



# 2020/2021 BUDGET

## **FORT MYERS BEACH FIRE DEPARTMENT**

[WWW.FMBFIRE.ORG](http://www.FMBFIRE.ORG)

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FORT MYERS BEACH FLORIDA 33931

*Fire Chief Matthew R. Love*

*APPROVED SEPTEMBER 23, 2020*



## **FORT MYERS BEACH FIRE DEPARTMENT 2020/2021 BUDGET**

The Fort Myers Beach Fire Department is pleased to provide the 2020/2021 Budget Packet providing an overview of funds and how they are utilized to deliver excellence in service to our community. Our team works closely with a variety of agencies to ensure safety is a priority, protecting our beautiful coastal community and barrier islands located on the Gulf of Mexico.

Our organization provides progressive emergency services, dedicated to providing quality response to our community's needs. With a community encompassing many residents, business owners, and visitors, along with a variety of single-family homes, high-rise resorts, condominiums, and businesses, it is critical that we provide both superior emergency and non-emergency services.

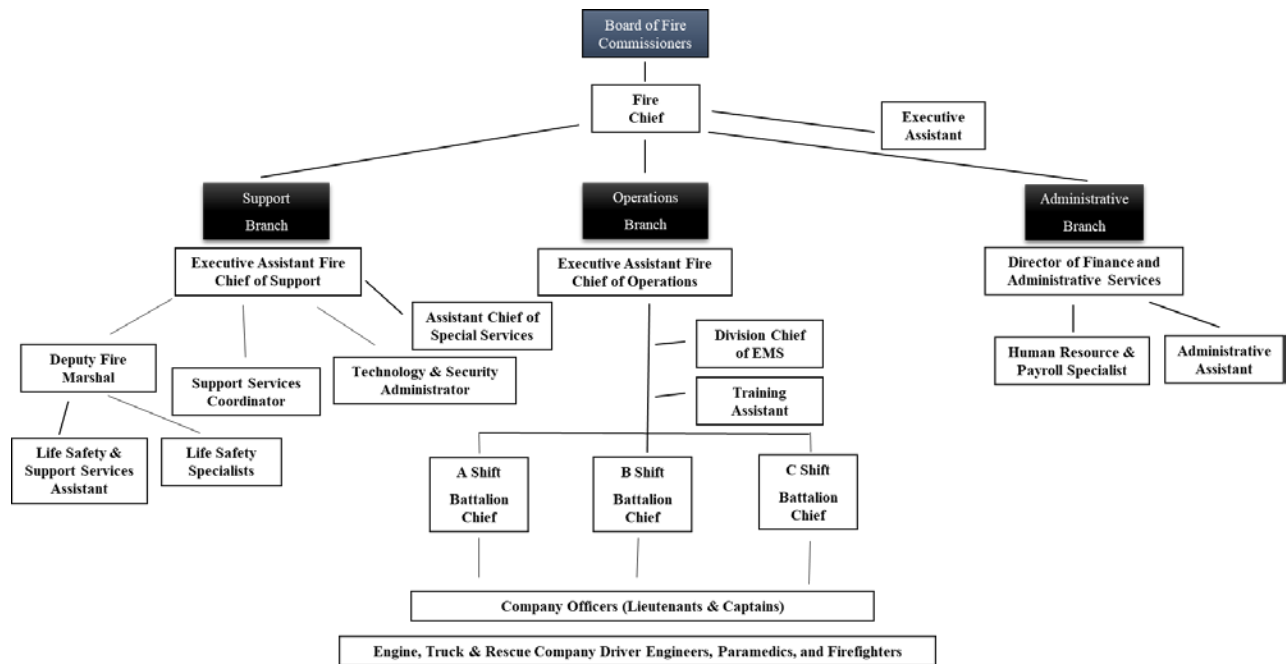


The 2020/2021 Budget encompasses a variety of funds to ensure that the Fort Myers Beach community continues to receive excellence in emergency response and service. We have provided a multifaceted view of our organization's financial allocations and have highlighted key components of our structure and financial projections. Our Capital Sustainment Plan provides a detailed analysis of the 2020/2021 Budget and related funding priorities of the Fort Myers Beach Fire Department.

To operate at our peak, the Fort Myers Beach Fire Department is made up of a series of branches, divisions, and programs to organize daily operations and administration. Our organizational branches include the Operations Branch, Support Branch, and the Administrative Branch. Branch Chiefs and Directors oversee all aspects of their branch to include financial oversight, managing programs and divisions within the branch, and confirming all programs and divisions are working cohesively to achieve the organization's operational and administrative goals.



## ORGANIZATIONAL STRUCTURE



## OPERATIONS BRANCH

The Operations Branch manages all operational aspects of the organization, to include emergency response. The Operations Branch is overseen by the Executive Assistant Fire Chief of Operations, who works closely with operational and administrative staff to execute the operational mission of the organization. This includes response to emergency incidents as well as non-emergency activities of our crews. Incorporated in the Operations Branch is the Training Division, Emergency Medical Service Division, and the Tools and Equipment Program. The Operations Branch also oversees statistical analysis and data coordination for operational activities.

### TRAINING DIVISION

The Fort Myers Beach Fire Department Training Division coordinates and manages all initial, ongoing, and advanced level training. This includes development programs for the Firefighter, Driver Engineer, and Fire Officer. This division also manages all State and nationally required certifications. The Training Division coordinates promotional processes, hiring processes, and major incident reviews for the organization and other involved emergency service agencies.



**EMERGENCY MEDICAL SERVICES DIVISION**

The Fort Myers Beach Fire Department Emergency Medical Services Division (EMS) areas of responsibility include the management and planning of all levels of EMS delivery to include Advanced Life Support (ALS) ambulance transport, as well as fully staffed ALS fire apparatus to ensure the highest level of care is provided by the closest unit responding. The EMS Division also oversees EMS education, training, equipment, supplies, and administration of all medical services.

**SUPPORT BRANCH**

The Support Branch is overseen by the Executive Assistant Fire Chief of Support. This branch includes the Life Safety Division, Support Services Program, Facilities and Logistics Program, Information, Technology and Security Program, and Operational Technologies Program. These activities include the many logistical, supply and maintenance related components of our organization, as well as facilities and grounds. In addition, this branch oversees all health and safety components for our team.

**LIFE SAFETY DIVISION**

The Fort Myers Beach Fire Department Life Safety Division provides all prevention, community education, risk reduction, and code enforcement to our community. This includes fire and life safety inspections, as well as building plan reviews. This division also provides a variety of community outreach functions to educate our community, keep children safe in our schools, and much more. This division houses the Deputy Fire Marshal, which in addition to code enforcement and inspection programs, provides fire investigation services and public information.

**ADMINISTRATIVE BRANCH**

The Administrative Branch manages everything from payroll and account payables to budgeting and forecasting finances many years in advance. The Administrative Branch is overseen by the Director of Finance and Administrative Services. This Branch provides support to all programs and divisions through document and policy management, benefit administration, purchasing processes, and budgeting. The Administrative Branch also manages the organization's human resource department, risk management, and strategic planning.

**OFFICE OF THE FIRE CHIEF**

The Fire Chief oversees all of the organization's branches and works with the Board of Fire Commissioners, administrative staff, legal counsel, accountants, and fire department officers to oversee Department functions. The Office of the Fire Chief also manages public records and the logistical components of the Board of Fire Commissioners. The Fire Chief serves as the direct liaison to the Board of Fire Commissioners by managing documentation, resolutions, meeting preparation, and other administrative considerations.



## **FMBFD SERVICES**

Although the Fort Myers Beach Fire Department provides many traditional emergency and non-emergency services, we also provide many enhanced services to best cater to the unique nature of our community.

We are proud to offer both fire response, as well as ambulance transport service to the citizens and visitors of our area. By offering these services, we can achieve faster emergency medical response and transport times, as well as increase fire suppression capability. With limited access on and off the islands in seasonal traffic, and obstacles found within the Estero Boulevard construction project, we now provide specialty beach capable ambulances, and rescue services through specialized equipment, adapted response patterns, and established alternative and redundant response capabilities to better serve our community.

The Fort Myers Beach Fire Department is amongst an elite group of United States Fire Departments who have achieved an Insurance Services Office (ISO) rating of two, as a result of the many aspects of our service delivery!

This is a significant accomplishment and could not have been made possible without the hard work of our members. Our organization has also received the American Heart Association's Mission Lifeline Emergency Medical Services award multiple times, with the most recent

award reaching Gold status. These awards were received for implementing quality improvement measures for the treatment of patients who experience severe heart attacks, and maintaining a survival percentage rate well above the national average.



## **STRATEGIC PLAN ELEMENTS**

The Fort Myers Beach Fire Department Strategic Plan provides a guideline for decision-making throughout the Department, to include the area of budgeting. Our elected officials, administration, leadership, and operational members work with community focus groups and a variety of stakeholders to keep the Fort Myers Beach Fire Department Strategic Plan elements progressive and relevant.

A full in-depth report on our strategic plan is available on our website, however, below are a few highlights which related to the 2020/2021 Budget.

### **REDUCING COMMUNITY RISK**

Several elements of our strategic plan identify the goal to enhance our community's safety, as well as provide enhanced services by responding to changes in building plan review. This is accomplished to ensure community safety through life safety code review and evaluate changes in plan review processes, internalizing and centralizing services.

Funds have been allocated in the 2020/2021 Budget to maintain a fully internalized plan review service for our community, as well as keep up with industry trends and technology in the plan review field. In addition, pilot programs have been incorporated to develop long-term funding and resource availability models for our community.



**ACHIEVE EXCELLENCE IN STAKEHOLDER PERCEPTION OF SAFETY**

Though our organization provides a high level of service and safety, we want to make sure our community feels these safety aspects in a variety of ways. Our goals include measuring the effectiveness of existing community education programs and increasing stakeholder’s actual and perceived sense of safety.

Funds are allocated in this budget to achieve many community-wide programs such as car seat safety programs, automated external defibrillator and cardiopulmonary education programs, and fire extinguisher training just to name a few.



**EVOLVE WITH OUR CHANGING ENVIRONMENT**

A goal of our organization is to develop opportunities to meet service needs through organizational and position adjustments as warranted by changing times. To achieve this, additional fire station oversight has been implemented and sustained in this budget, as well as training opportunities. This budget also includes a revision to the organization’s Information, Technology, and Security management through position alterations. Finally, funds are allocated to ensure employee compensation levels are aligned with Department goals.

**SAFETY, HEALTH AND WELLNESS**

A critical goal for our organization is to ensure appropriate personal protective equipment needs are met for our personnel. This includes quality gear to help fight the battle against an increasing firefighter cancer exposure rate.

Funds are allocated to ensure protective equipment remains current and reliable to achieve firefighter safety.

**EMERGENCY VEHICLE RELIABILITY AND INNOVATION**

Our strategic plan describes our desire to maintain efficient and effective vehicle replacement and maintenance programs.



Funds are allocated in the 2020/2021 Budget to ensure emergency apparatus remain continuously available and reliable for our community, as well as employ the best capabilities and most relevant technology for community protection.

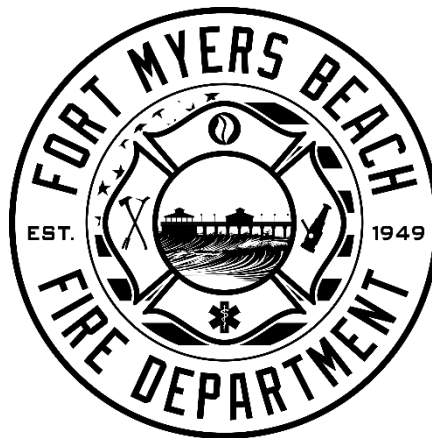


**PERSONNEL ALLOCATIONS**

The Fort Myers Beach Fire Department 2020/2021 Budget incorporates a personnel allocation model using approximately 68 full time positions, which include our emergency response personnel, life safety and prevention team, and administrative members.

Firefighters & Paramedics	.....	30
Driver Engineers	.....	9
Lieutenants & Captains	.....	9
Life Safety Services Staff	.....	5
Administrative & Support Staff	.....	7
Battalion Chiefs	.....	3
Division Chiefs	.....	1
Assistant Chiefs	.....	1
Executive Assistant Fire Chiefs	.....	2
Fire Chief	.....	1
<b>Total Personnel</b>	.....	<b>68</b>

***SHAPING OUR  
COMMUNITY***

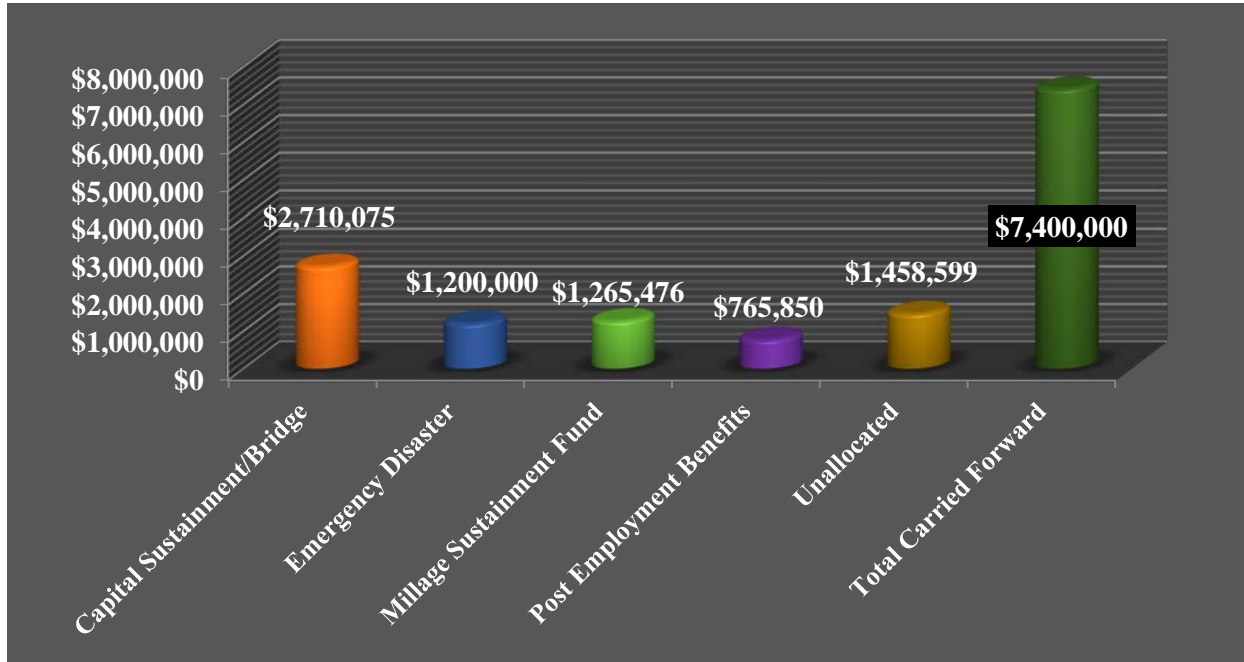


***THROUGH  
EXCELLENCE***

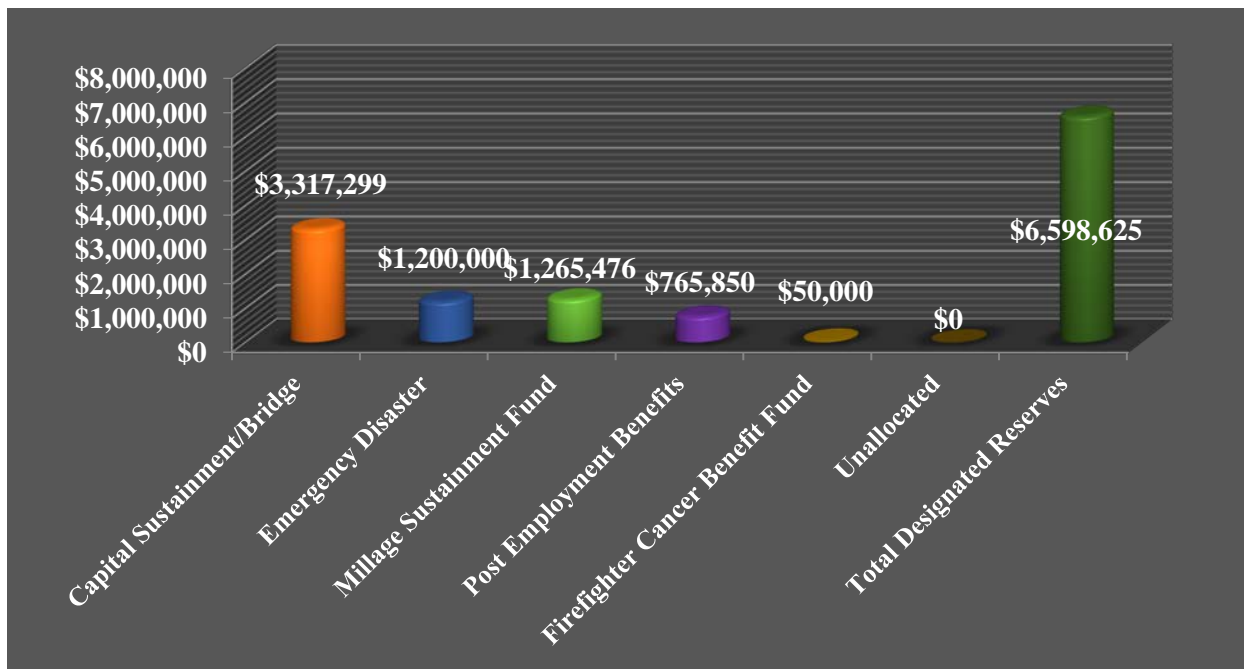


### 2020/2021 GENERAL FUND BREAKDOWN

#### PROJECTED FUNDS CARRIED FORWARD



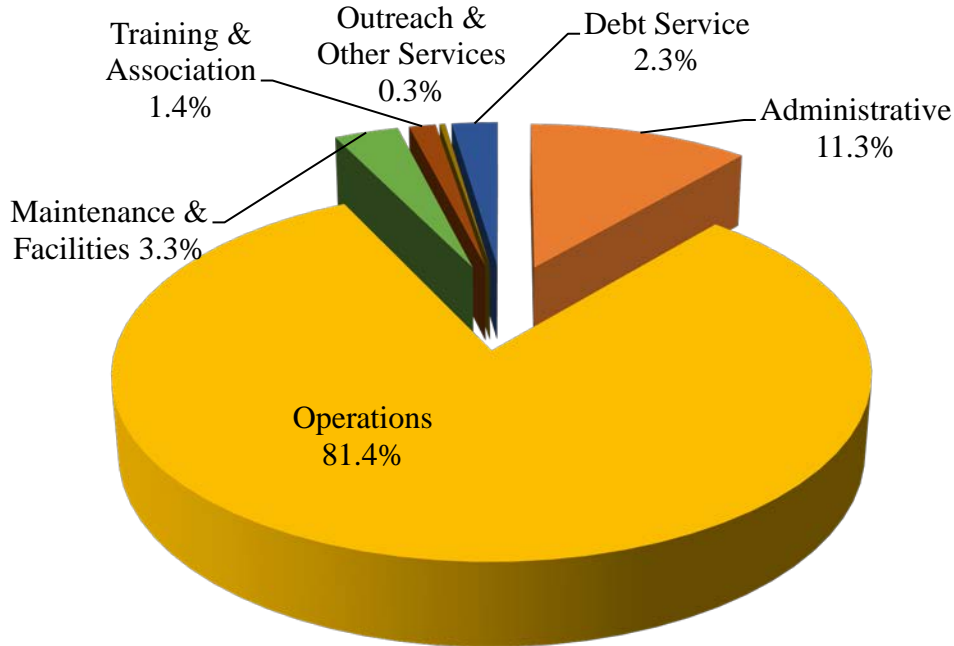
#### PROJECTED ENDING RESERVE FUND BALANCES







**2020/2021 BUDGET BREAKDOWN  
OPERATING & MAINTENANCE CATEGORY ALLOCATIONS**



**Operating & Maintenance**

Administrative	1,596,550
Operations	11,531,314
Maintenance & Facilities	466,365
Training & Association	192,650
Outreach & Other Services	40,600
Debt Service	332,000
<b>Total Operating</b>	<b>14,159,479</b>

**2020/2021 BUDGET SPECIFICS**

	<i>Mills</i>	<b>2.9851</b>
<u>Revenues</u>		
Ad Valorem taxes		12,575,814
Impact fees		5,000
Intergovernmental		28,680
Charges for services		1,060,000
Miscellaneous		240,000
	Total Revenue	<u>13,909,494</u>
	Fund Balance/Reserves Brought Forward	<u>7,400,000</u>
	Total Revenues and Funds Brought Forward	<u><u>21,309,494</u></u>
 <u>Expenditures</u>		
Personal Services		11,057,399
Professional & Contractual		1,395,655
Communications & Freight		109,240
Occupancy and Commercial Insurance		236,100
Repairs and Maintenance		316,905
Miscellaneous & Contingency		34,390
Operating Supplies & Tools		401,790
Education & Training		187,650
Other Services		88,350
Capital Expenditures		551,390
Debt service		332,000
	Total Operating Expenditures	<u>14,710,869</u>
	<u>Designated Fund Balance (Reserves)</u>	<u>6,598,625</u>
	Total Expenditures and Reserves	<u><u>21,309,494</u></u>



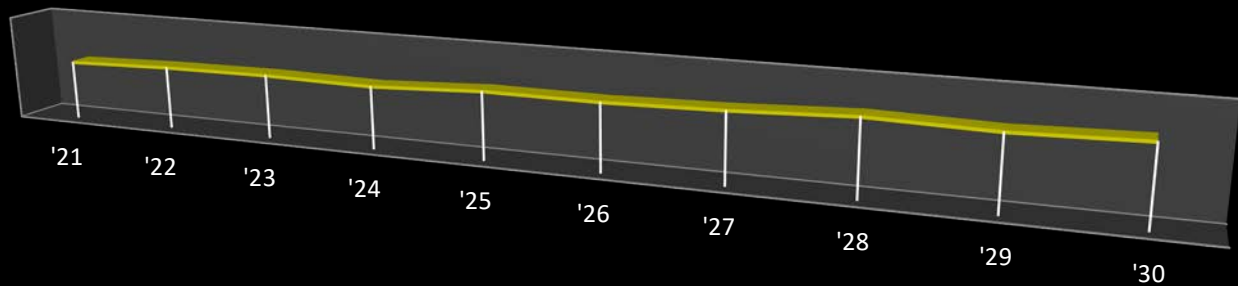
### **FORT MYERS BEACH FIRE DEPARTMENT CAPITAL SUSTAINMENT PLAN**

The Capital Sustainment Plan confirms that funding allocations are scheduled to maintain the equipment and tools necessary to provide services. District staff continually assesses replacement data for essential equipment and assets to confirm replacement capability. This allows the organization to plan for key replacement allocations and presents a line item based illustration of funds going into and out of the plan for many years in advance.



In July of 2020, the District acquired property located at 2545-2555 Estero Boulevard for the purpose of relocating Fire Station 31 and Fire Headquarters. The funds to purchase the property were taken from the Capital Sustainment Plan with replenishment from planned revenue sources.

#### **10 YEAR PROJECTED PLAN BALANCES**



	'21	'22	'23	'24	'25	'26	'27	'28	'29	'30
■	5,596,872	5,902,144	6,011,430	5,862,446	6,353,577	6,327,324	6,582,185	7,057,802	6,831,342	7,128,946

**2020/2021 CAPITAL SUSTAINMENT PLAN  
LINE ITEM BASED BALANCE ESTIMATES**

	Balance 9/30/20	Scheduled Contribution	Plan Adjustments	Scheduled Expenditure	Ending Balance 9/30/21
Apparatus <i>(Ambulance 100%, Eng/Trk 20%)</i>	382,621	197,065	220,200	350,024	449,862
Vehicles	326,544	100,663	46,705	65,000	408,912
Suppression/Protection	284,412	45,569	15,839	7,049	338,771
EMS	248,920	36,945	8,530	11,698	282,697
Training	-	460	-	-	460
Communications	165,750	28,660	-	4,345	190,065
Technology	172,467	40,630	-	1,733	211,364
Furniture/Office Equip.	123,184	18,559	706	-	142,449
Building Improvements	15,096	71,458	5,100	10,601	81,053
Buildings (20%)	3,354,717	100,120	2,652 500,000	-	3,957,489
Repurposed Funds	23,161	-	123,016	-	146,177
Totals	5,096,872	640,129	922,748	450,450	6,209,299
Bridge fund added to Building fund	500,000				
	<u>5,596,872</u>		Resolution 2020-01 Land Acquisition		1,100,000 (3,992,000) <u>3,317,299</u>

*Fort Myers Beach Fire Department*

*Shaping Our Community Through Excellence*



*www.FMBFire.org*