

# Table of Contents

## **VII. Fire/EMS**

Fire and EMS Services Narrative .....	7-2
Fire Department Budget Summary .....	7-3
General Fund, Fire Department .....	7-4
General Fund, Emergency Medical Service.....	7-6
Fire Services Fund.....	7-8
Glen Ellyn Volunteer Fire Company Budget.....	7-12



## **GLEN ELLYN FIRE AND EMS SERVICES**

The Village of Glen Ellyn has been provided Fire protection service from the Glen Ellyn Volunteer Fire Company (GEVFC) for more than 100 years. Volunteers put in countless hours in serving the community, responding day or night, to provide excellent fire protection service to the community and surrounding areas. The GEVFC is a highly professional organization, and as such, requires modern equipment and support to continue to provide top notch fire service.

Faced with declining voluntary donations, the Village and GEVFC evaluated various funding methods to provide reliable ongoing financial support of the Fire Company in 2013. Effective May 1, 2014, the Village has implemented a Fire Service Fee that is billed and collected on the monthly Village Services bill. This revenue, along with proceeds from the existing Fire Special Service Areas (SSAs) is accounted for in a Fire Services Fund, where the Village provides operational support to the GEVFC as well as accumulate dollars for equipment and facility needs.

The Fire Department budget also has included paramedic service. Before 2009, the Village provided one 24 hour ambulance, plus one 12 hour ambulance. The services were provided by a contracted paramedic company, which retained all billed revenue, plus the Village provided supplemental funding. Following an RFP process in 2009, the village hired a paramedic company for two 24 hour ambulances, purchased ambulances, and hired a separate billing company. This arrangement expired June 15, 2014. Beginning on June 15, 2014, the Village returned to a turnkey model through a contracted paramedic company, which retained all billed revenue, plus supplemental Village funding. The new agreement does provide for the Village to receive a reimbursement of revenues above an agreed upon threshold. Under the new agreement, the Village does not own the ambulances.

Starting in May 2014, the General Fund included two new cost centers, Fire Department and Emergency Medical Services to separately account for the cost of providing the respective services.

**FIRE/EMS SUMMARY**

*Village of Glen Ellyn  
2017 Budget*

<b>Object Code</b>	<b>Account Description</b>	<b>2015 Actual</b>	<b>2016 Original Budget</b>	<b>2016 Revised Budget</b>	<b>2016 Est. Actual</b>	<b>2017 Budget</b>
<b>Revenue</b>						
<b>General Fund</b>						
	Ambulance Service Charges	\$ 21,991	\$ 3,000	\$ 3,000	\$ 51,000	\$ 40,300
<b>Total Fire related General Fund revenue</b>		<b>21,991</b>	<b>3,000</b>	<b>3,000</b>	<b>51,000</b>	<b>40,300</b>
<b>Fire Services Fund</b>						
	Fire SSA	193,841	155,600	155,600	191,000	155,600
	Fire Services Fee	800,982	798,000	798,000	803,000	803,000
	Interest	77	50	50	700	700
	Misc. (Transfer from GEVFC)	461,238	65,500	-	-	-
<b>Total Fire Services Fund</b>		<b>1,456,138</b>	<b>1,019,150</b>	<b>953,650</b>	<b>994,700</b>	<b>959,300</b>
<b>Total Revenues</b>		<b>\$ 1,478,129</b>	<b>\$ 1,022,150</b>	<b>\$ 956,650</b>	<b>\$ 1,045,700</b>	<b>\$ 999,600</b>
<b>Expenditures</b>						
<b>General Fund</b>						
	Fire Department	365,596	440,600	440,600	431,172	419,060
	EMS	427,067	465,112	465,112	455,200	482,250
<b>Total General Fund Expenditures</b>		<b>792,663</b>	<b>905,712</b>	<b>905,712</b>	<b>886,372</b>	<b>901,310</b>
<b>Fire Services Fund</b>						
	Contribution to GEVFC	480,000	495,000	495,000	495,000	557,050
	Operations	45,790	69,100	69,100	39,000	84,100
	Capital	922,476	-	94,310	301,310	1,057,100
<b>Total Fire Services Fund</b>		<b>1,448,266</b>	<b>564,100</b>	<b>658,410</b>	<b>835,310</b>	<b>1,698,250</b>
<b>Total Expenditures</b>		<b>\$ 2,240,929</b>	<b>\$ 1,469,812</b>	<b>\$ 1,564,122</b>	<b>\$ 1,721,682</b>	<b>\$ 2,599,560</b>
<b>Fire Department Activity Net</b>		<b>\$ (762,800)</b>	<b>\$ (447,662)</b>	<b>\$ (607,472)</b>	<b>\$ (675,982)</b>	<b>\$ (1,599,960)</b>

VILLAGE OF GLEN ELLYN  
2017 BUDGET

FUND: GENERAL FUND  
DEPARTMENT: FIRE/EMS  
ORGANIZATION: FIRE

ORG	OBJECT	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ORIG BUDGET	2016 REV BUDGET	2016 PROJECTION	2017 BUDGET	2017 % CHG 2016 ORG BUD
<b>135100 FIRE</b>								
135100	520155	ANNUAL FIRE INSPECTION PROGRAM	\$ 21,351	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0.0%
135100	520401	DISCONNECTION TAXES	1,745	3,000	3,000	2,000	1,000	-66.7%
135100	520920	DU-COMM	27,244	30,000	30,000	28,000	30,000	0.0%
135100	520970	MAINTENANCE-BUILDING & GROUNDS	1,394	2,000	2,000	1,000	2,000	0.0%
135100	521055	PROFESSIONAL SERVICES - OTHER	-	-	-	272	300	0.0%
135100	521195	TELECOMMUNICATIONS	4,888	6,500	6,500	5,000	4,460	-31.4%
135100	521200	UTILITIES	8,553	10,200	10,200	6,500	10,000	-2.0%
135100	530105	OPERATING SUPPLIES	3,221	1,000	1,000	500	1,000	0.0%
135100	590610	TRANSFER TO INSURANCE - GEN	196,400	205,300	205,300	205,300	206,400	0.5%
135100	590650	TRANSFER TO EQUIP FUND - O&M	100,800	146,000	146,000	146,000	127,300	-12.8%
135100	590655	TRANSFER TO EQUIP FUND - REPL	-	6,600	6,600	6,600	6,600	0.0%
<b>TOTAL</b>	<b>FIRE</b>		<b>\$ 365,596</b>	<b>\$ 440,600</b>	<b>\$ 440,600</b>	<b>\$ 431,172</b>	<b>\$ 419,060</b>	<b>-4.9%</b>

FUND: GENERAL FUND  
DEPARTMENT: FIRE/EMS  
ORGANIZATION: FIRE

2017 BUDGET

<b>135100 FIRE</b>	
<b>135100 520155 - ANNUAL FIRE INSPECTION PROGRAM</b>	<b>30,000</b>
PAID TO VOLUNTEER FIRE COMPANY FOR FIRE INSPECTIONS	30,000
<b>135100 520401 - DISCONNECTION TAXES</b>	<b>1,000</b>
DISCONNECTION FEES TO OTHER DISTRICTS DUE IN ANNEXATIONS	1,000
<b>135100 520920 - DU-COMM</b>	<b>30,000</b>
SHARE OF DUCOMM FEES	30,000
<b>135100 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>	<b>2,000</b>
LANDSCAPING AND MOWING FOR FIRE STATIONS	2,000
<b>135100 521055 - PROFESSIONAL SERVICES - OTHER</b>	<b>300</b>
DOCUMENT DESTRUCTION	300
<b>135100 521195 - TELECOMMUNICATIONS</b>	<b>4,460</b>
CALL ONE	3,300
ALARM	1,160
<b>135100 521200 - UTILITIES</b>	<b>10,000</b>
NATURAL GAS	5,000
WATER & SEWER	5,000
<b>135100 530105 - OPERATING SUPPLIES</b>	<b>1,000</b>
<b>135100 590610 - TRANSFER TO INSURANCE - GEN</b>	<b>206,400</b>
GENERAL INSURANCE TRANSFER	206,400
<b>135100 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>	<b>127,300</b>
TRANSFER TO EQUIPMENT SERVICES - O&M	127,300
<b>135100 590655 - TRANSFER TO EQUIP FUND - REPL</b>	<b>6,600</b>
TRANSFER TO EQUIPMENT SERVICES - FUEL ISLAND REPLACEMENT	6,600
<b>TOTAL FIRE</b>	<b>419,060</b>

VILLAGE OF GLEN ELLYN  
2017 BUDGET

FUND: GENERAL FUND  
DEPARTMENT: FIRE/EMS  
ORGANIZATION: EMS

ORG	OBJECT	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ORIG BUDGET	2016 REV BUDGET	2016 PROJECTION	2017 BUDGET	2017 % CHG 2016 ORG BUD
<b>135200 EMS</b>								
135200	520920	DU-COMM	\$ 108,977	\$ 117,600	\$ 117,600	\$ 109,000	\$ 114,450	-2.7%
135200	520925	AMBULANCE SERVICE	315,898	345,532	345,532	345,000	366,200	6.0%
135200	520926	AMBULANCE BILLING SERVICE	966	480	480	200	100	-79.2%
135200	530105	OPERATING SUPPLIES	1,227	1,500	1,500	1,000	1,500	0.0%
<b>TOTAL</b>		<b>EMS</b>	<b>\$ 427,067</b>	<b>\$ 465,112</b>	<b>\$ 465,112</b>	<b>\$ 455,200</b>	<b>\$ 482,250</b>	<b>3.7%</b>

**FUND: GENERAL FUND  
DEPARTMENT: FIRE/EMS  
ORGANIZATION: EMS**

**VILLAGE OF GLEN ELLYN  
2017 BUDGET**

**2017 BUDGET**

<b>135200 EMS</b>	
<b>135200 520920 - DU-COMM</b>	<b>114,450</b>
DUCOMM SERVICES - ASSUMES 5% INCREASE	114,450
<b>135200 520925 - AMBULANCE SERVICE</b>	<b>366,200</b>
EMS/AMBULANCE SERVICES CONTRACT	366,200
<b>135200 520926 - AMBULANCE BILLING SERVICE</b>	<b>100</b>
RUN OFF OF AMBULANCE SERVICES FEES ON PRIOR CONTRACT	100
<b>135200 530105 - OPERATING SUPPLIES</b>	<b>1,500</b>
MISCELLANEOUS OPERATING SUPPLIES	1,500
<b>TOTAL EMS</b>	<b>482,250</b>

VILLAGE OF GLEN ELLYN  
2017 BUDGET

FUND: FIRE SERVICES FUND  
DEPARTMENT: FIRE / EMS

ORG	OBJECT	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ORIG BUDGET	2016 REV BUDGET	2016 PROJECTION	2017 BUDGET	2017 % CHG 2016 ORG BUD
<b>2400 FIRE SERVICES REVENUES</b>								
2400	410118	PROPERTY TAX SSA 18 NORTH FIRE	\$ 103,140	\$ 83,000	\$ 83,000	\$ 83,000	\$ 184,000	121.7%
2400	410119	PROPERTY TAX SSA 19 SOUTH FIRE	90,701	72,600	72,600	73,400	117,900	62.4%
2400	410900	FIRE SERVICES FEE	800,982	798,000	798,000	803,000	803,000	0.6%
2400	460100	INTEREST INCOME	77	50	50	700	700	1300.0%
2400	489000	MISCELLANEOUS REVENUE	461,238	-	-	-	-	0.0%
2400	489100	MISCELLANEOUS - OVER/SHORT	(1)	-	-	-	-	0.0%
<b>TOTAL</b>	<b>FIRE SERVICES REVENUES</b>		<b>\$ 1,456,136</b>	<b>\$ 953,650</b>	<b>\$ 953,650</b>	<b>\$ 960,100</b>	<b>\$ 1,105,600</b>	<b>15.9%</b>
<b>24000 FIRE SERVICES EXPENDITURES</b>								
24000	510120	SALARIES - NON PENSIONABLE	17,932	45,000	45,000	18,200	45,000	0.0%
24000	510400	FICA TAXES	1,372	3,500	3,500	1,400	3,500	0.0%
24000	520150	FIRE COMPANY CONTRIBUTION	480,000	495,000	495,000	495,000	557,050	12.5%
24000	520620	EMPLOYEE EDUCATION	200	500	500	-	500	0.0%
24000	520825	AUDIT	8,000	10,000	10,000	8,000	10,000	0.0%
24000	521055	PROFESSIONAL SERVICES - OTHER	8,250	-	-	1,300	-	0.0%
24000	530105	OPERATING SUPPLIES	37	100	100	100	100	0.0%
24000	570155	VEHICLES	922,476	-	94,310	301,310	1,000,000	0.0%
24000	590113	FACIL MAINT SERVICE CHARGE	-	-	-	-	57,100	0.0%
24000	590120	ACCOUNTING SERVICE CHARGE	10,000	10,000	10,000	10,000	25,000	150.0%
<b>TOTAL</b>	<b>FIRE SERVICES EXPENDITURES</b>		<b>1,448,266</b>	<b>564,100</b>	<b>658,410</b>	<b>835,310</b>	<b>1,698,250</b>	<b>201.1%</b>
<b>TOTAL</b>	<b>FIRE SERVICES FUND</b>		<b>7,870</b>	<b>389,550</b>	<b>295,240</b>	<b>124,790</b>	<b>(592,650)</b>	

Available Cash Analysis

Available, January 1, 2016	\$ 926,761
Preliminary FY2016 inflow / (outflow)	\$ 124,790
Budgeted FY2017 inflow / (outflow)	\$ (592,650)
Projected Available, December 31, 2017	<u>\$ 458,901</u>

FUND: FIRE SERVICES FUND  
DEPARTMENT: FIRE / EMS

ORG	OBJECT	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ORIG BUDGET	2016 REV BUDGET	2016 PROJECTION	2017 BUDGET	2017 % CHG 2016 ORG BUD
<b>FIRE SERVICES FUND SUMMARY BY FUNCTION</b>								
<b>Operations</b>								
		Revenues	45,790	69,100	69,100	39,000	84,100	21.7%
		Expenditures	45,790	69,100	69,100	39,000	84,100	21.7%
		<b>Annual Net</b>	-	-	-	-	-	0.0%
		<b>End of year balance</b>	-	-	-	-	-	0.0%
<b>Contributions to GEVFC</b>								
		Revenues	480,000	495,000	495,000	495,000	557,050	12.5%
		Expenditures	480,000	495,000	495,000	495,000	557,050	12.5%
		<b>Annual Net</b>	-	-	-	-	-	0.0%
		<b>End of year balance</b>	-	-	-	-	-	0.0%
<b>Vehicle Replacement</b>								
		<b>Beginning of year balance</b>	607,500	546,262	546,262	546,262	644,952	18.1%
		Revenues	-	-	-	-	-	0.0%
		Capital Contribution	400,000	400,000	400,000	400,000	400,000	0.0%
		Transfers In	461,238	-	-	-	-	0.0%
		Expenditures	922,476	-	94,310	301,310	1,000,000	0.0%
		<b>Annual Net</b>	(61,238)	400,000	305,690	98,690	(600,000)	-250.0%
		<b>End of year balance</b>	546,262	946,262	851,952	644,952	44,952	-95.2%
<b>Facility Funding</b>								
		<b>Beginning of year balance</b>	311,391	380,499	380,499	380,499	406,599	6.9%
		Revenues	69,108	(10,450)	(10,450)	26,100	64,450	-716.7%
		Expenditures	-	-	-	-	57,100	0.0%
		<b>Annual Net</b>	69,108	(10,450)	(10,450)	26,100	7,350	-170.3%
		<b>End of year balance</b>	380,499	370,049	370,049	406,599	413,949	11.9%
<b>Total</b>								
		Revenues	1,456,136	953,650	953,650	960,100	1,105,600	15.9%
		Expenditures	1,448,266	564,100	658,410	835,310	1,698,250	201.1%
		<b>Annual Net</b>	7,870	389,550	295,240	124,790	(592,650)	-252.1%
		<b>End of year balance</b>	926,761	1,316,311	1,222,001	1,051,551	458,901	-65.1%

FUND: FIRE SERVICES FUND  
DEPARTMENT: FIRE/EMS

	2017 BUDGET
<b>2400 FIRE SERVICES REVENUES</b>	
<b>2400 410118 - PROPERTY TAX SSA 18 NORTH FIRE</b>	<b>184,000</b>
2016 ESTIMATED LEVY	184,000
<b>2400 410119 - PROPERTY TAX SSA 19 SOUTH FIRE</b>	<b>117,900</b>
2016 ESTIMATED LEVY	117,900
<b>2400 410900 - FIRE SERVICES FEE</b>	<b>803,000</b>
PROJECTED FIRE SERVICES FEE BASED ON 2016	803,000
ESTIMATED ACTUAL	
<b>2400 460100 - INTEREST INCOME</b>	<b>700</b>
<b>TOTAL FIRE SERVICES REVENUES</b>	<b>1,105,600</b>
<b>24000 FIRE SERVICES EXPENDITURES</b>	
<b>24000 510120 - SALARIES - NON PENSIONABLE</b>	<b>45,000</b>
ADMINISTRATIVE CLERK II (2)	45,000
<b>24000 510400 - FICA TAXES</b>	<b>3,500</b>
<b>24000 520150 - FIRE COMPANY CONTRIBUTION</b>	<b>557,050</b>
<b>24000 520620 - EMPLOYEE EDUCATION</b>	<b>500</b>
MISCELLANEOUS EMPLOYEE EDUCATION	500
<b>24000 520825 - AUDIT</b>	<b>10,000</b>
2015 AUDIT COSTS FOR VOLUNTEER FIRE COMPANY	10,000
PAID FOR BY VILLAGE PER AGREEMENT	
<b>24000 530105 - OPERATING SUPPLIES</b>	<b>100</b>
MISCELLANEOUS SUPPLIES	100
<b>24000 570155 - VEHICLES</b>	<b>1,000,000</b>
LADDER TRUCK	1,000,000
<b>24000 590113 - FACIL MAINT SERVICE CHARGE</b>	<b>57,100</b>

FUND: FIRE SERVICES FUND  
DEPARTMENT: FIRE/EMS

	2017 BUDGET
24000 590120 - ACCOUNTING SERVICE CHARGE	25,000
<b>TOTAL FIRE SERVICES EXPENDITURES</b>	<b>1,698,250</b>

Glen Ellyn Volunteer Fire Department  
Income Statement  
2017 Budget

9/2/2016

<u>ACCOUNT DESCRIPTION</u>	<u>BUDGET</u>	<u>FY Forecast</u>	<u>Variance</u>	<u>2017 Budget</u>	<u>% Inc/Dec</u>
<b>Revenues</b>					
DONATIONS	-	(1,175)	1,175	-	
FIRE SERVICES FEE	(505,500)	(505,500)	-	(557,050)	9.3%
IMPACT FEES	(20,000)	(27,000)	7,000	(20,000)	-35.0%
2% FOR FIRE TAX	(35,000)	(35,000)	-	(35,000)	0.0%
DONATIONS FF MEMORIAL	-	(555)	555	-	
CONTRIBUTIONS NOT FOR PROFIT	-	(50)	50	-	
FIRE INSPECTIONS	(30,000)	(30,000)	-	(30,000)	0.0%
INTEREST INCOME	(500)	(400)	(100)	(500)	20.0%
VENDING MACHINE SALES	-	(540)	540	-	
MISCELLANEOUS REVENUE	(1,000)	(1,000)	-	(1,000)	0.0%
<b>Total Revenues</b>	<b>(592,000)</b>	<b>(601,220)</b>	<b>9,220</b>	<b>(643,550)</b>	<b>6.6%</b>
<b>Expenses</b>					
PAYROLL - ADMINISTRATORS	-	85,771	-	63,000	
PAYROLL - FIREFIGHTERS	252,400	95,390	-	80,000	
PAYROLL - FPB	-	12,993	-	13,000	
FICA TAXES	-	16,872	-	19,000	
FEDERAL UNEMPLOYMENT TAX	-	708	-	1,000	
STATE UNEMPLOYMENT TAX	-	6,761	-	7,000	
PAYROLL PROCESSING FEES	-	3,014	-	3,000	
<i>subtotal - personnel expenses</i>	252,400	221,509	30,891	186,000	-16.0%
METRO LABOR	-	65,994	(65,994)	123,000	86.4%
PENSION EXPENSE	15,000	23,238	(8,238)	18,000	-22.5%
PAYROLL - OFFICERS	1,300	1,300	-	1,300	0.0%
TAX PREPARATION	2,000	2,625	(625)	2,700	2.9%
BANKING SERVICES	50	100	(50)	50	-50.0%
DUES & MEMBERSHIP	9,450	9,450	-	9,000	-4.8%
HEALTH & WELLNESS	27,000	21,305	5,695	27,000	26.7%
INSURANCE	30,700	30,700	-	23,500	-23.5%
MARKETING & PUBLIC RELATIONS	4,500	1,500	3,000	3,500	133.3%
HISTORICAL EXPENSES	2,000	2,000	-	2,000	0.0%
TECHNOLOGY & WEBSITE SERVICES	8,000	8,000	-	8,000	0.0%
DRILL & TRAINING	30,000	20,000	10,000	30,000	50.0%
FIRE PREVENTION	1,500	1,500	-	1,500	0.0%
MAINTENANCE - AIRPACKS	13,000	13,000	-	13,000	0.0%
MAINTENANCE - EQUIPMENT	3,300	4,500	(1,200)	4,500	0.0%
MAINTENANCE - PAGERS/RADIOS	3,300	3,300	-	3,300	0.0%
BUILDINGS & GROUNDS	6,000	10,000	(4,000)	8,000	-20.0%
SERVICE&RIDER, AWARDS	4,000	4,000	-	4,000	0.0%
SERVICE & RIDER, RECREATION	13,000	13,000	-	14,000	7.7%
SERVICE&RIDER, HOUSE	14,700	14,700	-	15,000	2.0%
UTILITIES - CELL PHONE	6,800	7,174	(374)	7,200	0.4%
UTILITIES - INTERNET	1,000	926	74	1,000	8.0%
UTILITIES - TELEPHONE	2,500	2,457	43	2,500	1.8%
OFFICE SUPPLIES	7,500	5,000	2,500	7,500	50.0%
OPERATING SUPPLIES	4,000	4,000	-	4,000	0.0%
HOSE & APPLIANCES	8,500	8,500	-	8,500	0.0%
PERSONAL EQUIPMENT	45,000	40,000	5,000	40,000	0.0%
PERSONAL EQUIPMENT: VOUCHER	3,000	2,033	967	3,000	47.6%
WATER RESCUE	1,500	1,500	-	1,500	0.0%
UNDESIGNATED EXPENSES	52,000	5,000	47,000	50,000	
LOOSE EQUIPMENT	19,000	19,000	-	21,000	10.5%
MISCELLANEOUS EQUIPMENT	-	(13,598)	13,598	-	
<b>Total Expenses</b>	<b>592,000</b>	<b>553,712</b>	<b>38,288</b>	<b>643,550</b>	<b>16.2%</b>
<b>Net Income / (Loss)</b>	<b>-</b>	<b>47,508</b>	<b>47,508</b>	<b>-</b>	<b>-100.0%</b>

