# RESOLUTION NO. 24-004

## RESOLUTION OF THE COMMISSION FOR THE SANTEE-LAKESIDE EMERGENCY MEDICAL SERVICES AUTHORITY ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024/2025

**WHEREAS,** the Santee-Lakeside Emergency Medical Services Authority (hereinafter referred to as "SLEMSA") is required to adopt a final budget, on or before October 1 of each year, as required by section 13890 of the Health & Safety Code; and

**WHEREAS,** SLEMSA has made recommendations and submitted the proposed final budget, attached hereto as Exhibit "A," for review and adoption at a publicly noticed meeting; and

**WHEREAS,** SLEMSA has determined that there will be enough revenue and fund balance to adequately meet total expenditures for Fiscal Year 2024/2025.

**NOW, THEREFORE, BE IT RESOLVED,** the Commission for the Santee-Lakeside Emergency Medical Services Authority does hereby adopt the Final Budget for the Fiscal Year 2024/2025 with a total expenditure and operating fund transfer requirement of $12,123,199, attached hereto as Exhibit "A,"; and

**BE IT FURTHER RESOLVED** by the Commission for the Santee-Lakeside Emergency Medical Services Authority that the means of financing the expenditure requirement will be by monies derived from all revenue sources, available fund balance, and designated reserve fund balances; and

***PASSED and ADOPTED*** *by the Commission of the Santee-Lakeside Emergency Medical Services Authority, County of San Diego, State of California, on the 8th Day of August 2024, by the following vote:*

**AYES:** Koval, Liebig, Trotter

**NOES:**

**ABSTAIN:**

**ABSENT:** Robles

Laura Koval
Chairperson

Yvette Schlotter
Acting Secretary of the Commission

Exhibit A

**Santee-Lakeside Emergency Medical Services Authority**
**Preliminary FY2024-2025 Budget**
**Thursday, August 8, 2024**

| | FY 2023-24 Adopted Budget | FY 2023-24 Estimated Actuals | FY 2024-25 Final Proposed Budget |
|---|---|---|---|
| **BEGINNING BALANCE** | $ 316,800 | $ 316,800 | $ 478,100 |
| **OPERATING REVENUE** | | | |
| Ambulance Fees | 7,271,500 | 7,644,000 | 7,996,900 |
| Ambulance Benefit Fee | 3,214,700 | 3,327,900 | 3,497,960 |
| Property Tax | 876,720 | 878,870 | 896,400 |
| Final Distribution from County | - | 721,290 | - |
| Interest Revenue | - | 60,000 | 75,000 |
| **Revenue Totals** | 11,362,920 | 12,632,060 | 12,466,260 |
| **OPERATING EXPENDITURES** | | | |
| Billing Contractor | 345,400 | 305,450 | 335,770 |
| Administrative Service Provider (ASP) | 101,530 | 101,530 | 114,730 |
| Attorney Fees | 25,000 | 25,000 | 25,000 |
| Special Tax Consultant | 7,140 | 7,140 | 7,300 |
| Bank Fees | 6,000 | 12,000 | 14,400 |
| Audit Fees | 5,000 | 5,000 | 4,500 |
| Insurance | 6,050 | 6,050 | 8,260 |
| Records Retention | 3,350 | 3,350 | 3,350 |
| Other As-Needed Professional Services | 15,000 | 15,000 | 15,000 |
| PP GEMT IGT Buy In | 1,396,500 | 1,213,510 | 928,050 |
| Postage | 1,500 | 1,500 | 600 |
| **Expenditure Totals** | 1,912,470 | 1,695,530 | 1,456,960 |
| **JPA Reserve (25% of total expenditures)** | 478,100 | 478,100 | 364,200 |
| **Total Net Revenue (available for distribution)** | $ 9,289,150 | $ 10,775,230 | $ 11,123,199 |
| **DISTRIBUTION** | | | |
| City of Santee | $ 4,644,575 | $ 5,387,615 | $ 5,561,600 |
| Lakeside Fire Protection District | $ 4,644,575 | $ 5,387,615 | $ 5,561,600 |

Exhibit B

Santee-Lakeside Emergency Medical Services Authority
Administrative Service Provider
Fiscal Year 2024-25

| Positions | Annual | Time allocated JPA duties | | Duties |
|---|---|---|---|---|
| Management Analyst - Finance | $135,600 | 50% | $ 67,800 | Billing contractor management; Billing contractor payment review; semi-annual reconciliation; monthly ambulance billing revenue distribution; annual audit; annual budget preparation; special tax consultant contract management; refunds issued; banking; meeting support |
| Director of Finance | 243,000 | 15% | 36,500 | Semi-annual reconciliation, annual audit, annual budget preparation, management of the ASP; attendance at Commission meetings |
| Overhead | | 10% | 10,430 | |
| | | | $ 114,730 | |