



KENSINGTON FIRE PROTECTION DISTRICT

DATE: June 21, 2023
TO: Board of Directors
RE: FY 2023-24 FEE SCHEDULE FOR EL CERRITO-KENSINGTON FIRE DEPARTMENT CONTRACT
SUBMITTED BY: Mary A. Morris-Mayorga, Interim General Manager

Recommended Action

Staff recommends that the Board approve the Fiscal Year 2023-2024 Fee Schedule for the El Cerrito-Kensington Fire Department Contract as presented and reviewed by the Finance Committee on June 6, 2023

Background

Each year the City of El Cerrito provides the fee schedule for the upcoming budget year. El Cerrito City Manager, Karen Pinkos, along with Fire Chief Eric Saylor presented this fee schedule for Fiscal Year 2023-2024 to the Finance Committee on June 6, 2023. The contract fee for KFPD will be:

Table with 2 columns: Description and Amount. Rows include FY 2023-2024 Contract Amount (unreconciled) at \$4,146,968.14, FY 2022-2023 Budget to Actual Contract Reconciliation at 77,553.80, and FY 2023-2024 Proposed Contract Fee at \$4,224,521.94.

Contract % Increase 7.90%

CM Pinkos reviewed the full fee schedule (attached) and highlighted the City's new budget system being utilized this year which can be accessed from this link: https://city-el-cerrito-ca-budget-book.cleargov.com/10315/introduction/preface

The Finance Committee asked questions and sought clarifications on several components of the fee which CM Pinkos and Fire Chief Saylor responded to. The committee then recommended this for approval by the Board of Directors.

Fiscal Impact

The new contract amount and reconciliation have been included in the budget and long-term financial forecast.

Attachments: Fiscal Year 2023-24 Fee Schedule for El Cerrito-Kensington Fire Contract

Line item	Description	Adopted FY 22-23 Budget	FTY 23-24 Budget	%	Proposed FY23-24 Fee
<i>Personnel</i>					
<i>Salaries & Wages</i>					
51110	Regular Salaries & Wages	\$ 5,778,026.00	\$ 6,204,983.22	27.75%	\$ 1,721,882.84
51120	Part-Time Permanent Salaries & Wages	\$ 51,500.00	\$ 80,000.00	27.75%	\$ 22,200.00
<i>Totals</i>		\$ 5,829,526.00	\$ 6,284,983.22		\$ 1,744,082.84
<i>Taxes & Benefits</i>					
51210	PERS	\$ 1,037,132.00	\$ 1,037,132.00	27.75%	\$ 287,804.13
51211	PERS UAL	\$ 2,323,883.00	\$ 2,323,883.00	27.75%	\$ 644,877.53
51220	FICA/MEDICARE	\$ 91,094.00	\$ 131,000.00	27.75%	\$ 36,352.50
51230	Medical Benefits	\$ 877,761.00	\$ 985,628.00	27.75%	\$ 273,511.77
51235	Life & LTD Insurance	\$ 42,726.00	\$ 42,843.00	27.75%	\$ 11,888.93
51240	Worker Comp Premiums	\$ 371,505.20	\$ 229,534.00	27.75%	\$ 63,695.69
51242	Worker Comp Pay	\$ 100,000.00	\$ 100,000.00	27.75%	\$ 27,750.00
<i>Totals</i>		\$ 4,844,101.20	\$ 4,850,020.00		\$ 1,345,880.55
<i>Personnel - Non Position Budgeting</i>					
51140	Overtime	\$ 1,155,050.00	\$ 800,000.00	27.75%	\$ 222,000.00
51145	FLSA Constant Staffing Back fill @ 1.5 (\$ 104,656.00	\$ 114,075.04	27.75%	\$ 31,655.82
51146	Fire Non-Supp OT	\$ 90,000.00	\$ 90,000.00	27.75%	\$ 24,975.00
51147	Fire OES Response	\$ 600,000.00	\$ 600,000.00	0.00%	\$ -
51155	One Time Payouts	\$ 50,000.00	\$ 50,000.00	0.00%	\$ -
51237	Allowances and Other Benefits	\$ 156,800.00	\$ 243,556.00	27.75%	\$ 67,586.79
51990	Salary Savings	\$ -			\$ -
<i>Totals</i>		\$ 2,156,506.00	\$ 1,897,631.04		\$ 346,217.61
<i>Totals (51***)</i>		\$ 12,830,133.20	\$ 13,032,634.26		\$ 3,436,181.01
<i>Professional Services</i>					
52190	Miscellaneous Prof Svcs	\$ 299,500.00	\$ 318,200.00	33.33%	\$ 106,056.06
<i>Totals</i>		\$ 299,500.00	\$ 318,200.00		\$ 106,056.06
<i>Technical Services</i>					
52220	Medical Services	\$ 20,000.00	\$ 22,000.00	33.33%	\$ 7,332.60
52230	Other Technical Services	\$ 8,700.00	\$ 26,700.00	33.33%	\$ 8,899.11
52260	OES Equipment & Apparatus	\$ 100,000.00	\$ 100,000.00	0.00%	\$ -
<i>Totals</i>		\$ 128,700.00	\$ 148,700.00		\$ 16,231.71
<i>Purchased Professional & Technical Services Totals</i>		\$ 428,200.00	\$ 466,900.00		\$ 122,287.77
<i>Purchased Property Services</i>					
<i>Utilities</i>					
53110	Utilities-Energy	\$ 28,700.00	\$ 33,866.00	0.00%	\$ -
<i>Utilities Totals</i>		\$ 28,700.00	\$ 33,866.00		\$ -
<i>Repair & Maintenance Services</i>					
53230	Building Maint Services	\$ 25,000.00	\$ 25,000.00	33.33%	\$ 8,332.50
53240	Landscape/Park Maint Svcs	\$ 55,000.00	\$ 55,000.00	0.00%	\$ -
53250	Vehicle & Equip Maint Svc	\$ 150,000.00	\$ 150,000.00	25.00%	\$ 37,500.00

53270	Weed Abatement	\$ 100,000.00	\$ 100,000.00	0.00%	\$ -
53290	Miscellaneous R&M Svcs	\$ 120,000.00	\$ 194,000.00	33.33%	\$ 64,660.20
<i>Repair & Maintenance Services Totals</i>		\$ 450,000.00	\$ 524,000.00		\$ 110,492.70
<i>Leases & Rentals</i>					
53330	Vehic Replacement Rental Chrg	\$ 201,000.00	\$ 201,000.00	18.83%	\$ 37,848.30
<i>Leases & Rentals Totals</i>		\$ 201,000.00	\$ 201,000.00		\$ 37,848.30
<i>Other Property Services</i>		\$ -			
53910	Solid Waste Services	\$ 8,000.00	\$ 8,000.00	33.33%	\$ 2,666.40
		\$ 8,000.00	\$ 8,000.00		\$ 2,666.40
<i>Totals (53***)</i>		\$ 687,700.00	\$ 766,866.00		\$ 151,007.40
<i>Other Purchased Services</i>					
<i>Communications</i>					
54210	Telephone Expenses	\$ 18,700.00	\$ 19,635.00	20.00%	\$ 3,927.00
54220	Mobile/Wireless Expenses	\$ 12,400.00	\$ 13,020.00	20.00%	\$ 2,604.00
55230	Internet Services	\$ 15,000.00	\$ 15,750.00	33.33%	\$ 5,249.48
54240	Software Licenses & Maintenance	\$ 5,000.00	\$ 17,500.00	33.33%	\$ 5,832.75
<i>Communications Totals</i>		\$ 51,100.00	\$ 65,905.00		\$ 17,613.23
<i>Legal Notices & Advertisements</i>					
54310	Legal Notices & Advertise	\$ 2,500.00	\$ 2,500.00	25.00%	\$ 625.00
<i>Legal Notices & Advertisements Totals</i>		\$ 2,500.00	\$ 2,500.00		\$ 625.00
<i>Printing Services</i>					
54410	Printing & Binding	\$ 10,000.00	\$ 10,000.00	25.00%	\$ 2,500.00
<i>Printing Services Totals</i>		\$ 10,000.00	\$ 10,000.00		\$ 2,500.00
<i>Totals</i>					
<i>Transportation & Training</i>					
54610	Travel & Training	\$ 100,000.00	\$ 100,000.00	25.00%	\$ 25,000.00
<i>Transportation & Training Totals</i>		\$ 100,000.00	\$ 100,000.00		\$ 25,000.00
<i>Other Administrative Services</i>					
54910	Dues & Subscriptions	\$ 16,000.00	\$ 16,000.00	25.00%	\$ 4,000.00
54990	Other Administrative Svcs	\$ 9,500.00	\$ 9,500.00	25.00%	\$ 2,375.00
<i>Other Administrative Services Totals</i>		\$ 25,500.00	\$ 25,500.00		\$ 6,375.00
<i>Totals (54***)</i>		\$ 189,100.00	\$ 203,905.00		\$ 52,113.23
<i>Supplies</i>					
<i>Office Supplies</i>					
55110	General Office Supplies	\$ 6,000.00	\$ 6,000.00	25.00%	\$ 1,500.00
55120	Postage & Delivery	\$ 3,700.00	\$ 3,700.00	25.00%	\$ 925.00
55130	Postage & Delivery	\$ 1,000.00	\$ 1,000.00	25.00%	\$ 250.00
<i>Office Supplies Totals</i>		\$ 10,700.00	\$ 10,700.00		\$ 2,675.00
<i>Operating Supplies</i>					
55210	Fuel	\$ 54,600.00	\$ 60,060.00	27.00%	\$ 16,216.20
55220	Safety Supplies			30.00%	
55230	Medical Supplies	\$ 25,000.00	\$ 27,500.00	30.00%	\$ 8,250.00
55240	Clothing & Uniform Supply	\$ 75,000.00	\$ 75,000.00	33.33%	\$ 24,997.50

55250	Vehicle & Equip Supplies	\$ 18,500.00	\$ 18,500.00	25.00%	\$ 4,625.00
55290	Other Operating Supplies	\$ 10,000.00	\$ 10,000.00	25.00%	\$ 2,500.00
<i>Operating Supplies Totals</i>		\$ 183,100.00	\$ 191,060.00		\$ 56,588.70
<i>Maintenance Supplies</i>					
55520	Building Supplies	\$ 10,000.00	\$ 11,000.00	25.00%	\$ 2,750.00
<i>Maintenance Supplies Totals</i>		\$ 10,000.00	\$ 11,000.00		\$ 2,750.00
<i>Totals (55***)</i>		\$ 203,800.00	\$ 212,760.00		\$ 59,263.70
<i>Improvements-Other than Buildings</i>					
56310	Improvements, not Bldgs	\$ 20,000.00	\$ 20,000.00	0.00%	\$ -
<i>Improvements-Other than Buildings Totals</i>		\$ 20,000.00	\$ 20,000.00		\$ -
<i>Office Equipment</i>					
56410	Office Equipment <\$10K	\$ 22,000.00	\$ 10,000.00	0.00%	\$ -
<i>Office Equipment Totals</i>		\$ 22,000.00	\$ 10,000.00		\$ -
<i>Other Equipment</i>					
56710	Other Equipment <\$10K	\$ 7,100.00	\$ 7,100.00	0.00%	\$ -
<i>Other Equipment Totals</i>		\$ 7,100.00	\$ 7,100.00		\$ -
<i>Totals (56***)</i>		\$ 49,100.00	\$ 37,100.00		\$ -
Financing Costs					
<i>Licenses, Fees & Charges</i>					
58220	Licenses & Permits	\$ 2,500.00	\$ 2,500.00	25.00%	\$ 625.00
<i>Licenses, Fees & Charges Totals</i>		\$ 2,500.00	\$ 2,500.00		\$ 625.00
<i>Totals (58***)</i>		\$ 2,500.00	\$ 2,500.00		\$ 625.00
<i>Expense Totals</i>					
		\$ 14,390,533.20	\$ 14,722,665.26		\$ 3,821,478.10

Overhead charges (9% of Personnel) \$ 1,172,937.08 27.75% \$ 325,490.04

Kensington's Unreconciled Contract Amount \$ 4,146,968.14

Kensington's Reconciliation FY 2021-2022 Budget to Actual \$ 77,553.80

Kensington's Proposed Contract Fee FY 2022-2023 \$ 4,224,521.94