

# SOUTHERN MARIN FIRE DISTRICT



## FINAL BUDGET FISCAL YEAR 2023/2024

## **The Southern Marin Fire Protection District Mission**

*The Mission of the Southern Marin Fire District is to contribute to Greater Southern Marin Community's reputation as a safe, friendly, economically thriving community in which to live, work, learn, play and visit.*

*We achieve our mission by providing the highest quality local and regional community risk reduction, suppression, emergency medical services, rescue, marine response, disaster preparedness and community education services possible within the resources provided to us. We are professional, proud, compassionate, highly trained, and committed to utilizing state of the art technology to provide services that meet or exceed the expectations of our community.*

## **Board of Directors**

Cristine Soto DeBerry, Board President

Ashley Raveche, Vice-President

Pete Fleming, Board Secretary

Kurt Chun, Director

Cathryn Hilliard, Director

Tom Perazzo, Director

Clifford Waldeck, Director

## **Role of the Board**

The Board of Directors is the elected policy-making body for the Southern Marin Fire Protection District. The Directors provide financial oversight and strategic policy direction to maximize the public value of District services.

## **Fire Chief**

Christian D. Tubbs

## **Role of the Fire 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.

## Message from the Fire Chief

### Fiscal Outlook

*As we enter into a new year, this past year we have experienced record-setting inflation, and the recent collapse of the Silicon Valley Bank has unsettled the markets. The Fed continues to take steps to control inflation but acknowledges the economy is being impacted. Some experts suggest that this high inflation will be short-term, others disagree. What is clear is that our economy is fragile, though Marin County has historically navigated economic challenges better than most. Regardless, we continue to exercise our focus on fiscal resilience, practicing good fiscal discipline. The District will continue to remain in a good position as we continue to maintain a focus on our core financial policies that reflect a conservative approach to our finances, while achieving our Mission and Strategic Initiatives.*



### Consolidation

*After eight years of hard and exhausting work by our team and leadership, we successfully annexed the City of Mill Valley's Fire & EMS Services. We received our **Certification of Completion** from LAFCo on December 14, 2022 and are now moving forward with a transition plan to a fully consolidated agency. July 1, 2023, will serve as the Official Date of Transition. There will be a formal community celebration of this milestone. This year readers will note a substantial increase in our budget numbers due to the Annexation and the transfer from Mill Valley of revenues and expenditures.*

### Diversity, Equity, Inclusion & Belonging

*We continue to focus our resources on developing and deploying a highly effective recruitment system that achieves the objectives set out by the Board of Directors. This initiative is as much a journey as a specific outcome. We have accomplished a number of significant milestones, but our work remains un-finished, and our DEI committee has established new goals for the 2023/2024 fiscal year.*

### Measure C Implementation

*We are entering our fourth year of Measure C funding. We moved forward on our continued deployment of long-range acoustic devices (LRAD) and look forward to building out this public notification system that will help provide another method of early warning for regional disasters and emergencies, throughout Southern Marin. Redundancy in our notification system is a critical strategy which was borne out in the 2017 Tubbs Fire. We are looking forward to expanding our LRAD system with additional funding this year, and our continued work on strategic vegetation management and defensible space inspections. This work continues to reduce the risks from wildland fire, and we must remain vigilant in carrying out strategies that result in measurable outcomes for reducing these risks and threats.*

## **COVID-19**

*We have come out of the pandemic maintaining our ability to continue to provide highly effective and efficient services to our community. Our SMFD team of highly dedicated employees worked diligently to ensure our community received the high-quality services they expect, with no substantive change as a result of the impacts of the COVID pandemic.*

## **Cybersecurity**

*Recognizing the increased threat from Transnational Criminal Organizations (TCO's), and general hackers, the District engaged the services and expertise of FEMA's Cybersecurity & Infrastructure Security Agency (CISA) team to conduct comprehensive audits of our computer hardware and software systems. Additionally, the District created 19 new cybersecurity policies for our organization. These efforts are part of our ongoing investments in reducing the risks of threat from actors that could hinder our ability to provide services to our community.*

## **2022 Fire Season**

*California's 2022/23 fire season occurred in the presence of a 4th consecutive drought year. While the number of fires (incidents) in 2022 was only slightly below the 5-year average, the total acreage burned was well below the 5-year average; less than 400,000 acres burned in 2022 versus the 5-year average of 2,300,000 plus acres.*

*Despite the 'quiet' year as measured in acreage, several significant wildfires burned in California in 2022; these include the Oak Fire in Mariposa County, which burned over 180 structures, the McKinney Fire in Siskiyou County, which caused 4 fatalities, and the Mosquito Fire in Placer and El Dorado counties, which was California's largest wildfire of the year. In total California experienced 9 fatalities, 876 lost or damaged structures with a total of 7,490 total wildfires as reported by Cal Fire.*

*As of May 17, 2023, Cal Fire is reporting 788 wildfire responses with 804 acres burned. The data is in alignment with Cal Fire's 5-year average for the same time interval. Wildfire is a natural and necessary process that keeps California's landscape healthy. Last year, California was resilient in that fewer structures were lost, and less acres burned. There was a notable up-tic in fatalities for the fire season as compared to the 2021 fire season.*

*The Southern Marin Fire Protection District remains forward-leaning in the areas of preparedness and mitigation activities. The fire season outlook confirms that fire season will occur for our region earlier than previous years. Fires will increase in frequency following/during protracted Northwind events, as the grass crop cures, and high-temperature days serve to reduce fuel moisture. If drought conditions persist, the available fuels for wildfire will continue to increase, adding to the pending fire season's intensity and destructiveness. The Southern Marin Fire Protection District is actively working to educate our communities regarding the risks and community and resident responsibilities. Work continues in the areas of enhancing our Enforcement, Engineering Controls, and Emergency Response.*

**Conclusion**

*In conclusion, the District has undertaken many important initiatives over the past several years and we are seeing the fruits of those labors – we continue to accomplish significant strides in pursuit of our adopted vision. Our organization has grown and allowed us to increase and improve services to our community, and to do so more efficiently in many cases. We have new challenges on the immediate landscape that we excitedly embrace – I know our team will perform exceptionally well – I am very proud of the men and women of this organization and their dedication to the communities we serve. We have an incredible team here at the SMFD family. I believe the future remains bright for the Southern Marin Fire Protection District and we all consider it an honor to serve the Southern Marin area.*

Respectfully,

*Christian Tubbs*

Christian Tubbs, Fire Chief  
MS, MA, EFO, CFO, CFC, MIFireE

## Introduction

Our annual budget is the fuel that facilitates our organization's ability to serve our community and carry out the **Mission** we are prescribed to do; it is the gas that enables our vehicle to arrive at the intended destination. It also fuels the **Strategic Initiatives** adopted by the Board of Directors, and the **Vision** our organization seeks and aspires to. We embrace our responsibility to use our residents' funds to efficiently and effectively provide and deliver the services that they entrust us to deliver through the provision of their funding.

The Fire District has an obligation to utilize taxpayer monies wisely and transparently in fulfilling its prescribed mission to the Community. Our community expects us to provide the value they seek through the use of the funding they provide; to do this efficiently, effectively and transparently. In a 2018 public survey, our community reinforced the following priority services of the Southern Marin Fire Protection District:

1. Maintaining Local Emergency Medical Services
2. Attracting and Retaining Qualified Professional Paramedics
3. Maintaining High Cardiac and Stroke Survivability Standards
4. Maintaining Local Fire Protection
5. Maintaining Current 9-1-1 fire response times and,
6. Improving the District's ability to react to and contain wildland fires.

In 2023 we again conducted a community survey with the intent of soliciting feedback on the services the District provides. It is important that we regularly ensure that the monies our community invests in risk reduction and control, meet their expectations. The 2023 public survey's Key Findings include:

- Residents approve strongly of the job being done by the District and view it as responsive and reliable.
- They value the District's core offerings of fire protection and emergency medical response the most and are also highly satisfied with the job being done providing these.
- Those who have interacted with the District, are very highly satisfied with various aspects of the service they received.
- Approximately half of respondents recalled receiving communications from the District, and a broad majority viewed the information as very helpful.
- Respondents most often indicated wanting to hear from the District by email, but they use social media, the Marin IJ and TV news most often to learn about community issues.
- Residents are divided in their ability to identify SMFPD as the agency that provides their fire and EMS services.

The full survey results can be found on the District website.

Today public agencies are under increased scrutiny, and it is incumbent on agencies to ensure that are fulfilling their statutory responsibilities and following an ethical standard higher than the general population while managing our community's assets and resources and providing the values and services they expect.

Organizations must develop plans and procedures that support the purpose of their existence and help them achieve this mission. This is accomplished through processes that include a Vision Statement and the setting of Annual Strategic Initiatives.

While the Mission articulates why and how we exist, the Vision and Strategic Initiatives articulate where we are going and how we are getting there. They help ensure that we are focused on our Mission. The mission of an airplane pilot is to safely and efficiently move people from one place to another. To be successful the pilot must know the destination and must develop a plan that will support the successful arrival at the destination and do so in the safest and most economical manner. This is the essence of a Mission, Vision and Strategic Plan. These guiding documents are foundational in the development of a budget – it is the fuel that propels the organization to meeting its mission and strategic initiatives.

The Adopted Vision of the District is detailed in eight distinct categories, they are: 1) Cultural; 2) Mentoring and Succession Planning; 3) Influence and Leadership; 4) Staffing, Equipment & Facilities; 5) Training; 6) Benchmarking; 7) Public Education; and 8) Economic Resiliency. Though our adopted Vision is a document with detail, it is also summarized in this statement:

***A nationally recognized, forward leaning all-risk service provider that delivers excellence in all-hazards risk response, in maintaining strategic community partnerships, in hiring, training and retaining exceptional people, and in implementing efficiencies in service provision to ensure fiscal sustainability, stewardship, and accountability to the communities we serve.***

In January 2022 the Board and Staff conducted its Annual Retreat. The purpose of the retreat was to review accomplishments achieved by the organization, as well as review the status of ongoing strategic initiatives. The Board also reinforced our current vision with the adoption of two specific strategic objectives for the 2022/2023 fiscal year. These two initiatives remain the focus of the employees of the District. For the 2023/2024 fiscal year, staff has updated the two initiatives with new Goals for this new fiscal year.

## **Strategic Objectives for SMFD in 2023/2024**

### **Consolidation**

- Goal 1: Conduct a Deployment Analysis.
- Goal 2: Implement the Consolidation Task Forces Transition Plan.
- Goal 3: Prepare for and Facilitate the December 2024 Property Tax Exchange from Annexation.
- Goal 4: Ensure the accurate and complete exchange of consolidation funding from and to the City of Mill Valley for the 2023/2024 fiscal year.
- Goal 5: Implement the Outcomes from the Steve Kent / The Results Group Training.

### **Culture & Diversity**

- Goal 1: Create and publish a recruitment video.
- Goal 2: Participate in Local School Fairs.
- Goal 3: Develop printed promotional materials for the Fire Service career pathways and the District.
- Goal 4: Partner with local organizations / associations to deliver recruitment opportunities to different demographics.
- Goal 5: Initiate Open House events.
- Goal 6: Create internship and volunteer opportunities in the District.
- Goal 7: Provide internal training for all levels of our organization to promote inclusion and belonging.
- Goal 8: Participate in local efforts and host local events that provide opportunities for hands on experiences within the fire service.



## 2023/2024 Preliminary Budget of the Southern Marin Fire District

We are pleased to present the following budget which weaves the District's Vision, Mission, Strategic Objectives and Plan, as well as our obligations from the adopted Measure U and C initiatives, into a cohesive funding plan to support those organizational elements.

Crafting a Budget Proposal is a process which should be based on an equation that ensures we ultimately collect and spend our revenues in a manner in which we responsibly, efficiently and economically deliver and provide our prescribed services, and do so in a wholly transparent environment.



In developing this equation there are foundational elements that we must measure our budget proposals with. While our Mission Statement articulates why we exist, our Vision Statement and our Strategic Initiatives provide a roadmap in how we provide those services. Our budget proposal must be in alignment with achieving our mission and those strategic initiatives that are detailed in the Vision and Strategic Plan.

In 2020 staff conducted a recession analysis, which was presented to the Board. The Staff Report modelled a two-year recession similar to the 2008 experience. The purpose was to identify the projected revenue impacts from a projected recession, then identify and analyze both warning triggers, and fiscal options that the Board could exercise based on the severity of the recessional impacts. At the 2021 Board Retreat, our Ten-Year Fiscal Forecast was updated and presented. We have again referenced these analyses in building our budget plan and proposal.

As part of our vision to become more economically resilient, we use seven specific goals that guide how we developed our budget proposal, considering the metrics of our Mission, Vision and Strategic Plan.

Those Goals are:

1. Use a Zero-Based Budgeting Approach
2. Identify & Eliminate duplication and un-needed expenses

3. Verify Costs, Contracts and Needs
4. Categorize and re-align budget expenses as needed
5. Proposals are targeted to achieve our Vision, Mission, and Strategic Initiatives
6. Build towards target reserve goal / economic resiliency
7. Meet our financial obligations / pay down debt

# Table of Contents

## Toc

1.	ORGANIZATION OVERVIEW.....	1
2.	VISION, MISSION, ORGANIZATION.....	5
3.	SOUTHERN MARIN FIRE DISTRICT ORGANIZATION.....	6
4.	LONG TERM FISCAL RESILIENCY.....	13
5.	SUMMARY OF CHANGES SINCE JUNE PRELIMINARY BUDGET.....	14
6.	2023/2024 PROPOSED BUDGET SUMMARY.....	15
7.	PROPOSED MAJOR CAPITAL INITIATIVES.....	19
8.	BUDGET SIGNIFICANT CHANGES DETAIL.....	22
9.	CAPITAL EQUIPMENT DETAIL.....	24
10.	FUNDED FROM RESERVES DETAIL.....	25
11.	2023/2024 TOTAL BUDGET SUMMARY BY DIVISION.....	26
12.	2023/2024 SUMMARY OPERATING BUDGET ANALYSES.....	27
13.	2023/2024 CAPITAL BUDGET SUMMARIES.....	31
14.	CAPITAL REQUEST FORMS.....	35
15.	2023/2024 TOTAL PROPOSED BUDGET BY LINE DETAIL.....	56

## Organization Overview

The Southern Marin Fire Protection District is an independent fire district as defined in the California Administrative Code, (Fire Protection District Law of 1987 - Health & Safety Code §13800, et seq.). The District was created in 1999 by Marin County LAFCO with the consolidation of the Alto-Richardson Bay Fire Protection District and The Tamalpais Fire Protection District. In June of 2012, the City of Sausalito was annexed into the District by a vote of the citizens of Sausalito. In December 2022, the City of Mill Valley was annexed into the District after approval by the Marin LAFCo.

The area currently served by the District includes the City of Sausalito, City of Mill Valley, Tamalpais Valley, Homestead Valley, Almonte, Alto Bowl, Strawberry, the western 1/4 of the Town of Tiburon (Bel Aire/Blackfield/Reed Heights) and the National Park areas of Fort Baker and the Marin Headlands.

The District is governed by a seven-member board of directors (At Large) who are elected by the residents from within the Fire District boundaries, to staggered four-year terms. The District operates out of five stations with a minimum staffing of 21 personnel on duty at all times, as well as an administrative office where our administrative and prevention staff are organized and work.



New District Shoulder Patch

We respond to about **7,800** incidents per year, conduct approximately **314** inspections of commercial occupancies annually, process approximately **1100** plan review requests annually and conduct approximately **835** construction inspections, conduct over **2500** weed abatement & defensible space inspections per year, conduct a variety of fuel reduction and management programs and services resulting in over **400** tons of vegetation removal and are on track to exceed **850** tons for the year, conduct approximately **51** Outreach events and participate in a variety of outreach and education meetings and planning sessions.

## Fire Stations

**Southern Marin Fire Station #1** in downtown Sausalito station houses a Type 1 Engine (all risk), a Paramedic Ambulance and our Dive Tender Unit. The crews there cross-staff the Fireboat, an Inflatable Rescue Boat, and are members of the Dive Team. Five personnel operate from this station.

**Southern Marin Fire Station #4** in Tamalpais Valley houses a Type 1 (all risk) Engine, a Type 3 (Wildland) Engine, Ladder Truck and a Paramedic Ambulance. Five personnel operate from this station.

**Southern Marin Fire Station #6** located on Corte Madera next to City Hall, houses a Type 1 Engine (all risk) and a Reserve Ambulance. Three personnel operate from this station.

**Southern Marin Fire Station #7** located on Hamilton Drive, houses a Type 1 Engine (all risk), and a Type 3 (Wildland) Engine. Three personnel operate from this station.

**Southern Marin Fire Station #9** in Strawberry serves as the Battalion Chief offices and houses a Type 1 (all risk) Engine, a Paramedic Medium Rescue, and a California RTF Swift Water Rescue Unit. Five personnel operate from this station.

**Liberty Ship Way**, located in the Marinship, serves as the Administrative and Prevention Offices.

**SMEMPS**

Since 1980, the District and City have been members of the Southern Marin Emergency Medical Paramedic System (SMEMPS) Joint Powers agreement.

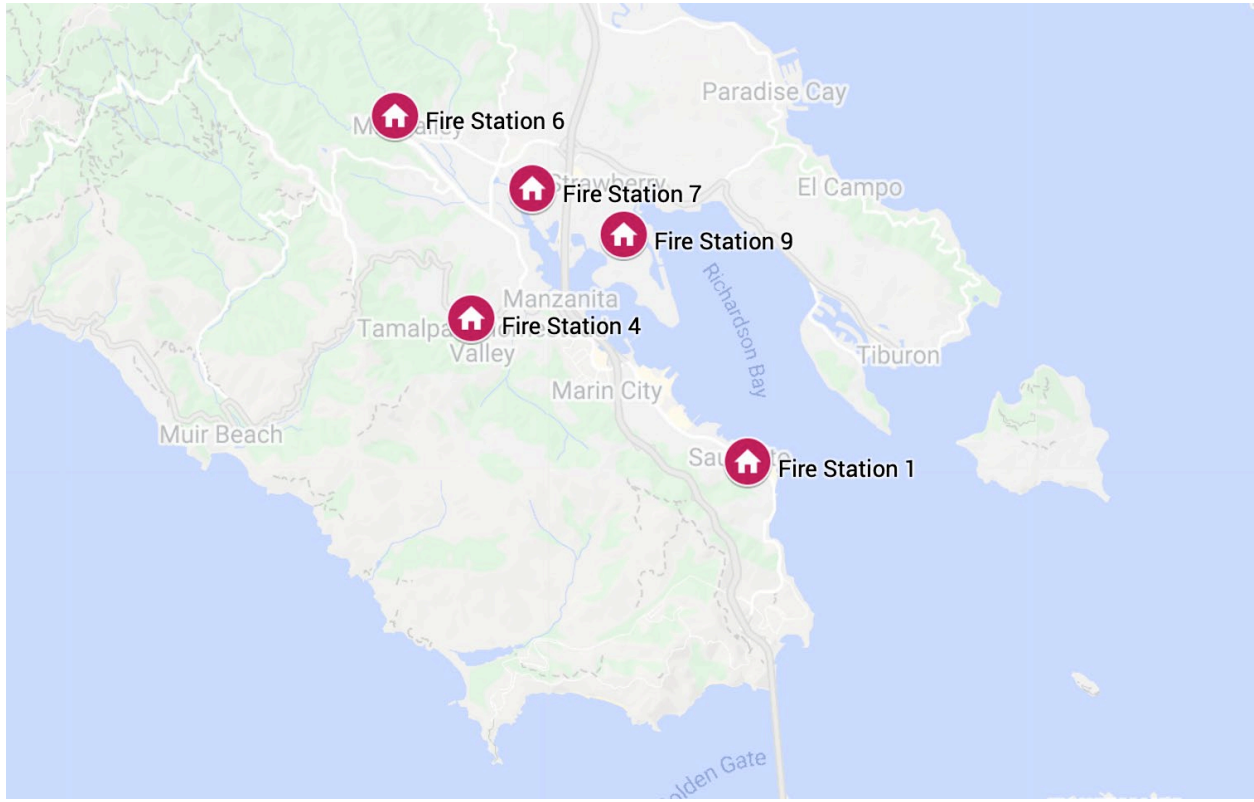
Through this agreement, the District and City provides paramedic ambulance, rescue and fire services to the Golden Gate National Recreation Area, Muir Beach, Muir Woods National Monument, Throckmorton Ridge, and lands in and around Mount Tamalpais State Park, as well as technical rescue services to all of the above areas and the City of Mill Valley and the Tiburon peninsula.

The Fire District is also a partner in several other regional agreements. This includes the Marin County Haz-Mat JPA which all fire agencies in Marin County contribute funding and staff.

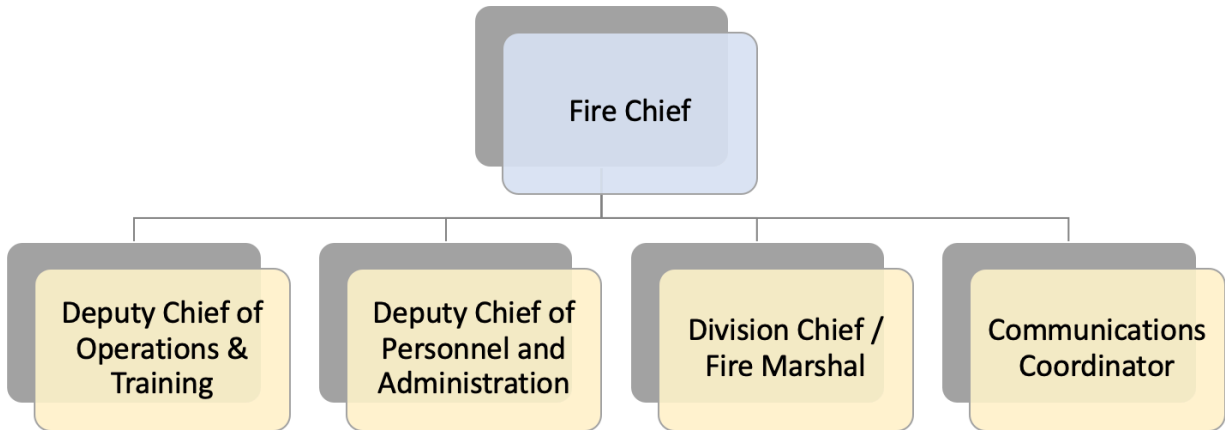
**Table of Station and Apparatus Deployment – SMFD & MVFD**

STATION 1	STATION 4	STATION 6	STATION 7	STATION 9
Engine 1	Engine 4	Engine 6	Engine 7	Engine 9
Medic 1	Medic 4	<i>Medic 6 (reserve)</i>	<i>Engine 607</i>	Rescue 9
<i>Dive Tender 1</i>	<i>Truck 4</i>			Battalion Chief
<i>Fireboat Liberty</i>	<i>Engine 604</i>			

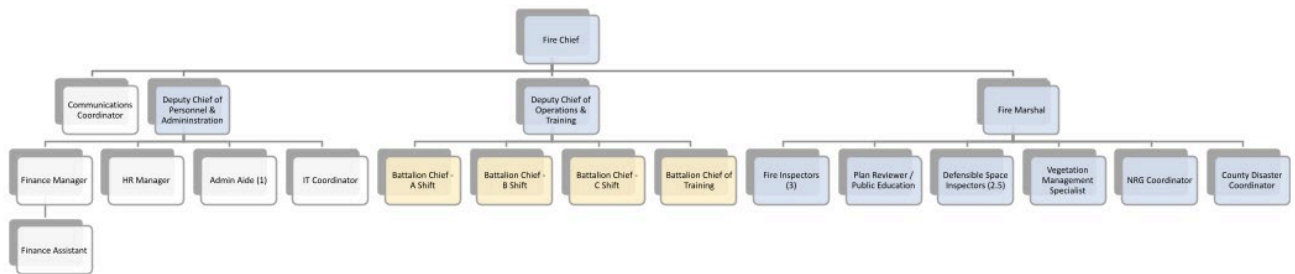
*Italicized units are crossed staffed*



# Current Organizational Chart – Executive Level



# Current Organizational Chart



## **Fire District's Adopted Vision**

*A nationally recognized, forward leaning all-risk service provider that delivers excellence in all-hazards risk response, in maintaining strategic community partnerships, in hiring, training and retaining exceptional people, and in implementing efficiencies in service provision to ensure fiscal sustainability, stewardship, and accountability to the communities we serve.*

## **Fire District's Adopted Mission**

Our Mission Statement was recently reviewed and reaffirmed by the Organization (Mill Valley and Southern Marin Personnel) at the Steve Kent Leadership Academy Event (February / March 2023).

*The Mission of the Southern Marin Fire District is to contribute to Greater Southern Marin Community's reputation as a safe, friendly, economically thriving community in which to live, work, learn, play, and visit.*

*We achieve our mission by providing the highest quality local and regional community risk reduction, suppression, emergency medical services, rescue, marine response, disaster preparedness and community education services possible within the resources provided to us.*

*We are professional, proud, compassionate, highly trained, and committed to utilizing state-of-the-art technology to provide services that meet or exceed the expectations of our community.*

## **Southern Marin Fire District Organization**

The Southern Marin Fire District organization has several distinct areas of services such as Operations, Prevention, Administration, Training, etc. Although most fire agencies define these as **Divisions** and distinctly organize their budget around this structure to better track costs for each of those Divisions, the Southern Marin Fire District has not yet modeled the budget and organization into that formal "cost center" structure. Currently costs for each of those Divisions in our agency are spread throughout a single budget structure, except for the Prevention Division.

## **Shared Services Adopted Mission**

*Identify and implement programs, processes and partnerships that results in cost savings or cost avoidance for both organizations and all communities served; increase organizational efficiencies; enhance firefighter and citizen safety; and strengthen mission resiliency through improved service.*



# ADMINISTRATIVE & PERSONNEL DIVISION

The Administrative and Personnel Division is the foundation of the organization, ensuring that our Operational and Prevention Staff are well equipped, trained, and supported. This Division administers the organization, ensuring compliance with all legal mandates and strong community and governmental relationships. Some members of the Administrative and Personnel Division have specified duties and expertise to ensure the organization is managed safely and well. **This Division is led and managed by our Deputy Chief of Personnel and Administration and reports directly to the Fire Chief.**

## ADMINISTRATION & PERSONNEL

The Southern Marin Fire District's mission largely predicated a dependence on people for the provision of our services and mission. Our budget reflects this with 80% of our Operating & Equipment (O&E) budget dedicated to salary and benefit costs. Managing and supervising people is complex as it intertwines issues of human resources, State and Federal

regulations, labor agreements, legal issues, and managing performance and service delivery in order to ensure we support the personnel who are delivering our services both internally and externally. Many agencies make the mistake of not building a strong foundation administratively and consequently, inherit multiple unintended consequences and costs. The Southern Marin Fire Protection District has built a strong administrative foundation that minimizes the risks that could impact the District.



## COMMUNICATIONS

Our communications and branding programs are coordinated by our **Communications Coordinator**. Following the adopted *Communications and Branding Strategic Plan*, our Communications Coordinator sets metrics for the various campaigns and communication systems utilized by the District. The metrics are reported monthly to the Board of Directors and the Community. The objective of this program is to improve communication externally and internally with a focus on building trust and respect. The District's existence and mission are fully predicated on trust and the relationship with those we serve. Since the inception of this position and services, we have seen incredible responses from the community, clearly reflecting the value they find in the proactive outreach of public education and information.

## INFORMATION & TECHNOLOGY

Our IT programs and services are coordinated and supported by our IT coordinator. The District fully embraces the use of technology to increase efficiency and effectiveness. Approximately five years ago the District made the strategic decision to shift from premise-based software to SaaS (Subscription as a Service), or cloud-based software. The organization has continued to grow and increasingly relies upon technology to efficiently and effectively provide services internally and externally and as a result, the need for a dedicated resource was identified and funded. Since the hiring of this position, we have seen increased support

and oversight of key and critical technologies for the District. The IT Coordinator's position has strengthened the critical administrative foundation of the organization in support of internal and external services.

### **HUMAN RESOURCES**

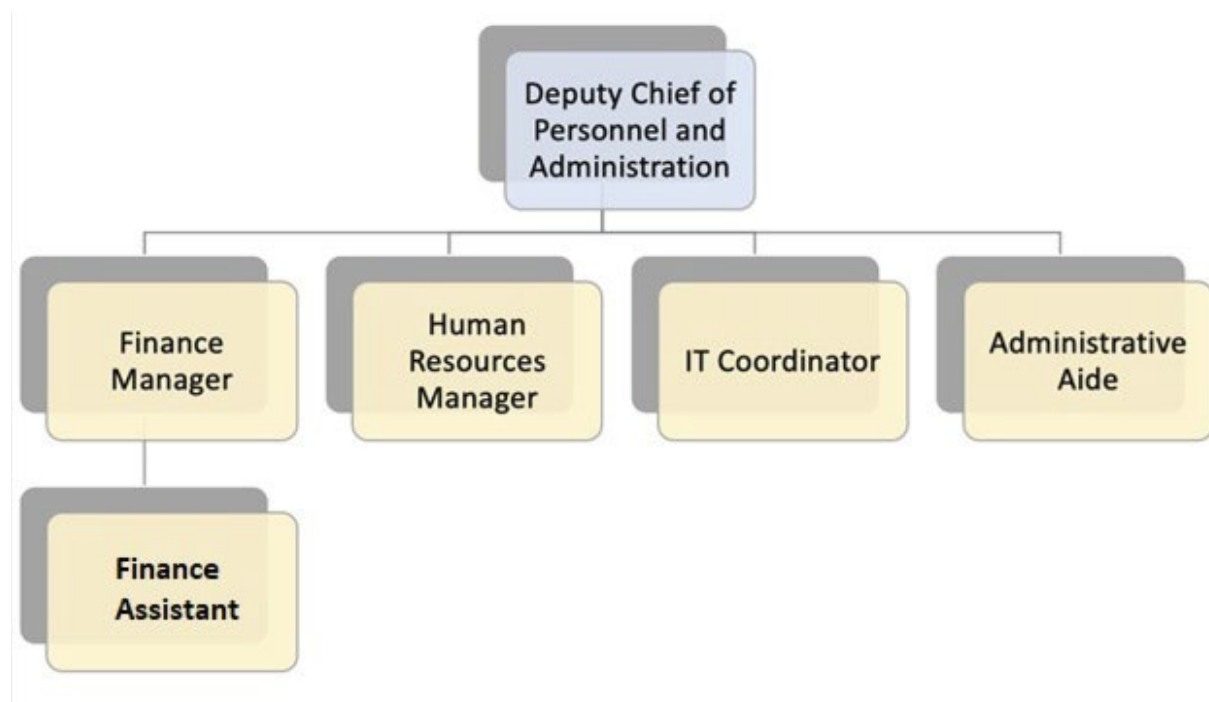
Human Resource Management (HRM) is a collective term for all the formal systems created to help in managing employees and other stakeholders within a company. Human resource management is tasked with three main functions, namely, supporting the mission of the agency with the recruitment and compensation of employees, and designating work. Ideally, the role of HRM is to find the best way to increase the productivity of an organization through its employees. Our Human Resource Team consists primarily of our **Human Resource Manager** but also includes our **Deputy Chief of Personnel and Administration**, as well as Legal Counsel as needed.

### **FINANCE**

Money is the fuel that propels the organization; it facilitates our ability to meet our mission and strategic objectives. It is also an integral ingredient in the trust we have between the agency and those we serve. The District is focused on the importance of excellent financial practices and transparency; our community needs to clearly understand what value they are deriving from their investment (tax dollars). Our Finance Team consists of a **Finance Manager** and **Finance Assistant** who manage all aspects of our financial operations.

### **LOGISTICS**

Logistics consists of the hardware and tools of our organization, our contractual obligations and insurance and risk management requirements. We want to ensure we are providing the best and most effective tools, support services and equipment for those who provide our services, as well as manage our risks as an agency. This element of the organization is managed by our **Deputy Chief of Personnel and Administration**.



# PREVENTION DIVISION

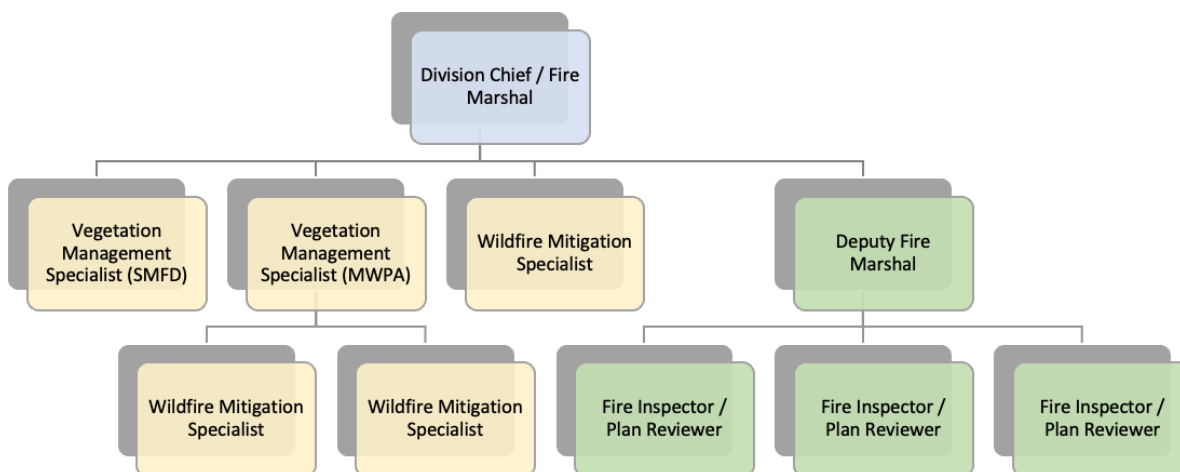
Resiliency is one of the most compelling concepts in fire & life safety, and emergency preparedness; it is the ability to recover from or adjust easily to misfortune or change. It is about preparation, prevention and mitigation strategies that ensure communities and business can return to a normal state as quickly as possible.

Our Prevention Division is funded from several sources including property taxes, (including Measure U and Measure C), and fire prevention fees. **This Division is led and managed by our Fire Marshal who is a Division Chief and reports directly to the Fire Chief.**

Areas of responsibility include: Public Education, Community Risk Reduction, Inspections, Fire Investigation, Wildland Urban Interface (WUI) Awareness, Fire Protection Standards & Code Development, Development and Construction Reviews, and Code Enforcement. The 2023/2024 budget reflects resources necessary to accomplish the organizational mission.

The role the Southern Marin Fire District plays is ever increasing and is key to making resilience happen. The Southern Marin Fire District has engaged with the Cities of Sausalito, Mill Valley and other stakeholder groups to increase resiliency.

SMFD staff continues to expand their participation in disaster preparedness activities by holding leadership positions in the Sausalito Emergency Operations CERT, Sausalito Disaster Preparedness committee, and FIRESafe Marin Committees.



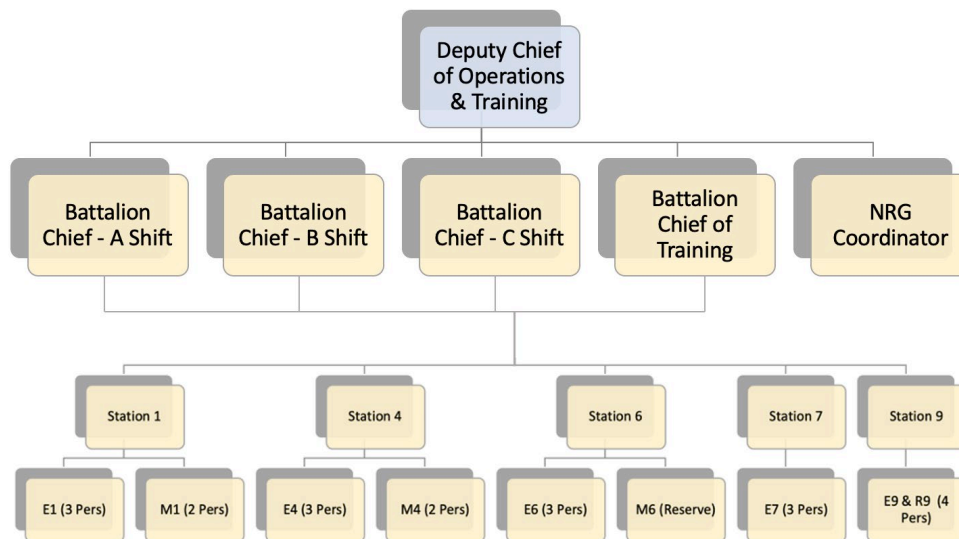
# OPERATIONS DIVISION

The Operations Division provides all-hazards emergency response services to the citizens of the Southern Marin Fire District. Operations personnel and equipment are the first line responders of the District emergency response system. Our goal is to respond to *all* threats to life, property, and the environment. We often find ourselves being the citizens' first, and sometimes last, resort for help. We are almost always called first in an emergency and often called last when the citizen simply cannot find a resolution to their problem through any other public service or private company. In these situations, our philosophy is to find safe, effective, timely, and economical solutions. **Our Operations Division is led and managed by our Deputy Chief of Operations & Training and reports directly to the Fire Chief.**



The Operations Division organizes staffing of apparatus in order to continue to exceed the expectations of the community, and to remain operationally ready to provide professional, skilled, and courteous service at all times.

Our Operations are not only land based but the District also operates in a marine environment and is equipped, trained, and staffed to respond to the numerous events that occur in our waterways each year.



# TRAINING DIVISION

The Training Division provides all cognitive and manipulative training, regulatory training, and education, to all our employees, as well as is responsible for all applicable documentation including associated policy and procedures.

Our Training Division is staffed by a full-time Battalion Chief. The Vision for our Training Division is to support their pursuit of our organizational vision of pursuing academic and technical excellence and have the resources needed to be highly proficient in all that we do; to perform our mission safely and exceed our citizens' expectations.

Our Training Division is also led and managed by our **Battalion Chief of Training**. Oversight is provided by the **Deputy Chief of Operations & Training** and reports directly to the Fire Chief.



## Measure U

In November of 2018, citizens of the Fire District approved a parcel tax increase that will generate an estimated \$3.1 million annually. The purpose of the measure was two-fold: to ensure financial viability of the District and its current services, and to provide new funding for the District to use to generate new wildland fire risk reduction efforts. A priority of the voters was increased funding dedicated to reducing risks associated with wildfire. The District committed to the voters prior to the passage of the measure, an annual funding of \$1 million from the new revenue stream for efforts specific to reducing the risks from wildland fire. The remaining \$2M dollars is to be allocated to fund the other key values identified in the ordinance:



1. Maintaining Local Emergency Medical Services
2. Attracting & Retaining Qualified Professional Paramedics
3. Maintaining High Cardiac and Stroke Survivability Standards
4. Maintaining Local Fire Protection
5. Maintaining Current 9-1-1 Response Times
6. Improving the district's ability to react to and contain wildland fires.

These priorities were recently reinforced in our 2023 Community Survey.

## Measure C

In March of 2020, citizens of Marin County approved a parcel tax increase that will generate an estimated \$19.3 million annually. The Measure also results in the creation of the Marin Wildfire Prevention Authority, a JPA that will govern the use of the funds generated from the measure.

The Measure is designed to take a county-wide approach to reducing the risks associated with wildland fire. The revenues from the measure fund three primary areas: 1) Core JPA Functions; 2) Defensible Space Inspections and 3) Local Mitigation Programs.



The Core Functions element of the Measure will be supported by 60% of the revenues raised; the defensible space inspectors' program will be supported by 20% of the revenues raised, and the local mitigation element will be supported by the remaining 20% of the revenues raised.

The Fire Chief, in consultation with the Fire Marshal and Deputy Chief of Operations and Training has developed a proposed work plan and budget to submit to the Marin Wildfire Prevention Authority (MWPA) for consideration and approval. The Governing Board of the new Joint Powers Agreement (JPA) will ultimately determine what elements of each agency's proposals are funded.

**What is presented in this preliminary budget is what is being presented to the MWPA.**

A budget summary document sheet for Measure C is included in this budget packet to provide a summarized view of Measure C expenditures.

## Long Term Fiscal Resiliency

In the adopted Vision of the Fire District, the long-term fiscal resiliency is identified as a key objective and states:

### ECONOMIC RESILIENCY

- *I envision a future where the economic resiliency of the organization is sound and built to weather the ebb and flow of economic cycles.*

The Fire District has historically navigated some very difficult times economically. The passage of Measure U in 2018 was a major accomplishment towards fiscal resiliency. OPEB and Pension liability have had a significant impact on the District's ability to generate responsible reserves, provide greater operational flexibility, and provide the economic tool to expand or enhance services where it meets the needs of the District.

- The development and execution of a comprehensive review process of the District's revenue streams, identifying opportunities to generate new sources of income, ensuring we are collecting revenues commensurate with District policy and legal mandates.
- The development and execution of a comprehensive review process of the District's expenditure streams, identifying opportunities to generate new efficiencies thereby extracting greater value out of each dollar of revenue.
- The creation of a culture that thrives on the pursuit of economic responsibility and embraces the regular assessment of all aspects of the economic model and choices of the District's operations.
- A culture that embraces and pursues sustainable practices that yield greater value from our revenue streams.

Since the adoption of our Vision, District personnel have endeavored on the expenditure side of the economic resiliency equation. Our labor groups have worked with management to share in increased employee benefit costs. Our budget managers have worked diligently through a zero-based budgeting approach, to develop budget proposals that are responsible and in alignment with the organization's vision, mission, and strategic objectives. Examples of specific actions taken by our employees to manage salary and benefit costs include:

- Prior to PEPRRA, SMFD Firefighters were the first in the County to modify retirement from 3@50 to 3@55.
- Contribute to medical premium costs.
- Eliminated OPEB for employees hired after 1/1/2014. Implemented Retiree Health Savings (RHS) Accounts.
- Assisted Staff in submitting grants and allocations in excess of \$2.2 million.



## Changes From June Budget

<u>Category</u>	<u>Increase/ (Decrease)</u>	<u>Reason for Change</u>
<b>REVENUE:</b>		
Property Tax	50,000	Revised County estimate
Sale of Assets	1,000	IRB trailer sold in September
Interest	50,000	Revised based on FY23 actual
<b>Total Revenue change</b>	<b>101,000</b>	
<b>EXPENDITURES:</b>		
<b>Salaries &amp; Benefits</b>	<b>185,400</b>	Added VMS to Measure U; BC educ retros
<b>Operating &amp; Equipment:</b>		
513-F · Subscriptions	500	Based on FY23 actual: Marin IJ subscriptions
513-V · Software Subscriptions Services	23,000	Added intranet service subscription
515-H · Misc Repairs/struc cloth	19,500	Switching to Lion cleaners + re-lettering MV turnouts
517-B · Dispatch including CAD Service	(47,626)	Revised estimate from MCSO
517-D · Cell Phones	6,000	Added Starlink recurring costs
518 Utilities	7,400	Increased PG&E Sta1 based on FY23 actual
520-C · Unscheduled Repairs & Maint.	8,000	Increased based on FY23 actual + MV
520-L · Sign Changes	6,000	New Sta6 sign
521-A · Radio Repair	8,000	Increasing repair costs
521-R · Hose Maint/Nozzle & Fittings	4,400	upgrade MVFD engines
523-Q · Health & Wellness	8,000	Behavioral health; spine resilience course
523-S · LAFCO Operating Expenses	742	Increased per FY24 actual
523-ZB · Vegetation Management	(179,900)	Decreased to fund VMS
526-A · Training	2,560	Added for VMS
527-B · LSW Rent	(14,022)	Prior budget was an estimate: received actual notice of rate increase of 3%, eff Nov 2023
583-4H · Radios	23,000	BC3 rig radio equipment
583-4V · MDC iPad Program	35,500	Starlink hardware for DC (1)/BC (1); 5G Cradlepoint routers for (5) first out Type I rigs
<b>Total O&amp;E Budget change</b>	<b>(88,946)</b>	
<b>Funded from Reserves:</b>		
583-5J · New Apparatus	84,700	Chief vehicle replacement to include all peripherals; added new (\$52K) offroad utility vehicle (UTV)
583-5S · Station 6 Improvements	(75,000)	Removed Sta6 bathroom project
583-5V · Station 4 Remodel	220,000	\$220K in project costs planned for FY23 were completed in July 2023
583-5W · One-Time Misc. Expenses	55,000	Citygate Deployment Analysis changed to Master Plan
<b>Total Funded From Reserves change</b>	<b>284,700</b>	
<b>Total Expenditure change</b>	<b>381,154</b>	Expenditures increased \$381K since June draft
<b>PY Rollover Adjustment</b>	<b>12,860</b>	Prior year MWPA rollover funds to use for MWPA this year
<b>Total Change to Net Fund Balance</b>	<b>(267,294)</b>	September Budget net fund balance change is less than June Budget Draft by \$267K

## **Proposed Budget Summary for Fiscal Year 2023/2024 (FY24)**

### **Revenue Forecast Summary**

Property tax makes up the primary source of the Fire District's revenue. With the annexation of the City of Mill Valley's Fire Department (MVFD), the District will receive \$6.6M in property tax monies to fund the increased costs of adding 27 new safety personnel and associated equipment and facilities costs. Other new Mill Valley revenue streams include an additional \$300K for SMEMPS, \$507K to fund Mill Valley MWPA projects, and \$100K in plan fee revenue.

In addition, June estimates from the County of Marin project a \$849K increase in property tax revenues from the District's existing tax base (5% higher than the FY23 actual secured property tax revenue. Our 10-year financial forecast assumes a 4.5% property tax increase annually). Most other revenue streams will remain relatively stable, except for Interagency Agreements: This line is decreasing -67% (from \$1.3M to \$441K). The decrease is due to the annexation of MVFD, which will eliminate the need to share two battalion chiefs and one administrative aide between the two agencies.

### **Expenditure Proposals Summary**

Our Expenditures are categorized into three major categories: The **Operating + Equipment Budget** [Salaries & Benefits + Operating Expenses + Equipment], **Grants/Allocations**, and **Funded from Reserves** [apparatus, facilities, or one-time purchases funded by monies set aside in prior years].

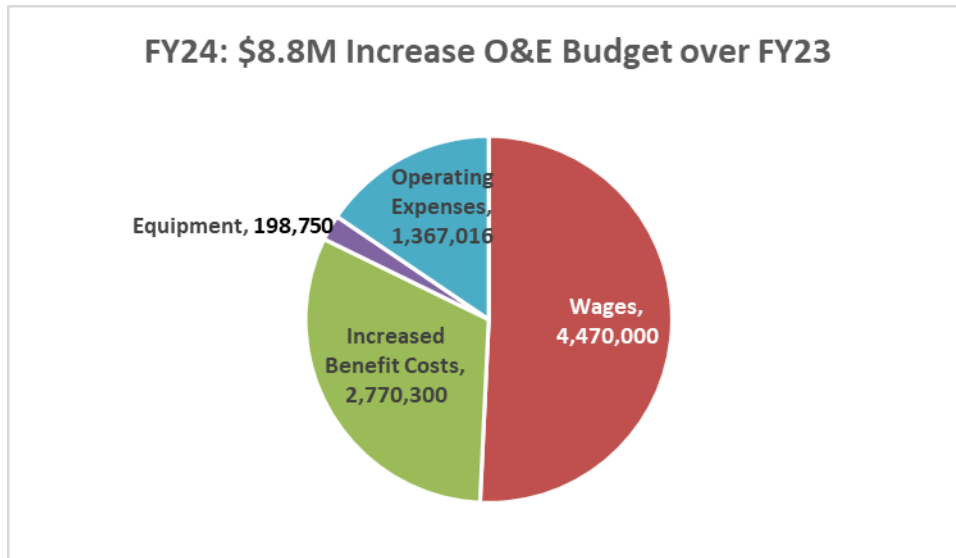
### **Operating + Equipment Budget**

The Operating & Equipment (O&E) Budget is the part of our budget that captures the ongoing expenses that are required to keep our organization running and ensure the delivery of our services day to day. This includes costs like our salary and benefit expenses, dispatch costs, fuel and maintenance costs, and expenditures that are recurring and are a part of our day-to-day operations.

The Operating + Equipment Budget Increase for FY24 has been proposed at **+37%** or a **\$8.8M** net increase. In past years we have aimed for the O&E increase to be 5% or lower. This year's 37% increase is primarily due to the annexation of MVFD; the Marin Wildfire Prevention Authority's (MWPA) budget is also increasing \$799K.

The FY24 is the tenth year in which we have deployed a zero-based budgeting approach and we continue to refine this tool as an element to our expenditure control tools. The proposed increases reflect organizational needs for FY24, many of which have essentially been funded by decreases in other budget lines where this fiscal year either the program needs have decreased or in some cases been fully eliminated.

The categories of the entire \$8.8M O&E increase are summarized below:



Current salaries include step increases, the addition of 27 new safety personnel from the City of Mill Valley, plus a 3% wage increase for all line staff personnel.

### Grants / Allocations

The District successfully applied for an allocation specifically for vegetation management along Highway 1. The \$1M for this project is reflected in the revenue and expenditures.

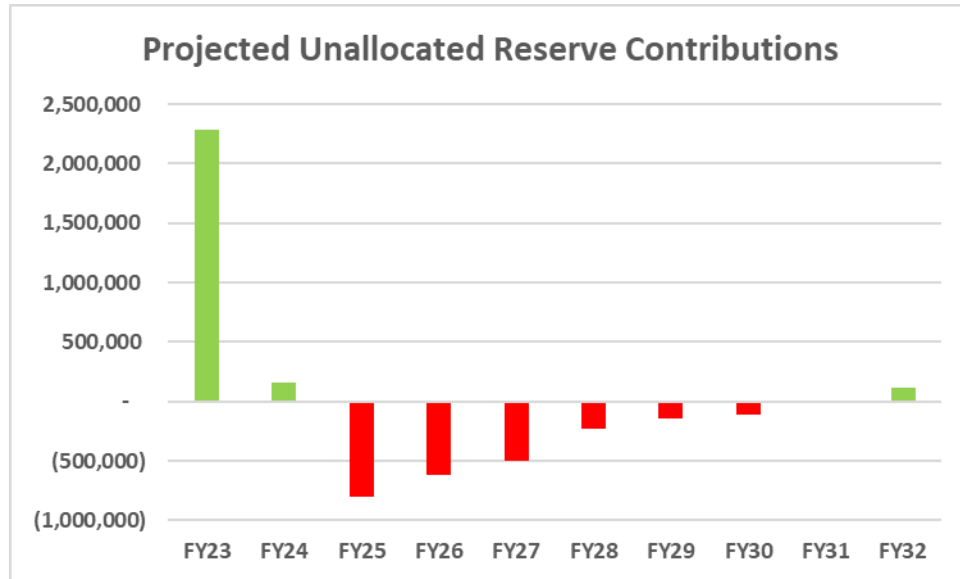
The total **Funded from Reserves** category decreased by (\$79K) this year, largely due to the near completion of the Station 4 Remodel Project. We are also proposing the purchase of one replacement vehicle for the Fire Chief, an addition to the fleet of an off-trail vehicle (UTV), and a rescue watercraft to replace the 2018 Yamaha. The other new proposals include facilities improvements to Station 4 (roofing, gutters, lighting), a Citygate Master Plan analysis, new Long-Range Acoustic Device (LRAD) sites (MWPA-funded), and \$100K for unforeseen facilities repairs and improvements.

### Unallocated Reserve Funding Strategy

The intent of the unallocated reserves is essentially a savings account where monies are not dedicated for specific purchases but instead are reserved in the event that economic conditions beyond our control require an injection of funds to carry us through a downturn in the economy.

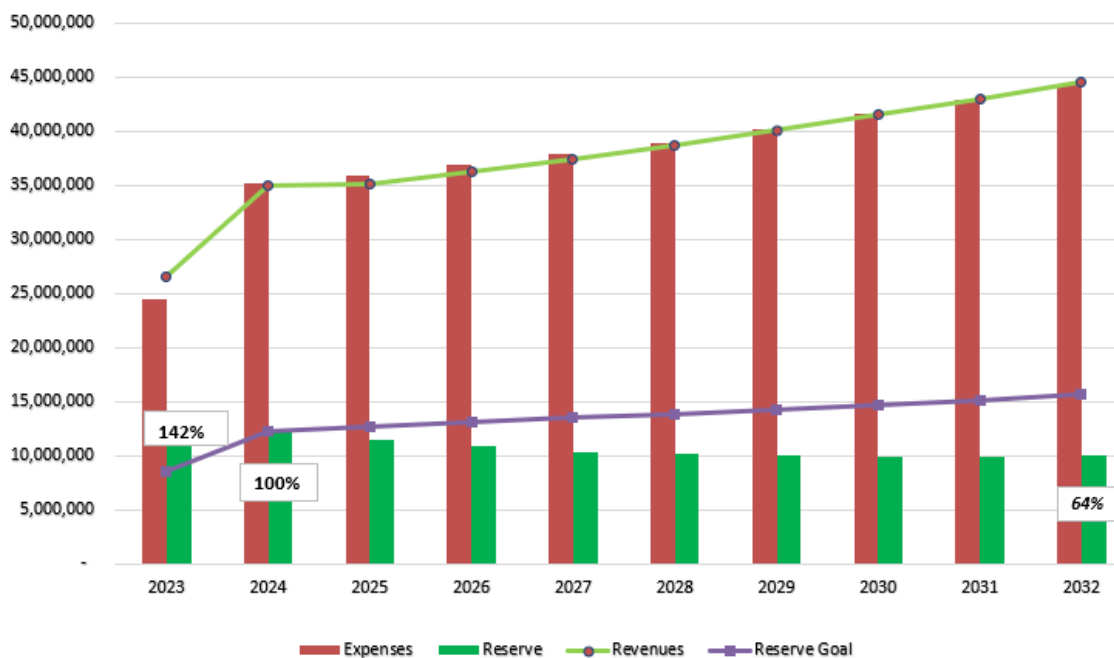
The District's FY24 reserves goal is \$12.2M (five months' O&E expenses, less the MWPA budget); this is a 37% increase over last year's goal since the annexation of MVFD will increase the O&E Budget. As of FY22 the District had exceeded its unallocated reserve goal by almost \$1M (111% of the goal); going forward with the increased goal due to the annexation, the

reserve goal is projected to be 100% funded as of June 30, 2024. However, with 5% wage increases taking effect in July 2025, dispatch costs increasing to approximately \$754K annually beginning in FY25, and other cost increases, we anticipate needing to dip into reserves to fund operating expenses through FY30. This is assuming property tax revenues increase 4.5% annually, and there is no increase to the Measure U escalator.



The long-term goal is to eventually have an amount in the unallocated reserves account equal to one years' worth of the Operating + Equipment Budget (less MWPA O&E equals \$30M in FY24), as part of a Financial Strategic Objective and our Vision to be more economically resilient.

SMFD Long-Term Financial Model



**This budget projects a balance to fund unallocated reserves of \$196K. If the District contributes the entire \$196K to reserves, we project an unallocated balance of \$12.2M – 100% of the FY24 \$12.2M goal.**

### Equipment

The Operating Equipment included in the Operating Budget is the part of our budget where we detail frequently recurring and/or lower-cost equipment expenses (such as hose and hydrants – not apparatus). In a municipal budget this is often referred to as a Capital Improvement Budget. This often includes tools and various hardware items.

This budget proposes \$324,800 in equipment spending, an increase of \$198,750 over the FY23 budget. **This is a 158% increase over last year's equipment budget.** The proposed expenditures in the Operating Equipment Budget are most often discretionary expenses. This does not mean that they are frivolous and in fact they directly contribute to the achievement of the Strategic Plan, Mission, and the Vision of the Fire District.

The Proposals within this budget are those that we believe are essential in moving the District towards attainment of those elements of our Vision and contained within our Strategic Plan.

### Funded from Reserves

Although the **Funded from Reserves** Budget is similar to our **Equipment** budget it is distinctly different than the **Equipment** Budget in that includes our fire apparatus purchases and is funded from monies in our reserve account.

This budget section proposes \$1,140,700 in capital reserve spending, **a decrease** of \$79,550, or -7% compared to the FY23 Budget.

## 2023/2024 Proposed Major Capital Initiatives

1. **Master Plan Analysis.** With the recent annexation of the City of Mill Valley we propose conducting a master plan analysis that will review our Operations, Administrative and Prevention Divisions. **Estimated cost: \$110,000**
2. **Station 4 Remodel – Phase 2.** Phase 1 addressed several structural issues with Station 4, as well as remodeling and an updated kitchen. In Phase 2 we will integrate the additional issues that were unaddressed in Phase 1, including roofing and gutters, updated lighting, and new office furniture. **Estimated cost: \$430,000**
3. **Replacement of Rescue Watercraft (RWC’s).** The District owns and operates two Rescue Watercraft. These vessels are used in the Bay to assist with life rescues and are often used on conjunction with FB Liberty. These RMC vessels have a service life of five years. Their replacement is programmed into our capital replacement fund. **Estimated cost: \$26,000**
4. **Replacement CradlePoint Routers and iPads for Apparatus.** All apparatus contain mobile devices (iPads) which are connected via dual modem cellular routers. This project replaces units at the end of their service life, and outfits (5) first-out Type 1 engines with 5G CradlePoint routers. **Estimated cost: \$62,500**
5. **Replacement Thermal Imagers.** Thermal imagers are handheld devices used by our firefighters, to “see through smoke” and walls to identify hot spots. These can be points of combustion, or people. They are a crucial tool for our firefighters. We are proposing the replacement of three of these devices. **Estimated cost: \$21,000**
6. **Replacement Radios.** In addition to the standard replacement of radios past their useful life, we will be procuring new chargers for Mill Valley’s rigs and stations. **Estimated cost: \$48,000**
7. **Replacement Fire Hose.** **Estimated cost: \$42,100**
8. **Replacement Fire Hydrants.** Each year the District plans and executes the replacement of fire hydrants throughout the District’s boundaries. **Estimated cost: \$43,000**
9. **Replacement Automatic External Defibrillators.** For each sixty seconds a patient in ventricular fibrillation, who does not receive an electronic shock, reduces their chance of survival by 10%. These medical devices are carried on all District apparatus and vehicles to ensure that our staff can readily and quickly apply this life saving skill in moments of need. **Estimated cost: \$31,200**

10. **Replacement of Computer Workstations.** (8) workstations (MacBooks) are budgeted. **Estimated cost: \$19,000**
11. **Drone Program.** This year's budget includes the cost of (1) drone (\$7,000), plus annual software (\$4,500 - recurring), plus courses and certifications that are distributed throughout applicable budget lines. **Estimated cost: \$34,350**
12. **Develop and Adopt Technology Replacement Plan.** The District, as part of their fiscal management plan, has for many years utilized a replacement plan for all of its vehicles, apparatus, fireboat and some of our equipment such as SCBAs and air refill stations. Our IT Coordinator will develop a comprehensive inventory of all computer hardware, and working with the Finance Manager and Fire Chief, will develop a proposed replacement schedule and funding model for the Board to adopt. **Estimated cost: \$0 (for development of the plan).**
13. **Submit an Application for the CSDA Transparency Award.** The California Special District Association solicits and subsequently awards, Special Districts who complete a pre-determined list Transparency Requirements. The Fire Chief will be submitting an application for the Fire District. **Estimated cost: \$ (Staff Time Only)**
14. **Develop and deploy new Management Academy.** Beginning in 2013, the City of Sausalito initiated a program designed to prepare local government employees for supervisory and managerial positions. This program came to be known as the Southern Marin Management Academy. Towns, cities, and special districts would submit applications each year for the limited slots; the program became very successful and prestigious. Our own HR Manager Susan Paterson began managing this program in 2013. With the retirement of Susan Paterson and Adam Politzer from the City of Sausalito, the program was discontinued after the 2019 program year. The District has been coveting the development of a similar program for up-and-coming captains and battalion chiefs. Our HR Manager and Training Officer are working to develop a program that prepares captains and battalion chiefs for their new responsibilities. **Estimated cost: \$0 (Cost will be in future FY after development)**
15. **Submit Annual ACFR.** Beginning in the 2020/2021 Fiscal Year, the District submitted its first ever Annual Comprehensive Financial Report (ACFR). Developing the first ACFR is a time-consuming process but the process of producing and being recognized by the Government Financial Officers Association is a sought-after Best Practice. For the 2023/2024 fiscal year, we will again submit an ACFR, but it will require a fraction of the time as the template has already been developed. **Estimated cost: \$5,000 (Plus Staff Time)**

**16. Conduct Annual Audit.** Each year the Fire District is required to complete a financial audit; it is also considered a Best Practice. The District will submit an Audit for the 2023/2024 fiscal year. **Estimated cost: \$20,000**

**17. Support Measure U Oversight Committee Annual Audit.** Each fiscal year staff meets with the Measure U Oversight Committee twice. The last meeting consists of a review of the District Audit, and a review of the Performance Measures articulated in the Measure U Ordinance. This engagement with the Oversight Committee occurs every year.  
**Estimated cost: \$0 (Staff Time only)**

**18. Generate and present Annual Report, and Quarterly Reports.** In 2021, the District completed and released its first-ever Annual Report. This report is publicly published through the District's communication channels, as well as being placed on the District website. The goal is to generate an Annual Report each year moving forward. These reports are shared through the District's communication channels as well as presented at the Board Meetings, and the Cities of Mill Valley and Sausalito Council meetings.  
**Estimated cost: \$0 (Staff Time only)**



## **Operating + Equipment Budget Significant *Changes* Detail (Including Measure U Wildfire Mitigation Programs & Measure C)**

### *Increase/(Decrease):*

501-A – Base Salaries and Overtime – \$4,470,000

This increase accounts for the addition of 27 Mill Valley safety employees, scheduled 3% cost-of-living increases for line personnel, step increases, plus corresponding FLSA and overtime increases.

504 Benefits – \$2,770,300

The addition of the MVFD employees accounts for the bulk of the benefits' increases, but this increase is also due to anticipated health benefits increases (7%) and increases to the District's retirement contribution rates by the Marin County Employees' Retirement Association (MCERA).

511 – Office Expenses – (\$14,386)

Actual printing expenses for map books and Prevention/Public Education/MWPA mailers have been less than budgeted, so these lines were adjusted accordingly.

513-U – Miscellaneous Computer Supplies – \$4,240

Based on FY23 with our new IT Coordinator, we have been making more purchases and anticipate this trend continuing.

513-V – Software Subscriptions – \$48,100

This line has increased due to many price increases for existing software, notably Google and Tablet Command, plus the incorporation of MVFD employees into current user-based subscription software. It also includes a new intranet subscription (\$23K recurring annually).

515 – Clothing & Personnel Supplies – \$130,855

Equipment for new hires, including MVFD employees, plus switching to Lion from Scott's PPE, which will increase the cost of turnout cleanings.

517-B – Dispatch Services – \$163,052

With the transition of dispatch services from the Marin County Sheriff's Office (MCSO) to a new agency with enhanced services dedicated solely to the fire service, we anticipate a higher-quality service but also with a higher cost. The transition is being mandated because of the MCSO getting out of the fire dispatch business. The Marin fire chiefs are working with the MCSO to minimize costs by capturing opportunities to share elements of the dispatch system. We expect this line to increase again next year by approximately \$300K.

517-E – MERA Operating Costs – \$62,712

This increase is largely due to taking over MVFD's MERA costs.

518 – Utilities – \$36,617

There are two factors largely contributing to the increases to the utilities lines: the solar panels installed at station 9 were installed before the station's new HVAC system was in place. The

quantity of solar panels is now insufficient to power the HVAC system *and* have an energy surplus to return to the power grid. This accounts for an increase of approximately \$13K. Additionally, energy prices have soared this past year, causing many of the 518 lines to exceed the budget. We have increased these lines accordingly.

520 – Buildings & Grounds Maintenance – \$43,350

We anticipate higher costs in this category due to the MVFD annexation.

521 – Equipment Maintenance – \$43,750

We anticipate higher costs in this category due to the MVFD annexation.

521-1 – Vehicle Maintenance – \$181,285

We anticipate higher costs in this category due to rising labor costs and the MVFD annexation.

523-ZB – Vegetation Management – \$351,301

This increase is part of the promise made to the District’s citizens that with the approval of Measure U, increased resources will go towards wildfire mitigation and prevention efforts. It also includes the MWPA initiatives that previously were with the City of Mill Valley.

523-ZH – DEI Initiatives – \$35,000

This new budget line is to provide equitable opportunities and increase inclusiveness in the District’s recruitment process. It includes staff DEI and leadership training, in addition to a recruitment video.

526-A – Training – \$52,540

With the addition of the new Mill Valley positions, we have increased the funds for Individual Training Accounts (ITAs).

527 – Rent – \$11,740

This is for the actual cost of the 3% November 2023 rent increase for the admin building for admin and prevention staff.

585 – Debt Service – \$89,656

This is the second of five payments as part of the leasing agreement approved by Board in March 2022 for the replacement of Engine 9, plus the two lease agreements the District will take over from Mill Valley for two engines.

## **Capital Equipment Detail - \$324,800 Total (\$198,750 increase over FY23)**

### *Total Costs:*

583-4B – Non-SMEMPS EMS Equipment – \$31,200

To replace aging Automatic External Defibrillators (AEDs), medical bags, and out of county medical equipment not paid for by SMEMPS.

583-4D – Hydrants – \$43,000

For the ongoing replacement of District hydrants.

583-4F Hose – \$42,100

Aging hose are replaced annually.

583-4H – Radios – \$48,000

For the ongoing replacement of District radios, plus new charges for Mill Valley rigs and stations.

583-4K – Office Equipment - \$49,000

New office furniture at Station 4 (\$30K) plus internet upgrades.

583-4R – New Workstations – \$19,000

We are continuing with replacing most workstations with Apple computers and will also be providing a new workstation for the Deputy Fire Chief.

583-4U – Thermal Imaging Cameras – \$21,000

Funding for thermal imaging cameras for (3) engines

583-4V – MDC iPad Program – \$62,500

To replace aging iPads on the rigs, in addition to new 5G CradlePoint routers for (5) first-out Type 1 engines.

583-4Z – One-Time Miscellaneous Equipment - \$7,000

For the purchase of one additional drone.

**Funded from Reserves - \$1,140,700 Total (\$79,550 decrease over FY23)**

*Total Costs:*

583-5H – Other Repairs – \$100,000 (*\$0 change over FY23*)

Unanticipated costs for station repairs.

583-5J – New Apparatus – \$174,700

Anticipated cost to replace the Fire Chief’s vehicle, plus an addition to the fleet of an offroad vehicle (\$52K).

583-5O – Rescue Watercraft – \$26,000

Replacement of the 2018 Yamaha rescue watercraft.

583-5V – Station 4 Remodel – \$430,000

These funds will be used to reroof Station 4, and to add new lighting and gutters (210K). It has also been increased by \$220K since the June budget draft, for work that was scheduled for last FY but wasn’t completed until July.

583-5W – One-Time Misc. Expenses – \$110,000

This is for a CityGate development of a master plan.

583-5W – One-Time Misc. Expenses – \$300,000

Continued progress on environmental review and installation of three Long-Range Acoustic Device (LRAD) site locations (coverage for the southern portion of Sausalito, Tennessee Valley Rd, and Throckmorton fire station). This will be funded by prior year MWPA rollover funds.

**FY24 Summary Operating, Equipment + Capital Budget by Division**

<b>FY24 Analysis</b>	<b>General</b>	<b>Change from PY</b>	<b>Prevention</b>	<b>Change from PY</b>	<b>Measure U</b>	<b>Change from PY</b>	<b>Measure C</b>	<b>Change from PY</b>	<b>TOTAL CHANGE</b>
<b>Operating Budget</b>									
Salaries & Benefits	23,740,700	40%	1,025,180	25%	403,600	6.6%	886,420	36%	<b>38%</b>
Operating Expenses	4,289,633	28%	135,370	-2%	594,600	-4.3%	1,038,335	46%	<b>33%</b>
Equipment	263,600	312%	54,000	10%	1,800	N/A	5,400	-58%	<b>158%</b>
<b>Total O&amp;E Budget</b>	<b>28,293,933</b>	<b>39%</b>	<b>1,214,550</b>	<b>26%</b>	<b>1,000,000</b>	<b>0%</b>	<b>1,930,155</b>	<b>41%</b>	<b>37%</b>
<b>Capital from Reserves</b>	<b>840,700</b>	<b>-27%</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>0%</b>	<b>300,000</b>	<b>362%</b>	<b>-7%</b>
<b>Grants / Allocations</b>	<b>0</b>	<b>N/A</b>	<b>1,000,000</b>	<b>300%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>401%</b>
<b>Total FY24 Budget</b>	<b>29,134,633</b>	<b>36%</b>	<b>2,214,550</b>	<b>91%</b>	<b>1,000,000</b>	<b>0.0%</b>	<b>2,230,155</b>	<b>56%</b>	<b>38%</b>

**FY24 O&E General Budget Analysis**

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved O&amp;E Budget</b>	<b>20,306,044</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0%</b>
<b>Plus/(Less) FY24 Changes:</b>		
<b>Salaries &amp; Benefits:</b>		
501 - Salaries	3,300,000	Step increases, 3% wage increases + 27 new Mill Valley employees
501-O - Overtime	955,000	Wage increases/Mill Valley annexation
504 - Benefits	2,524,300	↑7% Kaiser; ↑MCERA rates; MV employees
<b>Subtotal Salaries &amp; Benefits Changes</b>	<b>6,779,300</b>	<b>40.0%</b>
<b>Operating Expense Changes:</b>		
511 - Office Expenses	6,850	
513 - Special Departmental Expenses	57,710	↑Computer supplies, software subscriptions
515 - Clothing & Personnel Supplies	99,580	↑PPE prices, new rescue swimmer program
517 - Communications	267,784	↑Dispatch services (\$163K); new Mitel phones (\$15K)
518 - Utilities	36,325	↑Utilities estimate based on FY23 actual
520 - Buildings & Grounds Maintenance	42,750	MVFD annexation
521 - Equipment Maintenance	43,750	Adding 2 divers to team
521-1 - Vehicle Maintenance	177,985	↑Anticipated costs due to annexation, rescue watercraft upgrades
523 - Specialized Services	86,757	↑physicals, DEI Initiatives ↑\$35k
524 - Insurance	30,000	Additional vehicles + premium ↑
526 - Training & Conferences	50,250	Drone trainings, ↑for MV employees
526-1 - Membership/conferences	2,000	
526-2 - Meetings, Meals & Travel Expenses	8,700	↑Strike team costs
527 - Rent	8,942	LSW 3% rent increase
<b>Subtotal Operating Budget Increase/(Decrease)</b>	<b>1,009,039</b>	<b>30.2%</b>
<b>Equipment (detailed on Capital Analysis)</b>	<b>199,550</b>	<b>312%</b>
<b>Total General O&amp;E Budget</b>	<b>28,293,933</b>	<b>7,987,889</b> <b>39%</b>

**FY24 O&E Prevention Budget Analysis**

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved O&amp;E Budget</b>	<b>907,450</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0%</b>
<b>Plus/(Less) FY24 Changes:</b>		
<b>Salaries &amp; Benefits:</b>		
501 - Salaries	110,000	Step increases; added Deputy Fire Marshal position (20%); reclassified (2) positions to safety
501-O - Overtime	0	No change
504 - Benefits	92,780	Reclassified (2) positions to safety=↑benefits
<b>Subtotal Salaries &amp; Benefits Changes</b>	<b>202,780</b>	<b>25%</b>
<b>Operating Expense Changes:</b>		
511 - Office Expenses	250	
513 - Special Departmental Expenses	1,000	Increased software subscription costs
515 - Clothing & Personnel Supplies	23,600	New hire costs
517 - Communications	2,780	More iphone monthly charges
521-1 - Vehicle Maintenance	6,000	↑fuel
523 - Specialized Services	3,000	
524 - Insurance	0	No change
526 - Training & Conferences	8,110	
526-1 - Membership/conferences	1,080	
526-2 - Meetings, Meals & Travel Expenses	0	
<b>Subtotal Operating Budget Increase/(Decrease)</b>	<b>45,820</b>	<b>33%</b>
<b>Equipment (detailed on Capital Analysis)</b>	<b>4,800</b>	<b>10%</b>
<b>Total Prevention O&amp;E Budget</b>	<b>1,214,550</b>	<b>253,400</b> <b>26%</b>

**FY24 O&E Measure U Wildfire Mitigation Budget Analysis**

FY24 Analysis	Budget		Change from Prior Year
<b>FY23 Approved O&amp;E Budget</b>	<b>1,000,000</b>		
<b>Plus General Inflationary Increases</b>	<b>0</b>		<b>0.0%</b>
<b>Plus/(Less) FY24 Changes:</b>			
<b>Salaries &amp; Benefits:</b>			
501 - Salaries	20,000	Added 50% NRG position; moved Inspector to Prevention	
501-O - Overtime	(5,000)		
504 - Benefits	9,900	Added 50% NRG position; moved Inspector to Prevention	
<b>Subtotal Salaries &amp; Benefits Changes</b>	<b>24,900</b>	<b>6.6%</b>	
<b>Operating Expenses:</b>			
511 - Office Expenses	(550)	Decreased mailing costs	
513 - Special Departmental Expenses	1,440	New hire computer supplies	
515 - Clothing & Personnel Supplies	2,630	New employee costs	
517 - Communications	(880)		
521-I - Vehicle Maintenance	(500)		
523 - Specialized Services	(20,745)	Vegetation management projects	
526 - Training & Conferences	(4,960)		
526-I - Membership/conferences	(2,935)		
526-2 - Meetings, Meals & Travel Expenses	(200)		
<b>Subtotal Operating Budget Increase/(Decrease)</b>	<b>(26,700)</b>	<b>-4.3%</b>	
<b>Equipment (detailed on Capital Analysis)</b>	<b>1,800</b>		
<b>Total Measure U O&amp;E Budget</b>	<b>1,000,000</b>	<b>0</b>	<b>0%</b>



**FY24 Measure C (MWPA) O&E Budget Analysis**

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved O&amp;E Budget</b>	<b>1,365,378</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0%</b>
<b>Plus/(Less) FY24 Changes:</b>		
<b>Salaries &amp; Benefits:</b>		
501 - Salaries	90,000	Added Deputy Fire Marshal position (80%), eliminated part-time positions; shifted 50% of NRG position to Measure U
501-O - Overtime	0	
504 - Benefits	143,320	Added benefits for new employees
<b>Subtotal Salaries &amp; Benefits Changes</b>	<b>233,320</b>	<b>36%</b>
<b>Operating Expenses (Increase/(Decrease):</b>		
511 - Office Expenses	(20,936)	No maps & run books
513 - Special Departmental Expenses	(2,600)	
515 - Clothing & Personnel Supplies	5,045	new employee supplies
517 - Communications	(456)	
521-I - Vehicle Maintenance	(2,200)	
523 - Specialized Services	357,179	Participation in seasonal program; veg mgmt projects
524 - Insurance	0	
526 - Training & Conferences	(610)	
526-I - Membership/conferences	(205)	
526-2 - Meetings, Meals & Travel Expenses	(50)	
<b>Subtotal Operating Budget Increase/(Decrease)</b>	<b>335,167</b>	<b>47%</b>
<b>Equipment (detailed on Capital Analysis)</b>	<b>(7,400)</b>	<b>-58%</b>
<b>Total MWPA O&amp;E Budget</b>	<b>1,926,465</b>	<b>561,087</b> <b>41%</b>

**FY24 Capital Budget Analysis**

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved Base Budget</b>	<b>20,241,994</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0.0%</b>
<b>Plus (Less) FY24 Other Significant Changes:</b>		
<b>Subtotal Operating Change</b>	<b>7,788,339</b>	<b>38.5%</b>
<b>Total Base Budget</b>	<b>28,030,333</b>	<b>38.5%</b>
<b>Plus Equipment</b>		
583-4B · Non-SMEMPS EMS Equipment	15,000	AEDs (8) Chief/utility vehicles
583-4F · Hoses	42,100	
583-4H · Radios	48,000	BKR 5000 radios
583-4R · New Workstations	19,000	Station computer replacements
583-4U · Thermal Image Camera	21,000	(3) cameras
583-4V · MDC iPad Program	62,500	Replace (8) apparatus ipads; 5G cradlepoint routers (5)
583-4Z · One-Time Misc Equipment	7,000	Mavic drone (1)
<b>Total Equipment</b>	<b>263,600</b>	<b>312%</b>
<b>Plus Capital from Reserves:</b>		
583-5H · Other Repairs	100,000	misc. facilities repairs
583-5J · New Apparatus	174,700	Chief vehicle replacement; new offroad vehicle (\$52K)
583-5O · Rescue Watercraft	26,000	Replace 2018 rescue watercraft
583-5V · Station 4 Remodel	430,000	Station 4 roofing, lighting, painting
583-5W · One-Time Misc. Expenses	110,000	Citygate Master Plan
<b>Total Funded from Reserves</b>	<b>840,700</b>	<b>-27%</b>
<b>Plus Grants</b>	<b>0</b>	
<b>FY24 Total General Budget</b>	<b>29,134,633</b>	<b>36%</b>

**FY24 Prevention Capital Budget Analysis**

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved Base Budget</b>	<b>911,950</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0%</b>
<b>Plus (Less) FY24 Other Significant Changes:</b>		
<b>Subtotal Operating Change</b>	<b>248,600</b>	
<b>Total Base Budget</b>	<b>1,160,550</b>	<b>27%</b>
<b>Plus Equipment</b>		
583-4B · Non-SMEMPS EMS Equipment	9,000	AEDs (5) for prevention vehicles
583-4C · Knox Box Key Replacement	2,000	
583-4D · Hydrants	43,000	
<b>Total Equipment</b>	<b>54,000</b>	<b>48%</b>
<b>Plus Capital from Reserves:</b>		
583-5W · One-Time Misc. Expenses	0	
<b>Total Funded from Reserves</b>	<b>0</b>	<b>N/A</b>
<b>Highway I Veg Management Allocation</b>	<b>1,000,000</b>	<b>401%</b>
<b>FY24 Total Prevention Budget</b>	<b>2,214,550</b>	<b>91%</b>


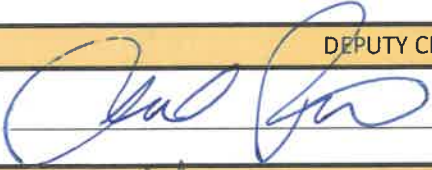

**FY24 Measure U Wildfire Mitigation Capital Budget Analysis**

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved Base Budget</b>	<b>1,000,000</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0%</b>
<b>Plus (Less) FY24 Other Significant Changes:</b>		
<b>Subtotal</b>	<b>(1,800)</b>	<b>0%</b>
<b>Total Base Budget</b>	<b>998,200</b>	<b>0%</b>
<b>Plus Equipment</b>		
583-4B · Non-SMEMPS EMS Equipment	1,800	AED for vehicle
<b>Subtotal</b>	<b>1,800</b>	<b>N/A</b>
<b>Plus Capital from Reserves:</b>		
<b>Total Funded from Reserves</b>	<b>0</b>	<b>0%</b>
<b>FY24 Total Measure U Budget</b>	<b>1,000,000</b>	<b>0%</b>

**FY24 Measure C (MWPA) Capital Budget**


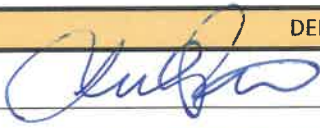

FY24 Analysis	Budget	Change from Prior Year
<b>FY23 Approved Base Budget</b>	<b>1,352,578</b>	
<b>Plus General Inflationary Increases</b>	<b>0</b>	<b>0.0%</b>
<b>Plus/(Less) FY24 Changes:</b>		
<b>Subtotal</b>	<b>572,177</b>	<b>41%</b>
<b>Total Base Budget</b>	<b>1,924,755</b>	<b>41%</b>
<b>Plus Equipment</b>		
583-4B · Non-SMEMPS EMS Equipment	5,400	AEDs (2) for vehicles
<b>Subtotal</b>	<b>5,400</b>	<b>-13%</b>
<b>Plus Capital from Reserves:</b>		
583-5W · One-Time Misc. Expenses	300,000	LRAD: funded w/ prior year Local rollover funds
<b>Total Funded from Reserves</b>	<b>300,000</b>	<b>362%</b>
<b>FY24 Total MWPA Budget</b>	<b>2,230,155</b>	<b>56%</b>

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: BC Barnes	TODAY'S DATE: 3/3/2023		
PROJECT NAME: AEDs	BUDGET LINE: 583-4B		
DIVISION NAME: General	Replacement Equipment: NO		
START DATE: 7/1/2023	END DATE: 6/30/2024		
<b>BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS</b>			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:			
<b>COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS</b>			
COMPONENTS:	VENDOR:	AMOUNT:	
Product/Service:	6 AED for Prevention Vehicles	AED Superstore	\$ 10,800.00
	5 AEDs for the Station Utility Vehicles		\$ 9,000.00
	Chief vehicles (3)		\$ 5,400.00
Delivery:			
Installation:			
Tax:			
Other:			
Recurring:	10 year replacement		
<b>Total Project Cost</b>			<b>\$ 25,200.00</b>
<b>DEPUTY CHIEF APPROVAL</b>			
Approved by: 		Date: 4-6-23	
<b>CHIEF APPROVAL</b>			
Approved by: 		Date: 6-6-23	




\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY:	Kenny O'Reilly/ Marshall Nau	TODAY'S DATE:	4/3/2023
PROJECT NAME:	Hydrant Replacement Project	BUDGET LINE:	583-4D
DIVISION NAME:	<b>Prevention</b>	Replacement Equipment:	<b>YES</b>
START DATE:	7/1/2023	END DATE:	6/30/2024
<b>BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS</b>			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:		<p>Additional cost would be for Risers (they elevate hydrants on the ground and provide water main protection if the hydrant is struck and gets sheared off), gaskets and bolts to secure the hydrant bodies. Additional installation costs may arise around select hydrants that have become encased in the sidewalk and require encroachment permits and sidewalk restoration work. Other than that there are no additional installation cost through a partnership with MMWD (Marin Water). Over the past three year MMWD has provided the District with direct assistance by replacing the bodies and discharging the spent hydrant bodies at no additional charge. In total the project has replaced over 40 of the Districts 1,200 hydrants.</p>	
<b>COMPONENTS:</b>			
		<b>VENDOR:</b>	<b>AMOUNT:</b>
Product/Service:	Clow 75 Hydrant @ \$2,760 x9	Core & Main	\$ 24,840.00
	Clow 76 Hydrant @ \$3290 x3	Core & Main	\$ 9,870.00
	Risers, Gaskets, and Bolts	Core & Main	\$ 896.00
	Sidewalk restoration efforts	No specified contractor	\$ 4,000.00
Delivery:	Provided by the R&B company, removal provided by MMWD.	N/A	\$ -
Installation:	Completed by MMWD staff at the direction of SMFD staff requests.	N/A	\$ -
Tax:	8.25%		\$ 3,267.50
Other:			
Recurring:		583-4D	
<b>Total Project Cost</b>			<b>\$ 42,873.50</b>
<b>DEPUTY CHIEF APPROVAL</b>			
Approved by:		Date:	6-4-23
<b>CHIEF APPROVAL</b>			
Approved by:		Date:	6-6-23

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Fischer		TODAY'S DATE: 3/8/2023	
PROJECT NAME: Hose		BUDGET LINE: 583-4F	
DIVISION NAME:		Replacement Equipment:	
START DATE: FY 23/24	END DATE: FY 23/24		
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:			
COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS			
COMPONENTS:		VENDOR:	AMOUNT:
Product/Service:	Key fire Sniper attack hose 60 lengths @ \$270 each		\$16,200.00
	DCS Hose Testing \$1,500 engine @ 9 engines		\$13,500.00
	2.5" attack hose Ndura \$345 each @ 10 lengths		\$3,450.00
	4" Triple Duty Intak Hose 25' \$450 each @ 3 lengths		\$1,350.00
	3" intake hose 25" jumper \$350 each @ 3		\$1,050.00
	Single jacket forestry hose \$155 each @ 10 lengths		\$1,550.00
	Lost, Damaged, Failed Testing and Replacement		\$5,000.00
Installation:			
Tax:			
Other:			
Recurring:		Budget Line:	
<b>Total Project Cost</b>			<b>\$ 42,100.00</b>
DEPUTY CHIEF APPROVAL			
Approved by: 		Date: 6-6-23	
CHIEF APPROVAL			
Approved by: 		Date: 6-6-23	

\*Please attach all quotes to this Form



# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Mike Coleman	TODAY'S DATE: 3/9/2023
PROJECT NAME: BKR 5000	BUDGET LINE: 583 4H
DIVISION NAME:	Replacement Equipment: <b>YES</b>
START DATE:	END DATE:

**BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS**

List all other costs associated with the approval of this request: maintenance, supplies, etc.

Product Photo:	 <p>VHF Radio</p>	
----------------	--	--

**COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS**

COMPONENTS:	VENDOR:	AMOUNT:
Product/Service: BKR 5000 radio	<a href="http://Bendixkingradios.com">Bendixkingradios.com</a>	\$ 2,340.00
Lapel microphone		\$ 365.00
Delivery:		
Installation: Batterys for BKR 5000		\$ 154.50
Tax:		
Other: This price is per radio. They do not make our current VHF portble anymore. This radio has been arrovred by Cal Fire.		
Recurring:		
<b>Total Project Cost</b>		<b>\$ 2,859.50</b>

**DEPUTY CHIEF APPROVAL**




Approved by: 	Date: 6-6-23
--	--------------

**CHIEF APPROVAL**

Approved by: 	Date: 6-6-23
--	--------------


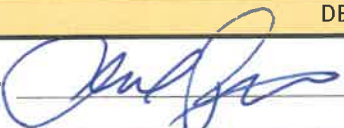

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Doug Paterson	TODAY'S DATE: 4/13/2023		
PROJECT NAME: Station 4 Office furniture	BUDGET LINE: 583 4K		
DIVISION NAME:	Replacement Equipment: <b>YES</b>		
START DATE:	END DATE:		
<b>BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS</b>			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:	<div style="display: flex; align-items: center;">  <div style="margin-left: 20px;"> <p style="text-align: center;">This budget request is to replace old and dilapidated office furniture.</p> </div> </div>		
COMPONENTS:	VENDOR:	AMOUNT:	
Product/Service:	Tables, chairs, filling cabinets	Office Depot	\$ 11,000.00
	Shelving units and storage	New Business Solutions	\$ 5,000.00
	Bedroom sets/kitchen table chairs		\$ 14,000.00
Delivery:			
Installation:			
Tax:			
Other:			
Recurring:			
<b>Total Project Cost</b>		<b>\$ 30,000.00</b>	
<b>DEPUTY CHIEF APPROVAL</b>			
Approved by: 	Date: <u>6-6-23</u>		
<b>CHIEF APPROVAL</b>			
Approved by: 	Date: <u>6-6-23</u>		



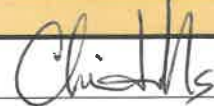
\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Russ Jaycox	TODAY'S DATE: 4/10/2023		
PROJECT NAME: ST4 & ST9 Computers	BUDGET LINE: 583-4R		
DIVISION NAME:	Replacement Equipment: <b>Yes</b>		
START DATE: 7/1/2023	END DATE: 6/30/2024		
<b>BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS</b>			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:	<div style="display: flex; align-items: center;">  <div style="width: 70%;"> <p>6 MacBooks will replace PCs at ST4 and ST9; 1 for stock/future use; 1 to replace CH2 MacBook. These will require keyboards, trackpad/mouse (except CH2).</p> </div> </div>		
<b>COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS</b>			
COMPONENTS:	VENDOR:	AMOUNT:	
Product/Service:	8 MacBook Pros w/assessoris and 1 MacBook Pro (user has assessoris)	Apple	\$ 19,000.00
			\$ -
Delivery:			incl
Installation:			incl
Tax:			incl
Other:			\$ -
Recurring:			\$ -
<b>Total Project Cost</b>			<b>\$ 19,000.00</b>
<b>DEPUTY CHIEF APPROVAL</b>			
Approved by: 		Date: 4-23-23	
<b>CHIEF APPROVAL</b>			
Approved by: 		Date: 6-22-23	




\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: BC Barnes	TODAY'S DATE: 3/3/2023		
PROJECT NAME:	BUDGET LINE: 583-4U		
DIVISION NAME: General	Replacement Equipment: YES		
START DATE:	END DATE:		
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:			
COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS			
COMPONENTS:	VENDOR:	AMOUNT:	
Product/Service:	2 Mill Valley Replacement Imagers (E6&7)	Bullard	\$ 14,000.00
	1 SMFD Replacement imager (T4)	Bullard	\$ 7,000.00
Delivery:			
Installation:			
Tax:			
Other:			
Recurring:			
<b>Total Project Cost</b>		<b>\$ 21,000.00</b>	
DEPUTY CHIEF APPROVAL			
Approved by: 	Date: 6-6-23		
CHIEF APPROVAL			
Approved by: 	Date: 6-6-23		

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: BC Barnes		TODAY'S DATE: 3/3/2023	
PROJECT NAME:		BUDGET LINE: 583-4V	
DIVISION NAME:		Replacement Equipment: YES	
START DATE:		END DATE:	
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:			
			
COMPONENTS:		VENDOR:	AMOUNT:
Product/Service:	New cradlepoint routers for 5G (5 first out type 1 rigs)	First Net / Stepford	\$ 42,000.00
	ipads (8)	iOS	\$ 16,000.00
	Starlink Satelight Internet	Starlink + Install	\$ 4,500.00
Delivery:			
Installation:			
Tax:			
Other:			
Recurring:			
<b>Total Project Cost</b>			<b>\$ 62,500.00</b>
DEPUTY CHIEF APPROVAL			
Approved by: <u></u>		Date: <u>09/14/2023</u>	
CHIEF APPROVAL			
Approved by: <u></u>		Date: <u>09/14/2023</u>	

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Marshall Nau	TODAY'S DATE: 4/13/2023
PROJECT NAME: UAS Drone Program	BUDGET LINE: 583-4Z
DIVISION NAME: <b>General</b>	Replacement Equipment: <b>YES</b>
START DATE:	END DATE:

**BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS**

List all other costs associated with the approval of this request: maintenance, supplies, etc.




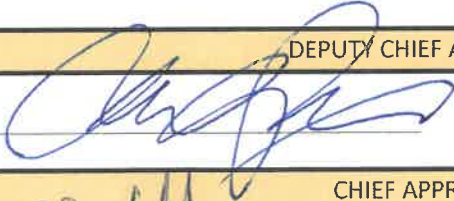

**COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS**

COMPONENTS:	VENDOR:	AMOUNT:
Product/Service: Drone (Autel EVO 2 Pro 6K Enterprise Bundle V3) x1	<a href="http://VertigoDrones.com">VertigoDrones.com</a> 800-834-5279	\$ 4,300.00
Product/Service: Drone (Autel EVO 2 Pro Bunddle) x1	<a href="http://VertigoDrones.com">VertigoDrones.com</a> 800-834-5279	\$ 2,500.00
		\$ -
Delivery: Shipping costs		\$ 116.99
Installation:		\$ -
Tax:		\$ -
Other: Misc. drone repairs/parts		\$ 83.01
Recurring: FAA COA (Reoccurring Bi-annually)	SkyFire	\$ 2,500.00
<b>Total Project Cost</b>		<b>\$ 9,500.00</b>

<b>DEPUTY CHIEF APPROVAL</b>	
Approved by: 	Date: <u>6-6-23</u>
<b>CHIEF APPROVAL</b>	
Approved by: 	Date: <u>6-6-23</u>

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Fire Chief Tubbs		TODAY'S DATE: 4/10/2023	
PROJECT NAME: Vehicle Replacement		BUDGET LINE: 583-5J	
DIVISION NAME:		Replacement Equipment: <b>YES</b>	
START DATE:	7/1/2023	END DATE:	6/30/2023
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:			
			
COMPONENTS:		VENDOR:	AMOUNT:
Product/Service:	Chevrolet Tahoe SSV	HGAC	\$ 63,256.00
Delivery:			
Installation:	Installation and purchase of required equipment	TBD	\$ 39,676.00
Tax:			
Other:			
Recurring:		Recurring Budget Line:	
<b>Total Project Cost</b>			<b>\$ 102,932.00</b>
DEPUTY CHIEF APPROVAL			
Approved by: 		Date: <u>8-10-23</u>	
CHIEF APPROVAL			
Approved by: 		Date: <u>8-14-23</u>	

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY:	Matthew Barnes	TODAY'S DATE:	9/12/2023
PROJECT NAME:	UTV Purchase	BUDGET LINE:	583-5J
DIVISION NAME:	General	Replacement Equipment:	NO

START DATE:		END DATE:	
-------------	--	-----------	--

**BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS**


List all other costs associated with the approval of this request: maintenance, supplies, etc.

Product Photo:		
----------------	--	--

**COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS**

COMPONENTS:	VENDOR:	AMOUNT:
Product/Service:	UTV	Manufacture TBD \$ 38,000.00
	All Accessories, Equipment Included	
	Trailer	Manufacture TBD \$ 10,000.00
Delivery:		
Installation:		
Tax: Approximate Anticipated Tax		\$ 4,000.00
Other:		
Recurring:		
<b>Total Project Cost</b>		<b>\$ 52,000.00</b>

**DEPUTY CHIEF APPROVAL**

Approved by: 	Date: 9-13-23
--	---------------

**CHIEF APPROVAL**

Approved by: 	Date: 9-13-23
--	---------------



# **SOUTHERN MARIN FIRE DISTRICT**

## **2023 UTV PROPOSAL**



**PREPARED BY:  
STEVE MORLOCK  
CAPTAIN  
B SHIFT STATION 9**

# **TABLE OF CONTENTS**

**INTRODUCTION**

**PROJECT DESCRIPTION**

**JUSTIFICATION AND NEED**

**COST BENEFIT ANALYSIS**

**LOCATION AND DEPLOYMENT**

**QUOTES**

**ATTACHMENTS**

## **INTRODUCTION**

UTVs (UTILITY TASK VEHICLE) ARE BECOMING INCREASINGLY POPULAR IN THE FIRE SERVICE AS VALUABLE TOOLS USED FOR SEARCH AND RESCUE, VICTIM EXTRICATION, RECONNAISSANCE AND OTHER MISSIONS THAT REQUIRE A LIGHT, NIMBLE AND RELIABLE MODE OF TRANSPORTATION. THEY ARE PARTICULARLY EFFECTIVE IN RESPONSE AREAS THAT HAVE DIFFICULT ACCESS FOR FIRE ENGINES, REMOTE AND RUGGED TERRAIN, COASTLINES AND/OR UNRELIABLE ROAD NETWORKS. UTVs ALLOW RESCUERS TO ACCESS PATIENTS MORE SAFELY AND MORE EXPEDITIOUSLY THAN TRADITIONAL MODES OF TRANSPORTATION (ENGINE, AMBULANCE, 4x4 PICK UP) THUS CONTRIBUTING TO MORE POSITIVE OUTCOMES FOR THE VICTIM/PATIENT. COUPLED WITH THEIR ABILITY TO TRAVERSE NEARLY ANY TERRAIN WITH EASE, UTVs HAVE THE ABILITY TO GET INJURED VICTIMS OUT OF HARM'S WAY WITHOUT ANY ADDED RISK TO RESCUERS.

UTVs ARE ALSO BEING WIDELY USED ON RAPIDLY EXPANDING WILDLAND INCIDENTS AND CAMPAIGN FIRES. HOTSHOT CREWS, RAPID EXTRICATION MODULES (REMS) AND OTHER RESOURCES ARE REPORTING INCREASED LEVELS OF EFFICIENCY AND SAFETY AFTER INCORPORATING UTVs INTO THEIR ARSENALS.

IN ADDITION TO THEIR USE ON EMERGENCY CALLS, UTVs CAN ALSO BE USED AS SUPPORT VEHICLES DURING LARGE EVENTS, ON PREVENTION DETAILS OR IN ANY OTHER SCENARIO WHICH MAY REQUIRE A SMALL VEHICLE TO SHUTTLE PERSONNEL AND/OR EQUIPMENT.

IN MARIN COUNTY, THE MARIN COUNTY FIRE DEPARTMENT, MARIN COUNTY SHERIFF'S DEPARTMENT (SAR), MARIN MUNICIPAL WATER DISTRICT, NATIONAL PARKS SERVICE, AND CALIFORNIA STATE PARKS ALL UTILIZE UTVs AS PART OF THEIR RESPONSE FLEET. THESE AGENCIES HAVE RECOGNIZED THE NEED FOR QUICK ACCESS AND EFFICIENT RESPONSE DUE TO THE NATURE OF THE TERRAIN AND GEOGRAPHY THEY WORK IN. THE SOUTHERN MARIN FIRE DISTRICT CONSISTENTLY RESPONDS TO EMERGENCIES LOCATED IN THE SAME TYPE OF TERRAIN AND GEOGRAPHY AS THESE AGENCIES.

TYPICALLY, UTVs ARE KEPT ON A TRAILER AT A FIRE STATION, QUICKLY ALLOWING THEM TO BE BROUGHT TO A STAGING AREA (TRAILHEAD, BEACHHEAD, FIRE ROAD, ETC) AND DEPLOYED FOR WHATEVER MISSION IS NECESSARY ON A PARTICULAR INCIDENT.

## PROJECT DESCRIPTION

WE ARE REQUESTING APPROXIMATELY \$52,000 AS STARTUP COSTS FOR A NEW SMFD UTV PROGRAM. THIS COST INCLUDES:

- UTV (~\$38,000)
- ALL ACCESSORY EQUIPMENT NEEDED (INCLUDED)
- INSTALLATION OF ACCESSORY EQUIPMENT (INCLUDED)
- CLOSED TRAILER (~\$10,000)
- SALES TAX (~\$4000)

COSTS NOT INCLUDED IN THIS PROPOSAL INCLUDE:

- REGISTRATION FEES FOR UTV AND TRAILER
- ANNUAL MAINTENANCE COSTS (NEW BUDGET LINE TO BE CREATED)
- ANY ASSOCIATED TRAINING COSTS (OVERTIME)
- DECALS AND NUMBERING \* SEE MEMO / BRANDING.
- PPE (HELMETS, GOGGLES)
- RADIO EQUIPMENT
- ANY ADDITIONAL RESCUE GEAR NEEDED (ROPE RESCUE GEAR, STOKES LITTER, ETC)

### TIMELINE IF APPROVED (TENTATIVE)

- DAY 1: SUBMIT REQUESTS FOR PROPOSALS (RFPs) TO VENDORS
- DAY 2: IDENTIFY NEW BUDGET LINE MANAGER / PROGRAM MANAGER
- DAY 3: BUDGET LINE MANAGER WORKS WITH DEPUTY CHIEF OF OPERATION TO CREATE OPERATIONAL SCOPE AND RESPONSE PROCEDURES FOR UTV OPERATOR.
- DAY 4: BUDGET LINE MANAGER WORKS WITH DEPUTY CHIEF OF ADMINISTRATION TO SET ANNUAL BUDGET
- DAY 5: BUDGET LINE MANAGER WORKS WITH TRAINING OFFICER TO CREATE TRAINING TASK BOOK FOR UTV OPERATOR AS WELL AS IN-SERVICE ORIENTATION TASK BOOK FOR ALL SMFD PERSONNEL
- DAY 7: RECEIVE RFPs AND SUBMIT TO DC OF OPERATIONS FOR PURCHASE APPROVAL
- DAY 8: AWARD RFP TO VENDOR(S) AND ORDER UTV AND TRAILER
- DAY 30: RECEIVE OR PICK UP UTV AND TRAILER
- DAY 31: SHIP OUT UTV AND TRAILER (IF NECESSARY) FOR ANY FURTHER SHOP WORK/INSTALLS (RADIOS, ACCESSORIES, ETC)
- DAY 32: WORK WITH DC OF OPERATIONS ON UTV IDENTIFIER IN CAD, DISPATCH SORT ORDER, DEPLOYMENT MODEL, SPECIALTY TAGS IN CREWSENSE AND ANY OTHER NECESSARY ADMINISTRATIVE WORK
- DAY 45: BEGIN TASK BOOK TRAINING FOR STATION 9 PERSONNEL ON A SHIFT BASIS
- DAY 60: PLACE UTV IN SERVICE IN CAD

WILL THIS REQUIRE IPAD T/C?

**DAY 61: WORK WITH SHIFT BCs TO SCHEDULE ON GOING TASK BOOK TRAINING FOR ALL PERSONNEL**

**DAY 365: REVIEW AND REASSESS UTV DEPLOYMENT AFTER 1 YEAR OF CALL VOLUME AND DEPLOYMENT. MAKE ANY DEPLOYMENT MODEL CHANGES DEEMED NECESSARY.**

## **JUSTIFICATION AND NEED**

**AS WE PREPARED TO WRITE THIS PROPOSAL WE DECIDED TO REVIEW THE DISTRICT'S NFIRS DATA IN ORDER TO FIND OUT IF THE PURCHASE OF A UTV WAS JUSTIFIABLE. WE IDENTIFIED 26 CALLS IN 2020 (OVER TWO PER MONTH) THAT WERE EITHER MEDICAL OR RESCUE TYPE CALLS LOCATED IN REMOTE AREAS WITHIN THE DISTRICT'S RESPONSE AREA\*. THESE CALLS REQUIRED EITHER AN AMBULANCE OR UTILITY PICK UP TRUCK TO TRANSPORT PERSONNEL AND/OR PATIENT(S) ON FIRE ROADS, TWO TRACK TRAILS OR EXTREMELY TIGHT PAVED ROADS. A UTV LIKELY (IT IS IMPOSSIBLE TO SPECULATE) WOULD HAVE BEEN DEPLOYED ON EVERY SINGLE ONE OF THESE CALLS, ENABLING QUICKER ACCESS TO THE PATIENT, A MORE COMFORTABLE EXTRICATION FOR INJURED PATIENTS, AND REDUCING WEAR AND TEAR ON DEPARTMENT VEHICLES. IF THE UTV WAS NOT NEEDED FOR PATIENT ACCESS ON THESE CALLS IT COULD HAVE BEEN USED TO ACCESS HIGH POINTS FOR A RADIO RELAY, PROVIDE RECONNAISSANCE AND/OR SHUTTLE EQUIPMENT/PERSONNEL.**

**FURTHERMORE, WE ANALYZED THE DISTRICT'S WATER RESCUE RESPONSE DATA FOR THE SAME TIME FRAME (2020). WE LOOKED SPECIFICALLY AT CALLS IN WHICH DISTRICT WATER RESCUE CRAFT (RWC) WERE DISPATCHED. WE COMPARED THAT CALL VOLUME WITH OUR TRAIL RESCUE AND REMOTE AREA CALL VOLUME AND FOUND THAT THE TRAIL RESPONSES GREATLY OUTNUMBERED OUR RWC RESPONSES. RWCs ARE AN INVALUABLE RESOURCE DURING WATER RESCUE CALLS DUE TO THEIR SPEED, EFFICIENCY AND ABILITY TO ACCESS AREAS A FIREBOAT OR IRB CANNOT. THE DISTRICT HAS COMMITTED TIME AND MONEY TO A ROBUST RWC PROGRAM AND JUSTIFIABLY SO. A UTV WOULD BE A VERY SIMILAR RESOURCE COMPARED TO THE RWCs, ESSENTIALLY BECOMING THE DISTRICT'S LAND VERSION OF THE RWC PROGRAM.**

**ANYONE WHO HAS WORKED FOR THE SOUTHERN MARIN FIRE DISTRICT UNDERSTANDS THE COMPLEXITY OF OUR GEOGRAPHY AND TERRAIN. WE HAVE SOME OF THE MOST UNFORGIVING AND TECHNICAL TERRAIN IN THE ENTIRE STATE AND ARGUABLY THE ENTIRE COUNTRY. THERE IS A REASON THE DISTRICT IS KNOWN FOR HAVING SPECIALTY EQUIPMENT (FIREBOAT, RWC, IRB, TYPE 3 ENGINE, MEDIUM RESCUE, LADDER TRUCK, ETC). IN ORDER TO PROVIDE THE HIGHEST LEVEL OF SERVICE POSSIBLE TO THE PUBLIC WE MUST HAVE SPECIALITY EQUIPMENT THAT MOST URBAN OR TRADITIONAL FIRE DEPARTMENTS DO NOT HAVE. A UTV FITS INTO THIS REALITY THE DISTRICT FACES ON A DAILY BASIS. A UTV WOULD BE**

ANOTHER TOOL IN THE TOOLBOX FOR OUR FIREFIGHTERS WHEN RESPONDING TO EMERGENCIES IN SUCH COMPLEX TERRAIN.

\*ANALYSIS DID NOT INCLUDE FORMER MILL VALLEY FIRE DEPARTMENT NFIRS DATA. ONLY SMFD DATA WAS COLLECTED AND ANALYZE

## **COST-BENEFIT ANALYSIS**

A COST BENEFIT ANALYSIS IS A GREAT WAY TO BETTER UNDERSTAND THE COST OF A PROJECT BY COMPARING IT TO VARIOUS DATA SETS. ACCORDING TO THE MARIN COUNTY FIRE DEPARTMENT (CURRENTLY OWNS FOUR UTVS) THE TYPICAL SERVICE LIFE OF A UTV IS 15 YEARS. WE WILL USE THIS SERVICE LIFE IN THE FOLLOWING COMPARISONS.

THE FIRST COMPARISON WAS DONE UTILIZING THE POPULATION OF THE SOUTHERN MARIN FIRE DISTRICT:

**PROJECT COST: \$52,000**  
**DISTRICT POPULATION: 41,490**  
**ONE TIME COST PER RESIDENT: \$1.25**  
**ANNUAL COST PER RESIDENT: \$0.08**

THE SECOND COMPARISON WAS DONE UTILIZING THE TOTAL NUMBER OF LINE PERSONNEL IN THE SOUTHERN MARIN FIRE DISTRICT:

**PROJECT COST: \$52,000**  
**DISTRICT LINE PERSONNEL: 72**  
**ONE TIME COST PER FIREFIGHTER: \$722.22**  
**ANNUAL COST PER FIREFIGHTER: \$48.15**

OTHER DATA SETS MAY BE USED TO DEMONSTRATE OTHER COMPARISONS, HOWEVER, IT IS CLEAR THAT IN THE GRAND SCHEME OF THINGS THIS PROJECT IS RELATIVELY CHEAP COMPARED TO THE POPULATION IT WOULD SERVE AND COMPARED TO THE NUMBER OF FIREFIGHTERS THAT WOULD UTILIZE IT.

FURTHERMORE, IN THE FUTURE THE UTV COULD BE DEPLOYED OUT OF COUNTY MUTUAL AID SERVING AS A RESOURCE FOR A DISTRICT REMS TEAM OR USAR SQUAD. THESE DEPLOYMENTS TYPICALLY GENERATE REVENUE FOR THE SPONSORING AGENCY.

IT IS HARD TO FORECAST WHAT THE ANNUAL MAINTENANCE COST WOULD BE HOWEVER WE TOOK THE CURRENT RWC MAINTENANCE BUDGET AND CUT IT IN HALF AS A BALLPARK STARTING POINT. THIS WOULD AMOUNT TO APPROXIMATELY \$4,000/YR. MORE ACCURATE NUMBERS COULD BE

EASILY DETERMINED BY CONTACTING OUR NEIGHBORING AGENCIES THAT HAVE UTV PROGRAMS.

## **LOCATION AND DEPLOYMENT**


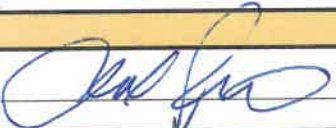
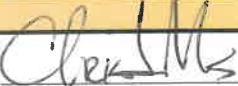
IT WOULD BE RECOMMENDED THAT THE UTV BE HOUSED AT STATION 9 AND STAFFED BY STATION 9 PERSONNEL WHEN DEPLOYED. THREE PERSONNEL FROM STATION 9 WOULD RESPOND TO THE INCIDENT ON RESCUE 9 WHILE THE FOURTH CREW MEMBER FOLLOWS IN A PICK UP TOWING THE UTV PACKAGE.

HOUSING THE UTV AT STATION 9 GIVES OUR INCIDENT COMMANDERS THE MOST FLEXIBILITY IN TERMS OF DEPLOYING IT TO THE DIFFERENT ZONES AT ANY GIVEN TIME. FOR EXAMPLE, IF THE UTV WERE TO BE HOUSED AT STATION 4 AND THERE WAS A TRAIL RESCUE IN ZONE 6, TRUCK 4 WOULD NOW BE OUT OF SERVICE AND UNAVAILABLE FOR OTHER INCIDENTS. IF HOUSED AT STATION 1 IN THE SAME SCENARIO, FIREBOAT LIBERTY WOULD NOW BE OUT OF SERVICE.

FURTHERMORE, THE MISSION OF RESCUE 9 IS TO RESPOND FOR ADDITIONAL PARAMEDIC CARE AND TECHNICAL RESCUE CAPABILITIES ANYWHERE IN THE SOUTHERN AREA. THE UTV WOULD BECOME ANOTHER TOOL TO SUPPORT THAT MISSION.




ULTIMATELY THIS WOULD BE AT THE DISCRETION OF THE FIRE CHIEF AND THE DEPUTY CHIEF OF OPERATIONS AS THE ABOVE IS SIMPLY A RECOMMENDATION BY THE AUTHOR OF THIS PROPOSAL.

# SMFD CAPITAL REQUEST FORM

REQUESTED BY:	Jeff Fesler/O'Reilly	TODAY'S DATE:	6/16/2023
PROJECT NAME:	Rescue Watercraft	BUDGET LINE:	583-50
DIVISION NAME:	<b>General</b>	Replacement Equipment:	<b>YES</b>
START DATE:	7/1/2022	END DATE:	6/30/2023
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS			
List all other costs associated with the approval of this request: maintenance, supplies, etc.			
Product Photo:			
COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS			
COMPONENTS:	VENDOR:	AMOUNT:	
Product/Service:	2023 Yamaha FXHO	Factory Powersports	\$ 18,972.17
Delivery:	N/A		
Installation:	Installation and purchase Electronics Package and Rescue Sled	TBD	\$ 6,900.00
Tax:			
Other:	N/A		
Recurring:	Recurring Budget Line:		
<b>Total Project Cost</b>			<b>\$ 25,872.17</b>
DEPUTY CHIEF APPROVAL			
Approved by:			Date: <u>6-22-23</u>
CHIEF APPROVAL			
Approved by:			Date: <u>6-22-23</u>



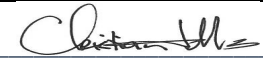


# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Doug Paterson	TODAY'S DATE: 4/13/2023	
PROJECT NAME: Station 4 Remodel	BUDGET LINE: 583-5V	
DIVISION NAME: <b>General</b>	Replacement Equipment: <b>YES</b>	
START DATE:	END DATE:	
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS		
List all other costs associated with the approval of this request: maintenance, supplies, etc.		
Product Photo:		
	Partial re roof of station 4 not part of remodel project.	
COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS		
COMPONENTS:	VENDOR:	AMOUNT:
Product/Service:		
Re roof section over upstairs dorm.	Northbay Roofing and Gutters	\$ 40,000.00
Remaining bid items completed in FY24		\$ 220,000.00
Lighting & Gutters		\$ 170,000.00
Delivery:		
Installation:		
Tax:		
Other:		
Recurring:	Recurring Budget Line:	
<b>Total Project Cost</b>		<b>430,000</b>
DEPUTY CHIEF APPROVAL		
Approved by: 	Date: <u>6-6-23</u>	
CHIEF APPROVAL		
Approved by: 	Date: <u>6-6-23</u>	

\*Please attach all quotes to this Form

# SMFD CAPITAL REQUEST FORM

REQUESTED BY: Chief Tubbs	TODAY'S DATE: 9/14/2023	
PROJECT NAME: Deployment Analysis	BUDGET LINE: 583-5W	
DIVISION NAME: General	Replacement Equipment: NO	
START DATE:	END DATE:	
BRIEF PRODUCT DESCRIPTION, JUSTIFICATION, AND EFFECT ON OPERATIONS		
List all other costs associated with the approval of this request: maintenance, supplies, etc.		
Product Photo:		
COMPLETE THIS SECTION FOR ALL EQUIPMENT REQUESTS		
COMPONENTS:	VENDOR:	AMOUNT:
Product/Service: Master Plan	CityGate	\$ 110,000.00
Delivery:		
Installation:		
Tax:		
Other:		
Recurring:	Recurring Budget Line:	
<b>Total Project Cost</b>		<b>\$ 110,000.00</b>
DEPUTY CHIEF APPROVAL		
Approved by: 		Date: 09/14/2023
CHIEF APPROVAL		
Approved by: 		Date: 9/14/2023

\*Please attach all quotes to this Form

**SOUTHERN MARIN FIRE PROTECTION DISTRICT  
BUDGET DETAIL**

BUDGET - LINE ITEM SUMMARY		FY23	FY23	FY24 BUDGET					\$ Incr/(Decr) PY	% Change PY Budget
DESCRIPTION	TOTAL BUDGET	ACTUAL TO DATE	GEN BUDGET	PREVENTION	Measure U	MWPA	TOTAL BUDGET			
<i>Property Taxes:</i>										
Schiffmann	Secured and Unsecured	15,600,000	15,950,713	16,800,000			16,800,000	849,287	5%	
Schiffmann	Annexation Property Tax Transfer			6,624,263			6,624,263	6,624,263	#DIV/0!	
Schiffmann	Supplemental Assessment	250,000	577,149	400,000			400,000	150,000	60.0%	
Schiffmann	HOPTR	59,000	58,561	57,000			57,000	(2,000)	-3.4%	
Schiffmann	Property Taxes	15,909,000	16,586,423	23,881,263			23,881,263	7,972,263	50.1%	
Schiffmann	Special Assessment	906,000	909,273	906,000			906,000	-	0.0%	
Schiffmann	EMR & Fire Protection Tax	3,115,000	3,117,920	2,115,000		1,000,000	3,115,000	-	0.0%	
Schiffmann	ERAF	900,000	1,284,668	900,000			900,000	-	0.0%	
Schiffmann	Interest	5,000	220,109	100,000			100,000	95,000	1900.0%	
Schiffmann	Grant Funds	113,347	123,347		1,000,000		1,000,000	886,653	782.2%	
<b>GENERAL REVENUE</b>										
Schiffmann	499200 · MEASURE C JPA	927,112	696,830				1,479,429	1,479,429	552,317	60%
Schiffmann	499300 · CELL SITE RENTAL	134,200	77,190	77,190			77,190	(57,010)	-42%	
Schiffmann	499400 · SAUSALITO OPEB REIMBURSEMENT	58,000	58,000	58,000			58,000	-	0%	
Schiffmann	WORKERS' COMP REIMBURSEMENTS	150,000	153,456	150,000			150,000	-	0%	
Schiffmann	Sale of Assets	0		1,000			1,000	1,000	#DIV/0!	
Schiffmann	REIMBURSEMENTS / REFUNDS	20,000	64,971	20,000			20,000	-	0%	
<b>FEEES FOR SERVICE:</b>										
Peterson	499530 · S MEMPS REVENUE	750,000	1,040,554	1,340,554			1,340,554	590,554	79%	
Schiffmann	499510 · GGNRA CONTRACT	345,000	345,000	345,000			345,000	-	0%	
Schiffmann	499520 · MUTUAL AID AGREEMENTS	420,000	331,725	650,000			650,000	230,000	55%	
Peterson	499515 · INTERAGENCY AGREEMENTS	1,347,475	1,234,042	159,377		282,504	441,881	(905,594)	-67%	
Hilliard	499525 · PLAN FEES	331,000	287,787	0	461,000		461,000	130,000	39%	
Schiffmann	TOTAL GENERAL REVENUES:	4,482,787	4,289,556	2,801,121	461,000	0	1,761,933	5,024,054	541,267	12%
<b>Total Revenues</b>		<b>25,431,134</b>	<b>26,531,296</b>	<b>30,703,384</b>	<b>1,461,000</b>	<b>1,000,000</b>	<b>1,761,933</b>	<b>34,926,317</b>	<b>9,495,183</b>	<b>37%</b>
<b>SALARIES &amp; BENEFITS</b>										
<b>501 SALARIES</b>										
Schiffmann	501-A · Base Salaries	8,690,000	8,221,023	10,640,000	590,000	270,000	560,000	12,060,000	3,370,000	39%
Schiffmann	501-B · Sick Buy-Out	100,000	11,213	150,000	0	0	0	150,000	50,000	50%
Schiffmann	501-C · Vacation Buy-Out	50,000	126,053	150,000	0	0	0	150,000	100,000	200%
<b>Subtotals</b>		<b>8,840,000</b>	<b>8,358,289</b>	<b>10,940,000</b>	<b>590,000</b>	<b>270,000</b>	<b>560,000</b>	<b>12,360,000</b>	<b>3,520,000</b>	<b>40%</b>
<b>501-O OVERTIME</b>										
Schiffmann	501-OA · Overtime	1,620,000	2,615,694	2,480,000	10,000	5,000	0	2,495,000	875,000	54%
Schiffmann	501-OB · FLSA	195,000	148,736	270,000	0	0	0	270,000	75,000	38%
Schiffmann	501-OC · Out of Grade	50,000	36,286	50,000	0	0	0	50,000	0	0%
<b>Subtotals</b>		<b>1,865,000</b>	<b>2,800,715</b>	<b>2,800,000</b>	<b>10,000</b>	<b>5,000</b>	<b>0</b>	<b>2,815,000</b>	<b>950,000</b>	<b>51%</b>
<b>504 BENEFITS</b>										
Schiffmann	504-A · Health Benefits	1,480,000	1,298,339	1,730,000	100,000	60,000	140,000	2,030,000	550,000	37%
Schiffmann	504-AA · Retiree Medical	400,000	372,572	400,000	0	0	0	400,000	0	0%
Schiffmann	504-AB · Retiree Health Savings	137,000	117,859	158,000	7,000	6,000	7,000	178,000	41,000	30%
Schiffmann	504-AAA · Retiree Medical (OPEB)	252,000	252,000	252,000	0	0	0	252,000	0	0%
Schiffmann	504-B · Dental	125,000	108,930	140,000	8,000	6,500	12,000	166,500	41,500	33%
Schiffmann	504-C · Vision	12,400	9,774	13,500	800	600	1,100	16,000	3,600	29%
Schiffmann	504-D · Holiday Pay	370,000	329,602	520,000	0	0	0	520,000	150,000	41%

BUDGET - LINE ITEM SUMMARY			FY24 BUDGET					\$ Incr/(Decr) PY	% Change PY Budget	
DESCRIPTION	FY23 TOTAL BUDGET	FY23 ACTUAL TO DATE	GEN BUDGET	PREVENTION	Measure U	MWPA	TOTAL BUDGET			
Schiffmann	504-E · District Share Retirement	3,045,000	2,831,531	4,000,000	205,000	27,000	96,000	4,328,000	1,283,000	42%
Schiffmann	504-G · Educational Allowance	350,000	308,637	440,000	3,000	0	0	443,000	93,000	27%
Schiffmann	504-H · Clothing Allowance	21,200	20,800	29,200	1,680	0	320	31,200	10,000	47%
Schiffmann	504-K · Workers Compensation	1,040,000	957,926	1,380,000	51,800	6,500	24,500	1,462,800	422,800	41%
Schiffmann	504-L · Def.Comp. Employer %	478,000	398,436	490,000	30,000	14,000	28,000	562,000	84,000	18%
Schiffmann	504-N · Long Term Disability	23,400	21,122	28,000	1,500	900	1,900	32,300	8,900	38%
Schiffmann	504-O · Long Term Care Insurance	57,000	47,258	69,000	3,700	2,200	4,700	79,600	22,600	40%
Schiffmann	504-S · Longevity	20,000	20,126	24,000	0	0	0	24,000	4,000	20%
Schiffmann	504-V · W/C Payroll Audit Adjustment	75,000	156,811	75,000	0	0	0	75,000	0	0%
Schiffmann	504-X · Life Insurance	13,600	13,581	12,000	700	400	900	14,000	400	3%
Schiffmann	504-Y · Payroll Taxes	211,000	166,026	240,000	12,000	4,500	10,000	266,500	55,500	26%
	<b>Subtotals</b>	<b>8,110,600</b>	<b>7,431,330</b>	<b>10,000,700</b>	<b>425,180</b>	<b>128,600</b>	<b>326,420</b>	<b>10,880,900</b>	<b>2,770,300</b>	<b>34%</b>
	<b>SALARY &amp; BENEFITS TOTAL:</b>	<b>18,815,600</b>	<b>18,590,334</b>	<b>23,740,700</b>	<b>1,025,180</b>	<b>403,600</b>	<b>886,420</b>	<b>26,055,900</b>	<b>7,240,300</b>	<b>38.5%</b>
<b>OPERATING BUDGET</b>										
<b>511</b>	<b>OFFICE EXPENSE</b>									
Peterson	511-A · General Office Supply	14,500	17,613	14,000	500	250	3,064	17,814	3,314	23%
Peterson	511-B · Copier/Printer Expenses	15,300	13,109	3,500	750	10,000	0	14,250	(1,050)	-7%
Barnes	511-C · Maps & Run Books	24,500	0	7,000	0	0	0	7,000	(17,500)	-71%
Peterson	511-D · Postage	5,950	3,006	5,350	250	1,200	0	6,800	850	14%
	<b>Subtotals</b>	<b>60,250</b>	<b>33,727</b>	<b>29,850</b>	<b>1,500</b>	<b>11,450</b>	<b>3,064</b>	<b>45,864</b>	<b>(14,386)</b>	<b>-24%</b>
<b>513</b>	<b>SPECIAL DEPARTMENTAL EXPENSE</b>									
Peterson	513-C · Public Education	4,000	166	3,000	0	0	0	3,000	(1,000)	-25%
Peterson	513-F · Subscriptions	500	970	1,000	0	0	0	1,000	500	100%
Peterson	513-G · Awards	3,000	1,220	3,000	0	0	0	3,000	0	0%
Peterson	513-H · Office Equipment Replacement	2,000	0	2,500	0	0	0	2,500	500	25%
Barnes/SP	513-L · Photos	1,500	0	4,500	0	0	0	4,500	3,000	200%
Peterson	513-O · Misc. Celebrations/flowers	2,000	2,585	2,500	0	0	0	2,500	500	25%
Peterson	513-P · Shift Calendars	275	0	385	0	0	0	385	110	40%
Frazier	513-Q · Station Flags	2,000	872	2,600	0	0	0	2,600	600	30%
O'Reilly	513-S · Hydrant Supplies	1,500	0	2,500	0	0	0	2,500	1,000	67%
Barnes/RJ	513-U · Misc. Computer Supplies	9,800	4,477	11,500	2,000	140	400	14,040	4,240	43%
Barnes/RJ	513-V · Software Subscriptions Services	208,400	186,141	234,000	20,500	2,000	0	256,500	48,100	23%
	<b>Subtotals</b>	<b>234,975</b>	<b>196,430</b>	<b>267,485</b>	<b>22,500</b>	<b>2,140</b>	<b>400</b>	<b>292,525</b>	<b>57,550</b>	<b>24%</b>
<b>515</b>	<b>CLOTHING &amp; PERSONNEL SUPPLIES</b>									
Sullivan	515-A · Uniforms/Boots	68,200	54,998	97,800	7,425	2,330	4,500	112,055	43,855	64%
Sullivan	515-B · Badges	4,200	713	4,550	500	500	500	6,050	1,850	44%
Golden	515-G · Personal Protective Equipment	80,500	8,609	115,605	18,675	1,300	3,945	139,525	59,025	73%
Golden	515-H · Misc Repairs/struc cloth	12,500	509	36,500	0	0	0	36,500	24,000	192%
Sullivan	515-I · Wildland - Safety Clothing	16,500	1,706	20,000	0	0	0	20,000	3,500	21%
Golden	515-N · Strike Team Equipment (OOC)	4,300	3,267	10,500	0	0	0	10,500	6,200	144%
Golden	515-P · New Employee Gear	43,325	127,713	42,000	0	0	0	42,000	(1,325)	-3%
Sullivan	515-T · Wildland Shelters	6,000	6,465	6,000	0	0	0	6,000	0	0%
Fesler	515-U · Rescue Swimmer Gear	13,750	14,893	7,500	0	0	0	7,500	(6,250)	-45%
Peterson	515-V · USAR Equipment	3,500	0	3,500	0	0	0	3,500	0	0%
	<b>Subtotals</b>	<b>252,775</b>	<b>218,874</b>	<b>343,955</b>	<b>26,600</b>	<b>4,130</b>	<b>8,945</b>	<b>383,630</b>	<b>130,855</b>	<b>52%</b>
<b>517</b>	<b>COMMUNICATIONS</b>									
Hilliard/RJ	517-A · Telephone	42,180	42,492	41,000	1,200	600	800	43,600	1,420	3%

BUDGET - LINE ITEM SUMMARY		FY23	FY23	FY24 BUDGET					\$ Incr/(Decr) PY	% Change PY Budget
DESCRIPTION		TOTAL BUDGET	ACTUAL TO DATE	GEN BUDGET	PREVENTION	Measure U	MWPA	TOTAL BUDGET		
Barnes	517-B · Dispatch including CAD Service	289,322	289,322	452,374	0	0	0	452,374	163,052	56%
Barnes/RJ	517-D · Cell Phones	39,900	36,626	60,050	2,280	1,000	4,200	67,530	27,630	69%
Barnes	517-E · MERA Operating Costs	65,445	65,203	128,157	0	0	0	128,157	62,712	96%
Barnes/RJ	517-G · Internet/IDSL	23,000	18,553	31,400	0	0	44	31,444	8,444	37%
Hilliard/RJ	517-I · Phone Repairs/Replacement	13,900	2,355	22,500	3,800	1,000	3,000	30,300	16,400	118%
Tubbs	517-K · MERA-New Project Financing	5,430	0	0	0	0	0	0	(5,430)	-100%
Barnes/RJ	517-L · MDC Connection	5,000	1,745	0	0	0	0	0	(5,000)	-100%
<b>Subtotals</b>		<b>484,177</b>	<b>456,296</b>	<b>735,481</b>	<b>7,280</b>	<b>2,600</b>	<b>8,044</b>	<b>753,405</b>	<b>269,228</b>	<b>56%</b>
<b>518</b>	<b>UTILITIES</b>									
Peterson	518-A · PG&E Station 4	17,000	14,954	17,850	0	0	0	17,850	850	5%
Peterson	518-B · PG&E Station 9	17,000	28,079	30,000	0	0	0	30,000	13,000	76%
Peterson	518-C · MMWD Station 4	5,500	3,553	5,775	0	0	0	5,775	275	5%
Peterson	518-D · MMWD Station 9	4,000	3,753	4,200	0	0	0	4,200	200	5%
Peterson	518-E · Richardson Bay Sanitation	1,000	911	1,000	0	0	0	1,000	0	0%
Peterson	518-F · PG&E Station 1	12,000	18,854	20,000	0	0	0	20,000	8,000	67%
Peterson	518-G · MMWD - Station 1	5,000	4,410	6,000	0	0	0	6,000	1,000	20%
Peterson	518-H · Sanitation - Station 1	3,000	2,561	3,000	0	0	0	3,000	0	0%
Peterson	518-I · Sanitation & Refuse - Sta 4	25,000	10,698	25,000	0	0	0	25,000	0	0%
Peterson	518-J · PG&E LSW	30,000	38,123	43,000	0	0	292	43,292	13,292	44%
<b>Subtotals</b>		<b>119,500</b>	<b>125,895</b>	<b>155,825</b>	<b>0</b>	<b>0</b>	<b>292</b>	<b>156,117</b>	<b>36,617</b>	<b>31%</b>
<b>520</b>	<b>BUILDINGS &amp; GROUNDS MAINT</b>									
Hanson	520-B · Janitorial Supplies	19,000	15,927	32,500	0	0	0	32,500	13,500	71%
Peterson	520-C · Unscheduled Repairs & Maint.	40,000	47,403	60,000	0	0	600	60,600	20,600	52%
Peterson	520-D · Sprinklers/Alarm System	3,000	2,701	3,000	0	0	0	3,000	0	0%
Peterson	520-E · Elevator Contract	8,000	7,466	8,000	0	0	0	8,000	0	0%
Peterson	520-H · Carpets - Cleaning	1,500	0	2,700	0	0	0	2,700	1,200	80%
Frazier	520-K · Kitchen Supplies	2,800	546	3,850	0	0	0	3,850	1,050	38%
Peterson	520-L · Sign Changes	1,000	0	8,000	0	0	0	8,000	7,000	700%
<b>Subtotals</b>		<b>75,300</b>	<b>74,044</b>	<b>118,050</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>118,650</b>	<b>43,350</b>	<b>58%</b>
<b>521</b>	<b>EQUIPMENT MAINTENANCE</b>									
Coleman	521-A · Radio Repair	12,000	10,959	22,500	0	0	0	22,500	10,500	88%
Falk	521-B · Breathing Air Systems	16,000	15,138	19,400	0	0	0	19,400	3,400	21%
Peterson	521-E · Mechanical Systems - Contract	8,500	669	13,000	0	0	0	13,000	4,500	53%
Peterson	521-H · Repairs & Unscheduled Maint.	15,000	18,252	20,000	0	0	0	20,000	5,000	33%
Peterson	521-I · Ladder Testing	2,500	3,107	3,500	0	0	0	3,500	1,000	40%
Vollmer	521-J · Portable Equipment	17,200	15,587	27,200	0	0	0	27,200	10,000	58%
Peterson	521-K · Extinguishers/Annual Maint.	2,500	742	4,200	0	0	0	4,200	1,700	68%
Moore	521-M · Gym Equipment Maintenance	16,000	5,499	16,000	0	0	0	16,000	0	0%
Peterson	521-O · Copier Contracts - Sta 9/LSW	10,000	9,501	10,000	0	0	0	10,000	0	0%
Falk	521-R · Hose Maint/Nozzle & Fittings	3,400	3,350	8,800	0	0	0	8,800	5,400	159%
Frazier	521-W · Dive Team Maintenance	19,750	10,129	22,000	0	0	0	22,000	2,250	11%
<b>Subtotals</b>		<b>122,850</b>	<b>92,935</b>	<b>166,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>166,600</b>	<b>43,750</b>	<b>36%</b>
<b>521-1</b>	<b>VEHICLE MAINTENANCE</b>									
Peterson	521-1A · Vehicle Repair	125,000	290,218	262,430	8,000	2,500	4,800	277,730	152,730	122%
Peterson	521-1B · Fuel	101,000	98,444	108,000	8,000	5,000	3,000	124,000	23,000	23%
Fox	521-1C · Marine Division	36,500	33,844	24,800	0	0	0	24,800	(11,700)	-32%

BUDGET - LINE ITEM SUMMARY		FY23	FY23	FY24 BUDGET					\$ Incr/(Decr) PY	% Change PY Budget
DESCRIPTION		TOTAL BUDGET	ACTUAL TO DATE	GEN BUDGET	PREVENTION	Measure U	MWPA	TOTAL BUDGET		
Schiffmann	521-1D · Fireboat Docking Fee	5,200	4,964	5,200	0	0	0	5,200	0	0%
O'Reilly	521-1E · Rescue Watercraft	17,745	17,092	35,000	0	0	0	35,000	17,255	97%
	<b>Subtotals</b>	<b>285,445</b>	<b>444,562</b>	<b>435,430</b>	<b>16,000</b>	<b>7,500</b>	<b>7,800</b>	<b>466,730</b>	<b>181,285</b>	<b>64%</b>
<b>523</b>	<b>SPECIALIZED SERVICES</b>									
Schiffmann	523-A · Board Per Diem	20,400	15,200	20,400	0	0	0	20,400	0	0%
Schiffmann	523-B · Payroll Processing/Bank Fee	17,000	14,001	22,100	0	0	0	22,100	5,100	30%
Tubbs	523-C · Legal/Professional Fees	150,200	56,174	150,000	200	0	0	150,200	0	0%
Peterson	523-D · Legal Postings	2,900	0	2,000	0	0	0	2,000	(900)	-31%
Peterson	523-E · Elections	80,000	17,731	80,000	0	0	0	80,000	0	0%
Tubbs	523-F · Haz Mat JPA	8,211	8,211	20,401	0	0	0	20,401	12,190	148%
Schiffmann	523-G · Tax Collection Fees	260,000	233,058	260,000	0	0	0	260,000	0	0%
Peterson/SP	523-H · Flu Shots	200	0	200	0	0	0	200	0	0%
Peterson/SP	523-K · New Employment Background	13,100	21,918	13,100	0	0	0	13,100	0	0%
Barnes/RJ	523-L · Computer Consulting Service	25,000	25,785	10,000	0	0	433	10,433	(14,567)	-58%
Schiffmann	523-M · Audit	17,000	15,682	20,000	0	0	0	20,000	3,000	18%
Schiffmann	523-N · Parcel Tax Refunds	3,500	0	3,500	0	0	0	3,500	0	0%
S Paterson	523-P · Dept. Physical Exams	30,000	41,589	48,000	0	0	0	48,000	18,000	60%
Golden	523-Q · Health & Wellness	43,400	20,540	51,400	0	0	0	51,400	8,000	18%
Hilliard	523-R · Fire Investigation JPA	6,500	2,426	0	6,500	0	0	6,500	0	0%
Tubbs	523-S · LAFCO Operating Expenses	11,317	11,317	12,059	0	0	0	12,059	742	7%
Tubbs	523-T · Team Building	16,000	10,344	14,000	2,000	0	0	16,000	0	0%
Barnes/SP	523-X · Promotional Test	4,000	3,714	4,000	0	0	0	4,000	0	0%
Peterson	523-Y · Countywide Disaster Coordir	0	0	0	0	0	0	0	0	N/A
Peterson	523-Z · Disaster Preparedness	8,000	656	15,725	0	0	0	15,725	7,725	97%
Schiffmann	523-ZA · Actuary	6,000	4,500	0	0	0	0	0	(6,000)	-100%
?	523-ZB · Vegetation Management	1,197,398	791,777	0	0	564,075	962,124	1,526,199	328,801	27%
Hilliard	523-ZC · Fire Prevention	9,000	5,119	0	8,500	0	600	9,100	100	1%
Schiffmann	523-ZF · Outside Services	78,500	90,578	77,000	500	0	0	77,500	(1,000)	-1%
Omoomy	523-ZG · Public Outreach	28,500	28,627	28,500	0	0	30,000	58,500	30,000	105%
Ramiro	523-ZH · DEI Initiatives	44,000	2,449	79,000	0	0	0	79,000	35,000	80%
	<b>Subtotal</b>	<b>2,080,126</b>	<b>1,421,394</b>	<b>931,385</b>	<b>17,700</b>	<b>564,075</b>	<b>993,157</b>	<b>2,506,317</b>	<b>426,191</b>	<b>20%</b>
<b>524</b>	<b>INSURANCE</b>									
Peterson	524-A · Comprehensive Insurance	101,000	100,999	130,000	0	0	1,000	131,000	30,000	30%
	<b>Subtotal</b>	<b>101,000</b>	<b>100,999</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>131,000</b>	<b>30,000</b>	<b>30%</b>
<b>526</b>	<b>TRAINING &amp; CONFERENCES</b>									
Barnes	526-A · Training	186,250	184,082	186,000	38,110	2,640	12,040	238,790	52,540	28%
Barnes	526-I · EMS Recertifications	3,550	3,827	3,800	0	0	0	3,800	250	7%
	<b>Subtotal</b>	<b>189,800</b>	<b>187,909</b>	<b>189,800</b>	<b>38,110</b>	<b>2,640</b>	<b>12,040</b>	<b>242,590</b>	<b>52,790</b>	<b>28%</b>
<b>526-1</b>	<b>MEMBERSHIPS/CONFERENCES</b>									
Peterson	526-1A · General	9,900	5,628	5,500	4,080	65	195	9,840	(60)	-1%
	<b>Subtotal</b>	<b>9,900</b>	<b>5,628</b>	<b>5,500</b>	<b>4,080</b>	<b>65</b>	<b>195</b>	<b>9,840</b>	<b>(60)</b>	<b>-1%</b>
<b>526-2</b>	<b>MEETINGS, MEALS &amp; TRAVEL EXPENSES</b>									
Barnes	526-2A · Food/Meetings	7,000	8,838	10,000	0	0	0	10,000	3,000	43%
Schiffmann	526-2B · Transportation/Bridge Tolls	5,550	2,387	4,900	1,600	0	0	6,500	950	17%
Peterson	526-2D · Strike Team Expenses	15,000	4,014	19,500	0	0	0	19,500	4,500	30%
	<b>Subtotal</b>	<b>27,550</b>	<b>15,240</b>	<b>34,400</b>	<b>1,600</b>	<b>0</b>	<b>0</b>	<b>36,000</b>	<b>8,450</b>	<b>31%</b>

BUDGET - LINE ITEM SUMMARY		FY23	FY23	FY24 BUDGET					\$ Incr/(Decr) PY	% Change PY Budget
DESCRIPTION		TOTAL BUDGET	ACTUAL TO DATE	GEN BUDGET	PREVENTION	Measure U	MWPA	TOTAL BUDGET		
<b>527</b>	<b>RENT</b>									
Schiffmann	527-A · Station 1 Rent	100,000	100,000	100,000	0	0	0	100,000	0	0%
Schiffmann	527-B · LSW Rent	328,056	328,056	336,998	0	0	2,798	339,796	11,740	4%
	<b>Subtotal</b>	<b>428,056</b>	<b>428,056</b>	<b>436,998</b>	<b>-</b>	<b>-</b>	<b>2,798</b>	<b>439,796</b>	<b>11,740</b>	<b>3%</b>
<b>585</b>	<b>DEBT SERVICE</b>									
Schiffmann	585-A · Principal Payments	160,876	160,876	220,913	0	0	0	220,913	60,037	37%
Schiffmann	585-B · Debt Service Interest	8,342	8,342	37,961	0	0	0	37,961	29,619	355%
	<b>Subtotal</b>	<b>169,218</b>	<b>169,218</b>	<b>258,874</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>258,874</b>	<b>89,656</b>	<b>53%</b>
<b>589</b>	<b>589 · CONTINGENCY</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0%</b>
	<b>BASE BUDGET</b>	<b>23,506,522</b>	<b>22,561,539</b>	<b>28,030,333</b>	<b>1,160,550</b>	<b>998,200</b>	<b>1,924,755</b>	<b>32,113,838</b>	<b>8,607,316</b>	<b>36.6%</b>
<b>583-4</b>	<b>EQUIPMENT:</b>									
Barnes	583-4B · Non-SMEMPS EMS Equipment	5,000	585	15,000	9,000	1,800	5,400	31,200	26,200	524%
Hilliard	583-4C · Knox Box Key Replacement	200	0	0	2,000	0	0	2,000	1,800	900%
O'Reilly	583-4D · Hydrants	45,000	43,919	0	43,000	0	0	43,000	-2,000	-4%
Fischer	583-4F · Hoses	18,800	13,246	42,100	0	0	0	42,100	23,300	124%
Coleman	583-4H · Radios	17,000	0	48,000	0	0	0	48,000	31,000	182%
Peterson	583-4K · Office Equipment	2,000	0	49,000	0	0	0	49,000	47,000	2350%
Barnes/RJ	583-4R · New Workstations	17,800	8,033	19,000	0	0	0	19,000	1,200	7%
Barnes	583-4U · Thermal Image Camera	0	0	21,000	0	0	0	21,000	21,000	N/A
Barnes/RJ	583-4V · MDC iPad Program	14,000	10,852	62,500	0	0	0	62,500	48,500	346%
Barnes	583-4Z · One-Time Misc Equipment	6,250	5,844	7,000	0	0	0	7,000	750	12%
	<b>Equipment Total</b>	<b>126,050</b>	<b>82,478</b>	<b>263,600</b>	<b>54,000</b>	<b>1,800</b>	<b>5,400</b>	<b>324,800</b>	<b>198,750</b>	<b>158%</b>
	<b>OPERATING &amp; EQUIPMENT</b>	<b>4,816,972</b>	<b>4,053,683</b>	<b>4,553,233</b>	<b>189,370</b>	<b>596,400</b>	<b>1,043,735</b>	<b>6,382,738</b>	<b>1,565,766</b>	<b>33%</b>
	<b>SALARIES, O&amp;E BUDGET TOTAL</b>	<b>23,632,572</b>	<b>22,644,017</b>	<b>28,293,933</b>	<b>1,214,550</b>	<b>1,000,000</b>	<b>1,930,155</b>	<b>32,438,638</b>	<b>8,806,066</b>	<b>37%</b>

BUDGET - LINE ITEM SUMMARY		FY23	FY23	FY24 BUDGET					\$ Incr/(Decr) PY	% Change PY Budget
DESCRIPTION		TOTAL BUDGET	ACTUAL TO DATE	GEN BUDGET	PREVENTION	Measure U	MWPA	TOTAL BUDGET		
<b>590</b>	<b>GRANT/ALLOCATION EXPENDITURES</b>									
Schiffmann	590-B · Tam Valley Fuel Break	199,640	156,010	0	0	0	0	0	(199,640)	-100%
Hilliard	590-C · Hwy 1 Veg Management			0	1,000,000	0	0	1,000,000	1,000,000	N/A
	<b>Subtotal</b>	<b>199,640</b>	<b>156,010</b>	<b>0</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>800,360</b>	<b>401%</b>
	<b>OPERATING INCLUDING GRANTS</b>	<b>23,832,211</b>	<b>22,800,027</b>	<b>28,293,933</b>	<b>2,214,550</b>	<b>1,000,000</b>	<b>1,930,155</b>	<b>33,438,638</b>	<b>9,606,427</b>	<b>40%</b>
	<b>AVAILABLE TO FUND RESERVES</b>									
<b>583-5</b>	<b>FUNDED FROM RESERVES</b>									
Peterson	583-5H · Other Repairs	100,000	39,599	100,000	-	-	-	100,000	-	0%
Peterson	583-5J · New Apparatus	125,000	59,487	174,700	-	-	-	174,700	49,700	40%
O'Reilly	583-5O · Rescue Watercraft		-	26,000	-	-	-	26,000	26,000	N/A
Peterson	583-5S · Station 6 Improvements			0				-	-	N/A
Peterson	583-5V · Station 4 Remodel	950,000	1,642,108	430,000	-	-	-	430,000	(520,000)	-55%
Tubbs	583-5W · One-Time Misc. Expenses	45,250	38,680	110,000	-	-	300,000	410,000	364,750	806%
	<b>Reserves Total</b>	<b>1,220,250</b>	<b>1,779,874</b>	<b>840,700</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>1,140,700</b>	<b>(79,550)</b>	<b>-7%</b>
	<b>TOTAL EXPENDITURES</b>	<b>25,052,461</b>	<b>24,579,901</b>	<b>29,134,633</b>	<b>2,214,550</b>	<b>1,000,000</b>	<b>2,230,155</b>	<b>34,579,338</b>	<b>9,526,877</b>	<b>38%</b>
	<b>Excess/(Deficiency)</b>	<b>378,673</b>	<b>1,951,395</b>	<b>1,568,751</b>	<b>-753,550</b>	<b>0</b>	<b>-468,222</b>	<b>346,979</b>	<b>-31,693</b>	<b>-8%</b>
	<i>Investment Earnings</i>								-	N/A
	<i>Prior Year Rollover</i>	100,000	100,000	-	-	-	468,222	468,222	368,222	368%
	<b>Net Fund Balance Change</b>	<b>478,673</b>	<b>2,051,395</b>	<b>1,568,751</b>	<b>(753,550)</b>	<b>-</b>	<b>-</b>	<b>815,201</b>	<b>336,529</b>	<b>70%</b>