



# CITY MANAGER'S REPORT AGENDA ITEM REQUEST FIRE DEPARTMENT



**DATE:** February 2, 2017

**TO:** Edward Lavalley, City Manager

**FROM:** Shawn Carvey, Fire Chief

**CITY COUNCIL MEETING DATE:** February 14, 2017

**SUBJECT:** AUTHORIZE EXPENDITURE OF \$28,105 FOR BURTON AND ASSOCIATES TO EXPAND THEIR SERVICE BY ADDING A FIRE IMPACT FEE STUDY AS PROVIDED IN CURRENT CONTRACT.

**Background:**

In 2016, City Council authorized the staff to contract for a fire assessment fee evaluation. To provide the best information to Council and allow them a complete analysis of the evaluation, staff is requesting authorization to expand the Fire Fee Assessment contract and add a Fire Impact Fee analysis to the contracted agreement. This study will be conducted by Burton & Associates and is allowed as an addendum to the current contract under "optional services". The cost for the additional work to be completed is \$28,105.

The importance of this added study is to allow the City to look at alternative methods to fund CIP needs. This revenue method will be funded by new growth and their impacts for additional services. Moving forward with a fire impact fee along with a fire assessment may assist in obtaining an ISO rating of one (1).

This work was not budgeted in FY 2017; however, through prudent fiscal oversight we will be able to absorb the additional amount in the Fire Department's current budget.

**Requested Action:**

Council approve the fire impact fee study as a possible additional funding source for Fire Department.

**City Attorney Review:** Review pending.

**Risk Management Review:** No Review required.

**Finance Department Review:** Reviewed.

**Funds Availability:** \$28,105 Fire Department's Budget