



# GLENBROOK FIRE DEPARTMENT

17 ARTHUR PLACE

THE NEW HOPE FIRE COMPANY, INC.

GLENBROOK, CONNECTICUT 06906-1802

TEL. (203) 325-4432 FAX (203)327-4413

16 January 2009

Mayor Dannel Malloy  
Stamford Government Center  
888 Washington Boulevard  
Stamford, Connecticut 06901

Dear Mayor Malloy,

I respectfully submit the Glenbrook Fire Department's operating budget proposal for the 2009-2010 fiscal year. The department's executive and service officers determined the budget amounts by reviewing spending over the past four years and by assessing needs for the upcoming year. All of us at the GFD are aware of the harsh economic climate so our goals were to be as cost effective as possible, mindful of the need to be careful with taxpayer dollars, and to arrive at a lean budget that was sufficient to operate the department and provide a high level of protection and service to the community. I would like to emphasize that a portion of these funds will go to all the expenses of heating, lighting, and maintaining the firehouse that we successfully share with both the Stamford Fire Rescue Department and Stamford Emergency Medical Services at no direct cost to those organizations.

Thank you for considering our request. Please do not hesitate to contact me with questions.

Respectfully,

A handwritten signature in cursive script that reads "Mark Brennan".

Mark Brennan  
President



# GLENBROOK FIRE DEPARTMENT

2009-2010 OPERATING BUDGET REQUEST

## Mission & Goal Statement

### GFD Mission Statement

As first responders to fires and public safety and medical emergencies, the Glenbrook Fire Department protects the lives and property of residents and visitors of the Glenbrook community and of the City of Stamford. The department's volunteer members are committed to public service, safety, preparedness and firefighting excellence.

### GFD 2009-2010 Goals

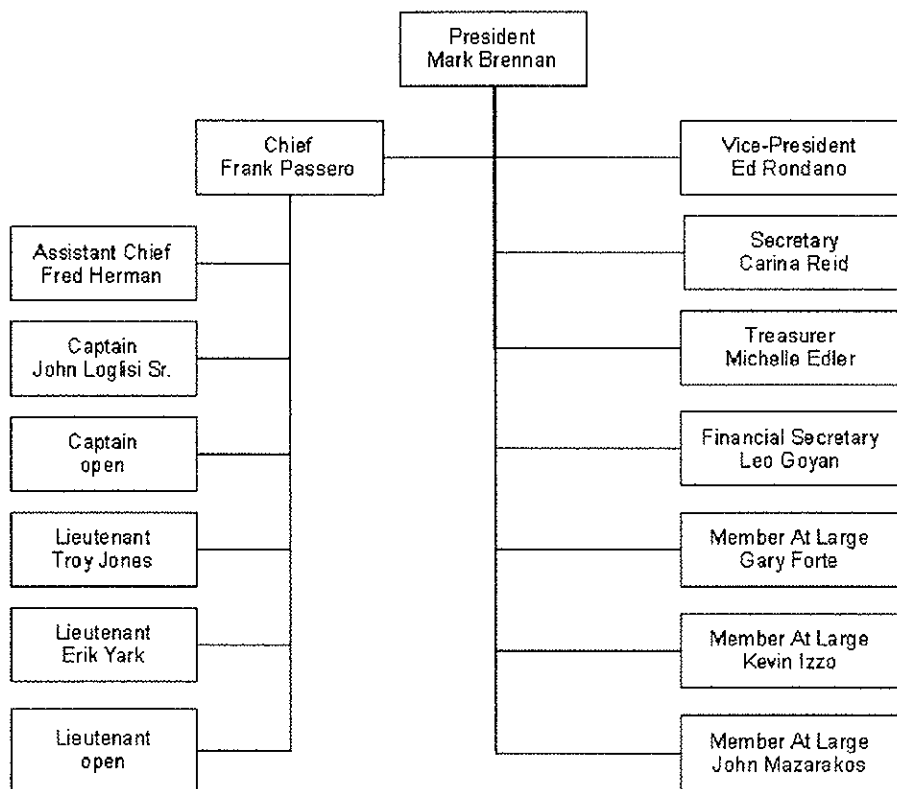
- 1 Bring department up to Stamford Fire Rescue Department standards for personnel and equipment.
- 2 Recruit five new firefighters.
- 3 Respond with full crews when requested to back up Stamford Fire Rescue Department during multiple alarm fires.
- 4 Minimize operating expenses.
- 5 Meet National Fire Protection Association and Occupational Safety and Health Administration standards for personnel and equipment.
- 6 Raise at least \$5,000 through department fund raising efforts.



# GLENBROOK FIRE DEPARTMENT

2009-2010 OPERATING BUDGET REQUEST

## GFD Organization Chart





# GLENBROOK FIRE DEPARTMENT

## 2009-2010 OPERATING BUDGET REQUEST

### Fiscal Year 2007-2008 Operating Results

### GFD Spending 2007-2008

| <b>GFD Spending 2007-2008</b> |                        |                     |                          |
|-------------------------------|------------------------|---------------------|--------------------------|
| <b>Category</b>               | <b>Original Budget</b> | <b>Final Budget</b> | <b>Original Spending</b> |
| <b>Budget Items</b>           |                        |                     |                          |
| Bank Charges                  | \$0.00                 | \$0.00              | \$50.00                  |
| Auditing                      | \$7,000.00             | \$6,582.49          | \$0.00                   |
| Accounting                    | \$0.00                 | \$0.00              | \$7,500.00               |
| Building Maintenance          | \$25,000.00            | \$23,508.88         | \$8,145.86               |
| Cable TV                      | \$0.00                 | \$0.00              | \$1,704.18               |
| Computer Equipment            | \$1,500.00             | \$1,410.53          | \$0.00                   |
| Equipment Maintenance         | \$10,000.00            | \$9,403.55          | \$9,264.77               |
| Fire Marshall                 | \$0.00                 | \$0.00              | \$70.73                  |
| Fire Suppression Water        | \$1,000.00             | \$940.36            | \$0.00                   |
| Gas & Electric                | \$30,000.00            | \$28,210.65         | \$29,945.56              |
| Gasoline & Diesel             | \$3,500.00             | \$3,291.24          | \$3,887.14               |
| Insurance                     | \$17,500.00            | \$16,456.21         | \$22,106.00              |
| Legal                         | \$1,500.00             | \$1,410.53          | \$0.00                   |
| Materials & Supplies          | \$1,900.00             | \$1,786.67          | \$3,701.97               |
| Medical Supplies              | \$800.00               | \$752.28            | \$199.80                 |
| New Equipment                 | \$8,000.00             | \$7,522.84          | \$9,500.00               |
| Office Supplies               | \$1,000.00             | \$940.36            | \$777.91                 |
| Physicals                     | \$6,000.00             | \$5,642.13          | \$1,871.00               |
| Protective Gear               | \$6,000.00             | \$5,642.13          | \$68.00                  |
| Radio                         | \$1,500.00             | \$1,410.53          | \$126.20                 |
| SCBA Bottles                  | \$6,000.00             | \$5,642.13          | \$0.00                   |
| SCBA Testing                  | \$2,500.00             | \$2,350.89          | \$0.00                   |
| Telephone                     | \$6,500.00             | \$6,112.31          | \$8,220.05               |
| Training & Education          | \$8,000.00             | \$7,522.84          | \$3,750.00               |
| Uniforms                      | \$7,000.00             | \$6,582.49          | \$0.00                   |
| Vehicle Maintenance           | \$14,000.00            | \$13,164.97         | \$10,964.14              |
| Fines                         | \$0.00                 | \$0.00              | \$1,265.00               |
| Fees                          | \$0.00                 | \$0.00              | \$25.00                  |
| Water                         | \$3,000.00             | \$2,821.07          | \$2,574.15               |
| Miscellaneous                 |                        |                     |                          |
| <b>Total Budget Items</b>     | <b>\$169,200.00</b>    | <b>\$169,108.07</b> | <b>\$126,717.46</b>      |
| <b>Non-Budget Items</b>       |                        |                     |                          |
| Depreciation                  |                        |                     | \$32,920.00              |
| Legal Fees                    |                        |                     | \$29,456.00              |
| Stipends                      |                        |                     | \$1,100.00               |
| Food and Beverage             |                        |                     | \$3,745.00               |
| Community Activities          |                        |                     | \$8,909.00               |
| <b>Total</b>                  |                        |                     | <b>\$201,847.46</b>      |



# GLENBROOK FIRE DEPARTMENT

## 2009-2010 OPERATING BUDGET REQUEST

### Fiscal Year 2007-2008 Operating Results

#### GFD Revenues 2007-2008

| <b>GFD Revenues 2007-2008</b> |                     |
|-------------------------------|---------------------|
| City of Stamford Funding      | \$159,108.00        |
| Reimbursement from Stamford   | \$8,800.00          |
| Miscellaneous Income          | \$1,378.00          |
| Interest                      | \$1,380.23          |
| Grants                        | \$1,000.00          |
| Sale of inventory             | \$300.00            |
| <b>Total</b>                  | <b>\$171,966.23</b> |
|                               |                     |



# GLENBROOK FIRE DEPARTMENT

## 2009-2010 OPERATING BUDGET REQUEST

### Fiscal Year 2008-2009 Operating Results

| GFD Spending 2008-2009        | Requested Amt                 | Original Budget Amt                | Revised Budget Amt  | Actual to 10/31/2008 | Planned 11/01/08-6/30/09 | Total 2008-2009     |
|-------------------------------|-------------------------------|------------------------------------|---------------------|----------------------|--------------------------|---------------------|
| Auditing                      | \$7,000.00                    | \$6,779.92                         | \$6,576.52          | \$-                  | \$0.00                   | \$0.00              |
| Accounting Services           |                               | \$-                                | \$-                 | \$3,387.50           | \$3,218.00               | \$6,605.50          |
| Building Maintenance          | \$25,000.00                   | \$24,214.00                        | \$23,487.58         | \$4,494.32           | \$11,417.00              | \$15,911.32         |
| Cable TV                      |                               | \$-                                | \$-                 | \$485.50             | \$1,380.72               | \$1,866.22          |
| Computer Equipment            | \$1,500.00                    | \$1,452.84                         | \$1,409.25          | \$-                  | \$1,000.00               | \$1,000.00          |
| Equipment Maintenance         | \$10,000.00                   | \$9,685.60                         | \$9,395.03          | \$1,834.40           | \$7,560.63               | \$9,395.03          |
| Fire Suppression Water        | \$1,000.00                    | \$968.56                           | \$939.50            | \$-                  | \$0.00                   | \$0.00              |
| Gas & Electric                | \$30,000.00                   | \$29,056.80                        | \$28,185.10         | \$8,112.81           | \$21,558.36              | \$29,671.17         |
| Gasoline & Diesel             | \$3,500.00                    | \$3,389.96                         | \$3,288.26          | \$1,243.61           | \$2,400.00               | \$3,643.61          |
| Insurance                     | \$17,500.00                   | \$16,949.80                        | \$16,441.31         | \$7,658.82           | \$10,559.00              | \$18,217.82         |
| Legal                         | \$1,500.00                    | \$1,452.84                         | \$1,409.25          | \$-                  | \$0.00                   | \$0.00              |
| Materials & Supplies          | \$1,900.00                    | \$1,840.26                         | \$1,785.06          | \$1,930.62           | \$1,149.04               | \$3,079.66          |
| Medical Supplies              | \$800.00                      | \$774.85                           | \$751.60            | \$-                  | \$750.00                 | \$750.00            |
| New Equipment                 | \$8,000.00                    | \$7,748.48                         | \$7,516.03          | \$-                  | \$7,516.03               | \$7,516.03          |
| Office Supplies               | \$1,000.00                    | \$968.56                           | \$939.50            | \$101.66             | \$500.00                 | \$601.66            |
| Physicals                     | \$6,000.00                    | \$5,811.36                         | \$5,637.02          | \$3,649.50           | \$1,987.52               | \$5,637.02          |
| Protective Gear               | \$6,000.00                    | \$5,811.36                         | \$5,637.02          | \$-                  | \$5,637.02               | \$5,637.02          |
| Radio                         | \$1,500.00                    | \$1,452.84                         | \$1,409.25          | \$-                  | \$2,520.96               | \$2,520.96          |
| SCBA Bottles                  | \$6,000.00                    | \$5,811.36                         | \$5,637.02          | \$-                  | \$5,637.02               | \$5,637.02          |
| SCBA Testing                  | \$2,500.00                    | \$2,421.40                         | \$2,348.76          | \$-                  | \$2,348.76               | \$2,348.76          |
| Telephone                     | \$6,500.00                    | \$6,295.64                         | \$6,106.77          | \$3,002.70           | \$5,311.67               | \$8,314.37          |
| Training & Education          | \$8,000.00                    | \$7,748.48                         | \$7,516.03          | \$265.00             | \$3,000.00               | \$3,265.00          |
| Uniforms                      | \$7,000.00                    | \$6,779.92                         | \$6,576.52          | \$3,330.60           | \$1,573.05               | \$4,903.65          |
| Vehicle Maintenance           | \$14,000.00                   | \$13,559.84                        | \$13,153.04         | \$4,342.29           | \$8,810.75               | \$13,153.04         |
| Water                         | \$3,000.00                    | \$2,905.68                         | \$2,818.51          | \$1,986.60           | \$3,393.22               | \$5,379.82          |
| CT incorporation filing       | \$-                           | \$-                                | \$-                 | \$325.00             | \$0.00                   | \$325.00            |
| <b>Total</b>                  | <b>\$169,200.00</b>           | <b>\$163,880.35</b>                | <b>\$158,963.94</b> | <b>\$45,825.93</b>   | <b>\$109,228.75</b>      | <b>\$155,054.68</b> |
| <b>GFD Revenues 2008-2009</b> | <b>Revenues to 10/31/2008</b> | <b>Expected Revenues 2008-2009</b> |                     |                      |                          |                     |
| City of Stamford              | \$54,628.00                   | \$158,963.94                       |                     |                      |                          |                     |
| Interest                      | \$480.62                      | \$1,400.00                         |                     |                      |                          |                     |
| Grants                        | \$1,000.00                    | \$1,000.00                         |                     |                      |                          |                     |
| <b>Total</b>                  | <b>\$56,108.62</b>            | <b>\$161,363.94</b>                |                     |                      |                          |                     |



# GLENBROOK FIRE DEPARTMENT

## 2009-2010 OPERATING BUDGET REQUEST

### Proposed Operating Budget for Fiscal Year 2009-2010

| <b>GFD Spending 2009-2010</b> |   |
|-------------------------------|---|
| <b>Category</b>               | <b>2009-2010 Proposed Budget Amount</b> |
| Auditing                      | \$7,500.00                              |
| Accounting Services           | \$2,500.00                              |
| Building Maintenance          | \$15,000.00                             |
| Cable TV                      | \$1,800.00                              |
| Computer Equipment            | \$500.00                                |
| Equipment Maintenance         | \$7,500.00                              |
| Gas & Electric                | \$30,000.00                             |
| Gasoline & Diesel             | \$4,000.00                              |
| Insurance                     | \$20,000.00                             |
| Materials & Supplies          | \$3,000.00                              |
| Medical Supplies              | \$400.00                                |
| New Equipment                 | \$8,000.00                              |
| Office Supplies               | \$500.00                                |
| Physicals                     | \$3,000.00                              |
| Protective Gear               | \$6,000.00                              |
| Radio                         | \$1,000.00                              |
| SCBA Bottles                  | \$6,000.00                              |
| SCBA Testing                  | \$2,500.00                              |
| Telephone                     | \$9,000.00                              |
| Training & Education          | \$4,000.00                              |
| Uniforms                      | \$2,000.00                              |
| Vehicle Maintenance           | \$15,000.00                             |
| Water                         | \$3,000.00                              |
| Contingency                   | \$10,000.00                             |
| <b>Total</b>                  | <b>\$162,200.00</b>                     |
| <b>GFD Revenues 2009-2010</b> |   |
|                               | <b>Revenues</b>                         |
| City of Stamford              | \$162,200.00                            |
| Interest                      | \$1,400.00                              |
| Fund Raising                  | \$5,000.00                              |
| <b>Total</b>                  | <b>\$168,600.00</b>                     |