

RESOLUTION NO. 2022-03

**RESOLUTION APPROVING THE ADDITION OF A 1.0 FTE
FIREFIGHTER FOR THE FIRE DEPARTMENT WITHIN THE GENERAL
FUND FOR FISCAL YEAR 2021-22**

WHEREAS, staff has requested the addition of 1.0 full-time equivalent (FTE) Firefighter to address a staffing imbalance on the three shifts that the Fire Department currently operates; and

WHEREAS, this additional firefighter will allow all three shifts to have 6 personnel available for each shift; and

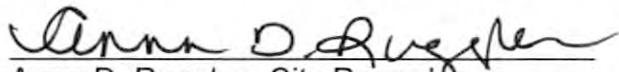
WHEREAS, staff is projecting that the addition of this firefighter will allow the City to remain at or above the minimum Fund Balance in the General Fund at the end of the next levy period.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

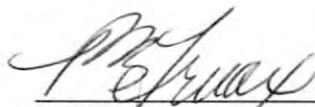
Section One. Council approves the addition of 1.0 FTE Firefighter in the Fire Department.

Section Two. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 10th day of January, 2022.


Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 10th day of January, 2022.


Peter B. Truax, Mayor

This page is intentionally blank.



CITY RECORDER USE ONLY:

AGENDA ITEM #: F. 2.

MEETING DATE: 01/10/2022

FINAL ACTION: RESO 2022-04

CITY COUNCIL STAFF REPORT

TO: City Council

FROM: Jesse VanderZanden, City Manager

MEETING DATE: January 10, 2022

PROJECT TEAM: Paul Downey, Assistant City Manager/Finance Director
Jim Geering, Fire Chief

SUBJECT TITLE: Request to add 1 Firefighter

ACTION REQUESTED: Ordinance Order X Resolution Motion Informational

X all that apply

ISSUE STATEMENT:

During the FY 2021-22 Budget process, staff reported that the City had applied for a Staffing for Adequate Fire and Emergency Response (SAFER) grant for two firefighter positions and that if the grant application was not successful, staff would review adding one firefighter during the fiscal year. The grant application was not successful and staff has reviewed adding one firefighter using City funds. Staff is asking the City Council consider adding the firefighter at this time via resolution.

BACKGROUND:

Forest Grove Fire and Rescue (FGF&R) currently operates a 3-shift model known as the 24-48. Using this model, each shift is on duty for 24-consecutive hours, followed by 48 hours off duty. The shifts are lettered 'A', 'B'. & 'C' shifts. Each shift is assigned staffing made up of firefighters, firefighter/paramedics, Lieutenants and Captains. Presently one shift has only 5 personnel, and the other 2 shifts have 6 personnel each. While 6 personnel staffs are inadequate to meeting demand, the shift with only 5 personnel is most notably understaffed. Adding one firefighter would bring the staffing for all shifts into parity and reduce overtime.

The projections for the levy process showed that during the next 5-year levy period from 2023-2028, the City would be able to add 3 public safety staff (either police or fire) at the current \$1.60 rate. However, these additional positions would not keep pace with increasing service demands. Adding a firefighter now would mean that 1 of those 3 positions slated for the next levy would instead be added now; 18 months earlier than projected.

Recall that replacing the levy at \$1.95 instead of the existing \$1.60 per \$1,000 of assessed value would allow adding 3 firefighters in FY 25-26 in addition to the 1 firefighter being proposed tonight; totaling 4 potential firefighters over the levy period.

The next round of Fire SAFER grants is opening in January and the Fire Department will apply for up to 3 firefighters. If granted, these would be 100% grant funded for three years, allowing the City to hire the firefighters 3 years in advance of the levy projections at no cost. The City is working with CFM Consultants, the City's federal affairs specialist, on the application. Additionally, the Fire Department plans to initiate a fire facility and equipment deployment master plan to better ascertain extended term fire staffing projections.

If this position is approved, the Fire Department will be able to immediately hire the position from a candidate list. The Forest Grove Rural Fire Protection District (FGRFPD) is supportive of this new position.

FISCAL IMPACT:

Staff has reviewed the effect of adding the firefighter on the General Fund's Fund Balance and has concluded that the Fund Balance is projected to still be at or slightly above the minimum Fund Balance (25% of operating expenditures) at the end of the next levy period. This conclusion assumes that all of the other assumptions used to prepare the levy forecast remain valid.

A contingency transfer for the new firefighter's salary and benefits may be needed later this fiscal year if they are not covered by funds being available due to the staffing vacancies. The FGRFPD will pay for its proportionate share of the new firefighter.

STAFF RECOMMENDATION:

Staff recommends the City Council approve the attached resolution.

ATTACHMENT(s):

Resolution Approving Addition of a 1.0 FTE Firefighter