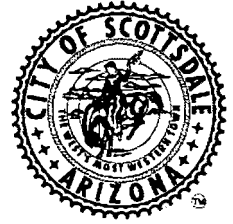


CITY COUNCIL REPORT



Meeting Date: **October 2nd, 2018**
General Plan Element: ***Public Services & Facilities***
General Plan Goal: ***Provide a safe environment for all citizens, visitors and private interests***

ACTION

Adopt Resolution No. 11255 authorizing:

1. Acceptance of award, and authorization to spend, Fiscal Year 2018/19 Federal Emergency Management Agency (FEMA) Staffing For Adequate Emergency Response (SAFER) grant funds, in the total amount of \$1,285,056 over three, 12-month periods beginning December 2018;
2. The addition of six new, full-time equivalent positions (6 FTE) at the job classification of Firefighter in the Fire Department during FY 2018/19
3. A \$172,988 budget transfer from the adopted FY 2018/19 Future Grants Budget and/or Grant Contingency to a newly created cost center within the Fire Department's operating budget to record the related SAFER Grant activity. The transfer is to cover 14 pay periods from December 2018 through June 2019 to be funded by the grant.
4. Fire Chief Tom Shannon or designee to conduct all negotiations and to execute and submit all documents and other necessary or desirable instruments in connection with the acceptance of a FEMA grant.

BACKGROUND

The Fire Department performs an analysis each year to calculate the number of field personnel needed to protect the City of Scottsdale by constantly staffing emergency response personnel. Based on the current emergency response deployment model utilized to protect the City of Scottsdale and the historical employee leave usage data, staff has determined the need for 248 sworn positions to be assigned to 56-hour emergency operations.

Twelve additional full-time equivalent (FTE) Firefighter positions were needed to achieve the 248 sworn positions and to reduce reliance on overtime. Six FTE Firefighter positions were approved mid FY 2017/18 and took the Fire Department from 236 to 242 sworn positions assigned to 56-hour emergency operations. Once the Fire Department was approved to hire the aforementioned 6 FTE Firefighter positions, the Fire Department applied for the SAFER Grant, with the support of the City Manager, to request the additional funding for the remaining 6 FTE Firefighter positions.

Also, since the FY 2018/19 budget development process, an additional 1 FTE Fire Captain position was re-deployed from 40-hours back into 56-hour emergency operations, due to the Mobile Integrated Health Program (MIHP) ending. This takes the current number of sworn positions assigned to 56-hour emergency operations to 243.

The addition of six new grant funded Firefighter positions would increase the sworn positions assigned to 56-hour emergency operations from 243 to 249. As noted previously, the current emergency response deployment model has determined the need at 248 sworn positions. This hiring scenario offers the opportunity to evaluate the ability to reassign one of the two 40-hour Fire Captains back into their original Training Division assignment beginning in FY 2019/20. Since FY 2011/12, two 40-hour Fire Captain positions have been loaned from the Fire Department's Training Division, an administrative job assigned to headquarters, into 56-hour emergency operations to support the emergency operations deployment model. The reassignment request would go through the FY 2019/20 budget development process and be prioritized against all citywide needs.

For consideration, having the calculated number of staff assigned to 56-hour operations prepares the department for the impending retirement, attrition impacts, and benefit utilization in the coming years. Members of all ranks and disciplines will be retiring in mass over a relatively short number of years, requiring the department to have experienced, knowledgeable and highly trained personnel to assume leadership and specialty positions.

ANALYSIS & ASSESSMENT

Recent Staff Action

A grant application was submitted to FEMA for the hiring of 6 Firefighter positions through the SAFER Grant Program in April 2018 and was awarded on September 7, 2018. The period of performance is 36 months from the time the Firefighters are hired, or 180 days from award, whichever is sooner. The grant requires a 25% match in years one and two, 65% in year three.

The grant pays for salaries (FLSA overtime included) and benefits of the 6 Firefighter positions. The department has an active hiring list and will not incur any recruitment costs, hiring is planned to occur in late December 2018 for a 16-week recruit academy that begins in early January 2019. The recruit training time pay is eligible for reimbursement; however, the overtime cost for the recruit training officer is not.

RESOURCE IMPACTS

Future Budget Implications

The SAFER Grant will fund over three, 12-month periods beginning FY 2018/19 in December of 2018 and concluding in FY 2021/22 in December 2021. The following table illustrates the percentages and cost of contributions for the City of Scottsdale and SAFER during the life of the grant.

	* Salary & Benefits for 6 Firefighters	City Contribution (General Fund)	SAFER Grant Contribution	Estimated General Fund Overtime Cost Avoidance
Year 1 – FY 2018/19 Dec - Jun	\$230,651	25% = \$57,663	75% = \$172,988	(\$163,000)
Year 2 – FY 2019/20 Jul - Jun	\$428,352	25% = \$107,088	75% = \$321,264	(\$640,900)
Year 3 – FY 2020/21	\$428,352	\$199,348	\$229,004	(\$678,700)
Jul - Nov	\$197,701	25% = \$49,425	75% = \$148,276	
Dec - Jun	\$230,651	65% = \$149,923	35% = \$80,728	
Year 4 – FY 2021/22 Jul – Nov	\$197,701	65% = \$128,505	35% = \$69,196	(\$331,800)
Total	\$1,285,056	\$492,604	\$792,452	(\$1,814,400)

* Year 1 starting annual salary of \$46,426 with benefits of \$20,469.

Note: Years 2 - 4 do not include a market adjustment or pay for performance increase. Any future market adjustments and/or pay for performance increases are not eligible for reimbursement by the SAFER Grant monies and would need to be paid fully by the General Fund.

The additional 6 sworn Firefighter positions assigned to 56-hour emergency operations would reduce the reliance on overtime. It is estimated the new Firefighters would complete the academy training in April 2019 resulting in a decreased overtime need for the remaining three months of the fiscal year. The estimated General Fund overtime cost avoidance is estimated at (\$163,000) in FY 2018/19, averaging approximately (\$650,000) for a full year or (\$1.8 million) for the life of the grant.

The (\$163,000) overtime cost avoidance should provide sufficient budget authority for the 25% match requirement of \$57,633 in FY 2018/19 and the additional expenses of \$117,828 that will be incurred with hiring 6 new Firefighter positions. The additional expenses include the cost to equip

and train during FY 2018/19 and are expenses that would not be eligible for reimbursement by the SAFER Grant monies.

The following table illustrates the expenses that are not eligible for reimbursement during the life of the SAFER Grant and would require use of General Fund monies.

	Recruit Training Officers: Backfill Overtime	* Personal Protective Equipment, Uniforms and Medical Exams	Regional Academy Fees	** Estimated Annual Increases	Total
FY 2018/19	\$66,528	\$37,800	\$13,500	\$0	\$117,828
FY 2019/20	\$0	\$6,600	\$0	\$23,700	\$30,300
FY 2020/21	\$0	\$6,600	\$0	\$25,200	\$31,800
FY 2021/22	\$0	\$6,600	\$0	\$26,800	\$33,400
				4-Year Total	\$213,328

** Personal Protective Equipment traditionally has an average seven year shelf-life and employees get \$700 per year in uniform allowance and \$400 medical exams.*

*** Assumes a 5% increase in salary and benefits and is for estimation purposes only and does not denote a guarantee market adjustment and/or pay for performance increase.*

The necessary budget authority and General Fund monies for the federal portion of the grant, the City's matching contribution and all expenses incurred by the 6 new Firefighter positions that are not eligible for reimbursement will be included in future budget years through the budget development process.

OPTIONS & STAFF RECOMMENDATION

Recommended Approach

Adopt Resolution No. 11255 authorizing:

1. Acceptance of award, and authorization to spend, Fiscal Year 2018/19 Federal Emergency Management Agency (FEMA) Staffing For Adequate Emergency Response (SAFER) grant funds, in the total amount of \$1,285,056 over three, 12-month periods beginning December 2018;
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3. A \$172,988 budget transfer from the adopted FY 2018/19 Future Grants Budget and/or Grant Contingency to a newly created cost center within the Fire Department's operating budget to

record the related SAFER Grant activity. The transfer is to cover 14 pay periods from December 2018 through June 2019 to be funded by the grant.

4. Fire Chief Tom Shannon or designee to conduct all negotiations and to execute and submit all documents and other necessary or desirable instruments in connection with the acceptance of a FEMA grant.

RESPONSIBLE DEPARTMENT(S)

Fire Department

STAFF CONTACT(S)

Steve Randall, Deputy Fire Chief srandall@scottsdaleaz.gov

Tom Shannon, Fire Chief tshannon@scottsdaleaz.gov

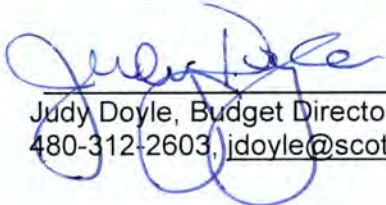
APPROVED BY



Tom Shannon, Fire Chief
480-312-1821 tshannon@scottsdaleaz.gov

9/19/18

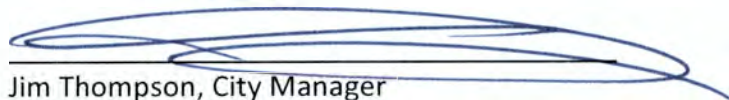
Date



Judy Doyle, Budget Director
480-312-2603, jdoyle@scottsdaleaz.gov

9.18.18

Date



Jim Thompson, City Manager
480-312-2811 jthompson@scottsdaleaz.gov

9.18.18

Date

ATTACHMENTS

1. Resolution No. 11255

RESOLUTION NO. 11255

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCOTTSDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING, THE ACCEPTANCE, IF AWARDED, OF A FISCAL YEAR 2018/19 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) STAFFING FOR ADEQUATE EMERGENCY RESPONSE (SAFER) GRANT FUNDS IN THE AMOUNT OF \$1,285,056

WHEREAS, the City of Scottsdale has been awarded Fiscal Year 2018/2019 Federal Emergency Management Agency (FEMA) Staffing For Adequate Emergency Response (SAFER) grant funds in the total amount of \$1,285,056 over three, 12-month periods beginning December 2018; and

WHEREAS, acceptance of this grant will enhance the City's ability to ensure adequate firefighter staffing and reduce the need for overtime by adding six full time firefighter positions to the Fire Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Scottsdale, Maricopa County, Arizona, as follows:

Section 1. Authorize acceptance of Fiscal Year 2018/19 Federal Emergency Management Agency (FEMA) Staffing For Adequate Emergency Response (SAFER) grant funds in the total amount of \$1,285,056 over three, 12-month periods beginning December 2018.

Section 2. Authorize the addition of six new, full-time equivalent positions (6 FTE) at the job classification of firefighter in the Fire Department.

Section 3. Authorize a \$172,988 budget transfer from the adopted FY 2018/19 Future Grants Budget and/or Grant Contingency to a newly created cost center within the Fire Department's operating budget to record the related SAFER Grant activity. The transfer is to cover 14 pay periods from December 2018 through June 2019 to be funded by the grant.

Section 4. The Fire Chief or his designees, are authorized to conduct all negotiations and to execute and submit all documents and other necessary or desirable instruments in connection with the acceptance of the Fiscal Year 2018/19 Federal Emergency Management Agency (FEMA) Staffing For Adequate Emergency Response (SAFER) grant.

PASSED and ADOPTED by the City Council of the City of Scottsdale this 2nd day of October 2018.

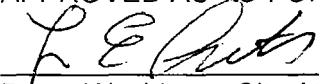
CITY OF SCOTTSDALE, an
Arizona municipal corporation,

ATTEST:

Carolyn Jagger
City Clerk

W. J. "Jim" Lane
Mayor

APPROVED AS TO FORM:

A handwritten signature in dark ink, appearing to read 'B. Washburn', is written over a horizontal line.

Bruce Washburn, City Attorney

By: Luis E. Santaella, Senior Assistant City Attorney