

# RUSSELLVILLE FIRE DEPARTMENT

## 2013 Department Report

Presented to:

RUSSELLVILLE CITY  
COUNCIL

June 27, 2013



- 1.** Current State of Department/January-May
- 2.** 2013 Goals/Projects
- 3.** Central Fire Station Project

# RUSSELLVILLE FIRE DEPARTMENT

## MISSION STATEMENT

*The Russellville Fire Department is an all-hazards agency which exists to enhance the quality of life in Russellville by minimizing the devastating effects of fires, emergencies, and disasters.*



**Emergency Response.** Our goal is to deliver the highest quality fire, rescue, and emergency services.

**Hazardous Materials.** We provide hazardous materials response to 5-county region.

**Fire Risk Reduction.** We deliver proactive fire prevention and life safety programs and services.

**Disaster Response.** We coordinate with other emergency and allied agencies in the planning and response to natural and manmade major emergencies and disasters.



# CURRENT STATE OF DEPARTMENT

## EMERGENCY RESPONSES \*

➤ Fires:		➤ Rescue/EMS	533
– Structure	18	➤ Hazardous Condition (no fire)	34
– Vehicle	15	➤ Service Call	34
– Brush/Grass	6	➤ Good Intent Call	49
– Rubbish	8	➤ False Alarm	93
– Outside Storage	1	➤ Weather & Natural Disaster	2
– Cultivated Vegetation	–	➤ Special Incident Type	–
➤ Overpressure, Rupture, Explosion	1	<b>Total</b>	<b>794</b>

\* As of May 31, 2013

## Fire Related Dollar Loss

➤ For Month:	\$42,500
➤ Year to Date:	\$742,300

*Note: Some damage estimates have not been recorded pending insurance claim closures.*



# CURRENT STATE OF DEPARTMENT

## TRAINING

January 1 – May 31

	Total for Department	Monthly average per member
➤ Fire Suppression	3888.15	14.1
➤ EMT/Paramedic	3231.78	11.75
➤ Vehicle Extrication/Rescue	1243.78	4.5
➤ Rope Rescue	1258.54	4.5
➤ Hazardous Materials	2099.23	7.6
➤ Other	2067.02	7.5
<b>Total Training Hours</b>	<b>13788.5</b>	
<b>Monthly average per member</b>	<b>50</b>	

## PHYSICAL FITNESS

Month of May	Since January 1
294.25	1047.41



# CURRENT STATE OF DEPARTMENT

## FIRE PREVENTION

	NO. Of activities	Hours worked
Inspections	24	24
Public Education	5	30.22
Fire Investigation	7	47.34
Fire Protection Systems	13	59
Plans Review	24	38.35
<b>Total</b>	<b>74</b>	<b>196.91</b>



## BURN PERMITS

Permit Type	No. of Permits
– Residential	258
– Commercial	20
– Other	1
<b>Monthly Total</b>	<b>279</b>
<b>Yearly Total to Date</b>	<b>1062</b>



## FIRE HYDRANT INSPECTIONS

Annual Spring Inspection – 916

# CURRENT STATE OF DEPARTMENT

## BUDGET

- Most line items are within projected expenditures.
- Challenges:
  - Non-duty related long-term illness/injuries or other leave related benefits cause above normal overtime costs.
  - Increase in heavy fire apparatus vehicle maintenance and repair.
    - Relieving a portion of the expenditure through Act 833 Funds.

Unit	Staffing Per Shift
Battalion 1	
Engine Co. 1	
Aerial Truck Co. 1	
Engine Co. 2	
Engine Co. 3	
Engine Co. 4	
Minimum Staffing	14
Surplus (Relief for vacation, sick leave, military, etc.)	
<b>Total Per Shift</b>	<b>17</b>

# CURRENT STATE OF DEPARTMENT

Accounts	Beginning Balance 1/1/2012	Balance after transfers	LAST WEEKS BALANCE	Used To Date	New Balance as of the end of May, 2013
<b>SALARIES &amp; BENEFITS</b>					
5111 Salaries	\$ 2,482,564	—	\$ 1,562,889	\$ 919,675.41	\$ 1,562,888.59
5113 FLSA	\$ 74,000	—	\$ 43,102	\$ 30,898.11	\$ 43,101.89
5121 Overtime	\$ 200,000	—	\$ 119,341	\$ 80,658.65	\$ 119,341.35
5125 Out of Class Pay	\$ 9,000	—	\$ 8,088	\$ 912.00	\$ 8,088.00
5153 Pension Non-Uniformed	\$ 5,049.00	—	\$ 3,339.63	\$ 1,709.37	\$ 3,339.63
5154 Pension - LOPFI	\$ 200,000	—	\$ 63,725	\$ 136,275.20	\$ 63,724.80
5161 Group Insurance	\$ 250,000	—	\$ 167,560	\$ 82,440.00	\$ 167,560.00
5171 Workers Compensation	\$ 102,161	—	\$ -	\$ 102,160.50	\$ -
5181 FICA	\$ 42,251	—	\$ 27,113	\$ 15,138.32	\$ 27,112.68
<b>TOTAL</b>	<b>\$ 3,365,024.50</b>	<b>—</b>	<b>\$ 3,140,498.23</b>	<b>\$ 1,369,867.56</b>	<b>\$ 1,995,156.94</b>
<b>OPERATIONS</b>					
5201 Utilities	\$ 42,000.00	—	\$ 25,819.95	\$ 16,291.89	\$ 25,708.11
5202 Phone Expense	\$ 6,900.00	—	\$ 5,310.01	\$ 1,791.96	\$ 5,108.04
5203 Postage	\$ 300	—	\$ 285	\$ 15.35	\$ 284.65
5206 Office Supplies	\$ 2,000	—	\$ 1,436	\$ 563.75	\$ 1,436.25
5207 Maint/Sup/Equip Maint	\$ 42,100	—	\$ 33,451	\$ 9,263.23	\$ 32,836.77
5208 Miscellaneous	\$ 5,400.00	—	\$ 4,533.45	\$ 1,021.05	\$ 4,378.95
5209 Dues	\$ 650.00	—	\$ 31.92	\$ 618.08	\$ 31.92
5210 Uniforms	\$ 26,500	—	\$ 15,895	\$ 12,517.38	\$ 13,982.62
5212 Vehicle Fuel	\$ 39,500	—	\$ 26,552	\$ 12,948.45	\$ 26,551.55
5213 Vehicle Insurance	\$ 14,100.00	—	\$ 45.00	\$ 14,055.00	\$ 45.00
5214 Vehicle Maintenance	\$ 35,000.00	—	\$ 14,709.89	\$ 20,448.45	\$ 14,551.55
5215 Travel/Training	\$ 15,950.00	—	\$ 10,946.72	\$ 5,699.28	\$ 10,250.72
5216 Small Tools/Equipment	\$ 7,500	—	\$ 7,074	\$ 425.80	\$ 7,074.20
5217 Service Contract	\$ 17,900	—	\$ 12,514	\$ 5,386.25	\$ 12,513.75
5219 Physicals/Drug Test	\$ 3,400	—	\$ 2,243	\$ 1,162.00	\$ 2,238.00
5222 Building Insurance	\$ 7,794.00	—	\$ 100.50	\$ 7,693.50	\$ 100.50
5223 Equipment Lease/Rent	\$ 2,500.00	—	\$ 2,125.00	\$ 375.00	\$ 2,125.00
5370 Civil Service	\$ 2,000.00	—	\$ 2,000.00	\$ -	\$ 2,000.00
5371 Fire Prevention	\$ 4,000.00	—	\$ 3,240.04	\$ 759.96	\$ 3,240.04
5372 Medical Supplies	\$ 8,900	—	\$ 4,811	\$ 4,141.90	\$ 4,758.10
5373 Turn Out Clothes	\$ 24,900	—	\$ 12,322	\$ 12,577.82	\$ 12,322.18
<b>SUBTOTAL</b>	<b>\$ 309,294.00</b>	<b>—</b>	<b>\$ 185,445.25</b>	<b>\$ 127,756.10</b>	<b>\$ 181,537.90</b>
<b>TOTAL</b>	<b>\$ 3,674,318.50</b>	<b>—</b>	<b>\$ 3,325,943.48</b>	<b>\$ 1,497,623.66</b>	<b>\$ 2,176,694.84</b>
<b>SPECIAL FUNDS</b>					
21-110-5500 Act 833	\$ 35,000.00	—	\$ 29,324.89	\$ 5,675.11	\$ 29,324.89
04-110-5216 Capital Building R&M	\$ 9,200.00	—	\$ 0.00	\$ 9,200.00	\$ -
04-110-5539 Fire Truck Fund	\$ 113,513.15	—	\$ 0.00	\$ 113,513.15	\$ -
20-110-5207 Fire Contingency (Sup/Maint)	\$ 5,000.00	—	\$ 5,000.00	\$ -	\$ 5,000.00
20-110-5240 Fire Contingency (Special Ops)	\$ 1,000.00	—	\$ 1,000.00	\$ -	\$ 1,000.00
20-110-5500 Fire Contingency (Capital)	\$ 25,000.00	—	\$ 25,000.00	\$ -	\$ 25,000.00
20-110-5518 Fire Contingency (HAZMAT)	26443.46	—	25654.35	\$ 4,436.69	\$ 25,563.31
13-110-5500 No Vehicle Insurance	\$ 10,000.00	—	\$ 0.00	\$ 10,000.00	\$ -

## 2013 DEPARTMENT GOALS/PROJECTS

**Central Fire Station.** Continue planning for the construction of a new Central Fire Station.

**Rules & Regulations.** Revise the Department's rules and regulations.

**Fire Hydrant Guidelines.** In concert with City Corporation, revise fire hydrant related guidelines.

**Physical Fitness Program.** Enhance the Department's current physical fitness/wellness program.

**Emergency Response Plan.** Update Fire Service section of the Pope County Emergency Response Plan.

**Pre-Fire Planning.** Initiate revised city-wide Pre-Fire Incident Planning Program.

**Business District Risk Assessment.** As part of Pre-Fire Incident Planning Program, conduct comprehensive downtown fire risk assessment.

**Public Relations.** Update Department public relations program for delivery to civic groups and other public functions.

**Officer Training.** Design and deliver company officer orientation.

# CENTRAL FIRE STATION PROJECT

- Proposed as a project within the 2014 City Sales Tax renewal.
- Contribute to the sustainability of City's Class 3 fire insurance rating.
- Estimated cost: \$6-8 Million.
- Estimated square footage: 18-20,000
- Recent media-based public feedback revealed high percentage of public support.
- Will improve programs and services provided to our citizens.
- Enhance efficiency and effectiveness of operations and services.
- Improve working and living conditions of Russellville firefighters.



# CENTRAL FIRE STATION PROJECT

## NEEDS ASSESSMENT

### 1. FIRE INSURANCE RATING:

- Future Improvements. Current facility may limit future opportunities for improvements.
- New Standards. Does not meet facility standards recently adopted by ISO.

### 2. INCREASED DEMAND FOR SERVICES AND PROGRAMS.

- Vehicle & Technical Rescue. Wider rescue responsibilities due to growth of the city over decades since current station was built. Requires more equipment, storage space and training area.
- Hazardous Materials. HazMat functions related to local industries that have expanded in Russellville and the River Valley Area.
- Greater Fire Risks. More complex hazards that have been constructed and the growth of height and design of structures that will call for aerial fire apparatus.
- Fire Prevention & Mitigation. Increase in prevention measures to address changing construction developments requires more personnel and space not available at current facility.



### Program/Service

1977

2013

- Fire Suppression (Structural, Wildland, Other)
- EMT/Paramedic First-Responder
- Vehicle Rescue/Extrication
- Technical/Rope/Confined Space Rescue
- Hazardous Material Spills
- Fire code enforcement
- Pre building/development construction review
- Fire scene investigation

✓	✓
—	✓
—	✓
—	✓
—	✓
—	✓
—	✓
—	✓

# CENTRAL FIRE STATION PROJECT

## 3. SAFETY & HEALTH:

- Roof. Requires replacement of panels and trusses. Repair of roof membrane has not resolved the problem.
- Structural. Concerns with integrity.
- ADA. Current building cannot meet ADA (Americans with Disabilities Act) requirements without extensive and unfeasible re-construction.

## 4. PERSONNEL NEEDS:

- Original Workforce. Current station built in 1970's was built to handle a volunteer force that rarely occupied the building.
  - There were only 8 full time members to cover the 24/7 duties when it was built.
  - There are currently 30 full time employees working in the building having to meet the everyday expanded demands and growth of the city.

Full-time Staff Assigned to Central Fire Station	1977	2013
• Full-time Fire Chief	—	1
• Assistant Fire Chief/Training Officer	—	1
• Administrative Assistant (Civilian)	—	1
• Fire Marshal (Captain)	—	1
• Assistant Fire Marshal (Captain)	—	1
• Fleet/Facilities Support (Firefighter/Driver)	—	1
• Shift/fire personnel	2-3	5-8
• Civilian Intern(s)	—	1-2
<b>Total</b>	<b>2-3</b>	<b>14-16</b>
<b>Approx. square footage</b>	<b>6,000</b>	<b>6,050</b>



# CENTRAL FIRE STATION PROJECT

## 5. DESIGN/SPACE ISSUES:

- Minimal Space. There was a loss of office and storage space when City Hall was renovated – decreasing the already cramped work/training area.
- Non-Flexibility. Current building will not allow, even if re-modeled, adequate space to house apparatus and equipment needed to meet existing needs and a continually growing city.
- Square Footage:
  - Current – 6,050
  - Needed – 18,000-20,000
- Bay Doors
  - Current – 3
  - Needed – 5



# CENTRAL FIRE STATION PROJECT

## ESTIMATED COSTS

Cost Area	Estimated
Hard costs @ \$250 – \$275 per sq. ft.	\$4,500,000 – \$5,775,000
Soft costs @ 20% of hard cost	\$900,000 – \$1,155,000
Contingencies @ 10% of overall project	\$540,000 – \$693,000
Property	\$400,000
Site demolition/prep.	\$25,000 – 40,000
Total estimate range	\$6,365,000 – 8,063,0000



# Questions?

# CENTRAL FIRE STATION PROJECT

## NEEDS ASSESSMENT

### 1. FIRE INSURANCE RATING:

- Current facility could affect Fire Departments Fire Insurance Rating.
- It no longer complies with new ISO Standards that have changed with the last rating period.

### 2. EXPANDED SERVICE DEMAND:

- HAZMAT (Hazardous Materials) functions related to ANO and other industries that have expanded in Russellville and the River Valley Area.
- Wider rescue responsibilities due to growth of the city over decades since current station was built. Requires more equipment, storage space and training area.
- More complex hazards that have been constructed and the growth of height and design of structures.
- Increase in prevention measures to offset changing construction developments requires more and different vehicle configurations that will not fit in current facility.

### 3. SAFETY & HEALTH:

- Roof leaks – repairs have not resolved the problem due to structural concerns with the building.
- Structural concerns with existing building beyond leaking roof.
- Current building cannot meet ADA (Americans with Disabilities Act) requirements without extensive and unfeasible re-construction.

### 4. PERSONNEL NEEDS:

- Current station built in 1970's was built to handle a volunteer force that rarely occupied the building. There were only 8 full time members to cover the 24/7 duties when it was built.
- There are currently 30 full time employees working in the building having to meet the everyday expanded demands and growth of the city.

### 5. DESIGN/SPACE ISSUES:

- There was a loss of office and storage space when City Hall was renovated – decreasing the already cramped work/training area.
- Current building will not allow, even if re-modeled, adequate space to house evolved industry standard equipment needed to meet existing needs and a continually growing city.