



City of Arts & Innovation

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: OCTOBER 24, 2023**

**FROM: FIRE DEPARTMENT      WARDS: ALL**

**SUBJECT: ACCEPTANCE OF INTER-AGENCY INSTRUCTIONAL SERVICES TRAINING REIMBURSEMENT FUNDS IN THE AMOUNT OF \$118,898.12 – SUPPLEMENTAL APPROPRIATION**

**ISSUE:**

Accept reimbursement funds totaling \$118,898.12 from Riverside Community College District/Moreno Valley for Fire Department instructional hours as authorized under an Inter-Agency Instructional Services Agreement.

**RECOMMENDATIONS:**

That the City Council:

1. Authorize acceptance of training reimbursement funds from Riverside Community College District/Moreno Valley in the amount of \$118,898.12; and
2. With at least five affirmative votes, and upon grant award, authorize the Chief Financial Officer, or designee, to record an increase in revenue and appropriate an equal amount in expenditures in the amount of \$118,898.12 in the Grants and Restricted Programs Fund, Riverside Community College District/Moreno Valley Project revenue and expenditure accounts.

**BACKGROUND:**

On July 1, 2019, the City Council authorized an Inter-Agency Instructional Services agreement (ISA) with Riverside Community College District/Moreno Valley to provide District approved education courses for in-service training, continuing education, and specialized training through the Riverside Fire Department.

**DISCUSSION:**

A number of California Community College Districts have arrangements known as “Instructional Service Agreements” with Southern California fire departments to facilitate training and continuing education for their employees and provides a portion of the State funding to go back to the partnering fire departments. Through this ISA, the Fire Department is reimbursed \$3.50 per

instructional hour, less tuition fees for Fire personnel and Department of Justice background costs for Fire instructors.

There are no General Fund expenditures associated with this ISA. This program is entirely self-supporting, with all costs for District tuition and background checks for Fire personnel instructors withheld by the District from instructional hours revenues earned.

The ISA provides a dedicated revenue source to sustain and enhance Fire Department training activities. If accepted, the reimbursement funds will be used to purchase additional training related materials and equipment.

**STRATEGIC PLAN ALIGNMENT:**

This item contributes to Strategic Priority No. 2 *Community Well-Being* and Goal No. 2.6 – Strengthen community preparedness for emergencies to ensure effective response and recovery.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The Riverside Community College has empowered individuals over the years by improving the quality of education and training within the fire service and setting a professional standard for firefighters throughout the community.
2. **Equity** – Funding provided by the Riverside Community College will continue to assist the Fire Department with delivering classes to our diverse community including those with access and functional needs.
3. **Fiscal Responsibility** – Through the use of the Riverside Community College funding, the Fire Department subsidizes costs associated with staff training and instructional learning.
4. **Innovation** – The Riverside Community College provides funds to assist the Riverside Fire Department in facilitating training and continuing education for firefighters.
5. **Sustainability & Resiliency** – Educating individuals thru Riverside Community College creates a balance that benefits the Riverside Fire Department including surrounding fire departments, firefighters, and ultimately the community we serve.

**FISCAL IMPACT:**

The total fiscal impact of this action is \$118,898.12. Upon Council approval, an increase in revenue in the amount of \$118,898.12 will be recorded, and an equal amount in expenditures will be appropriated in the Grants and Restricted Programs Fund, Riverside Community College District/Moreno Valley revenue account number 9891710-339000 and expenditure account number 9891710-427200.

Prepared by: Michael D. Moore, Fire Chief  
Certified as to  
availability of funds: Kristie Thomas, Finance Director / Assistant Chief Financial Officer  
Approved by: Mike Futrell, City Manager  
Approved as to form: Phaedra Norton, City Attorney