

FIRE DEPARTMENT

MISSION

Our mission is to “protect life and property from perils by providing our community and customers with quality services by providing timely emergency response, fire code administration, fire prevention and education, in an efficient, professional, and customer friendly manner.”

DEPARTMENT OVERVIEW

The City of Eustis Fire Department was formed in 1863 to serve the citizens of the City of Eustis. The Department has evolved through the last 125 years into three bureaus, Administration, Prevention, and Suppression with a total current staff of 24 full time personnel and 6 part-time/volunteer personnel. Of the six part-time/volunteer personnel four meet current mandated State standards to serve as full time firefighters. In addition, of the total Fire Department staff, 27 are State Certified as Emergency Medical Technicians and are able to provide staffing for an Emergency Medical Basic Life Support Response. The Eustis Fire Department was evaluated in 2007 by the Insurance Services Organization (ISO) and was able to lower their ISO rating to a three. This current rating could result in considerable savings to businesses and a \$50 to \$100 dollar savings to each household within our corporate limits. Increased staffing per shift, excellent equipment, water supply, and joint response with neighboring departments was an integral part of being able to obtain the lower rating. The Fire Department will respond to approximately 3,300 emergency calls for service during 2008 provided the average 10% increase of calls per year continues.

Fire

Baseline Services:

- Administration
 - Provides required command leadership, supervision, training and administrative support of all operations within the department.
 - Budget and Purchasing and control of expenditures.
 - Assist in Fire Cause determination as required by State Statutes and Local Ordinances.
 - Provide addressing in cooperation with Lake County Communication Systems to assure effective Enhanced 911 data system.
 - Review and approve site plans for new building construction to assure Code Compliance.
 - Assist with response and coordination of the City of Eustis Emergency Management and Disaster Plan.
- Fire Prevention/Inspection
 - Review building plans, site plans, and fire suppression plans for code compliance.
 - Provide annual fire inspections and permit to all business occupancies within the City.
 - Car-seat Safety Program, National Certification by Program.
 - Fire prevention and education programs.
 - Assist with fire cause determination.
 - Maintain records of all fire inspections and violations.
 - Assist Information technology with maintaining department computer system.
- Fire Suppression

This bureau provides a myriad of services within the fire department in providing the manpower to accomplish the “Mission Statement”. To enumerate their respective functions would seem an almost un-surmountable task. It has been stated that a firefighter must become acquainted with numerous professions and trades to perform his daily task.

 - Building, Vehicle, Woods, and all other types fire extinguishment or control.
 - Patient extrication. (Building, Vehicle, etc.) Including high angle rescues.
 - Maintenance of equipment, station maintenance.
 - Personal readiness by gaining advanced education, training, and physical fitness.
 - Hydrant maintenance, inspection, painting, flowing, recording fire flows.
 - Provide manpower & equipment for fire prevention and inspection activities.
 - Seat belt and child safety seat installation.
 - Maintain combat readiness of his personal and department gear.
 - Daily vehicle inspection and servicing.
 - Provide manpower for Basic Life Support response.
 - Maintain certifications to continue providing services.
 - Public contact & good will generation by participating in public activities, & festivals.
 - Develop, fabricate, and deployment of useful tools for the department.
 - Hazardous materials identification, spill control, and or mitigation.
 - Develop pre-plans for target hazards, and other buildings within City.
 - Respond to request for Interlocal Assistance to Mount Dora and Lake County.
 - Boat and Water Rescue.
 - Manpower for BLS bike team.

Department Initiatives:

- Maintain quality control in Emergency Medical Response.
- Gain better function of existing record keeping database system.

**CITY OF EUSTIS, FLORIDA
ANNUAL BUDGET
DEPARTMENT SUMMARY**

FUND: GENERAL	TARGET BUDGET:	\$ 1,683,908
DEPARTMENT: FIRE		
PROGRAM: SUMMARY	AMOUNT REQUESTED:	\$ 1,742,565

<u>Activities Included:</u>	<u>Amount</u>	<u>Employee FTE</u>
Administration	307,535	3
Fire Prevention	71,346	1
Fire Suppression	1,363,684	20
Subtotal	1,742,565	24
One Time Costs	(2,958)	
Increase In Recurring Revenue	-	
Net Recurring Budget Request	1,739,607	

<u>Budget Summary</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>
<u>Description:</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>
Personal Services	1,478,923	1,615,941	1,545,946
Operating Expenses	170,085	194,713	193,661
Subtotal	1,649,008	1,810,654	1,739,607
Capital	1,806	28,904	2,958
Other	0	-	-
Total	1,650,814	1,839,558	1,742,565
Employees:	26	26	24

<u>Activities Not Included:</u>	<u>Amount</u>	<u>Employee FTE</u>
Reduction of one inspector	46,930	1
Reduction of one firefighter	47,999	1

Other Remarks:
Above FTE numbers do not include Volunteer Firefighters

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Safety	Fire	Administration 220-522

ACCT. NO.	DESCRIPTION	Actual FY 05-06	Actual FY 06-07	Budget FY 07-08	Estimated FY 07-08	Budget FY 08-09
	<u>PERSONAL SERVICES</u>					
1011	Executive Salaries	60,000	68,036	78,066	78,066	78,189
1012	Regular Salaries & Wages	67,606	74,333	82,598	79,598	85,590
1015	Special Pay	650	550	1,920	1,920	600
1016	Christmas Bonus	780	630	780	780	780
1021	F.I.C.A. Taxes	9,365	10,141	12,498	12,498	12,635
1023	Life & Health Insurance	19,260	21,700	22,500	22,500	23,400
1024	ICMA Retirement	926	1,467	1,568	1,568	1,594
1026	Other Retirement	<u>14,041</u>	<u>16,564</u>	<u>14,659</u>	<u>14,659</u>	<u>11,389</u>
	subtotal	172,628	193,421	214,589	211,589	214,177
	<u>OPERATING EXPENSES</u>					
3031	Professional Services	18,444	5,729	9,000	8,000	9,000
3034	Other Contractual Services	9,340	16,761	19,000	19,000	19,000
3040	Travel & Per Diem	4,954	6,420	9,000	9,000	6,000
3041	Communication Services	15,382	8,176	13,800	13,800	15,120
3042	Transportation	161	365	700	700	700
3043	Utility Services	12,333	12,880	14,000	14,000	15,000
3044	Rental & Leases	0	0	0	0	0
3046	Repair & Maintenance	6,101	16,620	8,000	8,000	6,000
3051	Office Supplies	3,012	3,485	3,500	2,500	2,500
3052	Operating Supplies	3,554	5,833	5,000	7,000	6,000
3054	Books, Publ., Subscr.	4,109	3,297	4,500	3,500	3,000
3055	Employee Study Expense	<u>8,791</u>	<u>13,462</u>	<u>16,000</u>	<u>16,000</u>	<u>10,000</u>
	subtotal	86,181	93,028	102,500	101,500	92,320
	<u>CAPITAL OUTLAY</u>					
6063	Improv. Other Than Bldgs	0	0	0	0	0
6064	Machinery & Equipment	<u>5,883</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,038</u>
	subtotal	5,883	0	0	0	1,038
	TOTAL	<u>264,692</u>	<u>286,449</u>	<u>317,089</u>	<u>313,089</u>	<u>307,535</u>

CAPITAL OUTLAY

Alerting System 1,038

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

<u>Function</u>	<u>Department</u>					<u>Program</u>
Public Safety	Fire					Prevention 221-522
ACCT.		Actual	Actual	Budget	Estimated	Budget
<u>NO.</u>	<u>DESCRIPTION</u>	<u>FY 05-06</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 07-08</u>	<u>FY 08-09</u>
	<u>PERSONAL SERVICES</u>					
1012	Regular Salaries & Wages	75,995	70,916	79,733	79,733	42,067
1014	Overtime	0	1,180	5,000	5,000	2,500
1016	Christmas Bonus	520	430	520	520	260
1021	F.I.C.A. Taxes	5,435	4,643	6,522	6,522	3,430
1023	Life & Health Insurance	12,040	14,880	15,000	15,000	7,800
1024	ICMA Retirement	1,205	2,171	2,525	2,525	2,674
1026	Other Retirement	<u>5,559</u>	<u>5,222</u>	<u>4,784</u>	<u>4,784</u>	<u>0</u>
	subtotal	100,754	99,442	114,084	114,084	58,731
	<u>OPERATING EXPENSES</u>					
3046	Repair & Maintenance	917	1,987	2,000	2,000	2,000
3047	Printing & Binding	1,146	377	1,800	1,300	1,300
3052	Operating Supplies	<u>7,922</u>	<u>6,569</u>	<u>7,342</u>	<u>8,342</u>	<u>9,315</u>
	subtotal	9,985	8,933	11,142	11,642	12,615
	<u>CAPITAL OUTLAY</u>					
6064	Machinery & Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	subtotal	0	0	0	0	0
	TOTAL	<u>110,739</u>	<u>108,375</u>	<u>125,226</u>	<u>125,726</u>	<u>71,346</u>

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

<u>Function</u>	<u>Department</u>	<u>Program</u>
Public Safety	Fire	Suppression 222-522

ACCT. <u>NO.</u>	<u>DESCRIPTION</u>	<u>Actual FY 05-06</u>	<u>Actual FY 06-07</u>	<u>Budget FY 07-08</u>	<u>Estimated FY 07-08</u>	<u>Budget FY 08-09</u>
<u>PERSONAL SERVICES</u>						
1012	Regular Salaries & Wages	636,006	744,170	842,479	834,619	851,437
1013	Other Salaries & Wages	13,464	10,108	23,000	16,000	16,000
1014	Overtime	94,559	96,615	95,000	95,000	90,000
1015	Special Pay	1,050	1,100	600	600	1,200
1016	Christmas Bonus	3,740	4,730	5,460	5,275	5,200
1021	F.I.C.A. Taxes	55,409	60,651	73,939	73,939	73,734
1023	Life & Health Insurance	117,700	150,660	157,500	156,875	156,000
1026	Other Retirement Costs	<u>95,928</u>	<u>118,026</u>	<u>107,960</u>	<u>107,960</u>	<u>79,467</u>
	subtotal	1,017,856	1,186,060	1,305,938	1,290,268	1,273,038
<u>OPERATING EXPENSES</u>						
3034	Other Contractual Services	812	3,978	7,274	5,274	7,550
3046	Repair & Maintenance	25,372	24,863	25,000	32,545	25,000
3052	Operating Supplies	33,463	39,283	33,752	43,752	56,176
3055	Employee Study Expense	<u>-332</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	subtotal	59,315	68,124	66,026	81,571	88,726
<u>CAPITAL OUTLAY</u>						
6064	Machinery & Equipment	<u>3,385</u>	<u>1,806</u>	<u>28,904</u>	<u>28,904</u>	<u>1,920</u>
	subtotal	3,385	1,806	28,904	28,904	1,920
	TOTAL	<u>1,080,556</u>	<u>1,255,990</u>	<u>1,400,868</u>	<u>1,400,743</u>	<u>1,363,684</u>

CAPITAL OUTLAY
MSA Air Cylinders (4)

1,920