



CLARKSTON FIRE DEPARTMENT
JANUARY 10, 2017

FIRE AND AMBULANCE COST ESTIMATES FOR 2017

10 ON SHIFT FIREFIGHTER/PARAMEDIC/EMTS
12 ON SHIFT FIREFIGHTER/PARAMEDIC/EMTS

Clarkston Fire Department is providing emergency and non-emergency services within Clarkston with 10 full-time Firefighter/Paramedic/EMTs assigned to shifts. A Fire Chief and Administrative Assistant who works $\frac{3}{4}$ time are included in the fire control and ambulance budgets. Additionally, there are 7 Reserve Firefighter/EMTs and 9 Volunteer Firefighter EMTs (and 7 additional Volunteer Firefighter trainees).

Prior to August 22nd, 2016, the Department provided services with 12 Firefighters assigned to shifts, utilizing Reserve Firefighters to temporarily replace two full-time Firefighter/Paramedic/EMTs who retired.

Clarkston Firefighters provide services as described in the report submitted to the Policy Board at the November 15th, 2016, meeting.

- Fire suppression
- Ambulance services for emergency and nonemergency incidents
- Public Education
- Fire Prevention Week
- Alive after Five Display
- Weekly Valley Community Center senior citizen blood pressure checks
- Monthly public CPR classes in Fall, Winter and Spring
- CPR and First Aid training for other City employees and public agencies
- Annual Fire Hydrant Testing
- Annual fire hose testing
- Annual ladder testing
- SCBA flow testing
- Face-piece fit testing
- Business inspections – new construction plans review and inspections
- New Volunteer candidate training academy
- Tuesday night drills
- Routine maintenance of Station and minor mechanical repairs
- Enforcement of City weed ordinance
- Ambulance billing preparation and submission

The 2017 estimated budget for 10 Firefighter/Paramedic/EMTs assigned to shifts is separated into Fire Control and Ambulance.

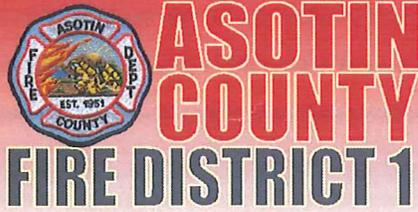
	Fire Control	Ambulance
Salaries & Wages	\$495,517	\$698,115
Personnel Benefits	\$291,160	\$320,480
Supplies	\$28,550	\$36,400
Services & Other Charges	\$37,425	\$84,000
Communication, Alarm, Dispatch	\$4,000	\$7,200
Capital Outlay	\$8,500	\$110,000
Election Expense		\$1,500
Administrative Expense		\$7,600
Vehicle Replacement		\$42,000
Total Budget	\$856,152	\$1,307,335
Total Fire Department Budget	\$2,163,487	

Fire Control is funded from Current Expense funds while Ambulance is funded from user fee collections and EMS Levy.

The 2017 estimated budget for 12 Firefighter/Paramedic/EMTs assigned to shifts is separated into Fire Control and Ambulance.

	Fire Control	Ambulance
Salaries & Wages	\$626,135	\$638,115
Personnel Benefits	\$354,615	\$311,150
Supplies	\$28,550	\$36,400
Services & Other Charges	\$37,425	\$84,000
Communication, Alarm, Dispatch	\$4,000	\$7,200
Capital Outlay	\$8,500	\$110,000
Election Expense		\$1,500
Administrative Expense		\$7,600
Vehicle Replacement		\$42,000
Total Budget	\$1,059,225	\$1,237,965
Total Fire Department Budget	\$2,297,190	

Fire Control would be funded from Current Expense funds while Ambulance is funded from user fee collections and EMS levy.



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ANNEXATION SUMMARY CITY INTO THE FIRE DISTRICT

Procedure Quick look:

1. Process begins with the approval by the city council of an ordinance indicating the intent to join the fire district.
2. A letter is sent to the Fire District commission for approval.
3. It would be then on an election ballot and must pass by a simple majority in both the city and the fire district.

Annexation General Considerations:

- The Fire District Borders would expand taking in all of the city
- The City transfers all fire/Ems responsibility to the fire district
- Would not affect other city operations
- Would not change the district governance model

Finances and Other Considerations:

- City residents would be subject to the fire district fire and ems property tax
- The city would have the option to reduce city tax or use that money for other city expense
- District could not collect tax for a year after the election
- Would need to contract service for that year
- Bond obligation would be spread to city residents
- With the city in the fire district there would be an increase in assessed valuation for the district, which would increase the debt limitation
- District could propose a lid-lift



ASOTIN COUNTY FIRE DISTRICT 1

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ASSETS AND LIABILITES

- There are no statutory requirements for transfer of assets or liabilities
- Normally there would be a negotiation process for liabilities and ownership
- Example: Fire station ownership, fire trucks, ambulance

2017 ELECTION DATES:

Special Election Date:	April 25	Filing deadline	February 24
Primary Election:	August 1	Filing deadline	May 12
General Election:	November 7	Filing deadline	August 1

ESTIMATED ELECTION COST CITY/FIRE DISTRICT COMBINED:

If it is a special election only issue: \$13,800.00

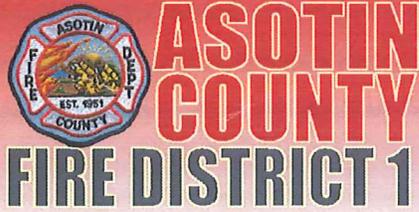
General election with other jurisdictions: \$2400.00

Note: Normally each entity pays its own election costs.

INFORMATIONAL COST/DIRECT MAIL:

Frequently asked question direct mail estimated cost City: \$5000.00

Fire Dist: \$6500.00



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CAN A CITY WITHDRAW FROM A FIRE DISTRICT?

- A city can withdraw from a fire district after 3 years (RCW 52.04.101)
- Residents would have to vote
- Any commitments made by the fire district remain with the fire district
- To date, no cities in the state have attempted to withdraw from a fire district



10 January 2017

Mayor Monika Lawrence
829 5th Street
Clarkston, WA 99403

Dear Mayor Lawrence and City Council,

This letter is in response to the request made at the November 15, 2016 joint fire/EMS discussion meeting held in the Clarkston City Hall chambers. The request made was for the Lewiston Fire Department to provide the workgroup with a cost estimate for Option 3 and have this information ready to present at the January 10, 2017 meeting. Upon reviewing the request and all of the information for this level of cost estimation, you will see there are still some unknowns; I have listed those as questions at the end of my letter.

My cost estimation is based upon the City of Lewiston Fire Department staffing one engine with a Captain and Engineer and one ALS ambulance with an Engineer and Firefighter (with a minimum of one of these positions being a paramedic every shift) 24/7/365. These units would be responding out of the current Clarkston Fire Station located at 820 5th Street. This proposal would provide 2 additional personnel than is currently being provided in the City of Clarkston.

Estimated personnel cost for Engine Company (3 Captains and 3 Engineers)		Estimated personnel cost for ALS Ambulance (3 Paramedic Engineers and 3 Firefighters)	
Salaries	\$462,330	Salaries	\$404,118
Threshold	\$10,000	Threshold	\$9,000
Taxes	\$38,000	Taxes	\$30,000
PERSI	\$82,000	PERSI	\$69,000
Medical	\$120,000	Medical	\$120,000
Holiday	\$23,000	Holiday	\$18,000
Out of Class	\$3,000	Out of Class	\$1,500
Overtime	\$30,000	Overtime	\$25,000
		Out of Area	\$55,000
Total	\$768,330	Total	\$731,618



Estimated cost for Fire and EMS:

Reserve Firefighter Program		\$74,500
Administrative Assistant with Benefits		\$63,800
Vehicle Maintenance and Fuel		\$52,208
Ambulance (2)	\$18,408	
Engine (2)	\$13,872	
Brush	\$ 1,932	
Fuel	\$18,000	
Clothing Allowance		\$9,600
Fire Training		\$5,000
EMS Training		\$7,000
EMS Supplies		\$25,000
Suppression Supplies		\$17,000
Fire PPE (Personal Protective Equipment)		\$6,000
Fire Prevention Activities		\$10,000
	Total	\$1,770,056

As mentioned in my opening paragraph there are some questions that at this time I do not have cost estimates for or know what the desire of the council is at this time, but I have listed them below for future discussion.

1. What is the plan for vehicle ownership or who would provide for replacement of engines and ambulances in the future? I have done some cost estimation based on the current vehicle replacement cost in the City of Lewiston fleet budget. Cost per year for an engine is currently \$23,850 (based on a 20 year replacement cycle). Cost per year for an ambulance is currently \$22,500 (based on an 8 year replacement cycle). I see a need for two structural fire engines and 2 ambulances to provide services within the City of Clarkston. One of the current ambulances should be replaced immediately due to the style, age and condition. I am aware that the City of Clarkston has been putting money aside for an ambulance replacement and your city could also look at selling two ambulances and put those funds towards the purchase of a new ambulance if so desired.
2. Would there be a cost for use of the current station and/or the maintenance and utilities of the building?
3. The current SCBAs used by CFD are low pressure units; our department uses high pressure SCBAs. There would be a cost to replace the SCBAs currently used by CFD. At this time I am not aware of the total number of units or what trade-in value they would have. This would need to be further researched and could result in a one-time cost to the City of Clarkston if Lewiston was to provide contracted Fire and EMS services.



4. There may also need to be a cost associated with replacement of portable radios; we use a different radio than CFD does. This could be broken out over two years at a cost of approximately \$10,000 each year.
5. The current defibrillators used by CFD are Phillips; LFD uses all Zoll units and there would be a cost to replace the Phillips units with Zoll. At this time I am not aware of the cost or trade in value for the current units. This would need to be further researched and could result in a one-time cost to the City of Clarkston.
6. How would dispatch be handled and what would be the cost for dispatch? According to the ESCI EMS Master Study, it was recommended that WhitCom dispatch for all services. So this would need to be further assessed.
7. Cost of hydrant replacement in the city? I am not aware if this is a Public Works, PUD or fire department issue, so this would need to be researched to determine if there would be additional costs added to my estimate.

With our proposal of providing services to the City of Clarkston there would be an opportunity for current CFD personnel, excluding the Fire Chief, to have a position with the Lewiston Fire Department.

This is a high level cost estimation and based upon further discussion, there could be additional costs that are not addressed in this estimate.

I would also like to remind you all that this estimated cost would most likely not be the direct contract cost to the City of Clarkston. One area that would need to be discussed later is the impact ambulance user fees would have on the overall contract amount paid by the City of Clarkston. This would be discussed during the contract negotiation phase if the City of Clarkston goes in that direction. I look forward to further discussions with you and your council and I am available to answer questions you may have.



Travis A. Myklebust
Fire Chief

c: Mayor Jim Kleeburg
City Manager Jim Bennett