

Revenues / Funding Sources					
General Operations Transfer	\$ 154,500	\$ 159,135	\$ 163,909	\$ 168,826	\$ 173,891
Fire Mitigation Fee Transfer	-	-	500,000	250,000	-
Grant Funds	-	556,897	-	189,000	-
Other	102,500	68,000	150,000	53,600	50,000
Interest Earnings	3,907	7,147	518	740	1,354
Total Department Funding Sources	\$ 260,907	\$ 791,179	\$ 814,427	\$ 662,167	\$ 225,245

Staffing

Comments

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



2020-2021 Final Budget Revenues

Account #	Description	FY 2019-20 Audited	FY 2020-21 Final Budget
810-910-4110	Property Tax - Secured	\$ 4,327,702	\$ 4,538,305
810-910-4112	Property Tax - Current Unsecur	151,658	156,332
810-910-4114	Property Tax - Supplemental	114,159	25,000
810-910-4116	Property Tax - Prior Year	29,649	64,305
810-910-4118	Property Tax - Homeowner's	17,571	17,571
810-910-4324	Strike Team Reimbursement	131,708	777,000
810-910-4330	Fire Protection Svcs - City	50,000	50,000
810-910-4530	Weed Abatement	1,166	-
810-910-4533	Fire Assessment Fee	658,922	655,924
810-910-4534	Pln Review Permit Fees(Table1)	134,562	100,000
810-910-4536	Occupancy Insp Fees (Table 2)	3,842	3,200
810-910-4537	Operational PermitFees(Table3)	6,704	3,000
810-910-4545	Fire Inspection Fees (Table 4)	24,237	6,500
810-910-4546	First Responder Fee	20,020	60,000
810-910-4610	Interest Earnings - Investment	113,103	102,060
810-910-4612	Interest Earnings - Other	3,445	3,000
810-910-4705	Rentals/Lease	12,758	-
810-910-4715	AMR Contract	40,000	40,000
810-910-4730	Other Miscellaneous	19,076	5,000
Total 810 - General Fund		\$ 5,860,281	\$ 6,607,197

2020-2021 Final Budget Revenues

Account #	Description	FY 2019-20 Audited	FY 2020-21 Final Budget
830-960-4590	Fire Mitigation Fee	\$ 604,249	\$ 192,026
830-960-4610	Interest Earnings	22,074	15,000
Total 830 - Fire Mitigation Fee		\$ 626,323	\$ 207,026
860-970-4591	Firefighter Grant Program	\$ -	\$ 189,000
860-970-4610	Interest Earnings	518	4,597
860-970-4710	Proceeds of Sale	-	-
860-970-4730	Other Miscellaneous	150,000	50,000
860-970-4985	Trans In from Fire Mitigation	500,000	250,000
860-970-4985	Trans In from Fire Ops	163,909	168,826
Total 860- Fleet, Facilities & Equipment Capital Fund		\$ 814,427	\$ 662,423
All Funds		\$7,301,031	\$7,476,647

2020-2021 Final Budget Expenditures

Account #	Description	FY 2019-20 Audited	FY 2020-21 Final Budget
810-910-5110	Wages - Full Time	\$ 2,354,274	\$2,516,877
810-910-5111	Wages - Part Time	-	-
810-910-5112	Wages - Other	22,326	22,000
810-910-5120	Wages - Overtime	295,520	700,000
810-910-5121	Wages - OES Overtime	76,132	380,079
810-910-5125	Reserve Fire Fighter Stipend	12,500	25,000
810-910-5130	Benefits - Other	77,577	73,986
810-910-5131	PERS Retirement	950,364	916,731
810-910-5132	Med/FICA/Soc Sec	41,128	41,837
810-910-5134	Worker Compensation	260,757	251,000
810-910-5135	Unemployment	-	-
810-910-5139	Salary & Benefit Transfer	113,405	138,025
810-910-5141	Health Benefits	313,944	322,490
810-910-5142	Retiree Health Benefits	188,140	199,411
810-910-5143	OPEB	220,395	177,327
810-910-5202	Office Supplies	4,623	5,013
810-910-5204	Printing/Publishing	4,099	4,872
810-910-5206	Postage & Mail	1,561	7,105
810-910-5208	Phone/Communication	13,599	15,733
810-910-5210	Office Equip Maint/Lease	5,246	5,151
810-910-5215	IT Support Services	42,213	67,661
810-910-5220	Advertising & Promotion	1,860	2,107

2020-2021 Final Budget Expenditures

Account #	Description	FY 2019-20 Audited	FY 2020-21 Final Budget
810-910-5250	Property Tax Admin Fee	47,701	48,655
810-910-5251	Fire Service Fee - Admin Fee	-	-
810-910-5252	First Responder Fee	1,788	6,000
810-910-5260	Doctor/Medical Expenses	3,964	5,268
810-910-5270	Liability/Property Insurance	21,287	27,336
810-910-5280	Legal Contract Services	28,238	30,000
810-910-5284	Miscellaneous Services	620	7,215
810-910-5286	Ext Plan Review	2,550	6,697
810-910-5287	Napa JPA	126,765	144,271
810-910-5288	Dispatch Services	72,032	73,112
810-910-5289	Other Professional Services	37,111	136,705
810-910-5291	Contractual Services	46,296	55,000
810-910-5310	Travel & Conference Expense	8,988	10,150
810-910-5320	Books & Publications	816	2,107
810-910-5330	Certif, Membership & Dues	3,951	5,268
810-910-5350	On-Site Training	11,209	14,210
810-910-5402	New Tools & Equipment	1,689	5,151
810-910-5404	Uniform Services & Supplies	2,758	4,637
810-910-5410	Fire Equip Repair & Maint	9,944	12,363
810-910-5412	EMS Equip & Supplies	8,107	7,901
810-910-5414	Station Supplies	9,355	7,901
810-910-5415	Facility Repair & Maint	26,390	21,315

2020-2021 Final Budget Expenditures

Account #	Description	FY 2019-20 Audited	FY 2020-21 Final Budget
810-910-5490	Gas & Electric	34,729	36,058
810-910-5510	Fuel	17,289	21,068
810-910-5520	Vehicle Repairs	38,896	41,945
810-910-5605	Office Equip/Furnishings	4,889	5,075
810-910-5610	Fire Equipment	6,415	10,533
810-910-5625	Computer Software/Hardware	8,600	10,150
810-910-5980	Transfer to FF&E Capital Fund	163,909	168,826
810-910-6454	Fire Safety Equipment-Mandated	7,517	10,150
Total 810 - General Fund		\$ 5,753,465	\$ 6,807,471
830-960-5986	Transfer Out to FF&E	\$ 500,000	\$ 250,000
Total 830 - Fire Mitigation Fee		\$ 500,000	\$ 250,000
860-970-5415	Facilities	\$ 71,080	\$ 571,400
860-970-5610	Equipment	92,684	278,564
860-970-5616	Fleet	537,906	-
Total 860 - Fleet, Facilities & Equipment Capital Fund		\$ 701,669	\$ 849,964
All Funds		\$6,955,134	\$7,907,435