



## STAFF REPORT

**DATE:** September 21, 2021

**TO:** Kent Cagle, City Manager

**FROM:** Eva Bark, Executive Director of Human Resources

**SUBJECT:** Ordinance to Amend the Number of Authorized Civil Service Positions for the Killeen Fire Department

### **BACKGROUND AND FINDINGS:**

The Texas Local Government Code (TLGC), Chapter 143, represents an effort to present, in a coherent and practical format, the laws and civil service procedures for Texas police and fire departments. The civil service system was established in the City of Killeen in an election duly called and lawfully conducted on August 13, 1977. The rules and regulations of TLGC Chapter 143 apply to all classified police and fire officers.

One of the provisions of TLGC, Chapter 143, is that the municipality's governing body establishes the civil service classifications by ordinance. This ordinance, as adopted by the governing body, further prescribes the number of positions in each classification [TLGC 143.021(a)].

During the FY 2022 budget presentation, the plan to amend the number Fire Department authorizations was discussed. The attached ordinance reclassifies one (1) Fire and Rescue Officer authorization to increase the Assistant Chief authorizations by one (1) and increases Fire and Rescue Officer authorizations by nine (9). Authorizations align with the approved FY 2022 budget. The overall impact to the efficient functioning of the Fire Department will be addressed through a more efficient distribution of responsibilities.

<b>Current Strength of Force for KFD</b>		<b>Revised Strength of Force for KFD</b>	
Fire and Rescue Officer	182	Fire and Rescue Officer	190
Fire Captain	37	Fire Captain	37
Battalion Chief	6	Battalion Chief	6
Deputy Chief of Fire	3	Deputy Chief of Fire	3
Assistant Chief of Fire	1	Assistant Chief of Fire	2

### **THE ALTERNATIVES CONSIDERED:**

- 1) To not reclassify one (1) Fire and Rescue Officer to add one (1) Assistant Chief of Fire and to not add nine (9) Fire and Rescue Officer authorizations.
- 2) To reclassify one (1) Fire and Rescue Officer to add one (1) Assistant Chief of Fire and to add nine (9) Fire and Rescue Officer authorizations.

### **Which alternative is recommended? Why?**

Staff recommends the second alternative, to reclassify one (1) Fire and Rescue Officer to add one (1) Assistant Chief of Fire and to add nine (9) Fire and Rescue Officer authorizations. This action

would ensure continuity of authority/responsibility within the Fire Department and best practices within the Fire Industry.

**CONFORMITY TO CITY POLICY:**

This action is uniformed to city policy and state law.

**FINANCIAL IMPACT:**

**What is the amount of the expenditure in the current fiscal year? For future years?**

The addition of nine (9) Fire and Rescue Officer authorizations is \$692,876. Reclassifying one (1) Fire and Rescue Officer to add one (1) Assistant Chief of Fire is \$82,118. Funds are included in the FY 2022 Proposed Annual Budget.

**Is this a one-time or recurring expenditure?**

Recurring

**Is this expenditure budgeted?**

Yes, in personnel services accounts in the General Fund Fire Department in accounts 010-7001-442.40-05 thru 010-7001-442.40-89 and 010-7071-442.40-05 thru 010-7071-442.40-89.

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes, upon approval of the FY 2022 Budget.

**RECOMMENDATION:**

Staff recommends the adoption of the proposed ordinance to reclassify one (1) Fire and Rescue Officer to add one (1) Assistant Chief of Fire and to add nine (9) Fire and Rescue Officer authorizations.

**DEPARTMENTAL CLEARANCES:**

Finance

City Attorney Office

**ATTACHED SUPPORTING DOCUMENTS:**

Ordinance