

WEST PLAINFIELD FIRE PROTECTION DISTRICT

**STANDING COMMITTEE – BUDGET AND BENEFITS – MEETING
June 19, 2021 at 4:00 pm**

To Be Held at Lillard Hall: 24901 County Road 95

1. Call the meeting to order
2. Public comment
3. Discussion/Action
 - a. Review Current Budget Usage - FYE June 30, 2021 (All) (Pg 2-5)
 - b. Projected Budget Usage - Remainder of FYE June 30, 2021 (Chief Rita) (Pg 2-5)
 - c. Vacation Accrual and/or Cap (Chief Rita) (Pg 12)
 - d. Sick Leave Accrual and/or Cap (Chief Rita) (Pg 12)
 - e. Additional Benefits (Chief Rita)
 - f. Proposed Budget – FY 2022 (All) (Pg 2-11)
4. Approve Minutes – January 8, 2021, Committee Meeting (Pg 13-14)
5. Calendar
 - a. The next Budget Committee meeting to be determined

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - APPROPRIATIONS - SCHEDULE B
 FISCAL YEAR: 2021-2022
 DISTRICT NAME: West Plainfield Fire Protection District

Row	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
				Anticipated 2020/2021 Use				
	Account #	Account Name	2020 - 2021 Appropriation	Actual 05/27/21	Estimated Remaining	Total Estimated Use	Difference	Proposed Appropriations 2021 / 2022
1	500100	REGULAR EMPLOYEES	219,280	231,291.07	27,000.00	258,291.07		187,006
2	500110	EXTRA HELP	27,200		0.00	0.00		29,090
3	500120	OVERTIME		727.50	0.00	727.50		0
4	500130	STANDBY TIME				0.00		0
5	500160	LEAVE BUYOUT				0.00		0
6	500310	RETIREMENT				0.00		0
7	500320	OASDI	13,400	14,436.55	1,959.71	16,396.26		14,142
8	500330	FICA / MEDICARE TAX	4,000	3,376.27	458.32	3,834.59		3,307
9	500340	HEALTH INSURANCE						12,000
10	500380	UNEMPLOYMENT INSURANCE	2,500	3,304.78	448.61	3,753.39		4,000
11	500390	WORKER'S COMPENSATION INSURANCE	8,000	16,875.00		16,875.00		26,000
12		TOTAL SALARY & BENEFITS	274,380	270,011.17	29,866.64	299,877.81	-25,498	275,546

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - APPROPRIATIONS - SCHEDULE B
 FISCAL YEAR: 2021-2022
 DISTRICT NAME: West Plainfield Fire Protection District

Row	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
	Account #	Account Name	2020 - 2021 Appropriation	Actual 05/27/21	Estimated Remaining	Total Estimated Use	Difference	Proposed Appropriations 2021 / 2022
				Anticipated 2020/2021 Use				
13	501010	CLOTHING & PERSONAL SUPPLIES	30,000	21,928.31	6,301.00	28,229.31		30,000
14	501020	COMMUNICATIONS	4,500	5,210.00	190.00	5,400.00		5,400
15	501030	FOOD		171.61		171.61		200
16	501040	HOUSEHOLD EXPENSE	8,000	5,952.68	2,933.00	8,885.68		10,000
17	501051	INSURANCE - PUBLIC LIABILITY	6,000	5,000.00		5,000.00		6,000
18	501052	INSURANCE - FIRE & EXTENDED		1,142.99		1,142.99		1,500
19	501053	INSURANCE - OTHER		75.13		75.13		100
20	501070	MAINTENANCE - EQUIPMENT	23,420	23,199.89	11,735.00	34,934.89		30,000
21	501071	MAINTENANCE - BULDGS & IMPROVEMENTS	12,000	679.11		679.11		12,000
22	501080	MEDICAL, DENTAL & LAB SUPPLIES	5,000	1,618.05		1,618.05		5,000
23	501090	MEMBERSHIPS	3,200	4,020.00	2,875.00	6,895.00		7,000
24	501100	MISCELLANEOUS	500	769.03		769.03		1,000
25	501102	MISC EXPENSE - CREDIT CARD SVC CHARGES	200	12.13		12.13		200
26	501110	OFFICE EXPENSE	5,000	1,297.51		1,297.51		5,000
27	501111	OFFICE EXPENSE - POSTAGE	500	41.46		41.46		500
28	501112	OFFICE EXPENSE - PRINTING	1,500	174.66		174.66		1,500
29	501151	PROF & SPEC SVC - AUDITING & ACCOUNTING	300	200.00		200.00		300
30	501152	PROF & SPEC SVC - INFORMATION TECH SERVICES	1,200	219.91	4,000.00	4,219.91		4,500
31	501155	PROF & SPEC SVC - MEDICAL, DENTAL & LAB	1,000	961.00	166.00	1,127.00		1,000
32	501156	PROF & SPEC SVC - LEGAL SERVICES	1,000			0.00		3,000
33	501165	PROF & SPEC SVC - OTHER		230.58		230.58		500
34	501169	BOARD MEETING STIPENDS				0.00		0
35	501180	PUBLICATIONS & LEGAL NOTICES	500	405.00		405.00		500
36	501190	RENTS & LEASES - EQUIPMENT	1,500	1,932.08		1,932.08		2,000
37	501191	RENTS & LEASES - BLDGS & IMPROVEMENTS				0.00		0
38	501205	TRAINING	11,400	388.00		388.00		11,400
39	501210	MINOR EQUIPMENT	44,725	17,010.72	4,480.00	21,490.72		25,000
40	501232	SPEC DEPT EXP - ELECTION SUPPLIES & SERVICES				0.00		0
41	501249	SPEC DEPT EXP - OTHER				0.00		0
42	501250	TRANSPORTATION & TRAVEL	8,000	5,178.17	1,600.00	6,778.17		9,000
43	501251	TRANSPORTATION & TRAVEL - FUEL		334.68		334.68		0
44	501260	UTILITIES	8,000	5,289.56	1,600.00	6,889.56		8,000
45		TOTAL SERVICES & SUPPLIES	177,445	103,442.26	35,880.00	139,322.26	38,123	180,600

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - APPROPRIATIONS - SCHEDULE B
 FISCAL YEAR: 2021-2022
 DISTRICT NAME: West Plainfield Fire Protection District

Row	Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H
				Anticipated 2020/2021 Use				
	Account #	Account Name	2020 - 2021 Appropriation	Actual 05/27/21	Estimated Remaining	Total Estimated Use	Difference	Proposed Appropriations 2021 / 2022
46	502031	RETIRE LTD - CAPITAL LEASE OBLIGATION						
47	502039	RETIRE LTD - OTHER						
48	502049	INTEREST - LTD - OTHER						
49	502080	TAXES & ASSESSMENTS						
50	502110	VOLUNTEER FIREMEN						
51	502120	CONTRIBUTION TO NON-COUNTY AGENCIES						
52	502121	CITY OF DAVIS						
53	502201	PAYMENTS TO OTHER GOV INSTITUTIONS						
54		TOTAL OTHER CHARGES	0	0.00	0.00	0.00	0	0
55	503000	LAND						0
56	503020	BUILDINGS & IMPROVEMENTS						6,500
57	503015	EASEMENTS - NON DEPRECIABLE						0
58	503070	EQUIPMENT		8,645.00		8,645.00		15,000
59	503071	EQUIPMENT - VEHICLE	235,000	224,755.63	0.00	224,755.63		0
60		TOTAL CAPITAL ASSETS	235,000	233,400.63	0.00	233,400.63	1,599	21,500
61	89-9900	APPROPRIATIONS FOR CONTINGENCY	20,000	0.00	0.00	0.00	20,000	20,000
62		TOTAL APPROPRIATIONS	706,825	606,854.06	65,746.64	672,600.70	34,224	497,646
63		ADDITIONS TO GENERAL RESERVE						
64		ADDITIONS TO CAPITAL ASSET REPLACEMENT RESERVE						39,335
65		ADDITIONS TO ACCRUED LEAVE RESERVE	3,000			3,000.00	0	
66		TOTAL FINANCING USES *	709,825	606,854.06	65,746.64	675,600.70	34,224	536,982

WEST PLAINFIELD FIRE PROTECTION DISTRICT - BUDGET ITEM REQUESTS - FY 2022

Row	Item	Quantity	Price per	Total	Budget Acct #	
1	Bravo EMS turnouts	7	1,157.64	8,103.51	501010	Volunteer Assoc wil purchase additional 4 sets
2	Stiles 48 x 24 x 78" storage cabinets	4	500.00	2,000.00	501040	2 for turnout storage and 2 for EMS storage
3	Recurring Fire Extinguisher Service			300.00	501070	
4	Recurring Ladder testing	114 feet		400.00	501070	
5	Recurring SCBA Hydro	18	45.00	810.00	501070	
6	Recurring PPE Repair			1,000.00	501070	
7	Recurring PPE Testing & Extractor Supplies			1,000.00	501070	
8	Recurring 3M OSHA Resp Health	30	35.00	1,050.00	501080	
9	Recurring PERS			200.00	501090	Annual
10	Fish Data plans for apparatus iPads	7	35.00	245.00	501152	Support: Active911, Dashboard, Field Ops
11	Bravo * Payroll / Shift / ERS	1	250.00	250.00	501152	Setup
12	Bravo Payroll / Shift / ERS	12	42.00	504.00	501152	Annual subscription
13	Fish Internet	12	100.00	1,200.00	501152	Starlink or Similar
14	Recurring ERS	1	4,000.00	4,000.00	501152	
15	Recurring CUPA	1	100.00	100.00	501165	Annual
16	Stiles Training center project	1	1,000.00	1,000.00	501205	
17	Stiles New tender mounting-equip	1	200.00	200.00	501210	Complete equipment mounting
18	Stiles LED portable lights for engines	1	200.00	200.00	501210	E230
19	Stiles Fittings - hose tester	1	250.00	250.00	501210	
20	Stiles Fuel containers and mounts	3	90.00	270.00	501210	Spare fuel for Brush rigs
21	Fish Starlink Hardware	1	500.00	500.00	501210	
22	Stiles Front sweeps for brush rigs	2	300.00	600.00	501210	
23	Stiles 10' x 10' tuff shed	1	4,000.00	4,000.00	503020	To separately store the mower and gardening equipment
24	Murillo SBCA Testing / Replacement	1	2,500.00	2,500.00	503070	
25	Bravo AFG Grant - Match - Radios	1	14,900.00	14,900.00	503070	If successful
26	Recurring Target Solutions	1	2,160.00	2,160.00		Reimbursed by YCPARMIA
27	Recurring SCBA Fit Testing	30				In house
28						
29						
30	* Don't need to track by paper, google forms, excel, and the google calendar to sort out payroll and leave requests;					
31	capable of pushing shifts out to qualified personnel to sign up for augmentation, vacation fills, and sick fills; reduce errors / save time					

DISTRICT NAME: West Plainfield Fire Protection District (prepared June 8, 2021)

SACRED OAKS (May 1, 2020)

Row	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E	COLUMN G	COLUMN G	COLUMN H	COLUMN I
		Standby 1 Per Annum	Facilities (ea) 4 Per Annum	Training (ea) 6 per Annum	Per Resp (ea) Up to 7	Per K Pot Annual	Actual Billed	Actual Rec'vd	Due / Pot Due
1	Base Period (thru 04/30/21)	38,021.00	2,553.12	1,086.00	2,327.28	71,040.44			
2	Opt Period 1 (thru 04/30/22)	39,163.77	2,629.86	1,118.64	2,397.23	73,175.65			
3	2021 May - Billed 06/02/21	3,263.65					3,361.38		3,263.65
4	2021 June	3,263.65							
5	2021 July	3,263.65							
6	2021 Aug	3,263.65							
7	2021 Sept	3,263.65							
8	2021 Oct	3,263.65							
9	2021 Nov	3,263.65							
10	2021 Dec	3,263.65							
11	2022 Jan	3,263.65							
12	2022 Feb	3,263.65							
13	2022 March	3,263.65							
14	2022 April	3,263.65							
15	2021 Q2 (Apr - June)		2,629.86						
16	2021 Q3 (July - Sept)		2,629.86						
17	2021 Q4 (Oct - Dec)		2,629.86						
18	2022 Q1 (Jan - Mar)		2,629.86						
19	2021 Training (May - June)								
20	2021 Training (July - Aug)								
21	2021 Training (Sept - Oct)								
22	2021 Training (Nov - Dec)			1,118.64					
23	2022 Training (Jan - Feb)			1,118.64					
24	2022 Training (Mar - Apr)			1,118.64					49,775.47
25	Opt Period 2 (thru 04/30/23)	40,336.48	2,708.60	1,152.14	2,469.01	75,366.80			
26	2022 May	3,361.37							
27	2022 June	3,361.37							
28	2022 Q2 (Apr - June)		2,708.60						
29	2022 Training (May - June)			1,152.14					10,583.49
30	Opt Period 3 (thru 04/30/24)	41,546.57	2,789.86	1,186.70	2,543.08	77,627.81			
31	Opt Period 4 (thru 04/30/25)	42,792.97	2,873.56	1,222.30	2,619.37	79,956.64			
									<u>60,358.96</u>

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE A
 FISCAL YEAR: 2019 - 2020
 DISTRICT NAME: West Plainfield Fire Protection District FUND NO: 6223

Page 1

Row	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
	Account #	Account Name	Budgeted Revenues 2019 - 2020	Estimate 04/30/20	Actual Revenues 2019 - 2020
4	400100	PROPERTY TAXES - CURRENT SECURED	296,000.00	309,652.69	307,893.01
5	400101	PROPERTY TAXES - CURRENT UNSECURED	26,000.00	25,924.59	26,569.86
6	400111	PROPERTY TAXES - PRIOR UNSECURED	400.00	195.34	204.81
7	400120	SUPPLEMENTAL PROPERTY TAXES - CURRENT		327.19	1,272.54
8	400121	SUPPLEMENTAL PROPERTY TAXES - PRIOR	200.00		
9	400700	INVESTMENT EARNINGS - POOL	500.00	9,615.95	12,152.28
10	400705	GASB		-3,532.45	5,808.55
11	400725	RENTS & CONCESSIONS - OTHER			
12	401061	ST-HIGHWAY PROPERTY RENTALS		3.73	3.73
13	401240	ST-HOMEOWNERS PROP TAX RELIEF		1,339.94	1,576.40
14	402000	OTHER-IN-LIEU TAXES			
15	402001	OTHER-IN-LIEU TAX-RDA PASS THRU			
16	402010	OTHER GOVT AGENCY-OTHER CO-CITYS			
17	402020	OTHER COUNTIES & CITIES - YOLO			
18	402090	OTHER TRIBAL - YOCHA DEHE CAPITAL			
19	403610	OTHER CHARGES - SERVICE - FIREFIGHTERS		19,384.05	32,709.70
20	403699	OTHER CHARGES FOR SERVICES			
21	404000	OTHER SALES - TAXABLE			
22	404113	OTHER MISC - DONATION			
23	404117	OTH MISC - INSURANCE PROCEEDS		1,359.99	1,359.99
24	404190	OTHER MISC INCOME			
25	405000	SALE OF CAPITAL ASSETS			
26					
27					
28					
29					
30					
31					
32					
33					
34		TOTAL ESTIMATED REVENUE	323,100	364,271.02	389,550.87
35					
36		ESTIMATED FUND BALANCE AVAILABLE	68,000		
37					
38		DECREASE IN GENERAL RESERVE			
39		DECREASE IN CAPITAL ASSET REPLACEMENT RESER	160,000		
40		DECREASE IN ACCRUED LEAVE RESERVE			
41					
42		TOTAL FINANCING SOURCES	551,100		

		FBA
		2019 - 2020
Diff Rev	Diff Exp	Net Gain
25,279.85	-11,215.78	14,064.07

YOLO COUNTY AUDITOR-CONTROLLER
FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE B
FISCAL YEAR: 2019 - 2020
DISTRICT NAME: West Plainfield Fire Protection District

Page 2

Row	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
1			2019 - 2020	Anticipated	Actual
2	Account #	Account Name	Appropriation	2019 - 2020	2019 - 2020
3				Use	Use
4					
5	500100	REGULAR EMPLOYEES	153,156	189,905.12	184,883.97
6	500110	EXTRA HELP	19,500	0.00	0.00
7	500120	OVERTIME	500		
8	500130	STANDBY TIME			
9	500160	LEAVE BUYOUT	3,500	0.00	0.00
10	500310	RETIREMENT			
11	500320	OASDI	11,000	9,921.36	11,650.62
12	500330	FICA / MEDICARE TAX	2,500	2,810.00	2,724.71
13	500340	HEALTH INSURANCE			
14	500380	UNEMPLOYMENT INSURANCE	2,000	1,374.69	1,209.89
15	500390	WORKER'S COMPENSATION INSURANCE	8,000	14,250.00	14,250.00
16		TOTAL SALARY & BENEFITS	200,156	218,261.17	214,719.19

Difference
3,541.98

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE B
 FISCAL YEAR: 2019 - 2020
 DISTRICT NAME: West Plainfield Fire Protection District

Row	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN D
	Account #	Account Name	2019 - 2020 Appropriation	Anticipated 2019 - 2020 Use	Actual 2019 - 2020 Use
1					
2					
3					
4	501010	CLOTHING & PERSONAL SUPPLIES	22,000	15,848.99	13,326.15
5	501020	COMMUNICATIONS	6,000	3,392.99	3,460.30
6	501030	FOOD			
7	501040	HOUSEHOLD EXPENSE	7,500	4,674.69	5,006.21
8	501051	INSURANCE - PUBLIC LIABILITY	5,000	5,000.00	5,000.00
9	501052	INSURANCE - FIRE & EXTENDED		870.51	870.51
10	501053	INSURANCE - OTHER		58.68	58.68
11	501070	MAINTENANCE - EQUIPMENT	13,000	28,608.21	38,457.42
12	501071	MAINTENANCE - BULDGS & IMPROVEMENTS	6,500	8,922.95	8,812.95
13	501080	MEDICAL, DENTAL & LAB SUPPLIES	2,000	4,473.50	5,101.86
14	501090	MEMBERSHIPS	3,200	119.00	3,540.00
15	501100	MISCELLANEOUS	1,500	263.41	302.42
16	501102	MISC EXPENSE - CREDIT CARD SVC CHARGES	200	213.01	77.73
17	501110	OFFICE EXPENSE	7,000	4,774.69	4,760.20
18	501111	OFFICE EXPENSE - POSTAGE	500	316.45	324.73
19	501112	OFFICE EXPENSE - PRINTING	600	1,633.02	833.94
20	501151	PROF & SPEC SVC - AUDITING & ACCOUNTING	300	150.00	150.00
21	501152	PROF & SPEC SVC - INFORMATION TECH SERVICES	0	2,639.75	2,639.75
22	501155	PROF & SPEC SVC - MEDICAL, DENTAL & LAB	1,000	0.00	0.00
23	501156	PROF & SPEC SVC - LEGAL SERVICES	1,000	0.00	0.00
24	501165	PROF & SPEC SVC - OTHER	0	1,029.48	1,029.48
25	501169	BOARD MEETING STIPENDS	0		
26	501180	PUBLICATIONS & LEGAL NOTICES	500	0.00	0.00
27	501190	RENTS & LEASES - EQUIPMENT	1,500	697.25	709.25
28	501191	RENTS & LEASES - BLDGS & IMPROVEMENTS			
29	501205	TRAINING	7,000	7,382.11	8,294.11
30	501210	MINOR EQUIPMENT	69,500	19,628.32	21,337.90
31	501232	SPEC DEPT EXP - ELECTION SUPPLIES & SERVICES			
32	501249	SPEC DEPT EXP - OTHER			
33	501250	TRANSPORTATION & TRAVEL	10,000	5,591.87	6,359.11
34	501251	TRANSPORTATION & TRAVEL - FUEL		1,035.83	1,035.83
35	501260	UTILITIES	9,500	6,255.75	6,849.69
36		TOTAL SERVICES & SUPPLIES	175,300	123,580.46	138,338.22

Difference
 -14,757.76

YOLO COUNTY AUDITOR-CONTROLLER
 FIRE DISTRICT BUDGET WORKSHEET - FINANCING SOURCES - SCHEDULE B
 FISCAL YEAR: 2019 - 2020
 DISTRICT NAME: West Plainfield Fire Protection District

Row	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN D
	Account #	Account Name	2019 - 2020 Appropriation	Anticipated 2019 - 2020 Use	Actual 2019 - 2020 Use
1					
2					
3					
4	502031	RETIRE LTD - CAPITAL LEASE OBLIGATION			
5	502039	RETIRE LTD - OTHER			
6	502049	INTEREST - LTD - OTHER			
7	502080	TAXES & ASSESSMENTS			
8	502110	VOLUNTEER FIREMEN			
9	502120	CONTRIBUTION TO NON-COUNTY AGENCIES			
10	502121	CITY OF DAVIS			
11	502201	PAYMENTS TO OTHER GOV INSTITUTIONS		531.61	531.61
12		TOTAL OTHER CHARGES	0	531.61	531.61
13					
14	503000	LAND			
15	503020	BUILDINGS & IMPROVEMENTS	75,000		
16	503015	EASEMENTS - NON DEPRECIABLE			
17	503070	EQUIPMENT	20,000		
18	503071	EQUIPMENT - VEHICLE	60,000	2,691.00	2,691.00
19		TOTAL CAPITAL ASSETS	155,000	2,691.00	2,691.00
20					
21	89-9900	APPROPRIATIONS FOR CONTINGENCY	20,000	0.00	0.00
22					
23		TOTAL APPROPRIATIONS	550,456	345,064.24	356,280.02
24					
25		ADDITIONS TO GENERAL RESERVE			
26		ADDITIONS TO CAPITAL ASSET REPLACEMENT RESERVE			
27		ADDITIONS TO ACCRUED LEAVE RESERVE			
28					
29		TOTAL FINANCING USES *	550,456		

Page 4

0.00

0.00

0.00

-11,215.78
 Total
 Difference

WEST PLAINFIELD FIRE PROTECTION DISTRICT (prepared 0053121)
SICK AND VACATION LEAVE ACCRUALS - Current

Current Rate of Vacation and Sick Leave Accruals

Row	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E	COLUMN F	COLUMN G	COLUMN H	COLUMN I	COLUMN J
1	40 Hr Week Hours Worked	48/96 Week Hours Worked	40 Hr Week Vacation Hrs Accrued	48/96 Week Vacation Hrs Accrued	40 Hr Week Vac Accrual Per Hr Worked	48/96 Week Vac Accrual Per Hr Worked	40 Hr Week Sick Hrs Accrued	48/96 Week Sick Hrs Accrued	40 Hr Week Sick Accrual Per Hr Worked	48/96 Week Sick Accrual Per Hr Worked
2	2,085.71	2,920.00	80.40	112.56	0.039	0.04	96.00	134.40	0.046	0.046
3	Equivalent Weeks		2.01	Vacation			2.40	Sick		

Current Cap - Vacation and Sick Leave

	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E	COLUMN F
			40 Hr Week	48/96 Week		Equivalent Weeks
4	Vacation - Full Time		114.00	159.60		2.85
5	Sick - Full Time		912.00	1,276.80		22.80
6	Vacation - 20 Hr Week		57.00			
7	Sick - 20 Hr Week		456.00			
8	NOTE: All accrued vacation and sick leave must be fully funded each FYE					

**STANDING COMMITTEE – BUDGET AND BENEFITS – MINUTES
January 8, 2021 at 6:00 pm**

Held via Video and Teleconference

Remote Meeting Locations: 25258 County Road 95, Davis, CA 95616
37007 Russell Boulevard, Davis, CA 95616

1. Call the meeting to order

The meeting was called to order by Chairperson Guarino. Present were:

Commissioners:	Richard Guarino and Charles Hjerpe
Committee Staff:	Chief Rita, AC Heins
Career Staff:	Capt Bravo, Capt Booth, Lt LaTour

2. Public comment

None

3. Discussion/Action

a. Review Current Budget Usage - FYE June 30, 2021 (All)

Chief Rita presented and reviewed numbers as of December 31, 2020.

b. Projected Budget Usage - Remainder of FYE June 30, 2021 (Chief Rita)

Estimated salaries and benefits (without added benefits) anticipates budget use approximately \$11,000 under projected. It is harder, at this point in the budge cycle to estimate services and supplies use, but it is anticipated that we will again come in well under budgeted amounts in those funds, as well.

c. Projections for FYE June 30, 2022 Budget (Chief Rita)

Chief Rita anticipates that we will not suffer a decrease in revenues from property taxes mainly due to the recent passage of Proposition 19 in California.

d. Discussion/Action - Recommendation to Board for Additional Career Staff Benefits (Chief Rita)

We are one of the few districts with career staff that does not offer benefits for medical and/or retirement. We have been coming in under projected budget for years. Chief Rita believes we can offer additional benefits and still have monies to budget for apparatus replacement and facilities improvements.

The discussion started off with Chief Rita recommending a minimum of \$250 per month per career staff. \$250 per month for full-time career staff would be an additional \$9,000 per year; for all career staff (full- and part-time), \$12,000. AC Heins would prefer that we not include the part-time career staff and instead use those funds to increase the monthly from \$250 to \$335 per full-time career staff member (total \$12,060). Part-time career staff could be included later, as appropriate and/or negotiated.

AC Heins reported that each of our career staff had different needs. Chief Rita suggested that a cafeteria type plan might be a better option, offering health care premium, health savings account, dental, and retirement options.

By consensus, Commissioners Guarino and Hjerpe directed that:

- The committee recommend to the Board that the District offer, as a new benefit to full-time career staff, a cafeteria plan with health insurance premium, health savings account, dental, and retirement options
- The committee recommend to the Board that benefit amount be set at \$335 per month
- Chief Rita and AC Heins explore what we need to do to put such a cafeteria plan in place, how it would work, etc. and report back

4. Calendar

- a. The next Budget Committee meeting to be determined

RICHARD GUARINO, Chair