

June 8, 2023

To: Board of Fire Commissioners, Eastchester Fire District
From: Jamie Hedstrom, Treasurer
Subject: Actual vs. Budget Comparison, May 2023

The financials as of April 30, 2023 present a net budget surplus of approximately \$700K.

The following accounts that are anticipated to need a budget transfer based on YTD spending include the following:

- 1150.5 Insurance
- 3105.4 Uniforms
- 9060.81 Hospital
- 9050.8 Physician/Medical costs (assuming physicals in 2023)

We will continue to monitor these accounts for future transfers.

Construction Projects:

Location	Vendor	Description	Cost	Remainder	Funding
Station 4	Vinco	Apparatus Floor	\$ 852,474.76	\$ 5,800.00	Split- remainder General Fund
Station 4	Guglielmi Plumbing	Water Line Repair	\$15,000.00	\$15,000.00- included in current Warrant Report	General Fund
Station 4	B&B	Heating & ADA Compliance	\$ 639,900.00	\$ 639,900.00	Capital Reserve
Station 3	Highland Associates	Apparatus Floor- Architectural Only	\$ 34,500.00	\$ 34,500.00	General Fund

Current Balance in Capital Reserve: \$1,123,181.05

Remainder after Station 4 Permissive Referendum (\$760,000): \$363,181.05

Other:

Treasury Direct Investments

We have resumed our investments in 4-week Treasury bills through our Treasury Direct account in \$3M increments. The current interest rates are approximately 4.9%.

Upcoming PERMA Renewal

Our PERMA worker's compensation insurance policy will renew on July 1, 2023 as part of the two-year contract the Board signed prior to the July 1, 2022 renewal. The below chart compares the anticipated costs to the actual cost per the invoice received today, June 8, 2023.

Two-Year Option	Year 2 Actual	Year 2- Loss Ratio under 45%	Year 2- Loss Ratio over 45%
PERMA Contribution	\$ 221,478.00	\$ 221,477.00	\$ 232,890.00
NYS Assessment	\$ 18,106.00	\$ 17,113.00	\$ 17,113.00
Total Estimated Contribution & Assessment	\$ 239,584.00	\$ 238,590.00	\$ 250,003.00
2% Discount on Contribution if Paid in Full by 7/1/23	\$ (4,430.00)		
Total Estimated Contribution if Paid in Full by 7/1/23	\$ 235,154.00	\$ 238,590.00	\$ 250,003.00

Recommended Updates to the Credit Card Policy

The Chief and I are recommending updates to the District’s Credit Card Policy, which was last revised in 2018. The policy gives credit card access to only the two of us, with an individual purchase limit of \$1,000, and has contradicting guidance on charges for travel. We are finding that more and more there is a need for additional employees to have access to credit cards to purchase necessary supplies/tools/parts in their normal daily duties.

The updates we are proposing include the following:

- Update the individual purchase limit to \$2,000 to match our updated procurement policy, which only requires 0-1 verbal quotes for purchases up to this limit
- Provide cards to the Assistant Chief, Secretary, Maintenance Mechanic and Auto Mechanic- we find there are numerous occasions where these employees need to make an immediate purchase, whether for the election, house or truck repairs, and it is not always possible for the Chief or I to facilitate the purchase in the moment. Note that it is possible to set individual spending limits per person.
- Fix the contradicting wording of the current policy regarding travel expenses.

Preliminary Budget Planning

At this time feedback is requested from the Commissioners and the Chief on any major items anticipated or planning to be proposed for the 2024 budget.

Unlike in previous years, no carryover will be available for purposes of the 2% tax cap, as the District exceeded the tax cap for the 2023 budget. A 2% budget increase would be approximately \$400K- \$450K depending on the tax base growth factor and allowable levy growth factors (which are not yet available).

GL Accounts that will require increases in the 2024 budget based on 2023 spending and trends include:

- 1150.5 Insurance
- 3105.4 Uniforms
- 9060.81 Hospital
- 9050.8 Physician/Medical costs

Eastchester, NY Fire District
Budget vs. Actuals: FY2023 - FY23 P&L
Jan-May 2023

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
Use of Capital Reserve				
Budget Encumberances	120,246.83	120,246.83	0.00	100.00%
1001 Real Property Taxes	19,816,022.50	19,816,022.50	0.00	100.00%
2701 Refund of PY Expenditure	6,597.00		6,597.00	
2401 Interest Earnings	52,685.61		52,685.61	
2705 Miscellaneous Income	1,500.00		1,500.00	
2770 Workers Comp - Reimbursement	12,400.00	8,750.00	3,650.00	141.71%
Total Income	\$ 20,009,451.94	\$ 19,945,019.33	\$ 64,432.61	100.32%
Gross Profit	\$ 20,009,451.94	\$ 19,945,019.33	\$ 64,432.61	100.32%
Expenses				
1110.4 Archiving Services & Exp	14,756.56	15,000.00	(243.44)	98.38%
1110.5 Outside Services	7,689.75	5,000.00	2,689.75	153.80%
1120.5 Fire Prevention		0.00	0.00	
1140.5 Payroll Processing Expense	4,303.56	4,583.38	(279.82)	93.89%
1150.5 Insurance	65,948.47	60,000.00	5,948.47	109.91%
1170.5 Other Miscellaneous Expenses	2,726.20	5,000.00	(2,273.80)	54.52%
1180.5 Education & Travel	214.01	2,083.38	(1,869.37)	10.27%
1200.5 Recruitment	1.49	5,000.00	(4,998.51)	0.03%
3010.2 Coats, Boots, Helmets	48,673.87	75,776.60	(27,102.73)	64.23%
3020.2 Tank Refills, Testing & Rep	1,917.10	8,333.38	(6,416.28)	23.01%
3030.2 Hoses & Nozzles	21,555.94	20,402.20	1,153.74	105.65%
3040.2 Tires	5,629.15	6,666.69	(1,037.54)	84.44%
3050.2 Gasoline, Oil, Grease, Etc.	15,605.74	20,833.38	(5,227.64)	74.91%
3060.2 Fuel & Electric	36,915.36	33,333.38	3,581.98	110.75%
3070.2 Telephone	28,697.35	22,916.69	5,780.66	125.22%
3090.2 Certiorari	15,519.80	83,333.38	(67,813.58)	18.62%
3105.4 Uniforms	41,624.54	32,454.59	9,169.95	128.25%
3110.4 Shop Equipment & Tools	726.76	2,083.38	(1,356.62)	34.88%
3115.4 Emergency Equipment	38,916.25	62,500.00	(23,583.75)	62.27%
3120.4 EMS Supplies and Services	3,760.93	8,333.38	(4,572.45)	45.13%
3125.4 Computers, Software & Internet	19,448.44	27,583.38	(8,134.94)	70.51%
3130.4 Office Supplies	1,947.21	3,333.38	(1,386.17)	58.42%
3135.4 Postage	284.47	625.00	(340.53)	45.52%
3140.4 Subscriptions	530.00	500.00	30.00	106.00%
3145.4 Association Dues	1,145.00	625.00	520.00	183.20%
3150.4 Elections & Referendums		0.00	0.00	
3155.4 Sewer Tax	11,899.64	13,000.00	(1,100.36)	91.54%
3160.4 Fire Training	18,000.00	18,000.00	0.00	100.00%
3210.3 Vehicle Maintenance	37,949.10	35,000.00	2,949.10	108.43%
3220.3 Radio Equipment & Maintenance	37,541.05	60,955.31	(23,414.26)	61.59%
3230.3 Ladder & Pump Testing		4,000.00	(4,000.00)	0.00%
3240.3 Bldg/Prop Repairs & Maintenance	46,678.99	54,166.69	(7,487.70)	86.18%

3410.11 Fire Chief salary	85,104.80	92,666.69	(7,561.89)	91.84%
3410.12 Assistant Fire Chief salary	66,608.00	70,833.38	(4,225.38)	94.03%
3410.13 Fire Captains salary	324,960.00	354,166.69	(29,206.69)	91.75%
3410.14 Fire Lieutenants salary	485,840.00	525,000.00	(39,160.00)	92.54%
3410.15 Uniformed Firefighters salary	2,236,514.40	2,508,333.38	(271,818.98)	89.16%
3410.16 Maintenance Workers salary	26,462.88	30,416.69	(3,953.81)	87.00%
3410.17 Mechanics salary	6,387.75	10,000.00	(3,612.25)	63.88%
3410.18 Treasurer/Secy/PT Asst salary	64,852.55	73,416.69	(8,564.14)	88.33%
3410.2 Fire Equipment and Capital Outlay	57,320.22	60,000.00	(2,679.78)	95.53%
3410.42 Accountants / Auditors fees			0.00	
3410.44 Year-End fees	15,000.00	17,500.00	(2,500.00)	85.71%
Total 3410.42 Accountants / Auditors fees	\$ 15,000.00	\$ 17,500.00	\$ (2,500.00)	85.71%
3410.46 Consultants fees	4,500.00		4,500.00	
3410.465 Consultant Fees- Engineers		27,083.38	(27,083.38)	0.00%
3410.47 Professional Consultants fees	10,202.00	37,500.00	(27,298.00)	27.21%
Total 3410.46 Consultants fees	\$ 14,702.00	\$ 64,583.38	\$ (49,881.38)	22.76%
3410.49 Payroll Clearing account	55,297.83		55,297.83	
3410.81 Disabled Firemen salary -207A's	60,660.30	83,750.00	(23,089.70)	72.43%
3411.1 Holiday Pay	3,925.44	0.00	3,925.44	
3412.1 Retroactive Salary	16.00			
3413.1 Overtime - Firefighters	209,054.20	291,750.00	(82,695.80)	71.66%
3413.12 Overtime- Training		0.00	0.00	
3413.13 Overtime- Sick Incentive	11,640.24	41,666.69	(30,026.45)	27.94%
3413.2 Overtime - Fire Prevention	11,446.52	6,250.00	5,196.52	183.14%
3414.1 EMT Training	18,432.42	12,000.00	6,432.42	153.60%
3416.1 Terminal Leave	80,980.56	85,000.00	(4,019.44)	95.27%
9010.8 NYS Retirement		0.00	0.00	
9020.8 Social Security	278,006.41	316,666.69	(38,660.28)	87.79%
9030.8 Payroll Tax - MTA	12,355.85	15,759.34	(3,403.49)	78.40%
9040.8 Workers Compensation		0.00	0.00	
9045.8 Life Insurance - Local 916	21,668.63	23,000.00	(1,331.37)	94.21%
9050.8 Physician / Medical costs	7,805.00	12,500.00	(4,695.00)	62.44%
9060.81 Hospital	1,544,130.19	1,475,000.02	69,130.17	104.69%
9060.82 Dental	135,000.00	135,000.00	0.00	100.00%
9060.83 Optical Plan - Local 916	47,400.00	50,000.00	(2,600.00)	94.80%
Total Expenses	\$ 6,412,178.92	\$ 7,046,682.21	\$ (634,503.29)	91.00%
Net Operating Income	\$ 13,597,273.02	\$ 12,898,337.12	\$ 698,935.90	105.42%
Net Income	\$ 13,597,273.02	\$ 12,898,337.12	\$ 698,935.90	105.42%

Eastchester, NY Fire District
Budget vs. Actuals: FY2023 - FY23 P&L
 January - December 2023

	Actual	Budget	Total over Budget	% of Budget
Income				
Use of Capital Reserve				
Budget Encumbrances	234,483.71	234,483.71	0.00	100.00%
1001 Real Property Taxes	19,816,022.50	19,816,022.50	0.00	100.00%
2401 Interest Earnings	52,685.61		52,685.61	
2701 Refund of PY Expenditure	6,597.00		6,597.00	
2705 Miscellaneous Income	1,500.00		1,500.00	
2770 Workers Comp - Reimbursement	14,000.00	21,000.00	(7,000.00)	66.67%
Total Income	\$ 20,125,288.82	\$ 20,071,506.21	\$ 53,782.61	100.27%
Gross Profit	\$ 20,125,288.82	\$ 20,071,506.21	\$ 53,782.61	100.27%
Expenses				
1110.4 Archiving Services & Exp	14,756.56	19,519.00	(4,762.44)	75.60%
1110.5 Outside Services	7,689.75	12,000.00	(4,310.25)	64.08%
1120.5 Fire Prevention		9,000.00	(9,000.00)	0.00%
1140.5 Payroll Processing Expense	5,073.40	11,000.00	(5,926.60)	46.12%
1150.5 Insurance	65,948.47	120,000.00	(54,051.53)	54.96%
1170.5 Other Miscellaneous Expenses	2,726.20	12,000.00	(9,273.80)	22.72%
1180.5 Education & Travel	214.01	5,000.00	(4,785.99)	4.28%
1200.5 Recruitment	1.49	5,000.00	(4,998.51)	0.03%
3010.2 Coats, Boots, Helmets	48,673.87	144,697.80	(96,023.93)	33.64%
3020.2 Tank Refills, Testing & Rep	1,917.10	20,000.00	(18,082.90)	9.59%
3030.2 Hoses & Nozzles	21,555.94	50,725.18	(29,169.24)	42.50%
3040.2 Tires	5,629.15	16,000.00	(10,370.85)	35.18%
3050.2 Gasoline, Oil, Grease, Etc.	15,605.74	50,000.00	(34,394.26)	31.21%
3060.2 Fuel & Electric	36,915.36	80,000.00	(43,084.64)	46.14%
3070.2 Telephone	28,697.35	55,000.00	(26,302.65)	52.18%
3090.2 Certiorari	15,519.80	200,000.00	(184,480.20)	7.76%
3105.4 Uniforms	41,624.54	54,250.00	(12,625.46)	76.73%
3110.4 Shop Equipment & Tools	726.76	5,000.00	(4,273.24)	14.54%
3115.4 Emergency Equipment	38,916.25	150,000.00	(111,083.75)	25.94%
3120.4 EMS Supplies and Services	3,760.93	20,000.00	(16,239.07)	18.80%
3125.4 Computers, Software & Internet	19,693.87	66,200.00	(46,506.13)	29.75%
3130.4 Office Supplies	1,947.21	8,000.00	(6,052.79)	24.34%
3135.4 Postage	284.47	1,500.00	(1,215.53)	18.96%
3140.4 Subscriptions	530.00	1,200.00	(670.00)	44.17%
3145.4 Association Dues	1,145.00	1,500.00	(355.00)	76.33%
3150.4 Elections & Referendums		10,000.00	(10,000.00)	0.00%
3155.4 Sewer Tax	11,899.64	13,000.00	(1,100.36)	91.54%
3160.4 Fire Training	18,000.00	26,000.00	(8,000.00)	69.23%
3210.3 Vehicle Maintenance	37,949.10	70,000.00	(32,050.90)	54.21%
3220.3 Radio Equipment & Maintenance	37,541.05	146,325.63	(108,784.58)	25.66%
3230.3 Ladder & Pump Testing		4,000.00	(4,000.00)	0.00%
3240.3 Bldg/Prop Repairs & Maintenance	46,678.99	130,000.00	(83,321.01)	35.91%

3410.11 Fire Chief salary	92,841.60	208,000.00	(115,158.40)	44.64%
3410.12 Assistant Fire Chief salary	73,268.80	170,000.00	(96,731.20)	43.10%
3410.13 Fire Captains salary	357,456.00	850,000.00	(492,544.00)	42.05%
3410.14 Fire Lieutenants salary	534,424.00	1,260,000.00	(725,576.00)	42.41%
3410.15 Uniformed Firefighters salary	2,464,376.00	6,020,000.00	(3,555,624.00)	40.94%
3410.16 Maintenance Workers salary	29,278.08	73,000.00	(43,721.92)	40.11%
3410.17 Mechanics salary	9,294.00	50,000.00	(40,706.00)	18.59%
3410.18 Treasurer/Secy/PT Asst salary	71,251.03	176,200.00	(104,948.97)	40.44%
3410.2 Fire Equipment and Capital Outlay	57,320.22	548,216.10	(490,895.88)	10.46%
3410.42 Accountants / Auditors fees			0.00	
3410.44 Year-End fees	15,000.00	17,500.00	(2,500.00)	85.71%
Total 3410.42 Accountants / Auditors fees	\$ 15,000.00	\$ 17,500.00	\$ (2,500.00)	85.71%
3410.46 Consultants fees	4,500.00		4,500.00	
3410.465 Consultant Fees- Engineers		65,000.00	(65,000.00)	0.00%
3410.47 Professional Consultants fees	10,202.00	90,000.00	(79,798.00)	11.34%
Total 3410.46 Consultants fees	\$ 14,702.00	\$ 155,000.00	\$ (140,298.00)	9.49%
3410.49 Payroll Clearing account	14,537.27		14,537.27	
3410.81 Disabled Firemen salary -207A's	66,726.33	201,000.00	(134,273.67)	33.20%
3411.1 Holiday Pay	3,925.44	542,000.00	(538,074.56)	0.72%
3412.1 Retroactive Salary	16.00			
3413.1 Overtime - Firefighters	237,774.87	830,250.00	(592,475.13)	28.64%
3413.12 Overtime- Training		94,600.00	(94,600.00)	0.00%
3413.13 Overtime- Sick Incentive	11,640.24	100,000.00	(88,359.76)	11.64%
3413.2 Overtime - Fire Prevention	12,570.19	15,000.00	(2,429.81)	83.80%
3414.1 EMT Training	18,432.42	20,000.00	(1,567.58)	92.16%
3416.1 Terminal Leave	80,980.56	145,000.00	(64,019.44)	55.85%
9010.8 NYS Retirement		2,815,000.00	(2,815,000.00)	0.00%
9020.8 Social Security	305,725.37	760,000.00	(454,274.63)	40.23%
9030.8 Payroll Tax - MTA	13,587.85	37,822.50	(24,234.65)	35.93%
9040.8 Workers Compensation		255,000.00	(255,000.00)	0.00%
9045.8 Life Insurance - Local 916	21,668.63	46,000.00	(24,331.37)	47.11%
9050.8 Physician / Medical costs	7,805.00	30,000.00	(22,195.00)	26.02%
9060.81 Hospital	1,526,142.45	2,950,000.00	(1,423,857.55)	51.73%
9060.82 Dental	135,000.00	135,000.00	0.00	100.00%
9060.83 Optical Plan - Local 916	47,400.00	50,000.00	(2,600.00)	94.80%
Total Expenses	\$ 6,754,766.35	\$ 20,071,506.21	\$ (13,316,739.86)	33.65%
Net Operating Income	\$ 13,370,522.47	\$ -	\$ 13,370,522.47	
Net Income	\$ 13,370,522.47	\$ -	\$ 13,370,522.47	