



Joe Gear
Executive Director

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Governing Council

Fire Chief Kim Zagaris, Chairperson
Deputy Chief Leo Baustian
Director Matt Kelly

California Emergency Management Agency
Sacramento Fire Department
Sacramento Metropolitan Fire District

Date: June 16, 2010
To: Governing Council
From: Joe Gear, Executive Director
Subject: 2010/2011 Preliminary Budget

TOPIC

This report with attachments represents the 2010-2011 Preliminary Budget.

SUMMARY

The attached budget is the recommended Preliminary Budget for Fiscal Year 2010/2011. As per statutory requirement, the Preliminary Budget is due to the County of Sacramento on or before June 30, 2010.

DISCUSSION

Revenues

The member financial contributions have been calculated in accordance with the amended Joint Powers Agreement that was adopted on March 9, 2003. In addition to financial contributions, each member agency contributes staff hours to the JPA. The following are the cash contributions from each member agency:

Sacramento Metropolitan Fire Department	\$ 45,000
Sacramento City Fire Department	\$ 45,000
California Emergency Management Agency	\$ 450,000

The California Emergency Management Agency ("CalEMA") total cash contribution of \$450,000 was initiated in Assembly Bill 1571 that was an amendment to the State of California Budget Act of 1997. On an annual basis, \$100,000 of the \$450,000 contribution is under the distribution control of the California Emergency Management Agency for USAR Training.

In addition to cash contributions, each member agency assigns staff to the JPA. The cash contributions and staff commitment is measured to determine the percentage of contribution by each member agency. The following are the total cash and staff contributions:

Sacramento Metropolitan Fire Department	31.36%
Sacramento City Fire Department	29.92%
Office of Emergency Services	38.72%

Other revenues are acquired by the sponsorship of tuition based training programs whereby tuition is collected to support expenditures of the training.

Expenditures

Expenditures allocated in this budget support operational expenses, instructor compensation, training costs, administrative needs and classroom space.

Allocated in this budget is \$320,227 in salary and benefits for the administrative assistant position, a financial processing position, an office technician, part-time clerical position and a logistics assistant.

Position	Salary Base	Benefits
Business Manager	\$94,500	\$43,128
Secretary – Office Tech	\$49,883	\$21,372
PT Secretary- Finance	\$38,882	None
PT Clerical – Office Asst	\$28,278	None
Logistics Assistant	\$44,184	None

Currently, the JPA employs two permanent employees, one part-time employee for financial processing, one part-time office assistant and a logistics position. During this fiscal year, will add the part-time office assistant. The benefits of an employee for the JPA are as follows:

- Continuity in implementing and developing policies and procedures
- A dedicated point of contact and liaison for instructors, students, training staff, OES Task Force members, member agency representatives, council members, stakeholders, and the public.
- Thorough communications and project management
- Accurate accounting and fiscal management
- Administrative Support
- Efficiency and professionalism
- Accurate accounting and consistency in transaction processing
- Inventory control and management
- Facility and training site management
- Timely processing of financial documents
- Support of day-to-day operations in order to maintain an efficient level of customer service
- Support the continued growth of the JPA

Fund Balance

The anticipated fund balance in the operating budget from the 2009/2010 is \$5,149,902. Of the fund balance, \$1,242,013 is remaining funds not expended for OES USAR Training. Staff is recommending those funds and \$3,907,889 of fund balance be re-allocated to the 2010/2011 Budget.

Reserves

The JPA has balance of \$5,864 remaining in the McClellan Trust account.

Facilities and Training Site

Construction of the JPA training facilities is expected to occur this fiscal year and \$3,800,000 has been allocated in the budget for this project.

Budget Methodology

The budget is separated into divisions for better tracking of costs. They are as follows:

01 - Administration – General administrative costs to maintain the operations of the JPA which include such items as legal services, auditing, professional services, workers compensation, liability insurance, and rental of equipment (copy machine).

02 – USAR/JPA – Costs to facilitate the training of USAR teams.

03 – Other Training Events – These costs are tuition based. Expenses are made against the revenues (tuition) received.

04 – Academy – These costs are tuition based. Expenses are made against the revenues (tuition) received.

05 – Grant – Grant funds to support expenditures of statewide initiatives.

FISCAL IMPACT

This Final Budget meets the requirement of a balanced budget whereby expenditures do not exceed available revenue sources. This budget is primarily funded by annual reoccurring revenues, in addition to fund balance for the construction of the facilities and training site.

RECOMMENDATION

Review, provide input to staff, and adopt the 2010/2011 Preliminary Budget.



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RESOLUTION NO. _____

BEFORE THE GOVERNING COUNCIL OF
THE CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY

RESOLUTION ADOPTING THE 2010/2011 PRELIMINARY BUDGET

WHEREAS, hearings have been terminated during which time all additions and deletions to the Preliminary Budget for 2010/2011 were made, and

THEREFORE, BE IT RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for the fiscal year 2010/2011 be and is hereby adopted in accordance with the following:

Salaries and Employee Benefits	\$1,908,157
Service and Supplies	\$1,728,545
Contributions to Other Agencies	\$0
Fixed Assets	
Structures and Improvements	\$3,800,000
Equipment	\$152,700
Contingency	0
TOTAL BUDGET REQUIREMENTS	\$7,589,402

BE IT RESOLVED that the Governing Council hereby requests the Auditor-Controller to cancel the current designated reserve accounts and set the following designated reserve account:

Capital Improvement Reserve	0
McClellan Trust Fund Balance (237B)	5864

BE IT RESOLVED, that the means of financing the expenditure program will be by monies derived from Revenue to Accrue and Fund Balance Available.

BE IT RESOLVED that the Preliminary Budget be and is hereby adopted in accordance with the attachments which show in detail the approved appropriations, revenues and methods of financing attached hereto and by reference made a part hereof.

BE IT RESOLVED that the obligations for fixed assets are appropriated with the adoption of the 2010/2011 Preliminary Budget.

ON A MOTION by Council Member _____, seconded by Council Member _____, the foregoing resolution was passed and adopted this 16th day of June, 2010, by the following vote to wit:

AYES:

NOES:

ABSENT:

CALIFORNIA FIRE AND RESCUE
TRAINING AUTHORITY

By: _____
Chairperson, Governing Council

Attested By:

Clerk of the Council

**California Fire and Rescue Training Authority
Budget Projections**

ACCOUNT TITLE		Revenue 2009/2010 Final	Rcvd YTD 2009/2010	Projected 2009/2010	Pct Projected vs. Budget
Acct.	Annual Revenue:				
9410	Interest	150,000	34,006	100,000	67%
9529	In Lieu Taxes/Other (Prior Year)	69,705	69,705	69,705	100%
9531	Member Agency Contributions	800,000	799,753	850,000	106%
9569	State Aid Other Misc Programs (Grant)	0	0	0	
9693	Educ/Trng Services (Los Rios)	486,538	483,346	483,346	99%
9699	Other Training (Tuition Based)	1,000,000	617,599	825,000	83%
9730	Donations	0	0	0	
9740	Insurance Proceeds	500	867	867	173%
9790	Other/Misc. Revenues	100,000	58,544	70,000	70%
	Total Annual Revenues	2,606,743	2,063,820	2,398,918	92%
0740	Fund Balance - OES	1,127,150	1,127,150	1,127,150	
	Fund Balance	3,518,890	3,518,890	3,518,890	
	Reserve - Construction				
	Fund Balance Adjustment (Prior Year)				
	Total Funding Sources	7,252,783	6,709,860	7,044,958	97%
ACCOUNT TITLE		Expenses 2009/2010 Final	Exp YTD 2009/2010	Projected 2009/2010	Pct Projected vs. Budget
	Annual Expenditures:				
1110	SALARIES & WAGES	1,825,507	573,177	743,000	41%
1210	RETIREMENT	30,000	25,384	30,500	102%
1220	FICA/MEDICARE	78,293	35,837	43,000	55%
1230	GROUP HEALTH INSURANCE	26,000	22,722	27,000	104%
1240	WORKERS COMPENSATION	24,184	16,898	23,000	95%
	TOTAL EMPLOYEE BENEFITS	1,983,984	674,018	866,500	147%
2005	ADV/LEGAL NOTICES	2,000	533	1,000	50%
2015	BLUEPRT, PHOTO SERV.	0	0	0	
2021	BOOKS, SUBSCRIPTION SERV.	0	0	0	
2022	BOOKS, SUBSCRIPTION (PERM. LIBRARY)	0	0	0	
2027	CASSETTE SUPPLIES	0	0	0	
2029	BUSINESS/CONF. EXP.	38,000	4,850	8,000	21%
2035	EDUCATION TRAINING SERVICES	466,502	278,654	350,000	75%
2036	EDUCATION TRAINING SUPPLIES	492,402	234,738	300,000	61%
2051	LIABILITY INSURANCE	12,000	11,412	11,412	95%
2061	MEMBERSHIPS	0	0	0	
2065	MICRO, PHOTO SERVICE	0	0	0	
2066	MICRO, PHOTO SUPPLIES	0	0	0	
2076	OFFICE SUPPLIES	7,000	4,495	7,000	100%
2081	POSTAGE SERVICE	3,445	1,944	3,500	102%
2085	PRINTING SERVICES	0	0	0	
	General Operating Expense	1,021,349	536,626	680,912	161%
2103	AGRICULTURAL SERV.	1,000	0	3,000	300%
2104	AGRICULTURAL SUPPL.	0	0	0	
2111	BLDG./GROUNDS MAINT. SERVICE	1,000	625	3,000	300%
2112	BLDG./GROUNDS MAINT. SUPPLY	0	0	0	
2171	RENT LEASE OF REAL OR OTHER PROPERTY	0	0	0	
	Buildings & Grounds Expense	2,000	625	6,000	25%
2191	ELECTRICITY	0	0	0	
2192	GAS	0	0	0	
2193	REFUSE COLLECTION	8,000	1,807	3,000	38%
2195	SEWAGE SERVICE	0	0	0	
2197	TELEPHONE SERVICES	10,000	6,529	8,000	80%
2198	WATER SERVICES	0	0	0	
	Utilities Expense	18,000	8,336	11,000	79%
2226	EXPENDABLE TOOLS	0	0	0	
2231	FIRE/VEHICLE SERV.	0	0	0	
2232	FIRE /VEHICLE SUPPLY	0	0	0	

**California Fire and Rescue Training Authority
Budget History**

ACCOUNT TITLE	Revenue 2000/2001 Actual	Revenue 2001/2002 Actual	Revenue 2002/2003 Actual	Revenue 2003/2004 Actual	Revenue 2004/2005 Actual	Revenue 2005/2006 Actual	Revenue 2006/2007 Actual	Revenue 2007/2008 Actual	Revenue 2008/2009 Actual	Projected 2009/2010	Revenue 2010/2011 Preliminary
Annual Revenue:											
9410 Interest	71,259	63,690	58,460	47,831	72,758	148,820	213,383	200,568	119,816	100,000	120,000
9529 In Lieu Taxes/ Other/ Interest Prior Year	0	0	0	0	0	0	0	0	0	69,705	0
9531 Member Agency Contributions	540,000	777,000	740,000	584,883	889,839	964,784	1,023,378	1,390,127	906,439	850,000	800,000
9569 State Aid Other Misc Programs (Grant)	0	0	0	0	0	0	932,518	2,986,754	0	0	0
9693 Educ/Trng Services (Los Rios)	0	0	0	19,279	18,411	8,173	20,136	19,586	114,282	483,346	492,000
9699 Other Training (Tuition Based)	88,115	76,884	125,377	129,684	160,142	132,280	210,147	347,136	692,098	825,000	950,000
9730 Donations	0	12,000	5,000	24	8,000	0	0	0	0	0	0
9740 Insurance Proceeds	535	0	0	0	84	210	13	0	216	867	500
9790 Other/Misc. Revenues	182	0	29,193	26	38,955	66,498	134,537	45,667	76,713	70,000	77,000
								14,651			
Total Annual Revenues	700,091	929,574	958,030	781,727	1,188,189	1,320,765	2,534,113	4,989,838	1,924,216	2,398,918	2,439,500
0740 Fund Balance - OES	58,000	74,426	382,514	619,034	563,181	560,255	637,515	725,873	1,026,329	1,127,150	1,242,013
Fund Balance			631,775	691,908	1,627,746	2,312,461	2,523,864	3,067,349	3,800,759	3,518,890	3,907,889
Reserve - Construction					332,514		605,754				
Fund Balance Adjustment (Prior Year)	(28)										
Total Funding Sources	758,063	1,004,000	1,972,319	2,092,669	3,711,630	4,193,481	6,301,246	8,783,060	6,751,304	7,044,958	7,589,402
ACCOUNT TITLE	Expended 2000/2001 Actual	Expended 2001/2002 Actual	Expended 2002/2003 Actual	Expended 2003/2004 Actual	Expended 2004/2005 Actual	Expended 2005/2006 Actual	Expended 2006/2007 Actual	Expended 2007/2008 Actual	Expended 2008/2009 Actual	Projected 2009/2010	Expenses 2010/2011 Preliminary
Annual Expenditures:											
1110 SALARIES & WAGES	66,023	74,203	70,644	163,375	187,013	299,988	419,604	548,417	748,679	743,000	1,670,000
1210 RETIREMENT			2,612	11,418	21,182	22,366	19,006	21,546	26,781	30,500	32,000
1220 FICA/MEDICARE	4,605	4,464	3,389	9,106	12,405	8,275	8,208	15,390	36,537	43,000	127,755
1230 GROUP HEALTH INSURANCE			5,751	8,356	9,823	18,765	15,415	18,142	24,169	27,000	27,000
1240 WORKERS COMPENSATION	2,706	1,817	1,845	6,179	6,015	6,664	6,400	9,553	17,547	23,000	46,402
1250 UNEMPLOYMENT											5,000
TOTAL EMPLOYEE BENEFITS	73,334	80,484	84,241	198,434	236,438	356,058	468,632	613,049	853,713	866,500	1,908,157
2005 ADV/LEGAL NOTICES	0	77	0	92	805	215	1,646	1,096	910	1,000	5,000
2015 BLUEPRT, PHOTO SERV.	0	0	0	0	0	0	0	0	0	0	0
2021 BOOKS, SUBSCRIPTION SERV.	0	0	0	0	0	0	0	0	0	0	0
2022 BOOKS, SUBSCRIPTION (PERM. LIBRARY)	0	0	0	0	0	0	0	0	0	0	0
2027 CASSETTE SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
2029 BUSINESS/CONF. EXP.	128	689	4,452	1,503	3,235	4,497	7,897	23,687	6,109	8,000	51,706
2035 EDUCATION TRAINING SERVICES	54,469	75,455	105,595	188,935	206,436	214,553	161,667	215,472	304,430	350,000	682,942
2036 EDUCATION TRAINING SUPPLIES	59,456	29,747	26,264	39,432	69,864	99,561	47,484	112,744	433,182	300,000	596,833
2051 LIABILITY INSURANCE	2,730	2,733	3,721	3,886	3,962	5,522	6,505	6,545	6,641	11,412	18,000
2061 MEMBERSHIPS	0	0	0	0	0	0	0	0	0	0	0
2065 MICRO, PHOTO SERVICE	0	0	0	0	0	0	0	0	0	0	0
2066 MICRO, PHOTO SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
2076 OFFICE SUPPLIES	0	780	3,323	1,050	2,188	2,122	2,651	6,355	5,515	7,000	7,000
2081 POSTAGE SERVICE	107	677	483	531	415	625	1,403	3,020	3,055	3,500	3,500
2085 PRINTING SERVICES	0	0	0	0	0	0	0	0	0	0	0

**California Fire and Rescue Training Authority
Budget History**

ACCOUNT TITLE	Expended 2000/2001 Actual	Expended 2001/2002 Actual	Expended 2002/2003 Actual	Expended 2003/2004 Actual	Expended 2004/2005 Actual	Expended 2005/2006 Actual	Expended 2006/2007 Actual	Expended 2007/2008 Actual	Expended 2008/2009 Actual	Projected 2009/2010	Expenses 2010/2011 Preliminary
General Operating Expense	116,890	110,158	143,838	235,429	286,905	327,095	229,253	368,919	759,842	680,912	1,364,981
2103 AGRICULTURAL SERV.	0	0	150	0	1,437	700	1,550	2,162	0	3,000	5,000
2104 AGRICULTURAL SUPPL.	0	0	0	0	0	0	0	0	0	0	0
2111 BLDG./GROUNDS MAINT. SERVICE	0	0	0	125	875	750	625	750	750	3,000	5,000
2112 BLDG./GROUNDS MAINT. SUPPLY	0	0	0	0	0	0	0	0	0	0	0
2171 RENT LEASE OF REAL OR OTHER PROPERTY	0	0	0	0	0	0	0	0	0	0	40,000
Buildings & Grounds Expense	0	0	150	125	2,312	1,450	2,175	2,912	750	6,000	50,000
2191 ELECTRICITY	0	15,374	2,321	0	0	24	0	0	0	0	0
2192 GAS	0	1,078	0	0	0	0	0	0	0	0	0
2193 REFUSE COLLECTION	0	0	1,008	1,691	4,661	1,238	294	7,190	5,926	3,000	12,000
2195 SEWAGE SERVICE	0	0	0	0	0	0	0	0	0	0	0
2197 TELEPHONE SERVICES	16	0	44	3,384	3,982	4,083	4,329	4,788	7,266	8,000	14,000
2198 WATER SERVICES	0	0	0	0	0	0	0	0	0	0	0
Utilities Expense	16	16,452	3,373	5,075	8,643	5,345	4,623	11,978	13,192	11,000	26,000
2205 AUTOMOTIVE MAINT. SERVICE	0	0	0	0	0	0	0	0	0	0	500
2226 EXPENDABLE TOOLS	0	0	0	0	0	0	0	0	0	0	0
2231 FIRE/VEHICLE SERV.	0	0	0	0	0	0	0	0	0	0	0
2232 FIRE /VEHICLE SUPPLY	0	0	0	0	0	0	200,969	1,520,924	3,967	0	0
2236 FUEL LUBRICANT SUPPLY	356	0	0	0	0	27	0	0	0	0	3,000
2251 MEDICAL EQUIP. SERVICES	0	0	0	0	0	0	0	0	0	0	0
2261 OFFICE EQ. MAINT. SERV.	0	0	0	0	0	0	0	0	0	0	1,000
2275 RENTS/LEASES EQUIP.	13,642	11,871	4,447	2,584	0	0	5,151	0	21,539	20,000	24,000
2291 OTHER EQ. MAINT. SERV.	0	0	0	225	0	0	1,114	377	1,667	0	5,000
2292 OTHER EQ. MAINT. SUPPLY	2,253	0	124	499	0	0	1,188	3,443	443	0	5,000
Equipment Expense	16,251	11,871	4,571	3,308	0	27	208,422	1,524,744	27,616	20,000	38,500
2314 SAFETY, CLOTHING/SUPPL	0	0	0	0	0	0	0	0	0	0	0
2321 CUSTODIAL SERVICES	0	0	0	0	0	0	0	0	0	0	0
2322 CUSTODIAL SUPPLIES	0	0	0	0	0	0	0	0	0	0	0
2342 KITCHEN, DINING SUPPL.	0	0	0	0	0	0	0	0	0	0	0
Household Expense	0	0	0								
2443 MEDICAL SERVICES	0	0	0	0	0	0	0	0	0	0	0
Medical Expense	0	0	0								
2505 ACCOUNTING/FINANCIAL	7,250	535	7,781	455	493	972	23,472	11,634	15,764	38,500	38,000
2531 LEGAL SERVICES	628	0	0	0	0	0	0	0	1,534	8,000	40,000
2541 PERSONNEL SERVICES	0	0	0	18,420	0	0	0	0	0	144	15,000
2591 OTHER PROF. SERV.	0	49,941	1,400	7,371	23,615	21,861	24,288	5,650	8,373	15,000	40,000
Professional Service Expense	7,878	50,476	9,181	26,246	24,108	22,833	47,760	17,284	25,671	61,644	133,000
2811 DATA PROCESSING SERV.	0	32,940	5,490	4,860	1,968	969	2,135	15,201	31,223	35,000	40,000

**California Fire and Rescue Training Authority
Budget History**

ACCOUNT TITLE	Expended 2000/2001 Actual	Expended 2001/2002 Actual	Expended 2002/2003 Actual	Expended 2003/2004 Actual	Expended 2004/2005 Actual	Expended 2005/2006 Actual	Expended 2006/2007 Actual	Expended 2007/2008 Actual	Expended 2008/2009 Actual	Projected 2009/2010	Expenses 2010/2011 Preliminary
2812 DATA PROCESSING SUPPL.	0	2,700	5,931	5,123	1,092	9,616	2,395	0	7,160	9,000	10,000
2898 OTHER OPERATING SUPPL.	92	805	1,755	4,331	143	4,676	7,292	22,462	51,074	15,000	52,000
2899 OTHER OPERATING SERV.	0	7,995	8,688	11,718	5,859	5,337	6,507	8,889	38,835	30,000	14,064
Special Departmental Expense	92	44,440	21,864	26,032	9,062	20,598	18,329	46,552	128,292	89,000	116,064
2921 COUNTY - PRINTING	0	0	0	0	0	0	0	0	0	0	0
2926 COUNTY STORES	0	0	0	0	0	0	0	0	0	0	0
2931 COMMUNICATIONS SERV.	0	0	0	0	0	0	0	0	0	0	0
2984 RADIO SYSTEMS	0	0	0	0	0	0	0	0	0	0	0
County/Public Agency Service Expense	0	0	0								
TOTAL SERVICE & SUPPLY	141,127	233,397	182,977	296,215	331,030	377,348	510,564	1,972,389	955,361	868,556	1,728,545
3210 INTEREST EXPENSE	57,730	0	0	0	0	0	0	0	0	0	0
3230 LEASE OBLIGATION	173,876	0	0	0	0	0	0	0	0	0	0
3700 CONTRIBUTIONS TO OTHER AGENCIES	0	0	0	73,456	268,899	198,196	227,102	322,125	243,552	160,000	0
TOTAL OTHER CHARGES	231,606	0	0	73,456	268,899	198,196	227,102	322,125	243,552	160,000	0
4201 STRUCTURES/IMPROVEMENTS Infrastructure	0	0	4,634	5,219	2,547	100,500	22,930	208,408	10,065	0	3,800,000
VEHICLES											32,700
4302 OTHER EQUIPMENT	0	0	0	0	0	0	0	0	0	0	80,000
4303 EQUIPMENT	2,083	20,046	5,000	0	0	0	1,278,796	840,000	42,574	0	40,000
TOTAL FIXED ASSETS	2,083	20,046	9,634	5,219	2,547	100,500	1,301,726	1,048,408	52,639	0	3,952,700
7901 CONTINGENCY	0	0	0	0	0	0	0	0	0	0	0
TOTAL BUDGET	448,150	333,927	276,852	573,324	838,914	1,032,102	2,508,024	3,955,970	2,105,265	1,895,056	7,589,402

Fund Balance (Revenues over Expenditures) 309,913 670,073 1,695,467 1,519,345 2,872,716 3,161,379 3,793,222 4,827,088 4,646,040 5,149,902 0

Reserve /Fund Balance Status-Projected

	End FY 2009/2010	To C.I.P.	To Budget	2010/2011 Fund Balance
2009/2010				
FUND BALANCE:				
OES FUND BALANCE	1,242,013	0	(1,242,013)	0
JPA FUND BALANCE	3,907,889	0	(3,907,889)	0
TOTAL FUND BALANCE	5,149,902	0	(5,149,902)	0
2009/2010	End FY 2009/2010	From JPA Fund Balance	To Budget	2010/2011 Reserves
RESERVES:				
CAPITAL IMPROVEMENT RESERVE (C.I.P.)	0			0
TOTAL GENERAL FUND RESERVES	0			0
TOTAL RESERVE/FUND BALANCE	5,149,902			0

**California Fire and Rescue Training Authority
2010/2011 Preliminary Budget**

Contributions by Agency

In accordance with the Joint Powers Agreement, Section 8 c,
the following are the contributions by agency breakdown:

	Sacramento Metro FD	Sacramento City FD	CalEMA	Agency Total
Personnel Contribution - Fiscal Year 2009/2010	406,828	386,100	107,890	
Cash Contribution	45,000	45,000	450,000	540,000
Total Final Contribution	451,828 31.36%	431,100 29.92%	557,890 38.72%	1,440,818 100%

	Sacramento Metro FD	Sacramento City FD	CalEMA
Personnel by Position Per Agency	1 Chief Officer 1 Captain	1 Chief Officer 1 Captain	1 Chief Officer

CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY
Fiscal Year 2010-2011 PRELIMINARY BUDGET
SCHEDULE OF AUTHORIZED POSITIONS AND COMPENSATION METHODS

	Authorized Count	Approved Pay Rate/Method	Exempt/Nonexempt
<u>Command</u>			
EXECUTIVE DIRECTOR	1	Member Agency Funded	N/A
<u>Administration/Finance</u>			
BUSINESS MANAGER	1	Member Agency Reimbursed	E
SECRETARY – FINANCE	1	\$16.36 - \$22 per hour	NE
SECRETARY – ADMINISTRATION	1	Member Agency Reimbursed	NE
OFFICE ASST – ADMINISTRATION	1	\$10-\$16 per hour	NE
<u>Logistics</u>			
LOGISTICS ASSISTANT	1-2	\$20 per hour	NE
<u>Operations</u>			
CONTRACT INSTRUCTOR	Varies, based on class offerings	Instructional Services Agreement	E
PRIMARY INSTRUCTOR	Varies, based on class offerings	\$45 per hour or Member Agency Reimbursed	E
ASSISTANT INSTRUCTOR	Varies, based on class offerings	\$30 per hour or Member Agency Reimbursed	E
ADJUNCT INSTRUCTOR	Varies, based on class offerings	\$25 per hour	E
LOGISTICS ASSISTANT	Varies, based on class offerings	\$20 per hour	NE
UTILITY WORKER	Varies, based on class offerings	\$15 per hour	NE
ACADEMY DIRECTOR	1	\$50 per hour or Member Agency Funded	E
ACADEMY DRILL MASTER	2	\$45 per hour or Member Agency Funded	E
CLINICAL DIRECTOR	1	\$50 per hour	E
SPECIAL PROJECTS ADMINISTRATOR	Varies, based on funding	Consultant Services Agreement	E
<u>Plans</u>			
DEPUTY DIRECTOR	1	Member Agency Funded	N/A
TRAINING CHIEF	3	Member Agency Funded	N/A
TRAINING CAPTAIN	2	Member Agency Funded	N/A

California Fire and Rescue Training Authority (JPA)

2010/2011 Preliminary Budget Summary

Funding:

Total Annual Revenues	2,439,500
Fund Balance - US&R	1,242,013
Fund Balance	3,907,889

Total Funding **7,589,402**

Expenditures

Employee Benefits	1,908,157
Service and Supplies	1,728,545
Taxes, Licenses, Assessments	-
Fixed Assets	3,952,700
Contingency	

Total Preliminary Budget **7,589,402**

Status of Reserves - 2010/2011

Capital Improvement Reserve	-
McClellan Trust (237B)	5,864

Total Capital Improvement Reserve **5,864**

**California Fire and Rescue Training Authority
Preliminary Budget FY 2010-11**

ACCOUNT TITLE		Revenue 2010/2011 Final	2010/2011 Admin	2010/2011 USAR	2010/2011 Other	2010/2011 ACAD
Acct.	Annual Revenue:					
9410	Interest	120,000	120,000			
9529	In Lieu Taxes/ Other/ Interesse Prior Year	0	0			
9531	Member Agency Contributions	800,000	440,000	360,000		
9569	State Aid Other Misc Programs (Grant)	0				
9693	Educ/Trng Services (Los Rios)	492,000			110,000	382,000
9699	Other Training (Tuition Based)	950,000	120,000	100,000	360,000	370,000
9730	Donations	0				
9740	Insurance Proceeds	500	500			
9790	Other/Misc. Revenues	77,000	17,000		40,000	20,000
	Total Annual Revenues	2,439,500	697,500	460,000	510,000	772,000
0740	Fund Balance - OES	1,242,013		1,242,013		
	Fund Balance	3,907,889	3,907,889			
	Reserve - Construction					
	Fund Balance Adjustment (Prior Year)					
	Total Funding Sources	7,589,402	4,605,389	1,702,013	510,000	772,000
ACCOUNT TITLE		Expenses 2010/2011 Final	2010/2011 Admin	2010/2011 USAR	2010/2011 Other	2010/2011 Other
	Annual Expenditures:					
1110	SALARIES & WAGES	1,670,000	250,000	800,000	230,000	390,000
1210	RETIREMENT	32,000	32,000			
1220	FICA/MEDICARE	127,755	19,125	61,200	17,595	29,835
1230	GROUP HEALTH INSURANCE	27,000	27,000			
1240	WORKERS COMPENSATION	46,402	6,500	22,480	6,463	10,959
1250	UNEMPLOYMENT	5,000	5,000			
	TOTAL EMPLOYEE BENEFITS	1,908,157	339,625	883,680	254,058	430,794
2005	ADV/LEGAL NOTICES	5,000	5,000			
2015	BLUEPRT, PHOTO SERV.	0				
2021	BOOKS, SUBSCRIPTION SERV.	0				
2022	BOOKS, SUBSCRIPTION (PERM. LIBRARY)	0				
2027	CASSETTE SUPPLIES	0				
2029	BUSINESS/CONF. EXP.	51,706	10,000	40,000		1,706
2035	EDUCATION TRAINING SERVICES	682,942	10,000	400,000	125,942	147,000
2036	EDUCATION TRAINING SUPPLIES	596,833	10,000	378,333	90,000	118,500
2051	LIABILITY INSURANCE	18,000	18,000			
2061	MEMBERSHIPS	0				
2065	MICRO, PHOTO SERVICE	0				
2066	MICRO, PHOTO SUPPLIES	0				
2076	OFFICE SUPPLIES	7,000	7,000			
2081	POSTAGE SERVICE	3,500	3,500			
2085	PRINTING SERVICES	0	0			
	General Operating Expense	1,364,981	63,500	818,333	215,942	267,206
2103	AGRICULTURAL SERV.	5,000	5,000			
2104	AGRICULTURAL SUPPL.	0	0			
2111	BLDG./GROUNDS MAINT. SERVICE	5,000	5,000			
2112	BLDG./GROUNDS MAINT. SUPPLY	0	0			
2171	RENT LEASE OF REAL OR OTHER PROPERTY	40,000			40,000	
	Buildings & Grounds Expense	50,000	10,000	0	40,000	0
2191	ELECTRICITY	0	0			
2192	GAS	0	0			
2193	REFUSE COLLECTION	12,000	12,000			
2195	SEWAGE SERVICE	0	0			
2197	TELEPHONE SERVICES	14,000	12,000			2,000
2198	WATER SERVICES	0	0			
	Utilities Expense	26,000	24,000	0	0	2,000

**California Fire and Rescue Training Authority
Preliminary Budget FY 2010-11**

ACCOUNT TITLE		Expenses 2010/2011 Final	2010/2011 Admin	2010/2011 USAR	2010/2011 Other	2010/2011 Other
2205	AUTOMOTIVE MAINT. SERVICE	500	500			
	Utilities Expense	500	500	0	0	0
2226	EXPENDABLE TOOLS	0	0			
2231	FIRE/VEHICLE SERV.	0	0			
2232	FIRE /VEHICLE SUPPLY	0	0			
2236	FUEL LUBRICANT SUPPLY	3,000	3,000			
2251	MEDICAL EQUIP. SERVICES	0	0			
2261	OFFICE EQ. MAINT. SERV.	1,000	1,000			
2275	RENTS/LEASES EQUIP.	24,000	24,000			
2291	OTHER EQ. MAINT. SERV.	5,000	5,000			
2292	OTHER EQ. MAINT. SUPPLY	5,000	5,000			
	Equipment Expense	38,000	38,000	0	0	0
2314	SAFETY, CLOTHING/SUPPL	0	0		0	0
2321	CUSTODIAL SERVICES	0	0			
2322	CUSTODIAL SUPPLIES	0	0			
2342	KITCHEN, DINING SUPPL.	0	0			
	Household Expense	0	0	0	0	0
2443	MEDICAL SERVICES	0	0	0	0	0
	Medical Expense	0	0	0	0	0
2505	ACCOUNTING/FINANCIAL	38,000	38,000			
2531	LEGAL SERVICES	40,000	40,000			
2541	PERSONNEL SERVICES	15,000	15,000			
2591	OTHER PROF. SERV.	40,000	40,000			
	Professional Service Expense	133,000	133,000	0	0	0
2811	DATA PROCESSING SERV.	40,000	40,000			
2812	DATA PROCESSING SUPPL.	10,000	10,000			
2898	OTHER OPERATING SUPPL.	52,000	20,000			32,000
2899	OTHER OPERATING SERV.	14,064	14,064			
	Special Departmental Expense	116,064	84,064	0	0	32,000
2921	COUNTY - PRINTING	0	0	0	0	0
2926	COUNTY STORES	0	0	0	0	0
2931	COMMUNICATIONS SERV.	0	0	0	0	0
2984	RADIO SYSTEMS	0	0	0	0	0
	County/Public Agency Service Expense	0	0	0	0	0
	TOTAL SERVICE & SUPPLY	1,728,545	353,064	818,333	255,942	301,206
3210	INTEREST EXPENSE	0	0	0	0	0
3230	LEASE OBLIGATION	0	0	0	0	0
3700	CONTRIBUTIONS TO OTHER AGENCIES	0	0	0	0	0
	TOTAL OTHER CHARGES	0	0	0	0	0
4201	STRUCTURES/IMPROVEMENTS Infrastructure	3,800,000	3,800,000			
4301	VEHICLES	32,700	32,700			
4302	OTHER EQUIPMENT	80,000	40,000			40,000
4303	EQUIPMENT	40,000	40,000			
	TOTAL FIXED ASSETS	3,952,700	3,912,700	0	0	40,000
7901	CONTINGENCY	0	0	0	0	0
	TOTAL BUDGET	7,589,402	4,605,389	1,702,013	510,000	772,000
	Fund Balance (Revenues over Expenditures)	0	0	0	0	0

**California Fire and Rescue Training Authority ("JPA")
2010/2011 PRELIMINARY BUDGET
Fixed Asset Schedule**

4201	STRUCTURES/IMPROVEMENTS		3,800,000
01	ADMINISTRATION (Zinfandel Construction Project)	3,800,000	
4301	VEHICLES		
01	ADMINISTRATION		32,700
	Pickup Regular Cab	17,000	
	4-Door Compact Sedan	15,700	
4302	OTHER EQUIPMENT		
01	ADMINISTRATION		80,000
	Training Site Equipment	40,000	
04	ACADEMY		
	Academy Lockers	27,000	
	Academy Portable Lighting	13,000	
4303	OFFICE EQUIPMENT		
01	ADMINISTRATION		40,000
	Computer Equipment/Network Equipment	40,000	
	Financial Management System	0	
	TOTAL FOR FIXED ASSETS	3,952,700	3,952,700