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# FIRE & EMERGENCY SERVICE- SUPERVISION

## IT IS THE MISSION OF FIRE & EMERGENCY SERVICE – SUPERVISION TO

protect the lives and property of the citizens and visitors of New Port Richey by providing the highest possible level of service through fire prevention, public education, fire suppression, emergency medical services and mitigation of the effects from natural and man-made disasters, consistent with resources provided.

## DESCRIPTION

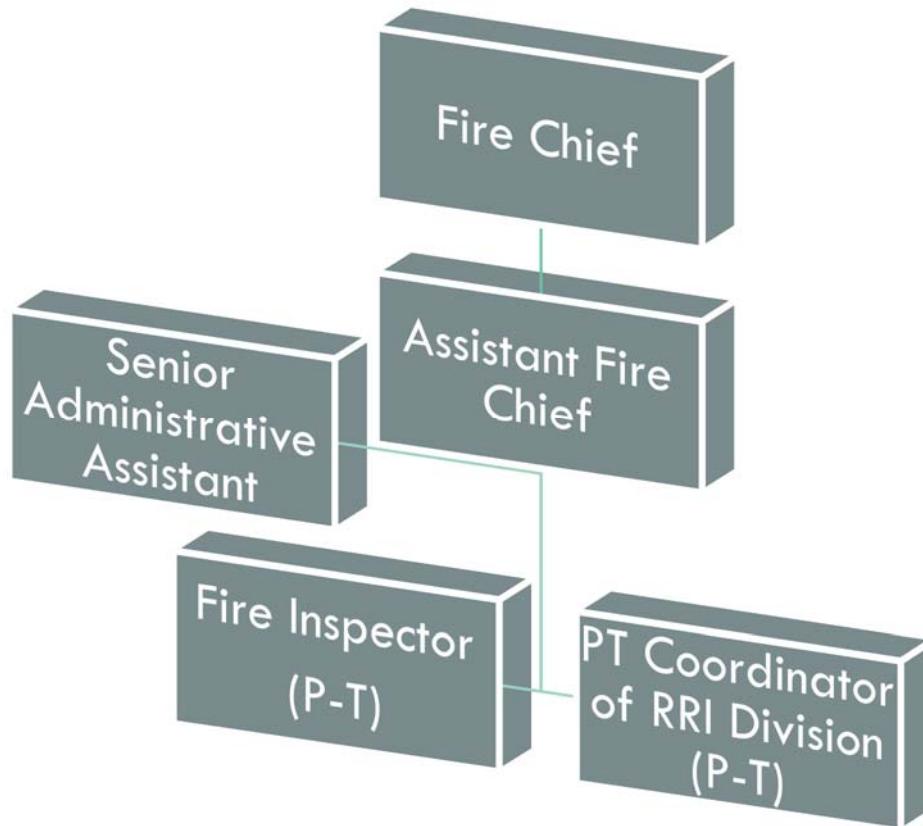
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and weather conditions, water rescue and recovery, technical rescue and any other natural or man-made emergency. In addition to emergency services, the Fire Department provides a number of nonemergency services to ensure the safety of our community, including inspections all commercial businesses to make sure they meet the fire safety code.

## ACCOMPLISHMENTS OF FY20

- Responded to nearly 5,000 calls for service, completed 2,067 fire safety inspections, 66 Business Tax Receipt inspections, 88 plan reviews, 53 state inspections, and 8,795 training hours
- Residential Rental Inspectors conducted over 2,000 inspections of rental properties in the City and continued to identify new rental properties with the efforts of the newly hired Residential Rental Inspection Coordinator
- Updated the City's Disaster Plan
- Established a City Epidemic/Pandemic Guideline and numerous other guidelines dealing specifically with COVID-19
- Equipped department with new self-contained breathing apparatuses and accessories, which were 95% funded by an AFG FEMA grant
- Purchased a new ladder truck for the department
- Automatic Aid Agreement with the City of Port Richey was enacted for structure fire responses, providing an additional apparatus and manpower, which will improve safety and meets ISO requirements
- Increased the daily minimum staffing level from 5 to 6 personnel on each shift, which improves firefighter safety and puts service delivery more in line with standards set forth by the National Fire Protection Association.
- Revised and established several departmental standard operating guidelines, which model industry standards

## FY21 INITIATIVES

- Complete renovation of Fire Station #1
- Put the new aerial ladder truck into service
- Complete the design and build phase of the new Fire Station #2
- Complete the transition to a new reporting software and upgrade fire safety inspections to a paperless web based program



| Authorized Personnel – Full-time Equivalent              |             |             |             |
|--|-------------|-------------|-------------|
| Position/Title   | FY18-19     | FY19-20     | FY20-21     |
| Fire Chief   | 1           | 1           | 1           |
| Asst. Fire Chief   | 1           | 1           | 1           |
| Senior Administrative Assistant                          | 1           | 1           | 1           |
| Fire Inspector   | .73         | .73         | .73         |
| PT Coordinator of Residential Rental Inspection Division | .50         | .50         | .50         |
| <b>Total</b>   | <b>4.23</b> | <b>4.23</b> | <b>4.23</b> |

## FIRE SUPERVISION

| 001071                          |  |                   |                   |                   | AMENDED           | BUDGET            |
|---------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| EXP                             |  | ACTUAL            | ACTUAL            | ESTIMATE          | BUDGET            | AMOUNT            |
| CODE                            | CLASSIFICATION                             | FY17-18           | FY18-19           | FY19-20           | FY19-20           | FY20-21           |
| 41111                           | Dept Head Salaries                         | 82,356            | 85,648            | 84,030            | 84,030            | 86,970            |
| 41112                           | Division Head Salaries                     | 75,010            | 77,750            | 77,750            | 77,750            | 79,690            |
| 41299                           | Regular Full-Time Wages                    | 44,604            | 36,005            | 34,360            | 34,360            | 35,220            |
| 41311                           | Part-Time Wages                            | 2,665             | 25,466            | 34,440            | 34,440            | 38,410            |
| 41511                           | Employee Incentives                        | 200               | -                 | -                 | -                 | -                 |
| 41522                           | Education Incentive Pay                    | 575               | 1,025             | 1,200             | 1,200             | 1,200             |
| 41523                           | Cleaning Allowance                         | 1,550             | 1,300             | 1,300             | 1,300             | 1,300             |
| 41525                           | Paramedic Incentive Pay                    | 1,800             | 1,800             | 1,800             | 1,800             | 1,800             |
| 41532                           | Inspector Incentive Pay                    | 2,400             | 2,400             | 2,400             | 2,400             | 2,400             |
| 41533                           | USAR Incentive Pay                         | 288               | 300               | 300               | 300               | 300               |
| 42111                           | Social Security Matching                   | 16,075            | 17,563            | 18,040            | 18,040            | 18,920            |
| 42211                           | Florida Retirement System                  | 4,119             | 4,305             | 4,530             | 4,530             | 4,980             |
| 42213                           | Firefighters Pension Fund                  | 41,376            | 41,820            | -                 | -                 | -                 |
| 42311                           | Health Insurance                           | 14,276            | 10,319            | 16,620            | 16,620            | 17,420            |
| 42312                           | Life Insurance                             | 74                | 56                | 170               | 170               | 180               |
| 42313                           | Accidental Death & Disab Insurance         | 9                 | 7                 | 70                | 70                | 90                |
| 42423                           | Workers Comp - Firemen/Chief (7704)        | 5,191             | 5,606             | 6,620             | 6,620             | 10,800            |
| 42426                           | Workers Comp - Clerical (8810)             | 158               | 154               | 150               | 150               | 200               |
| <b>TOTAL PERSONNEL SERVICES</b> |  | <b>\$ 292,726</b> | <b>\$ 311,524</b> | <b>\$ 283,780</b> | <b>\$ 283,780</b> | <b>\$ 299,880</b> |
| 43499                           | Contractual Services - Misc                | 18,738            | 20,425            | 20,000            | 20,000            | 20,000            |
| 44011                           | Travel & Training                          | 3,217             | 1,501             | 500               | 2,500             | 3,000             |
| 44121                           | Telephone - Local                          | 1,175             | 1,400             | 2,000             | 3,060             | 2,000             |
| 44134                           | Data Lines                                 | 7,692             | 8,226             | 9,000             | 9,000             | 9,000             |
| 44136                           | Data Lines - Residential Rental Inspection | -                 | 18                | 2,000             | 2,000             | 2,000             |
| 44211                           | Postage                                    | 228               | 358               | 400               | 400               | 400               |
| 44221                           | Freight Express Charges                    | -                 | -                 | 200               | 200               | 200               |
| 44311                           | Electric - City Facilities                 | 12,150            | 11,407            | 12,000            | 12,000            | 12,000            |
| 44341                           | Gas - Natural/Propane                      | 1,009             | 911               | 1,000             | 1,000             | 1,000             |
| 44351                           | Water & Sewer - City                       | 4,214             | 9,288             | 9,000             | 7,000             | 9,000             |
| 44373                           | Street Light Fee                           | 69                | 69                | 69                | 150               | 100               |
| 44381                           | Stormwater Assessment                      | 280               | 282               | 282               | 470               | 300               |
| 44534                           | Police-Fire AD & D Insurance               | 2,294             | 3,746             | -                 | -                 | 3,800             |
| 44535                           | Fire - Cancer Insurance                    | -                 | 392               | 4,007             | -                 | 4,010             |
| 44611                           | Maintenance & Repairs - Bldg & Grounds     | 591               | -                 | 1,000             | 1,000             | 1,000             |
| 44631                           | Maintenance & Repairs - Central Garage     | 1,170             | 420               | 300               | 300               | 300               |
| 44799                           | Printing & Binding - Misc                  | 2,745             | 2,697             | 2,000             | 4,000             | 3,000             |
| 45111                           | Office Supplies - General                  | 1,526             | 1,703             | 2,000             | 2,000             | 2,000             |
| 45211                           | Fuel                                       | 2,767             | 5,166             | 3,600             | 3,600             | 4,000             |
| 45231                           | Clothing & Apparel                         | 231               | 1,240             | 1,000             | 1,000             | 1,000             |
| 45243                           | Computer/Operating Supply                  | 1,068             | 1,638             | 7,000             | 7,000             | 7,000             |
| 45289                           | Automotive Parts                           | 1,435             | 520               | 500               | 1,650             | 1,500             |
| 45291                           | Operating Supplies - Disaster              | -                 | -                 | 143               | -                 | 500               |
| 45411                           | Dues & Memberships                         | 824               | 1,047             | 800               | 800               | 500               |
| 45461                           | Books & Publications                       | 331               | 630               | 500               | 500               | 800               |
| <b>TOTAL OPERATING</b>          |  | <b>\$ 63,754</b>  | <b>\$ 73,084</b>  | <b>\$ 79,301</b>  | <b>\$ 79,630</b>  | <b>\$ 88,410</b>  |
| 46299                           | Building Improvements                      | 5,725             | -                 | -                 | -                 | -                 |
| <b>TOTAL CAPITAL</b>            |  | <b>\$ 5,725</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>TOTAL EXPENDITURES</b>       |  | <b>\$ 362,205</b> | <b>\$ 384,608</b> | <b>\$ 363,081</b> | <b>\$ 363,410</b> | <b>\$ 388,290</b> |

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# FIRE & EMERGENCY SERVICE- FIREFIGHTING

## IT IS THE MISSION OF FIRE & EMERGENCY SERVICE – FIREFIGHTING TO

protect the lives and property of the citizens and visitors of New Port Richey by providing the highest possible levels of service through fire prevention, public education, fire suppression, emergency medical services and mitigation of the effects from natural and man-made disasters, consistent with resources provided.

## DESCRIPTION

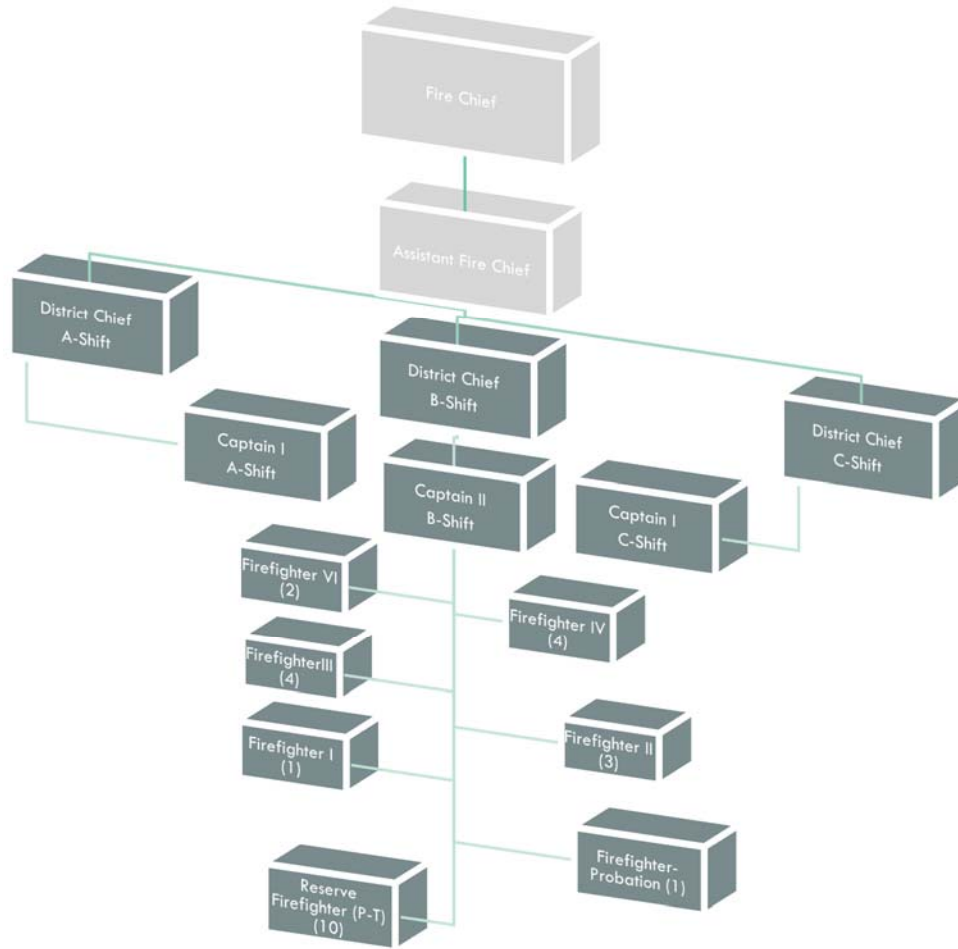
The Fire Department includes 2 stations to respond to emergencies as quickly as possible. In addition to providing fire protection services, the Fire Department responds to many other emergencies, including emergency medical service calls, hazardous materials spills or releases, hazardous traffic and weather conditions, water rescue and recovery, technical rescue and any other natural or man-made emergency. In addition to emergency services, the Fire Department provides a number of nonemergency services to ensure the safety of our community, including inspections for all new buildings, buildings undergoing renovation, and local businesses to make sure they meet the fire safety code.

## ACCOMPLISHMENTS OF FY20

- Responded to nearly 5,000 calls for service, completed 2,067 fire safety inspections, 66 Business Tax Receipt inspections, 88 plan reviews, 53 state inspections, and 8,795 training hours
- Residential Rental Inspectors conducted over 2,000 inspections of rental properties in the City and continued to identify new rental properties with the efforts of the newly hired Residential Rental Inspection Coordinator
- All personnel completed level III hands-on facility training at Pasco Co. Training Center, fulfilling an ISO requirement
- Hose testing was completed on all supply and attack hose certifying it's safe use and reliability
- Ladder testing was completed on all ground ladders and the aerial certifying the safe use and reliability
- In addition to participating in all City events, the Fire Department successfully completed several community education programs with City schools and businesses in the instruction of fire safety, fire extinguisher use, CPR/AED use and Hurricane Preparedness

## FY21 INITIATIVES

- Partner with American Red Cross and conduct more free smoke detector installations throughout the City
- Continue to increase personnel certification levels through continuing education:
  - Paramedic Program
  - Firefighter Certifications
- Continue to participate in level III facility training with other surrounding agencies which builds a strong working relationship
- Continue our mission of providing the highest level of fire and advanced life support service to the residents and visitors of our City



| Authorized Personnel – Full-time Equivalent |           |             |             |
|---|-----------|-------------|-------------|
| Position/Title compare chart to PY          | FY18-19   | FY19-20     | FY20-21     |
| District Chief                              | 3         | 3           | 3           |
| Fire Captain                                | 3         | 3           | 3           |
| Firefighter VI                              | 1         | 1           | 2           |
| Firefighter V                               | 1         | 1           | 0           |
| Firefighter IV                              | 0         | 0           | 4           |
| Firefighter III                             | 3         | 3           | 4           |
| Firefighter II                              | 5         | 5           | 3           |
| Firefighter I                               | 4         | 4           | 1           |
| Firefighter - Probationary                  | 1         | 1           | 1           |
| Reserve Firefighters                        | 3         | 1.4         | 1.4         |
| <b>Total</b>                                | <b>24</b> | <b>22.4</b> | <b>22.4</b> |

## FIREFIGHTING

| 001073                          |  |                     |                     |                     | AMENDED             | BUDGET              |
|---------------------------------|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| EXP                             |  | ACTUAL              | ACTUAL              | ESTIMATE            | BUDGET              | AMOUNT              |
| CODE                            | CLASSIFICATION                           | FY17-18             | FY18-19             | FY19-20             | FY19-20             | FY20-21             |
| 41112                           | Division Head Salaries                   | 217,313             | 222,432             | 215,630             | 215,630             | 221,020             |
| 41299                           | Regular Full-Time Wages                  | 937,204             | 1,012,525           | 977,190             | 977,190             | 1,030,270           |
| 41314                           | Part-Time Firefighter Wages              | 28,467              | 29,735              | 47,470              | 47,470              | 49,830              |
| 41411                           | Overtime Wages                           | 27,279              | 14,546              | 30,000              | 59,520              | 40,000              |
| 41413                           | Overtime - Residential Rental Inspection | 22,573              | 34,078              | 25,000              | 30,000              | 30,000              |
| 41414                           | Overtime - Special Events                | 699                 | 3,906               | 2,000               | 4,000               | 4,500               |
| 41511                           | Employee Incentives                      | 1,400               | -                   | -                   | -                   | -                   |
| 41522                           | Education Incentive Pay                  | 3,715               | 4,320               | 4,320               | 4,320               | 4,920               |
| 41523                           | Cleaning Allowance                       | 13,650              | 13,650              | 13,650              | 13,650              | 13,650              |
| 41525                           | Paramedic Incentive Pay                  | 30,225              | 30,525              | 30,600              | 30,600              | 32,400              |
| 41530                           | Coordinator Incentive                    | 1,910               | 2,060               | 2,040               | 2,040               | 1,560               |
| 41532                           | Inspector Incentive Pay                  | 12,150              | 12,200              | 12,000              | 12,000              | 12,000              |
| 41533                           | USAR Incentive Pay                       | 2,275               | 2,150               | 2,100               | 2,100               | 2,100               |
| 41537                           | Reporting Software Admin                 | -                   | 360                 | 480                 | 480                 | 480                 |
| 42111                           | Social Security Matching                 | 94,693              | 103,991             | 100,140             | 100,140             | 104,670             |
| 42213                           | Firefighters Pension Fund                | 304,503             | 321,463             | -                   | -                   | -                   |
| 42217                           | Fire Pensions - State Funds              | 115,153             | 108,190             | 125,000             | 125,000             | 125,000             |
| 42311                           | Health Insurance                         | 191,529             | 186,728             | 132,930             | 132,930             | 139,360             |
| 42312                           | Life Insurance                           | 465                 | 392                 | 910                 | 910                 | 960                 |
| 42313                           | Accidental Death & Disab Insurance       | 54                  | 49                  | 370                 | 370                 | 480                 |
| 42423                           | Workers Comp - Firemen/Chief (7704)      | 40,480              | 42,932              | 49,360              | 49,360              | 52,010              |
| <b>TOTAL PERSONNEL SERVICES</b> |  | <b>\$ 2,045,737</b> | <b>\$ 2,146,232</b> | <b>\$ 1,771,190</b> | <b>\$ 1,807,710</b> | <b>\$ 1,865,210</b> |
| 43132                           | Physicals - FF & Reserves                | 16,670              | 14,295              | 18,000              | 18,000              | 18,000              |
| 43499                           | Contractual Services - Misc              | 800                 | 2,400               | 2,400               | 2,400               | 2,400               |
| 44011                           | Travel & Training                        | 1,824               | 3,123               | 2,000               | 3,000               | 3,500               |
| 44212                           | Postage - Residential Rental Inspection  | 1,199               | 2,908               | 3,500               | 3,500               | 3,500               |
| 44621                           | Maintenance & Repairs - Equipment        | 4,468               | 4,013               | 7,000               | 7,000               | 7,000               |
| 44624                           | USAR - Specialized Technical Equip       | -                   | 2,104               | 1,000               | 1,000               | 1,000               |
| 44626                           | Maintenance & Repairs - MSA Equipment    | 4,444               | 2,961               | 2,500               | 2,500               | 2,500               |
| 44631                           | Maintenance & Repairs - Central Garage   | 28,215              | 12,797              | 10,800              | 10,800              | 10,800              |
| 44641                           | Maintenance & Repairs - EMS First Aid Eq | 6,650               | 2,818               | 3,700               | 3,700               | 3,700               |
| 44643                           | Maintenance & Repairs - Fire Hose        | 4,524               | 4,831               | 5,000               | 5,000               | 5,000               |
| 44998                           | Other Current Charges - Res. Rental Insp | 812                 | 467                 | 1,000               | 1,000               | 1,000               |
| 45111                           | Office Supplies - General                | 883                 | 1,360               | 1,500               | 1,500               | 1,500               |
| 45141                           | Small Tools & Implements                 | 1,252               | 7,407               | 5,000               | 5,000               | 5,000               |
| 45211                           | Fuel                                     | 30,441              | 27,395              | 25,000              | 39,000              | 30,000              |
| 45231                           | Clothing & Wearing Apparel               | 10,084              | 14,953              | 12,500              | 12,500              | 10,000              |
| 45235                           | Bunker Gear                              | 8,748               | 7,988               | 8,000               | 8,000               | 8,000               |
| 45237                           | Clothing - Residential Inspec            | 138                 | 84                  | 500                 | 1,000               | 500                 |
| 45243                           | Computer/Operating Supply                | 2,201               | 5,830               | 9,500               | 7,670               | 10,000              |
| 45247                           | First Aid Supplies                       | 20,345              | 26,140              | 25,000              | 25,500              | 26,500              |
| 45254                           | Training Supplies - General              | 1,710               | 3,355               | 4,000               | 3,500               | 4,200               |
| 45289                           | Automotive Parts                         | 44,968              | 44,125              | 35,000              | 37,000              | 30,000              |
| 45291                           | Operating Supplies - Disaster            | -                   | -                   | 5,000               | -                   | 3,000               |
| 45295                           | Community Education                      | -                   | 1,967               | 1,500               | 1,500               | 1,500               |
| 45299                           | Operating Supplies - Miscellaneous       | 3,203               | 8,002               | 8,000               | 8,000               | 8,000               |
| 45411                           | Dues & Memberships                       | -                   | -                   | 100                 | 100                 | 100                 |
| 45461                           | Books & Publications                     | 415                 | 428                 | 500                 | 500                 | 500                 |
| <b>TOTAL OPERATING</b>          |  | <b>\$ 193,994</b>   | <b>\$ 201,751</b>   | <b>\$ 198,000</b>   | <b>\$ 208,670</b>   | <b>\$ 197,200</b>   |
| 46399                           | Improvements Other than Buildings        | -                   | 15,228              | -                   | -                   | -                   |
| 46415                           | Trucks & Trailers                        | 3,063               | -                   | -                   | -                   | 886,000             |

## FIREFIGHTING

| 001073<br>EXP<br>CODE | CLASSIFICATION            | ACTUAL<br>FY17-18 | ACTUAL<br>FY18-19 | ESTIMATE<br>FY19-20 | AMENDED<br>BUDGET<br>FY19-20 | BUDGET<br>AMOUNT<br>FY20-21 |
|-----------------------|---------------------------|-------------------|-------------------|---------------------|------------------------------|-----------------------------|
| 46431                 | Special Purpose Equipment | 16,404            | 52,033            | 231,530             | 231,530                      | 78,000                      |
|                       | <b>TOTAL CAPITAL</b>      | <b>\$ 19,467</b>  | <b>\$ 67,261</b>  | <b>\$ 231,530</b>   | <b>\$ 231,530</b>            | <b>\$ 964,000</b>           |

**TOTAL EXPENDITURES**   \$ 2,259,198   \$ 2,415,244   \$ 2,200,720   \$ 2,247,910   \$ 3,026,410

## 5-YEAR CAPITAL EQUIPMENT/IMPROVEMENT PROGRAM FIREFIGHTING

| EXP<br>CODE | CLASSIFICATION                   | FY<br>20-21    | FY<br>21-22   | FY<br>22-23 | FY<br>23-24 | FY<br>24-25 |
|-------------|----------------------------------|----------------|---------------|-------------|-------------|-------------|
| 46413       | <i>Data Processing Equipment</i> |                |               |             |             |             |
|             | Toughbook Laptops w/ Stands (5)  | 16,000         | -             | -           | -           | -           |
|             | <b>TOTAL</b>                     | <b>16,000</b>  | -             | -           | -           | -           |
| 46415       | <i>Trucks &amp; Trailers</i>     |                |               |             |             |             |
|             | Aerial Ladder Truck              | 886,000        | -             | -           | -           | -           |
|             | <b>TOTAL</b>                     | <b>886,000</b> | -             | -           | -           | -           |
| 46431       | <i>Special Purpose Equipment</i> |                |               |             |             |             |
|             | Defibrillator                    | 32,000         | 32,000        | -           | -           | -           |
|             | Ladder Truck Equipment           | 30,000         | -             | -           | -           | -           |
|             | <b>TOTAL</b>                     | <b>62,000</b>  | <b>32,000</b> | -           | -           | -           |

**DIVISION TOTAL**    \$ 964,000    \$ 32,000    \$ -    \$ -    \$ -