

City of Red Bank

BUDGET WORKSHOP #1

Agenda
April 9, 2024
5:00 PM

The purpose of this Budget Workshop shall be for the Commission to receive, consider, discuss, deliberate and debate matters concerning the FY 2025 Operating Budget. No formal votes are to occur and no matters or issues will be formally decided upon at this meeting.

I. ITEMS FOR DISCUSSION

Police Department Budget Presentation - Chief Dan Seymour

10 Minute Break

Fire Department Budget Presentation - Chief Brent Sylar

Courts Budget Presentation - Court Clerk Alicia Donahue

Citizen comments on items on the Agenda

II. Adjournment

Red Bank Police Department

Police Department FY' 2025 Budget Estimate

*The mission of the Red Bank Police Department
"affect a positive difference to the citizens of
this community through effective and efficient
law enforcement services"*

1

Red Bank Police Department

CURRENT SERVICE DELIVERY

2

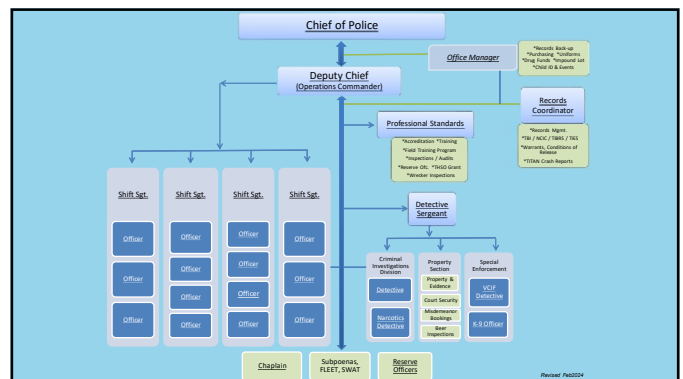
Red Bank Police Department

Staffing Profile

• Certified Full-time Officers:		<u>26</u>
– Chief	1	
– Deputy Chief	1	
– Professional Standards Sergeant	1	
– Crim. Inv. Division	4	
• Sergeant	(1)	
• Major Crimes Detective	(1)	
• Narcotics Detective / DEA	(1)	
• VCIF Detective	(1)	
– Patrol Division	19	
• Sergeants	(4)	
• Patrol Officers	(14)	
• K9 Officer	(1)	
• Civilian Support Personnel:	<u>2</u>	
• TOTAL (FTE) Staff	28	
• 2 Reserve Officers / 1 Part-time (Certified) / 1 Volunter (Chaplain)		



3



4

Red Bank Police Department		
2023 ACTIVITY / CALLS FOR SERVICE		
	YEARLY TOTAL	Per Month (Average)
Calls for Service	9,594	798.83
Incident Reports	637	53.25
Miscellaneous Reports	1,573	148.83
State Crash Reports	574	48.66
Traffic Citations	593	37.83
Warning Citations	2,782	231
Field Interview	144	7.16
Arrest / Misd. Citations	943	79.83

- Calls for Service: 26.20 per Day - Average
 - Reports: 6.05 per Day
 - Arrests: 2.58 per Day
 - Crashes: 1.57 per Day
 - Written Citation: 1.62 per Day
 - Warnings: 7.62 per Day

5

Red Bank Police Department	
FLEET	
• Patrol / K9 Vehicles - 19 • Admin/Det – 7 • Special Purpose – 3 • Spares – 3 for patrol & K9 - 1 Admin • IT & City Use - 2	  

6

Red Bank Police Department	
FY'25 BUDGET ESTIMATE	

7

Red Bank Police Department	
FY' 2025 Budget Key points	
• Personnel: L.I. 111 through 148: Total increase of \$226,644 – Includes 3% COLA; – Adjustments to Holiday Pay – Adjustments to FICA and Retirement increase 1.5% – \$70,000 VCIF Grant Budgeted position • Operations: L.I. 200 through 742: Reflects increase of \$164,639 – 911 Fee increase 13% - \$25,863 – Debt Services 4-year Capital Improvement loan to replace vehicles • Capital: L.I. 940 through 990 – Reflects Cost of loan for vehicles	

8

Red Bank Police Department				
PERSONNEL				
		FY 2024 BUDGET	FY 2025 REQUEST	
111	Salaries	1,600,260	1,722,860	
112	Overtime	40,000	45,000	
114	Part Time	20,000	25,000	
119	Police Supplemental Pay	20,800	20,800	
121	Holiday Pay	43,802	81,400	
132	Longevity Bonus	34,442	36,560	
133	Vacation Pay	0	0	
134	Christmas Bonus	3,240	3,100	
141	FICA	131,300	147,769	
143	Retirement	235,068	273,067	
146	Workers Compensation	4,500	4,500	
147	Unemployment Comp.	0	0	
148	Education and Training	14,000	14,000	
Total Personnel		2,147,412	2,374,056	

9

Red Bank Police Department				
Operations – page 1				
		FY 2024 BUDGET	FY 2025 REQUEST	
148				
200	Contractual Services	250,755	288,000	
217	Wrecker Service	1,000	2,000	
230	Publicity, Subscriptions, Dues	2,000	2,000	
245	Telephone	0	0	
249	Cellular Telephones	14,500	17,500	
250	Professional Services	2,200	2,200	

10

Red Bank Police Department				
Operations – page 2				
		FY 2024 BUDGET	FY 2025 REQUEST	
261	Vehicle repair and Maintenance	45,000	45,000	
269	Terminal Connection Expense	2,240	2,240	
280	Travel	10,000	13,000	
300	Office Supplies and Materials	12,500	12,500	
312	Small Items of Equipment	39,000	39,000	
326	Uniform Allowance	23,800	23,800	
331	Fuel	85,000	85,000	

11

Red Bank Police Department				
Operations – page 3				
		FY 2024 BUDGET	FY 2025 REQUEST	
332	Motor Vehicle Parts	0	0	
333	Computer networking	0	0	
334	Tires and Tubes	7,500	7,500	
533	Office Equipment Rental	1,600	1,600	
600	Debt Service	120,773	227,167	
731	Awards Special Services	500	500	
742	Special Investigative Fund	0	0	
Total Operations		618,368	783,007	

12

Red Bank Police Department			
CAPITAL			
		FY 2024 BUDGET	FY 2025 REQUEST
940	Machinery & Equipment	0	407,000
942	Equipment & Grants	12,000	15,500
947	Office Machinery and Equip	30,000	37,000
990	Computer Software	1,500	1,500
	Total Capital	43,500	461,000
	TOTAL Police	2,809,280	3,604,063

13

Red Bank Police Department			
UNIT		Mileage	Disposition
Unit 842 - (K9)	2017	180,500	SALE
Unit 835 - (may hit 135,000)	2016	120,978	SALE
Unit 877 - (may hit 134,000)	2017	118,659	SALE
Unit 867 - (CID spare)	2009	187,000	SALE
Unit 836 - (will hit 126,000)	2016	112,000	Sale or Spare
Unit 837 - (will hit 118,000)	2016	103,000	Spare
Unit 846 - (will hit 110,000)	2018	110,000	Spare
Unit 843 - (will hit 109,000)	2017	94,500	(Convert K9) Spare
*Units 802, 800, 810 (140,000-150,000) 2010 Dodges			SALE
* Industry Standard 100,000 miles or 10,000 hours			
* Using 120,000 mile standard			

14

Red Bank Police Department			
Unit	Year	Make / Model	Mileage
835	2016	Ford Interceptor SUV	120,978
836	2016	Ford Interceptor SUV	111,828
837	2016	Ford Interceptor SUV	102,837
838	2017	Ford Interceptor SUV	73,009
839	2017	Ford Interceptor SUV	86,704
841	2017	Ford Interceptor SUV	83,600
842	2017	Ford Interceptor SUV	180,500
843	2017	Ford Interceptor SUV	94,410
844	2017	Ford Interceptor SUV	127,238
877	2017	Ford Interceptor SUV	118,659
878	2017	Ford Interceptor SUV	85,052
845	2018	Ford Interceptor SUV	63,473
846	2018	Ford Interceptor SUV	95,002
847	2018	Ford Interceptor SUV	49,113
848	2018	Ford Interceptor SUV	62,723
849	2018	Ford Interceptor SUV	62,190
867	2009	Chevy Impala	187,000

15

Red Bank Police Department	
619 - DRUG ENFORCEMENT FUND	
INCLUDES REVENUES FROM 2 PRIMARY SOURCES	
1. STATE – Court Drug fines; Seized money, vehicles, etc. 2. FEDERAL / HIDTA (DEA) – Seizure of Drug Assets; money, vehicles, houses, etc.	
- Each have spending requirements and limitations - Each accounted for separately	
	

16

Red Bank Police Department				
619- Drug Fund - Revenues				
		FY 2024 BUDGET	FY 2025 REQUEST	
35130	Impound Fees	0	0	0
35140	Drug Related Fines	6,000	6,000	6,000
35150	DEA Asset Sharing Payments	5,000	10,000	10,000
36100	Interest Earnings	800	1200	1200
36330	Sale of Equipment	1,500	2,000	2,000
36350	Insurance Recoveries	0	0	0
36693	Drug Seizures	10,000	15,000	15,000
Total Revenues		\$23,300	\$34,200	

17

Red Bank Police Department				
Drug Fund – Operations				
		FY 2024 BUDGET	FY 2025 REQUEST	
148	Education and Training	1,000	4,000	4,000
200	Contractual Services	0	0	0
217	Wrecker Expense	0	0	0
230	Publicity, Subscriptions and Dues	100	200	200
261	Repair & Maint. Vehicle	1,500	1,000	1,000
280	Travel	1,000	4,000	4,000
300	Supplies	34,500	15,000	15,000
312	Small Items of Equipment	2,000	0	0
331	Gas, Oil, Diesel Fuel, Etc	0	0	0
334	Tires, Tubes, Etc	0	0	0
691	Bank Service Charges	0	0	0
731	DEA Asset Sharing	35,500	10,000	10,000
Total Operations		\$75,600	\$34,200	

18

Red Bank Police Department				
Drug Fund – Capital & Total				
		FY 2024 BUDGET	FY 2025 REQUEST	
944	Transportation Equipment	0	0	0
947	Office Machinery and Equip	0	0	0
Total Capital		0	0	0
Total Expenses		75,600	34,200	
TOTAL DRUG FUND		\$(52,300)	\$34,550	

19

Red Bank Police Department				
120 - IMPOUND /DOR				
INCLUDES REVENUES FROM - Driving on Revoked for DUI - Impound / Sale of vehicle seizures - Recover Costs/Expenses associated with DUI Seizures				

20

Red Bank Police Department				
IMPOUND (DUI / DOR)				
35130	Impoundment Charges		0	0
35310	Impound Fees		100	150
36340	Sale of Equipment – DOR		2000	4,500
	Total Revenues	2,100		4,650
200	Contractual Services		0	0
217	Wrecker Expense Exp		750	750
269	Repair & Maintenance		3,900	3,900
300	Supplies		0	0
312	Small Items of Equipment		0	0
691	Bank Service Charges		75	0
944	Transportation Equipment		0	0
	Total Expenses	4,725		4,650
	NET Operations		(2,625)	0

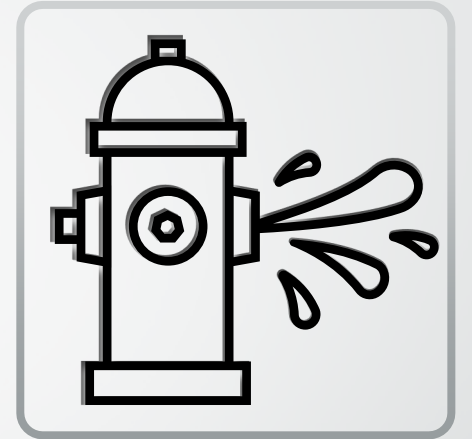
21

Red Bank Police Department	
 Police Department FY' 2025 Budget Estimate <i>The mission of the Red Bank Police Department "affect a positive difference to the citizens of this community through effective and efficient law enforcement services"</i>	

22

City of Red Bank Fire Department

FY 25 Budget Presentation



City of Red Bank Fire Department

Things We Would Like You to Know About the Fire Dept.

- The City of Red Bank Fire Department was organized in 1971. Prior to that fire service was provided by a private concern on a subscription basis.
- The RBFD operates out of 2 stations, which are manned 24 hours a day. The membership consists of members who work full-time as their career, members who receive compensation for working part-time shifts and are paid on call, and volunteer members who receive no compensation for services rendered. All members are treated equal and most members did carry radios/pagers in order to respond to alarms when needed.
- The equipment currently consists of 4 pumpers, 1 hose / service truck, 1 rescue truck, and 3 - staff vehicles.

Where it all
started and where
we are today





City of Red Bank Fire Department

Things We Would Like You to Know About the Fire Dept.

- The Fire Departments annual budget is **\$1,918,873 for FY 24** which includes salaries, benefits, supplies, contracted services, utilities, facilities maintenance and equipment.
- The members of the RBFD are State Certified Fire Fighters. Included in the membership are Rescue (Vehicle, Rope) Technicians, Hazardous Materials Technicians, Paramedics, Emergency Medical Technicians & EMR's (Emergency Medical Responders). The members are continuously going through training in order to be efficient and abreast of the latest strategy and tactics. This is necessary in order to provide an effective, well-coordinated fire department with standard methods and procedures of operation.
- Annually we average 1000 calls for service

City of Red Bank Fire Department

OUR MISSION:

The mission of the Red Bank Fire Department is to protect lives, property, and the environment by providing a high quality of service that is prompt, skillful, caring, resourceful, and cost effective.

MEET OUR STAFF

- Administrative Staff:
 - Fire Chief / Building Inspector (residential)
 - Deputy Fire Chief / Fire Marshal
 - Assistant Fire Chief / (Volunteer)
- Operations/Suppression:
 - 4 Captains (1 Partime)
 - 4 Lieutenants (1 Partime)
 - 22 Firefighter / Driver Pump Operators (9 FT, 13 PT)
 - 9 Firefighters (Partime)
- Training Division:
 - Captain (Instructor Coordinator)
- Support Staff:
 - Chaplain (volunteer)
 - Volunteers (4)

City of Red Bank Fire Department

Principal Services Offered:

- The department responds not only to fires, but also provides rescue services, hazardous materials response, service calls, public education programs and building and life safety inspections.
- When an emergency occurs that will require more resources than the RBFD has, extra help will come from surrounding departments, which are in an agreement with one another to provide extra assistance. This is known as a mutual aid agreement and the RBFD is a member of the Tri-State Mutual Aid Association (now in four states, GA, TN, AL, NC) which consists of more than 100 metro area departments.
- We also offer CPR and First Aid classes for the public, home fire safety inspections, and smoke detector installation and battery changes.



CITY OF RED BANK FISCAL YEAR 2024 – 25 EXPENDITURE JUSTIFICATIONS

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Regular Employee Salaries
- FUNCTION: 42200
- ACCOUNT NUMBER: 111
- AMOUNT \$ 928,469
- Captain, Lieutenants, & Firefighter/Drivers pay is based on 53 hour work week. (106 hours per pay period)

BREAKDOWN	AMOUNT:
• Fire Chief	\$97,471.49
• Deputy Chief / Fire Marshal	\$88,659.63
• Fire Training Captain	\$63,834.93
• Captain (3) @ \$63,834.93	\$191,504.79
• Lieutenant (3) @ \$58,955.68	\$176,867.06
• Firefighter / Driver (6) @ \$51,688.49	\$310,130.94

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Permanent Employee Overtime
- FUNCTION: 42200
- ACCOUNT NUMBER: 112
- AMOUNT \$ 30,000
- Callbacks, Shifts, Training (Operations),
\$30,000

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Other Salary Items (F/F Supplement)
- FUNCTION : 42200
- ACCOUNT NUMBER: 119
- AMOUNT \$ 15,600

- | BREAKDOWN | AMOUNT: |
|---------------------------------|----------|
| • Fireman Supplemental Pay | |
| • \$800 X 15 members – Fulltime | \$12,000 |
| • \$600 X 6 members – Partime | \$3,600 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Regular Employee Wages
(Holiday Pay)
- FUNCTION : 42200
- ACCOUNT NUMBER: 121
- AMOUNT \$ 41,360
- BREAKDOWN
- Holiday Pay for Full-Time Operations personnel, (14 Holidays)

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Other Wages (Part-Time)
- FUNCTION : 42200
- ACCOUNT NUMBER: 129
- AMOUNT \$ 204,578

- BREAKDOWN AMOUNT:
- Part-time shifts @ \$18.755 per hour
- Total hours to staff stations: 8,736 \$163,843
- Part-time to fill Kelly days for full-time in lieu of paying overtime: 1,872 hrs \$35,109
- Callbacks & Training EST 300 hrs \$5,626

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

Station #1:

1 day shift – 7 days @ 12 hrs (84 hrs per wk / 4,368 per yr)

1 night shift – 7 days @ 12 hrs (84 hrs per wk / 4,368 per yr)

Total Shift Hours for Stations: 8,736

Part-time to fill Kelly Days for full-time in lieu of paying over-time
1,872 hrs.

Call backs and training (estimate only due to not knowing how many call
outs of part-time will actually occur. This is based on past history only!)
est. 300 hrs.

Total estimated part-time hours: 10,908

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Longevity Pay
- FUNCTION : 42200
- ACCOUNT NUMBER: 132
- AMOUNT \$ 18,138

- | <u>BREAKDOWN</u> | AMOUNT: |
|--------------------------|----------|
| Longevity for 15 members | \$18,138 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Christmas Bonus
- FUNCTION : 42200
- ACCOUNT NUMBER: 134
- AMOUNT \$ 3,140

• <u>BREAKDOWN</u>	AMOUNT:
• Fulltime (15)	\$1,624
• Parttime (28)	\$1,516
• Total	\$3,140

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: OASI
- FUNCTION : 42200
- ACCOUNT NUMBER: 141
- AMOUNT \$ 94,958

• <u>BREAKDOWN</u>	AMOUNT:
• F/T Gross Salaries	\$928,469
• Over-time	\$30,000
• Holiday Pay	\$41,360
• Parttime Employees	\$204,578
• Salary Supplement - Full & Parttime	\$15,600
• Longevity Pay	\$18,138
• Christmas Bonus	\$3,140

$$\begin{aligned} & \$1,241,285 * 7.65\% = \\ & \quad \$94,958 \end{aligned}$$

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Employee Retirement
- FUNCTION : 42200
- ACCOUNT NUMBER: 143
- AMOUNT \$ 149,374

<u>BREAKDOWN</u>	AMOUNT:
• F/T Gross Salaries	\$928,469
• Over-time	\$30,000
• Holiday Pay	\$41,360
• Salary Supplement – Fulltime	\$12,000
• Longevity Pay	\$18,138
• Christmas Bonus – FT	\$1,624

14.48% \$1,031,591
= \$149,374

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Workers Compensation
- FUNCTION : 42200
- ACCOUNT NUMBER: 146
- AMOUNT \$ 2,000
- BREAKDOWN AMOUNT:
 - Deductible (2) @ \$1,000 ea: Same as last F/Y
\$2,000

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Employee Education & Training
- FUNCTION : 42200
- ACCOUNT NUMBER: 148
- AMOUNT \$ 54,550

- | <u>BREAKDOWN</u> | (Estimates) | AMOUNT: |
|---|-------------|----------|
| • Fire Dept. Instructors Conference - 4 members @ | @1,200 ea | \$4,800 |
| • Various classes, seminars, state training, Fire Chief meetings that become available during the year. | | \$5,000 |
| • Fire Inspectors & Fire Marshals re-cert classes and continuing education | | \$3,500 |
| • Re-cert for EMT's, 1st Responders, Vehicle Extrication | | \$1,250 |
| • Program Support, Supplies for Training | | \$5,000 |
| • Building Inspector Classes for recertification | | \$1,500 |
| • Training Props and Expendable Supplies | | \$30,000 |
| • Medical Training Equipment | | \$3,500 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Contractual Services
- FUNCTION : 42200
- ACCOUNT NUMBER: 200
- AMOUNT \$ 37,474

- BREAKDOWN AMOUNT:
- Dispatch services with Hamilton County 911
\$27,424.20
- Note: Total \$249,689, 11% for Fire Dept
 - 13% Increase in dispatch services
- TVRS Radio System Maintenance Contract
 - 63 Radio's @ \$120.60 per yr \$7,597.80
- CAD Access Fees \$2,200
- Vehicle GPS (3 @ \$7 per month) \$252

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Membership, Reistraton Fees
- FUNCTION : 42200
- ACCOUNT NUMBER: 235
- AMOUNT \$ 2,595

<u>BREAKDOWN</u>	AMOUNT:
• NFPA Dues (Chief, FM)	\$350
• State Fire Chief's (Chief, DFC)	\$200
• TN Firemans Assoc.	\$250
• Mutual Aid Dues	\$100
• Trade Publications	\$400
• IAAI Dues (4 members)	\$500
• IAFC (Chief, DFC)	\$500
• ISFSI (FTC)	\$150
• ICC City Membership	\$145

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Electric
- FUNCTION : 42200
- ACCOUNT NUMBER: 241
- AMOUNT \$ 0

- BREAKDOWN AMOUNT:
- Costs transferred to Facilities Budget

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Water and Sewer
- FUNCTION : 42200
- ACCOUNT NUMBER: 242
- AMOUNT \$ 0

- BREAKDOWN AMOUNT:
- Costs transferred to Facilities Budget

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Natural Gas
- FUNCTION : 42200
- ACCOUNT NUMBER: 244
- AMOUNT \$ 0

- BREAKDOWN AMOUNT:
- Costs transferred to Facilities Budget

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Fire Hydrant Rental
- FUNCTION : 42200
- ACCOUNT NUMBER: 246
- AMOUNT \$ 2,752

- | <u>BREAKDOWN</u> | AMOUNT: |
|-------------------------------------|---------|
| • \$50 per hydrant, 55 hydrants HUD | \$2,752 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Cellular Phone Expense
- FUNCTION : 42200
- ACCOUNT NUMBER: 249
- AMOUNT \$ 4,821

<u>BREAKDOWN</u>	AMOUNT:
• Cell phone for FC, DFC, FTC & Shift Commanders	\$2,028
• CAD Data Access for E1, E2, E3, E4, R1, C1, C2	\$2,792
• Total	\$3,324

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Medical, Physicals, Drug Screens
- FUNCTION : 42200
- ACCOUNT NUMBER: 251
- AMOUNT \$ 10,500

- | <u>BREAKDOWN</u> | AMOUNT: |
|---------------------------------------|----------|
| Physicals \$400 per member (25) | \$10,000 |
| Drug Screens – Random @ \$50 ea, (10) | \$500 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Computer Software Maintenance
- FUNCTION : 42200
- ACCOUNT NUMBER: 263
- AMOUNT \$ 17,401

- | <u>BREAKDOWN</u> | AMOUNT: |
|--|---------|
| • First Due Fire Data Management system | \$9,000 |
| • Vector Solutions Training Software *increase in seats, added checkoffs | \$7,201 |
| • Digital Display Boards | \$1,200 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Repair & Maintenance of Buildings
- FUNCTION : 42200
- ACCOUNT NUMBER: 266
- AMOUNT \$ 0
- BREAKDOWN
- Costs transferred to Facilities Budget

CITY OF RED BANK FISCAL YEAR 2024 – 25 EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Travel - Training
- FUNCTION : 42200
- ACCOUNT NUMBER: 280
- AMOUNT \$ 17,000

- | <u>BREAKDOWN</u> | AMOUNT |
|--|----------|
| • Travel, per diem, hotel for: Fire Dept Instructors Conference, TN IAAI, TN Fire Safety Inspectors Conference, TN Building Officials Conference, TN Fire Chiefs Conference, International Associations of Fire Chiefs Conference, Southeastern Extrication School, Schools and Conferences that may arise that are beneficial | |
| • | \$17,000 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Supplies
- FUNCTION : 42200
- ACCOUNT NUMBER: 300
- AMOUNT \$ 18,500

<u>BREAKDOWN</u>	AMOUNT
• Cleaning aids and supplies	\$6,000
• Batteries for equipment (SCBA bi annually \$300)	\$1,000
• Admin: Host Mutual Aid / Awards Breakfast	\$1,500
• Hurst (rescue) tool maintenance (required for Warranty)	\$3,000
• SCBA Flow test (Required Annually)	\$1,500
• Ground Ladder Testing (Required Annually)	\$1,000
• Service generators @ Fire Stations	\$3,000
• Annual Pumper test (4) (Required Annually)	\$1,500

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Office Supplies
- FUNCTION : 42200
- ACCOUNT NUMBER: 310
- AMOUNT \$ 1,000

- | <u>BREAKDOWN</u> | AMOUNT |
|---|---------|
| Office Supplies for stations (toner, pens, paper) | \$1,000 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Clothing & Uniforms
- FUNCTION : 42200
- ACCOUNT NUMBER: 326
- AMOUNT \$ 34,800

- | <u>BREAKDOWN</u> | AMOUNT |
|---|----------|
| • Uniforms for members (\$200.00 per member @ 45 members) | \$9,000 |
| • Turnout gear, 6 sets @ \$4,300 ea
(Coat,Pants,Suspenders,Boots, Hoods, Helmet) per NFPA
to be replaced every 10 years or sooner if needed | \$25,800 |
| • Coat, Pants & Suspenders \$3,200, Boots \$550, Helmet \$400, Hood \$150,
Increase of \$400 for total set as of today | |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Gasoline, Oil, Diesel Fuel
- FUNCTION : 42200
- ACCOUNT NUMBER: 331
- AMOUNT \$ 15,918



- BREAKDOWN AMOUNT
- Estimated based on past years costs
\$14,918
- Avg 413 gals per month @ 3.01 per gal - thru 3/2024
- Avg MPG Diesel & Gas vehicles combined - 5.04 - thru 3/2024
- Motor Oil, Filters, Fuel Filters Air Filters, etc
\$1,000



CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Vehicle Parts
- FUNCTION : 42200
- ACCOUNT NUMBER: 332
- AMOUNT \$ 15,000

- BREAKDOWN AMOUNT
- Estimated based on previous fiscal years costs
\$15,000

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Vehicle Parts
- FUNCTION : 42200
- ACCOUNT NUMBER: 333
- AMOUNT \$ 1,600

- | <u>BREAKDOWN</u> | AMOUNT |
|--|---------|
| Breathing Air Compressor Maintenance, maintained on a semi-annual basis for NFPA, filter changes as needed, quarterly air tests. | \$1,600 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Tires, Tubes, & Repairs
- FUNCTION : 42200
- ACCOUNT NUMBER: 334
- AMOUNT \$ 1,500

- | <u>BREAKDOWN</u> | AMOUNT |
|------------------|---------|
| Misc Repairs | \$1,500 |



CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Liability Insurance
- FUNCTION : 42200
- ACCOUNT NUMBER: 510
- AMOUNT \$ 5,250

- | <u>BREAKDOWN</u> | AMOUNT |
|---|---------|
| • Supplement Accident policy for Volunteers and part-time/on call members | \$5,250 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Debt Service
- FUNCTION : 42200
- ACCOUNT NUMBER: 600
- AMOUNT \$ 138,285

- | <u>BREAKDOWN</u> | <u>AMOUNT</u> |
|--|---------------|
| • Administration Vehicle (2026) | \$13,089.83 |
| • Fire Engine (2031) | \$77,593 |
| • Equipment approved and purchased in FY 24 (2027) | \$47,602.10 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Machinery & Equipment
- FUNCTION : 42200
- ACCOUNT NUMBER: 940
- AMOUNT \$ 62,000

- | <u>BREAKDOWN</u> | AMOUNT |
|---|----------------|
| • Small Equipment and Repairs | \$5,000 |
| • Fire Hose (replace 2,000' of 5" hose) | \$25,000 |
| • Replace 30+ year old rope equipment for low angle rescues, the original metal components have been engraved and must be replaced due to structural integrity being compromised and our rope has reached its end of life. (10 years) | \$8,000 |
| • Lion Bullex Intelligent Training system (Fire Extinguishers) <i>Live evolutions using propane for class a, b, c fires and to train the public</i> | \$20,000 |
| • Cover for Training Grounds to protect FF's and the wooden structures | \$4,000 |

CITY OF RED BANK FISCAL YEAR 2024 – 25

EXPENDITURE JUSTIFICATION

- ACCOUNT NAME: Communications Equipment
- FUNCTION : 42200
- ACCOUNT NUMBER: 945
- AMOUNT \$ 2,000

- | <u>BREAKDOWN</u> | AMOUNT |
|--|---------|
| Batteries and repairs to radio equipment | \$2,000 |



Future FTE needs

City of Red Bank Fire Department

Future needs of RBFD

- FTE's:
 - Nine (9) F/F DPO's, Three (3) to a shift to increase staffing to 7 a shift. This is to just maintain the current level of service and to maintain our current ISO as members (employees) are living away from RB. (next several years as budget allows)

City of Red Bank Fire Department

- Thank you for allowing me the opportunity to tell our (FD) story.



ERNEST TUBB

"The Texas Troubadour"

RED BANK COURT BUDGET

Fiscal Year 2025

Court Clerk Alicia Donahue

GOALS

- New Payment Plan
- Driver's License Reinstatement Program
- Restoration of Red Bank Community Service/Public Workdays
- Transition to Hamilton County's criminal justice (CJUS) software
- Exploring options with a collection agency
- Continue training
- Write a Standard Operating Procedure for court

ONGOING PROJECTS

- Training: Alley and I are working towards getting our Certified Court Clerks certificate through MTAS (Municipal Technical Advisory Service).
- Because of the City of Red Bank investing in this training, Alley and I have learned a tremendous amount of information. We have been able to create new ways to help Red Bank citizens get their driver's license back as well as catch up on court costs.
- Due to new processes implemented from the training I have received, court clerks from other municipalities have reached out to me for advice and to find out our procedures.
- Digitization of records is in procurement

CHALLENGES

- Getting the message out that we are willing to work with citizens on fines and costs
- The courts limitation on collecting older fines and costs
- The inability of some to pay ... thus our intention to restart workdays

REVENUE FY23 VS FY24

- We are just over \$10,000 ahead of last year's collections with 2 months left to go.
- Improved collections is due to our payment plan system and following up with those who miss the Court's review date to pay.
- Giving defendants an opportunity to reschedule those review dates to pay instead of automatically issuing a warrant encourages them to communicate with us if they need more time.

FY24 through 4/8/24

4/08/2024 10:08 AM		CASH COLLECTION PAYMENT HISTORY REPORT			
DATES: 7/01/2023 THRU 4/08/2024		PAYMENT SUMMARY			
RECEIPTS: 0 THRU 99999999					
METHOD	DESCRIPTION	MERCHANT CODE	DESCRIPTION	NO	AMOUNT
01	CASH			226	35,167.00
02	CHECK			3	1,671.00
03	MONEY ORDER			7	1,154.50
04	CREDIT CARD			478	63,654.68
05	OTHER			97	14,016.73
TOTAL				811	115,663.91

TOTAL \$ 115,663.91

FY23

4/08/2024 10:11 AM			CASH COLLECTION PAYMENT HISTORY REPORT		
DATES: 7/01/2022 THRU 6/30/2023			PAYMENT SUMMARY		
RECEIPTS: 0 THRU 99999999					
METHOD	DESCRIPTION	MERCHANT CODE	DESCRIPTION	NO	AMOUNT
01	CASH			188	25,707.75
02	CHECK			2	337.50
03	MONEY ORDER			11	649.25
04	CREDIT CARD			349	63,997.00
05	OTHER			95	14,792.75
TOTAL				645	105,484.25

TOTAL \$ 105,484.25

FY25 BUDGET WITH FY 2023 AND FY 2024

		FY 2023 ACTUAL	FY 2024 ESTIMATED ACTUAL	FY 2025 BUDGET
Total Judicial		174,613	187,062	189,651
<i>Staffing Level</i>		2.00	2.00	2.00
ACCOUNT #	ACCOUNT NAME	FY 2023 ACTUAL	FY 2024 ESTIMATED ACTUAL	FY 2025 BUDGET
<u><i>Personnel</i></u>				
111	Salaries	96,152	102,132	105,215
112	Overtime	793	-	750
114	Part-Time / Temporary	28,673	35,802	33,950
132	Longevity Bonus	400	1,532	1,532
134	Christmas Bonus	162	271	323
141	FICA	9,440	10,690	10,646
143	Retirement	12,415	14,635	15,235
148	Employee Educ/Training	920	1,200	1,200
	Total Personnel	148,955	166,262	168,851
<u><i>Operations</i></u>				
200	Contractual Services	12,522	16,000	16,000
249	Cellular Telephones	1,168	900	900
269	Other Repairs & Maintenance	7,295	1,000	500
280	Travel	733	1,200	1,400
310	Office Supplies and Materials	565	1,700	1,500
510	Insurance	1,392	-	-
533	Office Equipment Leases	1,983	-	-
	Total Operations	25,658	20,800	20,300
<u><i>Capital</i></u>				
939	Other Improvements	-	-	-
948	Computer Equipment	-	-	500
	Total Capital	-	-	500
Total Judicial		174,613	187,062	189,651

“ EQUAL JUSTICE UNDER LAW...IT IS PERHAPS THE MOST
INSPIRING IDEAL OF OUR SOCIETY. IT IS ONE OF THE
ENDS FOR WHICH OUR ENTIRE LEGAL SYSTEM
EXISTS...IT IS FUNDAMENTAL THAT JUSTICE SHOULD BE
THE SAME, IN SUBSTANCE AND AVAILABILITY,
WITHOUT REGARD TO ECONOMIC STATUS. ”

~U.S. Supreme Court Justice Lewis Powell, Jr.