

Approved: Sept. 19, 2017



North Hays County Emergency Service District #1

FY2018 Final Budget

September 19, 2017

Highlights of the FY2018 Proposed Budget, 9/13/17 Version

1. The FY2017 income is based on the tax rate of \$0.03/\$100 which results in a \$1,484K projected revenue. This tax rate is the same as FY2017 rate. The tax base increased from \$4,443M to \$4,949M for FY2018. (See 2017 Tax Rate Calculation Worksheet, Line 37.)
2. In addition to the tax revenue, unrestricted funds in the amount of \$332K are available from FY2017 year-end balance for FY2018 expenses.
3. Expenses are a total of \$1,823K. This includes \$1,059K for medic staffing, \$85K for an ESD CEO/Administrator, \$15k for office assistant, \$143K for operating expenses and \$60k for the tax revenue project. The medic staffing is for two ALS ambulances, 24/7. In addition, there is \$460k for capital improvements including remounting two ambulances and medically equipping the second reserve unit.
4. The FY2018 Proposed budget shows Emergency Restricted funds of \$500K, Oct-Dec FY2019 reserve amount of \$423K needed to fund the first three months of the following year when no tax revenue is received and \$3k in unrestricted excess funds to be allocated as a contingency to activate a peak time unit or remount another ambulance, albeit a very minimal amount.
5. While \$500K is allocated for the Restricted Emergency Fund, the 4-month allocation should be \$564, a shortfall of \$64 necessitated by limited funds.

PROPOSED FY2018 BUDGET

| <u>Line</u> <u>Item #</u> | <u>Income/Expense Category</u> | <u>FY2018 Projected, \$</u> | <u>Note</u> |
|--------------------------------|-------------------------------------|-----------------------------|-------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 1 | 4000 · Tax Revenue - NHESD 1 | 1,484,832 | [1] |
| 2 | 4005 · Tax Revenues - Old District | 18 | [2] |
| 3 | 4009 · Tax Revenue Refunds | 0 | [2] |
| 4 | Total Income | \$1,484,850 | |
| Cost of Goods Sold | | | |
| 6 | 5000 · Contract - EMS | 1,059,593 | [3] |
| 7 | ESD-CEO/Administrator | 85,000 | [4] |
| 8 | Part-time office asst | 15,600 | [5] |
| 9 | Total COGS | \$1,160,193 | |
| 10 | Gross Profit | | |
| Other Expense | | | |
| 11 | 6245 · Miscellaneous Exp | 12,000 | [6] |
| 12 | Records Retention Project | 5,000 | [7] |
| 13 | 6410 · Repair/Maint - Building | 41,000 | [8] |
| 14 | 6080 · Appraisal District Fees Exp | 12,000 | [2] |
| 15 | 6541 · Utilities - Electric | 6,000 | [2] |
| 16 | 6042 · Auditing | 5,300 | [9] |
| 17 | 6040-A · Accounting Services | 8,600 | [2] |
| 18 | 6180 · Insurance -Building | 4,400 | [9] |
| 19 | 6225 · Legal Fees Exp | 7,000 | [2] |
| 20 | 6340 · Telephone/Communications Exp | 3,000 | [9] |
| 21 | 6535 · Travel Exp | 8,000 | [10] |
| 22 | 6412 · Repair/Maint - Equipment | 11,000 | [10] |
| 23 | 6160 · Dues and Subscriptions Exp | 2,000 | [2] |
| 24 | 6543 · Utilities - Gas | 500 | [2] |
| 25 | 6542 · Utilities - Water | 700 | [2] |
| 26 | 6050 · Advertising Exp | 2,500 | [11] |
| 27 | 6260 · Office Exp | 1,500 | [12] |
| 28 | 6355 · Postage Exp | 150 | [2] |
| 29 | 6230 · Licenses and Permits Exp | 60 | [2] |
| 30 | 6120 · Bank Service Charges Exp | 20 | [2] |
| 31 | US290 East Location Rent | 12,600 | [13] |
| 32 | Total Other Expense | \$143,330 | |

PROPOSED FY2018 BUDGET

| Line Item # | Income/Expense Category | FY2018 Projected, \$ | Note |
|--------------------------------|---|----------------------|------|
| Short Term Projects Exp | | | |
| 33 | Tax Revenue Project New EMS Contract & RFP Process | 60,000 | [14] |
| 34 | Total Short Term Projects Exp | \$60,000 | |
| | | | |
| 35 | Total Expenses | \$1,363,523 | |
| | | | |
| Net Ordinary Income | | | |
| Other Income/Expense | | | |
| Other Income | | | |
| 36 | 8020 · Gain on Sale of Asset | 0 | |
| 37 | 8000 · Interest Earned | 6,500 | [15] |
| 38 | 8100 · Miscellaneous Income | 0 | |
| 39 | XXXX · Unrestricted Funds, FY2017 Carryover | 332,173 | [16] |
| 40 | Total Other Income | \$338,673 | |
| | | | |
| Other Expense | | | |
| 41 | 6950 · Capital additions | 460,000 | [17] |
| 42 | 6952 · Transfers from reserve fund | 0 | |
| 43 | 6150 · Depreciation Expense | 0 | |
| 44 | Total Other Expense | \$460,000 | |
| 45 | Net Other Income | | |
| | | | |
| 46 | Net Expenses | \$1,823,523 | |
| 47 | Net Income | \$1,823,523 | |
| | | | |
| 48 | Excess/Shortfall | 0 | |

ALLOCATION OF FUNDS BALANCE FROM END OF FY2017.

| | | |
|----|--|-----------|
| 49 | Projected FY2017 Year-End Balance | 1,259,051 |
| 50 | Restricted, Expenses for Oct-Dec, FY2019. From LRP for FY2019 Expenses. | 423,000 |
| 51 | Restricted, Emergency Contingency, Peak Unit Activated or Remount | 500,000 |
| 52 | Ambulance | 3,878 |
| 53 | Unrestricted Funds, FY2017 carryover to FY2018. | 332,173 |
| 54 | Projected Year-End Carry-Over for FY2019 | 0 |

Notes

- [1] Tax Assessor Worksheet, Line 37. shows Total Taxable Value of \$4,949,440,744. at a tax rate of \$0.03/\$100, the projected tax revenue is \$1,484,832.
- [2] No substantial change from FY2017.
- [3] Contract amount for FY2018, see SMHC EMS Contract Section 7.1.b.
- [4] Includes salary, expenses and all benefits as projected when district administrator hired in August, 2016. No increase in FY2018.
- [5] New in FY2018, anticipates increased work in office.
- [6] No change from FY2017 yr-end estimate. Estimated at \$1K/mo.
- [7] Implementation cost to comply with statutory records retention requirements.
- [8] \$500/mo. routine expenses, \$10K to replace carpet in crews' quarters and \$25K for ambulance bay renovations.
- [9] Small increase projected over FY2017 cost.
- [10] No major changes anticipated in FY2018. 10% contingency added.
- [11] Significantly increased PR effort in FY2018, ~\$2,000 increase over FY2017.
- [12] While there are no significant changes from FY2017, there may be unprojected costs for networking or other IT costs.
- [13] While different location might be leased, no substantial change from FY2017.
- [14] Either a property tax or sales tax ballot is anticipated.
- [15] April, 2017 Treasurer's Report shows \$6,500 projected Yr-End Other Income. No significant change in FY2018.
- [16] Allocation from FY2017 year end balance. See line 53 below.
- [17] Remount two ambulances. (\$180K+\$190K)
- [18] Includes the additon of a peak-time unit in FY2019.