

Northfield AREA FIRE & RESCUE SERVICES



301 Fifth St West
Northfield, MN 55057
admin@nafrs.org

Phone: (507) 366-8124
Fax: (507) 366-8126

To: JPA Parties
Ben Martig, Jerry Anderson, Janelle Teppen

From: Gerry Franek, Fire Chief
Bron Scherer, NAFRS Board Chair

Date: August 1, 2019

Subject: NAFRS 2020 Budget Request

The Board of the Northfield Area Fire and Rescue Service has approved an operations budget of \$836,748 and capital expenditures of \$75,000 for 2020. We request that each of the JPA Parties approve the operations budget of \$836,748 and capital expenditures of \$75,000 for 2020 per paragraph 6b of the Joint Powers Agreement. The Board has also approved a 10-year Capital Equipment Plan which is attached. The capital expenditures for 2020 are:

1. \$75,000 Grass Rig Replacement

The operation budget of \$836,748 includes revenue of \$2,000, which results in a total net contribution of \$834,748 for JPA Parties. The operations budget includes \$301,448 in rent for bond payments on the facility upgrade.

Party	2020	Operations	Capital	Total
Northfield	72.55%*	\$605,609.67	\$54,412.50	\$660,022.17
Rural Fire District	21.69%*	\$181,056.84	\$16,267.50	\$197,324.34
Dundas	5.76%*	\$48,081.48	\$4,320.00	\$52,401.48
Total	100.00%	\$834,748.00	\$75,000.00	\$909,748.00

* The final figures will be available later in August when the State Demographer releases the 2018 population estimates.

Respectfully,


Gerry Franek, Fire Chief


Bron Scherer, NAFRS Board Chair

Attachments:

1. Operations budget for 2020
2. Capital Equipment Plan 2020 – 2029

NAFRS
OPERATING BUDGET

FOR THE YEAR ENDING DECEMBER 31,
2020

	ACTUAL 2018	BUDGET 2018	BUDGET 2019	BUDGET 2020
REVENUES:				
4000 - Member contributions-Operations	\$525,000	\$525,000	\$807,000	\$834,748
4025 - Training Service Income	\$2,900	\$0	\$2,000	\$2,000
4900 - Other Income	\$602	\$0	\$0	\$0
Total Revenues	\$528,502	\$525,000	\$809,000	\$836,748

EXPENSES:

5000 - Communications/I.T.

? - small equipment purchases				\$1,500		
? - web site support				\$1,000		
? - Other				\$2,500		
Total 5000 Communications/ I.T.	\$5,164	\$6,000	\$5,000	\$5,000		

5100 - Education & Training-

5105 - Education reimbursement revenue	(\$4,259)		(\$3,000)	(\$3,000)		
5110 - Conference & Seminar/School Fees	\$2,505	\$10,000	\$8,000	\$8,000		
5150 - Lodging	\$7,463	\$3,000	\$2,000	\$3,000		
5155 - Per Diems, mileage, other travel	\$5,623	\$1,000	\$3,000	\$4,000		
5100 - Other education & training costs	\$3,951	\$4,000	\$2,000	\$3,000		
Total 5100 Education & Training	\$15,283	\$18,000	\$12,000	\$15,000	\$3,000	Training for new FF

5200 - Equipment

5210 - Repairs & maintenance-general	\$93	\$5,000	\$2,000	\$3,800	\$1,800	Hydrotest airtanks
5220 - General supplies	\$141	\$1,000	\$1,000	\$1,000		
5230 - Small equipment purchases	\$34,824	\$10,000	\$25,000	\$30,000	\$5,000	10 pagers
5231 - Small equipment repairs	\$821	\$0	\$0	\$0		
5235 - Small equipment supplies	\$11	\$0	\$0	\$0		
? - Equipment rent	\$0	\$0	\$0	\$0		
? - Other, misc.	\$0	\$0	\$0	\$0		
5240 - Depreciation Expense	\$0	\$0	\$0	\$0		
Total 5200 - Equipment	\$35,890	\$16,000	\$28,000	\$34,800		

5300 - Facility

5310 - Building maintenance & repairs	\$113	\$7,500	\$4,000	\$4,000		Annual generator & HVAC maintenance
5315 - Facility Lease	\$20,011	\$20,000	\$300,000	\$301,448	\$1,448	Lease schedule
5320 - Insurance	\$25,257	\$25,000	\$27,500	\$27,500		
5330 - Outside services-cleaning	\$2,665	\$4,000	\$3,000	\$8,700	\$5,700	Additional cleaning & rug replacement service
5340 - Outside services - grounds/snow	\$3,020	\$5,000	\$5,000	\$4,000		
5350 - Outside services-refuse	\$2,041	\$3,000	\$2,000	\$2,500	\$500	
5360 - Supplies	\$1,211	\$2,000	\$1,000	\$1,700	\$700	
5370 - Utilities-electricity	\$10,272	\$18,000	\$18,000	\$13,000	(\$5,000)	More efficient HVAC & lighting
5380 - Utilities-natural gas	\$4,723	\$8,000	\$8,000	\$6,000	(\$2,000)	More efficient HVAC
5390 - Utilities-water/sewer/storm	\$1,880	\$2,000	\$2,000	\$2,000		
? - Monitoring - sprinkler system	\$0	\$1,000	\$1,000	\$600	(\$400)	
Total 5300 Facility	\$71,193	\$95,500	\$371,500	\$371,448		

5400 - Fleet

\$\$ CHANGE EXPLANATORY COMMENTS

5410 - Fuel/oil/lubricants	\$7,432	\$6,000	\$6,000	\$8,000	\$2,000	Increased fuel cost
5420 - Insurance	\$9,238	\$13,000	\$14,000	\$14,000		
5430 - Repairs and maintenance	\$8,014	\$20,000	\$18,000	\$16,000	(\$2,000)	Align with historical spending
5440 - Supplies	\$619	\$2,000	\$1,500	\$1,500		
Total 5400 Fleet	\$25,303	\$41,000	\$39,500	\$39,500		
5500 - General & administrative-						
5510 - Board expenses	\$344	\$3,000	\$2,000	\$1,000	(\$1,000)	Align with historical spending
5525 - Memberships & Dues	\$996	\$1,000	\$1,000	\$1,000		
5530 - Office Supplies	\$1,748	\$4,000	\$4,000	\$3,000	(\$1,000)	Align with historical spending
5540 - Other	\$37	\$2,000	\$1,500	\$1,000	(\$500)	Align with historical spending
5550 - Postage	\$150	\$500	\$500	\$500		
5555 - Bank charges	\$70	\$0	\$0	\$0		
5556 - Interest expense	\$86	\$0	\$0	\$0		
5560 - Professional Services-Accounting & Audit	\$11,150	\$12,000	\$12,000	\$12,000		
5570 - Professional Services-HR/Payroll	\$28,312	\$30,000	\$28,000	\$28,000		
5580 - Professional Services-Legal	\$21,624	\$12,000	\$10,000	\$10,000		
5581 - Professional Services-Other	\$150	\$3,000	\$2,000	\$2,000		
5585 - Software	\$1,214	\$0	\$500	\$500		
5595 - Mileage	\$351	\$0	\$0	\$500	\$500	Align with historical spending
? - Subscriptions		\$500	\$500	\$500		
Total 5500 General & administrative	\$66,232	\$68,000	\$62,000	\$60,000		
5600 - Human Resources						
5605 - Other, misc. including recruit gear/testing	\$225	\$3,000	\$2,000	\$17,000	\$15,000	Gear for 6 new FF
5610 - FICA	\$14,172	\$15,500	\$15,000	\$15,000		
5615 - Payroll tax expenses - general	(\$751)					
5620 - Fire Relief Pension	\$3,141	\$0	\$0	\$0		
5630 - Gross payroll/stipends/allowances		\$190,000	\$202,000	\$210,000	\$8,000	Increased officer stipends & admin support
5631 - Elko Speedway Personnel Reimb.	(\$7,971)					
5630 - Gross payroll/stipends/allowances - other	\$185,250					
Total 5630 Gross payroll/stipends/allowances						
5645 - Group Disability/Medical Insurance	\$8,411	\$13,000	\$13,000	\$12,000	(\$1,000)	
5650 - Workers compensation insurance	\$35,767	\$46,000	\$44,000	\$42,000	(\$2,000)	
5660 - Other benefits	\$922					
5670 Uniform expense	\$0					
5673 - vaccinations/annual tests	\$6,904	\$4,000	\$7,000	\$7,000		
5600 - Human resources - other	\$5,815					
? - PERA retirement contribution		\$5,000	\$4,000	\$4,000		
Total 5600 Human Resources	\$251,885	\$276,500	\$287,000	\$307,000		
5700 - General Insurance (liab/excess)-	\$3,029	\$4,000	\$4,000	\$4,000		
Contingency Reserve	\$0	\$0	\$0	\$0		
TOTAL EXPENSES-OPERATING	\$473,979	\$525,000	\$809,000	\$836,748	\$28,748	
EXCESS (DEF) OF REVENUES OVER EXPENSES-OPS	\$54,523	\$0	\$0	\$0		
TOTAL						

**Northfield Area Fire & Rescue Services
2020 - 2029 Capital Equipment Plan
Vehicles and Equipment**

Equipment Information																
Type	Year	Make	Model	No.	VIN*	Odometer**	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Aerial Ladder	2013	E-One	HP 78	8118	7992	4,759										
Pumper	1987	Peterbuilt	377	8115	5887	17,376										
Elevating Platform	2004	Sutphen	SPH-100	8128		74,133									\$ 1,070,000	
Heavy Rescue	2001	Pierce	Lance	8120	0928	33,997										
Ambulance	2002	Ford	F-450	8110	1718	36,374										
Grass Rig	2013	Chevy	3500	8113	9257	7,889	\$ 75,000									
Pumper	2017	Spartan		8125	1713	7,025				\$ 620,000						
Tanker	2005	International	7400	8126	0341	10,759		\$ 350,000								
Tanker	2008	Peterbuilt	M340	8116	2843	6,435				\$ 350,000						
ATV	2013	Polaris	Ranger 900 XT		4XAU	131				\$ 22,000						
ATV	2004	Polars	Ranger 400		7437	105 HRS										
Other																
Compressor	2015	Scott				127 HRS										
Air Packs and Bottles	2015	Scott														
ATV Trailer	2013	Aluma			1873					\$ 3,000						
Boat																
Duck Trailer	1993				1073											
Boat Trailer	1993															
Dive Trailer	2002	Roadmaster			6996											
TOTAL							\$ 75,000	\$ 350,000	\$ -	\$ 645,000	\$ 350,000	\$ -	\$ -	\$ -	\$ 1,070,000	\$ -

* Last four digits of VIN

** As of 3/30/2019