



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

- ◆ Kate Kruller, Chair
- ◆ Thomas McLeod
- ◆ Cynthia Delostrinos Johnson

<u>Distribution:</u>	
K. Kruller	Mayor Ekberg
T. McLeod	D. Cline
C. Delostrinos Johnson	R. Bianchi
D. Quinn	C. O'Flaherty
	A. Youn
	L. Humphrey

# AGENDA

**MONDAY, NOVEMBER 9, 2020 – 5:30 PM**

~~FOSTER CONFERENCE ROOM  
 (6300 Building, Suite 100)~~

**THIS MEETING WILL NOT BE CONDUCTED AT CITY FACILITIES  
 BASED ON THE GOVERNOR'S PROCLAMATION 20-28.**

**THE PHONE NUMBER FOR THE PUBLIC TO LISTEN TO THIS  
 MEETING IS: 1-253-292-9750, Access Code 797188502#**

Item	Recommended Action	Page
<b>1. BUSINESS AGENDA</b>		
a. Ordinances (2) updating Fire and Parks Impact Fees. <i>Jay Wittwer, Fire Chief; and Vicky Carlsen, Finance Director</i>	a. Forward to 11/23 C.O.W. and 12/7 Regular Mtg.	<b>Pg.1</b>
b. 2020 3rd Quarter Fire Department report. <i>[Continued from October 26 Committee meeting.] Jay Wittwer, Fire Chief</i>	b. Discussion only.	<b>Pg.13</b>
c. A resolution adopting the 2021 Legislative Agenda. <i>Rachel Bianchi, Deputy City Administrator</i>	c. Forward to 11/16 Regular Meeting.	<b>Pg.39</b>
d. King County Regional Approach to Gun Violence. <i>Councilmember Kruller, Chair, Community Services and Safety Committee</i>	d. Discussion only.	
<b>2. MISCELLANEOUS</b>		

**Next Scheduled Meeting:** *November 23, 2020*



The City of Tukwila strives to accommodate individuals with disabilities.

Please contact the City Clerk's Office at **206-433-1800** ([TukwilaCityClerk@TukwilaWA.gov](mailto:TukwilaCityClerk@TukwilaWA.gov)) for assistance.





## **INFORMATIONAL MEMORANDUM**

**TO: Finance Committee**

**FROM: Jay Wittwer, Fire Chief  
Rick Still, Parks and Recreation Director  
Vicky Carlsen, Finance Director**

**CC: Mayor Ekberg**

**DATE: November 3, 2020**

**SUBJECT: Update Fire and Park Impact Fees**

### **ISSUE**

Adjust fire impact fees per Tukwila Municipal Code (TMC) 16.26.080 Annual Fire Impact Fees Updates and park impact fees per TMC 16.28.080 Annual Park Impact Fees Updates.

### **BACKGROUND**

Fire and park impact fees were enacted by the City in 2008 and were updated in 2018. To ensure growth continues to pay for growth, the fee methodology, the level of service and the supporting statistics and data have been reviewed and fees updated accordingly.

Berk, in coordination with the staff Impact Fee Team, undertook an extensive study of the City's historical, existing, and projected growth in population, housing, and employment; examined capital plans and facilities, the PROS Plan and Fire Master Plan, the level of service standards and other pertinent information. The data was analyzed, summarized, and computed to produce an impact fee for each property type listed below:

#### Residential

1. Single Family
2. Multi Family

#### Non-Residential/Commercial

1. Retail
2. Office
3. Industrial

As specified in the TMC, both park and fire impact fees are to be updated annually using the Construction Cost Index for Seattle (June-June) published by the Engineering News Record to calculate the annual inflation adjustments. The adjustment would be effective January 1 of each year.

### **DISCUSSION**

Fire and park impact fees were not updated as they should have been in 2019 for 2020 so the proposed increase includes the 2020 increase as well as the 2021 increase. The increase would be effective January 1, 2021. Per Engineering News Record, the percentage increase is as follows:

June 2018 to June 2019	4.4%	Inflation increase for 2020
June 2019 to June 2020	0.7%	Inflation increase for 2021

**RECOMMENDATION**

Council is being asked to approve the ordinances and consider this at the November 23, 2020 Committee of the whole and subsequent December 7, 2020 Regular Meeting.

**ATTACHMENTS**

Draft Ordinances

Exhibit A - City Cost Index - Seattle

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, AMENDING ORDINANCE NO. 2571 TO UPDATE THE FIRE IMPACT FEE SCHEDULE, AS CODIFIED IN TUKWILA MUNICIPAL CODE CHAPTER 16.26 AS FIGURE 16-1, "FEE SCHEDULE;" REPEALING ORDINANCE NO. 2598; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council adopted Ordinance No. 2571 related to fire impact fees on May 7, 2018; and

**WHEREAS**, Tukwila Municipal Code Sections 16.26.060, 16.26.070 and 16.26.080 provide direction on annual updates to fire impact fees;

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

**Section 1. Repealer.** Ordinance No. 2598 is hereby repealed in its entirety.

**Section 2. Fire Impact Fee Schedule Amended.** Exhibit B to Ordinance No. 2571 is hereby amended to update the Fire Impact Fee Schedule codified as Figure 16-1, "Fee Schedule," as attached hereto.

**Section 3. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

**Section 4. Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation.

**Section 5. Effective Date.** This ordinance or a summary thereof shall be published in the official newspaper of the City, and shall take effect and be in full force January 1, 2021.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Christy O'Flaherty, MMC, City Clerk

\_\_\_\_\_  
Allan Ekberg, Mayor

APPROVED AS TO FORM BY:

Filed with the City Clerk: \_\_\_\_\_

Passed by the City Council: \_\_\_\_\_

Published: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Ordinance Number: \_\_\_\_\_

\_\_\_\_\_  
Office of the City Attorney

Attachment: Updated Figure 16-1, "Fee Schedule," for Fire Impact Fees  
(Exhibit B to Ordinance No. 2571)

## Figure 16-1 “Fee Schedule”

### Exhibit B

#### CITY OF TUKWILA FIRE IMPACT FEE SCHEDULE

	<b>FIRE Impact Fee</b>
RESIDENTIAL – per dwelling unit	<del>\$1,790</del> <u>\$1,882</u>
(a) Single family	<del>\$1,683</del> <u>\$1,769</u>
(d) with fire sprinkler system installed	<del>\$2,062</del> <u>\$2,168</u>
(b) Multi-family	
 COMMERCIAL/NON-RESIDENTIAL	
- per 1,000 square feet of development	
(c) Retail	<del>\$2,005</del> <u>\$2,108</u>
(c) Office	<del>\$784</del> <u>\$824</u>
(c) Industrial/manufacturing	<del>\$467</del> <u>\$176</u>

- 
- (a) Attached accessory dwelling units are exempt from impact fees.
  - (b) A structure with more than two dwelling units.
  - (c) See the more detailed land use descriptions in the Land Use Categories document.
  - (d) 6% discount for single family units with fire sprinkler system installed representing the portion of all incidents that were fire only—as opposed to emergency medical incidents. Per Section 16.26.120.B.9. of the Tukwila Municipal Code, "A fee payer installing a residential fire sprinkler system in a single-family home shall not be required to pay the fire operations portion of the impact fee."





**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, AMENDING ORDINANCE NO. 2572 TO UPDATE THE PARKS IMPACT FEE SCHEDULE, AS CODIFIED IN TUKWILA MUNICIPAL CODE CHAPTER 16.28 AS FIGURE 16-1, "FEE SCHEDULE,"; REPEALING ORDINANCE NO. 2599; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council adopted Ordinance No. 2572 related to parks impact fees on May 7, 2018; and

**WHEREAS**, Tukwila Municipal Code Sections 16.28.060, 16.28.070 and 16.28.080 provide direction on annual updates to parks impact fees;

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

**Section 1. Repealer.** Ordinance No. 2599 is hereby repealed in its entirety.

**Section 2. Parks Impact Fee Schedule Amended.** Exhibit B to Ordinance No. 2572 is hereby amended to update the Parks Impact Fee Schedule codified as Figure 16-1, "Fee Schedule," as attached hereto.

**Section 3. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

**Section 4. Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation.

**Section 5. Effective Date.** This ordinance or a summary thereof shall be published in the official newspaper of the City, and shall take effect and be in full force January 1, 2021.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Christy O'Flaherty, MMC, City Clerk

\_\_\_\_\_  
Allan Ekberg, Mayor

APPROVED AS TO FORM BY:

Filed with the City Clerk: \_\_\_\_\_

Passed by the City Council: \_\_\_\_\_

Published: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Ordinance Number: \_\_\_\_\_

\_\_\_\_\_  
Office of the City Attorney

Attachment: Updated Figure 16-1, "Fee Schedule," for Parks Impact Fees  
(Exhibit B to Ordinance No. 2572)

## Figure 16-1 “Fee Schedule”

### Exhibit B

#### CITY OF TUKWILA PARKS IMPACT FEE SCHEDULE

	<b>PARKS Impact Fee</b>
RESIDENTIAL – per dwelling unit	
(a) Single family	<del>\$2,859</del> <u>\$3,006</u>
(b) Multi-family	<del>\$2,490</del> <u>\$2,618</u>
 COMMERCIAL/NON-RESIDENTIAL	
- per 1,000 square feet of development	
(c) Retail	<del>\$1,308</del> <u>\$1,375</u>
(c) Office	<del>\$1,179</del> <u>\$1,239</u>
(d) K-12 Educational facilities	<del>\$236</del> <u>\$248</u>
(c) Industrial/manufacturing	<del>\$653</del> <u>\$687</u>

- 
- (a) Attached accessory dwelling units are exempt from impact fees.
  - (b) A structure with more than two dwelling units.
  - (c) See the more detailed land use descriptions in the Land Use Categories document.
  - (d) 80% discount for K-12 educational facilities.



## Exhibit A

# City Cost Index - Seattle - As of September 2020



The building and construction cost indexes for ENR's individual cities use the same components and weighting as those for the 20-city national indexes. The city indexes use local prices for portland cement and 2 X 4 lumber and the national average price for structural steel. The city's BCI uses local union wages, plus fringes, for carpenters, bricklayers and iron workers. The city's CCI uses the same union wages for laborers.

To find more recent cost index data, go to this webpage (link below) and click on the link for the year you need, and then navigate to the week you need. Keep in mind that the city cost index figures are always published in the second weekly issue of the month.

[http://www.enr.com/economics/current\\_costs](http://www.enr.com/economics/current_costs)

Go back to [view all City Indexes](#).

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### ENR COST INDEXES IN SEATTLE (1978-2020)

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2020	Sept	6571.23	+3.3	12771.70	+5.6
2020	Aug	6529.50	+2.6	12430.98	+2.8
2020	July	6534.00	+3.0	12140.48	+1.2
2020	June	6415.06	+0.7	12141.83	+0.9
2020	May	6418.90	+0.8	12145.67	+1.0
2020	April	6414.78	+0.9	12141.53	+1.0
2020	March	6264.91	-1.1	11991.29	0.0

YEAR	MONTH	BCI	%CHG	CCI	%CHG
2020	Feb	6390.40	+0.3	12117.14	+0.8
2020	Jan	6395.71	+0.7	12122.45	+0.9
2019	Dec	6384.96	+2.2	12111.70	+5.0
2019	Nov	6366.86	+3.2	12093.59	+4.9
2019	Oct	6368.36	+3.3	12095.09	+8.1
2019	Sept	6363.42	+3.3	12090.15	+4.9
2019	Aug	6365.92	+3.5	12092.65	+5.0
2019	July	6342.31	+3.9	11999.04	+4.5
2019	June	6372.29	+4.4	12029.02	+4.8
2019	May	6369.97	+4.5	12026.70	+4.8
2019	April	6358.72	+4.2	12015.45	+4.7
2019	Mar	6331.97	+4.3	11988.70	+4.7
2019	Feb	6369.72	+4.9	12026.45	+5.1
2019	Jan	6351.66	+4.7	12008.39	+4.9
2018	Dec	6248.72	+3.0	11537.66	+0.8
2018	Nov	6168.03	+2.3	11532.16	+0.8
2018	Oct	6164.80	+2.4	11186.78	+4.4
2018	Sept	6160.57	+2.2	11524.68	+7.4
2018	Aug	6151.14	+2.1	11515.25	+7.4
2018	July	6104.74	+1.4	11480.25	+7.1
2018	June	6103.26	+2.6	11478.76	+7.1
2018	May	6096.76	+2.7	11472.26	+7.2
2018	Apr	6099.84	+2.8	11475.35	+7.4
2018	Mar	6071.20	+3.3	11446.71	+8.4
2018	Feb	6071.20	+3.4	11446.71	+7.6
2018	Jan	6068.61	+3.5	11444.11	+7.7



## INFORMATIONAL MEMORANDUM

**TO:** Tukwila City Council  
**FROM:** Jay C. Wittwer, Fire Chief  
**BY:** Jay C. Wittwer, Fire Chief  
**CC:** Allan Ekberg, Mayor, David Cline, City Administrator  
**DATE:** 10/20/2020  
**SUBJECT:** 2020 Fire Department 3rd Qrt Report

### CURRENT STATUS

The Fire Department is reporting on the performance of the 3<sup>rd</sup> Quarter of 2020. We are providing the status report for incidents and activities during the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Quarters of the 2020 budget year. The Fire Department has met the total adopted budget for Jan 1 to Sept 30, reflected at 75%. Overtime use is tracking (\$48,340) under projected budget as of Sept 30, 2020. The Fire Department is projected to be at or below budget when the final 2020 budget report is provided by the Finance Department. The 6 month review provided by the Mayor, City Administrator and Fire Chief on July 24, 2020 addressed budget in depth, including projects. This report supports that 6 month projection.

### BACKGROUND

This is a standard 3rd Qtr Fire Department report.

### DISCUSSION

#### 3<sup>rd</sup> Quarter covers the period through September 2020

As the attached report shows, the Fire Department is providing service to the community as predicted and within the standards that were adopted by city council in 2019. The Fire Call Trend report, that is attached, also shows that overall calls are down 14%, which is the affects that Covid-19 has had on the need for service to our community.

#### Overtime Usage

One of the key changes in the Fire Department is the reduction in overtime usage from January to Sept 2020 as compared to 2019. As the charts show in the attached 3<sup>rd</sup> Qrt Report, the Fire Department had already instituted changes to its overtime usage in 2020, which caused significant savings.

Due to the impacts of COVID-19 and the "Stay Home, Stay Healthy" order, there was an expectation of reduced revenues as well as reduced calls for service. The first phase of citywide operational reductions included a directive of no overtime without prior authorization of the Mayor. For the Fire Department, this meant not using overtime when there is unscheduled leave and to staff an aid car at Fire Station 52 rather than an engine. This change has resulted in additional savings. It should be noted that if staffing falls below 12, then overtime is incurred to maintain minimum staffing of 12.

- Throughout 2019, the average overtime usage per month was \$59,629. On average, of this \$59,629 monthly overtime cost, \$36,342 was for minimum staffing.
- In 2020, the average monthly overtime usage in Jan-Sept had decreased to \$32,167, of which \$12,730 was for minimum staffing. Sept 2020 did realize a total of \$65,319 for all overtime, with \$8,981 for minimum staffing. Total overtime year-to-date is \$289,504 (54.4% of the annual budget and \$156,036 **under** the budget allocated through Sept). The Department and City Administration team will make adjustments during the 4<sup>th</sup> quarter, if needed to remain within budget for 2020.

The Fire Department has worked diligently in 2020 to stay within the Council's adopted budget. After 6 months in 2020, the Fire Department has only used 54.5% of its allocated budget for overtime. If this rate is sustained, overtime usage for 2020 will be on or below budget. The month of Sept has sustained an increase in total overtime, even with daily staffing levels that remain at 12 per shift. This is due to an increase in reimbursed overtime, this is discussed in the 3<sup>rd</sup> Qrt Report. The Fire Department Management Team is committed to monitoring the occurrences of overtime. Adjustments may be needed to remain within the adopted 2020 Fire Department budget.

### **FINANCIAL IMPACT**

With these changes to the Fire Department budget tracking and adjustment efforts, the overall goal is to better track costs and to bring the ending fund balance for the Fire Department 2020 budget within the adopted budget as approved by the City Council. If a budget amendment is requested before the end of this year, these tracking efforts will bring clarity to the City Council concerning the status of service levels and the Fire Department Budget.

### **RECOMMENDATION**

This is for discussion only, forward to the COW if CSS determines this is necessary.

### **ATTACHMENTS**

- FD 2020 3rd Quarter Report
- Fire Call Trend Sept 2020 (update Oct 4, 2020)





# **Tukwila Fire Department**

## **3rd Quarter Report**

**2020**

# Contents



- Call Volume & Average Response Times
- Response Type, Times & Call Volume
- Response 90% Percental
- COVID19 Highlights
- Administration
- Fire Marshal's Office
- Operations
- Overtime Usage – Minimum Staffing, FMO, Meetings, Trainings
- Goals for the year
- Adjusted COVID Goals
- Emergency Management



## 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Quarter 2020: Call Volume Report

2020 Quarter Report	EMS	Other	Total
2020 Quarter 1	995	396	1391
2020 Quarter 2	717	304	968
2020 Quarter 3	796	371	1167
<b>Grand Totals</b>	<b>2508</b>	<b>1044</b>	<b>3526</b>

## 3<sup>rd</sup> Qrt 2020 Quarter Response Type & Times



Station	Total Incidents	Avg Resp Time	Call Type	Total Incidents	%
51	301	05:26	EMS	796	68.21%
EMS	189	05:23	False	121	10.37%
Other	112	05:31	Fire	101	8.65%
52	203	06:24	Other	63	5.40%
EMS	137	06:24	Pub Asst	51	4.37%
Other	66	06:24	Good Int	27	2.31%
53	180	06:32	HazMat	8	0.69%
EMS	119	06:14	<b>Total</b>	<b>1167</b>	<b>100.00%</b>
Other	61	07:06			
54	483	05:39			
EMS	387	05:38			
Other	96	05:43			
<b>Total</b>	<b>1167</b>	<b>05:52</b>			

# 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> 2020 Quarter Response Type



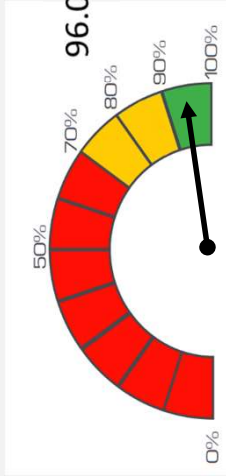
Call Type	Qrt 1	Qrt 2	Qrt 3
False	163	117	121
EMS	995	667	796
Pub Asst	28	45	51
HazMat	21	13	8
Good Int	105	10	1391
Fire	67	51	101
Other	12	65	63
<b>Total</b>	<b>1391</b>	<b>968</b>	<b>1167</b>



# 2020 1st, 2nd & 3rd Quarter 90% Percentile

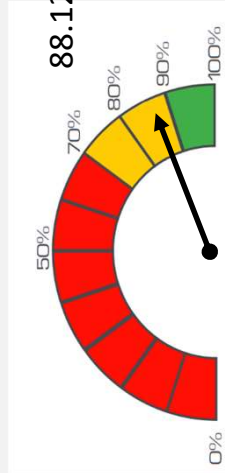
	2019	2020 Q1	2020 Q2	2020 Q3
Fire Turnout	95.33%	90.91%	87.50%	96.04%
Fire Response	80.84%	84.09%	83.33%	88.12%
EMS Turnout	90.81%	89.82%	86.12%	90.75%
EMS Response	86.34%	86.46%	84.48%	87.86%

2020 3<sup>rd</sup> Qtr. Fire Turnout Time: Goal-Met %



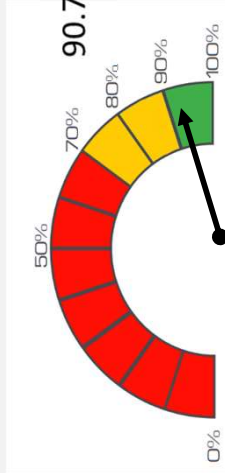
Fire Turnout Time Goal-Met Under 3:01

2020 3<sup>rd</sup> Qtr. Fire Response Time Goal –Met %



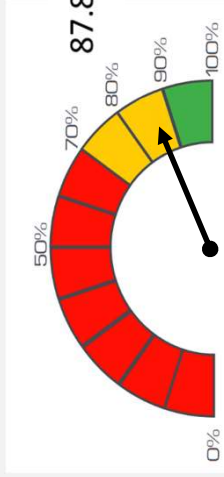
Fire Response Time Goal – Under 7:59

2020 3<sup>rd</sup> Qtr. EMS Turnout Time: Goal-Met %



EMS Turnout Time Goal – Under 2:38

2020 3 Qtr. EMS Response Time: Goal-Met %



EMS Response Time Goal – Under 7:52

# COVID<sub>19</sub> Highlights



1. Total TFD Case Volume in Sept represented a decrease of 5% compared to Sept 2019. In other words, Sept 2020 had 26 fewer cases than Sept 2019
2. EMS continued carrying the case volume metrics lower, with 57 fewer in Sept, vs Sept 2019.
3. Year to date through Sept 30th, total case volume for the Tukwila Fire Department has fallen 14% compared to the same time frame in 2019. This equates to 651 fewer cases total for the year to date vs 2019.

By: Jake Berry

4. Sept 2020 did realize a total of \$40,344.00 for all overtime, with \$31,346.00 for minimum staffing. Total overtime year-to-date is \$165,645 (31.0% of the annual budget and \$145.9K under the budget allocated through Sept). The Department and City Administration team will make adjustments during the 4<sup>th</sup> quarter, if needed to remain in budget for 2020.

Numbers By: Jeff Friend

# Administration

## Public Safety Bond Update:

Apparatus: ~ **1 Pickup Truck ordered** (Battalion Chief)

Stations: ~ **Stn 51**: Final Stages – opening End of Aug, 2020

~ **Stn 52**: Behind City Hall,  $\frac{3}{4}$  completed - opening 1st Qtr 2021

~ **Design Team**: Captain Judkins, BC Konieczka, Rachel B., Fire Chief

## Policies:

- Updating Fire Department Policies
- Adjusted staffing model to address budget, 12 / 13 staffing each shift.

## Strategic Plan:

- Updating 2014 Edition; process underway for 2020-2025





# Administration



## **Staffing Software:**

- Continuing Telestaff Integration w/new PA codes
- Preparing for Fire ESO Integration - take place in 4<sup>th</sup> Quarter

## **Regional Service:**

- Valley Comm Finance Committee
- Training Consortium Governance Board
- King County Fire Chiefs' Finance Oversight Committee
- King County Fire Chiefs' Education Committee
- FDCARES/EMS work groups - on hold because of COVID-19

## **Revenue Sources:**

- EFR HazMat & Vehicle Incident Responses
- EMS Service Contracts - TriMed Ambulance, discussions during 4<sup>th</sup> Quarter
- False Alarm Billing – addressing every shift
- Updating Fire Prevention and new construction permit fees and schedules

# Fire Marshal's Office



## Chief Ben Hayman taken action with many processes in the FMO:

PROCESS	1 <sup>st</sup> Qrt	2 <sup>nd</sup> Qrt	3 <sup>rd</sup> Qrt
Fire Plan Reviews	162	137	133
Special Event Projects	6	0	2
Addressing Projects	13	27	2
Fire Investigator Projects	24	11	21
Fire Code Enforcement Issues	16	51	17
Public Record Requests	11	10	38
Revenues Received for FMO Services	\$71,253	\$48,736	\$65,942
Operational Permits Inspections Conducted	0	0	0
Life Safety Inspections Conducted	0	0	0

**Noteworthy:**

1. Completed buildout of FMO permitting processes in City's new permitting software
2. 2020 Qrts 1, 2 & 3 permit fees = \$175,082 vs total for 2019 \$97,336

# Operations



## Covid-19 Response:

PPE

Training

New Covid Testing Site in Tukwila  
Managed by Tukwila Fire Fighter

Updates shared every day with  
Elected Officials

## Trainings Attended:

- Pump Academy
- Ropes Class
- JATC
- Driver Training

## New Hire plan for Academy:

- 2 or 3 for Feb 2021 Academy

## Mentorship Program

## Staffing Adjustments

## Captain Promotional

**Process** – October 2020

# Overtime Usage & Minimum Staffing



FD 2020 Overtime (Hours)	January	February	March	April	May	June	July	August	September	YTD Total
Minimum Staffing - 'A' Shift	150	188	168			48	426	79	25	1,083
Minimum Staffing - 'B' Shift	43	96	72		12	24	72	113	108	539
Malfunctioning Radio Repeater							48	249	184	481
Deployment - Reimbursement									324	324
Public Safety Bond	6	31	13	1	16	9	12	17	69	171
Contractor Billable OT	28	20	36		8	16	12	4	24	148
Training	35	4	4		30	48		12	9	137
Fire Investigation	4	16	11	9	10	9	19	17	15	109
Overtime			106			3				109
Minimum Staffing - 'C' Shift	67	3	24	1	2			1		97
Training Suppression OT									75	75
Fire Prevention OT	39	30						5		73
Department Meeting	51	2	5	5	6	3	3		4	73
Shift Extension (Call)	6	5	2	5	5	4	15	27		67
Special Assignment					2	13	39	3	10	66
Program/Equipment Support						1		12	51	64
Instructor - Truck Academy	9					43				52
Instructor	9	13				2		19		43
Instructor - JATC	4					24	3	11		41
Academy			28			7				35
AirPak Maintenance/SCBA	6	12				10	3		1	32
Starfire Events/Standby	16		8							24
Instructor - CBT	24									24
JATC	5				18					23
City Meeting	13	1						3	1	17
Instructor - Rescue		12								12
Shift Extension (Report)		3	2	3	1	2	2	1		10
Special Committee Meeting	4		3	3			1			10
Call Back					6	4				9
Public Safety Committee Meeting		5							3	8
Aid Run		4	4							8
Explorers	4									4
Phone Call OT				1	1	1	0	1		3
Educational Leave - Pump Academy									1	1
<b>Total w/PA Codes</b>	<b>518</b>	<b>442</b>	<b>476</b>	<b>26</b>	<b>114</b>	<b>264</b>	<b>656</b>	<b>572</b>	<b>903</b>	<b>3,969</b>

# Overtime Usage & Minimum Staffing



## Highlights:

Total Overtime in Dollars for Sept 2020: 65,319

Reimbursed Overtime:

36,870 (contractor inspections, Mall Stand-by and Deployment)

Overtime minus reimbursed:

28,449

Min Staffing Overtime:

13,316

Other OT:

15,133 (required training, PSP meetings, fire investigations)

## Forecasted Expenditures, to the end of 2020

*To be at or below budgeted amount of 2020 Adopted Fire Department Budget*

## **Goals For The Year (provisos)**

1. 2019 Annual report - RCW 35A.92.030 / COMPLETED
2. Quarterly reports / 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Completed
3. Mid-year report / COMPLETED
4. Third-party consultant budget and management practices / In Process
5. Additional revenues / In Process
6. To remain within the 2020 adopted budget / In Process



# Adjusted COVID -19 Goals

1. Health of our responders – PPE, education, safety
2. Reduce training, except for mandatory or required
3. Scrub Fire Budget - approximately \$80,000
4. Reduce Overtime
5. 12 vs 13 Minimum staffing / Aid354 in service
6. Hiring Freeze - 2 positions (Administration/Support)
7. Working with Local IAFF Local #2088
8. No Travel



## **Emergency Management / Support Services**



**The Future of Emergency Management:** Most items have been transferred between Fire and Police Departments regarding emergency management. Plans have been updated before handing over information to Police. New job posting in process for the new Emergency Manager.

**COVID-19:** With the sweeping changes across the entire City, it was clear that we would have to change the way we do business to make it through this pandemic. This meant allowing employees work from home if possible, with only essential employees reporting to work. Those that did report to work took their temperature upon arrival and used social distance practices. The plan will stay in place for the rest of this year.

**Social Media/PIO:** Tukwila is one of 6 departments in Zone 3 (South King County) that is part of a PIO (Public Information Officer) response team. We are taking our turn on a 24-hour rotation to provide coverage for any large emergency when information is requested or needs to be shared with the public through social media or more traditional means.

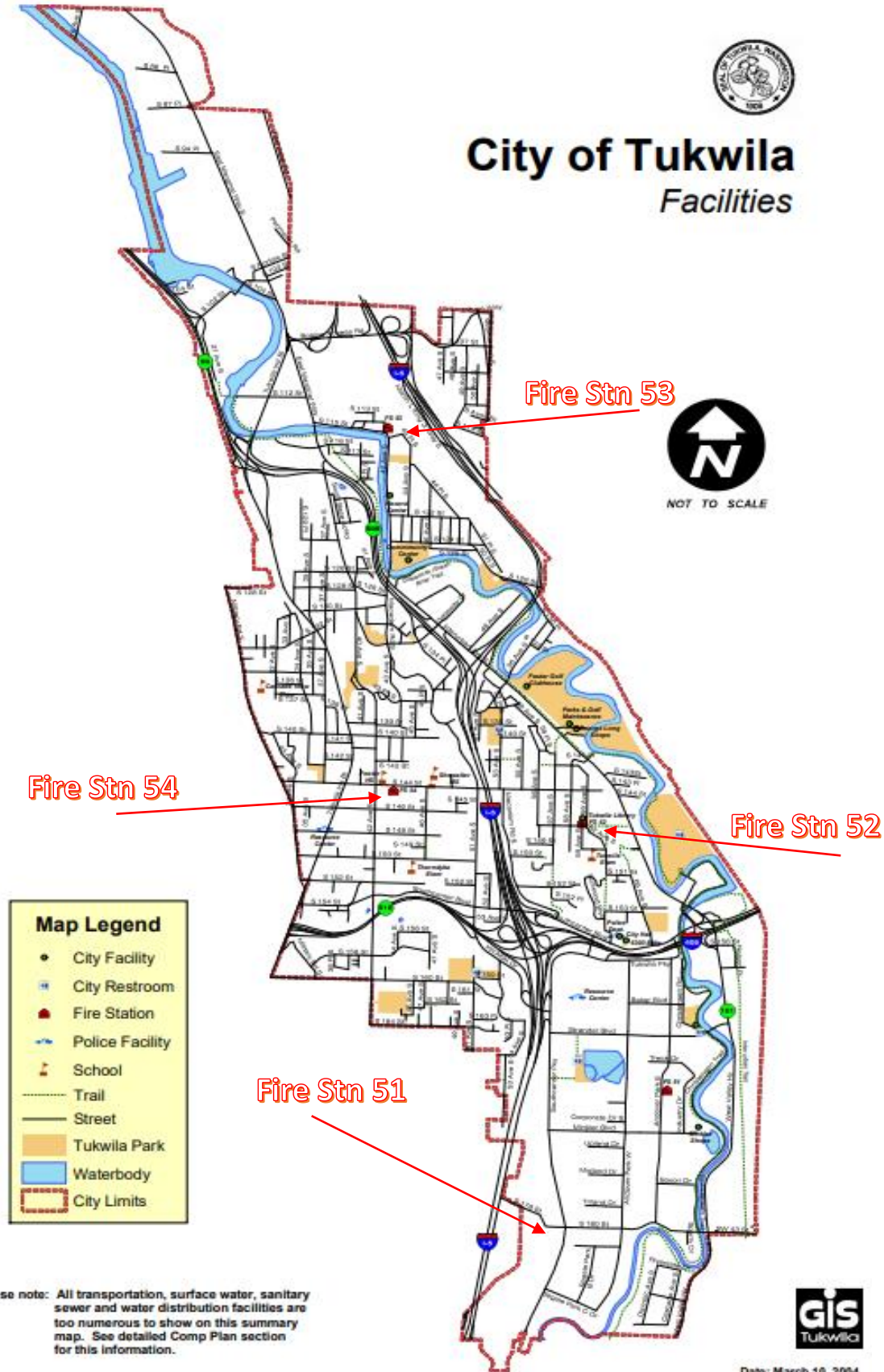


# Tukwila Fire Department Call Volume Report

September '20



## City of Tukwila Facilities



\* Please note: All transportation, surface water, sanitary sewer and water distribution facilities are too numerous to show on this summary map. See detailed Comp Plan section for this information.



Date: March 10, 2004

## % Change in Call Volume Metrics ('20 vs '19)

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
EMS	-7%	4%	-6%	-28%	-32%	-24%	-22%	-3%	-16%	-15%
Fire	3%	-8%	-22%	-9%	-21%	-31%	-10%	9%	28%	-8%
Service	-32%	-69%	-35%	-61%	100%	-13%	-31%	0%	41%	-24%
All Calls	-7%	-6%	-10%	-27%	-26%	-26%	-20%	-2%	-5%	-14%

## # Change in Call Volume Metrics ('20 vs '19)

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
EMS	-28	14	-22	-105	-129	-85	-83	-12	-57	-507
Fire	3	-7	-22	-6	-22	-40	-12	9	26	-71
Service	-10	-33	-7	-19	15	-3	-8	0	7	-58
All Calls	-35	-29	-51	-131	-135	-130	-105	-9	-26	-651

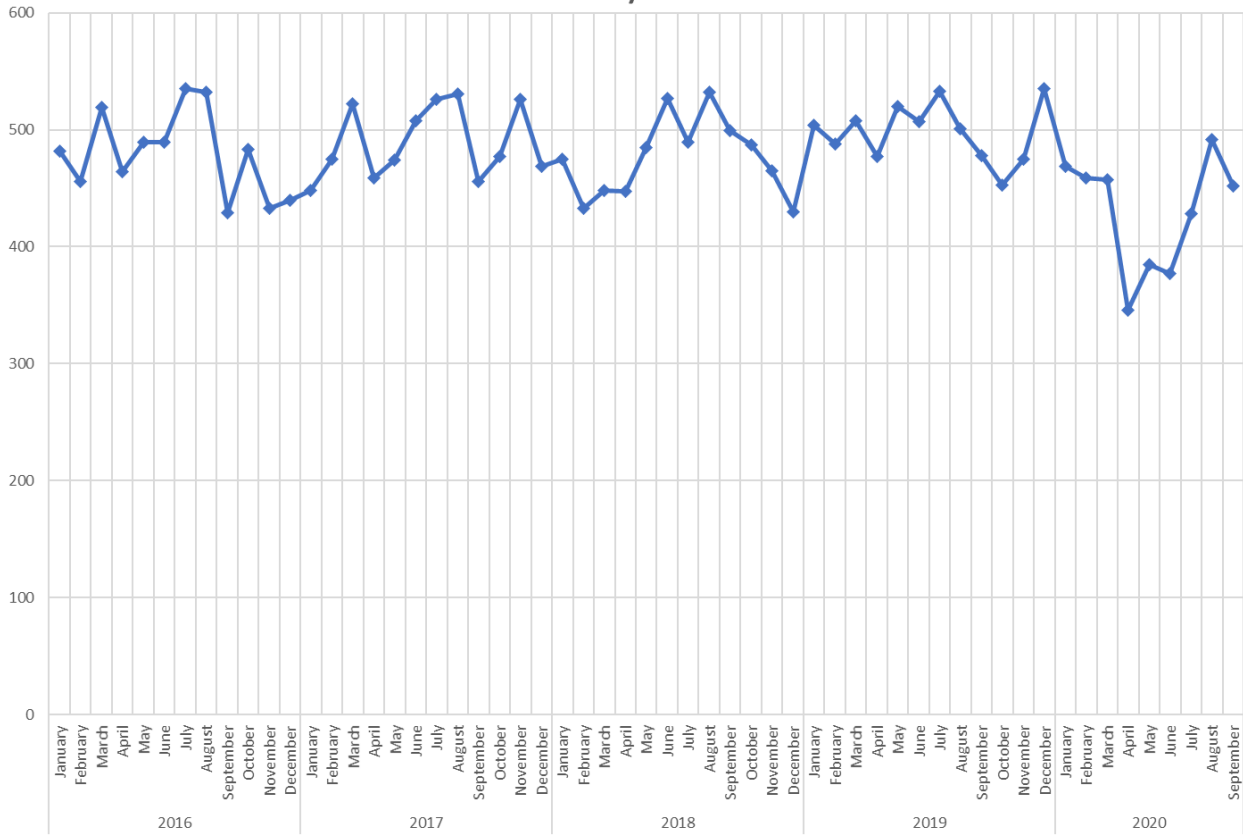
### Synopsis of Above Metrics

1. Total TFD Call Volume in September '20 represented a decrease of 5% compared to September '19 (Jan to August averaged a 15% decrease). In other words, September '20 had 26 fewer calls than September '19.
2. EMS was the only response type that dropped in call numbers as September '20 had 57 fewer calls than September '19. There were 26 more Fire calls and 7 more Service calls.
3. Year to date through September 30<sup>th</sup>, total call volume for the Tukwila Fire Department has fallen 14% compared to the same time frame in 2019. This equates to 651 fewer calls, an average of 2.41 fewer calls each day.
4. 2020 is averaging 14.31 calls per day while 2019 averaged 16.54 (YTD through September 30).

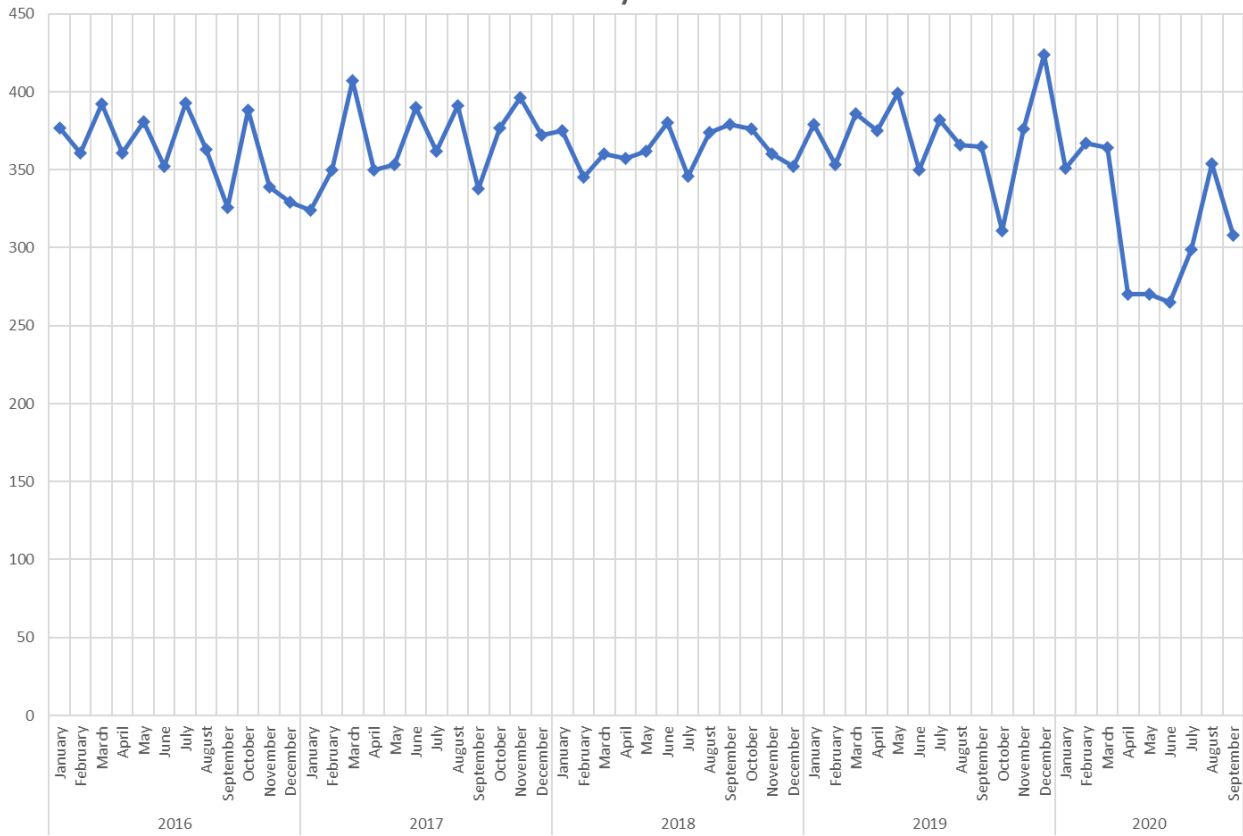
#### Additional notes:

1. Feb 2020 is a leap month with 3.57% more days than the previous three Febs.
2. Because of their infrequent occurrence, Fire and Service response calls are more subject to wilder "% Changes" than EMS responses. YTD, we've averaged just a few of these types of calls (combined) each day. An increase or decrease of just one of these types of calls per day would result in a change of about a third. This helps to explain some of the volatility in the graphs and charts.

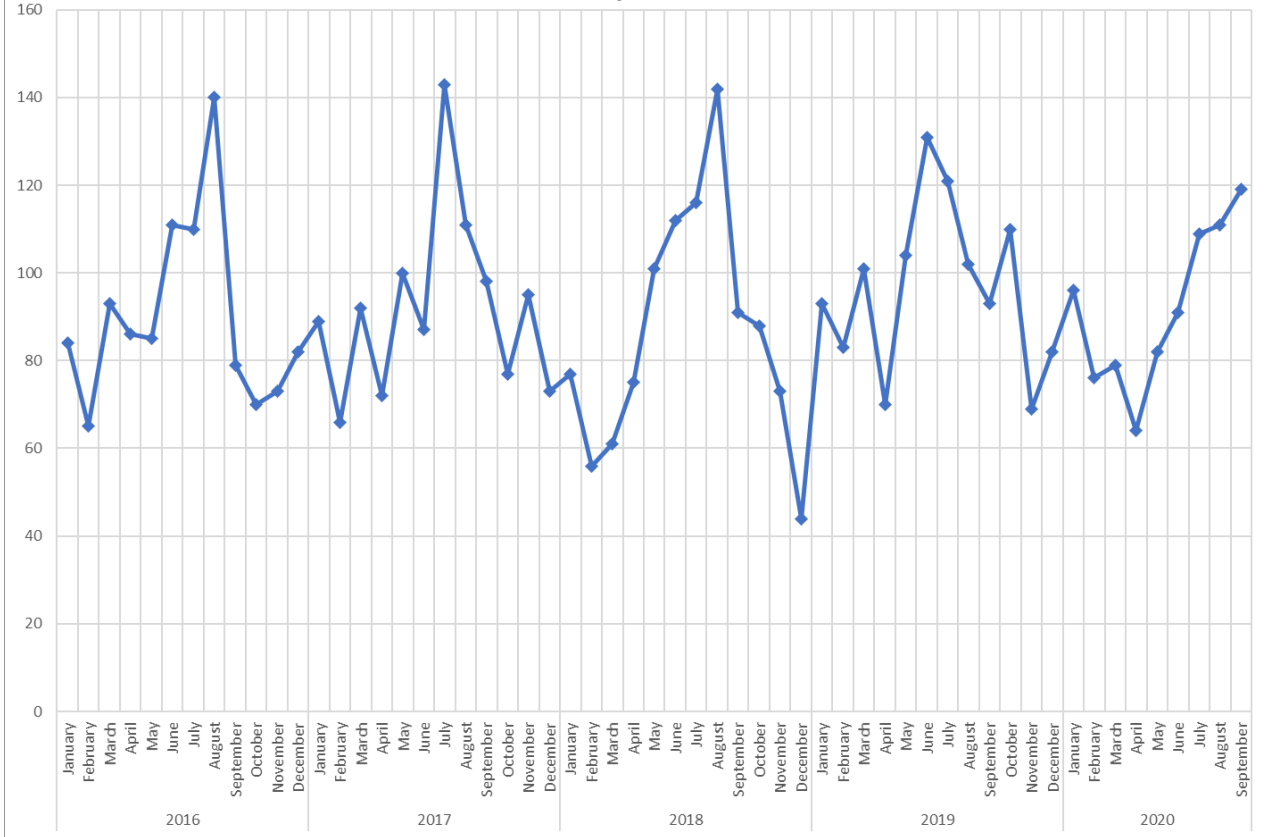
## Total Monthly Call Volume



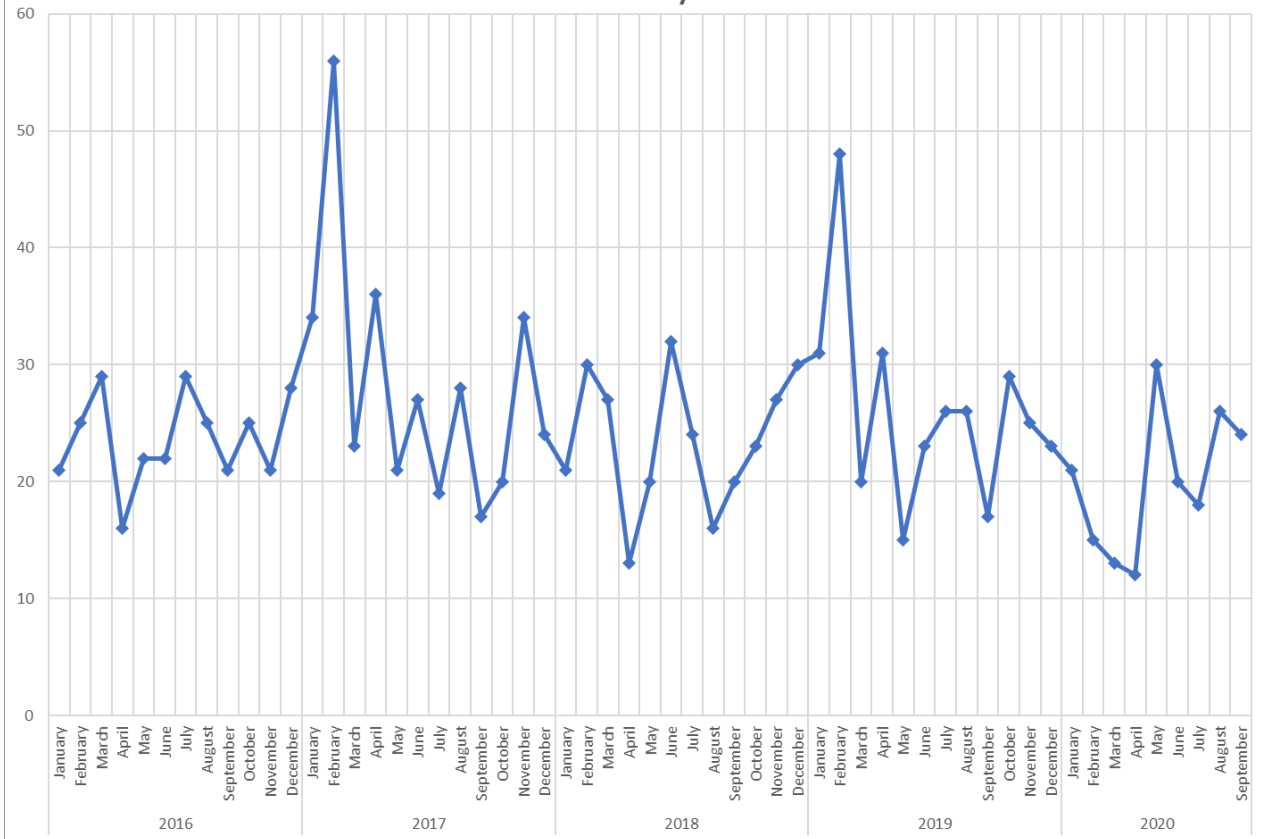
## EMS Monthly Call Volume



## Fire Monthly Call Volume



## Service Monthly Call Volume



Calls by Year/Month					
Year	Month	Total	EMS	Fire	Service
2016	January	482	377	84	21
2016	February	456	361	65	25
2016	March	519	392	93	29
2016	April	464	361	86	16
2016	May	489	381	85	22
2016	June	489	352	111	22
2016	July	535	393	110	29
2016	August	532	363	140	25
2016	September	429	326	79	21
2016	October	483	388	70	25
2016	November	433	339	73	21
2016	December	440	329	82	28
2017	January	448	324	89	34
2017	February	475	350	66	56
2017	March	522	407	92	23
2017	April	459	350	72	36
2017	May	474	353	100	21
2017	June	508	390	87	27
2017	July	526	362	143	19
2017	August	531	391	111	28
2017	September	456	338	98	17
2017	October	477	377	77	20
2017	November	526	396	95	34
2017	December	469	372	73	24
2018	January	475	375	77	21
2018	February	433	345	56	30
2018	March	448	360	61	27
2018	April	447	357	75	13
2018	May	485	362	101	20
2018	June	527	380	112	32
2018	July	489	346	116	24
2018	August	532	374	142	16
2018	September	499	379	91	20
2018	October	487	376	88	23
2018	November	465	360	73	27
2018	December	430	352	44	30
2019	January	504	379	93	31
2019	February	488	353	83	48
2019	March	508	386	101	20
2019	April	477	375	70	31
2019	May	520	399	104	15
2019	June	507	350	131	23
2019	July	533	382	121	26
2019	August	501	366	102	26
2019	September	478	365	93	17
2019	October	453	311	110	29
2019	November	475	376	69	25
2019	December	535	424	82	23
2020	January	469	351	96	21
2020	February	459	367	76	15
2020	March	457	364	79	13
2020	April	346	270	64	12
2020	May	385	270	82	30
2020	June	377	265	91	20
2020	July	428	299	109	18
2020	August	492	354	111	26
2020	September	452	308	119	24



# Call and Response Type Legend

Org. CALL TYPE	Literal Call Type	Response Type	Org. CALL TYPE	Literal Call Type	Response Type
ACCINF	Acc with Inj	EMS	MINFIR	Minor Fir NoThrt	Fire
ACCMDF	ALS Inj Acc	EMS	MUTUAL	Mutual Request	N/A
ACCWAF	VehAcc Inv Water	EMS	NGASIN	NatGas Lk Inside	Fire
AFA	Fire Alarm	Fire	NGASXT	NatGas Lk Outsid	Fire
AID	Aid	EMS	NONSTR	NonThrt SmallFir	Fire
AIDH	Aid Call Hazard	EMS	OBV	Obvious	EMS
AIDMD	Aid Medic	EMS	ODF	Overdose	EMS
AIDMDH	Aid Medic	EMS	ODMDF	Overdose Medic	EMS
AIDSVC	Aid Service	EMS	ODORIN	Odor Invest	Service
AIDUNK	Unknown Aid Call	EMS	ODORXT	Odor Invest Out	Service
BARK	Beauty Bark Fire	Fire	POOLF	Drowning Medic	EMS
BRSH	BrushFire No Exp	Fire	RESCUE	Rescue	EMS
BRSHFX	BrushFire Exp	Fire	RESFIR	Residential Fire	Fire
CHIMNE	Chimney Fire	Fire	RIVER	River Rescue	EMS
CO	CO Alarm	EMS	SERVIC	Non Aid Service	Service
COMFIR	Commercial Fire	Fire	SHACK	Shack Shed Fire	Fire
CPR	CPR in Progress	EMS	SHOTMF	Shooting Medic	EMS
CPRF	CPR in Progress	EMS	SMOKXT	Smoke Invest Out	Fire
DERAIF	Train Derailment	EMS	SPILL	Flammable Liquid	EMS
DROWNF	Drowning	EMS	STABF	Stabbing	EMS
DUMP	Dumpster No Exp	Fire	STABMF	Stabbing Medic	EMS
DUMPEX	Dumpster Exp	Fire	STORM	Storm	Service
ELECTR	Electrical Fire	Fire	SUSFIR	Poss Arson Out	Fire
EXPLOS	Explosion No Fir	Fire	SWFA	Swfa	Service
HZINV	Haz Mat Invest	EMS	UNKFIR	Unk Type Fire	Fire
HZLEAK	Haz Mat Leak	EMS	VEHCOM	Comm Veh Fire	Fire
ILBURN	Illegal Burn	Fire	VEHEX	Veh Fire W/Expo	Fire
INFOF	Info - Non Disp	N/A	VEHPAS	Pass Veh Fire	Fire
MCI1F	MCI	EMS	WASH	Washdown	Service
MEDIC	MEDIC Mutual Aid	EMS	WIRES	Power Lines Down	Service







## **INFORMATIONAL MEMORANDUM**

**TO: Community Services and Safety Committee  
Finance Committee**

**FROM: Rachel Bianchi, Deputy City Administrator**

**CC: Mayor Ekberg**

**DATE: October 15, 2020**

**SUBJECT: 2021 Legislative Agenda**

### **ISSUE**

The City of Tukwila develops an annual legislative agenda for use in Olympia during the legislative session.

### **BACKGROUND**

The City's Legislative Agenda provides direction to staff and consensus among the elected officials as to what policy positions are taken on behalf of the City of Tukwila during the legislative session.

### **RECOMMENDATION**

The Community Services and Safety and Finance Committees are being asked to provide comment and feedback, which will be incorporated into the agenda for discussion and Council consideration at the November 16 2020 Regular meeting. The City's lobbyist, David Foster, will provide a legislative update at the November 16 meeting.

### **ATTACHMENTS**

Resolution in draft form  
Attachment A – Legislative Agenda



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA,  
WASHINGTON, ADOPTING A LEGISLATIVE AGENDA FOR USE  
DURING THE 2021 WASHINGTON STATE LEGISLATIVE SESSION.**

**WHEREAS**, the City Council has agreed to pursue certain legislative issues for 2021; and

**WHEREAS**, the City Council recognizes this agenda is not all encompassing, in that certain additional items may arise during the legislative session that require support or opposition; and

**WHEREAS**, a legislative agenda outlines the priority issues that elected officials may discuss when speaking to members of the Washington State Legislature; and

**WHEREAS**, the City Council agreed to these priorities at the City Council Meeting on November 16, 2020;

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

The Tukwila City Council has identified priorities for the 2021 Washington State Legislative Session that provide a framework for advocacy on behalf of the community. The City of Tukwila 2021 Legislative Agenda is hereby incorporated by reference as Attachment A.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Christy O'Flaherty, MMC, City Clerk

\_\_\_\_\_  
De'Sean Quinn, Council President

APPROVED AS TO FORM BY:

Filed with the City Clerk: \_\_\_\_\_  
Passed by the City Council: \_\_\_\_\_  
Resolution Number: \_\_\_\_\_

\_\_\_\_\_  
Office of the City Attorney

Attachment A: City of Tukwila 2021 Legislative Agenda



## ATTACHMENT A

### DRAFT

#### City of Tukwila 2021 Legislative Agenda

##### Transportation & Infrastructure

- Provide funding for critical local infrastructure, including the **Allentown Bridge**, which is **Structurally Deficient and Functionally Obsolete**.
- Create **stable, reliable infrastructure assistance funding** for cities to assist in repairing roads, bridges and other public infrastructure that support economic development.

##### Housing & Human Services

- Address the housing stability crisis by providing additional tools for rental assistance, foreclosure/eviction prevention and capital construction of affordable housing.
- We strongly encourage the state to **adequately fund human services** programs for the health of the safety net.

##### Shared Revenue

- Include local governments in any new statewide revenues to ensure the long-term health of municipalities.
- The State must continue its role as a **partner with cities**, including reinstating funding for the Public Works Assistance Account and Community Economic Revitalization Board.
- Ensure funding for **Streamlined Sales Tax Mitigation** payments brought back in the 2019 session remain funded and identify a longer-term funding strategy beyond the 2020/2021 biennium.

##### Revenue Reform

- Allow cities the **authority and flexibility** to address the fact that growth in the cost of services continue to outstrip revenues.
- The state should **amend the law** that limits annual property tax growth to 1 percent and work with cities to authorize additional funding flexibility and opportunities at the local level.

##### Education

- Implement **needs-based funding** for allocation of social emotional student support resources and **expand funding for learning opportunities** for summer school students.
- Increase **funding for homeless students** and secondary ELL students.
- Incorporate early learning for low income students as a part of **Basic Education**.

##### Preserve Lodging Tax Flexibility

- Ensure the definition of “tourist” in Washington State **remains flexible** to allow jurisdictions and Lodging Tax Advisory Committees to distribute lodging tax dollars in a manner that **best serves each individual community**.

##### Preparing for Our Future

- Enact policies to prepare to **combat climate change**, including adequately budgeting for its effects and providing tools to cities to prepare and address the ramifications of flooding, pollution and other key factors.
- Continue to invest in **workforce education and job training** to ensure Washingtonians have access to high-quality career and technical education opportunities.

## **Advancing Equity**

- Develop and implement a **racial equity toolkit** for legislation, policies and programs to advance racial equity in Washington.
- **Ensure affordable, high-quality broadband internet access is available to all households and businesses to provide educational, entrepreneurial, business and accessibility equity for all Washingtonians to access the internet.**

## **Police Reform**

- **Enact police reforms** identified by the Association of Washington Cities:
  - Develop a statewide standard for use of force that preserves the right of local jurisdictions to enact more restrictive standards based on community input.
  - Create a database to track officers who have been fired for misconduct and make it accessible to departments in their recruitment and hiring processes.
  - Expand grounds for decertification to include use of force violations.
  - Require that officer misconduct investigations be completed, regardless of an officer's resignation.
  - Establish a duty for all law enforcement officers to immediately intervene and report misconduct or illegal activity by a fellow police officer.
  - Require that all officers receive regular support for vicarious trauma and mental well-being, including peer support, mental health counseling, and appropriate mental health screenings. Officers involved in any fatal use of force must undergo a mental health screening prior to returning to duty.