



**CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
GENERAL GOVERNMENT AND
FINANCE COMMITTEE MEETING
TUESDAY, SEPTEMBER 3, 2024 AT 5:30 P.M.
Port Washington City Hall, 100 W. Grand Avenue,
Port Washington, WI 53074
Lower Level Conference Room**

AGENDA

- 1. Roll Call**
- 2. Approve Minutes of the Previous Meeting**
- 3. Consideration and Possible Action to Update the American Rescue Plan Act (ARPA) Expenditure Schedule**
- 4. Consideration and Possible Action on a Recommendation to Move Forward with the Phase 2 Implementation of the Building Permits Module within BS&A**
- 5. Discussion on the Development of the Fire Department Budgets Within the Levy Limit Referendum Context**
- 6. Chairman's Business**
- 7. Member's/Liaisons' Business**
- 8. Public Comments/Appearances**
- 9. Next Meeting on Tuesday, September 17, 2024**
- 10. Adjournment**

Committee Members: Alderpersons- Dan Benning, Jonathan Pleitner Deborah Postl
Staff Liaisons: Susan Westerbeke and Mark Emanuelson

Special Accommodations: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at 262-284-5585 or cityclerk@portwashingtonwi.gov at least one (1) business day prior to the meeting.

Notice of Possible Quorum: Notice is hereby given that Common Council members or members of other governmental bodies who are not members of this board, commission or committee may be present at this meeting to gather information about a subject over

General Government and Finance Committee

August 20, 2024

Page 2

which they have decision-making authority. In that event this meeting may also constitute a simultaneous meeting of the Council or of such other governmental bodies. Whether a simultaneous meeting is occurring depends on whether the presence of one or more Council members or members of such other governmental bodies results in a quorum of the Council or of such other governmental bodies and, if there is a quorum, whether any agenda items listed above involve matters within the Council's or the other governmental bodies' jurisdiction. If a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting. [State ex rel. Badke vs. Greendale Village Board, 173 Wis. 2d 553 (1993).]



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
GENERAL GOVERNMENT AND
FINANCE COMMITTEE MEETING
TUESDAY, AUGUST 20, 2024 AT 5:30 P.M.
Port Washington City Hall, 100 W. Grand Avenue,
Port Washington, WI 53074
Lower Level Conference Room

MINUTES

- 1. Roll Call-** Members present were Alderpersons Dan Benning, Jonathan Pleitner and Deborah Postl. Also present was City Administrator Melissa Pingel, Director of Administration/City Clerk Susan Westerbeke and Finance Director/City Treasurer Mark Emanuelson.
- 2. Approve Minutes of the Previous Meeting-** MOTION MADE BY ALD. POSTL, SECONDED BY ALD. PLEITNER TO APPROVE THE MINUTES OF THE PREVIOUS MEETING AS PRESENTED. Motion carried unanimously.
- 3. Consideration and Possible Action on Approval of an Original “Class B” Liquor and Class “B” Beer License and Annual Cabaret License for Lucky Devils LLC d/b/a Lucky Devils, (551 N. Wisconsin Street-Kimberleigh Noble-Agent)-** The City Clerk reviewed the license applications. Alcohol license application, supporting documentation and fees are paid. Police background check has been approved by the Police Chief. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF AN ORIGINAL “CLASS B” LIQUOR AND CLASS “B” BEER LICENSE AND ANNUAL CABARET LICENSE FOR LUCKY DEVILS LLC D/B/A/ LUCKY DEVILS, (551 N. WISCONSIN STREET-KIMBERLEIGH NOBLE-AGENT SUBJECT TO APPROVAL OF THE CONDITIONAL USE GRANT AND LAND COVENANT BY COMMON COUNCIL. Motion carried unanimously.
- 4. Discussion on Ordinance Process-** The City Administrator reviewed with the Committee the ordinance completion process and timeline for approvals.
- 5. Discussion on Process and Annual Review of BCC Charters-** The City Administrator reviewed the process and timeline with the Committee for Board, Committee and Commission Charters. Discussion was held on BCC’s presenting their respective Charters, one per month, to the Council at their meetings throughout out the calendar year.
- 6. Revolving Loan Fund Request for a Proposed Retail Grocery Store; 1590 Harris Drive; Thavasi Renga Thavasi and Aathira Foods LLC-** Director of Planning and Development Bob Harris was present to review the Revolving Loan Fund request for \$25,000. The proposed retail facility is anticipated to open later this fall. The Plan Commission and Community Development Authority have both reviewed and approved this request, which will appear before the Council on September 3, 2024.
- 7. Consideration and Possible Recommendation to Approve the Use of the Funding Budgeted for the Pierre Lane Bridge Project in 2024 to Complete an Alternate Moore Road Pedestrian Bridge Project in 2024-** The Finance Director/Treasurer Mark Emanuelson reviewed the funding for this project. The project will require renovation and reconstruction of the bridge at an approximate cost of \$50,000 and is anticipated to begin in late fall or early winter. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. POSTL TO RECOMMEND APPROVAL OF USE OF FUNDS BUDGETED FOR THE PIERRE LANE BRIDGE PROJECT IN 2024 TO COMPLETE AN ALTERNATE MOORE ROAD PEDESTRIAN BRIDGE PROJECT IN 2024 AS PRESENTED. Motion carried unanimously.

- 8. Consideration and Possible Recommendation on Approval to Use \$15,360 of Capital Reserves to be able to Move Forward with an Amendment to the Legacy Architects Agreement for Professional Services for the North Breakwater Pier Light, to Update the Construction Documents in 2024-** The Finance Director/ CityTreasurer reviewed the funding request for capital reserves for this amendment to the agreement. City Engineer Roger Strohm was present to report on the project and confirm the Board of Public works has reviewed this agreement and recommends approval of this amendment to the agreement. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. PLEITNER TO RECOMMEND APPROVAL TO USE \$15,360 OF CAPITAL RESERVES TO BE ABLE TO MOVE FORWARD WITH AN AMENDMENT TO THE LEGACY ARCHITECHTS AGREEMENT FOR PROFESSIONAL SERVICES FOR THE NORTH BREAKWATER PIER LIGHT, TO UPDATE THE CONSTRUCTION DOCUMENTS IN 2024 AS PRESENTED. Motion carried unanimously.
- 9. Bray Architects Presentation on Proposed Public Safety Facility-** Representatives from Bray Architects, CD Smith Constructions, and MC Group were present to review the updated project budget summary.
- 10. Chairman's Business-** None.
- 11. Member's/Liaisons' Business-** Ald. Pleitner inquired on the availability of a draft 2025 Budget for this Committee to review. The Finance Director/City Treasurer advised the draft will be ready for initial review one week prior to the 2025 Budget Review meetings.
- 12. Public Comments/Appearances-** None.
- 13. Next Meeting-**Tuesday, September 3, 2024
- 14. Adjournment-** MOTION MADE BY ALD. POSTL, SECONDED BY ALD. PLEITNER TO ADJOURN AT 6:28 P.M. Motion carried unanimously.

Respectfully submitted

Susan L. Westerbeke, Director of Administration/City Clerk

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: General Government and Finance Committee

FROM: Mark Emanuelson, Finance Director

DATE: Tuesday, September 3, 2024

SUBJECT: Consideration and Possible Action to Update the American Rescue Plan Act (ARPA) Expenditure Schedule.

ISSUE: Should the City update the funding expenditure schedule for ARPA allocations?

STAFF RECOMMENDATION: Staff recommends the Common Council approve the City's ARPA funding expenditure schedule, as presented.

RECOMMENDED MOTION: "I move to approve the City's ARPA funding expenditure schedule, as presented." OR "Move to approve staff's recommendation."

BACKGROUND/DISCUSSION: The City of Port Washington has received \$1,246,707.16 in American Rescue Plan Act (ARPA) funding over the past two years. On December 20, 2022, the Common Council adopted Resolution 2022-28, authorizing the allocation and appropriation of these funds for various government services under the replacing lost public sector revenue – standard allowance spending category.

The attached schedule proposes the following revisions to the ARPA Fund uses budget:

Public Safety Support:

- Change the 2024 allotment for police officer personnel from \$80,000 to \$42,000 to match the 2024 expected retiree costs.
- Remove the \$135,000 allotment for 2025 as staff does not currently anticipate any additional police officer retirements in 2025.
- Add \$17,850 in 2025 to assist in the purchase of EMS Mobile Data Terminals.

Community Engagement:

- Change the 2024 allotment for police officer personnel from \$30,444 to \$11,952 to match the 2024 expected communications planning costs.
- Remove the \$20,000 allotment for 2025 as staff does not anticipate any additional contracts for communications services in 2025.

Business & Development Betterment:

- Add an allotment of \$39,500 in 2025 for revising the city zoning code to match the total amount of the awarded contract.

General Government Administration:

- Change the 2024 allotment for Financial Management Software from \$110,007.16 to \$51,575 to match the 2024 expected costs.
- Add an allotment for Financial Management Software in 2025 of \$70,990 in 2025 to match the total amount of the awarded contract.
- Add an allotment of \$9,360 in 2024 to pay for the previously approved Impact Fee Study.
- Add an allotment of \$21,750 in 2024 to pay for the previously approved city wide Facility Condition Assessment review.
- Add an allotment of \$40,790 in 2025 for the phase 2 financial software implementation of the Building Permits Module in BS&A.
- Add an allotment of \$60,300 in 2025 for City Hall computer server replacements.
- All residual balances to transfer to capital fund to support park improvements.

If approved, these changes will reduce the need for other capital funding to complete the projects identified in this revised proposal.

STRATEGIC PLAN:

1. **Strategic Direction:** Ranking Priorities to Identify Funding Sources
2. **Impact on Strategic Direction:** None.

LEGAL:

1. **City Attorney Review:** No
2. **Legal Comments & Conclusions:** N/A
3. **Statutory References:** N/A

FISCAL IMPACT: No net changes.

1. **Amount of Recommendation/Cost of Project:** N/A
Initial Project Cost Estimate: N/A
Approved Budget Project Cost: N/A Prior
Year Expenditures: N/A Total Project
Costs to Date: N/A
2. **Source of Funding:** ARPA Grant
3. **Operating and Maintenance Cost:** N/A

BOARD/COMMITTEE/COMMISSION RECOMMENDATION: The General Government and Finance Committee will review the item prior to the Common Council meeting.

PUBLIC OUTREACH: N/A

IF APPROVED, NEXT STEPS: Staff will continue to move forward to expend and budget for these activities in accordance with the timelines outlined in the attached schedule.

ATTACHMENTS:

- **Proposed ARPA Funding Uses Budget, September 3, 2024**
- **UPDATED APRA Funding Uses Budget, November 7, 2023**

**ARPA FUND USES BUDGET
CITY OF PORT WASHINGTON**

REVISED EXPENDITURE TIMELINES AS OF 8/23/24

PROJECT NO.	PROJECT	SPENDING GROUP	2022	2023	2024	2025	PROJECT TOTAL	% OF ARPA ALLOCATION
1	Public Safety Support		\$ 59,365.00	\$ 222,850.00	\$ 267,000.00	\$ 17,850.00	\$ 567,065.00	45.5%
1A	Emergency Medical Services (EMS) Personnel	Public Safety	\$ 59,365.00	\$ 140,635.00	\$ 225,000.00		\$ 425,000.00	
1B	Police Officer Personnel	Public Safety	\$ -	\$ 75,000.00	\$ 42,000.00	\$ -	\$ 117,000.00	
1C	Radar Speed Signs (2)	Public Safety	\$ -	\$ 7,215.00	\$ -	\$ -	\$ 7,215.00	
1d	EMS Mobile Data Terminals	Public Safety	\$ -	\$ -	\$ -	\$ 17,850.00	\$ 17,850.00	
2	Community Engagement		\$ -	\$ 153,956.00	\$ 11,952.00	\$ -	\$ 165,908.00	13.3%
2A	Communications Planning & Capacity Building	Government Operations	\$ -	\$ 39,956.00	\$ 11,952.00		\$ 51,908.00	
2B	Public Mural Program	Community Aid	\$ -	\$ 114,000.00	\$ -	\$ -	\$ 114,000.00	
3	Business & Development Betterment		\$ -	\$ 45,000.00	\$ 125,000.00	\$ 39,500.00	\$ 209,500.00	16.8%
3A	Building Façade Grant Program	Community Aid	\$ -	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	
3B	Revising City Zoning Code	Government Operations	\$ -	\$ -	\$ 125,000.00	\$ 39,500.00	\$ 164,500.00	
4	General Government Administration		\$ -	\$ 5,093.50	\$ 87,591.50	\$ 211,549.16	\$ 304,234.16	24.4%
4A	Badger Books	Government Operations	\$ -	\$ -	\$ -	\$ 25,700.00	\$ 25,700.00	
4B	Library Collection Enhancement	Government Operations	\$ -	\$ 5,093.50	\$ 4,906.50	\$ 5,000.00	\$ 15,000.00	
4C	Financial Management Software	Government Operations		\$ -	\$ 51,575.00	\$ 70,990.00	\$ 122,565.00	
4D	Impact Fee Study	Government Operations		\$ -	\$ 9,360.00		\$ 9,360.00	
4E	Facility Condition Assessment - city wide	Government Operations		\$ -	\$ 21,750.00		\$ 21,750.00	
4F	Building Permits Software Implementation	Government Operations		\$ -		\$ 40,790.00	\$ 40,790.00	
4G	City Hall Servers	Government Operations		\$ -		\$ 60,300.00	\$ 60,300.00	
4H	Park Improvements (capital fund)	Government Operations				\$ 8,769.16	\$ 8,769.16	all residual balances
	PROJECT TOTAL BY YEAR		\$ 59,365.00	\$ 426,899.50	\$ 491,543.50	\$ 268,899.16	\$ 1,246,707.16	100.0%
	ARPA ALLOCATION TOTAL						\$ 1,246,707.16	
	DIFFERENCE						\$ -	

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: General Government & Finance Committee

FROM: Mark Emanuelson, Finance Director / Treasurer

DATE: Tuesday, September 3, 2024

SUBJECT: Consideration and Possible Action on a Recommendation to Move Forward with the Phase 2 Implementation of the Building Permits Module within BS&A.

ISSUE: Should the city move forward with the phase 2 implementation of the Building Permits module within BS&A?

STAFF RECOMMENDATION: Staff recommends approving to move forward with the phase 2 implementation of the Building Permits module within BS&A.

RECOMMENDED MOTION: “I move to approve moving forward with the phase 2 implementation of the Building Permits module within BS&A. OR “Move to approve staff’s recommendation.”

BACKGROUND/DISCUSSION: On January 16, 2024, the Common Council approved the use of ARPA funding for the implementation of a new financial management software system with the BS&A software vendor. As part of the RFP issued for this project, a phase 2 option to also include a building and inspections module as a part of this platform was also contemplated.

After reviewing several other product options, the building inspector also participated in a product demonstration of the BS&A Building Permits module. The implementation of this module would be fully integrated with the financial management software and would also include the ability to offer online permit requests, online payments, and the electronic issuing of permits among other improvements.

<u>Proposal Cost summary:</u>	<u>Implementation</u>	<u>Annual Fees</u>
Building Permits Module	\$40,790	\$9,810 (includes online functionality)

The annual fees for this module in our current CIVIC system are estimated to be about \$4,000 per year, but do not include any online functionality. The Online functionality for the BS&A system is optional at a cost of \$2,880 per year.

Any implementation, training or travel costs are billable based on services actually provided as was previously vetted under the existing BS&A contract.

STRATEGIC PLAN:

1. **Strategic Direction:** Creating Accountability Through Policies & Procedures
2. **Impact on Strategic Direction:** This is a long-term process design opportunity.

LEGAL:

1. **City Attorney Review:** completed
2. **Legal Comments & Conclusions:** N/A
3. **Statutory References:** N/A

FISCAL IMPACT:

1. **Amount of Recommendation/Cost of Project:** \$40,790
Initial Project Cost Estimate: N/A
Approved Budget Project Cost: N/A Prior
Year Expenditures: N/A Total Project
Costs to Date: N/A
2. **Source of Funding:** ARPA / General Fund
3. **Operating and Maintenance Cost:** This will result in a \$5,810 per year increase in ongoing annual costs.

BOARD/COMMITTEE/COMMISSION RECOMMENDATION: Pending.

PUBLIC OUTREACH: None.

IF APPROVED, NEXT STEPS: If approved, staff will coordinate with BS&A to execute a change order to the existing software contract and project implementation agreement.

ATTACHMENTS:

BS&A change order request

Change Request

BS&A Software, LLC | bsasoftware.com | 855 BSASOFT

Customer: City of Port Washington, Ozaukee County WI

Prepared By: Dan J. Burns, CPA, Account Executive

Change #	1 - revised	Date Submitted	7/31/2024
		Date Required	7/31/2024
Module/Area Affected	Cloud Community Development		

No.	Changed Deliverable	Reason or Description	Net Change in Cost
1	Add Community Development Module – Annual Fee	Per Customer Request	\$6,930
2	Add Community Development Conversion	Per Database	\$9,495
3	Add Custom Import for Community Development	Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500
6	Add BS&A Online/Community Development – Annual Fee		\$2,880
7	Add Setup and Training for Community Development Modules	11 days @ \$1,100/day	\$12,100
4	Add Project Management and Implementation Planning for Community Development		\$7,425
5	Add Related Travel Expenses		\$10,270
Total Net Changes			\$50,600.00

BS&A Software, LLC

Customer

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: General Government & Finance Committee

FROM: Mark Emanuelson, Finance Director / Treasurer

DATE: Tuesday, September 3, 2024

SUBJECT: Discussion on the Development of the Fire Department Budgets within the Levy Limit Referendum Context.

ISSUE: Understanding the fiscal impacts of increased staffing to the Fire Departments Fire and EMS division budgets within the funding constraints of the approved levy limit referendum

STAFF RECOMMENDATION: Staff recommends that it is in the best interest of the city to properly define the fiscal impacts of the potential increased Fire Department staffing approved under the recent levy limit referendum in order to help ensure that all parties understand how the budget was developed and the constraints that have been identified that will enable the Fire Department to operate within budgetary limits.

RECOMMENDED MOTION: None

BACKGROUND/DISCUSSION: Prior to placing the referendum for increased funding for the fire department on the ballot, the finance department and fire department collaborated extensively to come up with a best estimate of the amount of additional funding that would be required to meet the fire department's enhanced staffing needs and remain budget neutral after the temporary ARPA funding support was exhausted. Based on those discussions, an amount of \$1,175,000 was determined to be the amount of additional tax levy funding that would be required to meet those goals.

Subsequent to the approval of the referendum, staff then renewed those discussions in preparation for the development of the proposed 2025 budget. Throughout the course of those discussions, it became apparent that numerous modifications from the original referendum estimate calculation assumptions were needed to more accurately reflect the departments actual increased staffing and operational costs.

Budget development:

Clearly the Fire Department's vision to achieve these goals, although not clearly stated in the excerpts above, was to be able to staff 3 full-time staff 24/7 supported by 2 part-time staff 24/7.

However, as the budget modeling progressed post referendum, it became apparent that the city could not achieve those goals under the updated cost and staffing metrics provided by the fire department and stay within the approved \$1,175,000 levy limit increase threshold.

The following items are the key criteria used to develop the current budget model:

- 1) The Fire Department does not intend to change its current practice of calling in fire responders with every call in 2025. Therefore, there will be no savings in 2025 as a result of the additional full-time staff compared to the 2024 budget.
- 2) The Fire department intends to maintain both the Fire Chief and Deputy Chief positions in 2025.
- 3) The full-time staff will be paid for 2,756 hours per year at regular pay rates and an additional 284 hours per year in overtime pay. Overtime pay is based on 156 hours per year in structural overtime due to basic staffing schedules, plus 48 hours per year in coverage of other full-time staff when on vacation or out sick, and 80 additional hours of training time when not on a responder duty shift.
- 4) Benefit costs for full-time staff assume that 6 of the 9 total positions will participate in family type eligible benefits with the remaining 3 participating in single level benefits.
- 5) The 3 current full time staff that were previously hired using ARAP funding and 2 existing part-time staff that will likely apply for the new full-time positions, will not require general uniforms or turn out gear to fill those roles in 2025. However, 4 new personnel will need to be hired and would require those items at a cost of approximately \$6,000 each.
- 6) All paid-on-premises part time staff would be fire qualified to help meet the goals of the department.
- 7) All part-time paid-on-premises staff would be eligible to work up to in excess of 1,200 hours per year, which would therefore qualify them for WRS benefits.
- 8) No part-time paid-on-premises staff would be allowed to work more than 1,500 total hours per year under the following additional stipulations:
 - a. No more than 4 staff on a responder duty shift at any time.
 - b. Part-time staff covering FT staff vacation and sick time will be limited to 5-24 hour shifts = 120 hours each per year per staff member.
 - c. Part-time staff shall be limited to no more than 24 hours per week of paid-on premises responder time.
 - d. A maximum of 80 hours of training per year / per employee will be done outside of duty shifts hours.
- 9) The maximum total part-time paid-on-premises hours per year, responder and training time, shall not exceed 11,000 hours for all staff.
 - a. One staff 24/7 coverage = 8,736 hours per year
 - b. PT coverage for full-time staff = 1,368 hours per year
 - c. Non-duty shift training time 12 staff at 80 = 960 hours per year
- 10) Two existing part-time fire qualified paid-on-premises staff who are not expected to fill any of the open full-time positions have already qualified for benefits in 2025 based on 2024 hours worked. It is presumed that these highly engaged staff will remain on the department. For budgeting purposes, it is assumed that 1 of these staff may take family level benefits and the other single level benefits.
- 11) A minimum of 6 new part-time staff will need to be hired and will require the purchase of uniforms and turn-out gear at an estimated total cost of about \$35,000.

Under these guidelines, the additional staff costs for 2025 compared to the 2024 budget would be approximately \$1,350,000.

However, the overall budget model has several additional considerations

- 1) An additional \$15,000 in operations costs (current budget request is \$25,000)
- 2) A \$100,000 credit for increase EMS revenues due to increased call availability.

- 3) A \$14,000 credit for previous workers compensation costs paid
- 4) A \$48,360 credit for increase Town of Port Washington payments due to additional staffing costs.

Therefore, the net budget impact would be about \$1.2 million compared to 2024 under these parameters.

ADDITIONAL INFORMATION

The Referendum Explanation:

The City of Port Washington is currently served by five (5) full-time fire and emergency medical services personnel. In order to maintain the existing levels of fire protection and emergency medical services and/or to add additional full-time staff and to enhance future fire protection and emergency medical services provided by the Port Washington Fire Department, the City's costs would exceed the maximum allowable state-imposed levy.

A "yes" vote allows the Common Council to exceed the state-imposed levy limits to provide additional funding to pay for six (6) additional fire and emergency medical service personnel and maintain three (3) existing fire and emergency medical service personnel currently funded through ARPA grants which will be exhausted in 2024. The increased levy would apply on an ongoing basis thereafter by including it in the base used to calculate the limit going forward.

A "no" vote does not allow the Common Council to exceed the state-imposed levy limits to provide additional funding for six (6) additional fire and emergency medical services personnel and maintain three (3) existing fire and emergency medical service personnel currently funded through ARPA grants which will be exhausted in 2024. The Port Washington Fire Department would have to reduce staffing back to 2021 levels.

Also included for reference are excerpts from the following related materials.

Referendum Objectives:

From Public Information Sessions presentations / FAQ's:

If the referendum is approved the city will be able to fund six additional full-time fire/EMS positions and retain the three positions temporarily funded through ARPA grants.

"Eliminate the need for full-time staff to wait for paid-on-call staff to respond to an emergency, improving response times..."

Enhanced staffing objectives:

Excerpt from the Fire Department's report - Sustainable Fire Department Services, option #3: Enhanced Port Washington Fire Department, presented to the Common Council on 2/27/23:

Eliminate the need for full-time staff to wait for paid-on-call staff to respond to an emergency, improving response times. (both Fire and EMS calls)

Ability to respond to second EMS calls, improving response times.

To add an additional EMT staff position (a 5th staff on shift) to the 4 staff per shift base budget would cost approximately \$180,000 per year based on using a mix of current and new staff, with a maximum of 55 hours of non-duty training time, subject to the same hard limit of 1,500 hours worked per staff per year.

STRATEGIC PLAN:

1. **Strategic Direction:** Ranking Priorities to Identify Funding Sources
2. **Impact on Strategic Direction:** Maintains budget accountability.

LEGAL:

1. **City Attorney Review:** N/A
2. **Legal Comments & Conclusions:** N/A
3. **Statutory References:** N/A

FISCAL IMPACT:

1. **Amount of Recommendation/Cost of Project:** N/A
Initial Project Cost Estimate: N/A
Approved Budget Project Cost: N/A
Prior Year Expenditures: N/A
Total Project Costs to Date: N/A
2. **Source of Funding:** N/a
3. **Operating and Maintenance Cost:** N/A

BOARD/COMMITTEE/COMMISSION RECOMMENDATION: N/A.

PUBLIC OUTREACH: referendum.

IF APPROVED, NEXT STEPS: N/A

ATTACHMENTS: None