

RESOLUTION NO. 2023-140

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AUTHORIZING AMENDING THE STAFFING ALLOCATION PLAN ADDING TWO DIVISION FIRE CHIEF POSITIONS AND THREE FIREFIGHTER POSITIONS AND AUTHORIZE STAFF TO APPLY FOR A 2023 SAFER GRANT FOR TWO FIREFIGHTER POSITIONS.

WHEREAS, the City of Marina has a critical staffing shortage necessary to provide basic fire protection services, and;

WHEREAS, the hiring the five additional Firefighters is necessary to assist with staffing and deployment capabilities in order to respond to emergencies, assuring that our communities have adequate protection from fire and fire related hazards, and;

WHEREAS, the staffing will assist our departments efforts to meet the minimum staffing as defined in National Fire Protection Agency (NFPA) 1710 and 1720, as well as OSHA Respiratory standard 29 CFR 1910.134(g)(4)(ii), and;

WHEREAS, the fire department is requesting that Staffing Allocation Plan be amended to add two additional Division Fire Chief and 3 additional Firefighter positions, and;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina does hereby:

1. Adopt Resolution No: 2023- amending the Staffing Allocation Plan to add two (2) Division Fire Chief positions and three (3) Firefighter positions, and;
2. Authorize staff to apply for a 2023 SAFER grant application to fill two additional firefighter positions, and;
3. Authorize the Finance Director to make necessary accounting and budgetary entries to fund two (2) Division Fire Chief positions and one (1) Firefighter position.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 19th day of December 2023 by the following vote:

AYES: COUNCIL MEMBERS: Visscher, McCarthy, Biala, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Medina Dirksen

ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

December 11, 2023

Item No. **13i**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of December 19, 2023

**CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2023-,
AUTHORIZING AMENDMENT TO THE STAFFING ALLOCATION PLAN
ADDING TWO DIVISION FIRE CHIEF POSITIONS AND THREE FIREFIGHTER
POSITIONS AND AUTHORIZE STAFF TO APPLY FOR A 2023 SAFER GRANT
FOR TWO FIREFIGHTER POSITIONS.**

RECOMMENDATION:

It is requested that the City Council:

1. Consider adopting Resolution No: 2023- amending the Staffing Allocation Plan to add two (2) Division Fire Chief positions and three (3) Firefighter positions, and;
2. Authorize staff to apply for a 2023 SAFER grant application to fill two additional firefighter positions, and;
3. Authorize the Finance Director to make necessary accounting and budgetary entries to fund two (2) Division Fire Chief positions and one (1) Firefighter position.

BACKGROUND:

In 2020, Emergency Services Consulting International (ESCI) conducted a comprehensive Standards of Cover and Deployment analysis for the Marina Fire Department. The ESCI study analyzed the community and the associated risk. The Study identified the need for two staffed engine companies, one station to cover the south end of the city and one to cover the north with overlapping coverage throughout central Marina.

In 2021, City Gate Associates conducted a Fire Station Location Study in conjunction with the City of Seaside to explore the possibility of a joint station to serve both Cities. The study identified the need for a second staffed Marina Fire station being that a joint station would not provide the necessary coverage for the City of Marina.

The Marina Fire department operates on a three-shift schedule to provide coverage twenty-four hours a day, seven days a week. These shifts consist of three personnel at Station One and two personnel at Station Two. Staffing at Station One is sufficient for a “fully staffed engine company” while the limited staffing at Station Two constitutes “staffing for a squad”. This staffing model does not allow the Marina Fire Department to meet the OSHA Respiratory standard 29 CFR 1910.134 until automatic aid or mutual aid is received. In addition, the staffing is needed to help meet the minimum staffing as defined in National Fire Protection Agency (NFPA) 1710 and 1720.

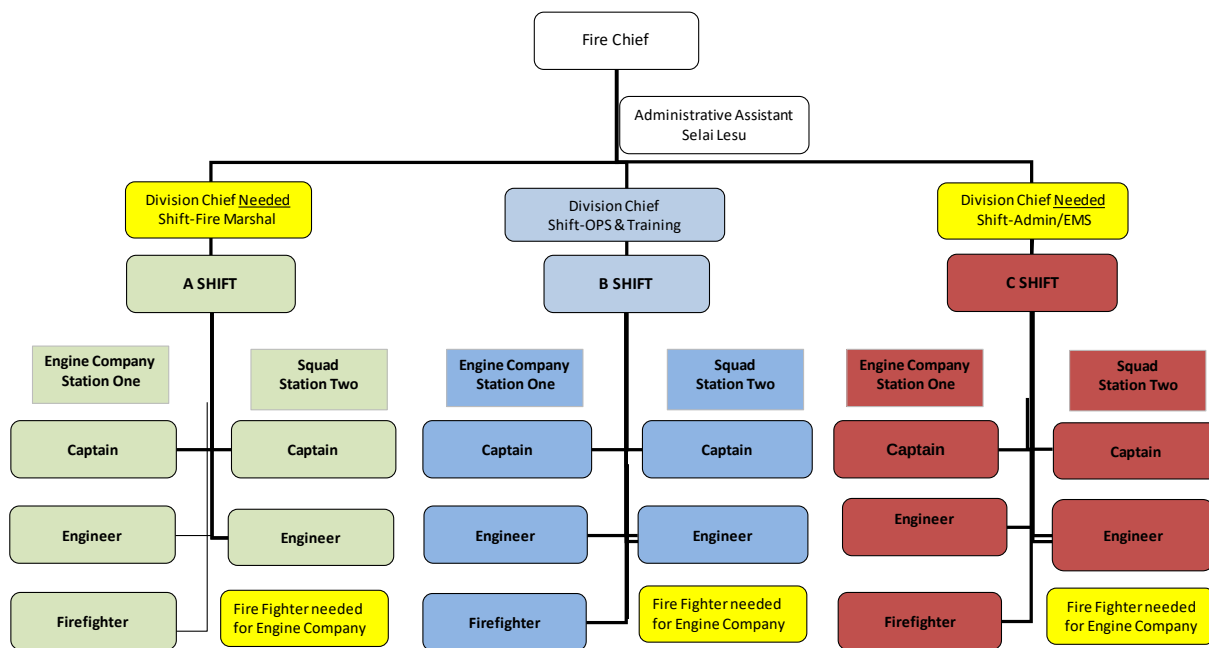
ANALYSIS:

To provide adequate protection from fire and fire-related hazards, fire departments depend on adequate staffing and deployment capabilities to respond to emergencies effectively and safely. With adequate staffing levels, the citizens and residents of our community will experience a reduction in response times and trained personnel assembled at the incident scene.

Over the years the Fire Department has experienced a steady increase in calls for service. Over the past 10 years the calls for service have increased 72% and have doubled since 2008. As development comes to fruition the calls for service will only increase more rapidly. The Department has also experienced a steady increase in overlapping calls (calls in which an engine company is committed, and a second call comes in.) As the call volume increases, so does the number of our overlapping calls increase at an exponential rate. In the last 10 years we have seen a 305% increase in the number of overlapping calls.

The statistical data shows the yearly increase in calls for service and the correlating extended response times. The standard response times for a medical aid is 5 minutes and 5 minutes and 20 seconds for a fire. We are also experiencing an increased demand for Inspections, Prevention Activities, Community Safety, School Education and Safety, Community Risk Reduction, Pre-Fire Planning, Training and Maintenance. Consequently, these are areas where we are falling behind.

The requested positions are shown in yellow on the organizational chart below.



The proposed positions would help fill gaps in our Fire department's ability to provide essential services. The three firefighters would staff the 2nd engine company which will provide the city with two fully staffed engine companies. The two additional Division Chief positions will fill the needed emergency response and shift supervision duties along with necessary administrative roles to include a dedicated Fire Marshal and EMS/Administrative Chief.

Successful delivery of fire protection services involves two major elements, Fire Prevention and Fire Suppression. Fire prevention can be defined as those “pre-fire activities that reduce the probability of fires occurring and help limit the loss of property and life in the fires that do occur.” Fire prevention is vital to protecting the community and to help prevent loss of lives. Fire Suppression with proper staffing allows Firefighters to provide proper lifesaving services and engage in fire suppression efforts to extinguish fires with a minimum loss of life, damage to the environment and to minimize property damage.

Adding the two (2) Division Fire Chief positions and three (3) Firefighter positions is necessary to support our Fire Suppression and Fire Prevention efforts. The increased staffing will support our deployment capabilities so that when we respond to emergencies, our communities have adequate protection from Fire, Fire related hazards and to provide Lifesaving services.

In the adopted two year budget for fiscal years 2023/24 and 2024/25 the City Council approved the submission of a SAFER grant for two Division Fire Chief positions and three Firefighter positions. Unfortunately, the City did not receive the grant.

Financial Analysis

The cost to fund a Division Fire Chief is approximately \$230,000 annually. The cost to fund a Firefighter position is \$130,000 annually. The total for all five positions is approximately \$850,000 annually. Council has already approved \$200,000 in the current budget for these positions, so the actual cost is \$650,000 annually.

Staff is proposing that the Council approve funding for two Division Fire Chief positions and one Firefighter position. Staff will submit a SAFER grant to fund the additional two Firefighter positions. If the city does not receive the SAFER grant, staff will come back to the Council after the mid budget cycle review with a proposal to authorize funding for the remaining two Firefighter positions. Even though the City did not receive the SAFER grant last year, staff is strategically proposing a small amount with the hope of getting funded. This grant could save the city up to \$780,000.

The current budget is structurally balanced (ongoing revenues exceed ongoing expenditures). Net revenues exceed expenditures by \$294,418 for FY 2023/24 and by \$471,310 for FY 2024/25. Funding the two Division Fire Chief and one Firefighter positions will make the budget potentially structurally imbalanced. Staff anticipates at our mid-cycle budget review that revenues will increase and this can possibly help offset the additional expenditure increase from these positions.

In the current fiscal year budget, there is \$3.9 million in unallocated one-time funds. Typically, these should only be used to fund one-time expenditures. However, the council can direct these funds to fund the ongoing expenditures for these positions for the next couple years. The city is funding \$2.5 million annually in ongoing revenues to fund the current litigation with the protection of the city’s groundwater aquifer. We anticipate this litigation to start resolving in the 2024/25 budget year which will free up these funds for ongoing expenditures which can be used to fund the firefighter positions.

FISCAL IMPACT:

The annual cost impacts are:

Two Division Fire Chiefs \$460,000

One Firefighter \$130,000

Total \$590,000

Less \$200,000

Net impact \$390,000

Unallocated Fund balance \$3.9 million

Less \$390,000 each year

Remaining unallocated Fund Balance \$3.12 million

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Doug McCoun

Fire Chief

City of Marina

REVIEWED/CONCUR:

Laura Pruneda

Finance Director

City of Marina

Layne P. Long

City Manager

City of Marina