



Lorenzo Gigliotti  
Executive Director

## California Fire & Rescue Training Authority, Sacramento

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www.fireandrescuetraining.ca.gov

Governing Council

Fire Chief Kim Zagaris, Chairperson  
Deputy Chief Lloyd Ogan  
Director Matt Kelly

California Emergency Management Agency  
Sacramento Fire Department  
Sacramento Metropolitan Fire District

**Date:** September 12, 2012

**To:** Governing Council

**From:** Lorenzo Gigliotti, Executive Director

**Subject:** 2012/2013 Final Budget

### TOPIC

This report with attachments represents the 2012-2013 Final Budget.

### SUMMARY

The attached budget is the recommended Final Budget for Fiscal Year 2012/2013. As per statutory requirement, the Final Budget is due to the County of Sacramento on or before September 30, 2012.

### 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 CalEMA for US&R 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	32.55%
Sacramento City Fire Department	29.40%
California Emergency Management Agency	38.05%

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 \$365,377 in salary and benefits for the business office staff.

<b>Position</b>	<b>Salary Base</b>	<b>Benefits</b>
Business Manager	\$94,500	\$39,744
Secretary – Office Tech	\$48,000	None
Secretary- Finance	\$46,000	None
Secretary- EMS	\$42,000	None
Clerical – Office Asst	\$40,000	None
Logistics Assistant	\$48,000	None

The benefits of employees 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, CalEMA 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 fund balance in the operating budget from the 2011/2012 is \$3,119,743. Of the fund balance, \$1,107,170 is remaining funds not expended for CalEMA US&R Training. Staff is recommending that \$390,000 of the Cal EMA US&R funds and \$600,000 of fund balance be re-allocated to the 2012/2013 Budget.

### Reserves

There is an anticipated fund balance which has not to be appropriated for the 2012/2013 Budget of \$2,129,743 which will be put into the Capital Improvement Reserve and Cal EMA fund balance reserve. The JPA has balance of \$5,928 remaining in the McClellan Trust account.

### Facilities and Training Site

Construction of the JPA training facilities is expected to occur this fiscal year. The reimbursement for the construction of the street light and property fencing are allocated in the 2012/2013 Budget. Also allocated, is the lease obligation allocated for the training site at Zinfandel.

### 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 – US&R/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 – EMS – These costs are tuition based. Expenses are made against the revenues (tuition) received.

### **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 2012/2013 Preliminary Budget.



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RESOLUTION NO. \_\_\_\_\_

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

### RESOLUTION ADOPTING THE 2012/2013 FINAL BUDGET

WHEREAS, hearings have been terminated during which time all additions and deletions to the Final Budget for 2012/2013 were made, and

THEREFORE, BE IT RESOLVED in accordance with Section 13890 of the Health and Safety Code, the Final Budget for the fiscal year 2012/2013 be and is hereby adopted in accordance with the following:

Salaries and Employee Benefits	\$1,685,248
Service and Supplies	\$1,957,729
Contributions to Other Agencies	\$263,000
Fixed Assets	
Structures and Improvements	\$40,000
Equipment	0
Contingency	\$50,000
<b>TOTAL BUDGET REQUIREMENTS</b>	<b>\$3,995,977</b>

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/CalEMA Reserve	\$2,129,743
McClellan Trust Fund Balance (237B)	\$5,935

Resolution No. \_\_\_\_\_

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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 Final 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 2012/2013 Final Budget.

ON A MOTION by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the foregoing resolution was passed and adopted this **12th** day of **September**, 2012, 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 History**

ACCOUNT TITLE	Revenue 2003/2004 Actual	Revenue 2004/2005 Actual	Revenue 2005/2006 Actual	Revenue 2006/2007 Actual	Revenue 2007/2008 Actual	Revenue 2008/2009 Actual	Revenue 2009/2010 Actual	Revenue 2010/2011 Actual	Revenue 2011/2012 Actual	Revenue 2012/2013 Final
<b>Annual Revenue:</b>										
9410 Interest	47,831	72,758	148,820	213,383	200,568	119,816	49,882	27,049	16,591	10,000
9529 In Lieu Taxes/ Other/ Interest Prior Year	0	0	0	0	0	0	69,705	0	0	0
9531 Member Agency Contributions	584,883	889,839	964,784	1,023,378	1,390,127	906,439	799,753	800,000	800,000	800,000
9569 State Aid Other Misc Programs (Grant)	0	0	0	932,518	2,986,754	0	0	0	0	0
9693 Educ/Trng Services (Los Rios)	19,279	18,411	8,173	20,136	19,586	114,282	483,346	482,271	511,707	576,052
9699 Other Training (Tuition Based)	129,684	160,142	132,280	210,147	347,136	692,098	858,030	707,575	803,999	1,336,125
9730 Donations	24	8,000	0	0	0	0	0	0	60	0
9740 Insurance Proceeds	0	84	210	13	0	216	867	1,250	3,266	3,000
9790 Other/Misc. Revenues	26	38,955	66,498	134,537	45,667	76,713	78,234	58,030	153,139	280,800
						14,651	0	0	0	0
<b>Total Annual Revenues</b>	<b>781,727</b>	<b>1,188,189</b>	<b>1,320,765</b>	<b>2,534,113</b>	<b>4,989,838</b>	<b>1,924,216</b>	<b>2,339,817</b>	<b>2,076,173</b>	<b>2,288,762</b>	<b>3,005,977</b>
0740 Fund Balance - Cal EMA	619,034	563,181	560,255	637,515	725,873	1,026,329	1,127,150	1,273,317	1,068,474	390,000
Fund Balance Reserve - Construction	691,908	1,627,746	2,312,461	2,523,864	3,067,349	3,800,759	3,518,890	3,690,262	3,588,058	600,000
Fund Balance Adjustment (Prior Year)		332,514		605,754						
<b>Total Funding Sources</b>	<b>2,092,669</b>	<b>3,711,630</b>	<b>4,193,481</b>	<b>6,301,246</b>	<b>8,783,060</b>	<b>6,751,304</b>	<b>6,985,857</b>	<b>7,039,752</b>	<b>6,945,294</b>	<b>3,995,977</b>
ACCOUNT TITLE	Expended 2003/2004 Actual	Expended 2004/2005 Actual	Expended 2005/2006 Actual	Expended 2006/2007 Actual	Expended 2007/2008 Actual	Expended 2008/2009 Actual	Expended 2009/2010 Actual	Expended 2010/2011 Actual	Expended 2011/2012 Actual	Expenses 2012/2013 Final
<b>Annual Expenditures:</b>										
1110 SALARIES & WAGES	163,375	187,013	299,988	419,604	548,417	748,679	769,544	1,115,213	1,160,576	1,474,565
1210 RETIREMENT	11,418	21,182	22,366	19,006	21,546	26,781	33,104	32,108	14,292	13,174
1220 FICA/MEDICARE	9,106	12,405	8,275	8,208	15,390	36,537	48,411	55,264	71,467	100,784
1230 GROUP HEALTH INSURANCE	8,356	9,823	18,765	15,415	18,142	24,169	29,485	29,106	20,104	22,440
1240 WORKERS COMPENSATION	6,179	6,015	6,664	6,400	9,553	17,547	23,643	29,553	37,585	71,727
1250 UNEMPLOYMENT								12,956	1,097	2,558
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>198,434</b>	<b>236,438</b>	<b>356,058</b>	<b>468,632</b>	<b>613,049</b>	<b>853,713</b>	<b>904,187</b>	<b>1,274,199</b>	<b>1,305,120</b>	<b>1,685,248</b>
2005 ADV/LEGAL NOTICES	92	805	215	1,646	1,096	910	817	329	367	1,000
2015 BLUEPRT, PHOTO SERV.	0	0	0	0	0	0	0	0	0	0
2021 BOOKS, SUBSCRIPTION SERV.	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
2027 CASSETTE SUPPLIES	0	0	0	0	0	0	0	0	0	0
2029 BUSINESS/CONF. EXP.	1,503	3,235	4,497	7,897	23,687	6,109	6,419	33,537	41,778	48,000
2035 EDUCATION TRAINING SERVICES	188,935	206,436	214,553	161,667	215,472	304,430	518,590	484,475	392,937	624,569
2036 EDUCATION TRAINING SUPPLIES	39,432	69,864	99,561	47,484	112,744	433,182	305,659	350,616	321,373	722,160
2051 LIABILITY INSURANCE	3,886	3,962	5,522	6,505	6,545	6,641	11,412	11,298	8,105	15,000
2061 MEMBERSHIPS	0	0	0	0	0	0	0	0	0	0
2065 MICRO, PHOTO SERVICE	0	0	0	0	0	0	0	0	0	0
2066 MICRO, PHOTO SUPPLIES	0	0	0	0	0	0	0	0	0	0
2076 OFFICE SUPPLIES	1,050	2,188	2,122	2,651	6,355	5,515	7,118	7,621	9,499	9,000
2081 POSTAGE SERVICE	531	415	625	1,403	3,020	3,055	2,933	4,133	3,340	4,000
2085 PRINTING SERVICES	0	0	0	0	0	0	0	0	0	0

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

ACCOUNT TITLE	Expended 2003/2004 Actual	Expended 2004/2005 Actual	Expended 2005/2006 Actual	Expended 2006/2007 Actual	Expended 2007/2008 Actual	Expended 2008/2009 Actual	Expended 2009/2010 Actual	Expenses 2010/2011 Actual	Expended 2011/2012 Actual	Expenses 2012/2013 Final
<b>General Operating Expense</b>	<b>235,429</b>	<b>286,905</b>	<b>327,095</b>	<b>229,253</b>	<b>368,919</b>	<b>759,842</b>	<b>852,948</b>	<b>892,009</b>	<b>777,399</b>	<b>1,423,729</b>
2103 AGRICULTURAL SERV.	0	1,437	700	1,550	2,162	0	0	0	0	0
2104 AGRICULTURAL SUPPL.	0	0	0	0	0	0	0	0	0	0
2111 BLDG./GROUNDS MAINT. SERVICE	125	875	750	625	750	750	750	500	0	0
2112 BLDG./GROUNDS MAINT. SUPPLY	0	0	0	0	0	0	0	3,409	29	0
2171 RENT LEASE OF REAL OR OTHER PROPERTY	0	0	0	0	0	0	0	13,514	16,495	77,000
<b>Buildings &amp; Grounds Expense</b>	<b>125</b>	<b>2,312</b>	<b>1,450</b>	<b>2,175</b>	<b>2,912</b>	<b>750</b>	<b>750</b>	<b>17,423</b>	<b>16,524</b>	<b>77,000</b>
2191 ELECTRICITY	0	0	24	0	0	0	0	0	0	0
2182 CONSTRUCTION CON	0	0	0	0	0	0	0	366	0	0
2193 REFUSE COLLECTION	1,691	4,661	1,238	294	7,190	5,926	2,392	2,657	0	0
2195 SEWAGE SERVICE	0	0	0	0	0	0	0	0	0	0
2197 TELEPHONE SERVICES	3,384	3,982	4,083	4,329	4,788	7,266	8,618	11,368	12,847	21,280
2198 WATER SERVICES	0	0	0	0	0	0	0	0	0	0
<b>Utilities Expense</b>	<b>5,075</b>	<b>8,643</b>	<b>5,345</b>	<b>4,623</b>	<b>11,978</b>	<b>13,192</b>	<b>11,010</b>	<b>14,391</b>	<b>12,847</b>	<b>21,280</b>
2205 AUTOMOTIVE MAINT. SERVICE	0	0	0	0	0	0	0	4,132	2,117	5,000
2226 EXPENDABLE TOOLS	0	0	0	0	0	0	0	0	0	0
2231 FIRE/VEHICLE SERV.	0	0	0	0	0	0	0	0	0	0
2232 FIRE /VEHICLE SUPPLY	0	0	0	200,969	1,520,924	3,967	0	0	99	0
2236 FUEL LUBRICANT SUPPLY	0	0	27	0	0	0	0	3,587	3,039	7,000
2251 MEDICAL EQUIP. SERVICES	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
2275 RENTS/LEASES EQUIP.	2,584	0	0	5,151	0	21,539	21,150	16,531	16,862	20,000
2291 OTHER EQ. MAINT. SERV.	225	0	0	1,114	377	1,667	0	774	0	1,000
2292 OTHER EQ. MAINT. SUPPLY	499	0	0	1,188	3,443	443	0	2,027	0	1,000
<b>Equipment Expense</b>	<b>3,308</b>	<b>0</b>	<b>27</b>	<b>208,422</b>	<b>1,524,744</b>	<b>27,616</b>	<b>21,150</b>	<b>27,051</b>	<b>22,117</b>	<b>34,000</b>
2314 SAFETY, CLOTHING/SUPPL	0	0	0	0	0	0	0	0	0	0
2321 CUSTODIAL SERVICES	0	0	0	0	0	0	0	0	0	0
2322 CUSTODIAL SUPPLIES	0	0	0	0	0	0	0	0	0	0
2342 KITCHEN, DINING SUPPL.	0	0	0	0	0	0	0	0	0	0
<b>Household Expense</b>	<b>0</b>	<b>0</b>								
2443 MEDICAL SERVICES	0	0	0	0	0	0	0	0	0	0
<b>Medical Expense</b>	<b>0</b>	<b>0</b>								
2505 ACCOUNTING/FINANCIAL	455	493	972	23,472	11,634	15,764	38,109	29,957	13,453	40,000
2531 LEGAL SERVICES	0	0	0	0	0	1,534	5,261	17,536	29,417	20,000
2541 PERSONNEL SERVICES	18,420	0	0	0	0	0	144	0	0	10,000
2591 OTHER PROF. SERV.	7,371	23,615	21,861	24,288	5,650	8,373	4,844	22,789	3,841	200,000
<b>Professional Service Expense</b>	<b>26,246</b>	<b>24,108</b>	<b>22,833</b>	<b>47,760</b>	<b>17,284</b>	<b>25,671</b>	<b>48,358</b>	<b>70,282</b>	<b>46,711</b>	<b>270,000</b>
2811 DATA PROCESSING SERV.	4,860	1,968	969	2,135	15,201	31,223	23,863	3,389	2,389	68,000

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

ACCOUNT TITLE	Expended 2003/2004 Actual	Expended 2004/2005 Actual	Expended 2005/2006 Actual	Expended 2006/2007 Actual	Expended 2007/2008 Actual	Expended 2008/2009 Actual	Expended 2009/2010 Actual	Expenses 2010/2011 Actual	Expended 2011/2012 Actual	Expenses 2012/2013 Final
2812 DATA PROCESSING SUPPL.	5,123	1,092	9,616	2,395	0	7,160	10,425	4,057	13,881	20,000
2880 PY EXPEND	0	0	0	0	0	0	321	0	0	0
2898 OTHER OPERATING SUPPL.	4,331	143	4,676	7,292	22,462	51,074	20,604	15,633	52,650	18,720
2899 OTHER OPERATING SERV.	11,718	5,859	5,337	6,507	8,889	38,835	15,293	53,913	18,868	25,000
<b>Special Departmental Expense</b>	<b>26,032</b>	<b>9,062</b>	<b>20,598</b>	<b>18,329</b>	<b>46,552</b>	<b>128,292</b>	<b>70,506</b>	<b>76,992</b>	<b>87,788</b>	<b>131,720</b>
2921 COUNTY - PRINTING	0	0	0	0	0	0	0	0	0	0
2926 COUNTY STORES	0	0	0	0	0	0	0	0	0	0
2931 COMMUNICATIONS SERV.	0	0	0	0	0	0	0	0	5,252	0
2984 RADIO SYSTEMS	0	0	0	0	0	0	0	0	0	0
<b>County/Public Agency Service Expense</b>	<b>0</b>	<b>5,252</b>	<b>0</b>							
<b>TOTAL SERVICE &amp; SUPPLY</b>	<b>296,215</b>	<b>331,030</b>	<b>377,348</b>	<b>510,564</b>	<b>1,972,389</b>	<b>955,361</b>	<b>1,004,721</b>	<b>1,098,146</b>	<b>968,637</b>	<b>1,957,729</b>
3210 INTEREST EXPENSE	0	0	0	0	0	0	0	0	0	0
3230 LEASE OBLIGATION	0	0	0	0	0	0	0	0	1,551,794	125,000
3700 CONTRIBUTIONS TO OTHER AGENCIES	73,456	268,899	198,196	227,102	322,125	243,552	113,371	0	0	138,000
<b>TOTAL OTHER CHARGES</b>	<b>73,456</b>	<b>268,899</b>	<b>198,196</b>	<b>227,102</b>	<b>322,125</b>	<b>243,552</b>	<b>113,371</b>	<b>0</b>	<b>1,551,794</b>	<b>263,000</b>
4201 STRUCTURES/IMPROVEMENTS Infrastructure	5,219	2,547	100,500	22,930	208,408	10,065	0	0	0	40,000
4303 EQUIPMENT	0	0	0	1,278,796	840,000	42,574	0	10,875	0	0
<b>TOTAL FIXED ASSETS</b>	<b>5,219</b>	<b>2,547</b>	<b>100,500</b>	<b>1,301,726</b>	<b>1,048,408</b>	<b>52,639</b>	<b>0</b>	<b>10,875</b>	<b>0</b>	<b>40,000</b>
7901 CONTINGENCY	0	0	0	0	0	0	0	0	0	50,000
<b>TOTAL BUDGET</b>	<b>573,324</b>	<b>838,914</b>	<b>1,032,102</b>	<b>2,508,024</b>	<b>3,955,970</b>	<b>2,105,265</b>	<b>2,022,279</b>	<b>2,383,220</b>	<b>3,825,551</b>	<b>3,995,977</b>
<b>Fund Balance (Revenues over Expenditures)</b>	<b>1,519,345</b>	<b>2,872,716</b>	<b>3,161,379</b>	<b>3,793,222</b>	<b>4,827,088</b>	<b>4,646,040</b>	<b>4,963,579</b>	<b>4,656,532</b>	<b>3,119,743</b>	<b>0</b>

## Reserve /Fund Balance Status

<b>2011/2012</b>	<b>End FY 2011/2012</b>	<b>To C.I.P.</b>	<b>To Budget</b>	<b>2012/2013 Fund Balance</b>
<b>FUND BALANCE:</b>				
CALEMA FUND BALANCE	1,072,170	(682,170)	(390,000)	0
JPA FUND BALANCE	2,047,573	(1,447,573)	(600,000)	0
<b>TOTAL FUND BALANCE</b>	<b>3,119,743</b>	<b>(2,129,743)</b>	<b>(990,000)</b>	<b>0</b>
<b>2012/2013</b>	<b>End FY 2011/2012</b>	<b>From JPA Fund Balance</b>	<b>To Budget</b>	<b>2012/2013 Reserves</b>
<b>RESERVES:</b>				
CAPITAL IMPROVEMENT RESERVE (C.I.P.)	0	1,447,573		1,447,573
CALEMA FUND BALANCE RESERVE (C.I.P.)	0	682,170		682,170
<b>TOTAL GENERAL FUND RESERVES</b>	<b>0</b>			<b>2,129,743</b>
<b>TOTAL RESERVE/FUND BALANCE</b>	<b>3,119,743</b>			<b>2,129,743</b>

**Contributions by Agency**

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

	<b>Sacramento Metro FD</b>	<b>Sacramento City FD</b>	<b>CalEMA</b>	<b>Agency Total</b>
<b>Personnel Contribution - Fiscal Year 2010/2011</b>	432,204	386,100	107,904	
<b>Cash Contribution</b>	45,000	45,000	450,000	<b>540,000</b>
<b>Total Final Contribution</b>	<b>477,204</b> 32.55%	<b>431,100</b> 29.40%	<b>557,904</b> 38.05%	<b>1,466,208</b> 100%

	<b>Sacramento Metro FD</b>	<b>Sacramento City FD</b>	<b>CalEMA</b>
<b>Personnel by Position Per Agency</b>	1 Chief Officer 1 Captain	1 Chief Officer 1 Captain	1 Chief Officer

**CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY**  
**Fiscal Year 2012-2013 FINAL BUDGET**  
**SCHEDULE OF AUTHORIZED POSITIONS AND COMPENSATION METHODS**

	Authorized Count	Approved Pay Rate/Method	Exempt/NonExp
<b><u>Command</u></b>			
EXECUTIVE DIRECTOR (Gigliotti)	1	Member Agency Funded	N/A
<b><u>Administration/Finance</u></b>			
BUSINESS MANAGER (Martucci)	1	Member Agency Reimbursed	E
SECRETARY – FINANCE (Votava)	1	\$18 - \$26 per hour	NE
SECRETARY – ADMINISTRATION (Vacant)	1	\$18 - \$26 per hour	NE
SECRETARY – EMS (Vacant)	1	\$18 - \$26 per hour	NE
OFFICE ASST – ADMINISTRATION (Asher)	1	\$10 - \$18 per hour	NE
<b><u>Logistics</u></b>			
LOGISTICS SPECIALIST (Scollard)	1	\$18 - \$26 per hour	NE
CONSTRUCTION PROJECT MANAGER	1	TBD	N/A
<b><u>Operations</u></b>			
CONTRACT INSTRUCTOR	Varies, based on class offerings	Cost Varies, Instructional Services Agreement	N/A
PRIMARY INSTRUCTOR	Varies, based on class offerings	\$45 per hour or Agency Reimbursed	NE
ASSISTANT INSTRUCTOR	Varies, based on class offerings	\$30 per hour or Agency Reimbursed	NE
ADJUNCT INSTRUCTOR	Varies, based on class offerings	\$25 per hour or Agency Reimbursed	NE
LOGISTICS ASSISTANT	Varies, based on class offerings	\$20 per hour or Agency Reimbursed	NE
UTILITY WORKER	Varies, based on class offerings	\$15 per hour or Agency Reimbursed	NE
US&R LEAD INSTRUCTOR	Varies, based on class offerings	\$62.50 per hour or Agency Reimbursed	NE
US&R ADJUNCT INSTRUCTOR	Varies, based on class offerings	\$50 per hour or Agency Reimbursed	NE
US&R SME	Varies, based on class offerings	\$62.50 per hour or Agency Reimbursed	NE
CHIEF MOBEX EVALUATOR	Varies, based on class offerings	\$500 per day or Agency Reimbursed	NE
MOBEX EVALUATOR	Varies, based on class offerings	\$500 per day or Agency Reimbursed	NE
CANINE EVALUATOR	Varies, based on evaluations	\$500 per day, based on FEMA defined pay rates	NE
ACADEMY DIRECTOR	1	\$50 per hour or Member Agency Funded	NE
ACADEMY DRILL MASTER	2-6	\$45 per hour or Member Agency Funded	NE
CLINICAL DIRECTOR	1	\$50 per hour	NE
SPECIAL PROJECTS ADMINISTRATOR	Varies, based on funding	Consultant Services Agreement	N/A
EMS PROGRAM COORDINATOR (Sinclair)	1	TBD	TBD
ACADEMY DRILL ASSISTANT	TBD	TBD	TBD

	Authorized Count	Approved Pay Rate/Method	Exempt/NonExp
EMS INSTRUCTOR	TBD	TBD	TBD
EMS LAB ASSISTANT	TBD	TBD	TBD
<b><u>Plans</u></b>			
DEPUTY DIRECTOR (Davis)	1	Member Agency Funded	<b>N/A</b>
TRAINING CHIEF (Gear/Iannucci/Wagner/Costamagna)	4	Member Agency Funded	<b>N/A</b>
TRAINING CAPTAIN	2	Member Agency Funded	<b>N/A</b>

**CA Fire Rescue Training Authority  
2013 Labor Distribution v1**

Payroll (all non instructional staff positions)	\$ (180,800)	Admin/US&R	FF1	EMS	SFM
Business Manager	\$ 135,000	70% \$ 94,500	10% \$ 13,500	10% \$ 13,500	10% \$ 13,500
Secretary - Finance	\$ 46,000	25% \$ 11,500	25% \$ 11,500	25% \$ 11,500	25% \$ 11,500
Secretary - US&R	\$ 48,000	85% \$ 40,800	5% \$ 2,400	5% \$ 2,400	5% \$ 2,400
Secretary - EMS	\$ 42,000	0%	25% \$ 10,500	75% \$ 31,500	0%
Office Asst	\$ 40,000	25% \$ 10,000	25% \$ 10,000	25% \$ 10,000	25% \$ 10,000
Logistics	\$ 48,000	50% \$ 24,000	0%	0%	50% \$ 24,000
	\$ 359,000	50% \$ 180,800	13% \$ 47,900	19% \$ 68,900	17% \$ 61,400

Net Course Allocations	\$ 178,200
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## California Fire and Rescue Training Authority (JPA) 2012/2013 Final Budget Summary

### Funding:

Total Annual Revenues	3,005,977
Fund Balance - US&R	390,000
Fund Balance	600,000

<b>Total Funding</b>	<b>3,995,977</b>
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### Expenditures

Employee Benefits	1,685,248
Service and Supplies	1,957,729
Taxes, Licenses, Assessments	263,000
Fixed Assets	40,000
Contingency	50,000

<b>Total Final Budget</b>	<b>3,995,977</b>
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### Status of Reserves - 2012/2013

Capital Improvement Reserve	1,447,573
Cal EMA Reserve	682,170
McClellan Trust (237B)	5,928

<b>Total Reserves</b>	<b>2,135,671</b>
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**California Fire and Rescue Training Authority  
Final Budget FY 2012-13**

ACCOUNT TITLE		Revenue 2012/2013 Final	2012/2013 Admin	2012/2013 USAR	2012/2013 Other	2012/2013 EMS	2012/2013 ACAD
Acct.	<b>Annual Revenue:</b>						
9410	Interest	10,000	10,000				
9529	In Lieu Taxes/ Other/ Interesse Prior Year	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)	576,052			40,000	127,332	408,720
9699	Other Training (Tuition Based)	1,336,125		50,000	235,000	595,925	455,200
9730	Donations	0					
9740	Insurance Proceeds	3,000	3,000				
9790	Other/Misc. Revenues	280,800	2,000	75,000	75,000	10,000	118,800
	<b>Total Annual Revenues</b>	<b>3,005,977</b>	<b>455,000</b>	<b>485,000</b>	<b>350,000</b>	<b>733,257</b>	<b>982,720</b>
0740	Fund Balance - CalEMA	390,000		390,000			
	Fund Balance	600,000	600,000				
	<b>Total Funding Sources</b>	<b>3,995,977</b>	<b>1,055,000</b>	<b>875,000</b>	<b>350,000</b>	<b>733,257</b>	<b>982,720</b>
ACCOUNT TITLE		Expenses 2012/2013 Final	2012/2013 Admin	2012/2013 USAR	2012/2013 Other	2012/2013 EMS	2012/2013 Other
	<b>Annual Expenditures:</b>						
1110	SALARIES & WAGES	1,474,565	142,910	484,655	120,000	365,000	362,000
1210	RETIREMENT	13,174	9,223		1,317	1,317	1,317
1220	FICA/MEDICARE	100,784	6,562	29,426	9,180	27,923	27,693
1230	GROUP HEALTH INSURANCE	22,440	15,708		2,244	2,244	2,244
1240	WORKERS COMPENSATION	71,727	4,000	10,886	3,396	10,476	42,969
1250	UNEMPLOYMENT	2,558	2,500				58
	<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,685,248</b>	<b>180,903</b>	<b>524,967</b>	<b>136,137</b>	<b>406,960</b>	<b>436,281</b>
2005	ADV/LEGAL NOTICES	1,000	1,000				
2029	BUSINESS/CONF. EXP.	48,000	8,000	40,000			
2035	EDUCATION TRAINING SERVICES	624,569	2,097	170,033	126,439	91,000	235,000
2036	EDUCATION TRAINING SUPPLIES	722,160	2,000	140,000	62,424	211,297	306,439
2051	LIABILITY INSURANCE	15,000	15,000				
2076	OFFICE SUPPLIES	9,000	9,000				
2081	POSTAGE SERVICE	4,000	4,000				
	<b>General Operating Expense</b>	<b>1,423,729</b>	<b>41,097</b>	<b>350,033</b>	<b>188,863</b>	<b>302,297</b>	<b>541,439</b>
2171	RENT LEASE OF REAL OR OTHER PROPERTY	77,000	30,000		25,000	22,000	
	<b>Buildings &amp; Grounds Expense</b>	<b>77,000</b>	<b>30,000</b>	<b>0</b>	<b>25,000</b>	<b>22,000</b>	<b>0</b>
2197	TELEPHONE SERVICES	21,280	14,280			2,000	5,000
	<b>Utilities Expense</b>	<b>21,280</b>	<b>14,280</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>5,000</b>
2205	AUTOMOTIVE MAINT. SERVICE	5,000	5,000				
	<b>Utilities Expense</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2236	FUEL LUBRICANT SUPPLY	7,000	7,000				
2275	RENTS/LEASES EQUIP.	20,000	20,000				
2291	OTHER EQ. MAINT. SERV.	1,000	1,000				
2292	OTHER EQ. MAINT. SUPPLY	1,000	1,000				
	<b>Equipment Expense</b>	<b>29,000</b>	<b>29,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2505	ACCOUNTING/FINANCIAL	40,000	40,000				
2531	LEGAL SERVICES	20,000	20,000				
2541	PERSONNEL SERVICES	10,000	10,000				
2591	OTHER PROF. SERV.	200,000	200,000				

**California Fire and Rescue Training Authority  
Final Budget FY 2012-13**

ACCOUNT TITLE		Expenses 2012/2013 Final	2012/2013 Admin	2012/2013 USAR	2012/2013 Other	2012/2013 EMS	2012/2013 Other
<b>Professional Service Expense</b>		<b>270,000</b>	<b>270,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2811	DATA PROCESSING SERV.	68,000	68,000				
2812	DATA PROCESSING SUPPL.	20,000	20,000				
2898	OTHER OPERATING SUPPL.	18,720	18,720				
2899	OTHER OPERATING SERV.	25,000	25,000				
<b>Special Departmental Expense</b>		<b>131,720</b>	<b>131,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL SERVICE &amp; SUPPLY</b>		<b>1,957,729</b>	<b>521,097</b>	<b>350,033</b>	<b>213,863</b>	<b>326,297</b>	<b>546,439</b>
3210 INTEREST EXPENSE		0					
3230 LEASE OBLIGATION		125,000	125,000				
3700 CONTRIBUTIONS TO OTHER AGENCIES		138,000	138,000				
<b>TOTAL OTHER CHARGES</b>		<b>263,000</b>	<b>263,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4201 STRUCTURES/IMPROVEMENTS Infrastructure		40,000	40,000				
4303 EQUIPMENT		0	0				
<b>TOTAL FIXED ASSETS</b>		<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
7901 CONTINGENCY		50,000	50,000				
<b>TOTAL BUDGET</b>		<b>3,995,977</b>	<b>1,055,000</b>	<b>875,000</b>	<b>350,000</b>	<b>733,257</b>	<b>982,720</b>

**Fund Balance (Revenues over Expenditures)**

0            0            0            0            0            0

**California Fire and Rescue Training Authority ("JPA")  
2012/2013 FINAL BUDGET  
Fixed Asset Schedule**

<b>4201</b>	<b>STRUCTURES/IMPROVEMENTS</b>		40,000
01	ADMINISTRATION (Zinfandel Construction Project)	0	
01	FOUR MODULAR CLASSROOMS	40,000	
<b>4301</b>	<b>VEHICLES</b>		
01	ADMINISTRATION		0
<b>4303</b>	<b>OFFICE EQUIPMENT</b>		
01	ADMINISTRATION		0
	Computer Equipment/Network Equipment	0	
	<b>TOTAL FOR FIXED ASSETS</b>	<b>40,000</b>	<b>40,000</b>