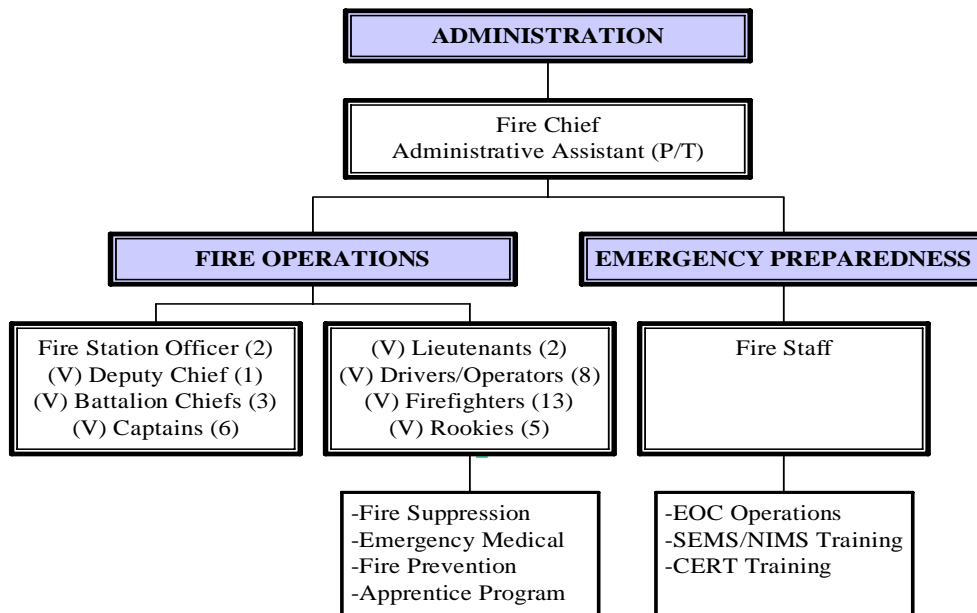


**FIRE DEPARTMENT**

The Suisun City Fire Department is staffed with dedicated volunteers that provide fire protection and emergency services to the residents of Suisun City. The department contains two divisions: Fire Operations and Emergency Preparedness. Service areas include fire suppression, emergency medical response, and fire prevention, as well as preparation for and response to natural and human-caused disasters. The Department also responds to public-assist calls, supports public educational programs in the City's schools and manages the public nuisance weed abatement program within the City.

Paid staff, with responsibility for the management of the Department, includes the Fire Chief and two Fire Captain - Station Officer positions. Thirty-eight dedicated volunteers staff one engine 24 hours per day 7 days per week with a minimum crew of three. Most nights and weekends are staffed with four to eight volunteers (Officers and Firefighters), who are available to respond to the community's needs.

**FIRE DEPARTMENT**



CITY OF SUISUN CITY FY 2009-10 ANNUAL BUDGET

**FIRE DEPARTMENT**

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**Department Summary** **Fire Department**

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**Department Expenditure Summary**

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|                                | <b>FY 06/07</b>       | <b>FY 07/08</b>         | <b>FY 08/09</b>         | <b>FY 09/10</b>         |
|--------------------------------|-----------------------|-------------------------|-------------------------|-------------------------|
| <b><u>Cost By Division</u></b> | <b><u>Actual</u></b>  | <b><u>Actual</u></b>    | <b><u>Amended</u></b>   | <b><u>Recommend</u></b> |
| Fire Services Division         | \$ 799,037            | \$ 1,056,017            | \$ 987,900              | \$ 933,300              |
| Emergency Preparedness         | \$ 23,703             | \$ 70,959               | \$ 63,400               | \$ 6,500                |
| <br>Total Department Costs     | <br><u>\$ 822,740</u> | <br><u>\$ 1,126,976</u> | <br><u>\$ 1,051,300</u> | <br><u>\$ 939,800</u>   |

**Cost By Object of Expenditure**

|                            |                       |                         |                         |                       |
|----------------------------|-----------------------|-------------------------|-------------------------|-----------------------|
| Personnel Services         | \$ 351,600            | \$ 449,240              | \$ 418,400              | \$ 450,800            |
| Services & Supplies        | \$ 351,106            | \$ 430,458              | \$ 504,000              | \$ 382,900            |
| Interdepartmental Charges  | \$ 64,524             | \$ 66,491               | \$ 64,600               | \$ 37,900             |
| Non-Recurring Costs        | \$ 55,510             | \$ 180,787              | \$ 64,300               | \$ 68,200             |
| <br>Total Department Costs | <br><u>\$ 822,740</u> | <br><u>\$ 1,126,976</u> | <br><u>\$ 1,051,300</u> | <br><u>\$ 939,800</u> |

**Department Resource Summary**

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|                                  | <b>FY 06/07</b>       | <b>FY 07/08</b>         | <b>FY 08/09</b>         | <b>FY 09/10</b>         |
|----------------------------------|-----------------------|-------------------------|-------------------------|-------------------------|
| <b><u>Funds</u></b>              | <b><u>Actual</u></b>  | <b><u>Actual</u></b>    | <b><u>Amended</u></b>   | <b><u>Recommend</u></b> |
| 010 Net General Fund Support     | \$ 692,384            | \$ 961,918              | \$ 795,300              | \$ 832,100              |
| 010 General Fund-Cost Recovery   | \$ 113,797            | \$ 98,940               | \$ 198,800              | \$ 103,700              |
| 161 Firefighter Assistance Grant | \$ 16,559             | \$ 66,118               | \$ 45,500               | \$ -                    |
| 164 CERT Program                 | \$ -                  | \$ -                    | \$ 11,700               | \$ 4,000                |
| <br>Total Resources              | <br><u>\$ 822,740</u> | <br><u>\$ 1,126,976</u> | <br><u>\$ 1,051,300</u> | <br><u>\$ 939,800</u>   |

CITY OF SUISUN CITY FY 2009-10 ANNUAL BUDGET

**FIRE DEPARTMENT**

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|                           |                        |
|---------------------------|------------------------|
| <b>Department Summary</b> | <b>Fire Department</b> |
|---------------------------|------------------------|

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**Department Staffing Summary**

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| <u>Staffing By Division</u> | <u>FY 06/07</u><br><u>Actual</u> | <u>FY 07/08</u><br><u>Actual</u> | <u>FY 08/09</u><br><u>Amended</u> | <u>FY 09/10</u><br><u>Recommend</u> |
|-----------------------------|----------------------------------|----------------------------------|-----------------------------------|-------------------------------------|
| Fire Operations Division    | 55.31                            | 63.80                            | 63.88                             | 63.88                               |
| Emergency Preparedness      | <u>0.00</u>                      | <u>0.00</u>                      | <u>0.00</u>                       | <u>0.00</u>                         |
| Total Staffing By Division  | <u>55.31</u>                     | <u>63.80</u>                     | <u>63.88</u>                      | <u>63.88</u>                        |

**Staffing By Job Class**

**Permanent Staff:**

|                                |             |             |             |             |
|--------------------------------|-------------|-------------|-------------|-------------|
| Fire Chief                     | 1.00        | 1.00        | 1.00        | 1.00        |
| Fire Captain - Station Officer | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> | <u>2.00</u> |
| Total Permanent Staff          | 3.00        | 3.00        | 3.00        | 3.00        |

**Temporary Staff:**

|                              |             |             |             |             |
|------------------------------|-------------|-------------|-------------|-------------|
| Division Chief               | 0.31        | 0.00        | 0.00        | 0.00        |
| P-T Administrative Assistant | <u>0.00</u> | <u>0.80</u> | <u>0.88</u> | <u>0.88</u> |
| Total Temporary Staff        | 0.31        | 0.80        | 0.88        | 0.88        |

**Volunteer Staff:**

|                             |              |              |              |              |
|-----------------------------|--------------|--------------|--------------|--------------|
| Deputy Chief                | 1.00         | 1.00         | 1.00         | 1.00         |
| Battalion Chief             | 2.00         | 2.00         | 2.00         | 2.00         |
| Captains                    | 8.00         | 8.00         | 8.00         | 8.00         |
| Lieutenants                 | 0.00         | 3.00         | 3.00         | 3.00         |
| Firefighters (nights)       | 23.00        | 31.00        | 31.00        | 31.00        |
| Firefighters (days)         | 0.00         | 15.00        | 15.00        | 15.00        |
| Apprentices                 | <u>18.00</u> | <u>0.00</u>  | <u>0.00</u>  | <u>0.00</u>  |
| Total Volunteer Staff       | <u>52.00</u> | <u>60.00</u> | <u>60.00</u> | <u>60.00</u> |
| Total Staffing By Job Class | <u>55.31</u> | <u>63.80</u> | <u>63.88</u> | <u>63.88</u> |

**FIRE DEPARTMENT**

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**Department Summary**

**Fire Department**

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**FY 2008-09 Department Achievements**

**Fire Operations:**

- The Department continued the day-time firefighter training program. With nine Day-Shift Firefighters on staff, the Department benefits by increased staffing and coverage during the weekday shift.
- The department completed the following capital improvement program:
  - Purchased turnouts and safety equipment.
  - Purchased a new 100' ladder /platform fire truck.
  - Purchased new equipment for the new 100' ladder truck including some heavy rescue equipment.
  - Purchased a second command vehicle – Ford 150 with shell and equipment.
- 90 % of our Driver /Operators have been trained and cleared to drive the new ladder truck
- Continued emphasis on community service included:
  - Coordinated the annual Easter Egg hunt at Hall Park with participation of nearly 200 children, and the 56th annual Halloween parade with 300 participants.
  - Coordinated the annual Christmas toy drive, where toys were delivered to approximately 70 families and 200 children.
  - Resolved 200 weed abatement cases.

**Emergency Preparedness:**

- CERT Citizen Emergency Response Team – the Department has completed the first class. This training teaches citizens to respond and help in their own homes and neighborhoods during an emergency. They will make a difference in the first hours before fire and police can respond.

## FIRE DEPARTMENT

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Department Summary

Fire Department

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### FY 2009-10 Department Goals

- **100-foot ladder/platform truck:** This year the department will do intensive training so staff can operate the truck and all the new equipment safely and proficiently.
- **Second Fire Station Preplanning:** Our primary goal for the next couple years is to make the department ready to staff and equip a second fire station. The new developments of the Suisun Marketplace and the Waterfront Hotel will increase demands on the fire department. The department must use this lead time efficiently to develop the new volunteers that will be needed.
- **Enhanced staffing and coverage:** The department will continue to increase the number of volunteer firefighters with a target of 60 volunteers by 2011. Tough times may slow our recruiting but we will continue to look for new members.
- **Effective emergency response:** Increasing volunteer staffing levels is only one aspect of ensuring an effective emergency response. Other key aspects include adequate safety equipment, support equipment, and proper training and certification. A major emphasis in training will be truck operations and wildland firefighter certification.
- **Emergency preparedness:** Response to a major disaster or incident requires a coordinated effort and response by Elected Officials and staff throughout the organization. With the basic Emergency Response program in place, a continued critical “next step” involves citywide training and table-top exercises to ensure everyone understands their roles and responsibilities in the event of a major incident such as an earthquake or hazardous materials disaster.

CITY OF SUISUN CITY FY 2009-10 ANNUAL BUDGET

**FIRE DEPARTMENT**

|                         |                                 |
|-------------------------|---------------------------------|
| <b>Division Summary</b> | <b>Fire Operations Division</b> |
| <b>Fund No.: 010</b>    | <b>Division No. 2610</b>        |

**Division Description**

The Fire Operations Division includes all day-to-day operations of the department including fire suppression, prevention and emergency medical response. In the last year, paid staff and volunteers responded to 1757 calls for service. In order to provide appropriate coverage, our volunteers dedicated about 72,000 hours of service to the residents, businesses and visitors of Suisun City.

| <u>Division Budget By Object</u> | <u>FY 06/07<br/>Actual</u> | <u>FY 07/08<br/>Actual</u> | <u>FY 08/09<br/>Amended</u> | <u>FY 09/10<br/>Recommend</u> |
|----------------------------------|----------------------------|----------------------------|-----------------------------|-------------------------------|
| Personnel Services               | \$ 351,600                 | \$ 449,240                 | \$ 418,400                  | \$ 450,800                    |
| Services & Supplies              | \$ 351,106                 | \$ 427,303                 | \$ 487,600                  | \$ 376,400                    |
| Interdepartmental Charges        | \$ 64,524                  | \$ 66,491                  | \$ 64,600                   | \$ 37,900                     |
| Non-Recurring Costs              | \$ 31,807                  | \$ 112,983                 | \$ 17,300                   | \$ 68,200                     |
| Total Division Costs             | <u>\$ 799,037</u>          | <u>\$ 1,056,017</u>        | <u>\$ 987,900</u>           | <u>\$ 933,300</u>             |

**Division Budget By Program**

|                               |                   |                     |                   |                   |
|-------------------------------|-------------------|---------------------|-------------------|-------------------|
| 2610 Fire Operations Division | <u>\$ 799,037</u> | <u>\$ 1,056,017</u> | <u>\$ 987,900</u> | <u>\$ 933,300</u> |
| Total Division Costs          | <u>\$ 799,037</u> | <u>\$ 1,056,017</u> | <u>\$ 987,900</u> | <u>\$ 933,300</u> |

**Total Division Staffing**

|                                     |              |              |              |              |
|-------------------------------------|--------------|--------------|--------------|--------------|
| Fire Operations Division Paid Staff | 3.31         | 3.80         | 3.88         | 3.88         |
| Fire Operations Division Volunteers | <u>52.00</u> | <u>60.00</u> | <u>60.00</u> | <u>60.00</u> |
| Total Division Staffing             | <u>55.31</u> | <u>63.80</u> | <u>63.88</u> | <u>63.88</u> |

**FIRE DEPARTMENT**

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|                         |                                 |
|-------------------------|---------------------------------|
| <b>Division Summary</b> | <b>Fire Operations Division</b> |
| <b>Fund No.: 010</b>    | <b>Division No. 2610</b>        |

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**FY 2009-10 Work Program**

- **Staffing and coverage:** Efforts are underway to maintain volunteer firefighter staffing levels. The current economy has forced a few of our firefighters to move or work more hours. This has an impact on the number of volunteers and the amount of time they can volunteer. The goal is to staff all shifts, so that a second medical response or a major fire response can be handled initially with the shift on duty. Our ultimate goal remains two engines staffed with three firefighters each and a Duty Chief.)
- **Effective emergency response:** Resources and training go hand-in-hand with increased staffing and coverage to provide an effective emergency response. Efforts for FY 2009/2010 include:
  - Continued training and certification in operating the new 100’ ladder truck and equipment.
  - Upgrades to personal safety equipment and ongoing inspections of safety equipment including ladders, ladder truck, self-contained breathing apparatus, vehicles and air compressor for breathing air.
  - Replacement of eight outdated handheld radios, (We will apply for a fire grant for additional radios. The goal is to have a radio for every firefighter inside a burning structure.)
  - Focused wildland firefighter training with goal that all firefighters will be qualified and certified as a Firefighter 1 in the State certification system.
  - Focused training for driver-operators.
  - Continued outreach and participation with mutual aid partners to improve public safety response.

| <b>FY 2009-10 Proposed Service Refinements</b>               | <b><u>Cost/</u></b><br><b><u>(Savings)</u></b> |
|--|--|
| • Replace 8 Hand Held radios                                 | \$10,000                                       |
| • Replace perimeter locks on fire station for ADA compliance | \$5,000  |

CITY OF SUISUN CITY FY 2009-10 ANNUAL BUDGET

**FIRE DEPARTMENT**

|                         |  |
|-------------------------|--|
| <b>Division Summary</b> | <b>Emergency Preparedness Division</b> |
| <b>Fund Nos.: 010</b>   | <b>Division No. 2620</b>               |

**Division Description**

The Emergency Preparedness Division was approved in the FY 2006-07 Annual Budget. The goal of Federal and State requirements is to ensure the City has the ability and capabilities to respond to major emergencies and disasters.

This division takes the lead in training for and managing the City's response to major emergencies and disasters. Every employee must be trained in the National Incident Management System (NIMS) and the Incident Command System.

CERT (Citizens Emergency Response Teams) training was started last year and will continue this year. CERT Team members are trained to respond in their immediate neighborhood to major and minor emergencies. They become the first responders for basic aid for their neighbors.

| <b><u>Division Budget By Object</u></b> | <b><u>FY 06/07<br/>Actual</u></b> | <b><u>FY 07/08<br/>Actual</u></b> | <b><u>FY 08/09<br/>Amended</u></b> | <b><u>FY 09/10<br/>Recommend</u></b> |
|---|-----------------------------------|-----------------------------------|------------------------------------|--------------------------------------|
| Personnel Services                      | \$ -                              | \$ -                              | \$ -                               | \$ -                                 |
| Services & Supplies                     | \$ -                              | \$ 3,155                          | \$ 16,400                          | \$ 6,500                             |
| Interdepartmental Charges               | \$ -                              | \$ -                              | \$ -                               | \$ -                                 |
| Non-Recurring Costs                     | \$ 23,703                         | \$ 67,804                         | \$ 47,000                          | \$ -                                 |
| <br>Total Division Costs                | <br><u>\$ 23,703</u>              | <br><u>\$ 70,959</u>              | <br><u>\$ 63,400</u>               | <br><u>\$ 6,500</u>                  |

| <b><u>Division Budget By Program</u></b> |                      |                      |                      |                     |
|--|----------------------|----------------------|----------------------|---------------------|
| 2620 Emergency Preparedness              | \$ 7,144             | \$ 4,841             | \$ 6,200             | \$ 2,500            |
| 2621 CERT Program                        | \$ -                 | \$ -                 | \$ 11,700            | \$ 4,000            |
| 2625 Fire Equip Acq.                     | \$ 16,559            | \$ 66,118            | \$ 45,500            | \$ -                |
| <br>Total Division Costs                 | <br><u>\$ 23,703</u> | <br><u>\$ 70,959</u> | <br><u>\$ 63,400</u> | <br><u>\$ 6,500</u> |

**Total Division Staffing**

|                                |                 |                 |                 |                 |
|--------------------------------|-----------------|-----------------|-----------------|-----------------|
| Emergency Preparedness Program | <u>0.00</u>     | <u>0.00</u>     | <u>0.00</u>     | <u>0.00</u>     |
| <br>Total Division Staffing    | <br><u>0.00</u> | <br><u>0.00</u> | <br><u>0.00</u> | <br><u>0.00</u> |

**FIRE DEPARTMENT**

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**Division Summary**  
**Fund Nos.: 010**

**Emergency Preparedness Division**  
**Division No. 2620**

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**FY 2008-09 Work Program**

- Conduct training for all City employees in NIMS and ICS 100 & 200 in order to satisfy Federal and State requirements.
- Conduct quarterly training for Emergency Operations Center (EOC) staff, including table top planning exercises, to insure staff are knowledgeable of and prepared to undertake assigned roles and responsibilities under the Emergency Plan.
- Attend outside training to improve the knowledge base on NIMS, SIMS and ICS.
- Enhance the EOC by insuring compatibility with the county and the area command.

**CITY OF SUISUN CITY FY 2008-09 ANNUAL BUDGET**

**FIRE DEPARTMENT**

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**NOTES**