

Dunn's Corners Fire District
Proposed Budget: 2018-19

	2018/2019 Budget	2017/2018 Budget	2016/2017 Budget
OPERATING EXPENSE			
Clerk			
301 Advertising	1400.00	1000.00	500.00
Subtotal:	1400.00	1000.00	500.00
Administrative Services			
402 Information Services	500.00	800.00	500.00
403 Office Supplies	3,500.00	3,500.00	2,800.00
404 Stationary/Postage	1,000.00	1,000.00	1,000.00
Subtotal:	5,000.00	5,300.00	4,300.00
Tax Collector/Assessor:			
501 Tax Bills - Westerly/Charlestown	5,000.00	5,000.00	5,000.00
502 Operating Supplies	200.00		
503 Computer Supplies	200.00	200.00	200.00
506 Tax Sale Redempt Expenses	0.00		
507 Professional Education	60.00	50.00	50.00
508 Information Technology & Tax Software	2500.00		
Subtotal:	7,960.00	5,250.00	5,250.00
Operating Committee			
601 Legal Services	4,500.00	4,500.00	4,500.00
602 Audit Services	11,500.00	11,500.00	11,500.00
603 Miscellaneous	5,000.00	5,000.00	5,000.00
604 Payroll Fees	2,500.00	2,100.00	1,500.00
607 401K Admin Fee	2000.00	1800.00	900.00
608 Consultant Fees	3,500.00	3,500.00	1,500.00
609 Special Legal Services	7,500.00	10,000.00	7,500.00
610 District Tax Contributions	23,500.00	19,000.00	16,000.00
Subtotal:	60,000.00	57,400.00	48,400.00
DCFD Community Building:			
802 Fuel	3,000.00	3,000.00	3,000.00
803 Repairs/Minor upgrades	9,500.00	9,500.00	8,000.00
Subtotal:	12,500.00	12,500.00	11,000.00

OPERATING EXPENSE SUBTOTAL		86,860.00	81,450.00	69,450.00
<u>SALARY EXPENSE</u>				
Duty Chief's x 2 (701)	Stipends (\$18000 per DC)	36,000.00	30,000.00	30,000.00
Bookkeeper (702)	Salary	3,120.00	3,000.00	3,000.00
Clerk (703)	Salary	1,000.00	1,200.00	1,200.00
Fire Chief (705)	Salary			
	705-0. Fire Chief Salary	95,000.00	116,427.00	116,427.00
	705-1. Retirement Contribution	6,650.00		
	705-2. Clothing Allowance	1,000.00		
	705-3. Healthcare Reimbursement	5,000.00		
	705-4. Life Insurance	300.00		
	705-5. Long-Term Disability Insurance	1,000.00		
Office Manager (707)	Salary			
	707-0. Salary	34,500.00	34,500.00	29,700.00
	707-1. Retirement Contribution	2,415.00		
Tax Collector/Assessor (708)	Salaries	5,870.00	6,500.00	6,500.00
Treasurer (712)	Salary	2,200.00	2,000.00	2,000.00
Firefighter/Fire Marshal (713)				
	713-0. Marshal Salary	46,800.00	74,465.66	49,950.00
	713-1. Retirement Contribution	3,276.00		
	713-2. Clothing Allowance	1,000.00		
	713-3. Healthcare Reimbursement	5,000.00		
	713-4. Life Insurance	400.00		
Professional Development (714)	Leadership Incentive	3,500.00	5,000.00	3,000.00
Moderator (715)	Salary	1000.00	800.00	800.00
Administrative Assistant (716)	Salary	8,580.00	7,500.00	

Cleaning Asst/ Maintenance/ Grounds (717) Salary	10,000.00		
SALARY EXPENSE SUBTOTAL	273,611.00	281,392.66	242,577.00

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1000 BOARD OF ENGINEERS EXPENSE			
1001 Personal Protective Equipment		22,000.00	20,000.00
1001-1. PPE	22,000.00		
1001-2. Uniform Expenses	2,500.00		
1002 Radios & Pagers- FD Communications	4,500.00	7,000.00	4,000.00
1003 Equipment Maintenance & Replacement	21,000.00	20,000.00	16,759.00
1004 Apparatus Maintenance	40,000.00	37,000.00	35,800.00
1005 Radio Box & Dispatch Maintenance	2,000.00	3,500.00	2,000.00
1006 Hydrant Rental	10,000.00	10,000.00	10,000.00
1007 Apparatus & Equipment Fuel	9,000.00	6,000.00	8,000.00
1008 Station #1 Fuel & Electric	15,500.00	12,000.00	
1009 Station #2 Fuel & Electric	12,500.00	10,000.00	
1010 Insurance	63,000.00	63,000.00	63,000.00
1011 Fixed Asset/ Building Maintenance		15,000.00	15,000.00
1011-1. General Maintenance & Supplies	13,000.00		
1011-2. Grounds Maintenance	2,500.00		
1011-3. Fire Protection Systems & Inspections	6,500.00		
1012 Telephone/Cable Service	8,250.00	8,100.00	8,400.00
1013 Dispatch Services	13,000.00	12,000.00	11,000.00
1014 Southern League	2,500.00	2,000.00	2,000.00
1015 Dunn's Corners Fire Department Grant	13,000.00	13,000.00	13,000.00
1016 Engineers' Expenses	6,500.00	5,500.00	6,500.00
1017 Information Technology/ Computer Services	8,500.00	6,500.00	6,580.00
1018 Marshal Inspection/ Investigation Expenses	3,500.00	3,800.00	3,800.00
1019 NFPA Required Testing- Equipment/Apparatus	11,000.00	14,500.00	14,500.00
1020 Wireless Communications	5,000.00	4,500.00	6,500.00
1021 Firefighter Recruitment & Retention	85,000.00	69,000.00	64,000.00
1022 Training & Training Achievements	25,000.00	25,000.00	20,000.00
1023 Firefighter Health & Safety (NFPA 1500)	9,000.00	9,000.00	3,500.00
1024 EMS Program	8,000.00	5,500.00	5,500.00

	1025 Bradford Expenses	1.00	1.00	1.00
	BOARD OF ENGINEERS SUBTOTAL	422,251.00	383,901.00	366,340.00
CAPITAL EXPENSE				
	201 Principal - Station #2	35,000.00	35,000.00	35,000.00
	202 Interest - Station #2	7,980.00	13,000.00	16,000.00
	203 Principal - Tower 5	56,667.00	56,667.00	56,667.00
	204 Interest - Tower 5	12,500.00	12,500.00	14,000.00
	212 Principal - Engine 4	32,000.00	30,000.00	30,000.00
	213 Interest - Engine 4	12,800.00	12,500.00	14,500.00
	220 Principal - Car 1	12,800.00	9,000.00	
	221 Interest - Car 1	1,800.00	1,200.00	
RESTRICTED FUNDS				
	205 Equipment	60,000.00	60,000.00	50,000.00
	206 Truck	40,000.00	40,000.00	35,000.00
	207 Buildings and Grounds	30,000.00	30,000.00	25,000.00
	215 Memorial			5,000.00
	CAPITAL EXPENSE SUBTOTAL	301,547.00	299,867.00	281,167.00
GRAND TOTAL		1,084,269.00	1,046,610.66	959,534.00

<u>Capital Project Requests</u>		<u>Estimated Cost</u>	<u>Dates</u>	<u>Resolutions</u>	<u>Fund</u>
Radio Project Phase 2	\$	170,000	Split 18/19 &19/20	\$85,000	Unrestricted
SCBA- Full Department Outfit	\$	300,000	Split 18/19 &19/20	\$95,000	Restricted Equip
AEDs for all DCFD Vehicles	\$	14,000	18/19	\$14,000	Restricted Equip
Building Maintenance	\$	20,000	18/19	\$20,000	Restricted Building
Replacement of Squad 2/3 & UpFit	\$	44,000	18/19	\$44,000	Restricted Truck

**Dunn's Corners Fire District
Resolutions for 2018/2019
July 18, 2018**

Squad 2 & 3 Vehicle Replacements - Resolved to sell or trade in the existing vehicles Squad 2, Squad 3 and the bucket truck and to use the proceeds and up to \$44,000.00 from the restricted truck fund to purchase new vehicle(s) inclusive of a snow plow. If interest rates are favorable compared to the District's highest interest rate loan then the Treasurer is authorized to borrow against the new vehicle and pay down the highest rate loan, a comparable amount.

Building Repairs Stations 1 & 2 - Resolved to use up to \$20,000 from the restricted building fund account for necessary repairs.

Automated External Defibrillators (AED) - Resolved to use up to \$14,000 from the restricted equipment fund account for AED's for all apparatus.

Radio System Equipment- Resolved to use up to \$85,000 from the unrestricted general fund for the purchase of radio equipment.

Self-Contained Breathing Apparatus (SCBAs) - Resolved to use up to \$95,000 from the restricted equipment fund account for the purchase of SCBAs.

Pay down on Station 2 Loan - Resolved to leave it to the OC's discretion to pay down up to \$20,000 on the principal owed on the Station 2 loan from the General Fund.

Authority To Access Restricted Funds for Unanticipated Repairs - Resolved that the Operating Committee be given the authority to access the Restricted Truck Fund for up to \$10,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$5,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

Ratification and Approval of Acts of Officers - Resolved that each and all of the resolutions, acts and proceedings of the District Officers, as shown by the records of the respective officers in carrying out and promoting the purposes, objects and interests of the Dunn's Corners Fire District, be and the same approved, ratified and hereby made the acts and deeds of the Dunn's Corners Fire District.

Authorization of Representation - Resolved that the Moderator, or such person or persons as the Operating Committee or the Moderator shall designate, be and hereby are fully authorized and empowered to enter objections or legal actions on behalf of the Dunn's Corners Fire District in reference to any zoning matters, liquor licenses, legislative matters, or any other subject affecting the Dunn's Corners Fire District.

Tax Resolution – Resolved that the taxable inhabitants of said District qualified to vote on any proposition to impose tax, in District meeting legally assembled on the 18th day of July, A.D., 2018, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than \$777,996 nor more than \$793,555 credited to. Said tax is for ordinary expenses of interest and charges, for the payment of interest and indebtedness in whole or in part of said District and for other purposes authorized by law. The Board of Assessors shall assess and apportion said tax on the inhabitants and ratable property of said District of the 31st day of December, 2017, at 12:00 o'clock Noon, according to law, and shall, on completion of said assessment, date, certify, and sign the same and deliver to and deposit the same in the office of the District Clerk on or before the 15th day of August, A.D. 2018. The District Clerk, on receipt of said assessment, shall forthwith make a copy of the same and deliver it to the District Treasurer, who shall forthwith issue and affix to said copy a warrant under his/her hand, directed to the Collector of Taxes of said District commanding him/her to proceed and collect said tax on the

persons and estates liable therefore. Said tax shall be due and payable on and between the first day of September next and the 30th day of September, 2018, and all taxes remaining unpaid on said 30th day of September, A.D. 2018, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. A \$2.00 handling fee will be imposed on reissued tax bills sent for collection purposes. No tax bill sent out shall be less than five and 00/100 (5.00) dollars.

Special Appropriation - Resolved that the Treasurer be directed to deposit in the Unrestricted General Fund Surplus the total of the unexpended appropriations as shown by the records of the Treasurer for the fiscal year 2017-2018, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2019, the Treasurer is authorized to use such portion of said sum of unexpended appropriations and other monies not otherwise appropriated as he or she deems necessary in anticipation of receipt of taxes assessed December 31, 2017.

Tax Anticipation Note - Resolved that the District Treasurer be and hereby is authorized and empowered during the current fiscal year of the District, commencing June 1, 2018, and ending May 31, 2019, to borrow such sum or sums of money as shall be necessary for the payment of the current liabilities and expenses of the District, but not to exceed in the whole the sum of Fifty thousand AND NO/100 (\$50,000) DOLLARS and to issue negotiable promissory note or notes of the District therefore, which shall be made payable not later than one (1) year from the respective date or dates thereof. Negotiable notes issued pursuant to the authority hereof shall be signed by the District Treasurer and countersigned by the District Clerk, and such countersignatures shall be conclusive evidence to all holders of such note or notes of the approval and consent of the District and the District Officers to the loan or loans evidenced thereby. All terms and conditions of said note or notes and the method of sale thereof not fixed herein or by the provisions of law or the charter of the District may be fixed by the District Treasurer. The District Treasurer is hereby authorized and empowered to renew any of said notes from time to time, but any such renewal note shall be due not later than one (1) year of the original note so renewed.