

RESOLUTION NO. 2202

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT No. 1 TO THE INTERGOVERNMENTAL AGREEMENT DATED MARCH 6, 2013 BETWEEN THE STATE BOARD OF HIGHER EDUCATION, ACTING BY AND THROUGH PORTLAND STATE UNIVERSITY TO CONDUCT A STUDY OF FIRE SERVICES.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The Intergovernmental Agreement (IGA) for Fire and Emergency Services between the cities of Fairview, Wood Village and Troutdale with the City of Gresham expires on July 1, 2015.
2. Prior to the IGA expiring, it is in the city's best interests to independently validate reasonable costs for such services, and consider alternatives to renewing that agreement.
3. On March 6, 2013, an Intergovernmental Agreement (IGA) to conduct a study of Fire and Emergency Services between Portland State University (PSU) and the City of Troutdale was executed.
4. A Memorandum of Understanding (MOU) to share the costs of the study was executed with the City of Wood Village and recently the City of Fairview has offered to participate in that study, necessitating revisions to the scope of work, schedule and budget for the Fire Study.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE:

Section 1. The City Manager is authorized to execute Amendment No. 1 to the Intergovernmental Agreement substantially in accordance with the Amendment attached as an Exhibit to the staff report.

Section 2. This Resolution shall take effect upon adoption.

YEAS: 7
NAYS: 0

ABSTAINED: 0



Doug Daoust, Mayor



Date



Debbie Stickney, City Recorder

Adopted: May 14, 2013

**Amendment No. 1 to Inter-governmental Agreement #21820
between Portland State University and City of Troutdale**

This is Amendment No. 1 ("Amendment") to Agreement No. 21820, dated March 6, 2013 ("Agreement"), between the State Board of Higher Education, acting by and through Portland State University on behalf of its Mark O. Hatfield School of Government ("PSU") and City of Troutdale ("CITY").

Whereas, PSU and City of Troutdale wish to amend the Agreement; now therefore, the parties agree as follows:

1. The Agreement is hereby amended to extend the term of agreement through September 30, 2013.
2. Article 2 of the Agreement "Cost/Consideration" is hereby amended to increase the amount obligated by the City of Troutdale by \$10,000.00, for a total not-to-exceed amount of \$35,425.00. PSU will invoice City of Troutdale quarterly and upon completion of the project.
3. Article 4 of the Agreement "Scope of Work" is hereby amended as follows:

All the following tasks shall be performed by Portland State University. A final report will be submitted to the City of Troutdale by September 13, 2013.

- I. **Rate for Services Analysis and Comparison:** Based on the annual fee charges in the current fire and emergency medical services (EMS) intergovernmental agreement between Troutdale, Wood Village, Fairview and Gresham (Gresham Agreement #2368) and other taxation and financial information, compare the relative cost burden of fire and emergency services allocated to the four jurisdictions. Obtain budget, taxation and financial data from Troutdale, Wood Village, Fairview, Gresham, Multnomah County and other related jurisdictions. Prepare a small data set and compute cost rates on a gross and per unit basis by city (per capita, per \$1,000 assessed property value, and by other applicable categories). Consult with the City of Gresham staff to understand the rate structure, cost recovery intention, and the proportional coverage of fixed, debt, incremental and variable costs in the annual charges. Compare the fee rates charged to Troutdale, Wood Village, and Fairview with the rates charged to Gresham and RFD 10 residents and to the rates charged on average to all residents served by Gresham Fire. Identify any variation in rates, and identify any rationale and justification for the variation.
- II. **Clarify Fire and EMS Service Profiles:** Compare the emergency service delivery profiles for Troutdale, Wood Village, Fairview, and Gresham. Obtain, prepare data and analyze the calls for service records for the last three years (2010, 2011, and 2012) for Troutdale, Wood Village, and

Fairview. Categorize the call types (EMS medical non motor vehicle, EMS motor vehicle accident, rescue, structural fire, wildland fire, electrical or hazardous material, service call, assistance, good intent, police assistance, false alarm/ recalled, etc.). Define the usual service activity, staffing and equipment response for each call type category. Obtain, prepare data and analyze the call for service records for 2011 (or if data is completely available, most recently 2012) for Gresham and RFD 10. Categorize call types in the same manner as for the smaller cities (Troutdale, Wood Village and Fairview). Use graphics and other analysis to compare the service profiles for all the cities and RFD 10.

- III. **Define Major Episode Event Profiles:** By city (Troutdale, Wood Village, Fairview, Gresham and RFD10), identify any major service events in the data time frame in item 2 above. Categorize these events (e.g. major structural or wildland fires, major ice and weather event, railroad or industrial event) and identify the corresponding response by activity, staff and equipment. If no events are identified within the dataset time frame, by city and fire district area review historic records, consult emergency preparedness plans, and qualitatively describe potential major episode events, and the activity responses. Qualitatively describe and compare major event profiles between the cities and fire district area. Based on the major event profiles identify the staffing and resource capacity needed for effective response. Identify mutual aid agreements and potential service responders from other cities, districts, county, port, state and federal providers.
- IV. **Clarify Fire Prevention and Code Enforcement Services:** Based on available budget and program accomplishment data, summarize fire prevention and code enforcement program activities and accomplishments by city for the same analysis period defined in item 2 above. Qualitatively compare prevention and code enforcement service profiles and draw conclusions.
- V. **Management Support and Capital Debt Cost Analysis:** Based on available financial and budget data from Gresham identify and analyze the management support services and costs provided in the current intergovernmental agreement (Agreement 2368, clause 3). Identify the apparatus and facility capital investment schedules and associated saving, sinking fund and debt expenses. Understand the total costs and the allocation of management support and capital debt costs across the existing station houses and to the total Gresham fire service area. Place greatest analysis focus on stations 74 (NW Gresham) and 75 (Troutdale). To the greatest extent possible, identify any shared services, subsidies and economies of scale in the current cost structure related to management support, capital investments, and debt.
- VI. **Identify Unused Service Capacity:** Troutdale, Wood Village, and Fairview each maintain the basic administrative and management support

services, and maintenance needed to operate a municipal fire and EMS jurisdiction. Qualitatively compare the management support services, and service level needs, identified in item 5 above with the current service capacity in the Troutdale, Wood Village, and Fairview organizations to cover these functions.

- VII. **Station Centered Cost Analysis:** Based on available budget and financial data, validate the operations, maintenance, and capital cost structure under the current service agreement for stations 74 (NW Gresham) and 75 (Troutdale). From this analysis identify the total costs and unit costs necessary to operate the station at current capacity, capital investment and staffing.
- VIII. **Service Delivery Models:** Based on the above analysis results, literature research, and consultation with administrative and emergency services experts develop a range of alternative configurations and options for fire and emergency services delivery to Troutdale, Wood Village, and Fairview. Options will include a staffing model using professional leader supervising a body of volunteers, a model in which services are contracted by a fire district, evaluation of a private "for-profit" or "not for profit" provider, or modifications to the existing Gresham service model. Each of these will be evaluated in the context of one of three separate deliver platforms, an intergovernmental agreement utilizing existing resource, the use of an existing or new fire district, and direct service delivery by one of the municipal corporations in the agreement (Troutdale, Wood Village, Fairview, or Gresham).

All other terms and conditions shall remain unchanged and in full force and effect.

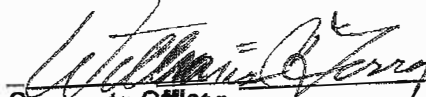
City of Troutdale and PSU, by the signature of their authorized representatives, hereby acknowledge that they have read this Amendment, understand it, and agree to be bound by its terms and conditions.

CITY OF TROUTDALE


Craig Ward, City Manager Date 5/20/13

STATE BOARD OF HIGHER
EDUCATION, ACTING BY AND THROUGH
PORTLAND STATE UNIVERSITY ("PSU")


Phil Keisling, Director Date 7/30/13
Center for Public Service


Contracts Officer Date 6-10-13
Portland State University