

Berryhill Fire Protection District

FY 2017 BUDGET

JULY 2016 – JUNE 2017

PUBLIC BRIEFING – MAY 19, 2016

2016 Goals - Completed

SHORT-TERM (PRESENT – 2 YEARS)

- ✓ Fire Marshal Program – CLEET Certified, Fire Prevention Specialist, Plans Reviewer (65%)
- ✓ 6 – Advanced EMT Personnel (1 Advanced)
- ✓ 6 - Wildland Firefighters (100%)
- ✓ Increase community outreach in specialty needs and fire prevention (Firewise, Explorers)

LONG-TERM (2-10 YEARS)

- ✓ Replace 1997 Fire Engine (342) with newer more efficient apparatus

RECEIVED

JUN 23 2016

State Auditor
and Inspector

Tulsa 1

2017 Goals

SHORT-TERM (PRESENT – 2 YEARS)

- Fire Marshal Program – (90%)
- Replace 1993 Fire Engine (E349)
- Roll out Community Para-medicine Program
- Improve the ISO PPC from 3 to a 2
- Increase community outreach
- Add Fire Tower to Chandler Park

LONG-TERM (2-10 YEARS)

- 50% of staff Advanced EMT or better (15+)
- 6 Paramedics
- Improve the District ISO to 1
- Begin Community Para-medicine Program (2016)
- Move to new fire station (Start 8/2015)
- Begin Commission on Fire Accreditation Process
- 3rd Firefighter for every shift

Proposed FY 2017 Budget Summary

| | FY 2015 | FY2016 | FY2017 |
|------------------------------------|-------------------|-------------------|-------------------|
| | Actual | Forecast | Budget * |
| Revenue | | | |
| Assessment – County | \$ 754,348 | \$ 756,727 | \$ 756,767 |
| Other | \$ <u>27,200</u> | \$ <u>33,950</u> | \$ <u>-0-</u> |
| Total Revenue | \$ 781,548 | \$ 790,677 | \$ 756,767 |
| Expenditures | | | |
| 51000 - Payroll | \$ 287,801 | \$ 328,160 | \$ 325,000 |
| 52000 - Employee Benefits | \$ 126,620 | \$ 130,955 | \$ 135,725 |
| 53000 – 59000 - Operating Expenses | \$ <u>174,634</u> | \$ <u>175,398</u> | \$ <u>139,275</u> |
| Total Expenditures | \$ 590,000 | \$ 634,513 | \$ 600,000 |
| 80000 - Capital Outlay (Building) | \$ 190,476 | \$ 132,596 | \$115,000 |

4-11-16
 100%
 100%

Payroll

| 51000 · PAYROLL | 2015 Actuals | 2016 Forecast | 2017 Budget |
|------------------------------|-------------------|-------------------|-------------------|
| 51100 · ADMINISTRATION | \$ 63,205 | \$ 67,500 | \$ 67,500 |
| 51200 · FIREFIGHTER STAFF | \$ 180,421 | \$ 201,727 | \$ 205,000 |
| 51250 · FIRE MARSHAL | | | \$ 7,200 |
| 51300 · PART TIME EMPLOYEES | \$ 28,313 | \$ 39,965 | \$ 24,000 |
| 51400 · EMPLOYER TAXES | \$ 5,835 | \$ 9,808 | \$ 10,300 |
| 51500 · INCENTIVE | \$ 10,208 | \$ 10,435 | \$ 11,000 |
| Total 51000 · PAYROLL | \$ 287,801 | \$ 328,160 | \$ 325,000 |

Benefits

| 52000 · EMPLOYEE BENEFITS / TRAINING | 2015 Actuals | 2016 Forecast | 2017 Budget |
|---|-------------------|-------------------|-------------------|
| 52110 · PENSION PLAN-EMPLOYER PAID (14%) | \$ 30,397 | \$ 29,165 | \$ 32,700 |
| 52111 · VOLUNTEER PENSION (\$60/VOLUNTEER) | \$ 2,300 | \$ 1,546 | \$ 1,800 |
| 52200 · WORKERS COMPENSATION | \$ 12,022 | \$ 11,721 | \$ 12,000 |
| 52300 · HEALTH INSURANCE | \$ 44,229 | \$ 49,384 | \$ 46,800 |
| 52400 · CLOTHING | \$ 9,943 | \$ 9,350 | \$ 9,600 |
| 52500 · TRAINING | \$ 29,703 | \$ 28,547 | \$ 32,500 |
| 52600 · LICENSES AND PERMITS | \$ 325 | \$ 325 | \$ 325 |
| Total 52000 · EMPLOYEE BENEFITS / TRAINING | \$ 126,620 | \$ 130,955 | \$ 135,725 |

Operations

| OPERATING EXPENSES | 2015 Actuals | 2016 Forecast | 2017 Budget |
|---|-------------------|-------------------|-------------------|
| 53000 · OPERATING EXPENSES | \$ 86,950 | \$ 72,451 | \$ 45,500 |
| 54000 · TRANSPORTATION EXPENSES | \$ 35,073 | \$ 40,275 | \$ 35,000 |
| 55000 · FACILITY EXPENSES | \$ 5,243 | \$ 18,159 | \$ 12,500 |
| 56000 · INSURANCE – PROPERTY / LIABILITY EXPENSES | \$ 22,073 | \$ 21,286 | \$ 22,275 |
| 57000 · PROFESSIONAL SERVICES | \$ 19,499 | \$ 16,179 | \$ 17,000 |
| 58000 · FINANCIAL SERVICES | \$ - 0 - | \$ - 0 - | \$ - 0 - |
| 59000 · OTHER EXPENSES | \$ 10,467 | \$ 7,048 | \$ 7,000 |
| Total 53000 · OPERATING EXPENSES | \$ 179,305 | \$ 175,398 | \$ 139,275 |

Cash Available May 2016

| | | |
|-----------------------|-----------------------|-------------------|
| Current cash position | | \$ 388,849 |
| Average burn rate | 7 months @ \$40,000 = | <u>\$ 280,000</u> |
| | | \$ 108,849 |

Average Burn Rate = Unavoidable costs and basic services

Capital Improvement Priorities 2017

| | | |
|-------------------------------|------------|-------------------------------------|
| ➤ Build New Fire Station | \$ 750,000 | |
| ➤ First year facility payment | \$ 70,000 | |
| ➤ Finishes for Fire Area | \$ 50,000 | (Workout equipment, day room, etc.) |
| ➤ Replace Engine | \$ 75,000 | (Replace 1993 E-One Engine) |

No Capital Improvement included in 2016 Budget - Budget to be amended upon board approval of capital projects.

Opportunities

Shared Cost

- Fire Marshal Program - Permit fees / TPD
- Increased utilization of Area Fire Coalition
- Community Paramedicine Program – OU/AFG
- Firewise Community / Explorer Addressing

Staffing

- 36 current members
- Losses– 16 FF to other departments in 2016
- Gains – 12 FF volunteer in FY2016

New Assessments

| | |
|---|-----------|
| • Oakhurst Area – Estimate | \$ 11,000 |
| • 61 st – 51 st St. west of 65 th W. Ave | \$ 8,000 |
| • Polson Industrial Area – Estimate | \$ 12,000 |
| • 21 st St. New Buildings | \$ 4,000 |

Grants

| | |
|-------------------------------|--------------|
| • SAFER (2 – Day Personnel) | \$ 178,000 |
| • AFG (Radios & Life Pak 15) | \$ 59,000 |
| • AFG Regional (PPE & Safety) | \$ 1,125,000 |

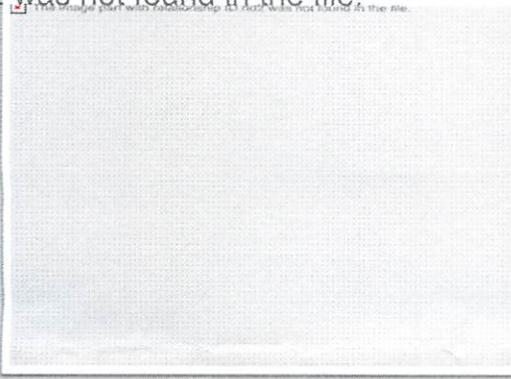
Risks

- Increased Health Costs
- Inadequate facilities
- Reduced spending could generate additional expenses
- Lack of funding, potential station closures, ambulance acquisition
 - Sand Springs, Sapulpa (Industrial Park), Tulsa -
 - Mutual / Automatic Aid agreement and usage
- 9-1-1 Fees will rise this year \$2,500 from previous – new City of Tulsa contract
- 800 MHz radio expenses - \$ 72,000 total impact over next 3 years

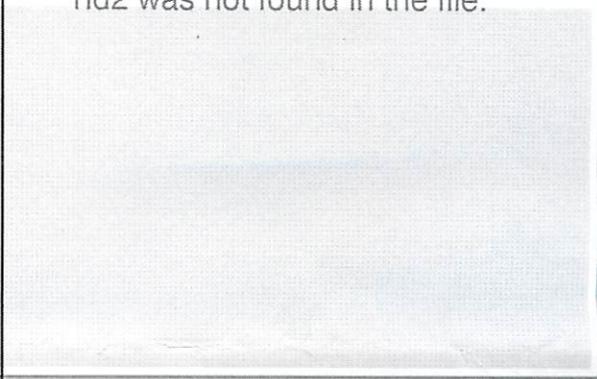
Opportunities & Risks

- FEMA Grant – PPE 95/5 - \$150,000 (\$8k) / Radios/Equipment 95/5 - \$59,000 (\$3k)
- EMSA longevity and potential to become Ambulance provider
- Wildland Firefighting Program –
 - State and Federal Reimbursement – Preparation, Mitigation, Response, Training, Equipment
 - Responders – Additional volunteers, equipment, gear (9 Wildland Firefighters \$ 6,750 grant)
 - Regional/State/National Attention (Firewise Grant \$10,000, Trailer \$19,000)
 - BIA Contract possibility for providing a crew and vehicle for 12 hour periods

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Berryhill Fire Protection District 2017
“Supporting our Community one family at a time”



Berryhill Fire Protection District

2900 S 65th West Ave. Tulsa, OK 74107
(918) 446-1211 / Fax: (918) 446-2675
Email: station@berryhillfire.com

November 3, 2015

Mr. Dennis Semler
Tulsa County Treasurer
500 South Denver
Tulsa OK 74103

Dear Mr. Semler:

Berryhill Fire Protection District does hereby certify to you for collection the 2015 assessment roll.

| | |
|-----------------------------|------------------|
| TAX ROLL YEAR: | 2015 |
| GROSS VALUATION: | \$ 71,969,923.00 |
| TAX RATE PER 1000: | 10.00 |
| TAX AMOUNT TO BE COLLECTED: | \$ 742,197.00 |
| NUMBER OF RECORDS | 2,293 |

Sincerely,

Ray Lusk
Berryhill Fire Protection District
xc: Reggie Sangha
reggie@tulsacounty.org

"Exceptional people, exceptional service"

| TAX TYPE | START ITEM NO. | END ITEM NO. | TOTAL TAX EXTENDED | TOT RECORDS | RATE | ROUNDED DIFFER | ADJUST DIFFER |
|-------------------------|----------------|--------------|--------------------|-------------|-------|----------------|---------------|
| BERRYHILL FIRE DISTRICT | 4000000 | 4022920 | 742,197.00 | 2,293 | 10.00 | 40.12 | 792.59 |
| TOTALS | 4000000 | 4022920 | 742,197.00 | 2,293 | | | |

=====

NOTE: TAX IS COMPUTED ON FIRE DIST (FE) FULLY EXEMPT CODED PARCELS, IF ASSESSED-VALUE IS GREATER THAN ZEROS.

NOTE: TAX IS COMPUTED ON FIRE DIST (PE) PARTIALLY EXEMPT CODED PARCELS.

NOTE: TAX IS COMPUTED ON FIRE DIST (VE) VETRANS EXEMPT CODED PARCELS.

NOTE: TAX IS COMPUTED ON FIRE DIST (XM) EXEMPT MANUFACTURE PARCELS AND (XM) CODE IS REMOVED TO PASS TO TREAS. OFFICE.

TOTAL (XM) EXEMPT MANUF= 11 TOTAL TAX AMT = 41,765.00 NOTE: INFORM TREASURER (XM) EXEMPT MANUF. CODE HAS BEEN REMOVED.

NOTE: THIS IS PER FIRE DISTRICT GUIDE LINES.

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Broken Arrow Ledger • Coweta American
 Okmulgee Reporter • Wagoner Tribune
 Sand Springs Leader • Skiatook Journal
 Tulsa Business & Legal News

OKLAHOMA WEEKLY GROUP
 P.O. BOX 26945
 RICHMOND, VA 23261-6472

Account Number

1014516

Date

June 08, 2016

BERRYHILL FIRE PROTECTION DISTRICT
 2900 S 65TH W AVE
 TULSA, OK 74107

| Date | Category | Description | Ad Size | Total Cost |
|------------|---------------|---------------------------|--------------|------------|
| 06/08/2016 | Legal Notices | FY 2017 BUDGET SUMMARY/SS | 2 x 27.00 CL | 34.56 |

Proof of Publication

I, of lawful age, being duly sworn, am a legal representative of Sand Springs Leader of Sand Springs, Oklahoma, a Weekly newspaper of general circulation in Tulsa, Oklahoma, a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 or Title 25, Oklahoma Statutes 1971 and 1982 as amended, and thereafter, and complies with all other requirements of the laws of Oklahoma with reference to legal publications. That said notice, a true copy of which is attached hereto was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the DATE(S) LISTED BELOW

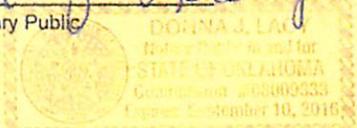
06/08/2016

Newspaper reference: 0000255219

Karon Johnson
 Legal Representative

Sworn to and subscribed before me this date:

6-8-16
Donna J. Lacy
 Notary Public



My Commission expires: *9-10-16*

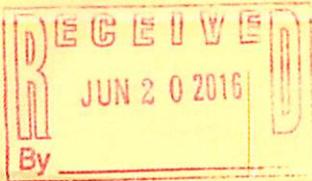
255219
 Published in the Sand Springs Leader, Sand Springs, Tulsa County, Oklahoma, June 8, 2016.

**BERRYHILL FIRE PROTECTION DISTRICT
 PROPOSED FY 2017
 BUDGET SUMMARY**

In accordance with Oklahoma State Statute Title 19 Section 901. The Berryhill Fire Protection District shall hold its annual public hearing on the proposed budget for FY-2017 on June 9th @ 6:00pm at the Berryhill Fire Station located at 2900 S. 65th W. Avenue, Tulsa, OK 74107.

Forecast
 FY-2017
 Budget

| | |
|----------------------|-----------|
| Revenue | |
| Assessments - County | \$756,767 |
| Expenditures | |
| Payroll | \$325,000 |
| Employee Benefits | \$135,725 |
| Operating Expenses | \$139,725 |
| Debt Service | \$ - 0 - |
| Total Expenditures | \$600,000 |



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE.
 THANK YOU

TULSA WORLD

P.O. Box 1770 Tulsa, Oklahoma 74102-1770 | tulsaworld.com

Account Number
1014516

BERRYHILL FIRE PROTECTION DISTRICT
2900 S 65TH W AVE
TULSA, OK 74107



Date
June 07, 2016

TW Tulsa World

TW

| Date | Category | Description | Ad Size | Total Cost |
|------------|---------------|--------------------------------|--------------|------------|
| 06/07/2016 | Legal Notices | PROPOSED FY2017 BUDGET SUMMARY | 2 x 27.00 CL | 34.56 |

255173

Published in the Tulsa World, Tulsa County, Oklahoma,
June 7, 2016

Proof of Publication

**BERRYHILL FIRE PROTECTION DISTRICT
PROPOSED FY 2017
BUDGET SUMMARY**

I, being of lawful age, being duly sworn, upon the oath deposes and says that he/she is the CLERK of TULSA WORLD, a daily newspaper printed in the City of Tulsa, County of Tulsa, State of Oklahoma, and a bonafide paid general circulation therein, printed in the English language, and that the notice by publication was published in said newspaper on the following dates.

06/07/2016

In accordance with Oklahoma State Statute Title 19 Section 901. The Berryhill Fire Protection District shall hold its annual public hearing on the proposed budget for FY-2017 on June 9th @ 6:00pm at the Berryhill Fire Station located at 2900 S. 65th W. Avenue, Tulsa, OK 74107.

and that said newspaper has been continuously and uninterruptedly published in said county during the period of more than One Hundred and Four (104) weeks consecutively, prior to the first publication of said notice, or advertisement, as required by Section one, chapter four, Title 25 Oklahoma Session Laws, 1943, as amended by House Bill No. 495 22nd Legislature, and thereafter, and complies with all of the prescriptions and requirements of the laws of Oklahoma. (The advertisement above referred to is a true and printed copy. Said notice was published in all editions of said newspaper and not in a supplement thereof.)

Forecast
FY-2017
Budget

Newspaper reference: 0000255173

Revenue
Assessments - County \$756,767

Karen Johnson
Legal Representative

Expenditures
Payroll \$325,000
Employee Benefits \$135,725
Operating Expenses \$139,725
Debt Service \$ - 0 -
Total Expenditures \$600,000

Sworn to and subscribed before me this date: 6-7-16

Donna J. Lacy
Notary Public

My Commission expires 9-10-16



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

10:41 AM
06/21/16
Cash Basis

Berryhill Fire Protection District
Profit & Loss Budget Overview
July 2016 through June 2017

| | <u>Jul '16 - Jun 17</u> |
|--|--------------------------|
| Ordinary Income/Expense | |
| Income | <u>756,767.23</u> |
| Gross Profit | 756,767.23 |
| Expense | |
| 66900 · Reconciliation Discrepancies | 0.00 |
| 51000 · PAYROLL | 325,000.00 |
| 52000 · EMPLOYEE BENEFITS / TRAINING | 135,725.00 |
| 53000 · OPERATING EXPENSES | 45,500.00 |
| 54000 · Transportation | 35,000.00 |
| 55000 · Facilities | 12,500.00 |
| 56000 · Insurance - Property/Liability | 22,275.00 |
| 57000 · Professional Services | 17,000.00 |
| 59000 · Other Expenses | <u>7,000.00</u> |
| Total Expense | <u>600,000.00</u> |
| Net Ordinary Income | 156,767.23 |
| Other Income/Expense | <u>0.00</u> |
| Net Income | <u><u>156,767.23</u></u> |