



# Excelsior Fire District

*Proudly serving the Communities of:*

*Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay*

24100 Smithtown Road

Shorewood, MN. 55331

## First DRAFT 2016 Budget Foot Notes

April 6, 2015

- Proposed 2016 Budget Footnotes

The following footnotes help to identify significant changes for 2016 as proposed in the budget.

- **Excelsior Fire District becomes Tax Exempt beginning January 1, 2016**
  - Estimated savings \$9,000
- **Staffing**
  - Administrative Specialist - Shared Services with the City of Chanhassen as described within
  - A detail is included
- **Facilities**
  - The \$25,100 in identified building maintenance projects as identified in the building maintenance planning
- **Capital Equipment Fund**
  - Aerial 11 replacement – a detail memo of the replacement for Aerial 11 is included
  - Boat 11 Replacement - 2017



**2016**

**Proposed 1<sup>st</sup> DRAFT**

**CIP and Operating  
Budget**

**April 6, 2015**

**Excelsior Fire District**

Budget FY 2016 *First DRAFT - April 6, 2015*  
 Comparison with Previous Years

Account Code	Object Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Actual Amount	2015 Budget Adopted	2016 Requested Budget	2016 Requested Dollar Increase	Percent Change From 15 Adopted
<b>Fund 230</b>	<b>FIRE OPERATING FUND</b>								
<b>Dept 42200</b>	<b>Fire Operations</b>								
<u>Personal Services</u>									
230-42200-101	Employees Regular	128,444	135,373	144,374	152,571	153,978	204,633	50,655	32.90%
230-42200-103	Part-Time Employees	15,795	15,672	16,321	16,886	25,326	5,846	(19,480)	-76.92%
230-42200-106	Firefighter's Salaries	142,573	150,892	150,720	146,346	182,060	189,805	7,745	4.25%
230-42200-107	Fire Officer's Salaries	31,626	32,655	33,210	33,976	35,909	36,544	635	1.77%
230-42200-108	Part-Time Fire Inspector	-	-	-	-	-	-	-	-
230-42200-121	PERA	19,414	20,419	21,845	24,207	26,435	29,538	3,103	11.74%
230-42200-122	FICA/MC	18,358	20,159	11,957	17,578	20,845	23,306	2,461	11.81%
230-42200-131	Employer Paid Health	25,188	22,117	23,385	25,538	27,920	39,446	11,526	41.28%
230-42200-133	Employer Paid Life Insuranc	23	23	23	23	24	36	12	50.00%
230-42200-151	Worker's Comp Insurance	18,952	19,966	25,239	22,276	28,000	25,000	(3,000)	-10.71%
	<b>Total Personal Services</b>	<b>400,373</b>	<b>417,276</b>	<b>427,074</b>	<b>439,401</b>	<b>500,497</b>	<b>554,154</b>	<b>53,657</b>	<b>10.72%</b>
<u>Pension</u>									
230-42200-170	Firefighter Pension Contribu	88,124	14,907	27,529	-	-	-	-	-
<u>Supplies</u>									
230-42200-200	Office Supplies	4,378	3,496	3,730	4,112	4,000	3,720	(280)	-7.00%
230-42200-212	Motor Fuels	13,462	15,224	14,003	13,758	16,000	15,250	(750)	-4.69%
230-42200-217	Clothing	19,201	32,542	26,850	24,906	27,950	28,500	550	1.97%
230-42200-220	Repair/Maint. Supplies	4,652	7,672	6,891	7,717	7,000	6,500	(500)	-7.14%
230-42200-221	First Aid Supplies	1,434	1,999	3,160	6,397	2,500	2,100	(400)	-16.00%
230-42200-222	Firefighting Supplies	10,837	13,939	18,239	19,018	11,000	10,220	(780)	-7.09%
230-42200-241	Fire Prevention Tools	5,003	5,990	4,543	4,141	5,000	5,000	-	0.00%
	<b>Total Supplies</b>	<b>58,967</b>	<b>80,862</b>	<b>77,416</b>	<b>80,049</b>	<b>73,450</b>	<b>71,290</b>	<b>(2,160)</b>	<b>-2.94%</b>
<u>Professional Services</u>									
230-42200-304	Legal	1,425	193	-	603	3,000	3,000	-	0.00%
230-42200-307	Fiscal Management Fees	18,000	17,000	16,000	16,000	16,480	16,975	495	3.00%
230-42200-311	Auditing	9,825	9,550	9,797	10,035	11,000	15,000	4,000	36.36%
230-42200-312	Refuse & Recycling Collecti	1,244	1,573	1,847	955	1,800	1,800	-	0.00%
230-42200-313	Janitorial Services	5,720	6,307	6,038	7,779	7,000	7,000	-	0.00%
230-42200-318	Medical Fees	5,443	6,406	6,312	6,481	7,000	7,000	-	0.00%
230-42200-319	Professional Services	25,649	15,738	25,579	22,317	29,704	29,424	(280)	-0.94%
	<b>Total Professional Services</b>	<b>67,306</b>	<b>56,767</b>	<b>65,573</b>	<b>64,170</b>	<b>75,984</b>	<b>80,199</b>	<b>4,215</b>	<b>5.55%</b>
<u>Other Services and Charges</u>									
230-42200-321	Telephone/Communications	22,967	23,284	22,066	27,791	27,600	26,250	(1,350)	-4.89%
230-42200-322	Postage	455	382	654	219	500	500	-	0.00%
230-42200-323	Radio Units	17,526	27,957	25,329	31,311	28,500	28,500	-	0.00%
230-42200-331	Conferences	6,544	5,549	5,795	5,544	6,000	6,000	-	0.00%
230-42200-332	Mileage	13	-	74	118	200	200	-	0.00%
230-42200-333	Meeting Expenses	3,690	4,292	5,134	3,624	4,000	4,000	-	0.00%
230-42200-334	Training & Schools	28,786	24,863	27,302	23,765	25,500	27,500	2,000	7.84%
230-42200-350	Printing & Publishing	696	1,071	1,272	701	1,100	1,100	-	0.00%
230-42200-360	Insurance	25,573	25,917	26,702	26,277	30,000	27,000	(3,000)	-10.00%
230-42200-381	Electric Utilities	32,314	31,114	34,658	32,097	34,800	33,390	(1,410)	-4.05%
230-42200-383	Gas Utilities	13,432	10,629	12,814	15,409	14,000	13,000	(1,000)	-7.14%
230-42200-386	Water and Sewer Utilities	731	1,211	999	864	1,100	1,100	-	0.00%
230-42200-401	Repairs & Maint. Contracte	32,567	36,624	35,392	43,161	27,600	51,300	23,700	85.87%
230-42200-404	Repairs/Maint. Machinery/E	29,983	19,953	28,032	24,539	25,450	24,770	(680)	-2.67%
230-42200-405	Fire Equipment Maintenanc	21,210	9,558	6,967	13,689	11,245	11,270	25	0.22%
230-42200-430	Misc Expenses (Bank)	499	481	843	1,186	1,220	1,220	-	0.00%
230-42200-433	Dues and Subscriptions	2,391	2,458	3,251	3,620	4,434	4,434	-	0.00%
230-42200-439	Contingency	-	-	-	-	-	-	-	-
	<b>Total Other Services</b>	<b>239,377</b>	<b>225,343</b>	<b>237,284</b>	<b>253,915</b>	<b>243,249</b>	<b>261,534</b>	<b>18,285</b>	<b>7.52%</b>
	<b>Total Operating Budget</b>	<b>854,147</b>	<b>795,155</b>	<b>834,876</b>	<b>837,535</b>	<b>893,180</b>	<b>967,177</b>	<b>73,997</b>	<b>8.28%</b>
<u>Capital Outlay</u>									
230-42200-720	Building Fund Transfer	-	-	-	-	30,000	-	(30,000)	-
230-42200-720	Fire Relief Fund Transfer	-	27,529	-	-	30,000	-	(30,000)	-
230-42200-720	Fund Balance/ Reserve	-	-	-	-	30,000	-	-	-
230-42200-720	Capital Equip Transfer	160,000	165,000	170,000	175,000	170,000	170,000	-	0.00%
230-42200-720	Fire Facilities Transfer	553,329	554,567	554,285	548,460	547,091	549,098	2,007	0.37%
		<b>713,329</b>	<b>747,096</b>	<b>724,285</b>	<b>723,460</b>	<b>807,091</b>	<b>719,098</b>	<b>(87,993)</b>	<b>-10.90%</b>
	<b>Totals Fund 230 Fire Operating</b>	<b>1,567,476</b>	<b>1,542,251</b>	<b>1,559,161</b>	<b>1,560,995</b>	<b>1,700,271</b>	<b>1,686,275</b>	<b>(13,996)</b>	<b>-0.82%</b>
<u>Operating Revenue</u>									
34202	Municipal Contribution	1,511,751	1,516,291	1,532,895	1,568,508	1,590,771	1,635,079		
	Shared Services Income	-	-	-	-	-	31,696		

36210	Interest Income	3,209	1,592	1,073	1,124	1,500	1,500
36228	Refunds and Reimburseme	16,910	24,464	22,080	11,132	12,000	12,000
36230	Donations / Other Income	10,136	-	4,266	550	-	-
39203	Special Events	-	-	-	-	6,000	6,000
39203	Fund Transfers	62,000	22,956	27,529	-	-	-
	<b>Total Revenue</b>	<u>1,604,006</u>	<u>1,565,303</u>	<u>1,587,843</u>	<u>1,581,314</u>	<u>1,610,271</u>	<u>1,686,275</u>
	<b>Balance</b>	<u>36,530</u>	<u>23,052</u>	<u>28,682</u>	<u>20,319</u>	<u>(90,000)</u>	<u>-</u>
	<b>Balance, January 1st</b>	<u>280,239</u>	<u>316,769</u>	<u>339,821</u>	<u>368,503</u>	<u>388,822</u>	<u>298,822</u>
	<b>Balance, December 31st</b>	<u>316,769</u>	<u>339,821</u>	<u>368,503</u>	<u>388,822</u>	<u>298,822</u>	<u>298,822</u>
	<b>Fund Balance %</b>	<u>39.837</u>	<u>40.703</u>	<u>43.999</u>	<u>43.532</u>	<u>30.896</u>	

(2015 vs. 2016 Contribution) = 1,590,771 1,635,079 2.79%

City Contribution Increase from 2015 44,308

**EXCELSIOR FIRE DISTRICT**  
**2016 1st DRAFT Operating Budget**  
**April 6, 2015**

**CATEGORY**

**PERSONAL SERVICES**

	Detail Item Amount		Line Item Total	Category Total
101 Employees Regular (Full-time)			204,633	
Fire Chief	107,579	4.50%		
Fire Inspector	55,516	9.60%		
Administrative Specialist	41,538			
Full time Excelsior Fire (Contract to City of Chanhassen for 20 hours per week)				
50% cost share	EFD Cost (\$20,769)			
19.97/hr x 40 hours per week				
103 Part Time employees				
PT Fire Inspector (May to October)	5,846		5,846	
21.65/hr x 10 hours per week	27 weeks			
106 Firefighters Salaries			189,805	
Station 1 Call Pay				
\$12.24 x 350 x 14 x 1.25 hrs	74,970	2.00%		
Station 2 Call Pay				
\$12.24 x 100 x 12 x 1.25 hrs	18,360	2.00%		
All Call Pay				
\$12.24 x 104 x 20 x 1.25 hrs	31,824	2.00%		
Station 1 Drill Pay				
\$24.48 x 50 x 22	26,928	2.00%		
Station 2 Drill Pay				
\$24.48 x 50 x 15	18,360	2.00%		
Duty Officer Pay				
\$45 per day x 365	16,425			
\$24.48 per call x 120	2,938			
107 Fire Officer's Salaries			36,544	
Assistant Chief	6,055	2.00%		
Battalion Chiefs (2)	8,717	4474 TO and 4243 CH3		
Captains (5)	13,144	2.00%		
Apparatus Coordinator	3,509	2.00%		
Asst. Apparatus Coord.	1,165	2.00%		
Coordinators (6)	3,954	2.00%		
121 PERA			29,538	
Chief	17,428			
Fire Inspector	8,994			
Administrative Specialist	3,116			
122 FICA			16,972	
Firefighters	11,768			
PT Fire Inspector	362			
Administrative Specialist	2,576			
Fire Officers (10)	2,266			
123 Medicare			6,334	
Chief	1,560			
FT Fire Inspector	805			
PT Fire Inspector	85			
Firefighters	2,752			
Fire Officers (10)	530			
Administrative Specialist	602			
131 Health Insurance			39,446	
Chief	15,927	10%		
Fire Inspector	13,559	10%		
Administrative Specialist	9,960			
133 Life Insurance			36	
Chief	12			
Fire Inspector	12			
Administrative Specialist	12			
151 Workers Compensation			25,000	

**TOTAL PERSONAL SERVICES** **554,154**

**CATEGORY**

**PENSION**

	Detail Item Amount		Line Item Total	Category Total
Firefighter Pension Contribution	-		-	-

Note: None required for 2016



CATEGORY									
OTHER SERVICES AND CHARGES									
			Detail Item Amount					Line Item Total	Category Total
	321 Communications							26,250	
		Telephone	16,600						
		Cell Phones	3,000						
		Pagers (4 @ 475)	1,900						
		Pager Repair	1,700						
		Internet	1,450						
		MDC Air Cards	800						
		IPAD Connectivity	800						
		<i>Note - Active 911 as a requirement - supply phones??</i>							
	322 Postage							500	
	323 Radio Units							28,500	
		Hennepin County Radio Lease	27,000						
		Hennepin County Radio Repair	500						
		MDC Maintenance	1,000						
	331 Conferences							6,000	
		Mn Fire Dept. Conference	750						
		Mn Fire Chiefs Conference	1,000						
		I Chiefs Conference							
		Fire Department Instr. Conf.	3,600						
		Emergency Mgmt Conf.	400						
		Fire Inspectors Conference	250						
	332 Mileage and Travel							200	
	333 Meeting Expenses							4,000	
	334 Training Expenses							27,500	
		Training Tower / Simulator	2,000			(Traded services for Donation)			
		EMT (4 @ 1300)	5,200						
		EMT Refresher	5,600						
		FFI	2,000			(No longer fully funded by MBFTE Funds)			
		FFII	1,200						
		Haz-Mat Ops	2,000						
		Vo-Tech Schools	1,500						
		State Sectional Schools	2,000						
		Boat Training	300						
		Bloodborne/Right To Know	100						
		Guest Speakers							
		Training Aids	600						
		Support Staff training	300						
		Fire Chief Training	300						
		Fire Inspector Training	700						
		Blue Card ICS Training	2,700						
		Training Equipment	1,000						
	350 Printing And Publishing							1,100	
		Call Sheets	425						
		Film & Developing	100						
		Stationary	350						
		Printer cartridges	225						
		Other Printing							
	360 Insurance							27,000	
	381 Electric Utilities							33,390	
	383 Gas Utilities							13,000	
	386 Water and Sewer Utilities							1,100	
	401 Building Repair							51,300	
		Annual Maintenance	19,050						
		Sprinkler Alarm Inspection / Testing (Contractor Eval)	5,300						
		Elevator Inspection	1,850						
		Building Maintenance Projects (Plan Identified)	25,100						
	404 Repair And Maintenance Of Apparatus							24,770	
		Truck Repair	14,000						
		Pump Testing	1,720						
		Service	5,500						
		Major Repairs	2,700						
		Supplies	850						

CATEGORY									
OTHER SERVICES AND CHARGES (Cont.)									
				Detail Item Amount				Line Item Total	Category Total
	405 Fire Equipment Maintenance							11,270	
	Compressor Service			1,500					
	Air			575					
	Gas Powered Equipment			500					
	SCBA Service			3,720					
	31 packs @\$120/per pack								
	Fit Testing								
	SCBA Flow Testing								
	SCBA Hydro Testing								
	SCBA Maintenance			1,000					
	Ladder Testing			2,000					
	Hose Testing			425					
	Air Monitor			750					
	Air Monitor Calibration			300					
	Maint. Agreement Fitness Room			500					
	430 Misc Expenses							1,220	
	Bank Expenses			500					
	Payroll Direct Deposit Fees			720					
	433 Dues And Subscriptions							4,434	
	Nat. Volunteer Fire Council			30					
	IAFC/INT Assoc Of Fire Chiefs			210					
	Int Assn Of Arson Investigators			50					
	NAFI			40					
	Mn Chapter IAAl			25					
	Mn State Fire Chiefs Assoc			130					
	ACFEI			130					
	MSFDA			330					
	Fire Marshals Assoc Of Mn (2)			70					
	NFPA								
	ACS Firehouse Solutions			730					
	Hennepin County Fire Chiefs			20					
	Hennepin County Fire Chiefs (FIT)			500					
	United Firefighters Assoc			30					
	Firehouse Magazine			30					
	Smoke Eater (22)			160					
	Chamber			-					
	Lake Region Mutual Aid			75					
	Southwest Mutual Aid			100					
	Metro Fire Chiefs			100					
	Fire Chiefs			74					
	Vol FF Benefit Association			350					
	Excelsior Rotary			1,250					
	439 Contingency								
	440 Fund Balance / Reserve								Unreserved fund balance return to cities
	<b>TOTAL OTHER SERVICES AND CHARGES</b>								<b>261,534</b>
	<b>TOTAL OPERATING BUDGET</b>								<b>967,177</b>
	<b>CAPITAL OUTLAY</b>								
	560 Furniture And Equipment								
	570 Office Equipment								
	<b>TOTAL CAPITAL OUTLAY</b>								
	<b>CAPITAL TRANSFERS</b>								
	Equipment Transfers							170,000	
	720 Facilities Transfers							549,098	
	* The Bond payment was increased from the 2015 amount of \$547,091460 to \$549,098 in 2016								
	Building Fund Transfer (Funding for Sealing the Apparatus Bay Floors)								
	Transfer for Mandatory Contribution Reserve								
	<b>TOTAL CAPITAL TRANSFERS</b>								<b>719,098</b>
	<b>TOTAL CAPITAL</b>								<b>719,098</b>
	<b>TOTAL BUDGET AMOUNT</b>								<b>1,686,275</b>
	<b>OPERATING REVENUE</b>								
	230-34202 Municipal Contribution							1,635,079	
	230-34203 Shared Services - City of Chanhassen							31,696	
	230-36210 Interest income							1,500	
	230-36228 Refunds and Reimbursements							12,000	
	230-39203 Fire Relief Fund Transfer							-	
	Special Events							6,000	
	<b>TOTAL OPERATING REVENUES</b>								<b>1,686,275</b>

**SALES TAX ANALYSIS  
EXCELSIOR FIRE DISTRICT**

<b>CODE</b>	<b>LINE ITEM</b>	<b>2014 COST SUBJECT TO TAX</b>	<b>ESTIMATED SALES TAX</b>	<b>ESTIMATED SALES TAX</b>
200	Office Supplies	\$4,112	\$282.70	\$280.00
220	Repair & Maintenance Supplies	\$7,717	\$530.54	\$500.00
221	First Aid Supplies	\$6,397	\$439.79	\$400.00
241	Fire Prevention Tools	\$19,018	\$1,307.49	\$1,000.00
319	Other Professional Services - Computers	\$4,141	\$284.69	\$280.00
321	Telephone	\$27,791	\$1,910.63	\$1,900.00
381	Electric	\$32,097	\$2,206.67	\$1,410.00
383	Gas	\$15,409	\$1,059.37	\$1,000.00
401	Contracted Repairs	\$20,000	\$1,375.00	\$1,350.00
404	Machinery / Equipment	\$10,000	\$687.50	\$680.00
405	Other Maintenance	\$3,000	\$206.25	\$200.00
	<b>Total</b>	<b>\$149,682</b>	<b>\$10,290.64</b>	<b>\$9,000.00</b>

## *Shared Administrative Specialist Services*

- a. Job Share with City of Chanhassen
- b. Administrative Specialist
  - i. Full Time Position with the Excelsior Fire District
  - ii. No Change in Hours for the Excelsior Fire District
    - 1. 20 Hours Per Week for Excelsior Fire
  - iii. Salary and Benefits thru the Excelsior Fire District
    - 1. 50% cost recovery from the City of Chanhassen
  - iv. Shared Services Agreement with the City of Chanhassen
  - v. Job Duties as defined in position description
  - vi. Job Satisfaction and Retention – Primary benefits to changing the service delivery and compensation expectations.

c. Cost Considerations – Full Time	
i. Salary	\$ 41,538
ii. Benefits	\$ 16,253
1. PERA – 3116	
2. FICA – 2576	
3. Medicare – 602	
4. Health Insurance - 9960	
iii. Work Comp / Liability	<u>\$ 5,600</u>
	<b>\$ 63,391</b>
<b>TOTAL COST</b>	<b>\$ 63,391</b>
<b>Excelsior Fire</b>	<b>\$ 31,695.50</b>
<b>City of Chanhassen</b>	<b>\$ 31,695.50</b>

Administrative Specialist Part time – No changes

a. Cost Considerations	
iv. Salary	\$ 20,769
v. Benefits	\$ 3,147
1. PERA – 1558	
2. FICA – 1288	
3. Medicare – 301	
4. Health Insurance - 0	
vi. Work Comp / Liability	<u>\$ 5,600</u>
	<b>\$ 29,516</b>
<b>TOTAL COST</b>	<b>\$ 29,516</b>

## *Future Staffing*

- a. Consideration for Full Time Assistant Chief
    - i. Job Duties – Clear Definitions and Expectations
      - 1. Fire Inspections
      - 2. Training
    - ii. Task Impacts
      - 1. Fire Inspections
      - 2. Residential Fire Sprinklers
      - 3. Training Coordination
    - iii. Chief impacts
      - 1. Emergency Management
  - b. Cost Considerations
    - i. Salary \$ 80,000
    - ii. Benefits \$ 27,000  
\$ 101,000
    - iii. Vehicle \$35,500
      - 1. Purchase another command vehicle
- TOTAL COST      \$142,500**
- iv. Cost Savings
    - 1. Elimination of Paid On Call Asst. Chief  
1. \$6,055
    - 2. Elimination of Paid on Call Training Battalion Chief  
1. \$4,474
- \$ 10,529**

## *2016 Computer Cost projections*

a. Computer Services –The costs included in this area include the following:		
i. Computers		
• Virus Protection		\$400
• Firehouse – multi-user maintenance		\$500
• Station 2 internet speed		\$1000
• Exchange filtering		\$900
• Office 2007		\$600
ii. Powerpoint Interactive Software	(\$2,000)	\$0
iii. Laptop Computers for Trucks		
• Maintenance of computers (3)		\$1,000
iv. Computer Replacement (3)		\$3,400
v. Monitor Replacement (3)		\$600
vi. IPAD Additions (3)		\$3,500
• Computer, Software and Mounting		
vii. Firehouse Support		\$1,300
viii. Copiers		\$2,400
• Ongoing lease for copier at Station 1 in the administrative area. This is the annual cost of a four year lease including the service and supply contract.		
ix. Computer Consultant		\$9,000
• Monthly technology/networking consulting costs		
x. Website Consultant		\$1,000
• Monthly technology/networking consulting costs		
•		
<b>Total technology costs for 2016</b>		<b>\$25,600</b>

## *2016 Building Annual Maintenance Cost projections*

### Maintenance

#### a. Station 1

i.	HVAC	\$ 4,700.00
ii.	Boiler	\$ 500.00
iii.	Generator	\$ 3,000.00
iv.	Garage Doors	\$ 3,000.00
v.	Bathroom Fixtures Repair	\$ 300.00
vi.	Elevator Maintenance	\$ 450.00
vii.	Light Bulb Replacement	\$ 900.00
viii.	Outdoor maintenance	\$ 800.00
	1. mulch, trees, plants, weed control	
ix.	Outdoor Sprinkler Maintenance / Repairs	\$ 500.00
x.	Data / phone jacks repairs	\$ 500.00
xi.	Fire Sprinklers and Alarms system	\$ 3,800.00
	a. Repairs	
	b. Monitoring fees	
	c. City Permit fees	
xii.	Elevator Inspection at station #1	\$ 1,850.00

#### b. Station 2

i.	HVAC	\$ 800.00
ii.	Generator	\$ 1,500.00
iii.	Garage Doors	\$ 500.00
iv.	Bathroom Fixtures Repair	\$ 200.00
v.	Light Bulb Replacement	\$ 500.00
vi.	Outdoor maintenance – mulch, trees, plants, weed control	\$ 300.00
vii.	Outdoor Sprinkler Maintenance / Repairs	\$ 200.00
viii.	Water Softener Maintenance and Repairs	\$ 400.00
	1. Salt	
ix.	Fire Sprinklers / Alarms system	<u>\$ 1,500.00</u>
	1. Repairs	
	2. Monitoring fees	
	3. City Permit fees	

Total \$ 26,200.00

x. Building Maintenance Projects as identified on the plan \$ 25,100.00

**Total Building Maintenance costs for 2016 \$51,300.00**

*Building Maintenance  
2016 Summary  
April, 2015*

**Station 1**

TV Replacement	\$ 1,000
Concrete for station apron	\$21,000

**Station 2**

Bathroom countertops	\$ 3,100
----------------------	----------

**Other Not Identified Projects**

Signage update on County Road 19 side of building

- \$ 2,800 - EFD sign
- \$ 2,600 – SLMPD Sign



## Excelsior Fire District

*Proudly Serving the Communities of:*

*Deephaven – Excelsior – Greenwood – Shorewood – Tonka Bay*

24100 Smithtown Road

Shorewood, MN. 55331

952-401-8801 Phone

952-960-1690 Fax

### **Aerial 11/Truck 15 Replacement information**

- 1) Background – Aerial 11 is slated to be replaced after 20 years of service. Aerial 11 is currently on the CIP plan to be replaced in 2018 which will make the aerial 20 years old at time of replacement. Aerial 11 is the first run engine/aerial out of station one for most fire calls. Aerial 11 serves as a multi-use apparatus – it carries water, personnel, and has a ladder for elevated operations.
  
- 2) Refurbishment – A refurbishment of Aerial 11 was done in 2010. The goal of the refurbishment was to provide the necessary mechanical, structural, and operational repairs and maintenance on Aerial 11 in order to keep the truck operating effectively until its projected replacement date. The Aerial 11 refurbishment committee solicited quotes for repair/refurbishment of the Aerial truck in the last quarter of 2009 and the repairs were made in 2010. We had \$40,000 allocated for this project. Based on this information and the available financial resources, the Fire District decided to become the general contractor for this repair/refurbishment of the aerial truck. We contracted with a number of specialized providers to provide the needed repairs and maintenance of the truck. The categories were broke down as follows:
  - i. Kirvida Fire, Inc.      Mechanical Repair      \$20,870.00
    1. The mechanical repairs are needed to replace and repair worn or broken parts and fluids. These mechanical repairs will allow the truck to operate effectively and safely while striving to meet the current capital improvement plan.
  - ii. Dusty's Body Shop, Inc.      Paint Repair      \$6,297.50
    1. Paint repair is needed to stop and repair rusted areas of the truck to eliminate further damage.
  - iii. Grafix Shoppe      Install new graphics      \$2,175.00
  - iv. Grafix Shoppe      Remove old graphics      \$1,500.00
    1. The Graphic removal and new graphic installation is required in order to fix repaired paint areas and to replace scratched and damaged graphics.
  - v. Northern Safety Tech.      New LED lights      \$7,405.64
    1. New LED lights will be installed to be more NFPA compliant and also give better visibility passing traffic. The LED lights will also cause less draw on the alternator and will extend the new alternators life.

Total      \$38,248.14

- 3) Current use of Aerial 11 – Aerial 11 is the first run engine/aerial out of station one on most fire emergencies. Aerial 11 provides fire attack (600 gallons of water), a 65 foot reach for fire and rescue operations, a 65 foot ladder for rescue of victims, a 65 foot elevated water supply (master stream), transports up to six (6) firefighters to a scene, carries ground ladders, carries multiple hose lines, carries a wide variety of fire suppression equipment, and carries basic medical supplies. Aerial 11 is also used during training to carry out training objectives and carry firefighter to and from training locations.

A) Apparatus placement a fire operations considerations

- i. Community roadways, residential and multi-family dwellings, and business occupancies all provide various challenges with access. Some areas of the fire district are more challenging than others.

- 4) Aerial 11 Description – Aerial 11 is a 1998 American LaFrance/General aerial with a 1500 gallon per minute pump, 600 gallon water tank, 10 gallon foam tank, and 6.5 kw generator. It currently has 36,415 miles on the odometer and 2446 hours on the hour meter. It has the ability to carry 6 seated firefighters inside the cab with 5 SCBA units mounted in the seated positions. It carries 500 feet of 5” supply hose, 3 - 200 foot 1/3/4” pre-connected attack hose and 1 - 200 foot 2-1/2” pre-connected hose. It carries 1 – 35 foot 3 fly ladder, 1 – 28 foot 2 fly ladder, 1 – 20 foot roof ladder, 1 - 8 foot attic ladder, and 1 – 10 foot attic ladder. The truck also carries several other miscellaneous items used for fire fighting. Ladder operations -

5) What Excelsior Fire District Needs for Effective Operations

A) Needs

- i. An aerial device with an elevated ladder – up to 78 feet  
ii. Single axle truck for maneuverability thru our roads for most fire calls  
iii. Minimum 300 gallon water tank (prefer 500 gallons)  
iv. Minimum 10 gallon foam tank  
v. Minimum 1500 gpm pump to assure water flow  
vi. Adequate cabinets for fire suppression and emergency equipment  
vii. Adequate storage for hose (hand lines and large diameter).

6) Repair items of concern and expense for Aerial 11

- A) The manufacturer of Aerial 11, American LaFrance, is no longer in business and parts are becoming hard to find.  
B) Aerial 11’s chassis and motor are not current production and parts are becoming more difficult to locate.

7) Corrections needed to be made to make A-11 NFPA compliant – The current Aerial 11 was built to be NFPA compliant in 1998; however, many new standards have been added. Listed below are a few of the larger items.

- A) Install slow close valve on discharges over 3”.  
B) Install intake relief on pump  
C) Wiring and lighting upgrade  
D) Current truck does not have rollover protection

8) Options for Replacement - Aerial 11 has several options for replacement. These options include the following:

- a. Do not replace

- a. Keep running this apparatus until it is no longer serviceable.
- b. Use Mutual Aid and do not ever replace
  - i. Mutual Aid ladders are bigger in most cases and may not be able to get to all areas of our service area.
- c. I do not see this as the proper direction, but it is an option.

b. Refurbish / Remount

- a. You could take the existing ladder device and remount it on a new chassis. This is not a preferable option mainly due to changes in safety and operations of the ladder device itself. However, we have spoken with a vendor to get an estimate of these costs to perform this option. These costs are very approximate. They are as follows:
  - i. Aerial device \$ 200,000
    - 1. Labor to take off and remount
  - ii. New Chassis \$ 300,000
  - iii. New Pump \$ 85,000
    - 1. Including the labor to take off and remount
  - iv. Total Estimate \$ 585,000
- b. If this is something the Board wanted to pursue further, I would ask a vendor or two to come out and provide a detail estimate.

c. Purchase a used apparatus

- a. Used apparatus exist in the fire apparatus trade journals, however, most are as old or older that our current aerial device.

d. Purchase a Demo unit

- a. Various manufacturers produce demo units every year. It is possible to purchase a demo unit. When you purchase a demo unit it may fit most of our specification but not all. When you purchase a demo unit you generally have to be ready to purchase at that time. Demo units are generally not kept by a manufacturer for more than a year.
  - i. Costs to a demo unit are variable. An example is Toyne, Inc. has a current demo that is a 75 foot single axel Aerial that is approximately \$700,000.

e. Purchase a new unit

- a. Purchasing a new unit would likely be done thru a service called the Houston-Galveston Purchasing Cooperative (HGAC). This purchasing cooperative has been used by many other fire department in Minnesota and meets all Minnesota bid requirements. The advantage to using this system is that we do not have to create our own specifications. We are able to purchase off of the already specified purchasing agreement. Current pricing is good thru 2015. The HGAC pricing is good for three years and will be bid again in 2016.

Examples of costs for 2014/5 include:

i. Rosenbauer 78' single axle rear mount steel ladder	\$ 606,042
ii. Crimson 75' single axle rear mount steel ladder	\$ 633,118
iii. E-One 78' single axle rear mount aluminum ladder	\$ 609,548
iv. KME 79' single axle rear mount steel ladder	\$ 576,004
v. Marion 75' single axle rear mount steel ladder	\$ 671,045
vi. Pierce 75' single axle rear mount aluminum ladder	\$ 610,000
vii. Seagrave 75' single axle rear mount steel ladder	\$ 707,849
viii. Sutphen 75' mid mount aluminum ladder	\$ 637,176

9) Sale of current Aerial 11

- A) The longer we keep our equipment, the less our sale or trade is worth, the more the repairs and maintenance will be, and the cost of the new apparatus will increase. Our sale value or trade value is estimated to be approximately \$80,000 if done in 2018 or sooner.

10) Other considerations

- A) Current A-11 doesn't meet emission standards.
- B) Truck will be 20 years old and much more unreliable. Time is of the essence in emergencies and no room for mechanical failure.
- C) New A-11- platform for safer ladder operations
- D) New A-11 would be 100% NFPA compliant making it much safer for the firefighters.
- E) To give full credit ISO requires the Excelsior Fire District to have an aerial device. We currently have a ISO rating of 4 where there is hydrants and a 5 where there is not hydrants.
- F) CIP Planning – It is important to remember that the CIP planning is a system/ process that include many components that are interchanged. In the past, the Excelsior Fire District was strapped with old and obsolete apparatus and financial difficulties to replace them in part because of inadequate planning.

**Excelsior Fire District  
(FIRST DRAFT) Proposed Budget 2016**

Allocation by City using Joint Powers Agreement funding formula for 2016

\$915,981 Operating  
\$719,098 Building

	Tax Capacity Payable 2015		Sum of all		Cities' Calculated			
	Dollars	Percent	Factors	Per JPA	Share of Cost	Operations	Facilities	Total
Deephaven	\$11,630,430	28.52%	28.52%			\$261,195	\$205,053	\$466,247
Excelsior	\$4,677,689	11.47%	11.47%			\$105,051	\$82,471	\$187,522
Greenwood	\$3,288,761	8.06%	8.06%			\$73,859	\$57,983	\$131,842
Shorewood**	\$15,349,359	37.63%	37.63%			\$344,714	\$270,620	\$615,334
Tonka Bay	\$5,840,418	14.32%	14.32%			\$131,163	\$102,971	\$234,134
	<u>\$40,786,657</u>	<u>100%</u>	<u>100.00%</u>			<u>\$915,981</u>	<u>\$719,098</u>	<u>\$1,635,079</u>

(Using 2015 Hennepin County Assessors' valuations as of March 4, 2015)  
xx -- Total 2015 Tax Capacity less reduction for The Islands served by the Mound FD.

**Quarterly Billings**

	Quarterly Billings		Total
	Operations	Buildings	
Deephaven	\$ 65,298.64	\$ 51,263.20	\$ 116,561.84
Excelsior	\$ 26,262.72	\$ 20,617.75	\$ 46,880.47
Greenwood	\$ 18,464.63	\$ 14,495.80	\$ 32,960.44
Shorewood**	\$ 86,178.44	\$ 67,655.05	\$ 153,833.49
Tonka Bay	\$ 32,790.82	\$ 25,742.69	\$ 58,533.51
			\$ 408,769.75

**2016**  
**First Draft Proposed Budget**  
**Contribution with 2016 JPA Formula**  
**Summary of Percentage Increase by City**

2016 Formula									
2015 Operating Budget and \$175,000 Capital Transfer									
City	2014 Contribution	2015 Contribution	Increase	% Increase from 2014	2016 Proposed	Increase	% Increase from 2015		
Deephaven	\$ 433,492.00	\$ 443,603.00	\$ 10,111.00	2.33%	\$ 466,247.00	\$ 22,644.00	5.10%		
Excelsior	\$ 166,924.00	\$ 175,642.00	\$ 8,718.00	5.22%	\$ 187,522.00	\$ 11,880.00	6.76%		
Greenwood	\$ 130,888.00	\$ 126,352.00	\$ (4,536.00)	-3.47%	\$ 131,842.00	\$ 5,490.00	4.35%		
Shorewood	\$ 603,638.00	\$ 613,471.00	\$ 9,833.00	1.63%	\$ 615,334.00	\$ 1,863.00	0.30%		
Tonka Bay	\$ 233,566.00	\$ 231,704.00	\$ (1,862.00)	-0.80%	\$ 234,134.00	\$ 2,430.00	1.05%		
Total Contribution	\$ 1,568,508.00	\$ 1,590,772.00	\$ 22,264.00	1.42%	\$ 1,635,079.00	\$ 44,307.00	2.79%		
Tax Capacity Information									
City	2014 Values	2015 Values	\$ Change	% Change from 2014					
Deephaven	\$10,338,938	\$11,630,430	\$1,291,492	12.49%					
Excelsior	\$4,093,637	\$4,677,689	\$584,052	14.27%					
Greenwood	\$2,944,848	\$3,288,761	\$343,913	11.68%					
Shorewood	\$14,298,012	\$15,349,359	\$1,051,347	7.35%					
Tonka Bay	\$5,400,256	\$5,840,418	\$440,162	8.15%					
Totals	\$37,075,691	\$40,786,657	\$3,710,966	10.01%					
City	2012 Values	2013 Values	\$ Change	% Change from 2012					
Deephaven	\$10,838,330	\$10,373,559	(\$464,771)	-4.29%					
Excelsior	\$4,111,332	\$3,994,527	(\$116,805)	-2.84%					
Greenwood	\$3,219,849	\$3,132,192	(\$87,657)	-2.72%					
Shorewood	\$15,943,687	\$14,445,211	(\$1,498,476)	-9.40%					
Tonka Bay	\$6,031,328	\$5,589,291	(\$442,037)	-7.33%					
Totals	\$40,144,526	\$37,534,780	(\$2,609,746)	-6.50%					