



# Maple Plain Fire Department

## Fire Commission Meeting

### Agenda

*July 10, 2018*

*7:00am*

*Maple Plain Fire Department*

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1. Call the Meeting to Order
2. Adopt the Agenda
3. Consent Agenda
  - a. Approve Meeting Minutes from April 10, 2018
4. 2018 YTD Call Report
5. 2018 Qtr 1 & Qtr 2 Financial Update
6. Fire Chief's Report
7. Old Business
  - a. Fire Station Facilities Study Update
  - b. Tanker 11 Truck Committee
  - c. 2017 Financial Review
8. New Business
  - a. Updated Capital Improvement Plan
  - b. 2019 Budget
  - c. SCBA Disposal
  - d. Grass 12 Replacement
  - e. Security Cameras
  - f. Future of Fire Personnel
9. Adjourn

#### Next Meetings:

- a. October 9, 2018 – 7am
- b. January 8, 2019 – 7am

# Maple Plain Fire Department

## Fire Commission Meeting

### Minutes

*April 10, 2018*

*7:00am*

*Maple Plain Fire Department*

#### **1. Call the Meeting to Order**

Present: Chair Dominic Broda, Commissioners Caitlin Cahill, Lynn Betts, and Marvin Johnson. Also Present: Fire Chief, Justin McCoy, Director of Public Safety, Gary Kroells, City Administrators, Mark Kaltsas, and Robert Schoen.

#### **2. Adopt the Agenda**

Motion by Commissioner Johnson to adopt the April 10, 2018 Fire Commission Agenda. Seconded by Commissioner Cahill. Motion Passed.

#### **3. Consent Agenda**

a. Approve Meeting Minutes from January 9, 2018

Motion by Commissioner Betts to approve the January 9, 2018 Fire Commission meeting minutes. Seconded by Commissioner Cahill. Motion Passed.

#### **4. 2018 YTD Call Report**

Fire Chief McCoy shared that in 2018 so far the Fire Department has had 68 calls and 664 hours spent on these calls. The total medical calls were 54, which resulted in 437 hours. The total fire calls were 10, which resulted in 201 hours. The total car crash call were 4, which resulted in 26 hours. Chief McCoy stated that so far 2018 has been a busy year for the Fire Department.

Motion by Commissioner Betts to approve the 2018 YTD Call Report. Seconded by Commissioner Cahill. Motion Passed.

#### **5. 2017 Financial Update**

The Fire Commission had some questions regarding the final 2017-year end budget and requested viewing the final audit document of the Fire Fund.

Motion by Commissioner Johnson subject to audit report 2017. Seconded by Commissioner Cahill. Motion Passed.

#### **6. 2018 Qtr1 Financial Update**

The Fire Commission requested that some of the account names be changed to make the understanding of the quarterly reports easier to understand. Staff did share they will have

Abdo come out and help fix the quarterly reports. The Fire Department is in good financial health currently.

Motion by Commissioner Cahill to table this topic to the July 2018 meeting. Seconded by Commissioner Broda. Motion Passed.

## **6. Fire Chief's Report**

Chief McCoy Stated some highlights of the beginning quarter of 2018. Some of those highlights included a joint officers meeting with Loretto's Fire Department, Firefighter recognition night, and the implementation of a new governance structure. Some Personnel changes include the retirements of Randy O' Brien and Bryan Swenson, the resignation of Dusty O' Brien, and a leave of absence for Tom Lowery.

Some of the major calls for the first quarter included a smoke in a residence off of County Rd. 92, a Barn Fire mutual aid call off of County Rd. 11, and a House Fire mutual aid call with Loretto off of County Rd. 19. Some public education/community events included the escorts of Orono Hockey and Delano Basketball, a few birthday parties, and Firefighter Recruitment night on April 23<sup>rd</sup>.

Motion by Commissioner Betts to approve the Fire Chief's report. Seconded by Commissioner Cahill. Motion passed.

## **7. Old Business**

### **a. Fire Station Facilities Study Update**

Chief McCoy explained that the study has been presented to Maple Plain City Council and the City of Maple Plain is looking at all possible ways to meet the needs of the Fire Department space needs.

### **b. Fire Chiefs Salary Agreement**

Chief McCoy shared some data with Fire Commission requesting an increase to his compensation. The Fire Commission made a recommendation to the Maple Plain City Council in support of this increase.

Motion by Commissioner Cahill to recommend an increase to the Maple Plain City Council for Fire Chief McCoy. Seconded by Commissioner Johnson. Motion Passed.

### **c. Tanker 11 Truck Committee**

Chief McCoy shared that a Truck Committee has been designated and specification will be presented at the October meeting.

### **d. Command Vehicle Purchase**

Maple Plain Fire Department is working with West Hennepin Public Safety to transition a police vehicle to a fire vehicle. The Fire Commission agreed to this purchase and the vehicle is now under the Fire Departments insurance.

e. Fire Inspector

Chief McCoy stated that Brad Couser has been named the Maple Plain Fire Department Fire Inspector. Brad will work with Chief McCoy to develop this position. Commercial and high residential properties will begin inspection in 2018.

**8. New Business**

a. Updated Capital Improvement Plan

Chief McCoy went over the updated Capital Improvement plan for 2018 and shared some of the bigger purchases coming up. The Tanker 11 replacement is scheduled for 2019 and estimated costs are \$300,000 dollars.

**9. Confirmation of next meeting dates:**

c. July 10, 2018 – 7am

d. October 9, 2018 – 7am

e. January 8, 2019 – 7am

**10. Adjourn**

Motion by Commissioner Cahill to adjourn the April 10, 2018 Fire Commission meeting. Seconded by Commissioner Betts. Motion Passed.



# Emergency Call Report

## Statistical Analysis

*Number of Calls / Call Hours / Firefighter Resources*

Time Period: January 1, 2018 - June 30, 2018



Total Calls - YTD	143
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Total Emergency Call Hours - YTD	1338
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### Breakdown of emergency calls by type:

	<i>Number of Calls</i>	<i>Number of Hours</i>
Total Medical Calls - YTD	102	874
Total Fire Calls - YTD	31	390
Total Car Crash Calls - YTD	10	74

### Breakdown of emergency calls by city:

	<i>Number of Calls</i>	<i>Number of Hours</i>
Independence	37	342
Maple Plain	84	724
Medina	9	82
Three Rivers	2	14
Mutual Aid (Other)	11	176

### Breakdown of emergency calls by hour of day:

	<i>Number of Calls</i>	<i>% of total calls</i>
Day Time Calls (0601hrs - 1800hrs)	96	67%
Night Time Calls (1801hrs - 0600hrs)	47	33%

### Breakdown of day time calls - weekend or week day

	<i>Number of Calls</i>	<i>% of calls weekend vs weekday</i>
Weekend / Major Holiday	22	23%
Week Day	74	77%

### Number of Firefighters per call

	<i>Avg # of Firefighter / Call</i>	<i>Smallest Crew</i>
Day Time Calls (0601hrs - 1800hrs)	8	2
Night Time Calls (1801hrs - 0600hrs)	10	5



# Emergency Call Report



## Statistical Analysis

### Response Times

Time Period: January 1, 2018 - June 30, 2018

All Calls - Dispatched to in-service	0:04:18
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All Calls - Dispatched to on-scene	0:04:49
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Calls in Coverage Area - Dispatched to in-service	0:04:16
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Calls in Coverage Area - Dispatched to on-scene	0:04:24
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#### Breakdown of response time by city:

	<i>Dispatched to in-service</i>	<i>Dispatched to on-Scene</i>
Independence	0:02:58	0:06:21
Maple Plain	0:02:47	0:03:38
Medina	0:03:09	0:05:22
Mutual Aid	0:04:43	0:11:23

#### Breakdown of response time by hour of day:

	<i>Dispatched to in-service</i>	<i>Dispatched to on-Scene</i>
Day Time Calls (0601hrs - 1800hrs)	0:02:59	0:04:52
Night Time Calls (1801hrs - 0600hrs)	0:06:28	0:04:23

#### Breakdown of response times by Qtr of Current Year (All Calls):

	<i>Dispatched to in-service</i>	<i>Dispatched to on-Scene</i>
Quarter 1	0:02:38	0:04:40
Quarter 2	0:04:18	0:04:49
Quarter 3		
Quarter 4		

#### Breakdown of response times by Year (All Calls):

	<i>Dispatched to in-service</i>	<i>Paged to on-Scene</i>
2017	0:02:39	0:04:55
2016		
2015		



# Emergency Call Report

## *Statistical Analysis*

### *Comparative Data*

Time Period: January 1, 2018 - June 30, 2018



#### Prior YTD Comparison Data

	Jan 1 - June 30 2017	Jan 1- June 30 2018
Total Calls	132	143
Total Emergency Hours	1623	1338

#### Number of Calls & Hours / Year

<i>Year</i>	<i>Number of Calls</i>	<i>Hours</i>
2017	274	2884
2016	297	
2015	309	
2014	286	

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Current Period: July 2018

		2018	2018	July	2018	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>FIRE PARTNERSHIP FUND</b>						
Active	R 801-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 801-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 801-33420 State 2% Fire Relief Aid	\$19,000.00	\$0.00	\$0.00	\$19,000.00	0.00%
Active	R 801-33422 Other State Aid Grants	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 801-34207 Maple Plain Fire Protect.	\$174,336.00	\$125,889.75	\$107,905.50	\$48,446.25	72.21%
Active	R 801-34208 Independence Fire Prote	\$215,401.00	\$82,940.41	\$82,940.41	\$132,460.59	38.51%
Active	R 801-34209 Medina Fire Protect. Pmt	\$5,448.00	\$1,500.00	\$1,500.00	\$3,948.00	27.53%
Active	R 801-34210 Three Rivers Fire Protect	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	R 801-34950 Other Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 801-36210 Interest Earnings	\$0.00	\$2.92	\$0.00	-\$2.92	0.00%
Active	R 801-36230 Contributions & Donation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 801-36250 Refunds & Reimburseme	\$2,600.00	\$2,188.86	\$0.00	\$411.14	84.19%
Active	R 801-39101 Sales of Fixed Assets &	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 801-39201 Transfer from General Fu	\$0.00	\$1,000.00	\$0.00	-\$1,000.00	0.00%
<b>Total FIRE PARTNERSHIP FUND</b>		<b>\$418,285.00</b>	<b>\$213,521.94</b>	<b>\$192,345.91</b>	<b>\$204,763.06</b>	<b>51.05%</b>
<b>Report Total</b>		<b>\$418,285.00</b>	<b>\$213,521.94</b>	<b>\$192,345.91</b>	<b>\$204,763.06</b>	<b>51.05%</b>



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**Current Period: July 2018**

			2018	2018	July		2018	% of YTD
			YTD Budget	YTD Amt	MTD Amt	Enc Current	YTD Balance	Budget
FIRE PARTNERSHIP FUND								
Fire Administration								
Active	E 801-42210-108	Fire Officers	\$18,800.00	\$7,644.58	\$7,644.58	\$0.00	\$11,155.42	40.66%
Active	E 801-42210-121	PERA Contributio	\$0.00	\$126.20	\$0.00	\$0.00	-\$126.20	0.00%
Active	E 801-42210-122	FICA Contribution	\$1,438.00	\$590.73	\$0.00	\$0.00	\$847.27	41.08%
Active	E 801-42210-124	State 2% Fire Rel	\$19,000.00	\$0.00	\$0.00	\$0.00	\$19,000.00	0.00%
Active	E 801-42210-131	Employer Paid H	\$0.00	\$643.76	\$0.00	\$0.00	-\$643.76	0.00%
Active	E 801-42210-132	Employer Paid D	\$0.00	\$28.36	\$0.00	\$0.00	-\$28.36	0.00%
Active	E 801-42210-133	Employer Paid Lif	\$0.00	\$1.95	\$0.00	\$0.00	-\$1.95	0.00%
Active	E 801-42210-151	Worker s Comp I	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$0.00	100.00%
Active	E 801-42210-170	Medical Evaluatio	\$6,170.00	\$3,066.00	\$0.00	\$0.00	\$3,104.00	49.69%
Active	E 801-42210-180	Psychological Ev	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 801-42210-201	Office Supplies	\$500.00	\$1,843.79	\$0.00	\$0.00	-\$1,343.79	368.76%
Active	E 801-42210-300	Management Ser	\$5,910.00	\$14,040.00	\$0.00	\$0.00	-\$8,130.00	237.56%
Active	E 801-42210-307	Fire Administratio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-42210-309	EDP, Software an	\$0.00	\$1,466.42	\$0.00	\$0.00	-\$1,466.42	0.00%
Active	E 801-42210-311	Contract Service	\$300.00	\$3,743.75	\$0.00	\$0.00	-\$3,443.75	1247.92%
Active	E 801-42210-313	Policies and Proc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-42210-322	Postage	\$210.00	\$19.60	\$0.00	\$0.00	\$190.40	9.33%
Active	E 801-42210-361	General Liability I	\$3,110.00	\$0.00	\$0.00	\$0.00	\$3,110.00	0.00%
Active	E 801-42210-363	Automotive Insur	\$13,450.00	\$0.00	\$0.00	\$0.00	\$13,450.00	0.00%
Active	E 801-42210-433	Dues & Subscripti	\$3,090.00	\$2,774.00	\$0.00	\$0.00	\$316.00	89.77%
Active	E 801-42210-434	Awards & Indemn	\$1,500.00	\$692.73	\$0.00	\$0.00	\$807.27	46.18%
Active	E 801-42210-437	Miscellaneous	\$1,030.00	\$17.24	\$0.00	\$0.00	\$1,012.76	1.67%
Active	E 801-42210-442	Pension- City Co	\$38,000.00	\$42,879.00	\$0.00	\$0.00	-\$4,879.00	112.84%
Total Fire Administration			\$121,108.00	\$87,578.11	\$7,644.58	\$0.00	\$33,529.89	72.31%
Fire Fighting								
Active	E 801-42220-103	Part-Time Emplo	\$84,000.00	\$31,291.50	\$0.00	\$0.00	\$52,708.50	37.25%
Active	E 801-42220-122	FICA Contribution	\$6,426.00	\$2,370.14	\$0.00	\$0.00	\$4,055.86	36.88%
Active	E 801-42220-240	Small Tools & Mi	\$4,000.00	\$2,214.75	\$0.00	\$0.00	\$1,785.25	55.37%
Active	E 801-42220-417	Uniform Rentals	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 801-42220-437	Miscellaneous	\$270.00	\$381.13	\$29.20	\$0.00	-\$111.13	141.16%
Active	E 801-42220-443	Turnout Gear	\$7,700.00	\$11,059.13	\$0.00	\$0.00	-\$3,359.13	143.63%
Total Fire Fighting			\$107,396.00	\$47,316.65	\$29.20	\$0.00	\$60,079.35	44.06%
Fire Prevention								
Active	E 801-42230-210	Operating Supplie	\$520.00	\$1,135.00	\$1,135.00	\$0.00	-\$615.00	218.27%
Active	E 801-42230-437	Miscellaneous	\$520.00	\$1,153.95	\$0.00	\$0.00	-\$633.95	221.91%
Total Fire Prevention			\$1,040.00	\$2,288.95	\$1,135.00	\$0.00	-\$1,248.95	220.09%
Fire Training								

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Current Period: July 2018

		2018 YTD Budget	2018 YTD Amt	July MTD Amt	Enc Current	2018 YTD Balance	% of YTD Budget
Active	E 801-42240-207 Training Supplies	\$1,550.00	\$41.56	\$0.00	\$0.00	\$1,508.44	2.68%
Active	E 801-42240-331 Training & Travel	\$15,000.00	\$9,603.04	\$800.82	\$0.00	\$5,396.96	64.02%
Active	E 801-42240-437 Miscellaneous	\$520.00	\$271.84	\$12.99	\$0.00	\$248.16	52.28%
Active	E 801-42240-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total Fire Trainin</b>	<b>\$17,070.00</b>	<b>\$9,916.44</b>	<b>\$813.81</b>	<b>\$0.00</b>	<b>\$7,153.56</b>	<b>58.09%</b>
<b>Fire Communications</b>							
Active	E 801-42250-221 Equipment Parts	\$4,000.00	\$3,745.00	\$0.00	\$0.00	\$255.00	93.63%
Active	E 801-42250-309 EDP, Software an	\$1,600.00	\$1,899.12	\$0.00	\$0.00	-\$299.12	118.70%
Active	E 801-42250-323 Radio Units/Tech	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
Active	E 801-42250-419 General Rentals	\$14,571.00	\$7,459.50	\$0.00	\$0.00	\$7,111.50	51.19%
Active	E 801-42250-580 Other Equipment	\$4,000.00	\$1,976.77	\$0.00	\$0.00	\$2,023.23	49.42%
	<b>Total Fire Communication</b>	<b>\$24,971.00</b>	<b>\$15,080.39</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,890.61</b>	<b>60.39%</b>
<b>Fire Apparatus/Equipment</b>							
Active	E 801-42260-212 Motor Fuels	\$3,500.00	\$2,433.06	\$0.00	\$0.00	\$1,066.94	69.52%
Active	E 801-42260-221 Equipment Parts	\$1,500.00	\$507.49	\$0.00	\$0.00	\$992.51	33.83%
Active	E 801-42260-240 Small Tools & Mi	\$2,580.00	\$0.00	\$0.00	\$0.00	\$2,580.00	0.00%
Active	E 801-42260-404 Machinery & Equi	\$0.00	\$0.00	(\$511.34)	\$0.00	\$0.00	0.00%
Active	E 801-42260-406 Apparatus & Equi	\$43,000.00	\$11,537.53	\$11,537.53	\$0.00	\$31,462.47	26.83%
Active	E 801-42260-580 Other Equipment	\$3,500.00	\$744.00	\$0.00	\$0.00	\$2,756.00	21.26%
	<b>Total Fire Apparatus/Equipmen</b>	<b>\$54,080.00</b>	<b>\$15,222.08</b>	<b>\$11,026.19</b>	<b>\$0.00</b>	<b>\$38,857.92</b>	<b>28.15%</b>
<b>Medical Services</b>							
Active	E 801-42270-215 Shop Materials	\$0.00	\$182.05	\$0.00	\$0.00	-\$182.05	0.00%
Active	E 801-42270-218 Medical Supplies	\$720.00	\$0.00	\$0.00	\$0.00	\$720.00	0.00%
Active	E 801-42270-240 Small Tools & Mi	\$200.00	\$2,200.00	\$2,200.00	\$0.00	-\$2,000.00	1100.00%
Active	E 801-42270-404 Machinery & Equi	\$1,550.00	\$289.24	\$289.24	\$0.00	\$1,260.76	18.66%
	<b>Total Medical Service</b>	<b>\$2,470.00</b>	<b>\$2,671.29</b>	<b>\$2,489.24</b>	<b>\$0.00</b>	<b>-\$201.29</b>	<b>108.15%</b>
<b>Fire Stations and Bldgs</b>							
Active	E 801-42280-211 Cleaning/Custodi	\$1,550.00	\$197.75	\$0.00	\$0.00	\$1,352.25	12.76%
Active	E 801-42280-223 Building Repair S	\$750.00	\$10,912.94	\$0.00	\$0.00	-\$10,162.94	1455.06%
Active	E 801-42280-311 Contract Service	\$3,000.00	\$825.00	\$0.00	\$0.00	\$2,175.00	27.50%
Active	E 801-42280-321 Telephone	\$3,400.00	\$1,222.46	\$0.00	\$0.00	\$2,177.54	35.95%
Active	E 801-42280-362 Property Insuranc	\$820.00	\$0.00	\$0.00	\$0.00	\$820.00	0.00%
Active	E 801-42280-381 Electric Utilities	\$3,300.00	\$2,177.27	\$0.00	\$0.00	\$1,122.73	65.98%
Active	E 801-42280-382 Water Utilities	\$820.00	\$0.00	\$0.00	\$0.00	\$820.00	0.00%
Active	E 801-42280-383 Gas Utilities	\$5,800.00	\$4,471.82	\$0.00	\$0.00	\$1,328.18	77.10%
Active	E 801-42280-384 Refuse & Recycli	\$0.00	\$103.31	\$0.00	\$0.00	-\$103.31	0.00%
Active	E 801-42280-385 Sewer Utilities	\$1,030.00	\$0.00	\$0.00	\$0.00	\$1,030.00	0.00%
Active	E 801-42280-401 Building Repair &	\$0.00	\$946.92	\$0.00	\$0.00	-\$946.92	0.00%
Active	E 801-42280-520 Buildings & Struct	\$1,500.00	\$1,317.57	\$0.00	\$0.00	\$182.43	87.84%

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**Current Period: July 2018**

		2018	2018	July	Enc	2018	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 801-42280-560 Furniture & Fixtur	\$4,520.00	\$0.00	\$0.00	\$0.00	\$4,520.00	0.00%
Active	E 801-42280-720 Operating Transf	\$0.00	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	0.00%
	<b>Total Fire Stations and Bldg</b>	\$26,490.00	\$23,175.04	\$0.00	\$0.00	\$3,314.96	87.49%
<b>Fire Truck Note</b>							
Active	E 801-47076-550 Motor Vehicles	\$0.00	\$15,000.00	\$0.00	\$0.00	-\$15,000.00	0.00%
Active	E 801-47076-601 Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-47076-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-47076-620 Fiscal Agent s Fe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-47076-621 Bond Issuance C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-47076-724 Debt Service Fun	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total Fire Truck Not</b>	\$0.00	\$15,000.00	\$0.00	\$0.00	-\$15,000.00	0.00%
<b>Transfers Out</b>							
Active	E 801-49360-721 Equipment Revol	\$31,830.00	\$0.00	\$0.00	\$0.00	\$31,830.00	0.00%
Active	E 801-49360-722 Capital Improvem	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 801-49360-726 Building Improve	\$31,830.00	\$0.00	\$0.00	\$0.00	\$31,830.00	0.00%
	<b>Total Transfers Out</b>	\$63,660.00	\$0.00	\$0.00	\$0.00	\$63,660.00	0.00%
<b>Other Expense - Unallocated</b>							
Active	E 801-49990-725 Contingencies	\$6,505.00	\$0.00	\$0.00	\$0.00	\$6,505.00	0.00%
Active	E 801-49990-750 Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total Other Expense - Unallocated</b>	\$6,505.00	\$0.00	\$0.00	\$0.00	\$6,505.00	0.00%
	<b>Total FIRE PARTNERSHIP FUND</b>	\$424,790.00	\$218,248.95	\$23,138.02	\$0.00	\$206,541.05	51.38%

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Current Period: July 2018

	2018 YTD Budget	2018 YTD Amt	July MTD Amt	Enc Current	2018 YTD Balance	% of YTD Budget
Report Total	\$424,790.00	\$218,248.95	\$23,138.02	\$0.00	\$206,541.05	51.38%



# Maple Plain Fire Department

## Fire Commission Meeting

### Fire Chief's Report

July 10, 2018

Maple Plain Fire Department

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#### Vision as Fire Chief

To build an organizational structure that provides necessary tools, equipment, training and leadership for everyone to be successful when in action.

#### Quarter Highlights

- Working with City of Medina on Fire Service Strategic Planning
- In service – New SCBA Packs
- Hose and Ladder Testing – June 4
- Fire Chief Attended the following meetings:
  - Reoccurring Event: Police / Fire Chief Networking Coffee
  - Reoccurring Event: Maple Plain Staff Meetings
  - April 2 – MPFD Officer's Meeting
  - April 18 – Meeting with City of Maple Plain
  - April 18 – Meeting with New Recruit
  - April 19 – Hennepin County Fire Chiefs Meeting
  - April 19 – Hennepin County Fire Radio Users Meeting
  - May 7 – MPFD Officer's Meeting
  - May 17 – Hennepin County Fire Chiefs Meeting
  - May 17 – Hennepin County Fire Radio Users Meeting
  - May 24 – Meeting with Action Fleet
  - June 2 – Mound Fire Department Fish Fry
  - June 4 – New Recruit Meeting
  - June 4 – MPFD Officer's Meeting
  - June 11 – OMG Chemicals Site Visit / Emergency Planning
  - June 11 – Meeting with North Memorial Operations Director
  - June 11 – Tanker 11 Truck Committee Meeting
  - June 14 – Herc-U-Lift 50<sup>th</sup> Anniversary
  - June 20 – Hennepin CAD Train the Trainer Meeting
  - June 21 – Hennepin County Fire Chiefs Meeting
  - June 21 – Hennepin County Fire Radio Users Meeting
  - June 25 – City of Maple Plain Staff Budget Review

#### Personnel Changes

- Aubrey Soukup – New Probationary Firefighter. Start Date: July 2, 2018

### **Fire / Rescue Calls to Highlight**

- May 3 – Copland Road Grass Fire
- May 16 – Elevator Rescue
- May 25 – Wayzata High School Fire

### **Public Education / Community Events**

- May 19 – Medina Bike Rodeo
- June 15 – Fire Truck Ride to School
- July 1 – Hosted a Birthday Party

### **Training Update**

- April 9 & April 11 – Haz Materials Training
- April 30 – Forcible Entry Training
- May 16 – North Air Care Conference – Princeton, MN
- May 14 & 21 – Firefighter Evacuation – Mayday and RIT Hands On Training
- June 11 & June 18 – Confined Space
- June 25 – Pump Training
- June 30 – Assisted Loretto Fire in a Controlled House Fire Training

### **Grants**

- N/A

### **Thank You Notes**

- N/A

### **Equipment Upgrade**

- SCBA
- Head Sets Installed in Grass 11

### **Fire Chief Administrative Hours**

- 332 Hours YTD for 2018 = .32 FTE



# Maple Plain Fire Department

## Fire Commission Meeting

### Old Business & New Business Items

July 10, 2018

Maple Plain Fire Department

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## Old Business

### a. Fire Station Facility Study Update

Maple Plain City Council commissioned a study to be done of the Maple Plain Fire Station by Wold Architects. An update on the process will be given at the meeting by Fire Chief Justin McCoy.

Action Needed: Discussion Item Only

### b. Tanker 11 Truck Committee

Truck Committee has been working hard at creating specs for the truck. Since Tankers do not get used very frequently but are extremely necessary to MPFD since part of our Fire District does not have water, the Truck Committee has been looking at ways to make this truck as multi purpose as possible by outfitting it with a small pump and special traffic control equipment that can be helpful when closing down roads.

The budget for this truck is estimated to be \$350,000. Specs will be presented at the October Fire Commission Meeting to authorize the Department to go out for bid for this truck.

Action Needed: Informational Only

### c. 2017 Financial Review

The Fire Partnership Fund has been fully audited. A copy of the 2017 Financial Statement is attached.

Action Needed: Approval of the 2017 Financial Statement

## **New Business**

### **a. Capital Improvement Plan**

Revised CIP Plan is presented as part of the 2019 Proposed Budget. Chief McCoy will walk through this plan. General Discussion will be encouraged as our fund balance will drop negative in years 2-8 if we pay cash for the Tanker.

Action Needed: Approve the CIP Plan and give staff direction on Tanker Bonding or Paying Cash for Truck.

### **b. 2019 Budget**

Chief McCoy will present the 2019 Proposed Budget. In this budget you will see a significant increase to the City of Maple Plain as Maintenance dollars are badly needed to maintain our current building. These repairs to the building are outlined in the CIP Plan.

Other increases to the budget will be discussed at the meeting.

Action Needed: Recommend the 2019 Proposed Budget to the City of Maple Plain City Council

### **c. SCBA Disposal**

Our New SCBA Packs are in service. We have our old packs sitting in storage currently. Chief McCoy would like to donate them to the MN DNR Which in turn will donate them to a community in need of parts / replacements.

Action Needed: Authorize Chief McCoy to dispose of Old SCBA Masks and Packs to the MN DNR.

### **d. Grass 12 Replacement**

Grass 12 (Gama-Goat) is scheduled for replacement in 2019 in our CIP Plan. This Truck is a 1973 Military Vehicle donated to MPFD from the DNR.

Through Networking with the Polaris Company, Chief McCoy is being Offered a 2017 Polaris Ranger that has been used as a Grass Truck Demo at trade shows at a discounted price of \$30,000. This would save the Fire Commission approximately \$20,000 from what is budgeted for this replacement.

Polaris is willing to allow MPFD to demo the vehicle for a few weeks prior to purchasing it.

Action Needed: Authorize Chief McCoy to Purchase this Polaris Ranger from Polaris if Demo of Apparatus meets Department Needs and to dispose of the Gama-Goat by giving it back to the MN DNR.



e. **Security Cameras**

Currently MPFD does not have any security cameras at the Fire Station. With the Millions of Dollars of apparatus and equipment along with Human Resource best practices, Chief McCoy is recommending the install of security cameras inside and outside of the Fire Station.

Chief McCoy has secured two Quotes to complete this work:

Egan Companies: \$9,487.00

Pro-Tech Design: \$9,204.99

This is currently an unbudgeted expense, however an expense the commission should consider.

Action Needed: To decide if this unbudgeted expense can be obtained in 2018 for security purposes.

f. **Future of Fire Personnel**

General Discussion on the future of Fire Fighting Personnel.

Action Needed: General Discussion Only



# PROPOSED BUDGET



# 2019

1645 Pioneer Avenue, Maple Plain, MN 55359

[www.mapleplainfire.com](http://www.mapleplainfire.com)

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## **Budget Executive Summary**

The budget for the Maple Plain Fire Department is for the 2019 Fiscal year, which runs between January 1, 2019 – December 31, 2019. Prior year data is included in this budget for comparable purposes. This data includes the 2018 approved budget, 2017 approved budget, 2016 approved budget and actual expenditures and 2015 approved budget and actual expenditures.

At the Maple Plain / Independence Fire Partnership Meeting on April 11, 2017 the commission made a policy decision to maintain a minimum of a 6 month operating reserve in the Fire Partnership Fund. This budget reflects this policy decision.

This budget contains two main areas of focus.

1. Fire Partnership General Fund – operating expenditures to operate the Maple Plain Fire Department
2. Capital Improvement Plan – The 2019 Budget contains a Equipment Replacement Fund and a Building Improvement Fund.

### **Budget Timeline**

<b>Date</b>	<b>Budget Event</b>	<b>Action Needed</b>
July 10, 2018	Approval of the 10 year Capital Improvement Plan	Commission Approval
July 10, 2018	Presentation of 2018 Budget to the Fire Commission	Recommendation for City Council Approval
TBD	Budget presented to Maple Plain and Independence City Councils	Admin Report
TBD September 2018	City of Maple Plain and City of Independence approves a preliminary budget and tax levy which includes the Maple Plain Fire Department Budget	Council Approval
TBD December 2018	City of Maple Plain and City of Independence approves a final budget and tax levy which includes the Maple Plain Fire Department Budget	Council Approval

## **Organizational Overview**

Maple Plain Fire Department is a municipal Joint Powers Agreement (JPA) Fire Department which is administered by the City of Maple Plain that serves the residents of Maple Plain and Independence. Maple Plain Fire Department also contracts service to areas of Medina.

Maple Plain Fire Department is governed by three different governing bodies. The Maple Plain / Independence Fire Commission administers the fiscal and operational policies of the department, The Independence City Council approves the annual budget which is recommended by the Fire Commission and the Maple Plain City Council administers the Human Resources and Employment policies of the department and approves the annual budget recommendation from the Fire Commission.

### **Maple Plain / Independence Fire Partnership Commissioners**

<b>Name</b>	<b>Position</b>	<b>City Represented</b>
Dominic Broda	Chair	Maple Plain
Caitlin Cahill	Member	Maple Plain
Marvin Johnson	Member	Independence
Lynn Betts	Member	Independence

### **Maple Plain City Council**

<b>Name</b>	<b>Position</b>	<b>Term Expires</b>
Julie Maas-Kusske	Mayor	December 31, 2020
Caitlin Cahill	Council Member	December 31, 2018
Mike DeLuca	Council Member	December 31, 2018
Dominic Broda	Council Member	December 31, 2020
John Fay	Council Member	December 31, 2020

### **Independence City Council**

<b>Name</b>	<b>Position</b>	<b>Term Expires</b>
Marvin Johnson	Mayor	December 31, 2019
Lynn Betts	Council Member	December 31, 2021
Brad Spencer	Council Member	December 31, 2021
Steve Grotting	Council Member	December 31, 2019
Ray McCoy	Council Member	December 31, 2019

## **Equipment Overview**

Maple Plain Fire Department maintains and uses many types of apparatus to ensure safe and efficient response to emergency calls. This equipment is jointly owned by the Cities of Independence and Maple Plain through the Maple Plain / Independence Fire Partnership JPA.

<b>Name of Apparatus</b>	<b>Type of Apparatus</b>	<b>Year of Apparatus</b>
Aerial 11	Ladder	2002
Boat 11	Watercraft	
Engine 11	Pumper	1989
Engine 12	Pumper	2008
Grass 11	Wildland Fire Response	1985
Grass 12	Wildland Fire Response	1973
Rescue 11	Heavy Rescue	
Rescue 12	Light Rescue	2013
Tanker 11	Water Tender	1989
Tanker 12	Water Tender	2000
Utility 11	Multi-Use	2016
FWD (Retired)	Pumper	1956
Chief's Vehicle	Command	2010

When the Fire Partnership started on December 31, 2002 Equipment purchased after this agreement became assets belonging to the Maple Plain / Independence Fire Partnership Fund. The following apparatus is owned by the Fire Partnership.

- Aerial 11
- Engine 12
- Boat 11
- Rescue 12
- Tanker 11
- Tanker 12
- Utility 11
- Chief's Vehicle

## **Fire Station Overview**

Maple Plain Fire Department operates one station located in Maple Plain at 1645 Pioneer Avenue. This building is owned and maintained by the City of Maple Plain. This building was built in 1980. The building is approx. 7200 sq feet and contains an apparatus floor, hose drying tower, storage, kitchen and meeting space.

## Personnel Overview

Maple Plain Fire Department maintains 35 roster spots. Currently, Maple Plain has 22 active firefighters. Of these 22 Firefighters, 7 are officers. All Firefighters and Officers for Maple Plain Fire Department are paid-on-call firefighters. Firefighters respond from their home when a page is received. Maple Plain Fire does not run scheduled staffing shifts.

Name	Position
Justin McCoy	Fire Chief
Chris Doyle	Assistant Chief
Dave Eisinger	Assistant Chief
Rick Denneson	Captain
Jay McCoy	Captain / Training Officer
Ed McGinty	Captain
Brad Couser	Inspector



# Fire Partnership General Fund

## REVENUE

		2019	2018	2018	2017	2017	2016
		Proposed	Proposed	Actual	Budget	Actual	Budget
801-33100	Federal / State Grants and Aids	0	0				
801-33420	State 2% Fire Relief Aid	20,000	19,000				
??	<i>City of Maple Plain Fire Protection Payment</i>	<i>327,749</i>	<i>174,336</i>				
??	<i>City of Independence Fire Protection Payment</i>	<i>250,684</i>	<i>215,401</i>				
??	<i>City of Medina Fire Protection Payment</i>	<i>5,783</i>	<i>5,448</i>				
??	<i>Three Rivers Park Fire Protection Payment</i>	<i>1,500</i>	<i>1,500</i>				
801-34950	Other Revenues	0	0				
801-36210	Interest Earnings	0	0				
801-36250	Refunds, Reimbursements & Donations	0	2,600				
???	<i>State Training Reimbursement</i>	<i>2,600</i>	<i>2,600</i>				
801-39101	Sales of Fixed Assets & Lease	0	0				
TOTAL REVENUE		608,316	\$418,285		\$0	\$0	\$0



**EXPENSES**

	2019 Proposed	2018 Budget	2017 Budget	2017 Actual	2016 Budget
<b>FIRE ADMINISTRATION</b>					
801-42210-103 Fire Officers	23,500	18,800	15,450		15,450
801-42210-107 Secretarial Services	0	0	1,060		1,060
801-42210-122 FICA Contributions	1,798	1,438	1,000		1,000
801-42210-124 State 2% Fire Relief Aid	20,000	19,000	0		0
801-42210-151 Worker's Compensation	8,000	8,000	8,000		8,000
801-42210-170 Medical Evaluations	4,750	500	0		0
801-42210-180 Psychological Evaluations	900	600	0		0
801-42210-201 Office Supplies	500	500	770		770
801-42210-300 Management Fees	5,910	5,910	5,910		5,910
801-42210-304 Policies & Procedures	3,435	0	0		0
801-42210-309 EDP, Software & Design	0	0	0		0
801-42210-311 Administrative Contract Services	10,000	300	0		0
801-42210-322 Postage	200	210	210		210
801-42210-361 General Liability Insurance	3,110	3,110	3,110		3,110
801-42210-363 Automotive Insurance	13,500	13,450	13,450		13,450
801-42210-433 Dues & Subscriptions	245	3,090	3,090		3,090
801-42210-434 Awards & Indemnities	1,500	1,500	520		520
801-42210-437 Miscellaneous	1,000	1,030	1,030		1,030
801-42210-442 Pension - Municipal Contribution	40,000	38,000	31,851		31,851
<b>TOTAL FIRE ADMINISTRATION</b>	<b>\$138,348</b>	<b>\$121,108</b>	<b>\$91,641</b>		<b>\$101,641</b>
<b>FIRE FIGHTING</b>					
801-42220-103 Part-Time Employees	85,680	84,000	\$73,650		\$63,650
801-42220-122 FICA Contributions	6,555	6,426	\$4,140		\$4,140
801-42220-240 Tools & Equipment	4,000	4,000	\$5,000		\$5,000
801-42220-437 Miscellaneous	500	0	\$0		\$0
801-42220-443 Turnout Gear	13,400	7,700	\$10,000		\$10,000
801-42220-580 Uniforms	9,000	5,000	\$7,000		\$7,000
<b>TOTAL FIRE FIGHTING</b>	<b>\$119,135</b>	<b>\$107,396</b>	<b>\$100,060</b>		<b>\$90,060</b>

	2019 Proposed	2018 Budget	2017 Budget	2017 Actual	2016 Budget
<b>FIRE PREVENTION</b>					
801-42230-203 Printed Forms & Paper	200	0	\$0		\$0
801-42230-352 Supplies & Equipment	1,000	520	\$520		\$520
801-42230-437 Miscellaneous	500	520	\$520		\$520
<b>TOTAL FIRE PREVENTION</b>	<b>\$1,700</b>	<b>\$1,040</b>	<b>\$1,040</b>		<b>\$1,040</b>
<b>FIRE TRAINING</b>					
801-42240-207 Training Supplies	4,263	1,550	\$1,550		\$1,550
801-42240-331 Training & Travel	17,300	15,000	\$13,500		\$13,500
801-42240-437 Miscellaneous	250	0	\$0		\$0
<b>TOTAL FIRE TRAINING</b>	<b>\$21,813</b>	<b>\$17,070</b>	<b>\$15,102</b>		<b>\$15,570</b>
<b>FIRE COMMUNICATIONS</b>					
801-42250-221 Equipment Parts	4,000	4,000	\$4,120		\$4,120
801-42250-309 EDP, Software & Design	2,940	1,600	\$520		\$520
801-42250-323 Radio Units / Technology	3,000	800	\$1,030		\$1,030
801-42250-419 Radio Rentals	24,027	14,571	\$15,450		\$15,450
801-42250-580 Other Equipment	4,000	4,000	\$5,670		\$5,670
<b>TOTAL FIRE COMMUNICATIONS</b>	<b>37,967</b>	<b>\$24,971</b>	<b>\$26,790</b>		<b>\$26,790</b>
<b>FIRE APPARATUS / EQUIPMENT SERVICES</b>					
801-42260-212 Motor Fuels	3,500	3,500	\$3,610		\$3,610
801-42260-221 Equipment Parts	1,500	1,500	\$2,060		\$2,060
801-42260-240 Small Tools & Minor Equipment	3,000	0	\$0		\$0
801-42260-404 Apparatus & Equipment Repair	44,000	4,000	\$5,300		\$5,300
801-42260-437 Miscellaneous	0	0	\$0		\$0
801-42260-580 Other Equipment	2,000	3,500	\$5,300		\$5,300
<b>TOTAL FIRE REPAIR SERVICES</b>	<b>54,000</b>	<b>\$12,500</b>	<b>\$16,270</b>		<b>\$16,270</b>

	2019 Proposed	2018 Budget	2017 Budget	2017 Actual	2016 Budget
<b>MEDICAL SERVICES</b>					
801-42270-215 Medical Supplies	1,200	720	\$520		\$520
801-42270-221 Equipment Repair	500	1550	\$1,550		\$1,550
801-42270-240 Tools & Equipment	700	200	\$0		\$0
801-42270-437 Miscellaneous	200	0	\$0		\$0
<b>TOTAL MEDICAL SERVICES</b>	<b>2,600</b>	<b>\$2,470</b>	<b>\$2,070</b>		<b>\$2,070</b>
<b>FIRE STATIONS &amp; BUILDINGS</b>					
801-42280-211 Custodial Supplies	1,550	1,550	\$1,550		\$1,550
801-42280-223 Building Repair Supplies	750	750	\$750		\$750
801-42280-311 Miscellaneous Contract Services	3,000	3,000	\$1,550		\$1,550
801-42280-321 Telephone	3,400	3,400	\$3,400		\$3,400
801-42280-362 Property Insurance	820	820	\$820		\$820
801-42280-381 Electric Utility	3,300	3,300	\$3,300		\$3,300
801-42280-382 Water	820	820	\$820		\$820
801-42280-383 Gas Utility	5,800	5,800	\$5,150		\$5,150
801-42280-384 Refuse & Recycling	0	0	\$0		\$0
801-42280-385 Sewer	1,030	1,030	\$1,030		\$1,030
801-42280-401 Building Repair & Maintenance	1,500	0	\$0		\$0
801-42280-520 Building & Structures	1,500	1,500	\$3,000		\$3,000
801-42280-560 Office Equipment & Furnishings	520	4,520	\$520		\$520
<b>TOTAL FIRE STATIONS &amp; BUILDINGS</b>	<b>23,990</b>	<b>\$26,490</b>	<b>\$21,890</b>		<b>\$21,890</b>
<b>FIRE TRUCK NOTE</b>					
801-47076-601 Bond Principal	0	0	\$0		\$0
801-47076-611 Bond Interest	0	0	\$0		\$0
801-47076-620 Fiscal Agent's Fee	0	0	\$0		\$0
801-47076-621 Bond Issuance Cost	0	0	\$0		\$0
801-47076-724 Debt Service Fund	0	0	\$0		\$0
<b>TOTAL FIRE TRUCK NOTE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>TRANSFERS OUT</b>					
801-49360-721 Equipment Replacement Fund	66,000	31,830	31,830		\$31,830
801-49360-722 Building Improvement Fund	142,763	31,830	31,830		\$31,830
<b>TOTAL TRANSFERS OUT</b>	<b>208,763</b>	<b>\$63,660</b>	<b>\$63,660</b>		<b>\$63,660</b>

	2019 Proposed	2018 Budget	2017 Budget	2017 Actual	2016 Budget
<b>OTHER EXPENSES - UNALLOCATED</b>					
801-49990-725 Contingencies	0	0	\$0		\$0
801-49990-750 Use of Reserves	0	0	\$0		\$0
TOTAL OTHER EXPENSES	0	0	\$0		\$0
<b>TOTAL EXPENDITURES</b>	<b>608,316</b>	<b>\$418,285</b>	<b>\$391,273</b>	<b>\$0</b>	<b>\$391,741</b>
Percent Increase	31.24%	6.46%	-0.12%		9.33%
Percent Increase less 2%		1.92%			
Percent Increase Less Building Improvement	7.77%				



# City Contribution Formula

Budget Maple Plain / Independence Responsible For	
Total Budget	\$418,285
Less 2% Money	(\$19,000)
Less Medina's Contribution	(\$5,448)
Less Three River's Contribution	(\$1,500)
Less State Training Reimbursement	(\$2,600)
Less Captial Improvement	(\$63,660)
Less Bond Payments	\$0
<b>Total General Fund</b>	<b>\$326,077</b>

Estimated Market Values	2017	2016	2015	3 Year Average
Maple Plain	170,320,912	157,971,367	151,803,464	160,031,914
Independence	381,638,445	364,814,810	348,998,280	365,150,512
<b>TOTAL</b>	<b>551,959,357</b>	<b>522,786,177</b>	<b>500,801,744</b>	<b>525,182,426</b>
Maple Plain's Percentage of 3 year Market Value Average				30%
Independence's Percentage of 3 year Market Value Average				70%

Emergency Response Hours	2016	2015	2014	3 Year Average
Maple Plain	1712	1758	1407	1626
Independence	1362	1310	1017	1230
<b>TOTAL</b>	<b>3074</b>	<b>3068</b>	<b>2424</b>	<b>2855</b>
Maple Plain's Percentage of 3 year Emergency Response Hours Average				57%
Independence's Percentage of 3 year Emergency Response Hours Average				43%

Formula
City Contribution = ([50%*General Fund Budget]*Market Value) +([50%*General Fund Budget]*Call Hours)

Municipalities Share of Fire Partnership				
	General Budget	Bond Payments	Capital Improvement	Total
Maple Plain	\$142,506	\$0	\$31,830	\$174,336
Independence	\$183,571	\$0	\$31,830	\$215,401
<b>Total</b>	<b>\$326,077</b>	<b>\$0</b>	<b>\$63,660</b>	<b>\$389,737</b>



# Historical Figures

Year	Total Budget	Maple Plain	% of Budget	Independence	% of Budget	Medina	Three Rivers Park
2019	608,316	327,749	54%	250,684	41%	5,782	1,500
2018	418,285	174,336	42%	215,401	51%	5,669	1,500
<i>** 2018 - Current Year the proper formula was used again per Fire Partnership Agreement **</i>							
2017	391,273	178,076	46%	185,344	47%	5,000	1,500
2016	391,741	178,076	45%	185,344	47%	5,000	
2015	355,201	161,795	46%	170,241	48%	4,637	
2014	355,201	161,795	46%	170,241	48%	4,637	
<i>** 2013 was the last year the proper formula was used per Fire Partnership Agreement **</i>							
2013	355,201	161,795	46%	170,241	48%	5,165	0
2012	359,535	161,994	45%	170,499	47%	4,637	0
2011							
2010	360,305						
2009		204,692		189,050		4,637	
2008							
2007							
2006							
2005							
2004							
2003							

## Notes:

1. In 2019 a Building Maintenance Fund was established in the budget which Maple Plain funds 100%



# Fire Partnership Capital Improvement Plan

Apparatus - Payable with Bonds											
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUE											
Maple Plain Principal & Interest Payments						14,000	14,000	14,000	14,000	14,000	32,000
Independence Principal & Interest Payments						14,000	14,000	14,000	14,000	14,000	32,000
TOTALREVENUE						28,000	28,000	28,000	28,000	28,000	64,000
EXPENSES											
Engine 11											450,000
Tanker 12						350,000					
Rescue 11										Estimated Repalcement 2034 →	
Aerial 11										Estimated Repalcement 2039 →	
Engine 12										Estimated Repalcement 2044 →	

Equipment / Apparatus - Payable with Equipment Replacement Fund												
Note: This fund holds the Fire Partnership 6 Month Budget reserve												
		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
		Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUE												
	Fund Carryover from prior year	472,717	-148,441	-118,024	-202,229	-172,558	-204,013	-201,598	-128,314	-93,165	-61,152	-47,400
	Annual Contribution	66,000	68,000	72,000	76,000	80,000	84,000	88,000	92,000	94,000	95,880	97,798
	Sale of Assets	25,000										
	Budget Reserve (50% of Annual Budget)	(304,158)	(\$6,083.16)	(\$6,204.82)	(\$6,328.92)	(\$6,455.49)	(\$6,584.60)	(\$6,716.30)	(\$6,850.62)	(\$6,987.63)	(\$7,127.39)	(\$7,269.93)
	Total Funds Available For Equipment Replacement	259,559	-86,524	-52,229	-132,558	-99,013	-126,598	-120,314	-43,165	-6,152	27,600	43,128
EXPENSES												
	SCBA Bottle Replacement		31,500									
	Grass 12 Replacement	50,000										
	Engine 11 Refurbish			150,000								
	Tanker 11 Replacement	350,000										
	35 Turnout Gear Sets (2nd Set for all Firefighters)					105,000						
	Hurst Tool Set Replacement				40,000							
	Replace Fire Chief Vehicle											55,000
	Purchase Duty Officer Vehicle						55,000					
	Grass 11 Replacement								50,000			
	Rescue 12 Replacement									55,000		
	Utility 11 Replacement									Estimated Replacment 2032 →		
	Boat Replacement						20,000					
	Washing Machine Replacement							8,000				
	Air Pump on Heavy Resuce										75,000	
	Turn-out Gear Dryer	8,000										
	TOTAL EQUIPMENT REPLACEMENT EXPENSES	408,000	31,500	150,000	40,000	105,000	75,000	8,000	50,000	55,000	75,000	55,000



Building Improvements / Maintenance - Payable by City of Maple Plain											
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
EXPENSES											
<b>BUILDING ENVELOPE</b>											
Garage Door and Opener Replacement	50,000										
Roof Maintenance	5,263		1000	1000	1000	1000	1000	1000	1000	1000	1000
Roof Replacement		150,000									
Tuckpointing						15,000					
Paint Exterior of Building								30,000			
TOTAL BUILDING ENVELOPE	55,263	150,000	1,000	1,000	1,000	16,000	1,000	31,000	1,000	1,000	1,000
<b>SITE MAINTENANCE</b>											
Parking lot Seal coating						6,000					
Parking Lot Striping						500		600		700	
Parking Lot Replacement with Curb / Gutter			100,000								
TOTAL SITE MAINTENANCE	0	0	100,000	0	0	6,500	0	600	0	700	0
<b>INTERIOR FINISHES</b>											
Apparatus Bay Painting	24,000										
Kitchen Floor Replacement		3,000									
Apparatus Bay Floor Re-finishing			40,000								
Meeting Room Carpet		3,500									
Apparatus Bay Wall / Ceiling Cleaning			2,000		2,000		2,500		2,500		2,500
Bathroom floor / wall finishes replacement				10,000							
Kitchen Cabinet Replacement						6,000					
TOTAL INTERIOR FINISHES	24,000	6,500	42,000	10,000	2,000	6,000	2,500	0	2,500	0	2,500
<b>MECHANICAL / ELECTRICAL SYSTEMS</b>											
Technology & Security Infrastructure					22,300						
Exhaust System Plymo vent Bay #4/5	45,000										
Plumbing Camera Inspection / Jetting / Repair	5,000										
Exhausr System / Plymo Vent Bay # 2 & 3				70,000							
Explosion Trap Maintenance	500		500		500		500		500		500
Replacement of Infared Heating Tubes				50,000							
Bathroom exhaust fans piped to exterior	3,000										
Replacement of Rooftop Units						25,000					
Back-up Power Generator Repalcement							80,000				
TOTAL MECHANICAL / ELECTRICAL	53,500	0	500	120,000	22,800	25,000	80,500	0	500	0	500

<b>BUILDING IMPROVEMENTS</b>												
Signage Phase 1	10,000											
Signage Phase 2		15,000										
Add Showers to exsisting Square Footage						30,000						
Staircase Replacement East						25,000						
Staircase Replacement North							25000					
Creation of Mezzanie over gear lockers												60,000
TOTAL BUILDING IMPROVEMENTS	10,000	15,000	0	0	55,000	25,000	0	0	0	0	0	60,000
TOTAL BUILDING IMPROVEMENTS / MAINTENANCE	\$142,763	\$171,500	\$143,500	\$131,000	\$80,800	\$78,500	\$84,000	\$31,600	\$4,000	\$1,700		\$64,000