

Village Fire Department



901 Corbindale Rd
Houston, Texas 77024
(713) 468-7941
(713) 468-5039 FAX

Protecting and Serving the Cities of:

BUNKER HILL VILLAGE
HEDWIG VILLAGE
HILSHIRE VILLAGE
HUNTERS CREEK VILLAGE
PINEY POINT VILLAGE
SPRING VALLEY VILLAGE

To: Ms. Susan Blevins, City of Hilshire Village
Ms. Wendy Bambridge, City of Hedwig Village
Mr. Bobby Pennington, City of Piney Point Village
Ms. Julie Robinson, City of Spring Valley
Ms. Karen Glynn, City of Bunker Hill Village
Mr. Tom Fullen, City of Hunters Creek Village

CC: Village Fire Department Commissioner and Alternates

From: Marlo Longoria

Date: May 12, 2022

Re: 2021 deficit, 2022 budget amendment, and 2023 Budget

Consider the following items to be placed on your agenda. Copies for your VFD Commissioner/Alternate, Mayor, and City Council members are enclosed. If you have any questions or need anything else, please let me know.

During a special called meeting, May 11, 2022, the fire commission approved the following items. Please place the following items on your agenda for consideration and advise us on your council's action in writing.

- Intra-budgetary transfers and 2021 deficit of \$120,822
- 2022 budget amendment of \$515,846
- 2023 budget in the amount of \$8,689,847.78 funded by annual assessments.

Thank you,

Marlo Longoria
Village Fire Department, Administrator
Enclosures

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May 12, 2022

The Honorable Mayor of
City of Hilshire Village

The Honorable Tom Jinks
Mayor, City of Hedwig Village

The Honorable Marcus Vajdos
Mayor, City of Spring Valley Village

The Honorable Robert P. Lord
Mayor, City of Bunker Hill Village

The Honorable Mark Kobelan
Mayor, City of Piney Point Village

The Honorable Jimmy Pappas
Mayor, City of Hunters Creek Village

Dear Mayors:

In accordance with the terms of the Interlocal Agreement, the Village Fire Department's 2021 Deficit, 2022 Budget Amendment, and 2023 Budget are hereby submitted for consideration and approval by the Cities. Pursuant to Section 5.02 of the Interlocal Agreement, by a unanimous vote of Commissioners, the Board has approved and recommended this budget. Please place the items on your council's agenda for consideration, and within the time and manner specified in the Interlocal, then advise the department of your City Council's action.

During a special called meeting, on May 11, 2022, by unanimous vote, the fire commission approved the following items: amend the 2021 budget deficit of \$120,822 due to the staffing of the second ambulance because of increased call volume and long hospital wait times.

The 2022 budget amendment of \$515,846.00 includes paying overtime to staff the second ambulance through June 2022. It also consists of a 5% mid-year cost of living increase (2.5 % annualized), hiring 3 full-time employees, and overtime as necessary to staff the second ambulance.

2021 Intra Budgetary Transfers A

| | B | C | D | E |
|---------------------------------|--------------------------|---------------------|---|----------------------|
| Village Fire Department | Actual 2021 Expenditures | Approved 2021 | Intra-Budgetary Transfers-2021 Plus/(Minus) | Adjusted 2021 Budget |
| CAPITAL EXPENDITURES | | | | |
| Contingency-Physical Plant | 0.00 | 10,000.00 | 0.00 | 10,000.00 |
| Misc Tools & Equip./Hose | 26,382.81 | 36,000.00 | 0.00 | 36,000.00 |
| Protective Gear | 73,981.31 | 26,000.00 | (28,364.12) | 54,364.12 |
| Radio Purchase | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | |
| | 100,364.12 | 72,000.00 | (28,364.12) | 100,364.12 |
| | | | | |
| PERSONNEL EXPENDITURES | | | | |
| Salaries | 4,116,473.89 | 4,181,596.00 | 0.00 | 4,181,596.00 |
| Salaries-O/T | 247,431.17 | 110,000.00 | (70,287.81) | 180,287.81 |
| 457 Plan | | 82,632.00 | | |
| Prof Certification | 54,083.37 | 46,000.00 | (7,298.90) | 53,298.90 |
| FICA Tax | 336,153.75 | 338,175.00 | 0.00 | 338,175.00 |
| Disability Insurance | 24,715.53 | 25,500.00 | 0.00 | 25,500.00 |
| Employee Retirement | 412,051.16 | 284,221.00 | (97,830.16) | 382,051.16 |
| Hospitalization Ins. | 861,536.47 | 723,000.00 | (18,536.47) | 741,536.47 |
| Meal Allowances | 35,025.60 | 35,000.00 | (25.60) | 35,025.60 |
| Workers Compensation | 39,660.21 | 35,000.00 | (3,610.06) | 38,610.06 |
| Rewards | 0.00 | 150,000.00 | 0.00 | |
| CPR Training Fees & Expenses | (1,050.15) | 0.00 | 0.00 | |
| | 6,126,081.00 | 6,011,124.00 | (197,589.00) | 5,976,081.00 |
| | | | | |
| OPERATIONAL EXPENDITURES | | | | |
| Ambulance Med. Sup. | 66,023.68 | 62,000.00 | 4,023.68 | 57,976.32 |
| Bldg. Supplies/Maint. | 38,380.49 | 45,000.00 | 0.00 | 45,000.00 |
| Chemicals | 0.00 | 2,000.00 | 0.00 | 2,000.00 |
| Emergency Contingency | 6,025.12 | 20,000.00 | 0.00 | 20,000.00 |
| Dues/Subscrip/Manuals | 1,479.91 | 6,500.00 | 0.00 | 6,500.00 |
| Fuel Software expense | 0.00 | 0.00 | 0.00 | 0.00 |
| Fire Prevent/Relations | 7,134.72 | 15,000.00 | 0.00 | 15,000.00 |
| Gas & Oil | 37,806.67 | 45,000.00 | 0.00 | 45,000.00 |
| Insurance-Casualty | 53,782.75 | 42,000.00 | 11,782.75 | 30,217.25 |

| | | | | |
|---|--|---------------------|---------------------|------------------|
| Maint of Equipment | 191,995.74 | 145,000.00 | 46,995.74 | 98,004.26 |
| Miscellaneous Exp. | 4,631.46 | 7,200.00 | 0.00 | 7,200.00 |
| Office Expenses | 82,635.70 | 37,000.00 | 12,703.20 | 24,296.80 |
| Prof. Services | 127,494.59 | 125,480.00 | (2,014.59) | 127,494.59 |
| Public Utilities | 44,582.23 | 65,000.00 | 0.00 | 65,000.00 |
| Rent | 10.00 | 10.00 | 0.00 | 10.00 |
| State Cert. Fees | 5,057.36 | 6,000.00 | 0.00 | 6,000.00 |
| Training Programs | 20,867.37 | 33,000.00 | 0.00 | 33,000.00 |
| Uniforms | 12,748.07 | 25,000.00 | 451.27 | 24,548.73 |
| EMS Training | 0.00 | 17,000.00 | 0.00 | |
| | | | | |
| | 700,655.86 | 698,190.00 | 73,942.05 | 607,247.95 |
| | | | | |
| | 6,927,100.98 | 6,781,314.00 | (152,011.07) | 6,683,693.07 |
| City Fuel Payment | | 0.00 | | |
| Other | | 23,891.00 | | |
| Ambulance Contribution for 2019 Deficit | | 0.00 | | |
| interest 2020 | | 1,074.00 | | |
| Beginning Fund Balance 2020 | 70,187.00 | | | |
| | 6,927,100.98 | 6,806,279.00 | (120,821.98) | (191,009) |
| Transfers from GF to FF per commission approval - 2020 surplus | | | 70,187.00 | 70,187.00 |
| | | | (191,008.98) | 0.00 |
| Page 19 | 2020 Excess of Revenues - Page 19 | | | (120,822) |
| | | | | |