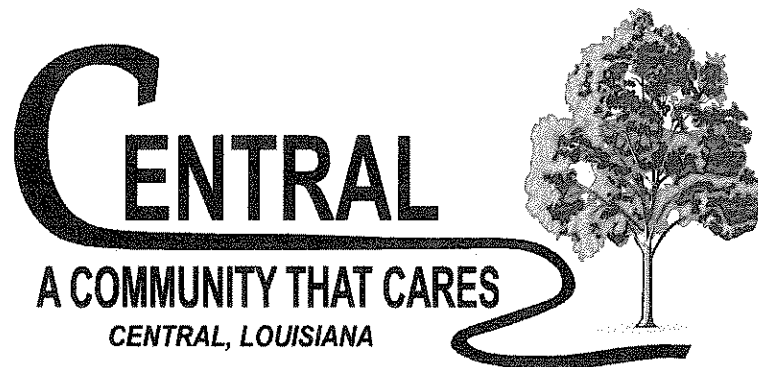


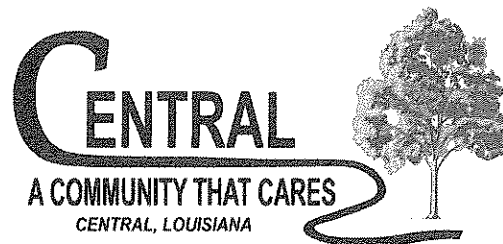
**CENTRAL FIRE
PROTECTION DISTRICT #4**



**ANNUAL
OPERATING
BUDGET
2012**

ANNUAL OPERATING BUDGET

For the Year Beginning January 1, 2012



THE CENTRAL FIRE PROTECTION DISTRICT #4 OF EAST BATON ROUGE PARISH

William M. Porche
FIRE CHIEF

Clif Richardson
CHAIRMAN OF THE BOARD

BOARD OF COMMISSIONERS MEMBERS

Dr. Scott Browning, D.D.S.
Van Guarino

Chuck Langlois, Secretary
Kenneth C. Montgomery, Sr.

TABLE OF CONTENTS

<u>DESCRIPTION</u>	<u>PAGE</u>
Mission Statement	1
Budget Message from the Fire Chief	2
Goals and Objectives	3-4
Performance Measures	4-5
Accomplishments in the year 2011	5
Revenue Comparison 2011 Budget 2012 Budget	6
Budget Comments Revenues	7-8
Expenditures Comparison 2011 Budget 2012 Budget	9
Budget Comments Expenditures	10-12
Budget Details	13-16
Special Fund Salaries, Benefits, Capital Outlay	16

MISSION STATEMENT

The Central Fire Protection District #4 has the responsibility of providing services to the citizens of the Central Community in the protection of life and property from the perils of fire and other emergencies, through execution of the latest methods of rescue, first aid, and firefighting.

The Central Fire Protection District #4 is a combination paid/volunteer fire service organization maintaining five stations, an administration, and training facility.

The Central Fire Protection District #4 is dedicated to the preservation of life and property in the community and to continuously improve the capability and delivery of its public service.

The Central Fire Protection District #4 will manage its fire service task with the highest regard for humanity, safety, property preservation, the environment, cost, and community well being.

BUDGET MESSAGE FROM THE FIRE CHIEF

November 8, 2011

Board of Commissioners
Central Fire Protection District #4
Baton Rouge, Louisiana

Gentlemen:

I respectfully submit for your review and consideration a budget for the Central Fire Protection District #4 (the District) for the year 2012. The budget document includes anticipated revenues and expenditures for the general fund, and special revenue funds of the District. Special funds include revenue and expenditures from the 5 mil property tax which is dedicated to salaries, benefits, and capital improvements.

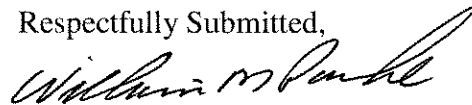
The financial plan for the District is to provide a means of financing the essential recurring fire protection services to the public. The budget allows for the inflationary cost of providing the same services as provided in prior years.

The objective of the budget is to provide for essential services, and for expenditures that are expected to occur during the year, which are elective in nature. The budget also accounts for the payment of the Certificate of Indebtedness for the construction of the two new fire stations and two new fire engines that are now in service.

It is anticipated that revenues will be down slightly over prior years mainly due to a reduction in grant fund. Property taxes and service fee have increased slightly over previous years.

The objective of the District is to provide a means of financing the essential services, while at the same time providing a fund balance that will be sufficient to cover unanticipated expenditures.

Respectfully Submitted,



William M. Porche,
Fire Chief

GOALS AND OBJECTIVES

- Continue to provide services to the citizens of the District in the protection of life and property from the perils of fire and other emergencies. The execution of the latest methods of rescue, first-aid, and firefighting.
- Continue to maintain its Class Three insurance rating, which reduces insurance premiums for the citizens in the District, and at the same time work toward reduction to a lower class rating.
- Continue to maintain five fire stations strategically located throughout the area, in order to provide the most efficient response time to emergency incidents.
- Expand our volunteer staffing by recruiting and training additional firefighters.
- Expand our full time staff through the hiring of additional personnel by applying for federal assistance from the SAFER grant program.
- Enhance our firefighting equipment with anticipated grant funds.
- Continue to actively seek and obtain future grants funds.
- Continue to promote financial responsibility of the Central Fire Protection District #4 through preparing and adhering to the budget.
- Continue to maximize the computer system and network performance through continued technical improvements and updating our systems.
- Continue to provide public education programs that gives members of the community the opportunity to participate in, and attend various demonstrations and educational classes (e.g., CPR, first aid), and programs promoting fire prevention and fire safety in the home or place of business. To continue home smoke alarm program, battery, and carbon monoxide detector program to the elderly and less fortunate in the Central Fire Protection District.
- Continue to expand and improve our training programs including mock drills and classes in vehicle extrication, Incident Command, Hazardous Materials, CPR training, first responder training, etc. for all paid personnel and volunteers so that they are informed of the latest methods and techniques in firefighting, rescue, and mass disaster response.

GOALS AND OBJECTIVES

- To develop a strategic plan to maintain our standard of operations and performance during the anticipated growth of our community.
- Continue to consider suggestions and new ideas that will foster more proficient fire service for the people in the Central Community.

PERFORMANCE MEASURES

- As of November 1, 2011, the CFPD#4 responded to a total of 2155 calls. The district's average response time is 4 minutes.
- It is anticipated that the emergency response total will increase to over 2500 calls by December 31, 2011.
- Captain Derek Glover, with the assistance of several firefighters, conducts Fire Prevention and Fire Safety presentations and demonstrations (smokehouse & educational robot), which were given at 8 schools, 6 day care centers, 6 fire station tours, local churches, job fairs, businesses, and the St. Jude Dream Day in Clinton, La. These demonstrations were presented to over 4200 adults and school age children in the Central Community and surrounding areas. Captain Glover also held 4 fire extinguisher demonstrations to local schools and businesses.
- The Training Department, under the direction of Captain Stephen Branscum, continues to provide an extensive training program for its full-time, contract, and volunteer firefighters who are required to obtain approximately 18 hours of required training per month. Paid firefighters must attend a mandatory training session each month. They are also required 3 hours of individual in-service training per shift. Volunteer firefighters must obtain 22 hours of training per quarter to maintain active status. Volunteer medics must obtain 8 hours of training quarterly. The CFPD#4 also continues to provide training and education in emergency driving, extrication, incident command, LSU burn building, hazardous materials, weapons of mass destruction, first responder classes, and emergency medical technician (EMT) training.
- The CFPD#4 Continues to provide the latest educational information and training classes in automatic external defibrillator (AED), cardio-pulmonary resuscitation (CPR). In 2011, CPR Instructor Chad Craven taught 1 CPR class to a total of 12 people. CPR Instructor Samuel Haynes taught 3 CPR classes with 28 people and CPR Instructor Derek Glover had 6 classes with 34 people educated.

PERFORMANCE MEASURES

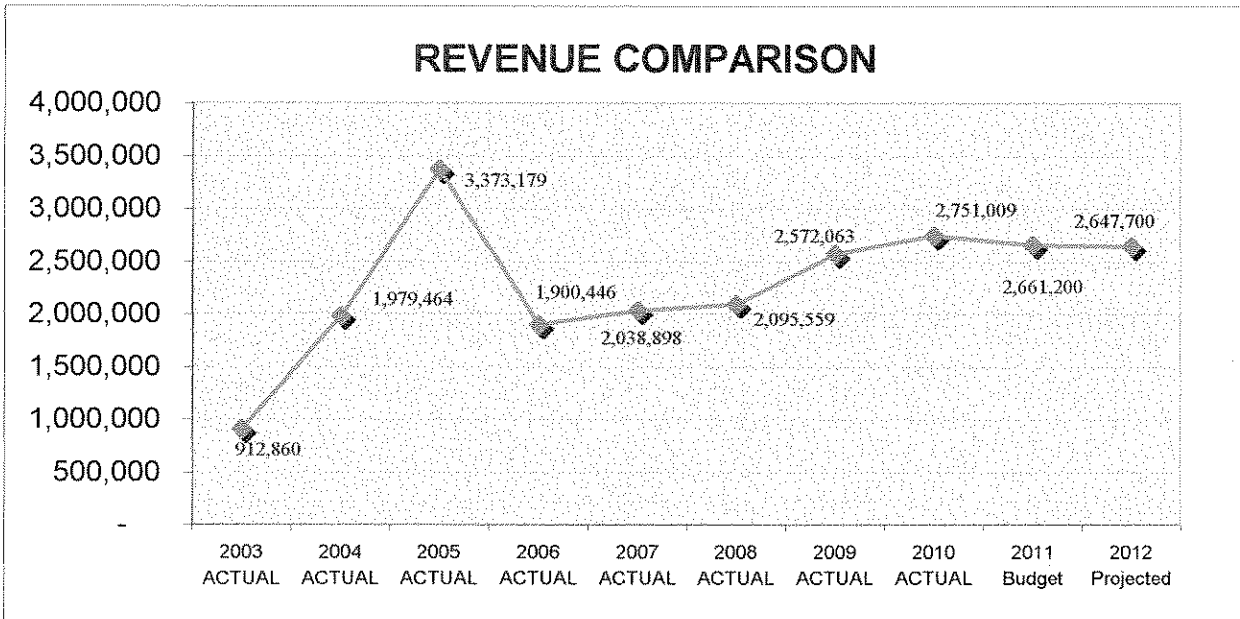
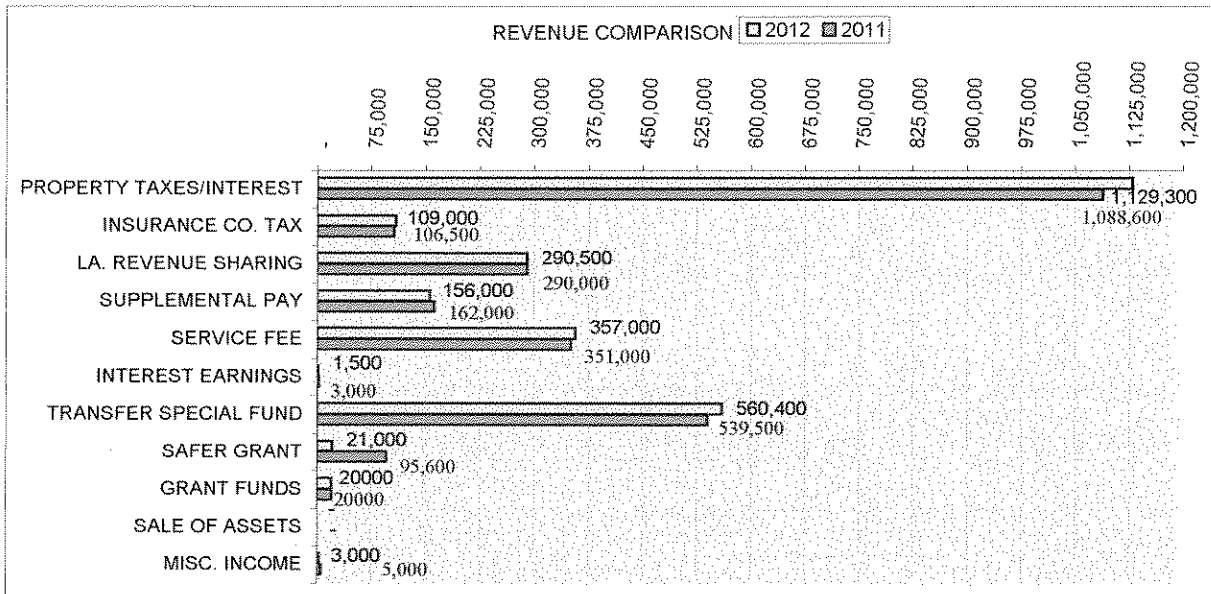
- The CFPD #4 has a Dive team that meets monthly for intensive, up-to-date technical training for swift-water, underwater, dive rescue and recovery. CFPD#4 currently has 6 rescue divers.
- The CFPD#4 has a Hazardous Materials Response Team consisting of 22 Central Firefighters certified in Haz-Mat Operations and 8 certified at the Haz-Mat Technician level.

ACCOMPLISHMENTS IN THE YEAR 2011

- The Central Fire Protection District #4 (CFPD#4) has maintained an ISO Class three (3) rating by meeting all the requirements, assuring the citizens in the Central Community the best possible fire protection, and very low fire insurance rates.
- Purchased 15 sets of firefighting gear with funds acquired by the State.
- Replaced all hand line nozzles with high flow low pressure nozzles. These nozzles were purchased with funds from state LaGAP grant.
- Initiated Parish wide rapid intervention crews to provide rescue capabilities for firefighters in hazardous situations.
- Upgrade and enhance fire department website to provide our citizens with more up to date and timely information.

REVENUE COMPARISON 2011 BUDGET 2012 BUDGET

REVENUE SOURCE	2012 BUDGET		2011 BUDGET		INCREASED	PERCENT
	AMOUNT	PERCENT	AMOUNT	PERCENT		
PROPERTY TAXES/INTEREST	1,129,300	42.65%	1,088,600	40.91%	40,700	3.74%
INSURANCE CO. TAX	109,000	4.12%	106,500	4.00%	2,500	2.35%
LA. REVENUE SHARING	290,500	10.97%	290,000	10.90%	500	0.17%
SUPPLEMENTAL PAY	156,000	5.89%	162,000	6.09%	(6,000)	-3.70%
SERVICE FEE	357,000	13.48%	351,000	13.19%	6,000	1.71%
INTEREST EARNINGS	1,500	0.06%	3,000	0.11%	(1,500)	-50.00%
TRANSFER SPECIAL FUND	560,400	21.17%	539,500	20.27%	20,900	3.87%
SAFER GRANT	21,000	0.79%	95,600	3.59%	(74,600)	-78.03%
GRANT FUNDS	20,000	0.76%	20,000	0.75%	-	-
SALE OF ASSETS	-	0.00%	-	0.00%	-	-
MISC. INCOME	3,000	0.11%	5,000	0.19%	(2,000)	-40.00%
TOTAL	2,647,700	100.0%	2,661,200	100.00%	(13,500)	-0.51%

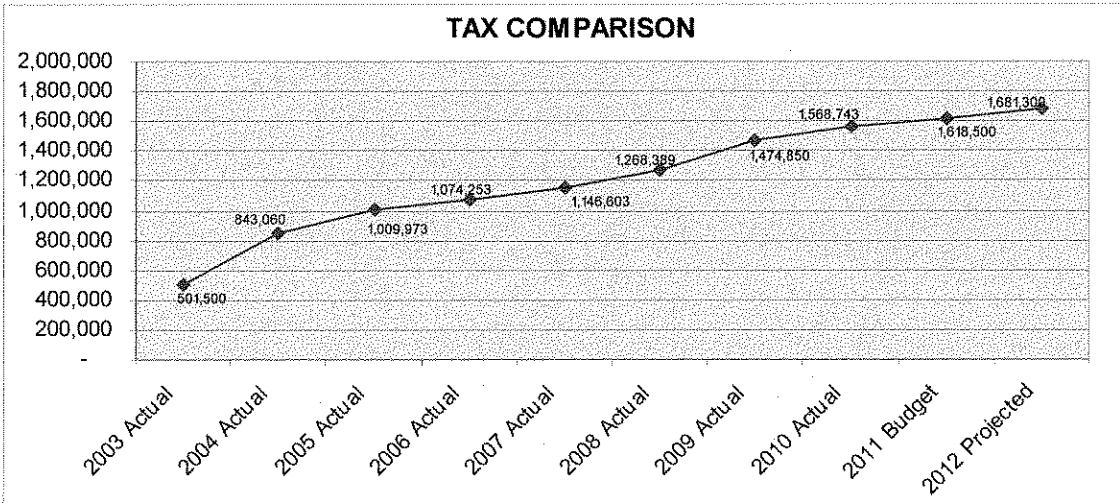


BUDGET COMMENTS REVENUES

Total revenues have decreased slightly from last year mostly due to a decrease in our SAFER grant funds.

PROPERTY TAXES

Property taxes are estimated to increase by only 3.5% over last year; this is one of the smallest increases in years. Most of the increase is due to new commercial and residential development in the district. The estimated uncollectible rate is 2.5%. Our current millage rate is 15, 10ml is for general operations and maintenance and will expire in 2014, 5 mls is for salaries and capital outlay and expires in 2012 and was renewed in 2010.



LOUISIANA REVENUE SHARING

Revenue sharing is funding by the State to offset homestead exemption, and is based on property taxes. Estimates are based on 1% increase over prior year collections.

INSURANCE COMPANY TAX

Fees generated from state insurance premiums and are distributed based on population. This fund has been down in prior years but has stabilized and is predicted to regain normal increases of approximately 3%.

BUDGET COMMENTS REVENUE

FIRE PROTECTION SERVICE CHARGE

A \$32.00 service fee, which is assessed on each residential and commercial structure in the Central area, was approved by voters in 1991, and renewed in 2000 and 2010, and will expire in 2021. The service fee has been added to the tax rolls and is collected by the East Baton Rouge Parish Sheriff. Estimates are based on prior year collections. Budget is based on prior year actual collections. 159 new accounts have been added this year.

STATE SUPPLEMENTAL PAY

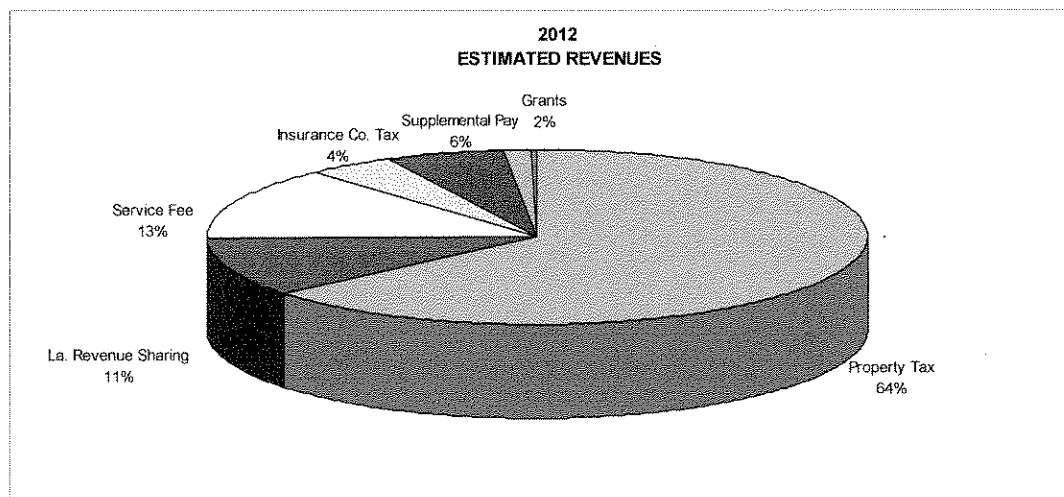
This budget line reflects revenues received from the State to offset supplemental paychecks issued monthly to employees.

TRANSFER FROM SPECIAL FUND

This transfer is from a special fund that has been established from revenues collected from the 5-mil property tax dedicated to salary/benefits, and capital improvements. The funds being transferred are for salaries/benefits and capital projects. An estimated 3.5% increase has been factored with a 2.5% uncollectible rate.

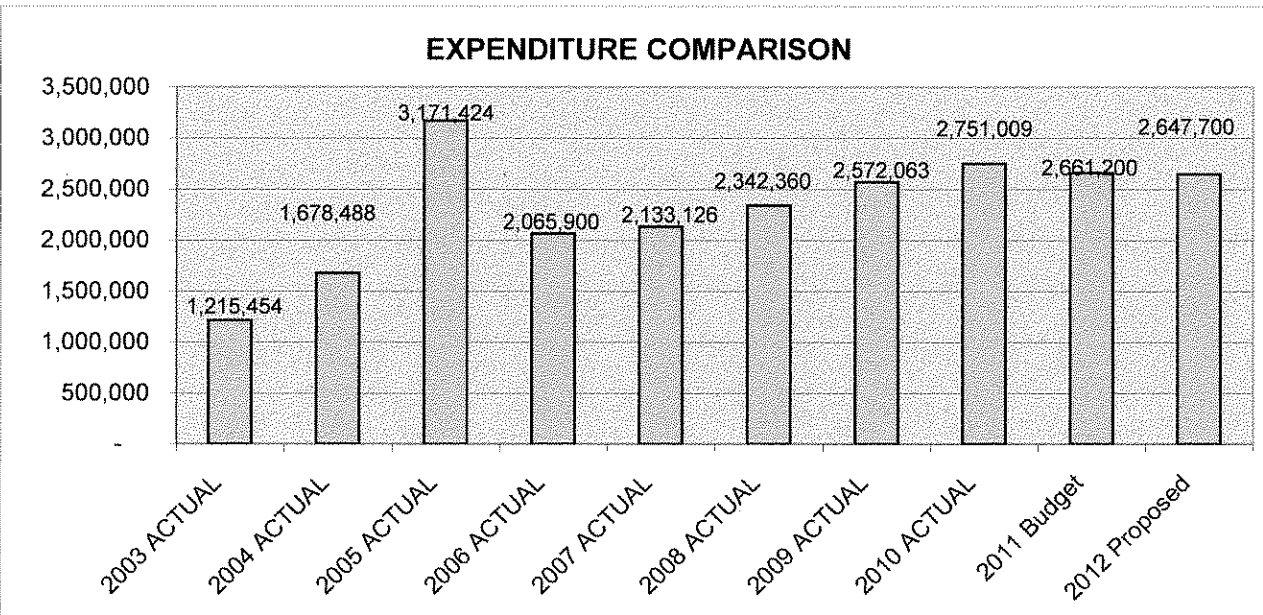
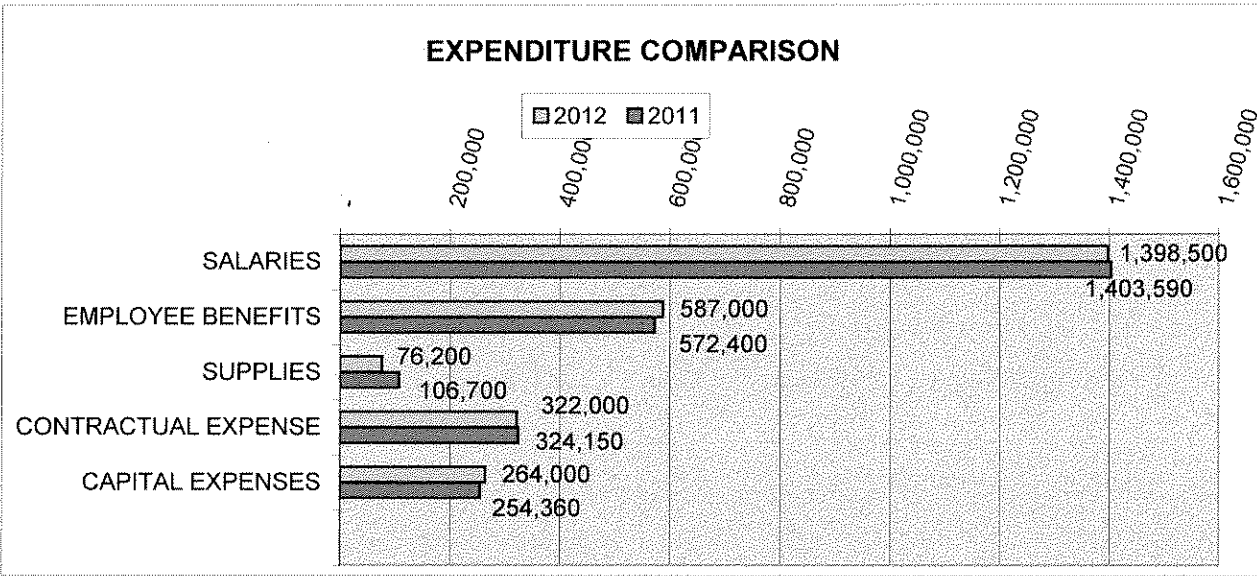
SAFER GRANT FUNDS

Federal grant funds to provide assistance with salaries and benefits for firefighters. This is a quarterly reimbursement grant; in 2012 one quarter will be reimbursed at 30% and the grant period will be over.



EXPENDITURES COMPARISON 2011 BUDGET 2012 BUDGET

COST CATEGORY	2012 BUDGET		2011 BUDGET		INCREASED	PERCENT
	AMOUNT	PERCENT	AMOUNT	PERCENT		
	2012		2011			
SALARIES	1,398,500	52.82%	1,403,590	52.74%	(5,090)	-0.36%
EMPLOYEE BENEFITS	587,000	22.17%	572,400	21.51%	14,600	2.55%
SUPPLIES	76,200	2.88%	106,700	4.01%	(30,500)	-28.58%
CONTRACTUAL EXPENSE	322,000	12.16%	324,150	12.18%	(2,150)	-0.66%
CAPITAL EXPENSES	264,000	9.97%	254,360	9.56%	9,640	3.79%
TOTAL	2,647,700	100.0%	2,661,200	100.00%	(13,500)	-0.51%



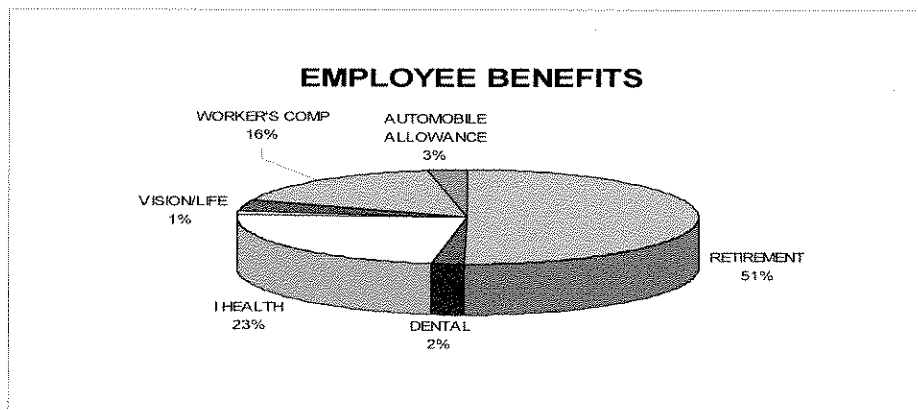
BUDGET COMMENTS EXPENDITURES

SALARIES

- Includes all full time positions with overtime, holidays & incentive pay.
- Does not included funding for relief position.
- Contract pay includes relief workers for vacation, sick, and education time for full time employees. Contract pay also includes part-time Chief Officer and Clerical positions.
- Educational incentive pay includes \$1250 for associate degrees and \$1500 for bachelor's degree.
- Eligible full time employees will receive normal step increases.

EMPLOYEE BENEFITS

- Retirement contributions has increased to 23.25%.
- Health insurance benefits are expected to increase by less than 1% over last year.
- Employer contribution has been set at 62%.
- Dental, vision, and life premiums will remain basically unchanged from last year.
- Employee contribution will be 62%.
- Worker's Compensation premium rates have remained basically unchanged.
- Automobile allowance will remain \$700 a month.



BUDGET COMMENTS EXPENDITURES

SUPPLIES

- Chemical and foam class A foam.
- Communication supplies has been reduced due to new equipment in service.
- Computer hardware is to replace aging work stations.
- Computer software has been budgeted for this year.
- Fire hose has been budgeted to replace hose as needed.
- Bunker gear has been reduced to replace gear on an as need basis.
- Fuel remains same as prior year.
- Medical oxygen has been reduced.
- Medical supplied is reduced.
- Office supplies has been reduced.
- Other operating supplies has been reduced.
- Publications and subscriptions has been reduced.

CONTRACTUAL SERVICES

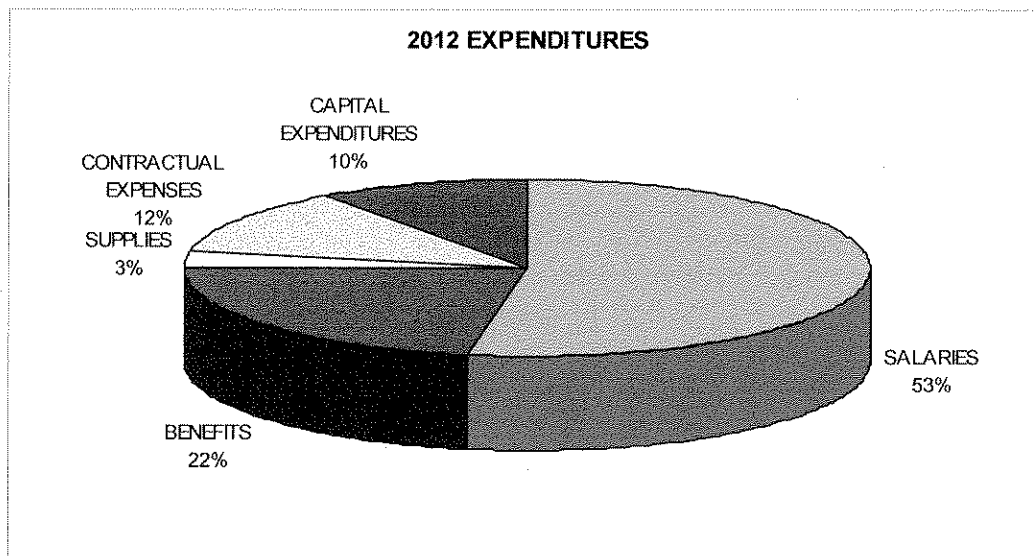
- Auditing and Accounting is for annual audit and quarterly payroll taxes.
- Sheriff's office charges are for the collection of service fee. The sheriff charges 8.25%
- Assessor charges are for placing the service fee on the tax rolls. \$1.00 for first 5,000 listings and \$.50 for each additional listing.
- Electrical and gas have been reduced slightly due to cost.
- Insurance cost unchanged from last year
- Insurance general and management liability lines have been separated.

BUDGET COMMENTS EXPENDITURES

- Other contractual services has been increased to cover cost of EAP.
- Repair and maintenance to motor vehicles have remained unchanged.
- Retirement cost is up due to increase property taxes.
- Fire hydrant rentals will remain unchanged.
- Repair and maintenance to building is to cover normal station maintenance.
- Repair and maintenance to equipment is to cover cost of portable equipment.
- All other expenses are in line with last year's.

CAPITAL EXPENDITURES

- Includes payment for certificate of indebtedness.
- Other capital outlay for computer equipment funded by LAGAP.



**CENTRAL FIRE PROTECTION DISTRICT
GENERAL FUND, SALARY/ BENEFIT &
CAPITAL IMPROVEMENT SPECIAL FUND**

2011 BUDGET

2012 PROPOSED

PRIOR YEAR
CHANGE

GENERAL FUND 2012

REVENUE

SAFER GRANT	95,600	21,000	(74,600)
PROPERTY TAXES	1,079,000	1,120,900	41,900
INTEREST & PENALTIES ON PROPERTY TAXES	9,600	8,400	(1,200)
LA. REVENUE SHARING	290,000	290,500	500
2% INSURANCE REBATE	106,500	109,000	2,500
SERVICE CHARGE	351,000	357,000	6,000
INTEREST EARNINGS	3,000	1,500	(1,500)
SUPPLEMENTAL PAY	162,000	156,000	(6,000)
TRANSFER FROM SPECIAL FUND	539,500	560,400	20,900
STATE APPROPRIATIONS	20,000	0	(20,000)
GRANT FUNDS		20,000	20,000
MISC. REVENUE	5,000	3,000	(2,000)
TOTAL REVENUE	2,661,200	2,647,700	(13,500)

EXPENDITURES

EMPLOYEE WAGES

REGULAR EMPLOYEES	1,060,540	1,056,500	(4,040)
CONTRACT EMPLOYEES	75,300	80,000	4,700
OVERTIME - SCHEDULED	27,500	27,500	0
OVERTIME - UNSCHEDULED	40,000	40,000	0
STEP-UP PAY	2,000	2,000	0
HOLIDAY PAY	31,000	31,500	500
EDUCATION INCENTIVE PAY	5,250	5,000	(250)
SUPPLEMENTAL PAY	162,000	156,000	(6,000)
TOTAL WAGES	1,403,590	1,398,500	(5,090)

EMPLOYEE BENEFITS

RETIREMENT-EMPLOYER'S PORTION	274,000	295,600	21,600
INSURANCE-GROUP DENTAL	11,000	12,000	1,000
INSURANCE-GROUP HEALTH	138,500	136,500	(2,000)
INSURANCE-GROUP VISION	3,600	3,600	0
INSURANCE-GROUP LIFE	2,500	3,500	1,000
SOCIAL SECURITY/MEDICARE	26,000	24,000	(2,000)
WORKER'S COMP	100,000	95,000	(5,000)
AUTOMOBILE ALLOWANCE	16,800	16,800	0
TOTAL EMPLOYEE BENEFITS	572,400	587,000	14,600

**CENTRAL FIRE PROTECTION DISTRICT
GENERAL FUND, SALARY/ BENEFIT &
CAPITAL IMPROVEMENT SPECIAL FUND**

2011 BUDGET 2012 PROPOSED

PRIOR YEAR
CHANGE

SUPPLIES

CHEMICALS/FOAM	2,500	2,500	0
COMMUNICATION SUPPLIES	2,000	500	(1,500)
COMPUTER HARDWARE	2,500	1,000	(1,500)
COMPUTER SOFTWARE	500	500	0
FIRE EXTINGUISHER REFILLED	500	500	0
FIRE HOSE	4,500	4,500	0
FIRE PREVENTION MATERIALS	4,000	4,000	0
FIREFIGHTING SUPPLIES	5,000	5,000	0
FIRE FIGHTING BUNKER GEAR	28,000	5,000	(23,000)
FOOD FOR HUMAN CONSUMPTION	2,000	2,000	0
FUEL, OIL, & LUBRICANTS	27,500	27,500	0
ICE	1,500	1,500	0
JANITORIAL SUPPLIES	3,000	2,500	(500)
MAINTENANCE SUPPLIES	700	700	0
MEDICAL OXYGEN/GASES	2,000	1,500	(500)
MEDICAL SUPPLIES	3,500	2,500	(1,000)
OFFICE SUPPLIES	2,500	2,000	(500)
OTHER OPERATING & MAINT. SUPPLIES	5,000	4,000	(1,000)
PROFESSIONAL PUBLICATIONS/SUBSCRIPTIONS	3,500	2,500	(1,000)
UNIFORMS	6,000	6,000	0
TOTAL SUPPLY ACCOUNTS	106,700	76,200	(30,500)

**CENTRAL FIRE PROTECTION DISTRICT
GENERAL FUND, SALARY/ BENEFIT &
CAPITAL IMPROVEMENT SPECIAL FUND**

2011 BUDGET 2012 PROPOSED

PRIOR YEAR
CHANGE

CONTRACTUAL SERVICES

AUDITING & ACCOUNTING FEES	11,000	11,000	0
COST FOR COLLECTING SERVICE CHARGE	0	0	0
EBR SHERIFF CHARGES	30,000	30,000	0
EBR ASSEOR CHARGES	8,000	8,000	0
DUES & MEMBERSHIPS	1,000	1,000	0
ELECTRICITY & GAS	28,000	26,500	(1,500)
WATER & SEWER CHARGES	3,500	3,500	0
MEDICAL & HOSPITAL SERVICES	3,000	3,000	0
WORKSTEPS & PHYSICALS	1,500	1,500	0
INSURANCE- UMBRELLA	8,500	8,500	
INSURANCE- FLEET	36,750	36,800	50
INSURANCE- ACCIDENT & SICKNESS	0	0	0
INSURANCE-PROPERTY	12,500	12,500	0
INSURANCE-MANAGEMENT LIABILITY		7,900	7,900
INSURANCE-GENERAL LIABILITY	16,750	8,850	(7,900)
INSURANCE-PORTABLE EQUIPMENT	2,100	2,100	0
LEGAL ADVERTISEMENT	1,000	1,000	0
LEGAL SERVICES	7,000	7,000	0
OTHER CONTRACTUAL SERVICES	1,000	2,000	1,000
OTHER PROFESSIONAL SERVICES	0	0	0
RETIREMENT COST	48,000	48,500	500
POSTAGE	750	750	0
JANITORIAL & EXTERMINATION SERVICES	3,000	3,000	0
PHOTOGRAPHY	500	500	0
PRINTING	1,500	1,000	(500)
RENTALS-FIRE HYDRANTS	23,500	23,500	0
RENTALS-OFFICE EQUIPMENT	2,200	2,000	(200)
RENTAL OTHER	500	500	0
REPAIR & MAINT. - BUILDINGS	10,000	10,000	0
REPAIR & MAINT. COMMUNICATION EQUIPMENT	1,000	500	(500)
REPAIR & MAINT. MOTOR VEHICLES	38,000	38,000	0
REPAIR & MAINT. COMPUTERS	500	500	0
REPAIR & MAINT. EQUIPMENT	3,000	2,500	(500)
REPAIR & MAINT. SCBA	500	500	0
TRAINING			0
RESCUE	0	0	0
MEDICAL	2,000	2,000	0
FIRE	4,000	4,000	0
CONFERENCE & SEMINARS	0	0	0
TELE COMMUNICATIONS			0
CELLULAR	2,500	2,500	0
INTERNET	3,600	3,600	0
REGULAR	7,500	7,000	(500)
TOTAL CONTRACTUAL SERVICES	324,150	322,000	(2,150)

**CENTRAL FIRE PROTECTION DISTRICT
GENERAL FUND, SALARY/ BENEFIT &
CAPITAL IMPROVEMENT SPECIAL FUND**

2011 BUDGET 2012 PROPOSED

PRIOR YEAR
CHANGE

CAPITAL EXPENDITURES

CERTIFICATE OF INDEBTEDNESS	254,360	244,000	(10,360)
FIREFIGHTING EQUIPMENT	0	0	0
BUILDINGS	0	0	0
MOTOR VEHICLES	0	0	
OTHER CAPITAL OUTLAY		20,000	20,000
TOTAL CAPITAL OUTLAY	254,360	264,000	9,640

TOTAL EXPENDITURE ACCOUNTS

	2,661,200	2,647,700	(13,500)
GENERAL FUND SUMMARY			0
GENERAL FUND REVENUE	2,661,200	2,647,700	(13,500)
GENERAL FUND EXPENDITURES	(2,661,200)	(2,647,700)	13,500
EXPENDITURES OVER/UNDER REVENUES	388,673	0	
BEGINNING FUND BALANCE	1,773,795	2,162,468	388,673
ENDING FUND BALANCE	2,162,468	2,162,468	0

SPECIAL FUND SALARIES, BENEFITS & CAPITAL OUTLAY

SPECIAL FUND REVENUES			
PROPERTY TAX	539,500	560,400	20,900
			0
SPECIAL FUND EXPENDITURES			0
			0
SALARIES	295,000	305,400	10,400
EMPLOYEE BENEFITS	114,500	125,000	10,500
CERTIFICATE OF INDEBTEDNESS	130,000	130,000	0
TOTAL EXPENDITURE ACCOUNTS	539,500	560,400	20,900
USES OVER/UNDER SOURCES	0	0	0
BEGINNING FUND BALANCE	33,085	33,085	0
ENDING FUND BALANCE	33,085	33,085	0