

AGENDA

CITY COUNCIL ELECTRONIC/TELEPHONIC MEETING CITY OF ONTARIO, OREGON

Friday, January 2, 2015 - 10:00 a.m.
Office of the City Recorder

1) Call to order

A) Roll Call: Norm Crume _____ Jackson Fox _____ Charlotte Fugate _____
Dan Jones _____ Larry Tuttle _____ Ron Verini _____
Mayor LeRoy Cammack _____

This agenda was set December 29, 2014. Copies of the agenda are available on the City's website at www.ontariooregon.org

2) Motion to adopt the entire agenda.

3) New Business:

A) Resolution #2015-101: Authorizing the Funding of the Fire Department Deputy Fire Chief
Position 1-3

4) Other Business as Necessary

5) Adjourn

AGENDA REPORT
January 2, 2015

TO: Mayor and City Council

FROM: Kari Ott, CPA

THROUGH: Tori Barnett, Interim City Manager

SUBJECT: RESOLUTION NO. 2015-101: A RESOLUTION AUTHORIZING THE FUNDING OF THE FIRE DEPARTMENT DEPUTY FIRE CHIEF POSITION

DATE: December 29, 2014

SUMMARY:

Attached is the following document:

- Resolution 2015-101

Due to the upcoming retirement of the Fire Chief on June 30, 2015, the Fire Department would like to hire a Deputy Fire Chief. Funding is proposed to come from the General Fund Contingency and Public Safety Reserve Fund.

PREVIOUS COUNCIL ACTION:

11-04-2013 Council adopted Ordinance #2685-2013, allocating 26.5% of Motel Occupancy Tax to a Public Safety Fund.

BACKGROUND:

The Fire Chief plans to retire effective June 30, 2015; therefore, the city needs to hire a Deputy Fire Chief as soon as possible to receive adequate training to step into the position of Fire Chief following the existing Chief's retirement. Funding the Deputy Fire Chief position for the remainder of the 2014-15 fiscal year is estimated at \$54,300.

Currently the Public Safety Reserve, established by Ordinance #2685-2013, receives its funding from a portion of the Motel Occupancy Tax, not through the General Fund. Currently the fund has a balance of approximately \$177,000, and continuously replenishes each month. It will cost approximately \$2,500 to obtain the necessary uniforms and equipment for the Deputy Fire Chief, and staff would like to take that funding from the Public Safety Reserve.

ALTERNATIVE:

The Council could decline to authorize the hiring of the Deputy Fire Chief; however, that will potentially cause detrimental department issues with the retirement of the current Chief in June and would leave the department without trained upper management leadership.

FINANCIAL IMPLICATIONS:

The purchase of uniforms and equipment, for \$2,500, would be taken from the Public Safety Reserve Fund, and \$54,300 would come from the General Fund Contingency.

The Public Safety Reserve has \$134,600 budgeted in contingency, this would be reduced by \$2,500, going down to \$132,100. The General Fund has a budgeted amount of \$997,076 in contingency, and would be reduced by \$54,300, decreasing the balance to \$942,776.

RECOMMENDATION:

Staff recommends the Council adopt Resolution 2015-101.

PROPOSED MOTION:

I move that the Council adopt **Resolution 2015-101, A RESOLUTION AUTHORIZING THE FUNDING OF THE DEPUTY FIRE CHIEF POSITION.**

RESOLUTION #2015-101

**A RESOLUTION AUTHORIZING THE FUNDING OF THE FIRE DEPARTMENT
DEPUTY FIRE CHIEF POSITION**

- WHEREAS,** The current Fire Chief is going to be retiring effective June 30, 2015; and
- WHEREAS,** The city would like to hire a Deputy Fire Chief to be trained by the current Chief to enable the employee to step into the position of Fire Chief following the retirement of the current Chief; and
- WHEREAS,** A resolution is necessary to appropriate funds for the expenditure from operating contingency within the General Fund and the Public Safety Reserve to fund the payroll expenses and to equip the employee with the required uniforms and equipment.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Ontario City Council, to approve the following adjustments to the fiscal year 2014-2015 budget:

Line Item	Item Description	FY 2014-2015 Budget	Amount of Change	Adjusted Budget
GENERAL FUND				
001-004-871000	Operating Contingency	\$997,076	(\$54,300)	\$942,776
001-016-511000	Wages & Salaries	\$596,595	\$54,300	\$650,895
RESERVE FUND				
055-131-871000	Safety Reserve Contingency	\$134,600	(\$2,500)	\$132,100
055-131-618200	Uniforms	\$0	\$2,500	\$2,500

EFFECTIVE DATE: Effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of Ontario this ____ day of _____ 2015, by the following vote:

AYES:

NAYES:

ABSENT:

APPROVED by the Mayor this ____ day of _____, 2015.

ATTEST:

LeRoy Cammack, Mayor

Tori Barnett, MMC, City Recorder