



City of Tukwila
**Community Services
 and Safety Committee**

- ◆ Kathy Hougardy, Chair
- ◆ Mohamed Abdi
- ◆ Tosh Sharp

<u>Distribution:</u>	
K. Hougardy	Mayor Ekberg
M. Abdi	D. Cline
T. Sharp	R. Bianchi
T. McLeod	C. O'Flaherty
	A. Youn
	L. Humphrey

AGENDA

MONDAY, OCTOBER 24, 2022 – 5:30 PM

THIS MEETING WILL BE CONDUCTED BOTH ON-SITE AT TUKWILA CITY HALL AND ALSO VIRTUALLY.

**ON-SITE PRESENCE WILL BE IN THE HAZELNUT CONFERENCE ROOM
 (6200 SOUTHCENTER BOULEVARD)**

**THE PHONE NUMBER FOR THE PUBLIC TO PARTICIPATE IN THIS
 MEETING IS: 1-253-292-9750, Access Code 188813633#**

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For Technical Support during the meeting call: 1-206-433-7155.

Item	Recommended Action	Page
1. BUSINESS AGENDA		
a. Proposed 2023-2024 Biennial Budget: Drug Seizure Fund. <i>Eric Lund, Deputy Police Chief</i>	a. Forward to 10/24 C.O.W. Meeting.	Pg.1
b. A resolution updating Fire permit fees. <i>Norm Golden, Deputy Fire Chief, and Andy Nevens, Fire Marshal</i>	b. Forward to 11/14 C.O.W. and 11/21 Regular Mtg.	Pg.7
c. 2022 3rd Quarter Fire Department report. <i>Jay Witter, Fire Chief, and Norm Golden, Deputy Fire Chief</i>	c. Discussion only.	Pg.25
d. 2022 3rd Quarter Police Department report. <i>Eric Lund, Deputy Police Chief</i>	d. Discussion only.	Pg.43
2. MISCELLANEOUS		

Next Scheduled Meeting: *November 14, 2022*



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INFORMATIONAL MEMORANDUM

TO: Community Services & Safety Committee

FROM: Eric Lund, Deputy Chief of Police

BY: Jake Berry, Public Safety Budget Analyst

CC: Mayor Ekberg

DATE: October 17, 2022

SUBJECT: Police Department Drug Seizure Fund Budget (2023/24)

ISSUE

The attached Police Department Drug Seizure Fund document provides a projection for year end 2022 as well as proposed expenditure and revenue budgets for 2023 and 2024.

BACKGROUND

The Police Department Drug Seizure Fund was established to account for revenues resulting from the proceeds of property and money seized and forfeited as a result of their involvement with the illegal sale, possession, or distribution of narcotics. This fund also accounts for the expenditure of these revenues.

DISCUSSION

Note that this is a restricted fund and that revenues must come from specific sources and expenditures must be used for specific purposes.

In accordance with Federal and State laws, proceeds resulting from civil forfeitures must be held and accounted for separately from other governmental funds. Future revenues to this fund depend on many factors, most outside of the direct control of the City or the Police Department. Because of this, projected and budgeted figures provided are estimates.

Future expenditures from this fund also depend on several factors. Federal and State laws tightly regulate how and why these funds are used. One such notable regulation is the prohibition of the use of these funds to support General Fund operations. They cannot be used in lieu of General Funds. Because of these regulations, most purchases cannot be planned with several months of lead time.

The Police Department does have one planned use of these funds for 2023/2024: the contracted amount of a Mental Health Professional to serve as a Co-Responder to assist community members in crisis. This is a continuation of the pilot program that was introduced during the previous biennium.

FINANCIAL IMPACT

As stated above, figures provided as 2022 projections or 2023/2024 budgets are estimates only and are based on historical revenues and expenditures.

RECOMMENDATION

The Council is being asked to approve the proposed budget at the 10/24/22 Council Of A Whole meeting.

ATTACHMENTS

2023/24 Drug Seizure Fund Budget

DEPARTMENT: Police
FUND: Drug Seizure Fund
RESPONSIBLE MANAGER: Eric Drever

FUND NUMBER: 109
POSITION: Chief of Police

Description

The Drug Seizure fund was established to account for revenues resulting from the proceeds of property and moneys forfeited as a result of their involvement with the illegal sale, possession, or distribution of narcotics and/or other controlled substances.

Expenditures from this fund must adhere to strict State and Federal stipulations. Because of this, most purchases cannot be planned with enough lead to make this publication and projected expenditures are estimates only. Revenues to this fund, by their nature, are unpredictable and are also estimates.

The Police Department has one *planned* use of these funds for the upcoming biennium: the contracted amount of a Mental Health Professional to serve as a Co-Responder to assist community members in crisis. This is a continuation of the pilot program that was introduced during the previous biennium.

Revenue and Expenditure Summary

Drug Seizure								
	Actual			Budget			Percent Change	
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024
Operating Revenue								
Intergovernmental Revenues	\$ 12,948	\$ 71,381	\$ 13,368	\$ -	\$ 35,000	\$ 35,000	0.0%	0.0%
Other Income	103,193	300,000	-	70,000	80,000	80,000	14.3%	0.0%
Investment Earnings	1,356	-	-	500	500	500	0.0%	0.0%
Total Operating Revenue	117,496	371,381	13,368	70,500	115,500	115,500	63.8%	0.0%
Operating Expenditures								
Salaries & Wages	-	-	-	-	100,107	111,510	0.0%	11.4%
Benefits	-	-	-	-	48,901	50,787	0.0%	3.9%
Supplies	11,924	8,378	26,979	40,000	10,000	10,000	-75.0%	0.0%
Small Tools	5,497	17,938	7,864	-	19,000	19,000	0.0%	0.0%
Professional Services	12,120	-	85,000	-	15,000	15,000	0.0%	0.0%
Professional Development	5,000	24,444	-	-	16,000	16,000	0.0%	0.0%
Technology Services	8,140	-	25,283	-	22,000	22,000	0.0%	0.0%
Total Operating Expenditures	42,681	50,759	145,126	40,000	231,008	244,297	477.5%	5.8%
Machinery & Equipment	-	58,881	-	-	35,000	35,000	0.0%	0.0%
Total Capital Expenditures	-	58,881	-	-	35,000	35,000	0.0%	0.0%
Transfers Out	-	26,000	-	-	-	-	0.0%	0.0%
Total Expenditures	42,681	135,641	145,126	40,000	266,008	279,297	565.0%	5.0%
Beginning Fund Balance	256,718	331,534	567,273	567,273	435,515	285,008	-23.2%	-34.6%
Change in Fund Balance	74,815	235,740	(131,758)	30,500	(150,508)	(163,797)	-593.5%	8.8%
Ending Fund Balance	\$ 331,534	\$ 567,273	\$ 435,515	\$ 597,773	\$ 285,008	\$ 121,211	-52.3%	-57.5%

Salary and Benefit Details

Drug Seizure							
Position Description	2022	2023	2023 Budget		2204	2204 Budget	
	FTE	FTE	Salaries	Benefits	FTE	Salaries	Benefits
Mental Health Professional	0	1	\$ 100,107	\$ 48,901	1	\$ 111,510	\$ 50,787
Department Total	0	1	\$ 100,107	\$ 48,901	1	\$ 111,510	\$ 50,787

General Ledger Code Details

Revenues

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
Operating Revenues							
PD109001-361110	Investment Interest	\$ 1,356	\$ -	\$ -	\$ 500	\$ 500	\$ 500
PD109001-369300	Confiscated And Forfeited Prop	103,193	300,000	-	30,000	50,000	50,000
PD109002-331169	Equitable Sharing Program-DOJ	12,948	71,381	13,368	-	35,000	35,000
PD109002-369300	Confiscated And Forfeited Prop	-	-	-	40,000	30,000	30,000
Total Operating Revenues		117,496	371,381	13,368	70,500	115,500	115,500
Total Revenues		\$ 117,496	\$ 371,381	\$ 13,368	\$ 70,500	\$ 115,500	\$ 115,500

Expenditures

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
PD109001-511000	Salaries	\$ -	\$ -	\$ -	\$ -	\$ 100,107	\$ 111,510
Total Salaries & Wages		-	-	-	-	100,107	111,510
PD109001-521000	FICA	-	-	-	-	7,658	8,531
PD109001-522000	LEOFF	-	-	-	-	5,359	6,029
PD109001-524000	Industrial Insurance	-	-	-	-	4,273	4,486
PD109001-524050	Paid Family & Med Leave Prem	-	-	-	-	161	178
PD109001-525000	Medical, Dental, Life, Optical	-	-	-	-	2,249	2,361
PD109001-525097	Self-Insured Medical & Dental	-	-	-	-	29,201	29,201
Total Personnel Benefits		-	-	-	-	48,901	50,787
PD109001-531000	Supplies-General	-	-	9,000	20,000	-	-
PD109001-531003	Operating Supplies	-	8,378	5,979	-	10,000	10,000
PD109001-531008	Employee Appreciation Supplies	905	-	-	-	-	-
PD109001-531010	Police New Officer Equip	11,019	-	-	-	-	-
PD109001-535001	Equipment	-	3,186	4,187	-	-	-
PD109001-535003	Office Equipment	-	1,907	-	-	2,000	2,000
PD109002-531000	Supplies-General	-	-	12,000	20,000	-	-
PD109002-535001	Equipment	2,631	-	168	-	5,000	5,000
PD109002-535003	Office Equipment	2,866	12,845	3,509	-	12,000	12,000
Total Supplies		17,421	26,316	34,843	40,000	29,000	29,000

Expenditures

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
PD109001-541007	Contracted Services	-	-	85,000	-	15,000	15,000
PD109001-543000	Professional Development	-	2,498	-	-	-	-
PD109001-543001	Memberships	-	585	-	-	-	-
PD109001-543002	Registrations	-	1,595	-	-	3,000	3,000
PD109001-543004	Airfare	-	464	-	-	3,000	3,000
PD109001-543007	Hotel/Lodging	-	3,718	-	-	-	-
PD109001-543008	Ground Transp/Parking	-	159	-	-	-	-
PD109001-546001	Software Maintenance Contract	-	-	-	-	5,000	5,000
PD109002-541007	Contracted Services	12,120	-	-	-	-	-
PD109002-543000	Professional Development	-	-	-	-	-	-
PD109002-543002	Registrations	5,000	15,425	-	-	5,000	5,000
PD109002-543004	Airfare	-	-	-	-	5,000	5,000
PD109002-546001	Software Maintenance Contract	8,140	-	25,283	-	17,000	17,000
PD109002-549000	Miscellaneous Expenses	-	-	-	-	-	-
Total Services & Passthrough Pmts		25,260	24,444	110,283	-	53,000	53,000
PD109001C-564000	Machinery & Equipment	-	-	-	-	35,000	35,000
PD109002C-564000	Machinery & Equipment	-	58,881	-	-	-	-
Total Capital Expenditures		-	58,881	-	-	35,000	35,000
PD109002-750501	Transfer Out to 501	-	26,000	-	-	-	-
Total Transfers Out		-	26,000	-	-	-	-
Total Expenditures		\$ 42,681	\$ 135,641	\$ 145,126	\$ 40,000	\$ 266,008	\$ 279,297



INFORMATIONAL MEMORANDUM

TO: Community Services and Safety Committee

FROM: Jay Wittwer, Fire Chief

BY: Andy Nevens, Fire Marshal

CC: Mayor Ekberg

DATE: October 11, 2022

SUBJECT: Fire Permit Fee Updates

ISSUE

The Tukwila Fire Permit Fee Schedule needs to be adjusted to better recover costs of the provided services, align with neighboring agency's fees, and simplify the permit process.

DISCUSSION

The recommendation is to increase our fees using a percentage-based formula, and streamline the permitting process to improve the customer experience. Currently, we use a flat fee system that fails to properly recover actual costs, and is difficult for the applicants to understand.

The Puget Sound Regional Fire Authority (RFA) has been contracted to provide fire services, including Fire Marshal services, on January 1, 2023. The RFA already is the service provided for Covington, Kent, Maple Valley, and SeaTac. The recommendation is to mirror the fee schedule process use in the City of Kent.

The Tukwila Fire Permit Fee Schedule was last updated in early 2021. Although the fees were increased, the process for calculating them remained the same. Currently, fire reviews for development permits (D permits) are added using a flat rate of \$400 for commercial or \$150 for residential. Fire permits (F permits) are calculated using a flat rate for review and inspection plus additional costs per device. This is in contrast with neighboring jurisdictions (Renton, Seatac, and Kent) who each charge fire review and inspection fees based on a percentage of the project's value.

It is worth noting that calculating fire reviews for development permits vary between the jurisdictions. Both Renton and Kent charge a percentage of the project and Seatac does not charge at all. Tukwila has been charging a flat rate for all types regardless of size and complexity, and we have dropped well below the norm.

By changing our process to a percentage-based calculator, it will align us with our neighbors and produce consistency. Fire fees would be easier to estimate and apply to each project. The percentage-based approach would also simplify the fee schedule. Separate fire fees for Public

Works, mechanical, SEPA, land use, short plat, and boundary line reviews could be eliminated and considered part of the percentage charged for all development permits.

The chart below shows actual fees collected in 2021 using the current fee schedule compared to proposed fees using a percentage-based formula. The percentages used match the City of Kent fees for D permits (commercial fire reviews at 58% of the building permit and single-family home fire reviews at 42.7% of the building permit). Fire permits (F permits) are calculated using a fire permit fee valuation table and the fire plan review fee would be 65% of that permit – as shown in the “proposed” column below.

2021 Fire Fee Comparison Summary				
	Actual Fees Collected	Proposed		Difference
Development Permit fees only				
D permit fire review	\$ 35,580	\$ 231,466		\$ 195,886
M & PW permit fire review	\$ 9,900			\$ (9,900)
L, & E permit fire review	\$ 3,100			\$ (3,100)
Fire Permit fees only				
F Permits	\$ 126,232	\$ 326,995		\$ 200,763
Totals	\$ 174,812	\$ 558,461		\$ 383,649

FINANCIAL IMPACT

Revenues brought in from fire permits and fire reviews would significantly increase. Using the 2021 data (about \$175K in fees collected), the increase in collected fees would be approximately \$384K, for a total amount of about \$558K. This amount to an increase of over 200%.

RECOMMENDATION

The CSS Committee is being asked to approve the proposed fee schedule, forward to the November 14, 2022 Committee of the Whole meeting and the Consent Agenda at the subsequent November 21, 2022 Regular Meeting.

ATTACHMENTS

- A. Fee Comparison Matrix
- B. 2023 Fire Permit Fee Handout

Attachment A - Fee Comparison Matrix

Permit number / project type	Project Valuation	Tukwila Bldg Permit Fee	Costs based on current or newly adopted fee schedules				2023 Tukwila Fire Permit Fees (proposed)
			2023 Renton Fire Permit Fees	2022 Seatac Fire Permit Fees	2021 Tukwila Fire Permit Fees (current)	2022 Kent Fire Permit Fees	
Construction Permit Type D							
D20-0138 Commercial New tilt-up	\$39,419,142	\$188,258	\$59,319 (20% of plan review, calc. from table based on project value)	\$0 No Charge	\$400 Flat fee	\$109,190 (58% of bldg. permit)	\$109,190 (58% of bldg. permit)
D21-0019 New single-family Residence	\$402,615	\$4,231	\$794 (20% of plan review, calc. from table based on project value)	\$0 No Charge	\$150 Flat fee	\$1,807 (42.7% of bldg. permit)	\$1,807 (42.7% of bldg. permit)
D22-0004 Tenant Improvement, SC Mall	\$145,000	\$1,961	\$408 (20% of plan review, calc. from table based on project value)	\$0 No charge	\$400 Flat fee	\$1,137 (58% of bldg. permit)	\$1,137 (58% of bldg. permit)

Fire Permit Type F		Includes CPI-W					
F21-0160 New sprinkler system for new tilt up	\$403,875	N/A	\$4,775 (\$3,979 review + \$796 permit)	\$7,695 (\$4664 permit + \$3031 review)	\$17,450 (Permit, review & insp)	\$23,380 (\$14,170 permit + \$9,210review)	\$25,562 (\$15,492 permit + \$10,070 review)
F20-0029 New sprinkler system for Midrise apts.	\$508,832	N/A	\$5,719 (\$4766 review + \$953 permit)	\$9,349 (\$5666 permit + \$3683 review)	\$7,536 (permit, review & insp)	\$28,466 (\$17,250 permit + \$11,212 review)	\$31,053 (\$18,820 permit + \$12,233 review)
F21-0061 New UL 300 Kitchen hood	\$7,000	N/A	\$380 (\$305 review + \$75 permit)	\$426 (\$258 permit + \$168 review)	\$521 (\$371 review + \$150 insp)	\$1,206 (\$731 permit + \$475 Review)	\$1,320 (\$800 permit + \$520 review)
F20-0164 New ERRCS for mid rise	\$21,508	N/A	\$628 (\$523 review + \$105 permit)	\$1,012 (\$613 permit + \$399 review)	\$300 (\$150 review + \$150 insp)	\$3,024 (\$1,833 permit + \$1,191 review)	\$3,300 (\$2,000 permit + \$1,300 review)
			Cost per % of value	Cost per % of value	Cost per device	Cost per % of value	Cost per % of value
			Cost per % of value	Cost per % of value	Flat fee	Cost per % of value	Cost per % of value

Fire Permit Type F (continued)						Includes CPI-W	
F22-0020 New 13D sprinkler system for SFR	\$6,750	N/A	\$376 (\$301 review + \$75 permit)	\$425 (\$258 permit + \$167 review)	\$500 (\$300 insp + \$200 review)	\$1,206 (\$731 permit + \$475 review)	\$1,320 (\$800 permit + \$520 review)
			Cost per % of value	Cost per % of value	Flat fee	Cost per % of value	Cost per % of value
F21-0066 New Fire Alarm for 2 story com building	\$12,026	N/A	\$456 (\$380 review + \$76 permit)	\$660 (\$400 permit + \$260 review)	\$721 (\$323 insp + \$398 review)	\$1,934 (\$1,172 permit + \$762 review)	\$2,112 (\$1,280 permit + \$832 review)

2023 TUKWILA FIRE PERMIT SCHEDULE

FIRE CONSTRUCTION PERMITS	
Note: All fees will receive an annual inflater equal to CPI-W	
Development Review	Fee
Fire Plan Review	65% of Fire Permit Fee
Fire Permit	See Table Below (based on valuation of Labor and Materials)
Single Family Review	42.7% of Building Permit Fee
Commercial Review	58% of the Building Permit Fee
Fireworks (pyrotechnic) - Sales or Display Permit	\$350 per event and/or stand. Additional Fire Department Standby costs may be required – determined by Fire Marshal. FD standby will be charged at \$150 per hour
Tank – Removal, abandonment, or installation permit	\$400 per tank
Total Valuation	Fire Permit Fee Calculator
\$1.00 to \$500.00	\$135.00
\$501.00 to \$2,000.00	\$135.00 for the first \$500.00 plus \$18.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$400.00 for the first \$2,000.00 plus \$80.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$2,250.00 for the first \$25,000.00 plus \$60.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$3,700.00 for the first \$50,000.00 plus \$40.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$5,700.00 for the first \$100,000.00 plus \$32.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$18,550.00 for the first \$500,000.00 plus \$30.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$33,825.00

OTHER FIRE SERVICES	
After-Hours Expedited Fire Plan Review	\$550.00
After-Hours Expedited Fire Inspection	\$550.00
Fire Review -- Alternative Materials and Methods: Residential	\$275.00
Fire Review -- Alternative Materials and Methods: Commercial	\$550.00
Other Reviews - resubmittals, changes, deferred submittals, additions, or revisions to plans. Fees will be assessed after first re-submittal	\$225.00 per hour, one-hour minimum.

LIFE SAFETY INSPECTIONS AND OPERATIONAL PERMITS	
Operational Fire Permits Regulated by the International Fire Code: <ul style="list-style-type: none"> • High Pile Storage • Flammable and Combustible Liquids • Hazardous Materials 	\$375.00 each
All other Operational Fire Permits regulated by the International Fire Code, and as amended in TMC Chapter 16.16, that do not have a separate listing in the fee schedule	\$200.00 each
“Mobile” Operational Fire Permits	\$200.00 per vehicle if inspected in Tukwila. \$100.00 per vehicle if inspected by another fire agency.
Limited Use Operational Permits	\$200.00
New Business Life Safety Inspection	\$75.00 + Applicable Operational Permit Fees
Annual Life Safety Inspection	\$75.00 + Applicable Operational Permit Fees

ADMINISTRATIVE FEES

Fire Protection System Confidence Testing Compliance Services – Per system fee collected by BRYCER “TCE” on behalf of the Tukwila Fire Marshal’s Office	\$15.00 per system
Starting work before a permit issuance shall be subject to an investigation fee equal to 100% of applicable permit fees.	
<p style="text-align: center;"><i>A 5% Technology Fee will be added to all Fire fees unless the Technology Fee is already being charged by another City department.</i></p>	
A 3% processing fee will be added if payment is made by credit card for Fire fees.	
Recovery of Hazardous Incident Response Costs <i>TMC Chapter 6.14</i>	Minimum fee for incident response costs = \$275.00, plus any "extraordinary costs" as defined per TMC Chapter 6.14.
<p>REINSPECTION FEES: For Construction Permits, Operational Permits, life safety inspections or spot inspections.</p> <p><i>TMC 16.16.040</i> <i>TMC 16.40.130</i> <i>TMC 16.42.110</i> <i>TMC 16.46.150</i> <i>TMC 16.48.150</i></p>	\$200.00 per re-inspection
<p>APPEAL FEE</p> <p><i>TMC 16.16.090</i> <i>TMC 16.40.170</i> <i>TMC 16.42.150</i> <i>TMC 16.46.170</i> <i>TMC 16.48.170</i></p>	\$550.00
<p>Special Event Permit <i>TMC Section 16.16.030</i></p>	\$450.00, plus any applicable Limited Use Operational Fire Permits

DRAFT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, REPEALING RESOLUTION NO. 2018 AND ADOPTING A REVISED FIRE DEPARTMENT FEE SCHEDULE.

WHEREAS, the City has analyzed current Fire Department fees for various services provided including, but not limited to, permits, plan review and re-inspections; and

WHEREAS, the City Council wishes to recover a portion of the City's costs for processing of permit applications, plan reviews, re-inspections, and other services provided by the Fire Department; and

WHEREAS, the Fire Department Fee Schedule needs to be updated to align with fees charged by neighboring agencies and streamline the permitting process;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Repealer. Resolution No. 2018 is hereby repealed.

Section 2. Fire Department Fee Schedule. Fire Department fees will be charged according to the following schedule, which shall supersede any previously adopted fire permit fee, plan review fee or re-inspection fee.

FIRE DEPARTMENT TUKWILA FIRE PERMIT FEE SCHEDULE

FIRE CONSTRUCTION PERMITS	
<u>Note: All fees will receive an annual inflater equal to Seattle-Tacoma-Bellevue CPI-W</u>	
International Fire Code Construction Permits: <ul style="list-style-type: none"> • Flammable and Combustible Liquids • Hazardous Materials 	\$500 each
All other Fire Construction Permits regulated by the International Fire Code, and as amended in TMC Chapter 16.16, that do not have a separate listing in the fee schedule.	\$300 each
Smoke Control System Plan Review	\$750.00
Mid-rise Smoke Control System Inspection	\$500.00
High-rise Smoke Control System Inspection	\$900.00
Fire Permit Plan Review Resubmittal	\$300.00
Emergency Responder Radio (ERRCS) Construction Permit	\$400.00
<u>Development Review</u>	<u>Fee</u>
<u>Fire Plan Review</u>	<u>65% of Fire Permit Fee</u>
<u>Fire Permit</u>	<u>See Total Valuation Table (below)</u>
<u>Single Family Review</u>	<u>42.7% of Building Permit Fee</u>
<u>Commercial Review</u>	<u>58% of Building Permit Fee</u>
Pyrotechnic / Fireworks (pyrotechnic) – Sales or Display Limited-Use-Operational Permit	\$300.00-\$350.00 per event and/or stand. <u>Additional Fire Department standby costs may be required – determined by Fire Marshal, type and location + Fire Department standby cost (if required)</u> <u>Fire Department standby will be charged at \$150.00 per hour.</u>

Tank: — Removal or , Abandonment, <u>or Installation Permit</u>	\$300 <u>\$400.00</u> per tank
Fire Access and Infrastructure Construction Permit	\$500.00
<u>Total Valuation</u>	<u>Permit Fee Calculator</u>
<u>\$1.00 to \$500.00</u>	<u>\$135.00</u>
<u>\$501.00 to \$2,000.00</u>	<u>\$135.00 for the first \$500.00, plus \$18.00 for each additional \$100.00, or fraction thereof, to and including \$2,000.00.</u>
<u>\$2,001.00 to \$25,000.00</u>	<u>\$400.00 for the first \$2,000.00, plus \$80.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00.</u>
<u>\$25,001.00 to \$50,000.00</u>	<u>\$2,250.00 for the first \$25,000.00, plus \$60.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.</u>
<u>\$50,001.00 to \$100,000.00</u>	<u>\$3,700.00 for the first \$50,000.00, plus \$40.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.</u>
<u>\$100,001.00 to \$500,000.00</u>	<u>\$5,700.00 for the first \$100,000.00, plus \$32.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.</u>
<u>\$500,001.00 to \$1,000,000.00</u>	<u>\$18,550.00 for the first \$500,000.00, plus \$30.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.</u>
<u>\$1,000,001.00 and up</u>	<u>\$33,825.00</u>

FIRE ALARM SYSTEM FEES

Number of Devices	Plan Review Fee	(Per Device) Review	Inspection Fee	(Per Device) Inspection
1 to 10	\$300.00	\$2.25	\$150.00	\$1.00
11 to 25	\$300.00	\$0.75	\$250.00	\$1.00
26 to 100	\$350.00	\$1.00	\$275.00	\$1.00
101 to 500	\$400.00	\$1.10	\$500.00	\$1.50
501 or More	\$500.00	\$0.85	\$1,100.00	\$1.00

COMMERCIAL FIRE SPRINKLER FEES

Number of Heads	Plan Review Fee	(Per Head) Review	Inspection Fee	(Per Head) Inspection
------------------------	------------------------	--------------------------	-----------------------	------------------------------

1 to 10	\$300.00	\$2.50	\$175.00	\$1.50
11 to 25	\$350.00	\$2.50	\$200.00	\$1.50
26 to 50	\$350.00	\$2.30	\$225.00	\$1.50
51 to 100	\$350.00	\$2.25	\$300.00	\$1.50
101 to 1,000	\$350.00	\$1.90	\$500.00	\$1.30
1,001 or More	\$400.00	\$2.25	\$750.00	\$1.00
Additional Systems	Plan Review Fee		Inspection Fee	
Per Riser	\$100.00		\$100.00	
Per Fire Pump	\$150.00		\$300.00	
13D SPRINKLER SYSTEM FEES				
Number of Heads	Plan Review Fee	(Per Head) Review	Inspection Fee	(Per Head) Inspection
1 to 10	\$150.00	N/A	\$200.00	N/A
11 to 25	\$175.00	N/A	\$250.00	N/A
26 or More	\$200.00	N/A	\$300.00	N/A
COMMERCIAL CLEAN AGENT SYSTEMS AND COMMERCIAL KITCHEN FIRE PROTECTION SYSTEMS				
Plan Review Fee		(Per Device) Review	Inspection Fee	
\$350.00		\$1.00	\$150.00	

OTHER FIRE SERVICES	
After-Hours Expedited Fire Plan Review	\$500.00 \$550.00
After-Hours Expedited Fire Inspection	\$500.00 \$550.00
Fire Review -- Alternative Materials and Methods: Residential	\$250.00 \$275.00
Fire Review -- Alternative Materials and Methods: Commercial	\$500.00 \$550.00
Other Review – Resubmittals, Changes, Deferred Submittals, Additions, or Revisions to Plans. Fees will be assessed after first re-submittal.	\$225.00 per hour (one-hour minimum)
DEVELOPMENT, PUBLIC WORKS, MECHANICAL AND LAND USE PERMITS REVIEWED BY FIRE	
Wireless Communications Facility	\$150.00
Boundary Line Adjustment: Residential	\$100.00
Boundary Line Adjustment: Commercial	\$400.00
Lot Consolidation: Residential	\$100.00
Lot Consolidation: Commercial	\$400.00
Short Plat Fire Review	\$200.00
Subdivision Fire Review	\$500.00
SEPA Fire Review	\$400.00
Design Fire Review	\$400.00
Development Fire Review: Residential	\$150.00
Development Fire Review: Commercial	\$400.00
Public Works Fire Review: Residential	\$150.00
Public Works Fire Review: Commercial	\$300.00
Mechanical Fire Review: Residential	\$150.00
Mechanical Fire Review: Commercial	\$300.00

LIFE SAFETY INSPECTIONS AND OPERATIONAL PERMITS	
Operational Fire Permits regulated by the International Fire Code: <ul style="list-style-type: none"> • High Pile Storage • Flammable and Combustible Liquids • Hazardous Materials 	\$300.00 <u>\$375.00</u> each
All other Operational Fire Permits regulated by the International Fire Code, and as amended in TMC Chapter 16.16, that do not have a separate listing in the fee schedule	\$175.00 <u>\$200.00</u> each
"Mobile" Operational Fire Permits	\$175.00 <u>\$200.00</u> per vehicle if inspected in Tukwila. \$75.00 <u>\$100.00</u> per vehicle if inspected by another fire agency.
Limited Use Operational Permits	\$175.00 <u>\$200.00</u>
New Business Life Safety Inspection	\$50.00 <u>\$75.00</u> + Applicable Operational Permit Fees
Annual Life Safety Inspection	\$50.00 <u>\$75.00</u> + Applicable Operational Permit Fees
ADMINISTRATIVE FEES	
Fire Protection System Confidence Testing Compliance Services – Per system fee collected by BRYCER "TCE" on behalf of the Tukwila Fire Marshal's Office	\$15.00 per system
Starting work before a permit issuance shall be subject to an investigation fee equal to 100% of applicable permit fees.	
<i>A 5% Technology Fee will be added to all Fire fees unless the Technology Fee is already being charged by another City department.</i>	
A 3% processing fee will be added if payment is made by credit card for Fire fees.	
Recovery of Hazardous Incident Response Costs <u> </u> TMC Chapter 6.14	Minimum fee for incident response costs = \$250.00 <u>\$275.00</u> , plus any "extraordinary costs" as defined per TMC Chapter 6.14.
REINSPECTION FEES: For Construction Permits, Operational Permits, life safety inspections or spot inspections. TMC 16.16.040 <u>TMC 16.16.050</u> TMC 16.40.130 TMC 16.42.110 TMC 16.46.150 TMC 16.48.150	\$175.00 <u>\$200.00</u> per re-inspection

<p>APPEAL FEE</p> <p>TMC 16.16.090 <u>TMC 16.16.040</u></p> <p>TMC 16.40.170 TMC 16.42.150 TMC 16.46.170 TMC 16.48.170</p>	<p>\$500.00 <u>\$550.00</u></p>
<p>Special Event Permit</p> <p>TMC Section 16.16.030</p>	<p>\$400.00 <u>\$450.00</u>, plus any applicable Limited Use Operational Fire Permits</p>

Section 3. Effective Date. This resolution and the fee schedule contained herein shall be effective February 1, 2023.

ATTEST/AUTHENTICATED:

Christy O'Flaherty, MMC, City Clerk

Thomas McLeod, Council President

APPROVED AS TO FORM BY:

Filed with the City Clerk: _____
Passed by the City Council: _____
Resolution Number: _____

Office of the City Attorney



Tukwila Fire Department 2022 / 3rd Quarter Report

Contents

- Call Volume & Average Response Times
- Response Type
- Apparatus' Call Volume
- Response Times by Station for EMS and Fire
- COVID19 Highlights
- Administration
- Fire Marshal's Office
- Operations
- Overtime Usage – Minimum Staffing, FMO, Meetings, Trainings
- Support Services
- Goals for the year
- Awards and Recognitions



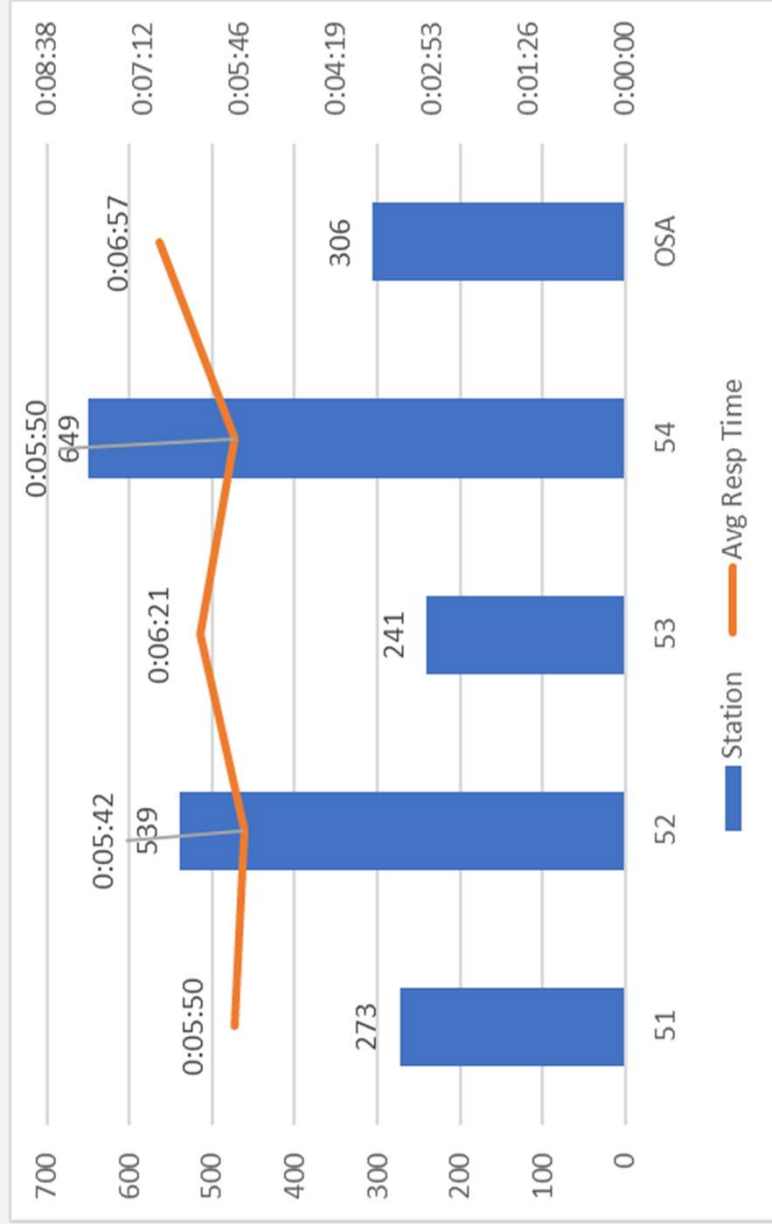
3rd Quarter 2022: Call Volume & Average Response Times



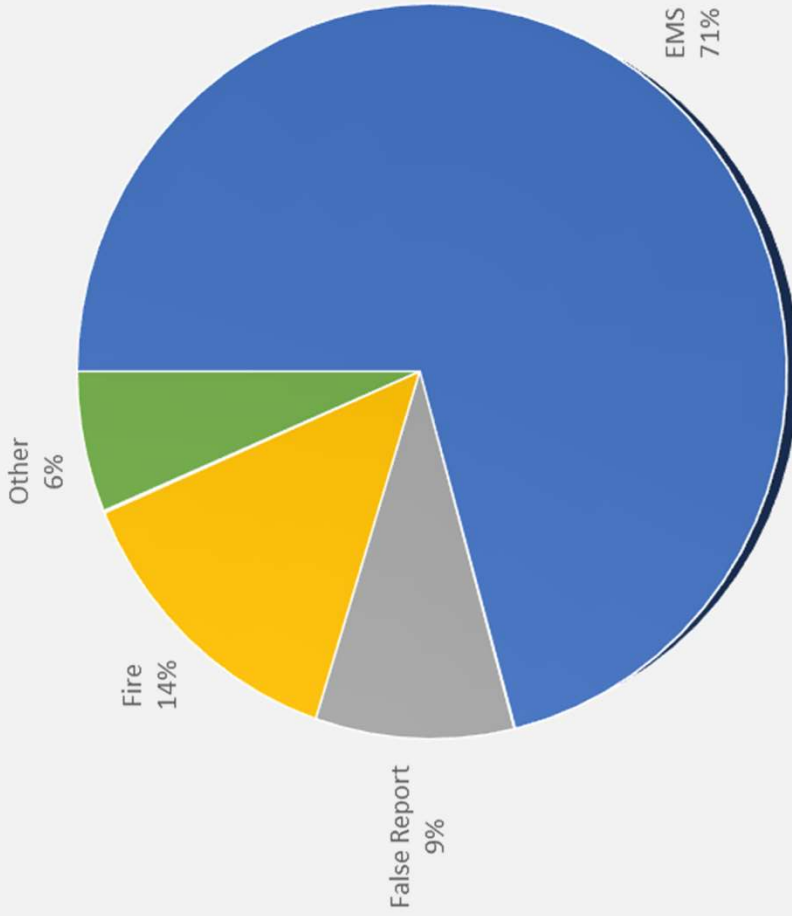
Q3 2022

Station	# Calls	Avg Resp Time
51	273	0:05:50
52	539	0:05:42
53	241	0:06:21
54	649	0:05:50
OSA	306	0:06:57
	2,008	0:06:02

"Response Time" is defined as the time between when the FD is dispatched and when the unit arrived on scene. Does not include incidents with TFD units canceled en route.



Response Type

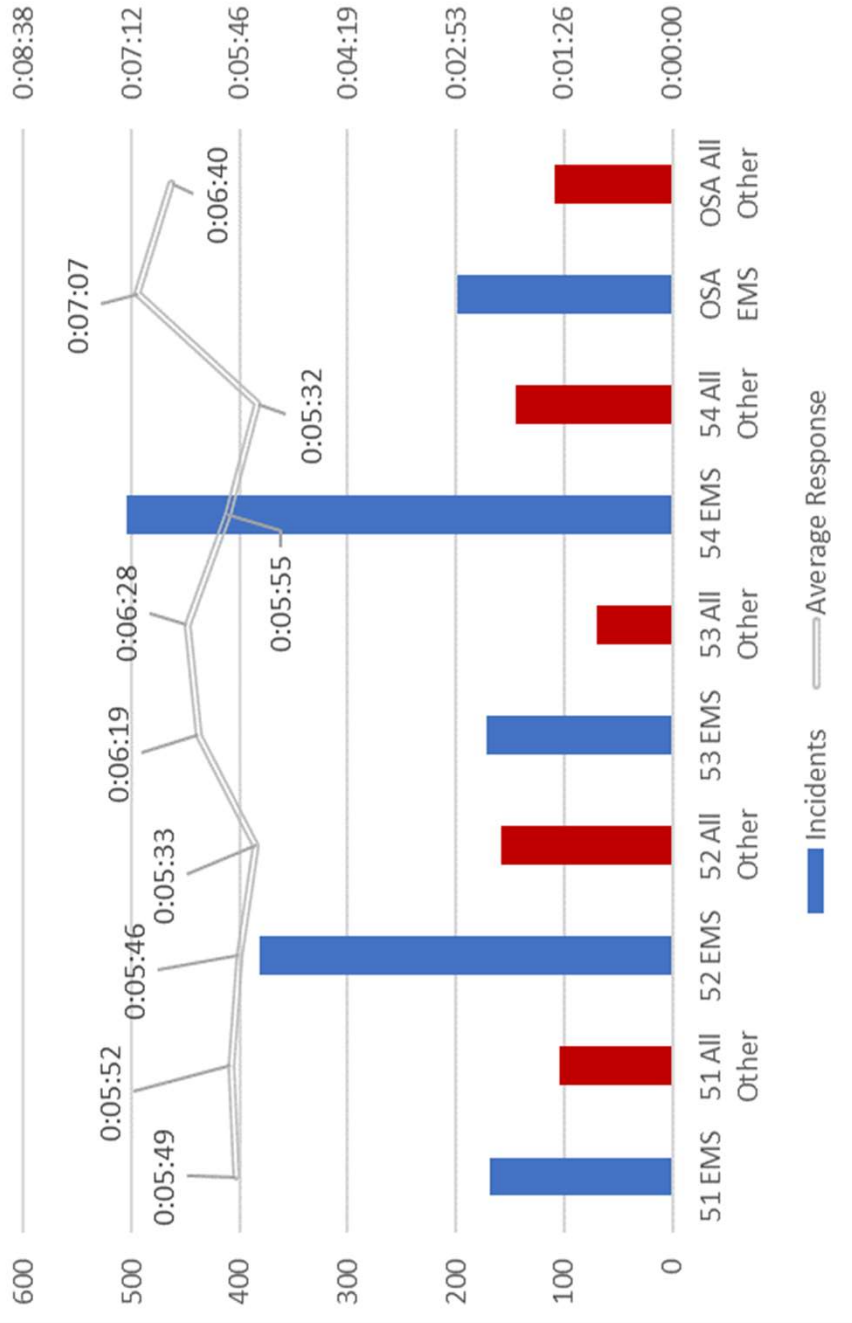


Q3 2022 Response Breakdown

	# Responses	% of Total
EMS	1,501	84%
Explosion	1	0%
False Report	192	11%
Fire	291	16%
Hazardous Material	2	0%
Other	136	8%
	<u>2,123</u>	

Includes all dispatched calls

3rd Qtr 2022: Response Times by Area - EMS & All Other



Area	EMS	All Other
51	169	104
52	381	158
53	172	69
54	505	144
OSA	198	108
	1,425	583

Rev Station	EMS	All Other
51	0:05:12	0:05:19
52	0:06:11	0:05:58
53	0:06:34	0:06:47
54	0:05:58	0:05:59
OSA	0:07:08	0:06:27
	0:06:12	0:06:09

Page only includes incidents with TFD units arriving onscene

COVID₁₉ Highlights



Total TFD Call Volume in Q3'22 saw an increase of 173 calls compared to Q3'21. YTD, Tukwila Fire has responded to 384 more calls this year than last. EMS-related responses makes up the vast majority of the increase, with 399 more EMS calls this year than in 2021.

Also worth noting: TFD responded to 20 fewer calls outside our jurisdiction in Q3 this year compared to last year. YTD 2022, we've responded outside our jurisdiction 22 more times than in 2021. Most of those are Fire-related responses.

Change in Call Volume from Previous Year

Change in Total Call Volume				
Area	Q1	Q2	Q3	YTD
51	-45	60	50	65
52	81	-43	23	61
53	17	8	19	44
54	46	45	101	192
OSA	105	-63	-20	22
All	204	7	173	384

Change in EMS Call Volume				
Area	Q1	Q2	Q3	YTD
51	-30	63	36	69
52	79	0	44	123
53	8	13	16	37
54	31	38	96	165
OSA	60	-36	-19	5
All	148	78	173	399

Change in Fire Call Volume

Area	Q1	Q2	Q3	YTD
51	-13	0	18	5
52	3	-33	-23	-53
53	9	-19	-3	-13
54	15	-19	-6	-10
OSA	36	-20	3	19
All	50	-91	-11	-52

Change in Service Call Volume

Area	Q1	Q2	Q3	YTD
51	-2	-3	-4	-9
52	-1	-10	2	-9
53	1	14	6	21
54	0	26	11	37
OSA	11	-7	-3	1
All	9	20	12	41

* The sum of EMS, Fire, and Service won't equal the Total stated on this page due to Info-Only and Medic-Only calls being removed.

COVID19 Highlights



This is the same data as the previous slide but presented as percent change from prior periods. Q3'22 saw a 9% increase in total call volume compared to Q3'21 and a 7% increase in calls YTD. The largest percentage change of the quarter came from EMS-related responses at 13%.

% Change in Call Volume from Previous Year

Change in Total Call Volume

Area	Q1	Q2	Q3	YTD
51	-22%	26%	21%	10%
52	26%	-10%	4%	5%
53	9%	3%	8%	6%
54	9%	8%	17%	12%
OSA	55%	-20%	-6%	3%
All	15%	0%	9%	7%

Change in EMS Call Volume

Area	Q1	Q2	Q3	YTD
51	-21%	45%	25%	16%
52	36%	0%	12%	14%
53	5%	8%	9%	8%
54	8%	9%	22%	13%
OSA	55%	-17%	-9%	1%
All	14%	6%	13%	11%

Change in Fire Call Volume

Area	Q1	Q2	Q3	YTD
51	-28%	0%	23%	3%
52	4%	-26%	-15%	-15%
53	30%	-32%	-5%	-9%
54	22%	-16%	-5%	-3%
OSA	53%	-22%	3%	7%
All	18%	-19%	-2%	-4%

Change in Service Call Volume

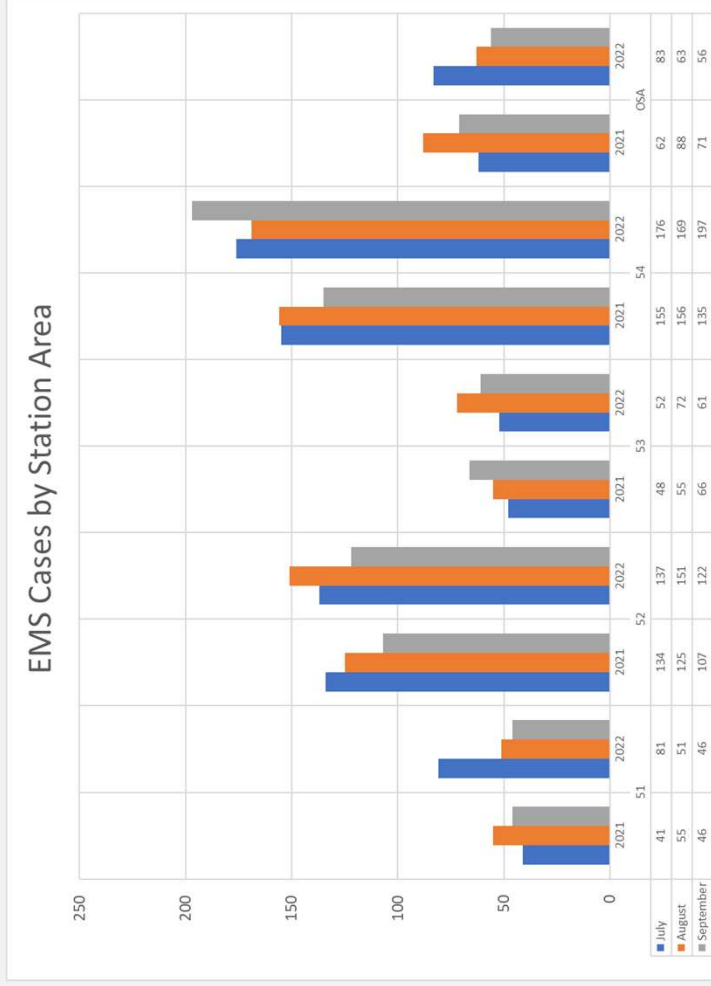
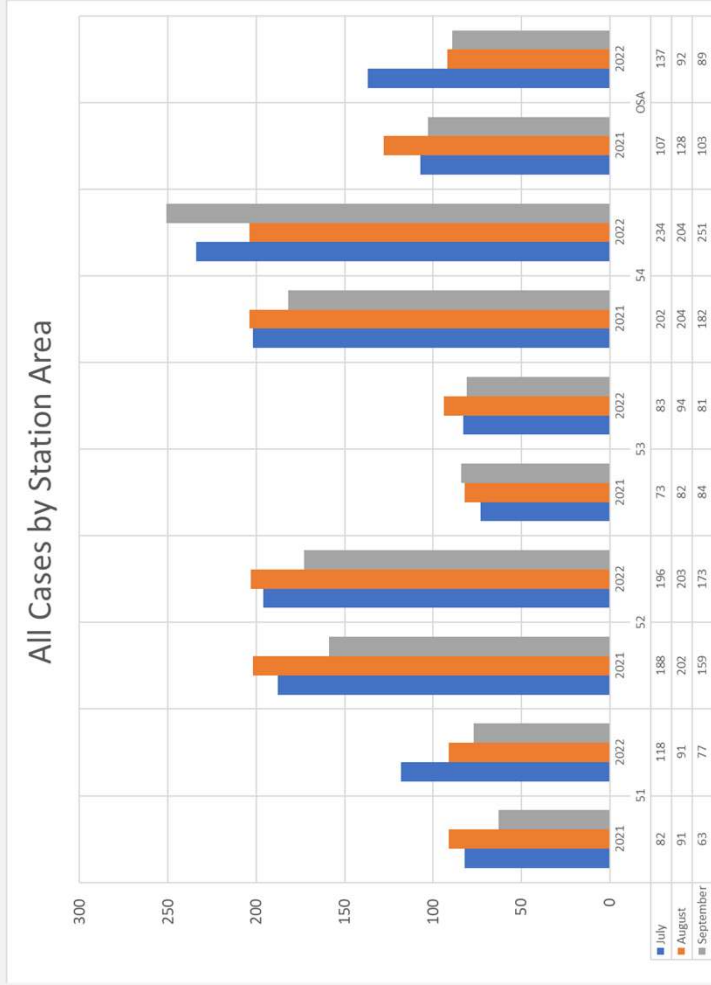
Area	Q1	Q2	Q3	YTD
51	-13%	-17%	-24%	-18%
52	-6%	-40%	8%	-13%
53	5%	175%	46%	53%
54	0%	289%	55%	76%
OSA	100%	-44%	-20%	2%
All	11%	26%	13%	17%

* The sum of EMS, Fire, and Service won't equal the Total stated on this page due to Info-Only and Medic-Only calls being removed.

COVID19 Highlights



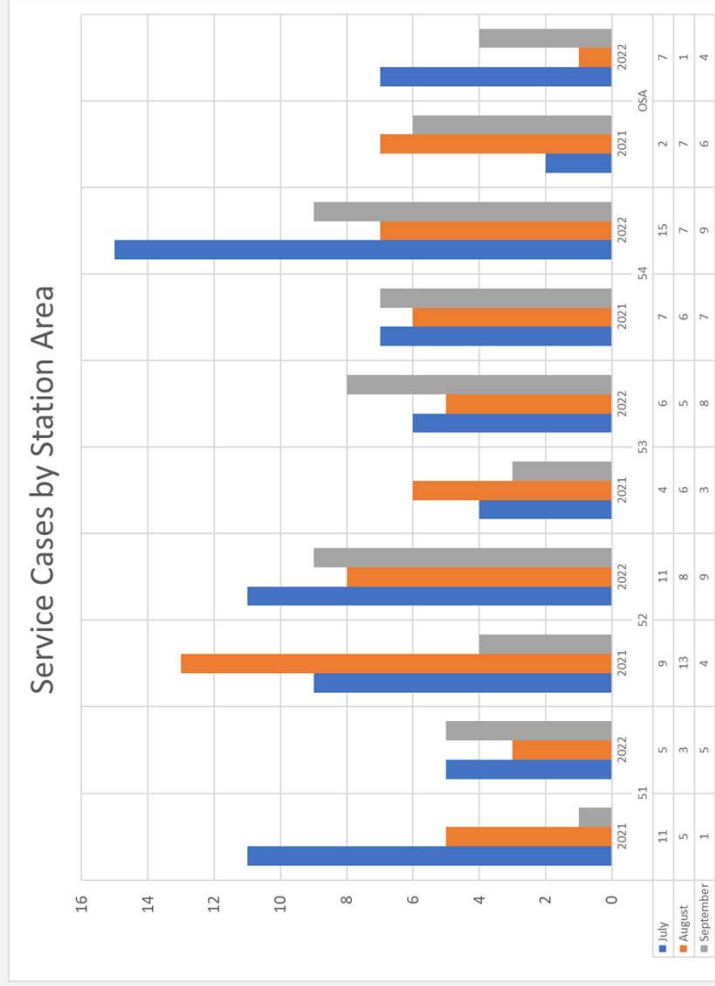
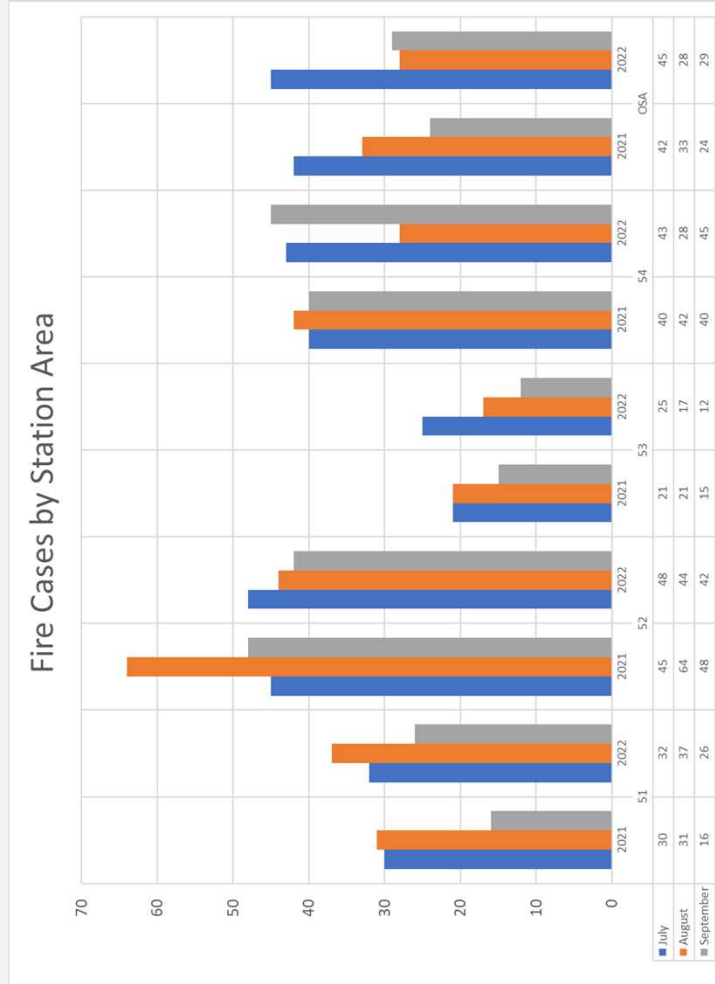
Break down of Total and EMS cases by Fire Station area for the 3rd quarter of 2022 and 2021



COVID19 Highlights



Break down of Fire and Service cases by Fire Station area the 3rd quarter of 2022 and 2021



Administration



Contract for Services: An agreement has been reached between the City of Tukwila and Puget Sound Regional Fire Authority (RFA). The RFA will provide fire and EMS services to the City of Tukwila starting on January 1, 2023. Many resources are being dedicated to start this transition process.

Annexation: A workgroup has started the process to place a proposition to annex the fire department into the Puget Sound RFA on the ballot for City of Tukwila voters to consider. The goal is to have the vote take place within the next two years.

Policies: We are working on the availability of policies from Puget Sound RFA to distribute to all staff for review. The goal is to have basic familiarization prior to January 1, 2023.

Strategic Plan:

The strategic plan will be in place as this transition takes place into Puget Sound Regional Fire Authority. That Strategic plan will be available to view below;

https://pugetsoundfire.org/wp-content/uploads/2016/12/Final-PSF-SP-2019_Spreads.pdf
[Puget Sound Regional Fire Authority - 2020-2024 STRATEGIC PLAN](#)

Administration



Staffing Software:

- **Telestaff:** All TFD personnel that are transferring to the Puget Sound RFA are in the process of being set up in the Puget Sound RFA Telestaff module.
- New Finance software in place and in use with Fire Department (Central Square) – City wide

Regional Service Involvement:

- Valley Comm Finance Committee
- Training Consortium Governance Member
- King County Fire Chiefs' Finance Oversight Committee
- King County Fire Chiefs' Education Committee
- FDCARES/EMS work groups – FDCARES will be responding into Tukwila after the first of the new year
- Zone 3 Public Information Officer Program Member Through the end of this year

Revenue Sources:

- EFR HazMat & Vehicle Incident Responses
- EMS Service Contracts - TriMed Ambulance
- False Alarm Billing – Contracted service; Cry Wolf program to be used with Police and Fire.

Fire Marshal’s Office



Office staff includes:

**Fire Marshal/Battalion Chief Andy Nevens,
Captain Brian Lucero, Captain Patrick Smith, Deputy Fire Marshal Mark Goetsch
Administrative Technician Tammy Sunderlin, and Service Dog Norman.**

Quarter Two Data Points:

Fire Plan Reviews	128
Addressing Projects	0
Fire Investigation Cases (New)	3
Fire Permit Inspections	181
Fire Code Enforcement Cases	56
Public Record Requests	50
Operational Permits Inspections Conducted	0
Life Safety Inspections Conducted	0
Revenue generated (permits, fees, Brycer)	\$100,298

* Assigned to Regional Fire Investigation Group

Fire Marshal's Office



FIRE MARSHAL'S OFFICE 2022 STATISTICS						
DESCRIPTION	Totals	1ST QT 2022 JAN - MAR	2ND QT 2022 APRIL - JUNE	3RD QT 2022 JULY - SEPT	4TH QT 2022 OCT - DEC	2022 TOTAL
Inspections (permit)		146	181	132		459
Record Requests		64	50	38		152
Plan Review						
Construction, Fire permits		215	100	108		423
Landuse, preapps, design review, etc		40	23	20		83
Addressing		3	5	2		16
Plan Review Totals		264	128	130		522
Code Enforcement Cases (CEFD) New		29	56	17		102
CEFD Cases - closed				100		
CEFD Cases - open						
CEFD Cases need follow up						
Operational permit inspections		0	0	0		0
*700-800 potential						
Non-permitted (Fire Safety Inspections)		0	0	0		0
1400-1600 potential						
Fire Investigation Cases (Tukwila only)		6	3	5		14
FMO Cost Recovery (permit fees, plan review fee, insp fee, impact		\$77,291.42	\$95,518.10	\$75,589.09		\$248,398.61
Brycer Revenue Share		\$3,371.58	\$4,780.69	\$4,454.50		\$13,206.77
Revenue Totals		\$81,263.00	\$100,298.79	\$80,043.59		\$261,605.38
FMO Budget (Prevention & Investigation)						\$821,603.00
Budgeted OT (included within total budget)						\$62,000.00
Actual OT						
Difference						
2022 Projects:						
Digitizing records	55%					
Key boxes	70%					
Permit guidelines update	95%					
Brycer addressing updates	50%					
Business registry update	25%					
Fee schedule review / update	85%					
Ordinance review / update	0%					

Operations

Captain Randy Edwards worked his last shift on September 27, 2022. He officially retired as of October 1, 2022, after over 35 years of service.

Captain James Booth earned the Fire Officer Designation from the Center for Public Safety Excellence (CPSE). He is one of only 664 in the Country!

Captain Cathy Browning has been tapped to join the Fire Investigation Unit.

Trainings Attended:

- Pump Academy
- JATC
- Driver Training
- Swift Water Training
- Trench Training
- Rope Rescue Training

Three Recruits in the Academy:

- Recruit Park graduates November 23, 2022
- Recruits Fifield and Morales graduate January 12, 2023

2019 Pierce Ladder 351 Back in Service

- 2006 Pierce back in Reserve status



Overtime Usage



Third Quarter Overtime Comparison - Q3'21 vs Q3'22

Overtime Type	Q3 2021	Q3 2022	\$ Change	% Change	% '22 Q3 OT
Minimum Staffing	\$231,805	\$230,663	-\$1,142	0%	82%
Training	\$6,772	\$12,681	\$5,909	87%	5%
Other	\$13,358	\$10,810	-\$2,547	-19%	4%
Fire Prevention/Invest	\$8,058	\$7,909	-\$149	-2%	3%
Special Assignment	\$6,816	\$6,633	-\$183	-3%	2%
Meetings	\$1,223	\$4,178	\$2,955	242%	1%
Equipment Test/Maint	\$451	\$4,074	\$3,623	803%	1%
Incident Related	\$16,753	\$2,050	-\$14,704	-88%	1%
Billable	\$65,369	\$1,189	-\$64,180	-98%	0%
City/Public Event	\$384	\$735	\$351	91%	0%
Public Safety Bond	\$365	\$0	-\$365	-100%	0%
Total	\$351,354	\$280,923	-\$70,431	-20%	

Support Services



Support Services: Battalion Chief Josh Kelch provides administrative support as well as supervises the two captains assigned to the South King County Fire Training Consortium. The focus during Q3 was the transition to the Puget Sound RFA. The final clearing out from former fire stations 51 and 52 should be complete by next quarter (end of year).

Training Division: One captain is assigned to the Recruit Training Academy, and the other is working in the Technical Rescue Division.

Contract for Services: The vast majority of Support Services work has been re-directed to preparation for the transition to Puget Sound RFA. All facets of our organization are being analyzed for compatibility with the RFA. An example is the move to purchasing all our uniforms (we currently rent uniforms). This is a large order to have in place by the end of the year.

Social Media/PIO: Tukwila is one of 6 departments in Zone 3 (South King County) that take part in a PIO (Public Information Officer) response team. Tukwila's PIO shares in the 24-hour coverage large emergencies when information is requested or needs to be shared with the public through social media or more traditional means. Three-day rotations take place for each of the partner agencies.

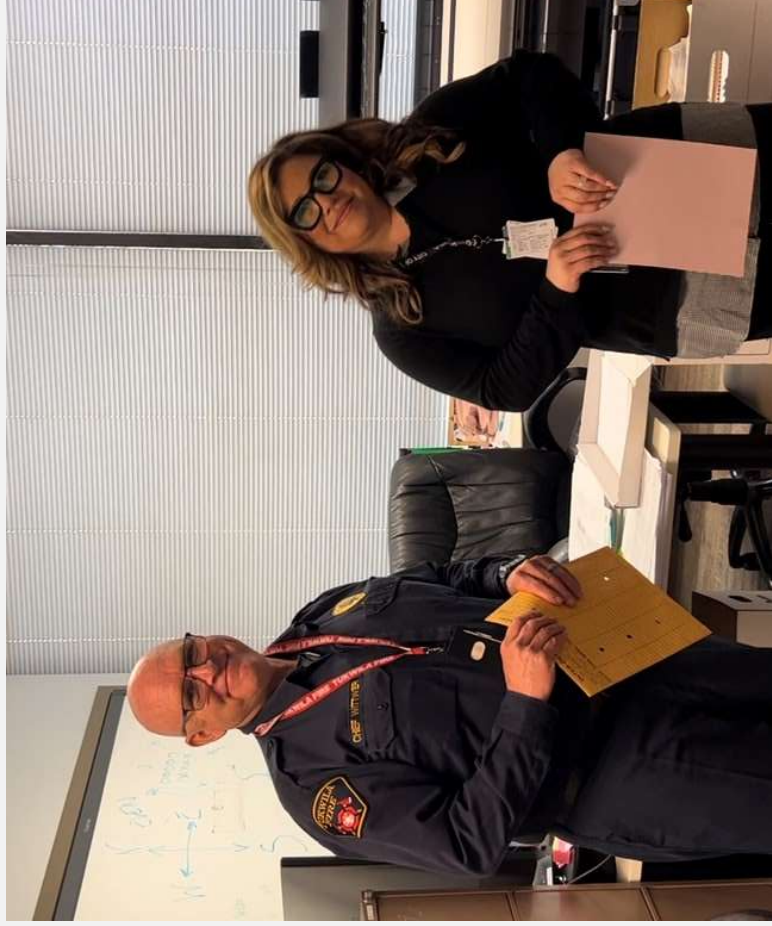
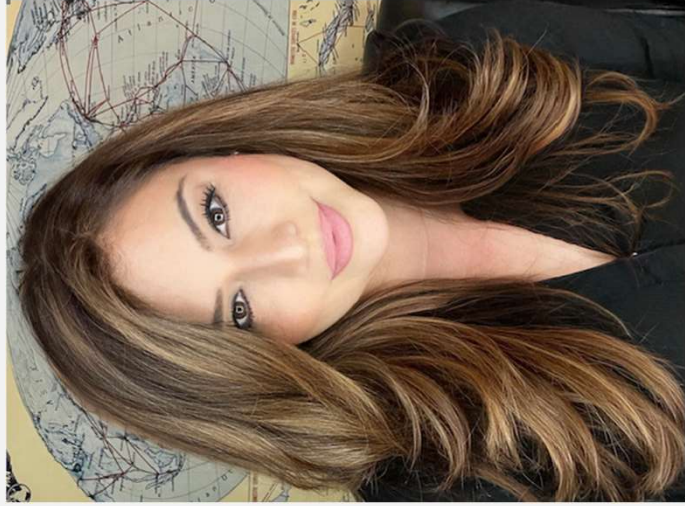
Goals For The Year



1. Facilitate the transition to the Puget Sound Regional Fire Authority by the end of the year.
2. Complete the foundational work in preparation for annexation into the Puget Sound Regional Fire Authority in the next two years.
3. Merge the Fire Marshal's Office with the Puget Sound Regional Fire Authority Community Risk Reduction (CRR) Division.
4. Continued Training and required certifications for personnel, Blue Card Command, State mandated and approved disciplines.
5. Update and approve the Fee Schedule for our Fire Marshal permitting services.
6. To remain within the 2022 adopted budget

Awards & Recognitions

Employee of Third Quarter
Tammy Sunderlin, Fire Marshal Office



Chief Wittwer Presenting the award to Tammy in September 2022

Tukwila Police Department

Community Services and Safety Committee

Quarterly Information Brief

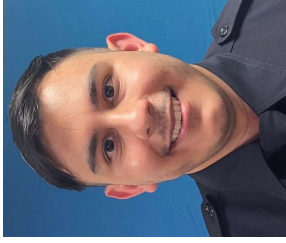
3rd Quarter, 2022



THIRD QUARTER HIGHLIGHTS

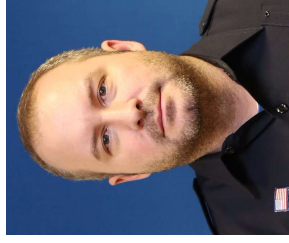
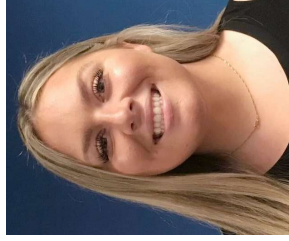
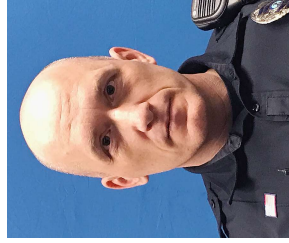
☐ Staffing

- New Disposition Records Specialist
- New Officers



☐ Recognition

- Employees Of The Quarter
- Distinguished Service Medal



THIRD QUARTER HIGHLIGHTS

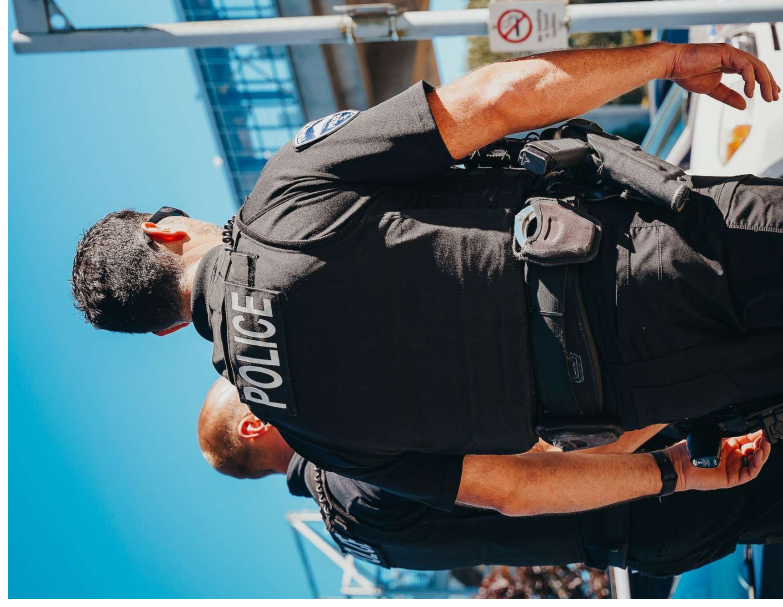
Community Engagement

- Homeless Camps Response
- Community Engagement
- Community Events
 - CRC reopening celebration
 - Coffee With A Cop
 - Night Out Against Crime
 - Community Town Hall



THIRD QUARTER HIGHLIGHTS

□ Significant Operations & Events



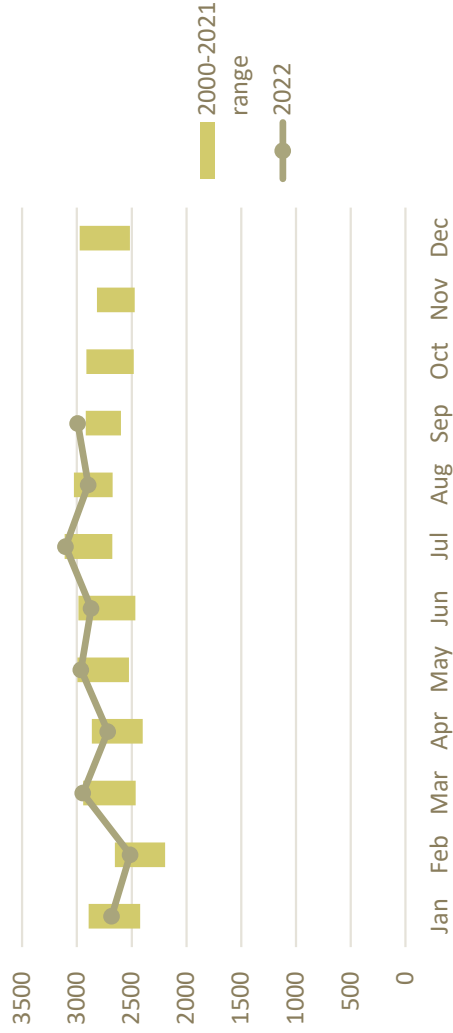
- Regional Partnership Meetings
- Department Meetings
- Emphasis
- Public Disclosure Requests
 - 1,138 of requests received
 - 1,118 processed and closed
 - 140 open and active
- VIIT responses





THIRD QUARTER CRIME STATISTICS

Calls for Service by Month
Comparison of 2022 to 2000-2021



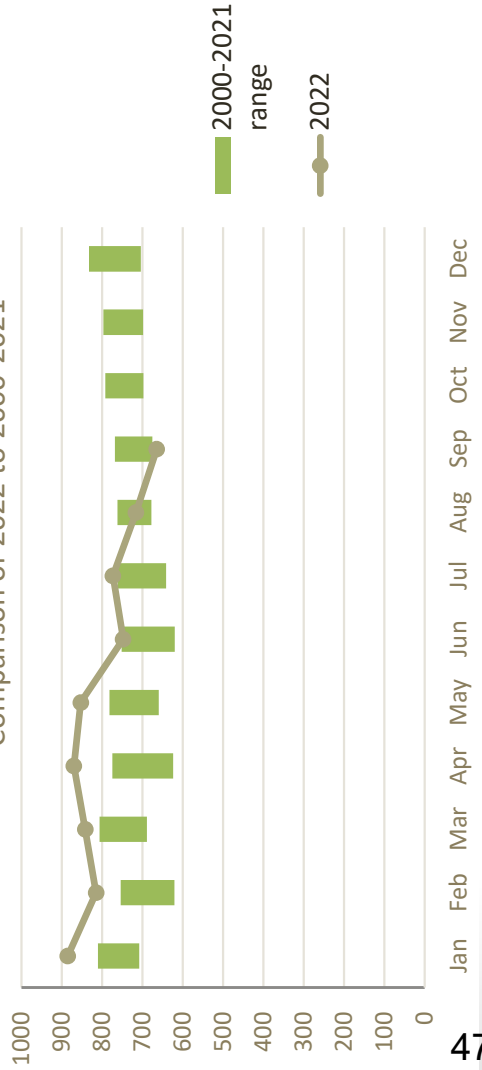
In the third quarter, calls for service remain at or just above the high end of normal, increasing by about ten calls per day over last year.

Case reports in the third quarter are closer to pre-pandemic numbers as compared to the highs in the first two quarters, averaging about four cases per day more than last year overall.

After record highs, monthly auto theft numbers are back into normal range.

Juveniles were listed as suspects in 29 cases in the second quarter.

Case Reports by Month
Comparison of 2022 to 2000-2021



[These charts show the current year (line) as compared to previous years (rectangles). This gives perspective as to a normal range as calculated over the past years.]



Questions?