

**RESOLUTION 2019-07  
2019-2020 TENTATIVE BUDGET  
CEDAR HAMMOCK FIRE CONTROL DISTRICT**

**A RESOLUTION OF THE CEDAR HAMMOCK FIRE CONTROL DISTRICT  
OF MANATEE COUNTY, FLORIDA, ADOPTING THE TENTATIVE BUDGET  
FOR THE FISCAL YEAR 2019-2020, PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Cedar Hammock Fire Control District (“District”) is an independent special purpose taxing district authorized under the provision of Chapter 189 and 191, Florida Statutes, and Chapter 2015-197, Laws of Florida (“Special Act”); and

**WHEREAS**, the Board of Fire Commissioners of the District held a properly advertised public hearing on September 12, 2019, for purposes of adopting a Tentative Budget for the fiscal year 2019-2020 in accordance with the provisions set forth in the District’s Special Act and applicable general law; and

**WHEREAS**, the Board of Fire Commissioners of the District set forth the appropriations and revenue estimate for the Tentative Budget for Fiscal Year 2019-2020 in the amount of \$12,057,651.

**WHEREAS**, through the adoption of this Tentative Budget, the Board of Fire Commissioners of the District has committed funds in the amount of \$2,433,769 to the following: Gross Salaries, Accrued Leave/Sick Time and Vacation; Major Vehicle Repairs; Tax Refunds, Station Renovations; Vehicular Replacement; Fire Engine Replacement; Rescue Equipment; Construction of Training Tower; and Training Facility Classroom Roof.


**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of Cedar Hammock Fire Control District, Manatee County, Florida, that:

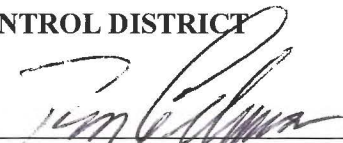
1. The above recitals are true and correct and are incorporated fully herein by reference.
2. The Fiscal Year 2019-2020 Tentative Budget, attached hereto and incorporated herein as Exhibit 1, is hereby adopted.
3. This resolution shall take effect immediately upon its adoption.

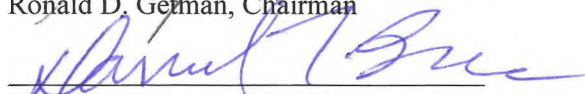
**DULY ADOPTED** at a public hearing this the 12<sup>th</sup> day of September, 2019.

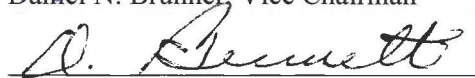
**CEDAR HAMMOCK FIRE CONTROL DISTRICT**

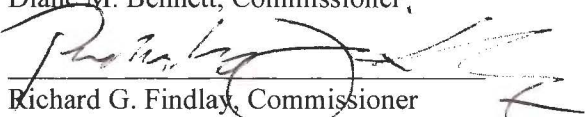
**ATTEST:**

  
\_\_\_\_\_  
John H. Stevens, Secretary/Treasurer

  
\_\_\_\_\_  
Ronald D. Getman, Chairman

  
\_\_\_\_\_  
Daniel N. Brunner, Vice Chairman

  
\_\_\_\_\_  
Diane M. Bennett, Commissioner,

  
\_\_\_\_\_  
Richard G. Findlay, Commissioner

# EXHIBIT 1

2019-2020



**CEDAR HAMMOCK FIRE CONTROL DISTRICT  
TENTATIVE BUDGET  
September 12, 2019**

**FOR FISCAL YEAR  
10/1/2019 THROUGH 9/30/2020**

**BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2020**

**CASH FLOW SUMMARY**

**REVENUE (Page 2)**

TOTAL INCOME	\$11,983,492
BUDGETED USE OF RESERVES	<u>\$74,159</u>
<b>TOTAL REVENUE</b>	<b>\$12,057,651</b>

**EXPENDITURES (Page 3)**

OPERATING EXPENSES	<u>\$12,057,651</u>
<b>TOTAL EXPENDITURES</b>	<b>\$12,057,651</b>

**RESERVE-FUND BALANCE**

COMMITTED (Attachment #1)	\$2,433,769
ASSIGNED (Attachment #2)	\$2,600,000
UNASSIGNED(Attachment #2)	\$246,883
RESTRICTED-IMPACT FEES/OTHER (Attachment #2)	<u>\$351,639</u>
<b>TOTAL RESERVES</b>	<b>\$5,632,291</b>

SUMMARY OF REVENUE

INCOME SOURCES

<b>4100</b>	<b>Taxes &amp; Assessments</b>	
	Assessments	\$7,971,006
	Ad Valorem Tax (1.3 mill)	\$4,016,433
	Less 5% Early Pay Discount	\$599,372
	<b>Total Taxes &amp; Assessments</b>	<u>\$11,388,067</u>
<b>4200</b>	<b>Impact Fee Collections</b>	\$12,000
<b>4300</b>	<b>Interest Income</b>	\$22,000
	<b>Other</b>	
<b>4602</b>	OI-False Alarm Penalties	\$1,000
<b>4603</b>	OI-Sale of Assets	\$0
<b>4604</b>	OI-Loan Proceeds	\$0
<b>4605</b>	OI-Lease of Assets	\$0
<b>4606</b>	OI-Refund Compensation (Education)	\$21,720
<b>4607</b>	OI-Insurance Reimbursement	\$0
<b>4608</b>	OI-Excess Fees	\$57,000
<b>4610</b>	OI-EMS Lease ( <b>Reduce \$18,000 EMS no longer at Station 1</b> )	\$30,000
<b>4612</b>	OI-Miscellaneous	\$4,000
<b>4613</b>	OI-Emergency Services Billings	\$1,000
<b>4615</b>	OI-User Service Fees-FPB	\$15,000
<b>4616</b>	OI-Health Insurance Premium Reimbursement	\$107,491
<b>4617</b>	OI-LTRT 644	\$11,500
<b>4621</b>	OI-SAFER Grant ( <b>Increase - expected reimbursements</b> )	\$312,714
	Total Other	<u>\$561,425</u>
	<b>Total Income</b>	<u>\$11,983,492</u>
	Budgeted Use of Reserves	\$74,159
	<b>TOTAL REVENUE</b>	<u>\$12,057,651</u>

SUMMARY OF EXPENDITURES/FUND BALANCE

OPERATING EXPENSES

Fire Prevention Bureau	\$14,300
Training Division	\$52,200
Training Facility	\$6,000
Personal Services Expenses	\$9,631,123
Maintenance & Repair Expenses	\$350,352
Other Operating Expenses	\$1,647,676
Equipment Purchase	\$356,000
Total Operating Expenses	<u><u>\$12,057,651</u></u>

COMMITTED FUND BALANCE (Attachment #1)

Total Committed Fund Balance \$2,433,769

ASSIGNED FUND BALANCE(Attachment #2)

90-Day Operating Fund	\$2,600,000
LTRT	<u>\$0</u>
Total Assigned Fund Balance	\$2,600,000

UNASSIGNED FUND BALANCE(Attachment #2) \$246,883

RESTRICTED FUND BALANCE/OTHER (Attachment #2) \$351,639

TOTAL FUND BALANCE \$5,632,291

EXPENDITURES-- OPERATING EXPENSES

6040 - 6049 - Fire Prevention

6041	Dues	\$1,200
6042	Educational Expense	\$500
6043	Books & Publications	\$2,700
6044	Travel/Convention/Seminars	\$4,500
6045	Fire Education & Prevention Supplies	\$4,800
6046	Divisional Supplies	\$500
6049	Divisional Equipment	\$100
	<b>Total Fire Prevention Budget</b>	<b>\$14,300</b>

6050 - 6059 - Training Division

6052	Educational Expense	\$43,200
6053	Books & Publications	\$1,000
6054	Travel/Convention/Seminars	\$4,000
6055	Training Aids	\$3,000
6056	Divisional Supplies	\$1,000
	<b>Total Training Division Budget</b>	<b>\$52,200</b>

6301 - 6304 - Training Facility Expenses

6301	TF-Maintenance & Repairs	\$1,000
6302	TF-Miscellaneous Expense	\$3,000
6303	TF- Utilities	\$2,000
	<b>Total Training Facility Expense Budget</b>	<b>\$6,000</b>

EXPENDITURES-- OPERATING EXPENSES

6060 - 6067 - Personal Services - Wages

6061	Gross Salaries - Operations	\$4,200,895
6063	Annual Overtime & Half-Time	\$437,480
6064	Gross Salaries - Administration	\$951,698
6065	Education Incentive (Reimbursed #4606)	\$21,720
6066	Commissioner Salary	\$30,000
6067	Accrued Leave-Sicktime/Vacation	\$175,000
	Total Personal Services Wages	<u>\$5,816,793</u>

6072 - 6079 - Personal Services - Other

6072	Workers' Compensation	\$220,000
6073	Retirement-FRS	\$1,463,009
6074	Uniforms	\$24,400
6075	Supplemental Retirement Benefits	\$100,000
6076	Health and Dental Insurance	\$1,555,436
6077	Employment Expense - New Employees	\$5,000
6078	Unemployment Expense	\$1,500
6079	FICA - Social Security	\$360,641
6095	FICA - Medicare	\$84,343
	Total Personal Services Other	<u>\$3,814,330</u>

Total Personal Services Budget \$9,631,123

EXPENDITURES-- OPERATING EXPENSES

6100 - 6249 - Maintenance & Repair

6110	M&R - Structural & Grounds	\$59,000
6114	M&R - Pest Control	\$3,000
6116	M&R - Fire Extinguishers	\$2,500
6120	M&R - Vehicular Firefighting & Rescue Equip.	\$155,000
6150	M&R - Other Firefighting & Rescue Equip.	\$43,100
6160	M&R - Radio & Communication Equip.	\$31,802
6170	M&R - Station Equipment	\$47,750
6180	M&R - Office & Divisional Equipment	\$8,200
	Total Maintenance & Repair Budget	<u>\$350,352</u>

6510 - 6999 - Other Operating Expenses

6510	Professional Fees - Audit Contract	\$26,000
6520	Professional Fees - Legal	\$57,000
6530	Professional Fees - Medical	\$33,900
6540	Professional Fees - Other	\$4,500
6550	Professional Fees - Architectural Services	\$15,000
6601	Fuel	\$70,000
6700	Debt Service	\$490,825
6810	Dues	\$5,000
6820	Education Expense - General	\$1,000
6830	Books & Publications - General	\$500
6840	Travel/Conventions/Seminars - General	\$12,000
6850	Firefighting & Rescue Supplies	\$22,800
6855	Safety Gear	\$54,383
6860	Household Supplies	\$18,000
6870	Office Supplies - General Office Supplies	\$7,000
6875	Information Technology	\$88,735
6880	Printing Costs	\$3,000
6890	Collection Expense	\$397,683
6910	Postage & Freight	\$4,000
6915	Administrative Expenses - Length of Service Awards	\$5,000
6920	Tax Refunds	\$5,000
6930	Utilities	\$95,504
6940	Commissary Expense	\$1,500
6970	Insurance	\$172,809
6980	Honorarium	\$10,000
6981	Administrative Outlay	\$4,000
6992	LTRT 644 Expense - (Anticipated Funds)	\$31,537
6994	Miscellaneous Expense	\$500
6995	Emergency/Disaster Expense	\$8,500
6996	Furniture, Fixtures, Grounds & Station Equip	\$500
6997	Furniture, Fixtures, Grounds & Station Equip	\$500
6998	Furniture, Fixtures, Grounds & Station Equip	\$500
6999	Furniture, Fixtures, Grounds & Station Equip	\$500
	Total Other Operating Expenses Budget	<u>\$1,647,676</u>



**7300 - 7380 - Equipment Purchase**

7342	Fire Engine Contingency - Re-stripe/Re-paint	\$16,500
7350	Other Firefighting & Rescue Equipment	\$16,000
7351	Firefighting & Rescue Equipment	\$2,500
7360	Radio & Communications Equipment	\$72,000
7370	Station Equipment and Furniture	\$242,000
7380	Office Equipment & Furniture	\$7,000
	Total/Equipment Purchase	<u>\$356,000</u>

	<b>TOTAL OPERATING EXPENSES</b>	<u><u>\$12,057,651</u></u>
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2019/2020

COMMITTED FUND BALANCE

<u>Acct #</u>	<u>Account Name</u>	<u>2019/2020 Added Amount</u>	<u>2018/2019 Carry Over</u>	<u>Total Available</u>	<u>Goal</u>
#6061	Gross Salaries - Operations		\$400,000.00	\$400,000.00	
#6067	Accrued Leave/Sicktime/Vacation		\$150,000.00	\$150,000.00	\$150,000.00
#6220	Major Repair-Vehicle/FF		\$50,000.00	\$50,000.00	*
#6920	Tax Refunds		\$5,000.00	\$5,000.00	*
#7325	Station Renovation/Repair		\$250,000.00	\$250,000.00	\$250,000.00
#7341	Vehicular - Replacement		\$90,769.00	\$90,769.00	\$100,000.00
#7342	Fire Engine - Purchase/Replace	\$500,000.00	\$0.00	\$500,000.00	\$1,000,000.00
#7350	Res Equip-SCBA/Hydraulic/TIC/Radio	\$213,000.00	\$300,000.00	\$513,000.00	\$560,000.00
#7461	Construction - Training Tower		\$415,000.00	\$415,000.00	\$500,000.00
#7461-100	Construction - Training Classroom Roof		\$60,000.00	\$60,000.00	\$60,000.00
	<b>Total</b>	<b>\$713,000.00</b>	<b>\$1,720,769.00</b>	<b>\$2,433,769.00</b>	

\* Goal has been met

2019/2020

ASSIGNED FUND BALANCE

<u>Acct #</u>	<u>Account Name</u>	<u>2018/2019 Added Amount</u>	<u>2018/2019 Carry Over</u>	<u>Total Available</u>	<u>Goal</u>
#6995	90-Day Operating Fund		\$ 150,000.00	\$ 2,450,000.00	\$ 2,600,000.00
#6992	LTRT			\$ -	
				<u>\$ 2,600,000.00</u>	

UNASSIGNED FUND BALANCE

<u>Acct #</u>	<u>Account Name</u>	<u>2018/2019 Added Amount</u>	<u>2018/2019 Carry Over</u>	<u>Total Available</u>
	Unassigned		(\$923,122.00)	\$ 246,883.00
			\$ 1,170,005.00	\$ 246,883.00

RESTRICTED - IMPACT FEES

<u>Acct #</u>	<u>Account Name</u>	<u>2018/2019 Added Amount</u>	<u>2018/2019 Carry Over</u>	<u>Total Available</u>
	Impact Fees		\$351,639.00	\$351,639.00
				<u>\$351,639.00</u>

UNSPENDABLE

<u>Acct #</u>	<u>Account Name</u>	<u>Total Available</u>
		<u>\$0.00</u>

**CEDAR HAMMOCK FIRE CONTROL DISTRICT  
LOANS OUTSTANDING**

ATTACHMENT #3  
2019/2020

Date	Due	Original Balance	Current Balance	Int/Prin Monthly Payts	Annual Payments P&I	Interest Rate	Purpose
Harbor Community Bank 10/31/2017 Note #6106	10/28/2024	\$ 2,226,384	\$ 1,676,077	\$ 28,460	\$ 341,522	2.75%	Consolidation of BOA Debt and SWAP Termination
Harbor Community Bank 11/20/2017 Note #6107	11/2024	\$ 948,642	\$ 717,809	\$ 12,442	\$ 149,304	2.75%	Ladder Truck
			<u>\$ 2,393,886</u>			<u>\$490,825</u>	
				<u>Total Payments</u>			
9/30/2019							