

STATE OF OKLAHOMA
TULSA COUNTY
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PAT KEY
TULSA COUNTY CLERK

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

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 *
<u>Revenue</u>			
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
<u>Expenditures</u>			
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

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

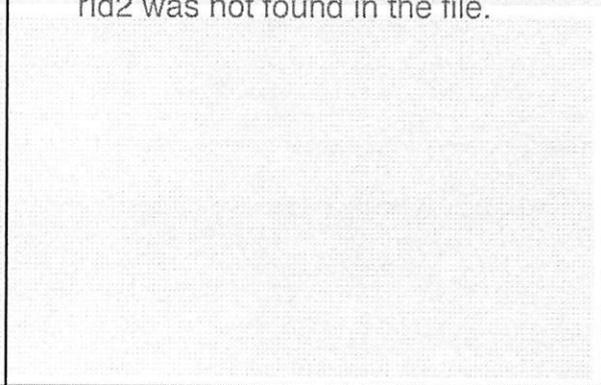
Opportunities & Risks

- 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			

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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
Duncan Reporter • Wagoner Tribune
Sand Springs Leader • Tulsaock 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 WAVE
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

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

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

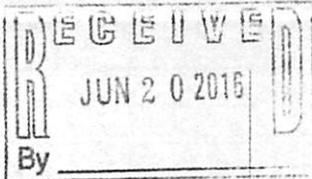
Sworn to and subscribed before me this date:

6-8-16
Donna J. Barry
Notary Public

Notary Public

DOUGLAS J. LAY
Notary Public for
STATE OF OKLAHOMA
Commission # 63003333
Expires September 10, 2016

My Commission expires: *9-10-16*



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

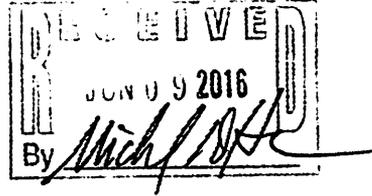
TULSA WORLD

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

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

Proof of Publication

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.)

Newspaper reference: 0000255173

Karen Johnson
Legal Representative

Forecast
FY-2017
Budget

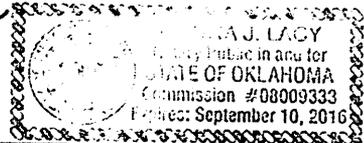
Revenue
Assessments - County \$756,767

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

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

Donna J. Gray
Notary Public

My Commission expires 9-10-16



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

State

10:40 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	756,767.23
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	7,000.00
Total Expense	<u>600,000.00</u>
Net Ordinary Income	156,767.23
Other Income/Expense	0.00
Net Income	<u><u>156,767.23</u></u>

ACCEPTED & FILED
OCT 26 2016

State Auditor & Inspector

FILED
OCT 28 2016

RECEIVED
OCT 28 2016
State Auditor
and Inspector