



AGENDA MEMORANDUM

CONTACT: ERIC FOERSTER- CITY MANAGER

SUBJECT: REQUEST FOR APPOINTMENT- FIRE MARSHAL POSITION

SUMMARY: The City Council has previously created the position of Fire Marshal. The position has been vacant for some time. The City Manager has determined that Marcus Smith meets the qualifications of the position of Fire Marshal.

The City Manger reached out to the Texas Commission on Fire Protection (TCFP) and applied for, and received, permission to have Richwood registered as a Regulated Fire Marshal's Office through the TCFP.

It was also requested that the Richwood Fire Marshal's office be appointed as the administrator of the FIDO account.

The position will be used to conduct fire inspections, fire education programs, plan reviews for fire safety, and some fire investigations related to life/safety issues.

BACKGROUND INFORMATION: City Council had previously created the position of Fire Marshal and it has been vacant for several years. We have had to pay outside agencies to fill this void.

ISSUE: Vacant position

FISCAL IMPACT: To be determined by council. Staff recommends an additional 5,000 per year to Marcus Smith for the assumption of the Fire Marshal duties.

RECOMMENDATION: To discuss and possibly approve Marcus Smith as the Fire Marshal for the City of Richwood as per the TCFP guidelines.