



EL CERRITO-KENSINGTON FIRE DEPARTMENT

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DATE: February 2, 2022

TO: Bill Hansell: General Manager

FROM: Michael Pigoni: Fire Chief

RE: **Fiscal Year 2021-22 Mid-Year Budget Report**

Please find attached the contract fee schedule for Fiscal Year 2021-22 that was approved by the District Board. I am sorry I had a prior commitment and will be unable to make the Finance Committee meeting Friday. However, I will provide some quick point for discussion both on the City and the contract that you can share with the committee.

First as everyone is aware, the City of El Cerrito has been going through some difficult financial times over the last three year with negative reserves. During this time, the City has made some drastic cut which fortunately did not affect the Fire Department as bad as some other Departments mainly because of the pandemic shut down our public education programs and the Battalion Chief vacancy was not as crucial as anticipated.

At the end of Fiscal Year 2019-20, the City's reserves were almost \$500,000 in the red. Through the measures taken by the City Manager and the realization that the COVID-19 shut down did not affect the City's revenue as it was forecasted, in fact property taxes increased, sales taxes held strong and properties transfer taxes exceeded predictions. With the sacrifices taken by the employees which included some layoffs, the City ended up with over a \$5M surplus in reserves at the end of the Fiscal Year 2020-21.

With these reserves, the City was able to pay off the remaining Redevelopment debt to the State and were left with a little over \$4M in reserves. This coupled with the American Rescue Plan funds put the City in a healthier position financially. While this is a positive note, the city, like most cities in California, is facing steep increase in PERS UAL premiums in the next few years.

The more positive news though is that through all of this, the Fire Department did not lose any firefighters nor close or brown out any stations, so emergency services to the community never suffered. In reviewing the spreadsheet, the right column under expenditures is where we are currently at as of mid-January. You will note that we are over on overtime, and this is due to the retirement of two people this fiscal year, one person out on long term disability for a knee injury and COVID-19 which due to mandated quarantine, has caused a large number of sick leaves that has had to be backfilled.

Fortunately, this will be offset by salary savings of the retired personnel. You will note that right now personnel costs are at 53% of budget which is very close to 50% for a mid-year review. More importantly, the bottom line for all expenditures at this point is at 50% which is right on track and should carry out to June 30th.

Please contact me if you have any questions.

Michael Pigoni
Fire Chief

CITY OF EL CERRITO /KENSINGTON FIRE PROTECTION DISTRICT

Proposed Contract Fee for FY 2021-22

LINE ITEM DETAIL BUDGET EXPENDITURES

	Adopted City FY21-22 Budget	%	Adopted FY21-22 Fee	Mid-Year Expenditures	%
<u>5100 SALARIES & BENEFITS</u>					
51110	\$5,583,637.00	27.75%	\$1,549,459.27	\$745,707.71	48%
51130	\$1,500.00	27.75%	\$416.25	\$8.33	2%
51140	\$500,000.00	27.75%	\$138,750.00	\$161,224.45	116%
51145	\$104,656.00	27.75%	\$29,042.04	\$15,821.39	54%
51146	\$50,000.00	27.75%	\$13,875.00	\$3,178.49	23%
51150	\$0.00	27.75%	\$0.00	\$5,945.44	100%
51210	\$983,202.00	27.75%	\$272,838.56	\$147,962.45	54%
51211	\$2,241,677.00	27.75%	\$622,065.37	\$287,954.81	46%
51220	\$88,094.00	27.75%	\$24,446.09	\$16,047.55	66%
51230	\$811,998.00	27.75%	\$225,329.45	\$127,359.74	57%
51235	\$40,101.00	27.75%	\$11,128.03	\$6,088.91	55%
51237	\$155,800.00	27.75%	\$43,234.50	\$23,777.03	55%
51240	\$154,332.00	27.75%	\$42,827.13	\$42,827.13	100%
TOTAL	\$10,714,997.00		\$2,973,411.67	\$1,583,903.40	53%
<u>5200 PROFESSIONAL SERVICES</u>					
52190	\$299,500.00	33.33%	\$99,823.35	\$5,194.81	5%
52220	\$18,200.00	33.33%	\$6,066.06	\$941.24	16%
52230	\$8,700.00	33.33%	\$2,899.71	\$345.93	12%
TOTAL	\$326,400.00		\$105,889.41	\$6,481.98	6%
<u>5300 PROPERTY SERVICES</u>					
53110	\$25,700.00	0.00%	\$0.00	\$0.00	0%
53230	\$21,300.00	33.33%	\$7,099.29	\$971.59	14%
53240	\$54,500.00	0.00%	\$0.00	\$0.00	0%
53250	\$150,000.00	25.00%	\$37,500.00	\$6,301.22	17%
53290	\$109,100.00	33.33%	\$36,363.03	\$8,853.47	24%
53320	\$0.00	0.00%	\$0.00	\$0.00	0%
53330	\$81,000.00	18.83%	\$15,252.30	\$0.00	0%
53910	\$8,000.00	33.33%	\$2,666.40	\$1,440.51	54%
TOTAL	\$449,600.00		\$98,881.02	\$17,566.79	18%
<u>5400 OTHER SERVICES</u>					
54210	\$17,000.00	20.00%	\$3,400.00	\$1,441.08	42%
54220	\$10,728.00	20.00%	\$2,145.60	\$510.17	24%
54230	\$36,904.00	33.33%	\$12,300.10	\$2,069.60	17%
54240	\$2,700.00	33.33%	\$899.91	\$1,081.89	120%
54310	\$2,500.00	25.00%	\$625.00	\$0.00	0%
54410	\$3,500.00	25.00%	\$875.00	\$157.66	18%
54610	\$41,000.00	25.00%	\$10,250.00	\$2,031.66	20%
54910	\$15,570.00	25.00%	\$3,892.50	\$438.88	11%
54990	\$9,500.00	25.00%	\$2,375.00	\$223.26	9%
TOTAL	\$139,402.00		\$36,763.11	\$7,954.20	22%

5500 SUPPLIES						
55110	General Office Supplies	\$6,000.00	25.00%	\$1,500.00	\$283.82	19%
55120	Postage & Delivery	\$2,700.00	25.00%	\$675.00	\$11.66	2%
55130	Photocopying Charges	\$1,000.00	25.00%	\$250.00	\$0.00	0%
55210	Fuel	\$41,700.00	27.00%	\$11,259.00	\$0.00	0%
55230	Medical Supplies	\$25,000.00	30.00%	\$7,500.00	\$2,681.71	36%
55240	Clothing & Uniform Supplies	\$45,900.00	33.33%	\$15,298.47	\$1,604.62	10%
55250	Vehicle & Equipment Supplies	\$13,500.00	25.00%	\$3,375.00	\$0.00	0%
55290	Other Operating Supplies	\$10,000.00	25.00%	\$2,500.00	\$390.95	16%
55520	Building Supplies	\$10,000.00	25.00%	\$2,500.00	\$511.42	20%
TOTAL		\$155,800.00		\$42,682.47	\$5,484.17	13%
5600 CAPITAL OUTLAY						
56310	Improvements, Not Buildings	\$20,000.00	0.00%	\$0.00	\$0.00	0%
56410	Office Equipment <\$10K	\$10,000.00	0.00%	\$0.00	\$0.00	0%
56710	Other Equipment < \$10K	\$7,100.00	0.00%	\$0.00	\$0.00	0%
56720	Other Equipment > \$10K	\$0.00	0.00%	\$0.00	\$0.00	0%
TOTAL		\$37,100.00		\$0.00	\$0.00	0%
5800 OTHER CHARGES						
58220	Licenses & Permits	\$2,500.00	25.00%	\$625.00	\$98.75	16%
TOTAL		\$2,500.00		\$625.00	\$98.75	16%
GRAND TOTAL		\$11,825,799.00		\$3,258,252.68	\$1,621,489.29	50%
OVERHEAD CHARGES		\$964,349.73	27.75%	\$267,607.05	\$142,551.31	53%
(9% of Personnel)						
Mid-Year Total to Date					\$1,764,040.60	50%
UNRECONCILED CONTRACT AMOUNT					\$3,525,859.73	
RECONCILIATION FY 2019-20 BUDGET TO ACTUAL					\$191,060.29	
PROPOSED CONTRACT FEE FY 2021-2022					\$3,716,920.02	