

# City of Calistoga

## Staff Report

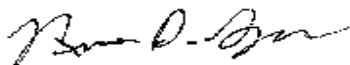
**TO:** Honorable Mayor and City Council  
**FROM:** Steve Campbell, Fire Chief  
**DATE:** June 18, 2013  
**SUBJECT:** Agreement for Fire Services to Napa County

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APPROVAL FOR FORWARDING:




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Richard Spitler, City Manager

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2 **ISSUE:** To consider a two year agreement with Napa County for Calistoga to provide  
3 emergency fire response services to certain unincorporated areas in Napa County.

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5 **RECOMMENDATION:** Adopt the attached resolution directing the City Manager to  
6 execute a two-year contract with the County of Napa to provide fire service to certain  
7 unincorporated areas in Napa County.

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9 **BACKGROUND/DISCUSSION:** For many years the City has provided first response  
10 emergency services to the unincorporated areas just outside the City limits. The City  
11 and Napa County (County) have enjoyed a positive working relationship and have  
12 provided very reliable and much needed service to each other over these years.

13  
14 The County generally contracts with Cal Fire to provide emergency response services  
15 to the County unincorporated area. The County has contracted with the Calistoga to  
16 provide first response emergency services within a defined unincorporated area,  
17 generally to the north, east, south and west of the City. The City also, in the same  
18 agreement, contracts with Cal Fire, through the County, to provide fire dispatch and  
19 some fire apparatus maintenance to the City.

20  
21 The current agreement was entered into July 1, 2012 and expires on June 30, 2013.

22  
23 Under the current contract, the City provides Emergency Response to the contract area,  
24 which includes:  
25

- 26 1. One staffed Engine with two personnel Monday through Sunday, on a 24-hour  
27 basis.
- 28
- 29 2. Provide additional apparatus and equipment as necessary staffed by off-duty  
30 and/or paid-call firefighters on a 24-hour basis, available for response into the  
31 contract zone, from Calistoga's Fire Station.
- 32
- 33 3. Respond to all reported incidents within the contract zone, with appropriate  
34 equipment, as available, to mitigate the emergencies.
- 35
- 36 4. Respond to mutual aid requests with appropriate equipment, as available.
- 37

38 The County provides fire emergency dispatch services to Calistoga, including:

- 39
- 40 1. Proper operation of the 911 emergency notification telephone systems for all  
41 received emergency calls within Calistoga's city limits as well as the area within  
42 the contract zone;
- 43
- 44 2. Maintenance of accurate and real-time resource status to expedite proper  
45 resource utilization;
- 46
- 47 3. Maintenance of emergency response records;
- 48
- 49 4. Maintenance of the viable County controlled radio communication systems.
- 50

51 The County provides vehicle maintenance services for one Type III Calistoga engine as  
52 follows:

- 53
- 54 1. Record all work performed. This record captures all work hours and parts used.  
55 A copy of these records is provided to Calistoga.
- 56
- 57 2. Perform routine preventative maintenance, including mandated annual DOT  
58 Safety Compliance Inspection Services and Annual Maintenance Inspection  
59 Service, the same as required on County Equipment.
- 60
- 61 3. Provide emergency or major repairs as needed to return the Type III engine  
62 back to service.
- 63

64 The County provides Calistoga with emergency response/station coverage as follows:  
65

- 66 1. Provide one Type I engine staffed with two personnel, 24/7 at the Cal Fire  
67 Station located on Hwy. 29 at Big Tree Road and respond to the following types  
68 of incidents within the city limits of Calistoga:  
69  
70 • Reported structure fires.  
71 • Reported vegetation fires.  
72  
73 2. Provide station coverage as requested.  
74  
75 3. Provide Chief Officer Coverage when requested.  
76  
77 4. Respond to all reported incidents within the contract zone, with minimum of one  
78 apparatus staffed with two personnel, if available  
79  
80 5. Respond to mutual aid request with appropriate equipment, as available.

81  
82 The agreement has provided more efficient fire and emergency services to Calistoga  
83 area at an overall reduced cost to the public.  
84

85 The County has expressed interest in amending the current contract with Calistoga to  
86 continue providing fire and emergency services to the contract zone area through June  
87 30, 2015.  
88

89 The proposed amended agreement does have some changes to dispatch services, fleet  
90 maintenance and the cost per call rate, as follows:  
91

- 92 1. Calistoga would contract directly with Cal-Fire annually for \$28,853.61 for one-half  
93 the cost of dispatch services and the County would contract annually with Cal-Fire for  
94 \$28,853.61 for the other half of the cost of dispatch service for County calls that the City  
95 responds to.  
96  
97 2. Fleet maintenance would be covered up to \$36,000.00 for parts and labor by the  
98 County to help offset the cost of dispatch.  
99  
100 3. Cost per call rate would increase from \$822.00 to \$926.00 per call (reflecting  
101 increased city costs and a 7% administrative overhead charge).  
102

103 The City has two options to consider:  
104

- 105 1. Fulfill our current contract with no amendment to the terms. (Service would  
106 cease June 30, 2013).  
107

- 108           2. Accept the newly amended Napa County Agreement No.6379 that would expire  
109           on June 30, 2015.

110  
111

112 Staff recommends the City Council direct the City Manager to execute a two-year  
113 contract with the County. The current contract utilizes the strengths of both the Napa  
114 County/CalFire and Calistoga Fire Departments to provide fire protection services for  
115 both the City and the unincorporated areas surrounding Calistoga, and providing these  
116 services at the best value for our citizens that we serve. Also, the proposed agreement  
117 would bring significant financial resources to the City without need for additional staffing  
118 or equipment.

119

120 **FISCAL IMPACT:** The proposed agreement has the County compensating Calistoga  
121 for a minimum of 200 incidents per year and a maximum of 350. Each call shall be  
122 compensated at the rate of \$926.00, for a minimum total of \$185,200.00 and a  
123 maximum total of \$324,100.00.

124

125 The \$185,200.00 is a net increase of \$20,822.00 above the past minimum payment in  
126 the prior agreement and if we reached the 350 maximum it would be a net increase of  
127 \$36,400.00.

128

129 By way of comparison during the 2012/13 fiscal year, staff estimates that we will cover  
130 230 calls and receive \$189,060 in revenues. The City received \$822 per call during this  
131 time.

132

133 **ATTACHMENT:**

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- 135           1. Draft Resolution  
136           2. Proposed Amended Agreement No 6379 between the County of Napa and the  
137           City of Calistoga.  
138           3. Zone Map.