

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
RANCHO ADOBE FIRE PROTECTION DISTRICT  
OF SONOMA COUNTY, STATE OF CALIFORNIA,  
ADOPTING A PRELIMINARY BUDGET FOR THE 2024/2025 FISCAL YEAR

WHEREAS, the Board of Directors of the Rancho Adobe Fire Protection District has reviewed the preliminary budget for the fiscal year 2024/2025.

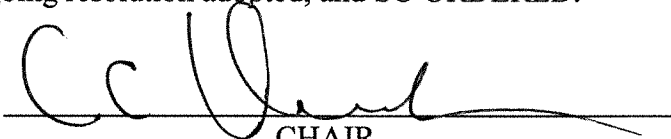
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Rancho Adobe Fire Protection District does adopt a preliminary budget for the 2024/2025 fiscal year in the amount of \$8,661,502.00.


The foregoing resolution was introduced this 19<sup>th</sup> day of June 2024 by Director Herman who moved its adoption, and seconded by Director Gadoua, and adopted on a roll call vote by the following vote:

Director Peterson absent Director Moretti aye Director Howell aye  
Director Hemmendinger aye Director Herman aye  
Director Proteau aye Director Gadoua aye

AYES: 6 NOES: 0 ABSTAIN: 0 ABSENT: 1

WHEREUPON, the Chair declared the foregoing resolution adopted, and SO ORDERED.

  
CHAIR

Attest.   
Clerk of the Board





# Rancho Adobe Fire District

## Staff Report

**Date:** May 29, 2024

**Topic:** Resolution R -11; Adoption of the Preliminary Budget for Fiscal Year 2024/2025

**Recommendation:**

1. Approve Resolution R-11 approving the Preliminary Budget for Fiscal Year 2024/2025
2. Establish the date for adopting the Final Budget for Fiscal Year 2023/2024 on August 21<sup>st</sup>, 2024 regular Board meeting

**Background:**

The final annual budget will be presented to the Board for adoption on August 21, 2024. This final version may include revisions to certain revenues and expenditures.

**Financial Impact:**

A summary of the Preliminary Budget for 2024/2025 is as follows:

Salaries & Benefits	7,001,761
Service & Supplies	1,131,210
Debt Service	<u>528,531</u>
Total Expenditures	8,661,502
Revenues	8,726,762
(Increase) to unassigned capital fund	<u>(65,260)</u>
Total Revenues and increase in unassigned capital fund	8,661,502

**Approved by:**

Jeff Veliquette  
Fire Chief

**Attachments:**

1. Preliminary Budget Fiscal Year 2024/2025
2. 2024/2025 Preliminary Capital Budget



# PRELIMINARY BUDGET - FY 2024/2025

CODE	DESCRIPTION REVENUE	2024/25 Preliminary with Measure H
1000	PROPERTY TAXES	\$ 4,660,261.00
1001	CY DIRECT CHARGES	\$ 2,312,051.30
1008	RDA INCREMENT	\$ 100,000.00
1011	PROPERTY TAXES ADMIN FEE	\$ (42,000.00)
1014	PROPERTY TAXES - RDA INCREMENT	
1015	RDA PASS-THROUGH	
1016	RDA ALLOCATION	
1017	RDA ESCROW ACCOUNT	
1018	RDA ASSET DISTRIBUTION	
1020	CY SUPPLEMENTAL TAX	\$ 75,000.00
1040	UNSECURED PROP TAX	\$ 140,000.00
1061	PY DIRECT CHARGES	\$ 31,700.00
	<b>TOTAL PROPERTY TAXES</b>	<b>\$ 7,277,012.30</b>
1700	INTEREST ON POOLED CASH	\$ 85,000.00
	<b>USE OF PROPERTY:</b>	<b>\$ 85,000.00</b>
20xx	MEASURE H SALES TAX DISPURSEMENT	\$ 916,000.00
2081	STATE-HIGHWAY REIMBURSEMENTS	
2404	STATE REIMBURSEMENTS	
2440	STATE - HOPTR	\$ 22,600.00
2500	GRANT REVENUE	
2589	STATE REF - STRIKE TEAMS	
	<b>INTERGOV. REVENUES</b>	<b>\$ 938,600.00</b>
3600	OTHER MISC. REVENUES - FIRE MARSHAL SVC'S	\$ 50,000.00
3601	FINANCE/LATE CHARGE COST RECOVERY	\$ 1,000.00
3641	FIRE SERVICES - CASINO CONTRACT	\$ 100,000.00
3661	FIRE CONTROL SERVICES - COST RECOVERY	\$ 25,000.00
3670	WEED ABATEMENT	\$ 60,000.00
3682	CITY CONTRACTS (RP AUTO AID)	\$ -
3700	COPY FEES	\$ 150.00
37XX	FLEET MAINTENACE REVENUE	\$ 50,000.00
	<b>CHARGES FOR SERVICE:</b>	<b>\$ 286,150.00</b>

4040	MISC. REVENUE, OTHER	\$ 30,000.00
4100	WORKERS' COMP REIMB	\$ 60,000.00
4102	DONATIONS/REIMB	
4116	INSURANCE REIMBURSEMENTS	
4600	SALE OF FIXED ASSET	\$ 50,000.00
	<b>MISC. REVENUES</b>	<b>\$ 140,000.00</b>
	<b>TOTAL REVENUES:</b>	<b>\$ 8,726,762.30</b>

<b>CODE</b>	<b>EXPENSES ACCOUNT</b>	<b>2024/25 Preliminary</b>
5910	Permanent Positions	\$ 3,810,000.00
	1 Fire Chief, 3BC's, 9 Captains, 9 Engineers, 7 FF/EMT's, 3 FF/EMT-P, 1 Admin Manager, 1 Fire Eng Mech, 1 PT FM @24	
5911	Extra Help	\$ 120,000.00
5912	Overtime	\$ 917,000.00
5913	BC Extra Shift Compensation	\$ 110,000.00
5914*	FLSA	\$ 88,000.00
5922	Social Security Taxes 6.2% base	\$ 13,300.00
5923	PERS Retirement	\$ 750,000.00
5924	Medicare 1.45% base	\$ 70,000.00
5930	Health Insurance ass. 6% incr	\$ 659,000.00
5931	Disability Insurance	\$ 12,000.00
5932	Dental Insurance	\$ 39,000.00
5933	Life Insurance	\$ 5,000.00
5934	Vision Care Ins.	\$ 5,600.00
5935	Unemployment Ins.	\$ 10,161.00
5936	Retiree Insurance	\$ 25,200.00
5940	Worker's Comp Ins.	\$ 367,500.00
	<b>TOTAL SALARY/BENEFIT</b>	<b>\$ 7,001,761.00</b>

6020	Clothing/Personal Supplies	\$ 28,500.00
6022*	Safety Clothing	\$ 64,530.00
6040	Communications	\$ 26,780.00
6045	Pagers and Radios	\$ 8,000.00
6060	Food	\$ 7,500.00
6080	Household Expense	\$ 11,000.00
6100	Property and Liability Insurance	\$ 299,000.00
6140	Maintenance - Other Equipment	\$ 10,000.00
6150	Bad Debt Expense (A/R Write Offs)	
6155	Apparatus Maintenance	\$ 60,000.00
6165	SCBA Maintenance	\$ 7,600.00
6180	Building Maintenance	\$ 30,000.00
6181	Station Maint. related to remodel	
6260	Medical Supplies	\$ 20,000.00
6261	ALS Medical Expense	\$ 15,000.00
6280	Memberships	\$ 18,000.00
	CalChief's, FDAC, SCFCA, SCFDA	
6400	Office Supplies	\$ 3,360.00
6401	Office Supplies - Equipment	\$ 8,000.00
6410	Postage and Shipping	\$ 2,000.00
6430	Printing Services	\$ 1,100.00

6461	Operational Expense	\$ 8,000.00
6463	Fire Prevention Expense	\$ 4,000.00
6500	Prof/Spcl Svcs - PAYROLL FEES	\$ 6,000.00
6526	Dispatch Services - REDCOM	\$ 86,000.00
6587	LAFCO	\$ 8,000.00
6590	Contracted Fire Marshal Services	\$ 5,000.00
6596	CQI Expense	\$ 14,000.00
6605	New Hire Expenses	\$ 12,500.00
6610	Legal Services	\$ 25,000.00
6630	Audit Services	\$ 10,000.00
6635	Bank Fees (charges for customers using CCs)	\$ 400.00
6650	Health Services	\$ 6,240.00
6654	Wellness Program	\$ 14,000.00
6800	Public-Legal Notices	\$ 1,224.00
6820	Rent/Lease Equipment	\$ 6,000.00
6823	Rental-Hydrants/Water	\$ 750.00
6880	Small Tools	\$ 5,000.00
6881	Safety Equipment	\$ 39,000.00
6889	Computer Software	\$ 72,050.00
7000	Special Dist. Expense	\$ 750.00



7005	Election Expense	
7120	In-Service Training	\$ 45,000.00
		\$ (5,000.00)
7201	Gas & Oil	\$ 73,500.00
7300	Transportation/Travel	\$ 7,276.00
7320	Utilities	\$ 66,150.00
	<b>TOTAL SERVICE &amp; SUPPLY</b>	<b>\$ 1,131,210.00</b>
7910	Long Term Loan Principal (2016 Ferrara)	\$ 59,292.75
7911	Long Term Loan Principal (2023 Stat. 2)	\$ 46,672.00
7930	Long Term Loan Interest (2016 Ferrara)	\$ 4,424.05
7931	Long Term Loan Interest (2023 Stat. 2)	\$ 35,140.00
7940	Pension Obligation Bond Principal	\$ 255,000.00
7945	Pension Obligation Bond Interest	\$ 128,003.00
*	<b>TOTAL OTHER EXPENSES</b>	<b>\$ 528,531.80</b>
8510	Building Improvements	
8511	New Capital Equipment	
8540	Durable Medical Equipment	
8560	New Equipment - Apparatus	
8561	Office Equipment	
*	<b>TOTAL FIXED ASSETS</b>	
	<b>TOTAL EXPENDITURES</b>	<b>\$ 8,661,502.80</b>

\* Denotes reduction from Prop IV Limits

**TOTAL REVENUES** **\$ 8,726,762.30**

	2024/25
Revenues Less Expenses	\$ 65,259.50

Revenues - (Exp-debt svc)	\$ 593,791.30
Debt Service	\$ 528,531.80
Debt Service Ratio	\$ 1.12

