

**WEST MANATEE FIRE & RESCUE DISTRICT**  
**RESOLUTION 2019-06**  
**FISCAL YEAR 2019-2020 BUDGET ADOPTION**

**A RESOLUTION OF THE WEST MANATEE FIRE AND RESCUE DISTRICT OF MANATEE COUNTY, FLORIDA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Commissioners for the West Manatee Fire and Rescue District on September 10, 2019, conducted a duly noticed public hearing to consider the adoption of a budget for Fiscal Year 2019-2020, as required by Section 200.065, Florida Statutes; and

**WHEREAS**, the Board of Commissioners for the West Manatee Fire and Rescue District set forth the appropriations and revenue estimate for Fiscal Year 2019-2020 in the amount of \$9,646,234.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of the West Manatee Fire and Rescue District of Manatee County, Florida, that:

1. The above recitals are true and correct and are incorporated fully herein by reference.
2. The Fiscal Year 2019-2020 is hereby adopted.
3. This resolution shall take effect immediately upon its adoption.

Passed and duly adopted with a quorum present and voting at a public hearing this 10<sup>th</sup> day of September, 2019.

**WEST MANATEE FIRE & RESCUE DISTRICT**

\_\_\_\_\_  
David Bishop, Jr., Chairman

\_\_\_\_\_  
Randal Cooper, Vice-Chair

\_\_\_\_\_  
Lawrence Jennis, Commissioner

\_\_\_\_\_  
Al Robinson, Commissioner

ATTEST: \_\_\_\_\_  
George Harris, Secretary/Treasurer

(Seal)

# WEST MANATEE FIRE RESCUE

ADOPTED BUDGET

RESOLUTION 2019-06

FY 2019-2020



September 10, 2019

**SUBMITTED BY:** Administrative Battalion Chief Ben Rigney

# West Manatee Fire Rescue

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WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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	General Fund	Impact Fund	Total Budget
<b><u>CARRYOVER FROM PREVIOUS YEAR</u></b>	\$ 6,194,726	\$ 121,000	\$ 6,315,726
<b><u>ESTIMATED REVENUES</u></b>			
Tax Assessments	\$ 7,320,794	\$	\$ 7,320,794
Grants	\$ 5,000	\$	\$ 5,000
EMS Lease Agreements	\$ 36,000	\$	\$ 36,000
Cell Tower Lease Agreement	\$ 53,827	\$	\$ 53,827
Tax Excess Fee's	\$ 42,000	\$	\$ 42,000
Interest	\$ 65,000	\$ 100	\$ 65,100
Impact Fees	\$	\$ 40,000	\$ 40,000
Other Income	\$ 97,740	\$	\$ 97,740
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>\$ 7,620,361</b>	<b>\$ 40,100</b>	<b>\$ 7,660,461</b>
<b><u>TOTAL ESTIMATED REVENUES AND CARRYOVER</u></b>	<b>\$ 13,815,087</b>	<b>\$ 161,100</b>	<b>\$ 13,976,187</b>
Use of Impact Fees	\$	\$ 74,900	\$ 74,900
Use of Unassigned Reserves	\$ 1,910,873	\$	\$ 1,910,873
<b><u>TOTAL ESTIMATED REVENUES AND USE OF RESERVE FUNDS</u></b>	<b>\$ 9,531,234</b>	<b>\$ 115,000</b>	<b>\$ 9,646,234</b>
<b><u>APPROPRIATED EXPENDITURES</u></b>			
Personnel Expenses	\$ 6,253,911	\$	\$ 6,253,911
Debt Service	\$ 226,149	\$	\$ 226,149
Capital Outlay	\$ 2,007,000	\$ 115,000	\$ 2,122,000
Operating Expenses	\$ 1,044,174	\$	\$ 1,044,174
<b><u>TOTAL APROPRIATED EXPENDITURES</u></b>	<b>\$ 9,531,234</b>	<b>\$ 115,000</b>	<b>\$ 9,646,234</b>
<b><u>RESERVE FUNDS</u></b>			
Restricted - Impact Fees	\$	\$ 46,100	\$ 46,100
Restricted - Sinking Fund	\$ 226,149	\$	\$ 226,149
Unassigned	\$ 257,704	\$	\$ 257,704
Assigned	\$ 3,800,000	\$	\$ 3,800,000
<b><u>TOTAL RESERVE FUNDS</u></b>	<b>\$ 4,283,853</b>	<b>\$ 46,100</b>	<b>\$ 4,329,953</b>
<b><u>TOTAL APPROPRIATED EXPENDITURES AND RESERVE FUNDS</u></b>	<b>\$ 13,815,087</b>	<b>\$ 161,100</b>	<b>\$ 13,976,187</b>

**WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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**SUMMARY OF REVENUE**

<b><u>INCOME SOURCES</u></b>	<b><u>GENERAL</u></b>	<b><u>IMPACT</u></b>
<b>TAXES &amp; ASSESSMENTS</b>		
Assessments	\$ 7,625,827	
Less 4% Early Pay Discount	<u>\$ 305,033</u>	
Total Taxes & Assessments	\$ 7,320,794	
<b>IMPACT FEES</b>		\$ 40,000
<b>INTEREST INCOME</b>	\$ 65,000	
<b>INTEREST INCOME - IMPACT FEES</b>		\$ 100
<b>OTHER</b>		
Grants	\$ 5,000	
Sale of Surplus Equipment	\$ 20,000	\$ 97,740
Tax Excess Fee's	\$ 42,000	
EMS Facility Lease Agreements	\$ 36,000	
Cell Tower Lease Agreements	\$ 53,827	
Fire Prevention User Fee's	\$ 5,000	
State Educational Reimbursement	\$ 21,240	
Misc. Revenue	\$ 1,500	
Retiree Insurance Reimb.	\$ 50,000	
<b>TOTAL OTHER</b>	\$ 234,567	
<b>TOTAL INCOME</b>	<u>\$ 7,620,361</u>	
Budgeted Use of Impact Fees		\$ 115,000
Budgeted Use of Unassigned Reserves	\$ 1,910,873	
<b>TOTAL REVENUE</b>	<u>\$ 9,646,234</u>	

**WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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**SUMMARY OF EXPENDITURES/FUND BALANCE**

<b><u>OPERATING EXPENSES</u></b>	<b><u>GENERAL</u></b>	<b><u>IMPACT</u></b>
Personnel Services	\$ 6,253,911	
Maintenance and Repair	\$ 144,000	
Property/Liability Insurance	\$ 64,000	
Training	\$ 87,000	
Utilities	\$ 119,000	
Special/Contract Services	\$ 526,624	
Other Operating Expenses	\$ 103,550	
Debt Service	\$ 226,149	
Capital Outlay	\$ 2,007,000	\$ 115,000
<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$ 9,646,234</u></b>	
 <b><u>ASSIGNED FUND BALANCE</u></b>		
90 Day Operating	\$ 1,000,000	
Vehicle Replacement	\$ 100,000	
Emergency Repair	\$ 50,000	
Leave Liability	\$ 125,000	
Contingency	\$ 2,500,000	
Legislative Cancer Fund	\$ 25,000	
<b>TOTAL ASSIGNED FUND BALANCE</b>	<b><u>\$ 3,800,000</u></b>	
 <b><u>UNASSIGNED FUND BALANCE</u></b>	<b><u>\$ 2,168,577</u></b>	
 <b><u>RESTRICTED FUND BALANCE</u></b>		
Impact Fees	\$ 121,000	
Sinking Fund	\$ 226,149	
<b><u>TOTAL FUND BALANCE</u></b>	<b><u>\$ 6,315,726</u></b>	



**WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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<b>FY 19/20 Capital Outlay</b>		
Priority	Item Description	Amount
1	Engine 131 Replacement	\$ 650,000.00
2	Administration Building	\$ 1,105,000.00
3	Station 3 Remodel	\$ 200,000.00
4	Station Alerting	\$ 100,000.00
5	Gear 4 Sets	\$ 12,000.00
6	Computer Replacement	\$ 5,000.00
7	Misc. Capital	\$ 10,000.00
8	Fire Marshal Vehicle	\$ 40,000.00
	<b>TOTAL</b>	<b>\$ 2,122,000.00</b>

<b>Assigned Fund Balance</b>		
	90 Day Operating	\$ 1,000,000.00
	Vehicle Replacement	\$ 100,000.00
	Emergency Repairs	\$ 50,000.00
	Leave Liability	\$ 125,000.00
	Contingency	\$ 2,500,000.00
	Legislative Cancer Coverage	\$ 25,000.00
	<b>TOTAL</b>	<b>\$ 3,800,000.00</b>

<b>Unassigned Fund Balance</b>		
	Unassigned Fund Balance	\$ 2,168,577.00
	<b>TOTAL</b>	<b>\$ 2,168,577.00</b>

**WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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<b>REVENUES</b>		<b>FY2020</b>	
<b>Taxes, Fees, Funds</b>			
2000	Tax Receipts	\$	7,320,794.00
2003	Miscellaneous	\$	1,500.00
2005	Inspection Fees	\$	5,000.00
2006	Grants	\$	5,000.00
Total Taxes, Fees, Funds		\$	7,332,294.00
<b>Interest</b>			
2012	Interest	\$	65,000.00
Total Interest		\$	65,000.00
<b>Reimbursement</b>			
2019	Retiree Insurance Reimbursement	\$	50,000.00
2020	Insurance Reimbursement		
2021	EMS Reimbursement	\$	36,000.00
2022	Supplemental Comp Reimbursement	\$	21,240.00
2025	Tax Excess Fee Reimbursement	\$	42,000.00
2027	Miscellaneous Reimbursement		
2028	FEMA Reimbursement		
2034	Sale of Surplus Property	\$	20,000.00
5002	Cell Tower Lease Agreements	\$	53,827.00
Total Reimbursements		\$	223,067.00
Budgeted Use of Impact Fees		\$	115,000.00
Budgeted Use of Unassigned Reserves		\$	1,910,873.00
<b>Total Income</b>		<b>\$</b>	<b>9,646,234.00</b>



**WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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<b>Operating Expenses</b>		<b>FY2020</b>
<b>Personnel Services</b>		
3000	Salaries	\$ 3,154,213.52
3001	FLSA/Overtime	\$ 400,136.91
3003	Education	\$ 21,360.00
3004	Longevity Pay	\$ 154,222.44
3005	RHS	\$ 86,561.94
3006	Reserve Pay	\$ 45,000.00
3007	FICA/Medicare	\$ 312,679.58
3009	Workers Compensation	\$ 153,026.34
3014	CH 175	\$ 900,000.00
3013	FRS	\$ 67,000.00
3015	General Retirement	\$ 16,685.11
3010	Health Insurance	\$ 850,000.00
3011	Administrative Uniforms	\$ 3,025.00
3012	Operations Uniforms	\$ 10,000.00
3016	Compensated Expenses	\$ 15,000.00
3017	Commission Wages	\$ 15,000.00
3019	Retiree Insurance	\$ 50,000.00
	<b>Sub-total</b>	<b>\$ 6,253,910.84</b>
<b>Maintenance and Repair</b>		
3100	Building Maintenance	\$ 25,000.00
3102	Office Equipment Maintenance	\$ 5,000.00
3103	Vehicle Maintenance	\$ 75,000.00
3104	Communication Equipment Maintenance	\$ 7,000.00
3105	General Equipment Maintenance	\$ 4,000.00
3106	Rescue/Medical Maintenance	\$ 6,500.00
3107	Firefighting Maintenance	\$ 5,000.00
3108	USAR Maintenance	\$ 5,000.00
3109	Special Teams	\$ 2,000.00
3110	SCBA	\$ 2,000.00
3111	Protective Gear Maintenance	\$ 7,500.00
	<b>Sub-total</b>	<b>\$ 144,000.00</b>
<b>Insurance</b>		
3200	General Property	\$ 64,000.00
	<b>Sub-Total</b>	<b>\$ 64,000.00</b>
<b>Training</b>		
3300	General Training	\$ 20,000.00
3301	Education Incentive	\$ 40,000.00
3302	Seminars & Conferences	\$ 23,000.00
3303	Reserve Training	\$ -
3304	Training Aids & Supplies	\$ 1,500.00
3305	Commissioner Training & Conferences	\$ 2,500.00
	<b>Sub-Total</b>	<b>\$ 87,000.00</b>
<b>Office Expenses</b>		
3400	Postage	\$ 1,300.00
3401	Printing	\$ 500.00
3402	Advertising	\$ 2,000.00
3403	Subscriptions	\$ 450.00
3404	Legislative	\$ 500.00
3405	Dues	\$ 7,500.00
	<b>Sub-Total</b>	<b>\$ 12,250.00</b>

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Operating Expenses		FY2020
<b>Supplies</b>		
3500	Office Supplies	\$ 8,000.00
3501	Station Supplies	\$ 5,500.00
3502	Medical Supplies	\$ 31,000.00
3503	Small Tools/Minor Equip. Supplies	\$ 10,000.00
3505	Firefighting Supplies	\$ 10,000.00
<b>Sub-Total</b>		\$ 64,500.00
<b>Utilities</b>		
3600	Fuel	\$ 50,000.00
3601	Telephone/Cell/Pagers	\$ 26,000.00
3602	Electric	\$ 28,000.00
3603	Water/Sewer/Garbage	\$ 15,000.00
<b>Sub-Total</b>		\$ 119,000.00
<b>Fire Prevention</b>		
3700	Fire Prevention	\$ 2,000.00
3701	Education Materials	\$ 3,000.00
3702	Codes	\$ 1,800.00
3703	Public Education	\$ 4,000.00
<b>Sub-Total</b>		\$ 10,800.00
<b>Special Services</b>		
3900	Accounting Services	\$ 32,000.00
3901	Tax Collector	\$ 219,623.82
3902	Legal Services	\$ 35,000.00
3903	Contract Services	\$ 160,000.00
3905	Medical Expenses	\$ 35,000.00
3906	Rent	\$ 45,000.00
<b>Sub-Total</b>		\$ 526,623.82
<b>Miscellaneous</b>		
4100	Miscellaneous	\$ 10,000.00
4101	Grant Expenditures	\$ -
4102	Cadet Expenses	\$ 1,000.00
4103	Emergency Management	\$ 5,000.00
<b>Sub-Total</b>		\$ 16,000.00
<b>Capital Outlay</b>		
6000	Capital Outlay	\$ 2,007,000.00
6301	Impact Expenses	\$ 115,000.00
<b>Sub-Total</b>		\$ 2,122,000.00
<b>Debt Service</b>		
6200	Station # 1 Interest	\$ 29,576.54
6201	Station # 1 Principal	\$ 196,572.18
<b>Sub-Total</b>		\$ 226,148.72
<b>Total Operating Expenses</b>		<b>\$ 9,646,234.00</b>

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**Administration**

<b>Shift Battalion Chief - Exempt</b>	Step IV		\$	30.42
	* Step III	12 Months	\$	31.64
	* Step II	24 Months	\$	32.90
	* Step I	36 Months	\$	34.50

<b>Administrative Battalion Chief - Exempt</b>	Step IV		\$	45.08
	* Step III	12 Months	\$	47.33
	* Step II	24 Months	\$	49.70
	* Step I	36 Months	\$	52.19

<b>Fire Marshal - Exempt</b>	Step IV		\$	40.66
	* Step III	12 Months	\$	42.29
	* Step II	24 Months	\$	43.98
	* Step I	36 Months	\$	45.74

<b>Administrative Manager - Exempt</b>	Initial		\$	30.81
	* Step IV	12 Months	\$	31.43
	* Step III	24 Months	\$	32.37
	* Step II	36 Months	\$	33.34
	* Step I	48 Months	\$	34.34

<b>Administrative Assistant</b>	Initial		\$	26.00
	* Step IV	12 Months	\$	26.62
	* Step III	24 Months	\$	27.56
	* Step II	36 Months	\$	28.53
	* Step I	48 Months	\$	29.53

\* Subject to satisfactory performance review

WEST MANATEE FIRE RESCUE DISTRICT 2019-2020  
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**FIRE-RESCUE SERVICES**  
**BARGAINING UNIT CBA APPROVED 2-19-2019**

<b>Firefighter</b>		Hourly
	PROBATION	\$ 15.20
	III CLASS	\$ 16.92
	II CLASS	\$ 18.84
	I CLASS	\$ 21.00
<b>Lieutenant</b>		\$ 24.33
	A.S.	\$ 25.03
<b>Captain</b>		\$ 26.48
	A.S.	\$ 27.24

**Fire Prevention / Training**

<b>Civilian Inspector/</b>		\$ -
		\$ -
<b>FF Inspector</b>		
	PROBATION	\$ 31.82
	Level II	\$ 32.69
	Level I	\$ 33.69
	Lieutenant	\$ 35.81