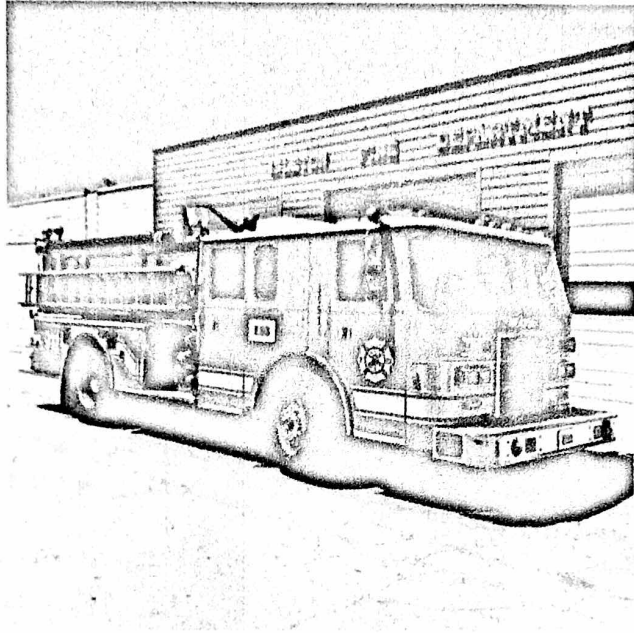


**DRAFT PROPOSAL FOR THE CITY OF ISLETON TO PROVIDE  
CONTRACTED FIRE SERVICES TO RIVER DELTA FIRE DISTRICT**



**PREPARED FOR:**

**RIVER DELTA FIRE DISTRICT**

**16969 JACKSON SLOUGH ROAD**

**PO BOX 541**

**ISLETON, CA 95641**

**THIS PROPOSAL HAS BEEN PREPARED AND WRITTEN BY ISLETON FIRE CHIEF SCOTT BARONI  
AND APPROVED FOR SUBMITTAL BY ISLETON CITY COUNCIL ON 12/19/2018.**

**THIS DOCUMENT IS A PROPOSAL AND DOES NOT CONSTITUTE A COMMITMENT FROM THE  
CITY OF ISLETON.**

The City of Isleton, after being asked in a regular board meeting of the River Delta Fire District on 12/11/18, has prepared this draft proposal to take over Fire Department services for the River Delta Fire District under a proposed Memorandum of Understanding ("MOU"). Currently, the Isleton City Fire Department operates out of Fire Station 93 located at 100 2<sup>nd</sup> street in the City of Isleton. The City of Isleton currently owns and maintains a fleet of fire apparatus including 2 Type 1 engines, 1 Type 2 engine set up as a rescue/squad unit, 1 Type 5 wildland engine, and 2 staff vehicles. We are staffed with 1 full time fire chief, 2 part time apparatus operators, and 18 volunteer/reserve firefighters. All fire personnel are equipped with current and up to date PPE. The city owns its current fire station, apparatus bay, apparatus, and all of its equipment. The fire department is also debt free which allows its annual budget to go directly to operational costs.

If accepted, the proposed MOU will provide the residents and visitors of the River Delta Fire District with appropriate fire services by the Isleton Fire Department. The proposed MOU is consistent with California Law. Pursuant to Government Code section 55632, "[t]he legislative body of any local agency may contract with any other local agency for the furnishing of fire or police protection to such other local agency."

If the River Delta Fire District Board agrees to all terms of this proposal, a MOU will be drafted and presented to the Isleton City Council and River Delta Fire District Board of Directors. The City of Isleton and its Fire Department will start providing services under contract within the first 30 days of the contract signing. **Prior to the City Council's approval of the MOU, all District financial paperwork must be turned over to the Isleton Fire Chief and Isleton City Manager to assure that finances are in order and that the District has the funds to operate under the proposed MOU. The City Manager and Fire Chief will then present findings to the Isleton City Council to either accept or deny this offer based, in part, on the District's financial standing.**

#### **Contract Length and Terms:**

The length of the proposed MOU will be 5 years from the date of execution. The MOU will provide that either party can terminate the MOU at any time for any reason as long as 90 days written notice is given. In the event of termination, the District will be responsible for any amounts due to the City for all services rendered through the termination date. Contract extensions can be discussed and implemented at any time during the course of the contract if mutually agreed upon by both parties

#### **Cost for Service:**

The River Delta Fire District will provide the City of Isleton its entire annual budget in order for the City to properly provide fire services to the River Delta Fire District. The money received from the River Delta Fire District will be placed into a separate fund and managed by the Isleton

Fire Chief, Isleton City Manager, and Isleton City Finance Director or contracted accounting firm. Money received from the River Delta Fire District for services will be used to cover the costs of providing fire service to the District. Expenses associated with providing service to the District including, but not limited to, salaries, fuel, vehicle purchases, vehicle maintenance costs, insurance, training, station supplies, equipment purchasing and maintenance, station utility costs, etc. will be allocated between the City's Fire Department budget and District budget accordingly.

Any unanticipated increase or decrease to the annual River Delta Fire District budget may require an updated contract to address funding issues. If the annual River Delta Fire District budget drops below \$200,000, the MOU may be terminated by the City of Isleton if additional funding cannot be secured by the River Delta Board. The Fire Chief will provide financial reports to the District Board biannually to show how District funds are being spent.

#### **Fire District Facilities:**

The Isleton Fire Department will run all City and District operations out of the City-owned fire station (Fire Station 93) located at 100 2<sup>nd</sup> Street in Isleton. After reviewing District budgets and finance records provided to us, we believe that the district can no longer afford to operate out of Fire Station 94 and does not have enough remaining in their budget to maintain equipment, personnel, PPE, and provide adequate service. Under the proposed MOU, the City of Isleton would require the River Delta Fire Board to sell the real property at 16969 Jackson Slough Road. With the money earned from the property sale, the City of Isleton believes that the back debt owed by River Delta Fire District can be paid off allowing the district to finally operate free and clear of any past debt and allow more money to be utilized out of the budget for operational expenses.

#### **Training Center:**

If the property where the training center is currently being built is sold then the training center would no longer be able to be housed there. The City of Isleton understands the need for a training center and fully supports the idea. If the district property is sold and the training center "props" and "buildings" are liquidated, the City of Isleton will work diligently with new property developers, businesses, and grant writers to secure property and funding for a state of the art training center. The city does not believe the current training center is adequate and that the money made from any classes put on there will not be enough to fund itself.

#### **Fire District Apparatus:**

The River Delta Fire District will turn over ownership of all district owned fire apparatus to the City of Isleton. The City of Isleton will then use and maintain that apparatus to provide services

to both the City of Isleton and River Delta Fire District as well as mutual aid partners. Apparatus may or may not be remarked and renumbered as City of Isleton vehicles. Under this agreement the Fire Chief retains the right to allocate, replace or sell apparatus as needed.

#### **Current District Volunteer Firefighters:**

Current River Delta Fire District Volunteer Firefighters will be taken on and added to the Isleton Fire Department Roster. District uniforms and badges will be switched over to City-approved uniforms and badges as the budget allows over time. Although all current members of the District's roster will be accepted into the Isleton Fire Department, there will be no guarantee that they will maintain their current rank as they were with the District. Each member will be evaluated by the City of Isleton Fire Chief to determine the District volunteer member's rank within the Isleton Fire Department. All current district stipends to volunteers will stop until the budget once again allows.

#### **Staffing:**

Current River Delta Fire District volunteer staff will be merged with current Isleton City Fire Department Paid, Part-Time, Reserve, and Volunteer staffing to maintain adequate staffing levels for both the City and the District. Current River Delta Firefighters will be required to maintain their one 24 hour shift per week. The Isleton Fire Department will attempt to maintain a minimum of 4-0 staffing levels consisting of a mixture of Full-Time, Part-Time, Reserve and Volunteer personnel. A Duty Officer will also be on duty to make sure there is always adequate staffing to cover both the City and the District. The Fire Chief will also continue with recruitment efforts to attempt to increase the department staffing numbers. Once budget numbers allow, the Fire Chief and City of Isleton will look at the possibility of adding full-time employees to increase guaranteed staffing.

#### **District Equipment:**

District equipment including but not limited to all equipment currently in service on District apparatus, station furniture, office supplies, firefighter PPE, radios, and anything else deemed necessary by the Fire Chief to assist in providing services to the District will be turned over to the City of Isleton. Current River Delta Firefighters will continue to wear their current River Delta issued PPE until it becomes time to replace the PPE.

#### **Summary:**

As Fire Chief for the City of Isleton, I see many positive impacts this proposed MOU will have on both the District and the City.

- Reduced budget costs by splitting operational costs between City and District budgets.

- Reduced costs by closing and selling Fire Station 94 and operating solely out of Fire Station 93.
- Increase in staffing size by merging two department rosters together.
- Greater chance of receiving grants by merging 2 operational areas and 2 call volumes into one.
- Increased staffing levels will allow greater opportunities to send apparatus on strike teams as part of California's "Master Mutual Aid Agreement" and earn increased revenues.
- Allow the ability to standardize the training of both City and District firefighters by becoming one department.
- Cut unneeded costs out of the District budget by having a full time fire chief and finance director or accounting firm to oversee spending.
- Reduce the cost of equipment repairs and fuel bills by limiting unneeded driving of apparatus and doing routine maintenance.

With the extra benefits that come from the contract for service, there are also a few concerns that I must bring up as well, so that if this proposed MOU is approved, we can start the process of addressing them.

- Both Type 1 engines from the city and the Type 1 engine from the District are aging and at least 2 of the 3 need to be replaced over the next few years.
- Neither department has a full size type 3 wildland engine.
- The District does not currently own a water tender and that is an issue that must be addressed immediately.
- The need for a state of the art training center is high and long overdue. Although the District is currently in the process of building a training facility, I do not feel that it is adequate and we must pursue grants and open talks with property developers about building one.
- The lack of full time engineers/company officer's needs to be addressed. While I believe that volunteer and reserve firefighters will always be the back bone of both the City and District, we can no longer rely solely on them. We must look to find a way to add 3 full time engineers.
- If the district finances are not adequate at the beginning of the contract, the city will have to cover initial costs out of the City fire department budget.

With all this being said, I firmly believe that the proposed MOU between River Delta Fire District and the City of Isleton is a good idea and will be a huge benefit to both areas. From the outside looking in, I do not believe the River Delta Fire District can continue to maintain day-to-day operations with the financial situation they are in. By merging staffing from both departments and moving all operations under one roof, tens of thousands of dollars can be saved and will allow for a better service to be provided to both residents and visitors to the City of Isleton and River Delta Fire District.

The terms of this proposal are good for 90 days from the day of submittal to the River Delta Fire District Board on 01/04/2019.

Respectfully,

Scott Baroni

Fire Chief  
City of Isleton