

# **Fire Department**

## **DEPARTMENT PURPOSE**

The City of Sonora's Fire Department provides emergency services as well as fire prevention, public education, non-emergency public services and cooperative services with other emergency and non-emergency agencies throughout Tuolumne County. Utilizing 3 engines, 1 aerial fire apparatus, 1 command vehicle, 1 utility vehicle and one fire prevention vehicle, the fire department responds to over 1,100 emergency calls for service each year. It is the mission of the Sonora City Fire Department to serve and protect the community through public education, training, fire prevention, fire suppression, emergency rescue, disaster preparedness, mutual aid support, advances in modern technology and other services in order to minimize the loss of life and property, damage to the environment, and adverse economic impacts due to natural or man-made emergencies or events, while still preserving the City's historic character and charm.

## **BUDGET OVERVIEW**

During FY 2016/17, the Fire Department will continue to provide excellent customer service and make the best use of available resources. With the support of the General Fund operating expenditures, Measure I supported expenditures, as well as several grants and reimbursement funds for the State of California through the California Fire Assistance Agreement, the Fire Department will be able to maintain existing services levels. The FY 2016/17 budget includes an increase of a 0.40 FTE Office Assistant to 0.60 FTE to provide additional administrative support to the Department. In addition, personnel costs have increased due to previously negotiated cost of living increase, increased retirement and health rates, and, as a change from prior practice, the City's self-insurance costs are being allocated to each Department as an internal service charge to more accurately reflect the true cost of providing services.

∞ FIRE DEPARTMENT ∞

DEPARTMENTAL SUMMARY OF REVENUES AND EXPENDITURES

	2012/13 Actuals	2013/14 Actuals	2014/15 Actuals	2015/16 Adopted	2015/16 Estimated	2016/17 Proposed
<b>REVENUES</b>						
<i>Sales &amp; Use Tax</i>	\$ 368,128	\$ 393,777	\$ 400,156	\$ 400,000	\$ 407,329	\$ 413,299
<i>Intergovernmental Revenues</i>	\$ 90,598	\$ 93,417	\$ 44,416	\$ -	\$ 75,800	\$ -
<i>Service Charge</i>	3,185	3,461	2,849	3,000	4,100	8,400
<i>Interest</i>	(109)	68	367	250	600	258
<i>Other Revenues</i>	8,302	149,292	184,235	86,640	89,900	204,500
<i>Transfer In</i>	4,185	200	20,000	-	8,900	19,500
<b>TOTAL REVENUES</b>	<b>\$ 474,289</b>	<b>\$ 640,215</b>	<b>\$ 652,023</b>	<b>\$ 489,890</b>	<b>\$ 586,629</b>	<b>\$ 645,957</b>
<b>EXPENDITURES</b>						
<i>Salaries and Benefits</i>	\$ 763,572	\$ 935,758	\$ 867,222	\$ 915,275	\$ 999,757	\$ 969,790
<i>Operating Expenditures</i>	112,729	200,450	198,716	160,140	197,630	230,701
<i>Fixed Assets</i>						
<i>Internal Service Charges</i>	9,019	32,200	27,971	36,108	36,108	79,104
<b>TOTAL EXPENDITURES</b>	<b>\$ 885,320</b>	<b>\$ 1,168,408</b>	<b>\$ 1,093,909</b>	<b>\$ 1,111,523</b>	<b>\$ 1,233,495</b>	<b>\$ 1,279,595</b>
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	2012/13 Actuals	2013/14 Actuals	2014/15 Actuals	2015/16 Adopted	2015/16 Estimated	2016/17 Adopted
<b>PROGRAM</b>						
<i>General Fund</i>	\$ 548,636	\$ 616,299	\$ 562,175	\$ 608,948	\$ 631,472	\$ 683,532
<i>Measure I</i>	265,301	327,778	278,807	415,935	415,935	453,999
<i>Volunteer Fire Assist</i>	8,370	23,019	45,431	-	17,800	62,031
<i>SAFER Grant</i>	-	142,877	154,146	86,640	122,711	80,033
<i>Code 5 Fire</i>	63,013	58,435	53,350	-	45,577	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 885,320</b>	<b>\$ 1,168,408</b>	<b>\$ 1,093,909</b>	<b>\$ 1,111,523</b>	<b>\$ 1,233,495</b>	<b>\$ 1,279,595</b>

**∞ FIRE DEPARTMENT ∞**

**Summary of Department FTEs**

	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
	<b>Funded</b>	<b>Funded</b>	<b>Funded</b>	<b>Funded</b>	<b>Funded</b>
<b><i>Fire Department</i></b>					
Fire Chief	1.0	1.0	1.0	1.0	1.0
Fire Captain	3.0	3.0	3.0	3.0	3.0
Fire Engineer	1.0	3.0	3.0	3.0	3.0
<b>Total Department FTEs</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

<b><i>Temporary Staff Hours</i></b>					
Office Assistant	832	832	862	832	1248
Relief Captain	892	340	340	352	0
Fire Prevention Officer	240	504	24	240	960
Plan Check	0	0	480	0	0
Background	100	80	80	80	100
Relief Engineer	3004	390	390	390	660
Volunteer Interns	0	0	0	0	772
<b>Total Annual Hours</b>	<b>5068</b>	<b>2146</b>	<b>2176</b>	<b>1894</b>	<b>3740</b>

# **Fire Department**

## **General Fund FUND 303 212**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department provides emergency services as well as fire prevention, public education, non-emergency public services and cooperative services with other emergency and non-emergency agencies throughout Tuolumne County. The Department strives to work cooperatively with the community and surrounding fire agencies to address areas of needed improvement. The General Fund provides funding for 1 Fire Chief, 3 Fire Captains, 1 part-time Fire Prevention Officer and 1 part-time Office Assistant. The General Fund also provides the Fire Department's operating budget that oversees facility and equipment maintenance, mandated training costs, and general expenditures.

### **BUDGET OVERVIEW**

During FY 2016/17, the Fire Department's operating costs are higher due to the aging fleet that requires more repairs and service and repairs/replacement of outdated equipment that is needed to maintain proper emergency response. While there has been no change in staffing allocated to the General Fund, the FY 2016/17 budget includes increased personnel related costs associated with previously negotiated cost of living increases and increased retirement and health rates. In addition, as a change from prior practice, the City's self-insurance costs are being allocated to each Department as an internal service charge to more accurately reflect the true cost of providing services.

∞ **FIRE DEPARTMENT** ∞  
**General Fund**

**SUMMARY OF REVENUES AND EXPENDITURES**

	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2015/16</b>	<b>2016/17</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Estimated</b>	<b>Proposed</b>
<b>REVENUES</b>						
<i>Service Charges</i>	3,185	3,461	2,849	3,000	4,100	8,400
<i>Other Revenues</i>	4,117	20,796	1,502	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 7,302</b>	<b>\$ 24,257</b>	<b>\$ 4,351</b>	<b>\$ 3,000</b>	<b>\$ 4,100</b>	<b>\$ 8,400</b>
<b>EXPENDITURES</b>						
<i>Salaries and Benefits</i>	\$ 454,590	\$ 490,211	\$ 436,738	\$ 479,608	\$ 482,442	\$ 490,219
<i>Operating Expenditures</i>	94,046	126,088	125,437	129,340	149,030	149,201
<i>Fixed Assets</i>	-	-	-	-	-	-
<i>Internal Service Charges</i>	-	-	-	-	-	44,112
<i>Transfers</i>					8,900	21,320
<b>TOTAL EXPENDITURES</b>	<b>\$ 548,636</b>	<b>\$ 616,299</b>	<b>\$ 562,175</b>	<b>\$ 608,948</b>	<b>\$ 640,372</b>	<b>\$ 704,852</b>



# **Fire Department**

## **MEASURE I FUND 404**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department provides emergency services as well as fire prevention, public education, non-emergency public services and cooperative services with other emergency and non-emergency agencies throughout Tuolumne County. The Department strives to work cooperatively with the community and surrounding fire agencies to address areas of needed improvement. The Measure I Fund provides funding for 2 Full-time Fire Engineers, 9 Volunteer Firefighter positions, increased stipends for Intern Firefighters and benefit increases. The Fire Department hopes to eventually fund all three Fire Engineer positions, as well as a full-time office assistant as Measure I employees.

### **BUDGET OVERVIEW**

During FY 2016/17, it is the goal of the department to obtain three Full-time Fire Engineer positions, upgrade the current Part-time Office Assistance to full-time and update safety equipment and supplies within the Measure I fund. This goal is in line with the expenditure plan for Measure I. The FY 2016/17 budget includes increased personnel related costs associated with a negotiated cost of living increase, increased retirement and health rates, as well as the addition of 0.2 FTE Office Assistant hours.

**∞ FIRE DEPARTMENT ∞  
Measure I**

**SUMMARY OF REVENUES AND EXPENDITURES**

	<b>2012/13 Actuals</b>	<b>2013/14 Actuals</b>	<b>2014/15 Actuals</b>	<b>2015/16 Adopted</b>	<b>2015/16 Estimated</b>	<b>2016/17 Proposed</b>
<b>SOURCES OF FUNDS</b>						
<b>Beginning Fund Balance</b>	\$ (77,463)	\$ 28,311	\$ 94,378	\$ 216,278	\$ 216,278	\$ 208,772
<b>REVENUES</b>						
<i>Sales &amp; Use Tax</i>	\$ 368,128	\$ 393,777	\$ 400,156	\$ 400,000	\$ 407,329	\$ 413,299
<i>Intergovernmental Revenue</i>	\$ 3,056	\$ -	\$ 184	\$ -	\$ 500	\$ -
<i>Interest</i>	\$ (109)	\$ 68	\$ 367	\$ 250	\$ 600	\$ 258
<b>TOTAL REVENUES</b>	\$ 371,075	\$ 393,845	\$ 400,707	\$ 400,250	\$ 408,429	\$ 413,557
<b>EXPENDITURES</b>						
<i>Salaries and Benefits</i>	\$ 246,141	\$ 272,186	\$ 253,844	\$ 361,063	\$ 361,063	\$ 389,643
<i>Operating Expenditures</i>	\$ 10,141	\$ 44,892	\$ 22,306	\$ 30,800	\$ 30,800	\$ 42,300
<i>Fixed Assets</i>						
<i>Internal Service Charges</i>	\$ 9,019	\$ 10,700	\$ 2,657	\$ 24,072	\$ 24,072	\$ 22,056
<b>TOTAL EXPENDITURES</b>	\$ 265,301	\$ 327,778	\$ 278,807	\$ 415,935	\$ 415,935	\$ 453,999
<b>Ending Fund Balance</b>	\$ 28,311	\$ 94,378	\$ 216,278	\$ 200,593	\$ 208,772	\$ 168,330



# **Fire Department**

## **Volunteer Fire Assist Fund 390**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department researches and applies for funding opportunities sources such as grants. The FY2016/17 has several grant opportunities, one of which is the Volunteer Fire Assistance Grant (VFA). Additional grants included in the 390 fund are; Lowes Community Grants, Assistance to Firefighter Grants (AFG), Office of Traffic and Safety (OTS) and other grants.

### **BUDGET OVERVIEW**

During FY 2016/17, it is the goal of the department to obtain the Volunteer Fire Assistance Grant in the amount of \$40,000. This grant requires a 50/50 match of funds. The department has also applied for two additional grants through the Assistance to Firefighter Grants. One grant for a new Fire Engine and the second for a diesel exhaust removal system to replace the current out of date system. Both of these grants would allow the department to upgrade the current aging fleet and help to ensure the safety of the public and firefighters working and visiting the fire station by removal harmful exhaust from work areas. The City would be responsible for a small portion (approximately 5%) of the two AFG grants if awarded. The Fire Department also applied for a Fire Prevention and Life Safety grant to assist with administrating and providing Fire Prevention activities in addition to the current business inspections, defensible space inspections, and operational permits.

∞ FIRE DEPARTMENT ∞  
Volunteer Fire Assist

SUMMARY OF REVENUES AND EXPENDITURES

	2012/13 Actuals	2013/14 Actuals	2014/15 Actuals	2015/16 Adopted	2015/16 Estimated	2016/17 Proposed
<b>SOURCES OF FUNDS</b>						
Beginning Fund Balance	\$ -	\$ -	\$ (22,619)	\$ (23,462)	\$ (23,462)	\$ (23,462)
<b>REVENUES</b>						
Other Revenues	\$ 4,185	\$ 200	\$ 24,588	\$ -	\$ 8,900	\$ 89,500
Transfer In	\$ 4,185	\$ 200	\$ 20,000	\$ -	\$ 8,900	\$ 19,500
<b>TOTAL REVENUES</b>	<b>\$ 8,370</b>	<b>\$ 400</b>	<b>\$ 44,588</b>	<b>\$ -</b>	<b>\$ 17,800</b>	<b>\$ 109,000</b>
<b>EXPENDITURES</b>						
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,320
Operating Expenditures	\$ 8,370	\$ 23,019	\$ 45,431	\$ -	\$ 17,800	\$ 39,000
Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Internal Service Charges	-	-	-	-	-	1,711
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,370</b>	<b>\$ 23,019</b>	<b>\$ 45,431</b>	<b>\$ -</b>	<b>\$ 17,800</b>	<b>\$ 62,031</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ (22,619)</b>	<b>\$ (23,462)</b>	<b>\$ (23,462)</b>	<b>\$ (23,462)</b>	<b>\$ 23,507</b>

# **Fire Department**

## **SAFER GRANT Fund 393**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department is currently working under a federal grant, SAFER to fund the third Full-time Engineer position. This grant was awarded in October of 2015 and will end in October of 2017. The goal and purpose of the grant is to allow the department to maintain the third Engineer's position as Full-time until such time that it can be moved into the Measure I fund. The department will continue to review and apply for funding as needed and as fiscally responsible, to assist with the needed personnel that will ensure the safety of the community and the emergency personnel responding.

### **BUDGET OVERVIEW**

During FY 2016/17, the SAFER grant will cover all the costs of the third Full-time Engineer position, excluding overtime.

**∞ FIRE DEPARTMENT ∞  
SAFER Grant**

**SUMMARY OF REVENUES AND EXPENDITURES**

	2012/13 Actuals	2013/14 Actuals	2014/15 Actuals	2015/16 Adopted	2015/16 Estimated	2016/17 Proposed
<b>SOURCES OF FUNDS</b>						
Beginning Fund Balance	\$ -	\$ -	\$ (14,581)	\$ (10,582)	\$ (10,582)	\$ (52,293)
<b>REVENUES</b>						
Other Revenues	-	128,296	158,145	86,640	81,000	115,000
<b>TOTAL REVENUES</b>	\$ -	\$ 128,296	\$ 158,145	\$ 86,640	\$ 81,000	\$ 115,000
<b>EXPENDITURES</b>						
Salaries and Benefits	\$ -	\$ 121,377	\$ 148,412	\$ 74,604	\$ 110,675	\$ 68,608
Operating Expenditures	-	-	420	-	-	200
Fixed Assets						
Internal Service Charges	-	21,500	5,314	12,036	12,036	11,225
<b>TOTAL EXPENDITURES</b>	\$ -	\$ 142,877	\$ 154,146	\$ 86,640	\$ 122,711	\$ 80,033
Ending Fund Balance	-	(14,581)	(10,582)	(10,582)	(52,293)	(17,326)

# **Fire Department**

## **CODE 5 FIRE GRANT FUND 399**

### **PROGRAM PURPOSE**

The City of Sonora's Fire Department participates in the statewide California Firefighter Assistance Agreement (CFAA) and local Tuolumne County Assistance by Hire Agreement (ABH). These agreements allow fire agencies to participate in a statewide mutual aid assistance program and receive reimbursement for the cost of sending equipment and personnel.

### **BUDGET OVERVIEW**

During FY 2016/17, the Fire Department will participate in the CFAA and ABH as needed, ensuring that adequate staffing levels are maintained to respond to emergencies within the City of Sonora. Costs are charged to this fund as a placeholder. The typical costs associated with this fund are subsequent to the reimbursement received from the agency requesting assistance and usually are paid within four to six months.

∞ FIRE DEPARTMENT ∞  
Code 5 Fire Grant

SUMMARY OF REVENUES AND EXPENDITURES

	2012/13 Actuals	2013/14 Actuals	2014/15 Actuals	2015/16 Adopted	2015/16 Estimated	2016/17 Proposed
<b>SOURCES OF FUNDS</b>						
Beginning Fund Balance	\$ (19,999)	\$ 4,530	\$ 39,512	\$ 30,394	\$ 30,394	\$ 60,117
<b>REVENUES</b>						
<i>Intergovernmental Revenue</i>	\$ 87,542	\$ 93,417	\$ 44,232	\$ -	\$ 75,300	\$ -
<b>TOTAL REVENUES</b>	\$ 87,542	\$ 93,417	\$ 44,232	\$ -	\$ 75,300	\$ -
<b>EXPENDITURES</b>						
<i>Salaries and Benefits</i>	\$ 62,841	\$ 51,984	\$ 28,228		\$ 45,577	\$ -
<i>Operating Expenditures</i>	172	6,451	5,122	-	-	-
<i>Transfer</i>			20,000			
<b>TOTAL EXPENDITURES</b>	\$ 63,013	\$ 58,435	\$ 53,350	\$ -	\$ 45,577	\$ -
<b>Ending Fund Balance</b>	\$ 4,530	\$ 39,512	\$ 30,394	\$ 30,394	\$ 60,117	\$ 60,117

