



STAFF REPORT

RESOLUTION RATIFYING THE BELMONT-SAN CARLOS FIRE DEPARTMENT FISCAL YEAR 2010 BUDGET

Honorable President and Board Members:

Summary

Adoption of the attached resolution shall ratify the Belmont-San Carlos Fire Department's FY 2010 Budget as recommended by the Fire Commission.

Background

Pursuant to, Section 4.2 of Article IV of Belmont-San Carlos Fire Department's Joint Powers Agreement, the Fire Commission must obtain the prior consent of the Belmont Fire Protection District and the City of San Carlos on the proposed budget before they take final action to adopt the budget.

The purpose of this action is to request the Belmont Fire Protection District ratify the budget as recommended by the Fire Commissioners.

Discussion

On May 13th, the Belmont-San Carlos Fire Department FY 2010 Budget was introduced to the Fire Commissioners.

The Fire Department's proposed revenue and appropriations budget for FY 2010 is \$14,045,117, including \$13,684,648 in expenditures and \$418,806 in operating transfers.

The proposed budget provides for maintaining continuation of current service levels to the communities of Belmont and San Carlos. No increases in service levels or new services are anticipated within this proposed budget. All major capital expenditures, including scheduled vehicle purchases have been deferred to the future. The department will be filling existing vacancies in order to insure operational stability and to the best of our ability, scheduling predictability. The proposed budget provides for expenditures within expected revenues. This year, with the addition of the new Disaster Preparedness Officer, which is a shared position with Belmont and San Carlos Police Departments, we are continuing to see a renewed interest in CERT and Disaster Preparedness. This year alone we have held CERT Training classes with at least 45-50 people from the communities in each class. Our roster of members at this point is in

excess of 250 people. Ten percent (10%) of these individuals were involved in the annual Silver Sentinel exercise held within 14 cities this year. In addition, the Disaster Preparedness Officer has been working with each City in EOC planning as well as with the County of San Mateo. Additionally, we have seen a substantial drop in our Workers Compensation program costs through FASIS (Fire Agency Self Insurance System) with another reduction of \$110,000 in FY2008/2009. Also included in this Budget is the prefunding cost for the California Employers Retiree Benefit Trust (CERBT) irrevocable trust for post employment retirement benefits. There will be substantial challenges for the Department during this next fiscal year. These will include ongoing staffing in view of retirements and a lack of replacement personnel. With the partners’ renewed commitment to the Belmont-San Carlos Fire Department, both partner agencies are seeing improved organizational morale and commitment to providing excellent service to the communities in which we serve.

Other budget highlights include:

- Revenues
 - Funding is based on the four factor formula of 46% for Belmont Fire Protection District and 54% for City of San Carlos before offsets for revenue. After offsets, the allocation is \$5,523,434 or 47% and \$6,292,394 or 53% for Belmont and San Carlos, respectively.
 - Hazmat Agreement reimbursement is estimated at \$476,416.
- Expenditures
 - Reserves for Vehicle Replacement of \$24,500.
- Master Fee Schedule
 - Adjusted for CPI

Fiscal Impact

Ratification of the Department’s revenue budget of \$14M, appropriation budget of \$14.1M and permanent staffing plan of 48 full time equivalents. The Department’s FY2010 Budget includes revised charges for services to the District of \$5.5M.

The impact to each agency is the new funding formula program that was approved with the Amended Joint Powers Agreement (JPA) with each of the partner agencies. The proportional increase is as follows:

San Carlos is \$196,839.00 to a total of \$6,292,394.00 for FY 2009/2010. (53%)

Belmont is \$87,025.00 to a total of \$5,523,434.00 for FY 2009/2010. (47%)

As stated this also includes funding and reserves for fleet replacement and reserve funding for unforeseen circumstances.

Public Contact

Posting of City Council agenda.

Recommendation

The proposed Appropriations Budget for FY 2009/2010 was approved by the Fire Commission of the Belmont-San Carlos Fire Department at the May 13, 2009 meeting, and as stated in the Second Amended and Restated Joint Powers Agreement for Belmont-San Carlos Fire Department to be taken before the Belmont Fire Protection District Board of Commissioners and the City of San Carlos City Council for their approval.

In the agreement – Section 4.2. Major Decisions; Tie Votes. Major decisions are: approval or amendment of an annual budget; approval or amendment of labor agreements; declaring impasse in labor negotiations; approving changes in the level of service during a fiscal year from the level specified in the approved budget; issuing a Bond or incurring any other debt in excess of \$100,000 in 2006 dollars, to be adjusted annually according to the San Francisco Consumer Price Index for All Urban Consumers, which is not expected to be repaid within twelve months; and accepting another public agency as a member. The Board may not take final action on Major Decisions without the prior consent of all Members following a recommendation to those Members by the Board. The Board may refer items other than Major Decisions to the Members for review and direction prior to taking action if the Board so desires and shall refer to the Members any decision as to which a tie persists among the Board Members as provided in Section 7.2 of the Second Amended and Restated Joint Powers Agreement for Belmont-San Carlos Fire Department.

Alternatives

With direction, refer the budget back to staff for further consideration.

Attachments

1. Resolution of the Belmont Fire Protection District Ratifying the Belmont-San Carlos Fire Department FY 2010 Budget
2. Proposed FY 2010 Budget (previously provided)

Respectfully submitted,

Thomas Fil, Finance Director

Jack Crist, District Manager

Staff Contact:

Thomas Fil, Finance Director
(650) 595-7435
tfil@belmont.gov

BELMONT FIRE PROTECTION DISTRICT RESOLUTION NO. _____

**RESOLUTION OF THE BELMONT FIRE PROTECTION DISTRICT RATIFYING
THE BELMONT-SAN CARLOS FIRE DEPARTMENT FY 2010 BUDGET**

WHEREAS, Pursuant to, Section 4.2 of Article IV of Belmont-San Carlos Fire Department's Joint Powers Agreement, the Fire Commission must obtain the prior consent of the Belmont Fire Protection District and the City of San Carlos on the proposed budget before they take final action to adopt the budget; and

WHEREAS, the Department's Fire Commissioners approved the introduction of the FY2010 Budget to be ratified by the Belmont Fire Protection District as a member agency; and

NOW, THEREFORE, BE IT RESOLVED that the Belmont Fire Protection District Board of Directors ratify the Belmont-San Carlos Fire Department's revenue budget at \$14,045,117, appropriation budget at \$14,103,454 and permanent staffing at 48 full time equivalents for Fiscal Year 2010.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Belmont Fire Protection District at a special meeting thereof held on June 9, 2009 by the following vote:

AYES, DIRECTORS: _____

NOES, DIRECTORS: _____

ABSTAIN, DIRECTORS: _____

ABSENT, DIRECTORS: _____

Secretary, Belmont Fire Protection District

APPROVED:

President, Belmont Fire Protection District