



City Council Meeting Schedule September 2017

September 5, 2017
Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

September 12, 2017
Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. River of Fire Festival Update
2. Roadmap Project
3. Streateries
4. Franchise Administrative Fee
5. Fire Department Annual Report

September 19, 2017
Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

September 26, 2017
Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Gesa Carousel Update
2. Parks & Recreation Comp Plan Update
3. Bridge to Bridge Implementation
4. Sidewalk Policy

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio Taped

September 2017
Updated 9/8/17

Council Workshop Coversheet



Agenda Item Number	1.	Meeting Date	09/12/2017
Agenda Item Type	Reports/Plans		
Subject	River of Fire Festival		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	City Manager		

Info Only	☐
Policy Review	☒
Policy DevMnt	☐
Other	☐

Summary

Attached is a letter that we received from the Tri-City Regional Chamber of Commerce on August 16th notifying the City that the Regional Chamber's board has made a decision to discontinue the River of Fire Event. Lori Mattson will be at the workshop to present the Regional Chamber's strategic plan and discuss why the River of Fire regional festival is no longer in alignment with their strategic plan.

As you are aware, the River of Fire has been a community-wide event for the past 30 years. Prior to that time and the banning of fireworks in Kennewick, the 4th of July resulted in a significant strain on our public safety resources. The River of Fire event has provided a regional venue for the citizens and visitors in this community, rather than having neighborhood or individual household firework displays. This event contributes significantly to the safety of our community and provides a family friendly atmosphere for the community to attend during the day and culminates with the fireworks display in the evening. It is estimated that approximately 10,000 people are in Columbia Park throughout the day.

The City of Kennewick considers the Tri-City Regional Chamber of Commerce a partner and financially supports the Chamber through dues, attendance at their monthly luncheons and with lodging tax funding for the River of Fire event. In addition, the City supports the Chamber at many ribbon cutting events, throughout the year. It was a surprise and disappointment to receive the attached letter without being involved in the evaluation or decision making process. Upon receipt of the letter, we had a conversation with the Chamber regarding how and to whom the transition would occur for the 2018 event. It was during that discussion that we learned that the Chamber would not be assuring a transition and would not be holding the event in 2018.

Since the event is held in Columbia Park, the community will most likely be looking to the City of Kennewick, not the Tri-City Regional Chamber of Commerce, to explain why this event will not occur in 2018. The Regional Chamber has also notified the City of Richland that they will discontinue Cool Desert Nights event after 2018, providing over a year to transition this event. The Chamber has let us know that they would not be providing that same transition for the River of Fire regional festival.

The City pays the Chamber \$5,250 annually in dues, approximately \$2,000 annually in attendance at Chamber luncheons and approximately \$10,000 (has varied from \$5,500-\$20,000) annually in lodging tax funding for the River of Fire event.

Through

Dept Head Approval

City Mgr Approval

Attachments:

Chamber Letter
Chamber Packet

Marie Mosley

Sep 08, 13:03:20 GMT-0700 2017



August 16, 2017

Dear Community Event Stakeholders,

Following a very thoughtful and deliberate process, the Tri-City Regional Chamber of Commerce announces plans to discontinue as organizer of Cool Desert Nights and the River of Fire Festival.

In February 2017, the Tri-City Regional Chamber's Board of Directors approved the "Chamber 2020 Strategic Plan." Two key objectives of that plan are to align the Chamber's resources with its mission and to divest of programs and events not aligned. This called for a comprehensive review of quality, effectiveness and value of all Regional Chamber programs and events.

Several months ago, the Board of Directors formed a task force to conduct the review, which resulted in the recommendation to divest of Cool Desert Nights and the River of Fire Festival; referring these events to other community organizations whose missions are aligned with such activities. At this morning's meeting, the Regional Chamber Board of Directors accepted the recommendation and directed staff to communicate with stakeholders that the Regional Chamber will not organize the 2018 River of Fire Festival. In addition, the 2018 Cool Desert Nights event will conclude our tenure as organizer.

The Tri-City Regional Chamber of Commerce Board of Directors and staff have enjoyed their partnership with the Cool Desert Nights and River of Fire Festival stakeholders and wish them continued success. Additionally, we are happy to provide all available information and materials to ensure a smooth transition to the next organizing party or parties.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lori Mattson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Lori Mattson
President & CEO



CHAMBER OF COMMERCE

CHAMBER 2020 STRATEGIC PRIORITIES

ENGAGE

STAKEHOLDERS THROUGH HIGH-VALUE OPPORTUNITIES AND INNOVATIVE STRATEGIES



Maximize membership from diverse business leaders across the region

- Grow membership and increase revenue through the implementation of the Chamber 2020 Strategic Plan
- Prepare for an increasingly diverse workforce, workplace and marketplace in terms of generation and ethnicity
- Establish the Chamber as the definitive business organization and leading source for innovative and high quality programming
- Evaluate and differentiate motives for membership



Foster relationships with next generation members who desire to impact the community

- Integrate programs and events for next generation members
- Work with next generation members, individuals and groups to engage them on community issues and collaborative problem solving



Contemporize member communications

- Invest in tools and technologies to communicate with members and the public
- Implement customized means for communicating with members based on demographics and motivation
- Collect and utilize feedback from members to improve the organization and the member experience

BUILD

CAPACITY FOR INCREASED ECONOMIC AND LEADERSHIP RESOURCES



Develop a high-performance team that is a leader amongst regional organizations

- Hire strategic thinkers and experienced business-minded people with knowledge of for-profit enterprise and the community
- Offer commensurate compensation and benefits for an organization with the stature of TCRCC
- Identify skill gaps and develop where appropriate
- Develop a succession plan for CEO and key employees



Develop and retain catalytic volunteer leaders that crave and create change

- Recruit a broad volunteer base with ideas to improve their business and community
- Improve Board and volunteer effectiveness



Align Chamber resources with the Chamber's mission

- Raise revenue primarily for mission goals



Champion community and economic development initiatives

- Identify gaps in resources and services available to businesses
- Identify best practices for entrepreneurship and small business development
- Engage in education and workforce development conversations and initiatives and partner with like-minded organizations
- Support product development projects outlined in the Tri-Cities branding effort

LEAD

THE REGION TO A DYNAMIC ECONOMY AND QUALITY OF LIFE



Advance policies that strengthen business and improve the region's economic climate and quality of life

- Build consensus around, and actively advocate for, unifying business oriented positions on economic and political issues
- Develop and execute effective ways to engage business leaders in advocacy efforts



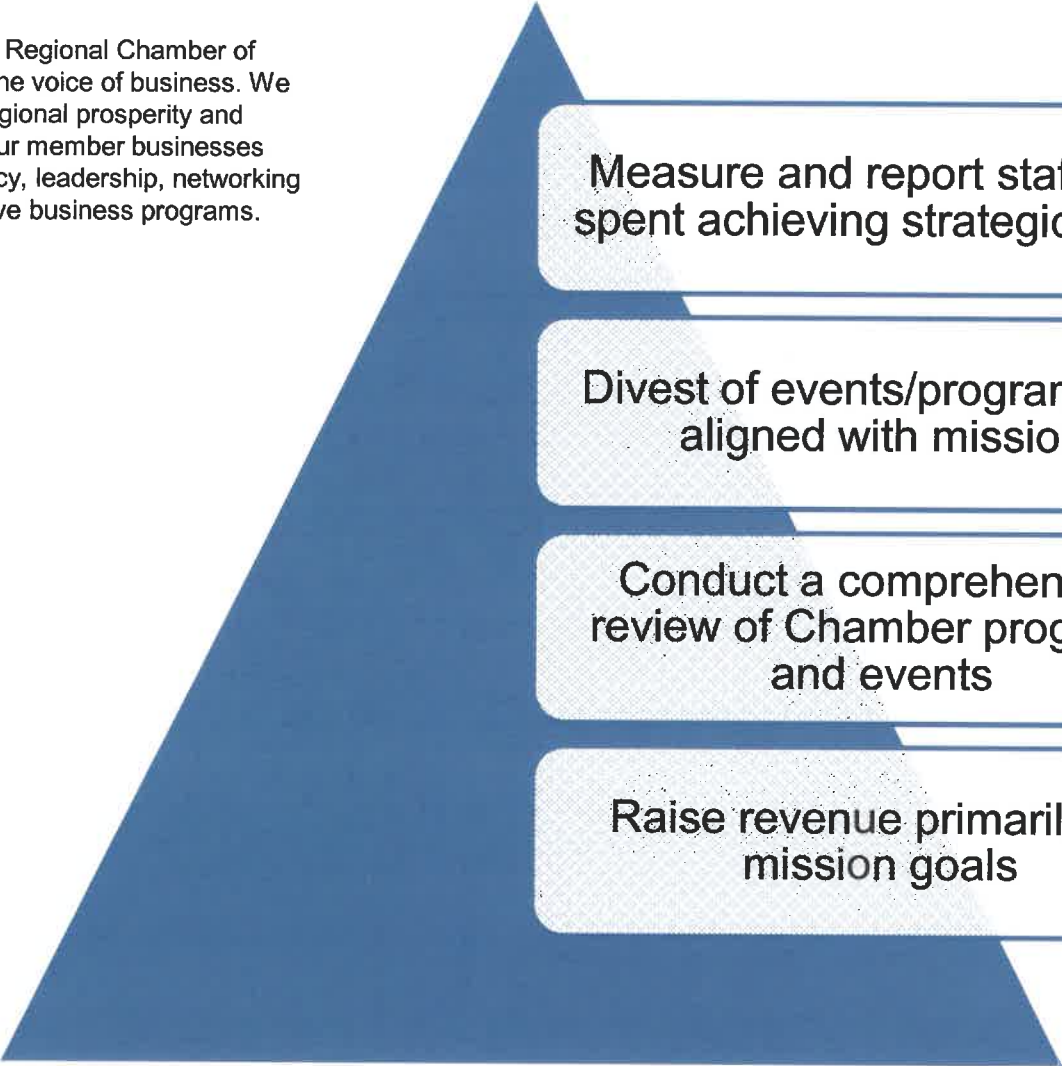
Develop solutions and advocate action that optimize the region

Bolder. Brighter. Better.

Tri-City Regional Chamber of Commerce
7130 W. Grandridge Blvd., Suite C
Kennewick, WA 99336
(509) 736-0510
www.tricityregionalchamber.com

Align resources with mission

The Tri-City Regional Chamber of Commerce is the voice of business. We promote regional prosperity and strengthen our member businesses through advocacy, leadership, networking and innovative business programs.



Measure and report staff time spent achieving strategic goals

Divest of events/programs not aligned with mission

Conduct a comprehensive review of Chamber programs and events

Raise revenue primarily for mission goals

Criteria

- 1** This event/program furthers the mission of the Chamber
- 2** This event/program meets member needs and interests
- 3** This event/program performs financially
- 4** A sufficient amount of members attend/participate in this event/program
- 5** This event/program requires an appropriate use of staff resources
- 6** This event/program strengthens the Chambers position in the market
- 7** If we were to decide today, we would choose to do this event/program

River of Fire Festival

Synopsis:

The River of Fire Festival is the annual 4th of July celebration in Columbia Park. The event is in its 31st year.

Member usage:

This event is held primarily for the community. We estimate over 10,000 people are in Columbia Park throughout the day. There are typically 3-7 member businesses that pay to sponsor the event.

Financial performance:

The majority of the revenue generated by the River of Fire Festival is through sponsorships. Other sources of income are from vendors and the suggested \$8.00 per carload at the gate. It is believed that approximately 3,000 people watch the fireworks show from the Pasco side of the river at Wade Park where we do not collect donations or provide services.

	2008	2009	2010	2011	2012	2013	2014	2017
INCOME	\$50,882	\$53,102	\$53,750	\$61,525	\$59,525	\$61,769	\$82,110	\$80,000
EXPENSES	\$40,759	\$41,955	\$46,871	\$48,455	\$43,026	\$44,966	\$56,997	\$69,000
NET	\$10,123*	\$11,147*	\$6,879*	\$13,070	\$16,499	\$16,783	\$25,113	\$11,000*

*2008, 2009 and 2010 – the Chamber hired the Maurer Group to manage the event.

*2015 and 2016 – Townsquare Media had taken ownership of the event.

*2017 are “budgeted” amounts

Staff resources on a scale of 1 (low) to 5 (high):

3.5 – The River of Fire Festival is a complex event requiring months of planning from an Event Director. Additionally, there are many requirements for the Marketing & Communications Director, President/CEO, Member Development Director throughout several months leading up to the event. This is an all hands on deck event, requiring all staff to work approximately 16 hours on the 4th of July.

Competitive position in the market:

There are two fireworks shows being conducted simultaneously in the Tri-Cities on the 4th of July; the River of Fire show taking place on the Columbia River as well as Pasco’s Grand Old 4th Celebration taking place at Gesa Stadium.

Pasco’s event includes a pancake breakfast, fun run, parade, Cardboard Regatta and Fireworks Show. Over the years, the River of Fire Festival has also included a boat parade, cardboard boat races, stage entertainment, car show, and kid’s activities; however, in 2014 we had scaled it back to focus primarily on the fireworks.

Meets member needs and interests:

Most businesses join the chamber for the following reasons: networking, visibility, advocacy, resources. This event accomplishes:

- ☐ Networking
- ☒ Visibility
- ☐ Advocacy
- ☐ Resources

Program/Event	This event/program furthers the mission of the Chamber	A sufficient amount of members attend/participate in this event/program	This event/program performs financially	This event/program requires an appropriate use of staff resources	This event/program strengthens the Chambers position in the market	This event/program meets member needs and interests	If we were to decide today, we would choose to do this event/program	Total Rating
	Rating Scale - 1 is high - 5 is low							
Women in Business Conference	1.32	1.57	1.62	1.86	1.43	1.57	1.42	10.79
Annual Meeting & Awards Luncheon	1.41	1.3	1.73	1.68	1.78	1.78	1.46	11.14
Monthly Luncheons	1.54	1.62	1.81	2.08	1.81	1.89	1.51	12.26
Small Business Incentive Program	1.35	2.27	3	1.86	1.51	1.65	1.68	13.32
Meet the Buyer	1.57	2.68	2.38	1.92	1.59	1.78	1.67	13.59
Business After Hours	1.59	2.54	2.08	1.94	2.16	2	1.84	14.15
Office Depot Savings Program	2.24	2.24	1.76	1.68	2.59	2.14	1.78	14.43
Meet the Chamber	1.7	2.76	2.56	1.83	1.97	2.16	1.97	14.95
Bridging Partnerships (New in 2018)	1.95	2.62	2.49	2.24	1.92	2.14	2.19	15.55
Good Health is Good Business	2.08	2.22	2.22	2.51	2.22	2.24	2.16	15.65
Economic Gardening	1.51	3.22	3.11	2.38	1.88	2.11	1.86	15.87
Elected Leaders Reception	1.89	2.62	3.11	2.19	1.92	2.24	2.16	16.13
Business Development University	1.59	3.14	2.43	2.27	2.38	2.03	2.35	16.19
LEARN Groups	1.92	2.76	3.24	2.38	2.65	2.27	2.41	17.63
Seattle Seahawks Tickets Sales	3.51	2.76	1.59	2.22	2.86	2.95	2.24	18.13
Cool Desert Nights	3.54	3.35	1.81	3.84	3.43	3.81	3.7	23.48
River of Fire Festival	3.86	3.49	2.69	3.68	3.51	3.76	3.76	24.75

Recommendations to Board

Maintain

- Women in Business
- Annual Meeting & Awards Luncheon
- Monthly Luncheons
- Meet the Buyer
- Business After Hours
- Office Depot Savings Program
- Meet the Chamber
- Bridging Partnerships
- Good Health is Good Business

Refine

- Small Business Incentive Program
- Economic Gardening
- Elected Leader's Reception
- Business Development University
- LEARN Groups
- Seattle Seahawks Ticket Sales

Discontinue

- Cool Desert Nights
- River of Fire Festival



Programs & Events Task Force

Council Workshop
September 12, 2017

CHAMBER

2020



CHAMBER OF COMMERCE

CHAMBER 2020 STRATEGIC PRIORITIES

ENGAGE STAKEHOLDERS THROUGH HIGH-VALUE OPPORTUNITIES AND INNOVATIVE STRATEGIES



Maximize membership from diverse business leaders across the region

- Grow membership and increase revenue through the implementation of the Chamber 2020 Strategic Plan
- Prepare for an increasingly diverse workforce, workplace and marketplace in terms of generation and ethnicity
- Establish the Chamber as the definitive business organization and leading source for innovative and high quality programming
- Evaluate and differentiate motives for membership

Foster relationships with next generation members who desire to impact the community

- Integrate programs and events for next generation members
- Work with next generation members, individuals and groups to engage them on community issues and collaborative problem solving

Contemporize member communications

- Invest in tools and technologies to communicate with members and the public
- Implement customized means for communicating with members based on demographics and motivation
- Collect and utilize feedback from members to improve the organization and the member experience

BUILD CAPACITY FOR INCREASED ECONOMIC AND LEADERSHIP RESOURCES



Develop a high-performance team that is a leader amongst regional organizations

- Hire strategic thinkers and experienced business-minded people with knowledge of for-profit enterprise and the community
- Offer commensurate compensation and benefits for an organization with the stature of TCRC
- Identify skill gaps and develop where appropriate
- Develop a succession plan for CEO and key employees

Develop and retain catalytic volunteer leaders that crave and create change

- Recruit a broad volunteer base with ideas to improve their business and community
- Improve Board and volunteer effectiveness

Align Chamber resources with the Chamber's mission

- Raise revenue primarily for mission goals

Champion community and economic development initiatives

- Identify gaps in resources and services available to businesses
- Identify best practices for entrepreneurship and small business development
- Engage in education and workforce development conversations and initiatives and partner with like-minded organizations
- Support product development projects outlined in the Tri-Cities branding effort

LEAD THE REGION TO A DYNAMIC ECONOMY AND QUALITY OF LIFE



Advance policies that strengthen business and improve the region's economic climate and quality of life

- Build consensus around, and actively advocate for, unifying business oriented positions on economic and political issues
- Develop and execute effective ways to engage business leaders in advocacy efforts

Develop solutions and advocate action that optimize the region

Bolder. Brighter. Better.

Tri-City Regional Chamber of Commerce
7130 W. Grandridge Blvd., Suite C
Kennewick, WA 99336
(509) 736-0510
www.tricityregionalchamber.com

Align resources with mission

The Tri-City Regional Chamber of Commerce is the voice of business. We promote regional prosperity and strengthen our member businesses through advocacy, leadership, networking and innovative business programs.

Measure and report staff time spent achieving strategic goals

Divest of events/programs not aligned with mission

Conduct a comprehensive review of Chamber programs and events

Raise revenue primarily for mission goals

17 Programs & Events

EVENTS

- Annual Meeting
- Business After Hours
- Cool Desert Nights
- Elected Leaders Reception
- Monthly Luncheons
- River of Fire Festival
- Seattle Seahawk Ticket Sales
- Women in Business Conference
- Bridging Partnerships (new in 2018)

PROGRAMS

- Business Development University
- Economic Gardening
- Good Health is Good Business
- LEARN Groups
- Meet the Buyer
- Meet the Chamber
- Office Depot Savings Programs
- Small Business Incentive Program



Criteria

- 1 This event/program furthers the mission of the Chamber
- 2 This event/program meets member needs and interests
- 3 This event/program performs financially
- 4 A sufficient amount of members attend/participate in this event/program
- 5 This event/program requires an appropriate use of staff resources
- 6 This event/program strengthens the Chambers position in the market
- 7 If we were to decide today, we would choose to do this event/program

River of Fire Festival

Synopsis:

The River of Fire Festival is the annual 4th of July celebration in Columbia Park. The event is in its 31st year.

Member usage:

This event is held primarily for the community. We estimate over 10,000 people are in Columbia Park throughout the day. There are typically 3-7 member businesses that pay to sponsor the event.

Financial performance:

The majority of the revenue generated by the River of Fire Festival is through sponsorships. Other sources of income are from vendors and the suggested \$8.00 per carload at the gate. It is believed that approximately 3,000 people watch the fireworks show from the Pasco side of the river at Wade Park where we do not collect donations or provide services.

	2008	2009	2010	2011	2012	2013	2014	2017
INCOME	\$50,882	\$53,102	\$53,750	\$61,525	\$59,525	\$61,769	\$82,110	\$80,000
EXPENSES	\$40,759	\$41,955	\$46,871	\$48,455	\$43,026	\$44,966	\$56,997	\$69,000
NET	\$10,123*	\$11,147*	\$6,879*	\$13,070	\$16,499	\$16,783	\$25,113	\$11,000*

*2008, 2009 and 2010 – the Chamber hired the Maurer Group to manage the event.

*2015 and 2016 – Townsquare Media had taken ownership of the event.

*2017 are “budgeted” amounts

Staff resources on a scale of 1 (low) to 5 (high):

3.5 – The River of Fire Festival is a complex event requiring months of planning from an Event Director. Additionally, there are many requirements for the Marketing & Communications Director, President/CEO, Member Development Director throughout several months leading up to the event. This is an all hands on deck event, requiring all staff to work approximately 16 hours on the 4th of July.

Competitive position in the market:

There are two fireworks shows being conducted simultaneously in the Tri-Cities on the 4th of July; the River of Fire show taking place on the Columbia River as well as Pasco's Grand Old 4th Celebration taking place at Gesa Stadium.

Pasco's event includes a pancake breakfast, fun run, parade, Cardboard Regatta and Fireworks Show. Over the years, the River of Fire Festival has also included a boat parade, cardboard boat races, stage entertainment, car show, and kid's activities; however, in 2014 we had scaled it back to focus primarily on the fireworks.

Meets member needs and interests:

Most businesses join the chamber for the following reasons: networking, visibility, advocacy, resources. This event accomplishes:

- ☐ Networking
- ☒ Visibility
- ☐ Advocacy
- ☐ Resources

Survey

13. River of Fire Festival

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
This event furthers the mission of the Chamber.	☐	☐	☐	☐	☐
A sufficient amount of members attend this event.	☐	☐	☐	☐	☐
This event performs financially.	☐	☐	☐	☐	☐
This event requires an appropriate use of staff resources.	☐	☐	☐	☐	☐
This event strengthens the Chambers position in the market.	☐	☐	☐	☐	☐
This event meets member needs and interests.	☐	☐	☐	☐	☐
If we had to decide today, we would choose to do this event.	☐	☐	☐	☐	☐

Survey Results

Program/Event	This event/program furthers the mission of the Chamber	A sufficient amount of members attend/participate in this event/program	This event/program performs financially	This event/program requires an appropriate use of staff resources	This event/program strengthens the Chambers position in the market	This event/program meets member needs and interests	If we were to decide today, we would choose to do this event/program	Total Rating
	Rating Scale - 1 is high - 5 is low							
Women in Business Conference	1.32	1.57	1.62	1.86	1.43	1.57	1.42	10.79
Annual Meeting & Awards Luncheon	1.41	1.3	1.73	1.68	1.78	1.78	1.46	11.14
Monthly Luncheons	1.54	1.62	1.81	2.08	1.81	1.89	1.51	12.26
Small Business Incentive Program	1.35	2.27	3	1.86	1.51	1.65	1.68	13.32
Meet the Buyer	1.57	2.68	2.38	1.92	1.59	1.78	1.67	13.59
Business After Hours	1.59	2.54	2.08	1.94	2.16	2	1.84	14.15
Office Depot Savings Program	2.24	2.24	1.76	1.68	2.59	2.14	1.78	14.43
Meet the Chamber	1.7	2.76	2.56	1.83	1.97	2.16	1.97	14.95
Bridging Partnerships (New in 2018)	1.95	2.62	2.49	2.24	1.92	2.14	2.19	15.55
Good Health is Good Business	2.08	2.22	2.22	2.51	2.22	2.24	2.16	15.65
Economic Gardening	1.51	3.22	3.11	2.38	1.68	2.11	1.86	15.87
Elected Leaders Reception	1.89	2.62	3.11	2.19	1.92	2.24	2.16	16.13
Business Development University	1.59	3.14	2.43	2.27	2.38	2.03	2.35	16.19
LEARN Groups	1.92	2.76	3.24	2.38	2.65	2.27	2.41	17.63
Seattle Seahawks Tickets Sales	3.51	2.76	1.59	2.22	2.86	2.95	2.24	18.13
Cool Desert Nights	3.54	3.35	1.81	3.84	3.43	3.81	3.7	23.48
River of Fire Festival	3.86	3.49	2.69	3.68	3.51	3.76	3.76	24.75

Recommendations to Board

Maintain

- Women in Business
- Annual Meeting & Awards Luncheon
- Monthly Luncheons
- Meet the Buyer
- Business After Hours
- Office Depot Savings Program
- Meet the Chamber
- Bridging Partnerships
- Good Health is Good Business

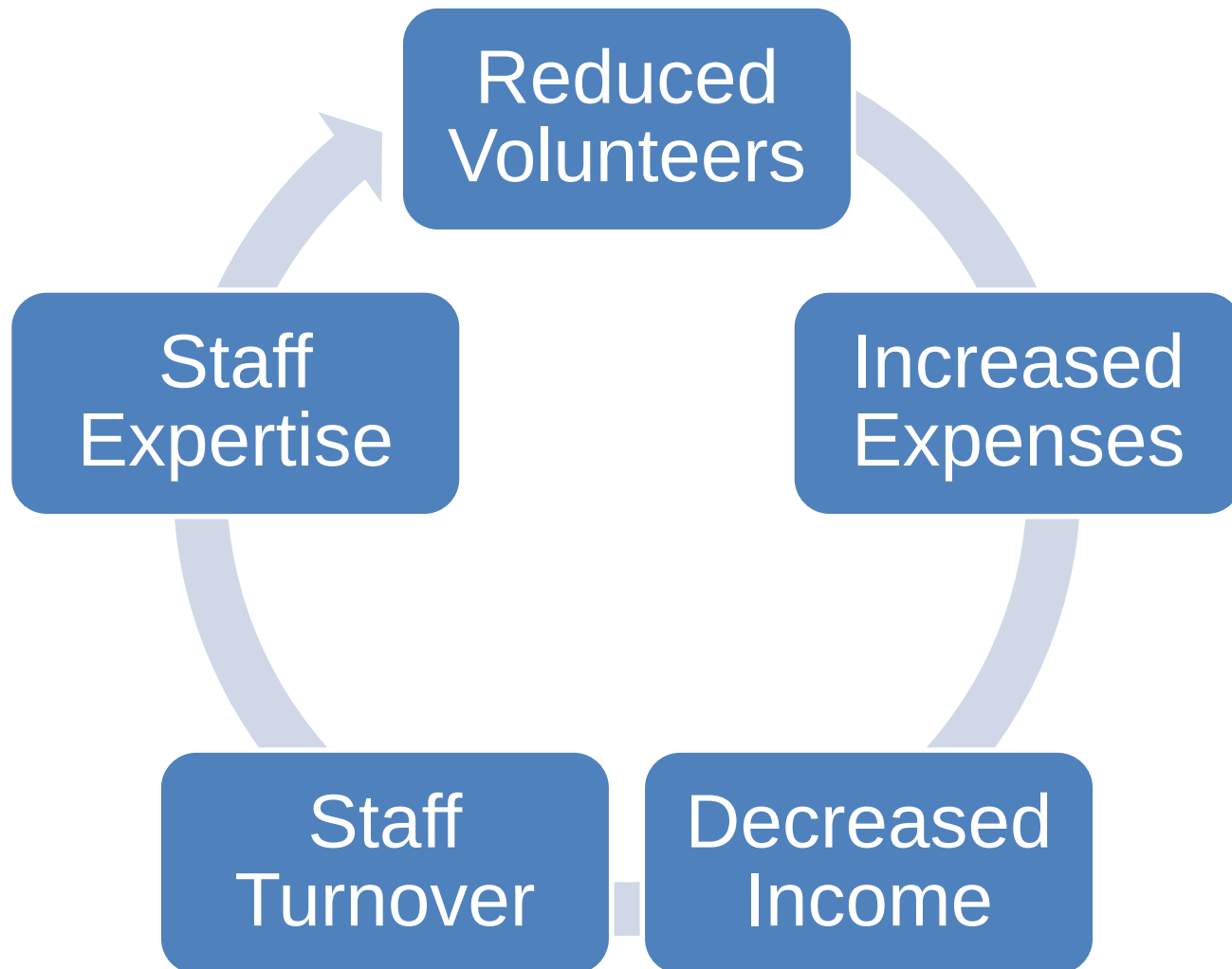
Refine

- Small Business Incentive Program
- Economic Gardening
- Elected Leader's Reception
- Business Development University
- LEARN Groups
- Seattle Seahawks Ticket Sales

Discontinue

- Cool Desert Nights
- River of Fire Festival

River of Fire Festival Challenges





Council Workshop Coversheet



Agenda Item Number	2.	Meeting Date	09/12/2017
Agenda Item Type	Presentation		
Subject	Contractor's Roadmap		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	☒
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

Staff will provide an overview of the Contractor's Roadmap project, a partnership between the city and Washington State Department of Commerce, intended to help contractors navigate state and local regulations and ultimately create jobs.

Through

Emily Estes-Cross
Sep 06, 10:36:04 GMT-0700 2017

Dept Head Approval

City Mgr Approval

Marie Mosley
Sep 07, 13:01:09 GMT-0700 2017

Attachments: Roadmap Project Presentation



Regulatory Roadmap

WASHINGTON STATE DEPARTMENT OF COMMERCE

Roadmap Project

September 12, 2017



Objectives



- Department of Commerce
2016 state budget initiative
- Help employers create more jobs by helping them navigate state and local regulations
- Address employer concerns:
 - Lack of clear information and standards
 - Absence of predictability and certainty
 - Confusing, duplicative, conflicting requirements
 - Difficulty anticipating and managing regulatory requirements
- Reduce burdens on small businesses



Roadmaps

- Seattle Restaurant Pilot
- Spokane & Spokane Valley Restaurants
- Tacoma Restaurant Location Selection
- Manufacturing: Lynnwood, Marysville, Arlington



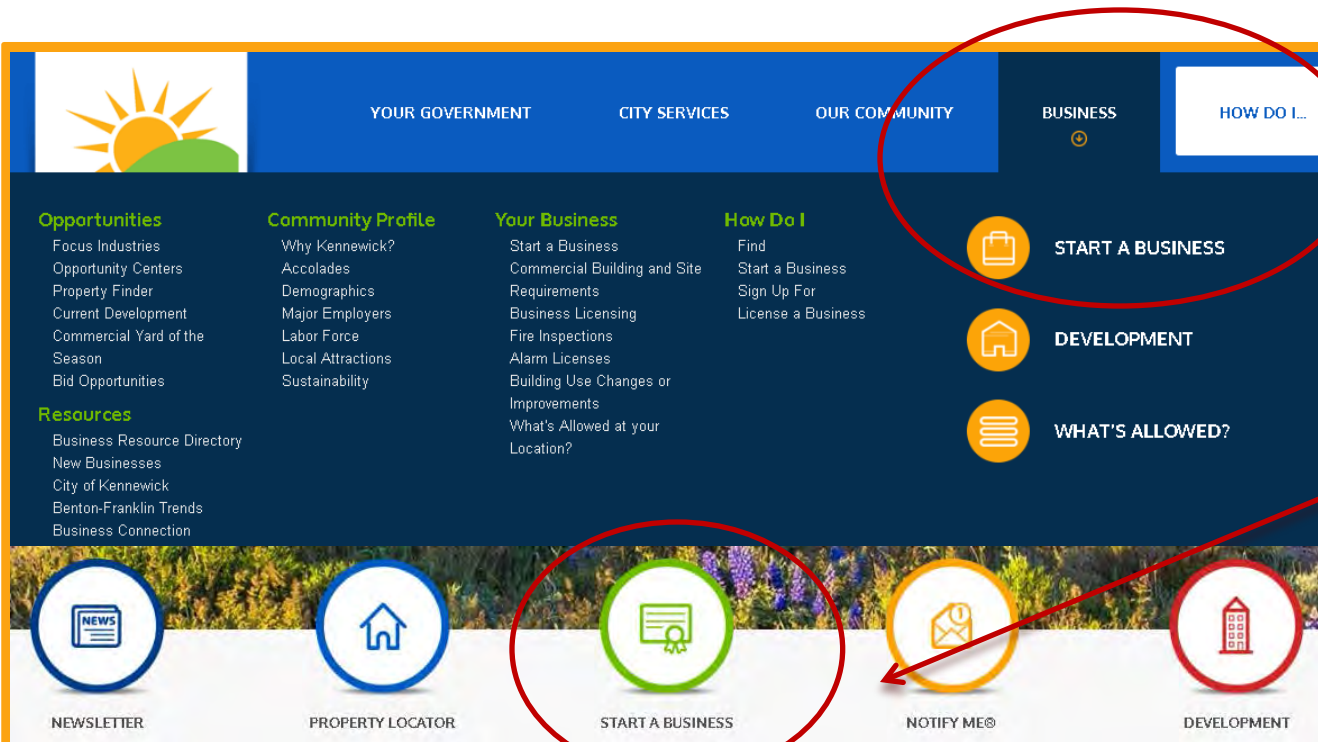
Key Principles



1. Information and streamlining based on looking through the lens of the businesses that are regulated.
2. Information should be presented based on what a business is trying to accomplish, and not based on individual permits, licenses or other requirements.
3. Regulatory requirements should be communicated as completely and as transparently as possible.
4. Because businesses deal with more than one agency, information from all the relevant state and local agencies should be integrated.



Contractor Businesses



From
Go2Kennewick.co
m



Phase 1: Contractor Roadmap

Starting a Construction Business
Click on the map to navigate through the steps



Planning

Build a strong foundation

- Business structure
- Financing
- Marketing
- Operational planning
- Education & skills



Safety

Regulations & requirements

- Rules & requirements
- Identifying hazards
- Accident prevention program
- Reporting accidents
- Top 10 violations



You're in Business

What to expect

- Controlling costs
- Subcontracting
- Reporting & filing
- Taxes
- Inspections



Permitting

Get your projects permitted

Coming soon—
under construction



Employees

Being an employer

- Hiring employees
- Employee vs. independent contractor
- Wages & leave
- Payroll & reporting



License/Registration

Regulations & requirements

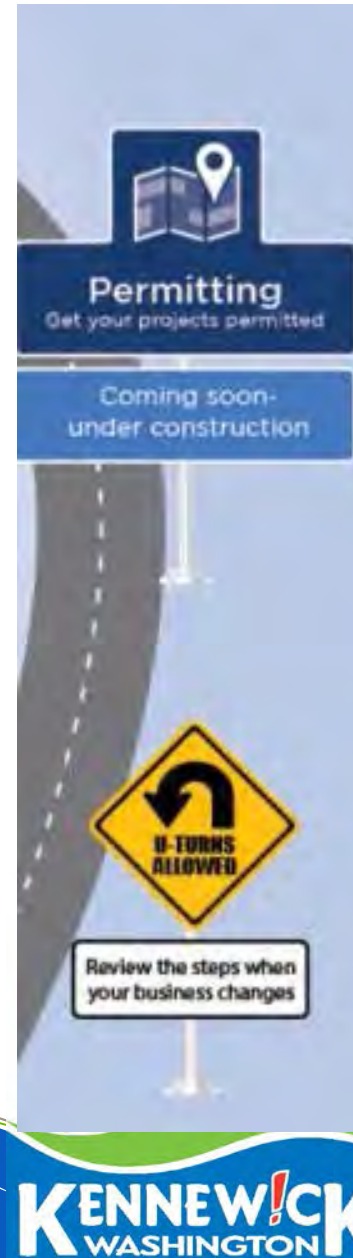
- Contractor registration
- City & state requirements
- Costs & timeframes
- Steps for success



Review the steps when
your business changes

Phase 2: Permitting Steps

- Department of Commerce research: local builder/developer process experience
- Data analysis:
 - Quantity and type of projects permitted each month
 - Length of time between permit application and issuance
 - Most common delay in permit issuance
 - Number of businesses that use express permitting
 - Express permitting costs
 - Express permitting turnaround time from application to issuance
 - Most frequently asked permitting questions
- Website analytics



Phase 3: Broad Application

- Reformat “Start a Business” Go2Kennewick.com module
- Application of roadmap concept to other processes on website and in communication materials



KENNEWICK WASHINGTON Economic Development

OPPORTUNITIES RESOURCES COMMUNITY PROFILE YOUR BUSINESS HOW DO I

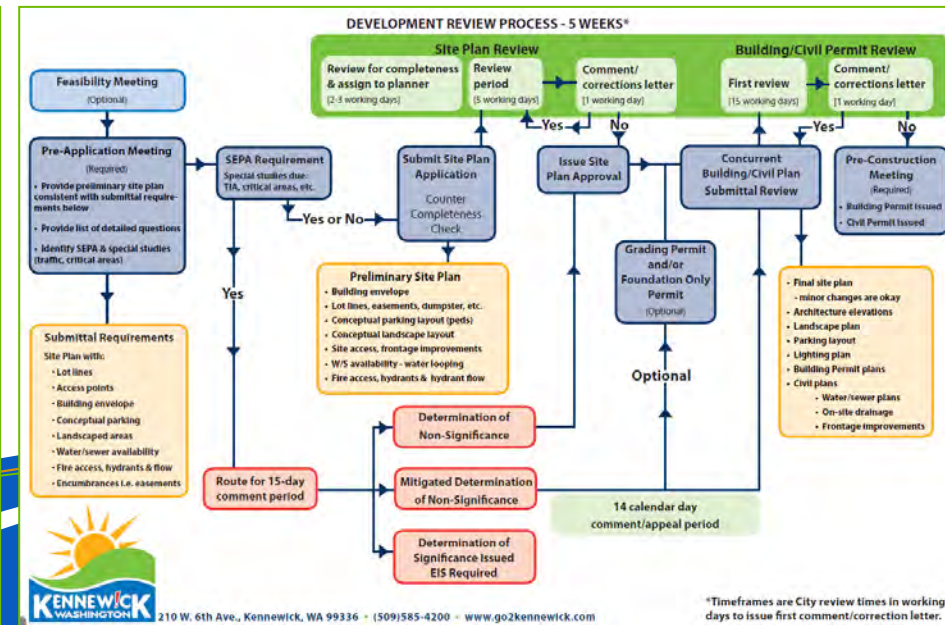
Find Services, Departments, Locations and More Search

Start a Business

We know you can choose to do business anywhere, and we're excited and grateful you've considered Kennewick! To get started, select your business type. You will find steps and other information specific to your situation.

Food and Beverage
Restaurants, cafes, bars, coffee shops and other food and beverage providers.

Retail Business





Questions?



Council Workshop Coversheet



Agenda Item Number	3.	Meeting Date	09/12/2017
Agenda Item Type	Presentation		
Subject	Streateries		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	☒
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

The concept of "streateries" -- street-side, outdoor, cafe style eateries -- will be presented as an economic development and revitalization tactic, and consideration by Council as a pilot program. Objectives, feasibility, funding, a prospective first location, and time line for implementation should Council determine a pilot program is worth pursuing will be discussed.

Through

Emily Estes-Cross
Sep 01, 08:55:01 GMT-0700 2017

Dept Head Approval

Terry Walsh
Sep 01, 09:50:03 GMT-0700 2017

City Mgr Approval

Marie Mosley
Sep 07, 13:07:40 GMT-0700 2017

Attachments: Streatery Pilot Presentation



**IT'S JUST THE
BEGINNING**

***Streatery
Pilot Program***

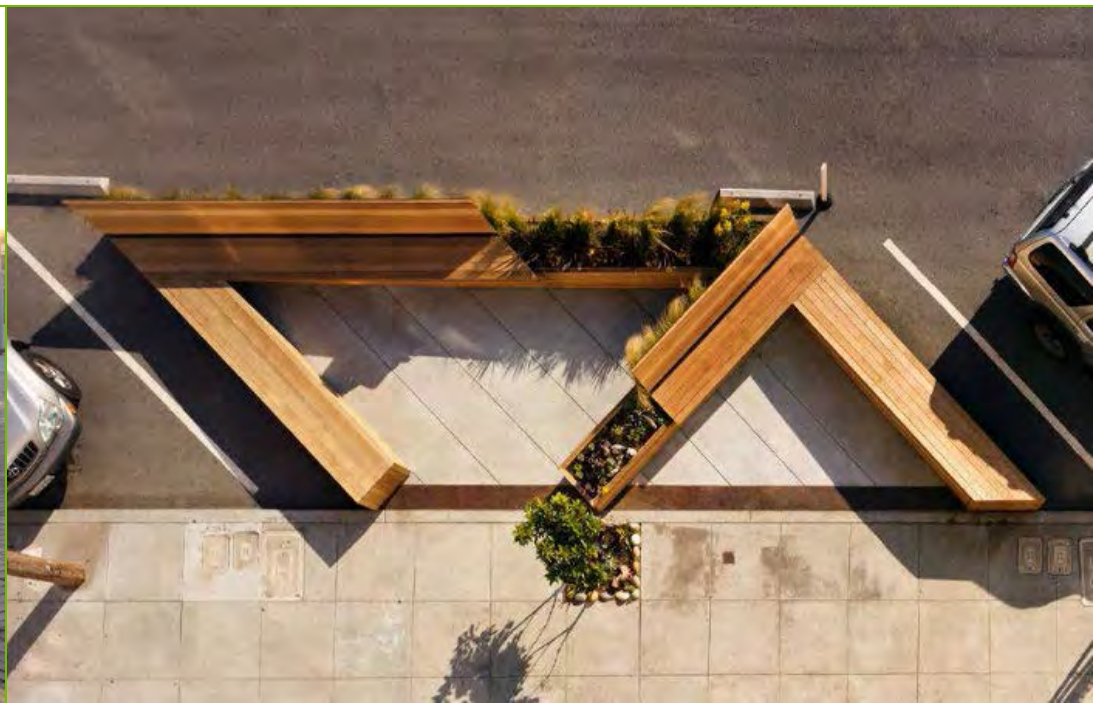
Objectives

- Address Downtown survey results
- Meet demand for outdoor dining and gathering spaces
- Generate vibrancy with engaging spaces and streetscapes
- Produce pedestrian and bike friendly neighborhood experience unlike other cities in the region
- Empower property and business owners to create and maintain spaces
- Seek funding to incentivize businesses to implement outdoor seating



What is a Streatery?

- Outdoor, café-style, street-side eatery.
- Transform parking, plaza or open spaces to aesthetically-pleasing places for people to enjoy the neighborhood.
- Temporary or semi-permanent extension of the sidewalk providing a space for people to sit, eat and relax downtown.
- Streetscape enhancement for a lower cost than permanently extending a sidewalk or building expensive infrastructure.
- Popular around the world.



Benefits

- Revitalization tactic that creates food service jobs and enables restaurant expansion
- Can provide outdoor gathering and performance space without obstructing narrow sidewalks
- Attract visitors and lengthen stays to increase spending
- Foster a sense of community
- Makes downtown activity more visible
- Serve as a model for Vista Field



Seattle Parklet & Streateries

Provide safe, comfortable, and useful public spaces within the right of way.

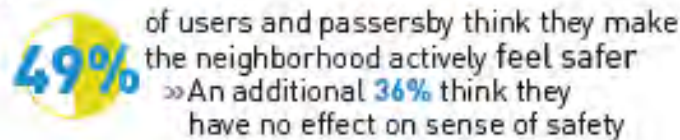
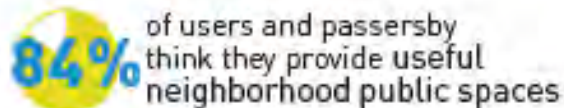
» Overall, these spaces are both well-used and well-liked.



parklet & streateries users occupy the space for

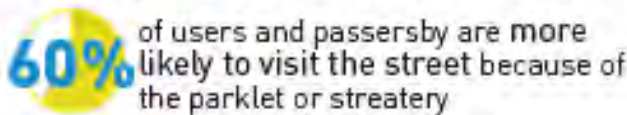


parklets & streateries are occupied 46% of the time on average



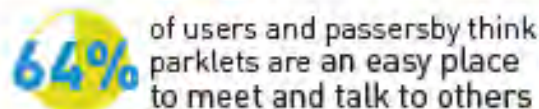
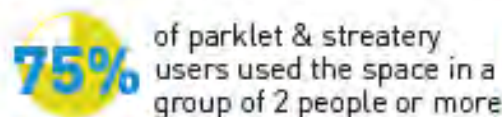
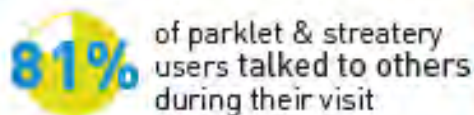
Activate Seattle's streets through unique, community-driven projects.

» Because they are well-liked, parklets & streateries bring additional activity to the street.



Supply new spaces for community interaction.

» Parklets & streateries are social places, with opportunities for spontaneous interactions.



Seattle Parklet & Streateries

Support local businesses and promote economic vitality in commercial districts.

» Increased activity on the street in turn increases foot traffic and supports businesses.

Of **hosting businesses** and **nearby businesses** surveyed...



...as a direct result of the parklet or streatory

100% of hosting businesses...

- » said their parklet or streatory benefits their business
- » believe their parklet or streatory benefits the local business community
- » would recommend a parklet or streatory to other businesses

55% of users purchased something from the block (either from the hosting business or a nearby business) during their visit, including:



Encourage walking, biking, and the use of transit.

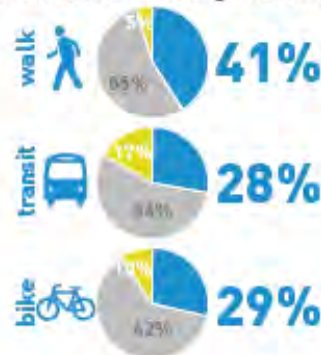
» Some businesses are seeing a shift towards transit and active transportation modes among their customers.

Of **hosting businesses** and **nearby businesses** surveyed, **67%** reported an increase in their customer base who walk, ride transit, or bike after parklet or streatory installation



Percentage of businesses surveyed that reported changes in customers' travel patterns, by travel mode:

- more customers using travel mode
- no change in customer travel mode
- fewer customers using travel mode



Feasibility

- Endorsed by HDKP
- ADA accessible
- WSLCB approved
- Seattle DOT sidewalk café permit
- Wenatchee parklet model
- Even Selah!



Resources

**Seattle.gov**
Mayor Edward B. Murray

Search Menu

Department of Transportation

Home About Us Contact Us

Scott Kubly, Director

SERVICES PROJECTS PLANNING RESOURCES EVENTS NEWS SITE INDEX

Street Use Home
Public Space Management Program Home
Parklet & Streatery Home Page
FAQ
Parklet History
Parklet Gallery
How to Build a Parklet or Streatery
Contact Us

Seattle Parklet Program & Streatery Pilot Program

Apply Now to Host a Parklet or Streatery!

Parklets and streateries are a great way to improve your business or neighborhood while promoting active and vibrant streets. We've found that parklets and streateries are effective in drawing people to local businesses and providing useful community gathering spaces. Check out on the infographics below to see the results of our parklet and streatery evaluation.

If you're interested in building your own parklet or streatery, all the information you need to know can be found on the ["How To" page](#). We also have resources to connect you with [grant funding opportunities](#) and free or reduced-cost [design services](#) for your project. Feel free to contact us at parklets@seattle.gov if you have any questions or would like to learn more.

PARKLET & STREATERY PROGRAM goals & successes

2014-2015 PROGRAM GOALS & SUCCESSES

- 100% of all parklets and streateries are privately funded and maintained.
- 100% of all parklets and streateries are privately funded and maintained.
- 100% of all parklets and streateries are privately funded and maintained.

2014-2015 PROGRAM GOALS & SUCCESSES

2014-2015 PROGRAM GOALS & SUCCESSES

- 100% of all parklets and streateries are privately funded and maintained.
- 100% of all parklets and streateries are privately funded and maintained.
- 100% of all parklets and streateries are privately funded and maintained.

Parklets and streateries convert a few on-street parking spots into open spaces for all Seattleites to enjoy. They are cost-effective tools for increasing our city's public open space, and have added to the vitality of neighborhoods [around the world](#). Parklets and streateries are privately-funded and maintained spaces that activate streets, create more vibrant neighborhoods, and support economic vitality. To achieve these goals, SDOT is committed to ensuring that the right of way serves the traveling public—pedestrians, bicyclists, transit riders, freight, and drivers—and the people living and working along it.



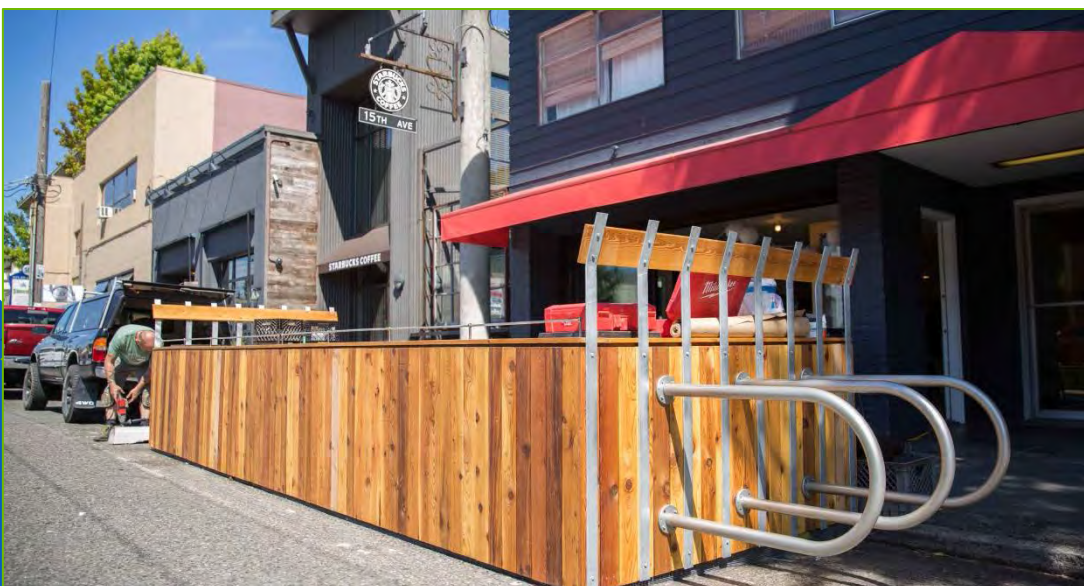
GRAND RAPIDS PARKLET MANUAL

A program brought to you by: DOWNTOWN GRAND RAPIDS INC. and THE CITY OF GRAND RAPIDS



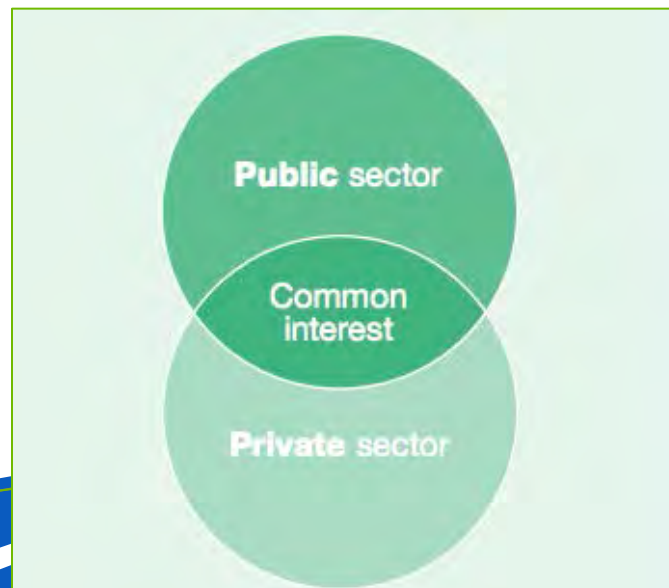
Site & Criteria Examples

- Clearance from utilities, poles and hydrants
- Adjacent to a restaurant business with capacity for outdoor seating
- Located on a street with max 30mph speed limit
- Proximity to parking for other downtown customers
- Design standards based on BBRR food truck guidelines
- Criteria developed with HDKP input



Funding Considerations

- License agreements to use city right-of-way.
- Construction funded by businesses and/or property owners.
- Application for CDBG funds, to be administered by the city's Economic Development Department, to help fund construction of ADA accessible structures, bike racks, and utility hookups. Businesses required to contribute a percentage of the cost.



Prospective First Location

Roxy Theatre Antiques and Rockabilly Roasting

101 W Kennewick Ave



Prospective First Location



Next Steps

- Council Concept Workshop - September 12, 2017
- CDBG Application Proposal – September 21, 2017
- Public Right of Way License Agreement & Guidelines and Permitting Process Development – Fall/Winter
- Potentially Start Construction – March/April 2018



Council Workshop Coversheet



Agenda Item Number	4.	Meeting Date	09/12/2017
Agenda Item Type	Resolution		
Subject	Franchise Administrative Fees		
Ordinance/Reso #	17-21	Contract #	
Project #		Permit #	
Department	City Attorney		

Info Only	☐
Policy Review	☐
Policy DevMnt	☒
Other	☐

Summary

In the near future the City will be processing a number of telecommunication franchises as well as negotiating a new cable franchise agreement. The City has historically not charged an administrative fee to offset the cost of review and approval for a franchise agreement. With the recent changes in federal and state law regarding telecommunications and local authority, the process of drafting, reviewing and approving a franchise has become more complex and time consuming. Pursuant to RCW 35.21.860, the City has the authority to charge an application fee to franchisees to recover actual administrative expenses (including attorney fees) incurred by the City that are directly related to receiving and approving a telecommunications franchise. Attached is a proposed resolution adding section 12-08-030 to the Kennewick Administrative Code and adopting administrative fees which will apply to both telecommunications and cable franchise agreements.

Through

Christina M. Humann
Sep 06, 10:40:02 GMT-0700 2017

Attachments: Resolution

Dept Head Approval

Lisa Beaton
Sep 06, 11:09:42 GMT-0700 2017

City Mgr Approval

Marie Mosley
Sep 07, 13:09:51 GMT-0700 2017

CITY OF KENNEWICK
RESOLUTION NO. 17-21

A RESOLUTION PROVIDING FOR THE ADDITION OF FRANCHISE
ADMINISTRATIVE FEES AND ADDING A NEW SECTION 12-08-030 TO
THE KENNEWICK ADMINISTRATIVE CODE

WHEREAS, the City of Kennewick is an Optional Code City, located in Benton County,
Washington, duly organized and existing pursuant to the laws of the State of Washington; and

WHEREAS, the City wishes to adopt appropriate fees associated with telecommunications and
cable television franchises; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK,
WASHINGTON AS FOLLOWS:

Section 1. Addition of Franchise Administrative Fee Section. KAC 12-08 “Construction and
Roadway Permits” of the Kennewick Administrative Code is amended to add the following new
subsection.

12-08-030: Franchises Administrative Fees:

- (1) Telecommunications Franchise Agreement/Renewal:
 - (a) Application Fee..... Actual Cost
 - (b) Attorney and Staff Time Deposit:
 - (i) New Franchises..... \$2,500.00
 - (ii) Renewals..... \$1,250.00
 - (c) Fee based on staff time required..... Refer to Hourly Rate Schedule
 - (d) Attorney fees..... Amount billed to City
- (2) Cable Television Franchise Agreement Renewal:
 - (a) Application Fee..... \$2,500.00

Section 2. Effective Date. This resolution shall take effect and be in full force immediately
upon passage by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON this
19th day of September, 2017, and signed in authentication of its passage this 19th day of
September, 2017.

Attest:

STEVE C. YOUNG, Mayor

TERRI L. WRIGHT, City Clerk

RESOLUTION NO. 17-21 filed and recorded in the
office of the City Clerk of the City of Kennewick,
Washington, this 20th day of September, 2017.

Approved as to Form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

Council Workshop Coversheet



Agenda Item Number	5.	Meeting Date	09/12/2017
Agenda Item Type	Reports/Plans		
Subject	Fire Department Annual Report		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Fire Department		

Info Only	☒
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

There has been a request for the Council to hear a presentation from Fire Chief Beasley regarding staffing, equipment and calls for service. Attached is the Fire Department 2016 annual report and presentation that was provided by Chief Beasley at the April 18th workshop meeting. The attached information reflects the opening of Station #5 for only the last four months of 2016. The commitment to the City Council was that staff would analyze and review the data with the opening of Station #5 as well as the implementation of some of the new programs (such as our proactive fire inspection program) during 2016 and be prepared to make recommendations to Council towards the end of 2016.

Chief Beasley will discuss the trends we are seeing with the opening of station #5, some of our vulnerabilities, along with actions that have been taken (in conjunction with our regional partners) to mitigate those vulnerabilities. The Fire department, as with all departments within the City of Kennewick, focus and plan for the future to deliver solutions as we lead the way and continue providing exceptional services to our citizens.

Through

Dept Head Approval

City Mgr Approval

Attachments:

Presentation
Annual Report

Marie Mosley

Sep 08, 13:24:19 GMT-0700 2017



Kennewick Fire Department

2016 Annual Report



Photograph courtesy of Tri-City Herald, Reporter Bob Brandy

KFD ...Leading the Way!





Kennewick Fire Department

Our Vision...

Committed to moving forward with **EXCELLENCE**.

Our Mission...

Dedicated to providing excellent public service and ensuring the safety and well-being of our community and one another. We live, act, and serve our community with the utmost integrity.

Our Core Values...

INTEGRITY:

We hold ourselves to the highest standard of professionalism and ethical conduct.

INCLUSIVENESS:

We embrace diversity and value different perspectives as we work together for the common good.

STEWARDSHIP:

We ensure the public's resources are used responsibly to provide the greatest benefit.

COMMUNICATION:

We will listen and engage in an open, honest and timely exchange of information.

KFD ...Leading the Way!



Inspection Program

- 100% Kennewick businesses inspected
- Updated Municipal Code to enforce timelier compliance



WSRB Evaluation

- Focus on fire suppression & prevention
- Based on NFPA recommendations
- Re-evaluation planned within next year

Community Protection Class (PC) Grade = 3.07 (Unrounded Grade)

Community Protection Class (PC) Grade =

4



Water
Supply



Fire
Department

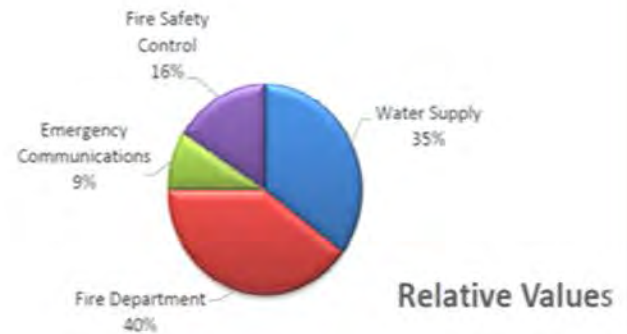


Emergency
Communications



Fire Safety
Control

Protection Class	Unrounded Grade
1	0.0 to 1.00
2	1.01 to 2.00
3	2.01 to 3.00
4	3.01 to 4.00
5	4.01 to 5.00
6	5.01 to 6.00
7	6.01 to 7.00
8	7.01 to 8.00
9	8.01 to 9.00
10	9.01 to 10.00



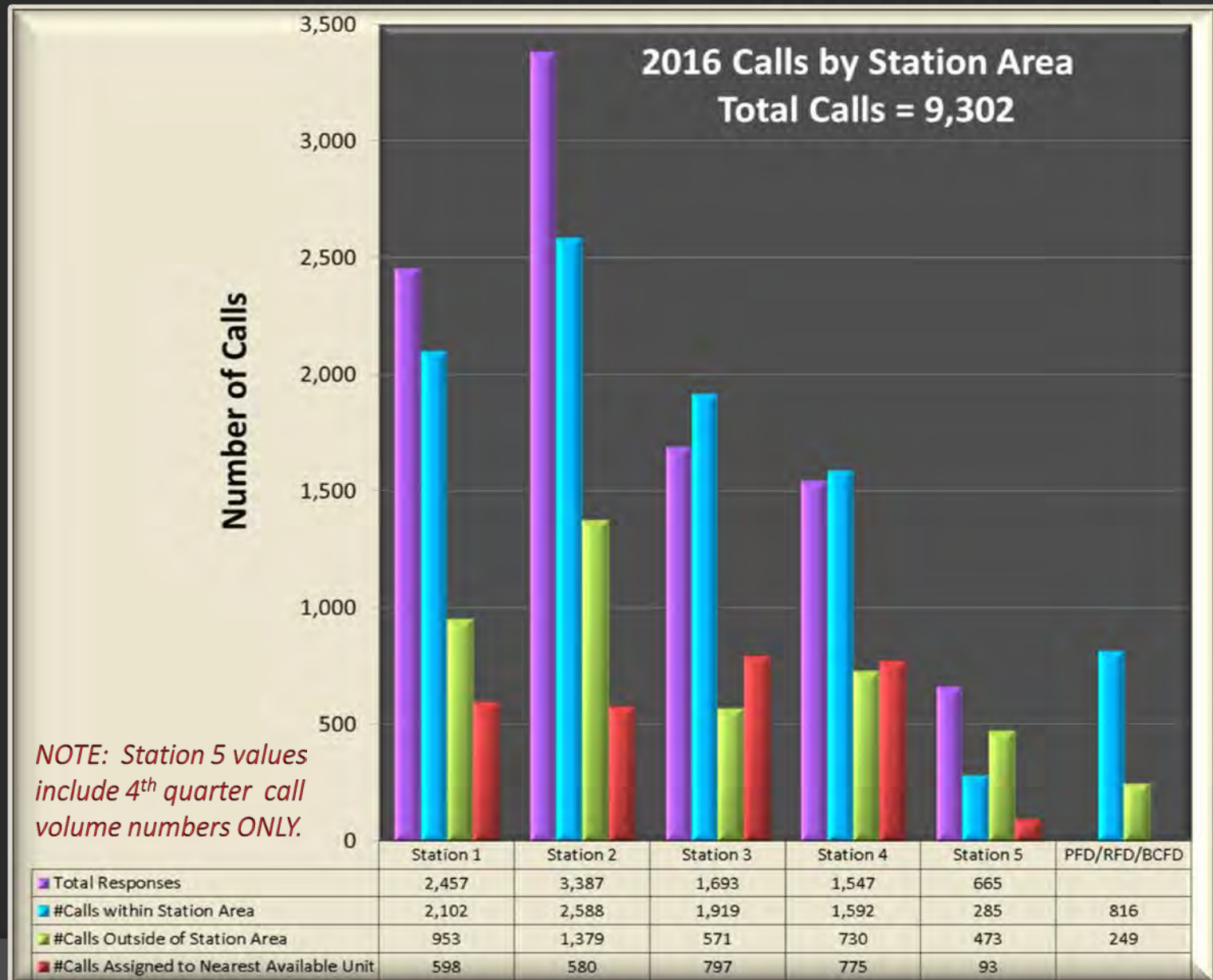
Cost of Service Study

- ⊙ Current call volume trend expected to continue over next 5 years
- ⊙ Approx. 80% medical vs. 20% fire
- ⊙ Current cost recovery rate:
 - 46% within City limits
 - 23% outside City limits

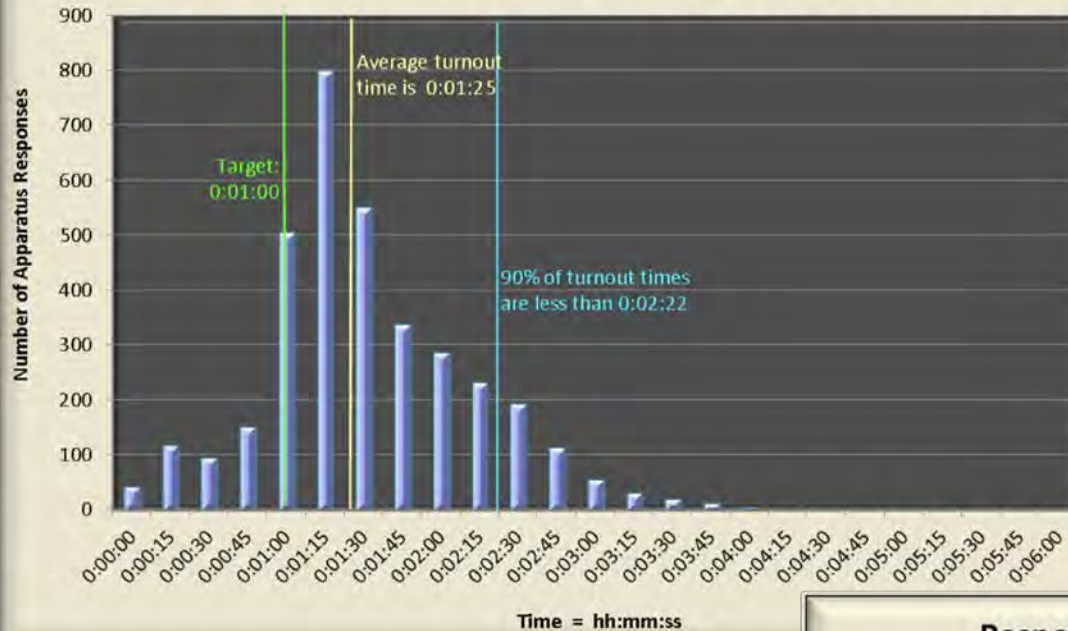
Year	Current Rate		50% Cost Recovery		75% Cost Recovery		Full Recovery Rate	
	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual
2015	\$ 6.67	\$ 80.04	\$ 9.06	\$ 108.74	\$ 13.59	\$ 163.10	\$ 18.12	\$ 217.47
2016	\$ 7.67	\$ 92.04	\$ 9.99	\$ 119.86	\$ 14.99	\$ 179.79	\$ 19.98	\$ 239.72
2017	\$ 7.67	\$ 92.04	\$ 10.10	\$ 121.19	\$ 15.15	\$ 181.79	\$ 20.20	\$ 242.38
2018	\$ 7.67	\$ 92.04	\$ 10.28	\$ 123.38	\$ 15.42	\$ 185.07	\$ 20.56	\$ 246.76
2019	\$ 7.67	\$ 92.04	\$ 11.07	\$ 132.81	\$ 16.60	\$ 199.21	\$ 22.13	\$ 265.61
2020	\$ 7.67	\$ 92.04	\$ 11.99	\$ 143.80	\$ 17.98	\$ 215.70	\$ 23.97	\$ 287.60

Performance Metrics

**As required per Chapter 35.103 RCW and City of Kennewick Resolution No. 08-06*



Turnout Times - EMS ALS 1st Responding Units 2016

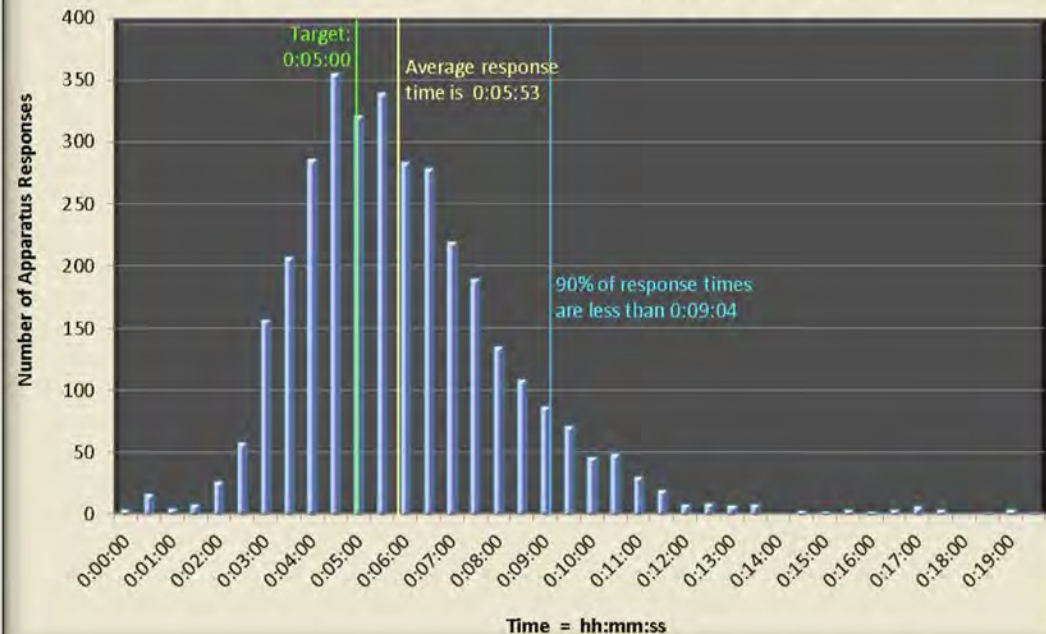


Turnout Time:
Time from dispatch until unit is en route

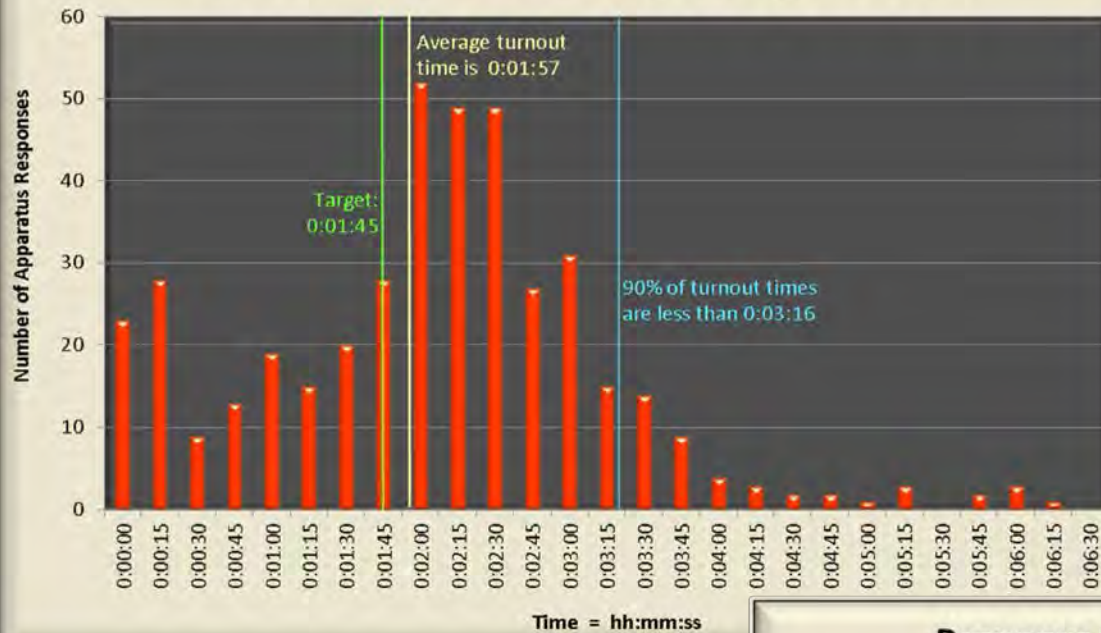
Response Time:
Time from dispatch until unit arrives on scene
(turnout time + travel time)

**Target times are based on recommendations from the American Heart Association.*

Response Times - EMS ALS 1st Responding Units 2016



Turnout Times - FIRE 1st Responding Units 2016



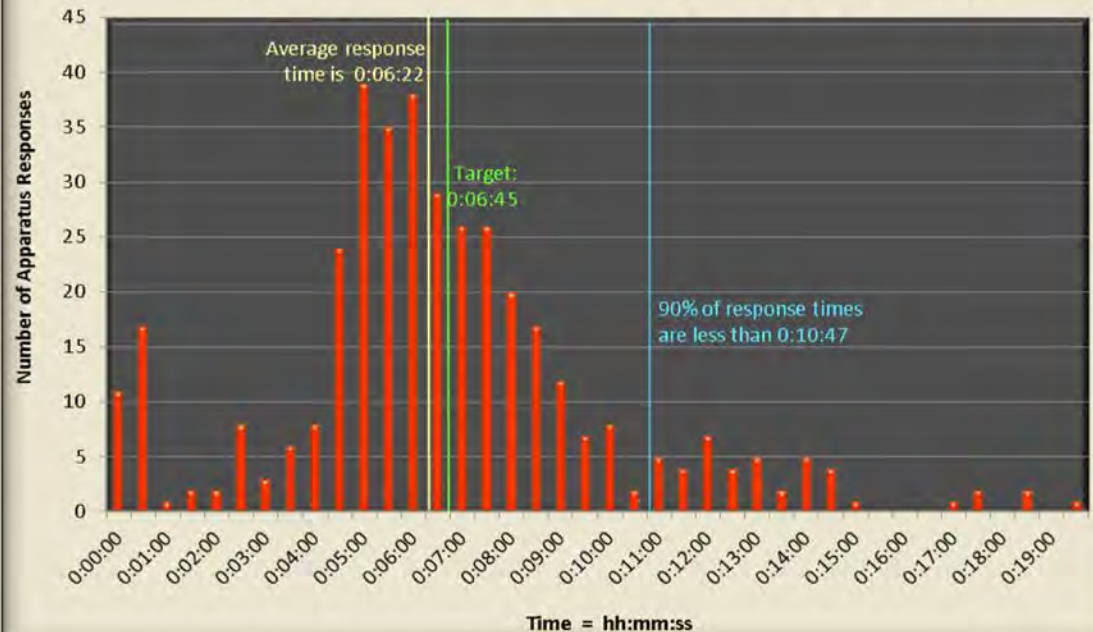
Turnout Time:
Time from dispatch until unit is en route

Response Time:

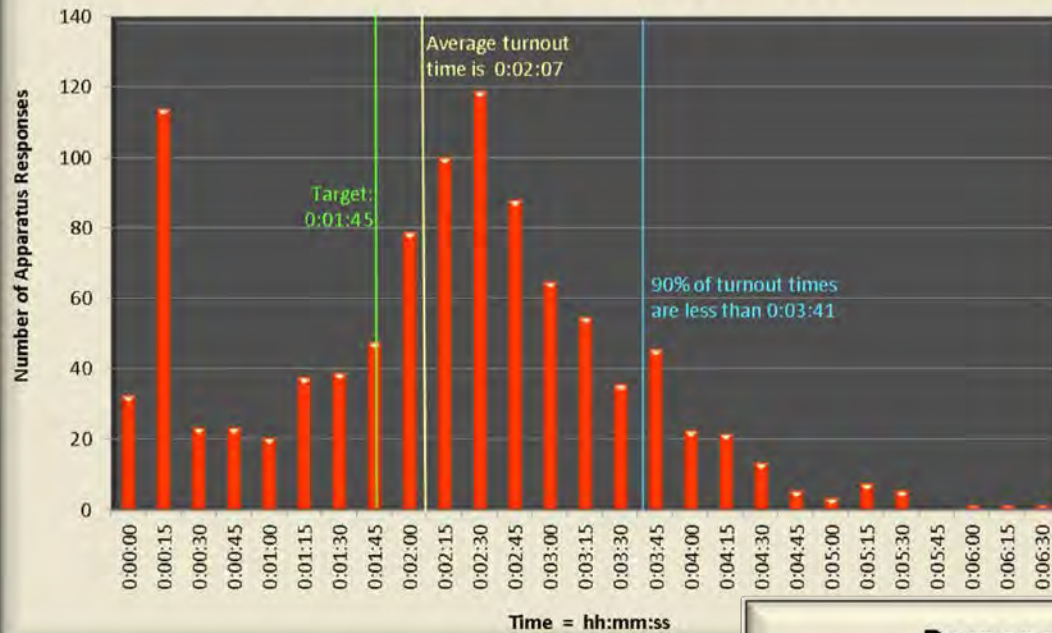
Time from dispatch until unit arrives on scene
(turnout time + travel time)

**Target times are based on NFPA 1710 recommended performance benchmarks.*

Response Times - FIRE 1st Responding Units 2016



Turnout Times - FIRE Balance of Units 2016



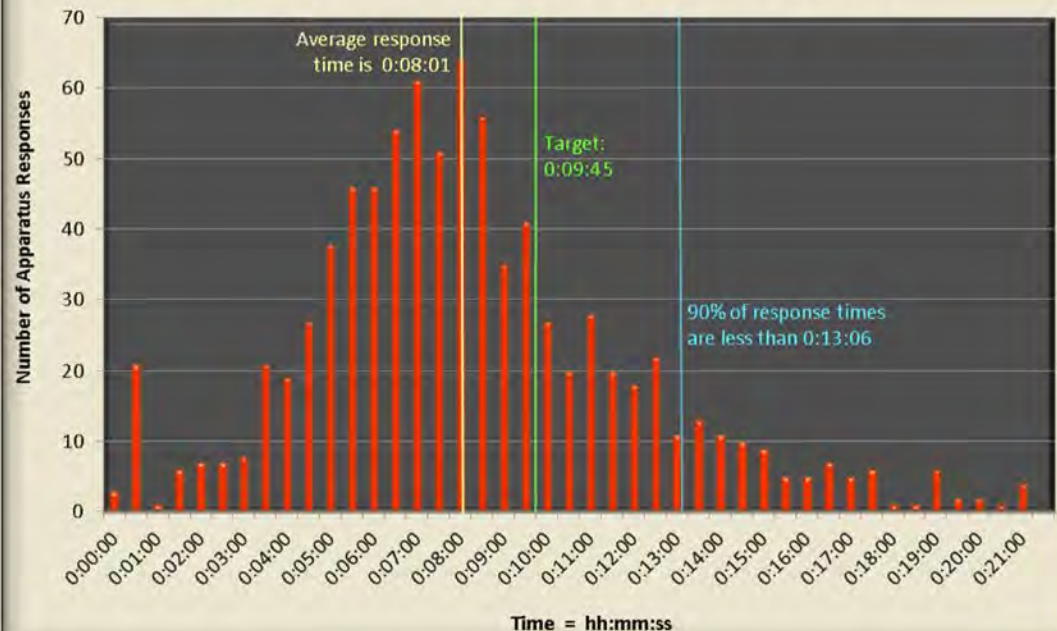
Turnout Time:
Time from dispatch until unit is en route

Response Time:

Time from dispatch until unit arrives on scene
(turnout time + travel time)

**Target times are based on NFPA 1710 recommended performance benchmarks.*

Response Times - FIRE Balance of Units 2016

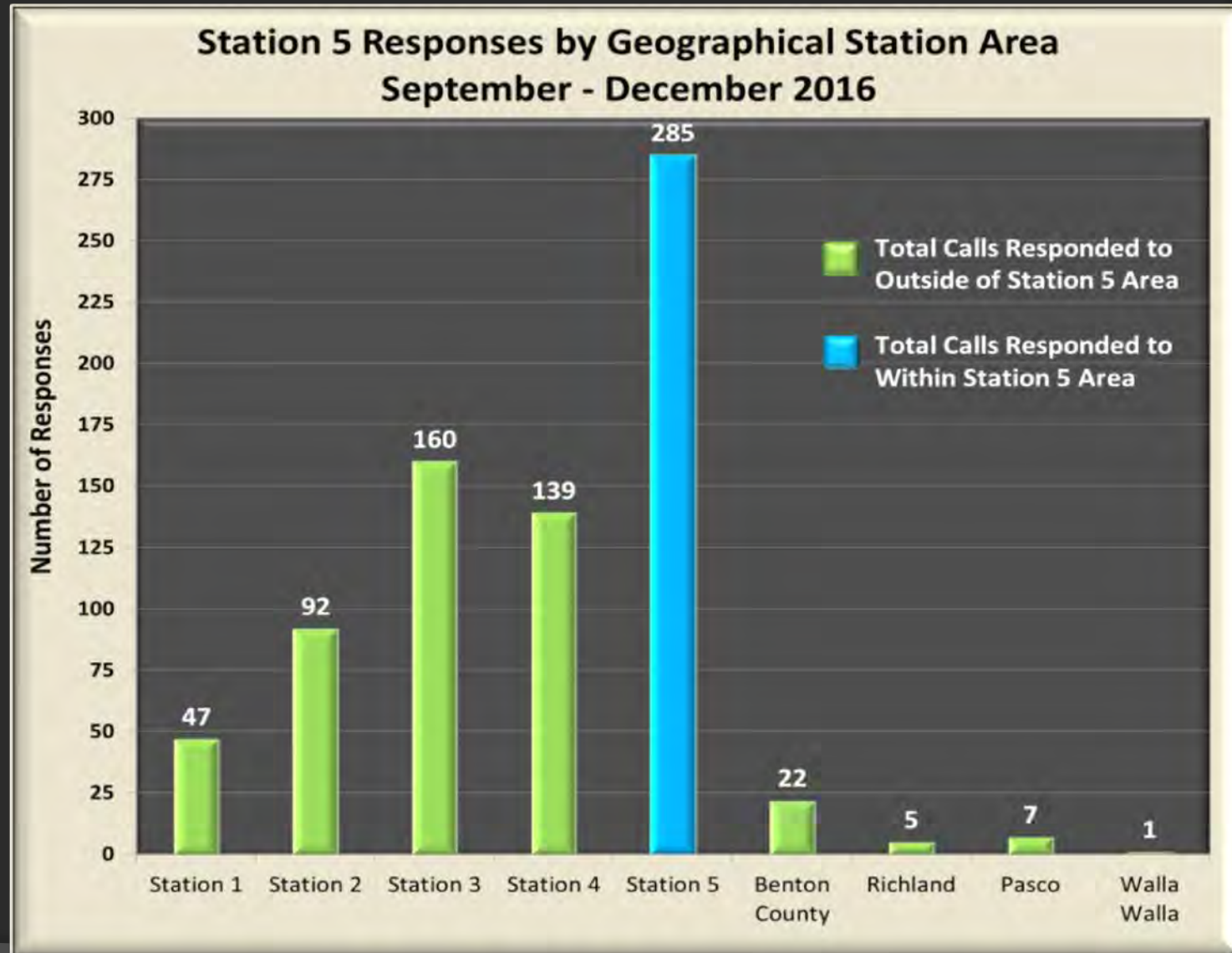


Fire Station 5: Grand Opening



Fire Station 5: Utilization

**If call volumes stay consistent... Station 5 could become one of the top utilized stations in Kennewick!*





Questions?



Kennewick Fire Department

2016 Annual Report



Photograph courtesy of Tri-City Herald, Reporter Bob Brayley

KFD ...Leading the Way!





Kennewick Fire Department

Our Vision...

Committed to moving forward with **EXCELLENCE**.

Our Mission...

Dedicated to providing excellent public service and ensuring the safety and well-being of our community and one another. We live, act, and serve our community with the utmost integrity.

Our Core Values...

INTEGRITY:

We hold ourselves to the highest standard of professionalism and ethical conduct.

INCLUSIVENESS:

We embrace diversity and value different perspectives as we work together for the common good.

STEWARDSHIP:

We ensure the public's resources are used responsibly to provide the greatest benefit.

COMMUNICATION:

We will listen and engage in an open, honest and timely exchange of information.

KFD...Leading the Way!



Message from the Fire Chief



Chief Vince Beasley

The late, great Dr. Martin Luther King, Jr. stated, "For when people get caught up with that which is right and they are willing to sacrifice for it, there is no stopping point short of victory." At the Kennewick Fire Department, we are determined to always "do the right things, for the right reasons, regardless of the consequences."

I am truly honored to be entrusted with the responsibility of leading the great men and women of the Kennewick Fire Department to continued success. As the Fire Chief for the citizens of Kennewick, I strive daily to become the best role model possible, both on and off duty, and I encourage others to join me on that journey. Every decision we make takes us down a road that will lead us to greatness or great struggles - depending on the choices we make. Ultimately, each of us controls our own destiny.

Science has proven at 211 degrees, water is hot; at 212 degrees, it boils. One extra degree makes all the difference. This year and always, KFD has chosen to "turn up the heat," as we understand it only takes one extra degree to separate the good departments from the best! KFD... "Leading the Way" and "Committed to moving forward with **EXCELLENCE!**"

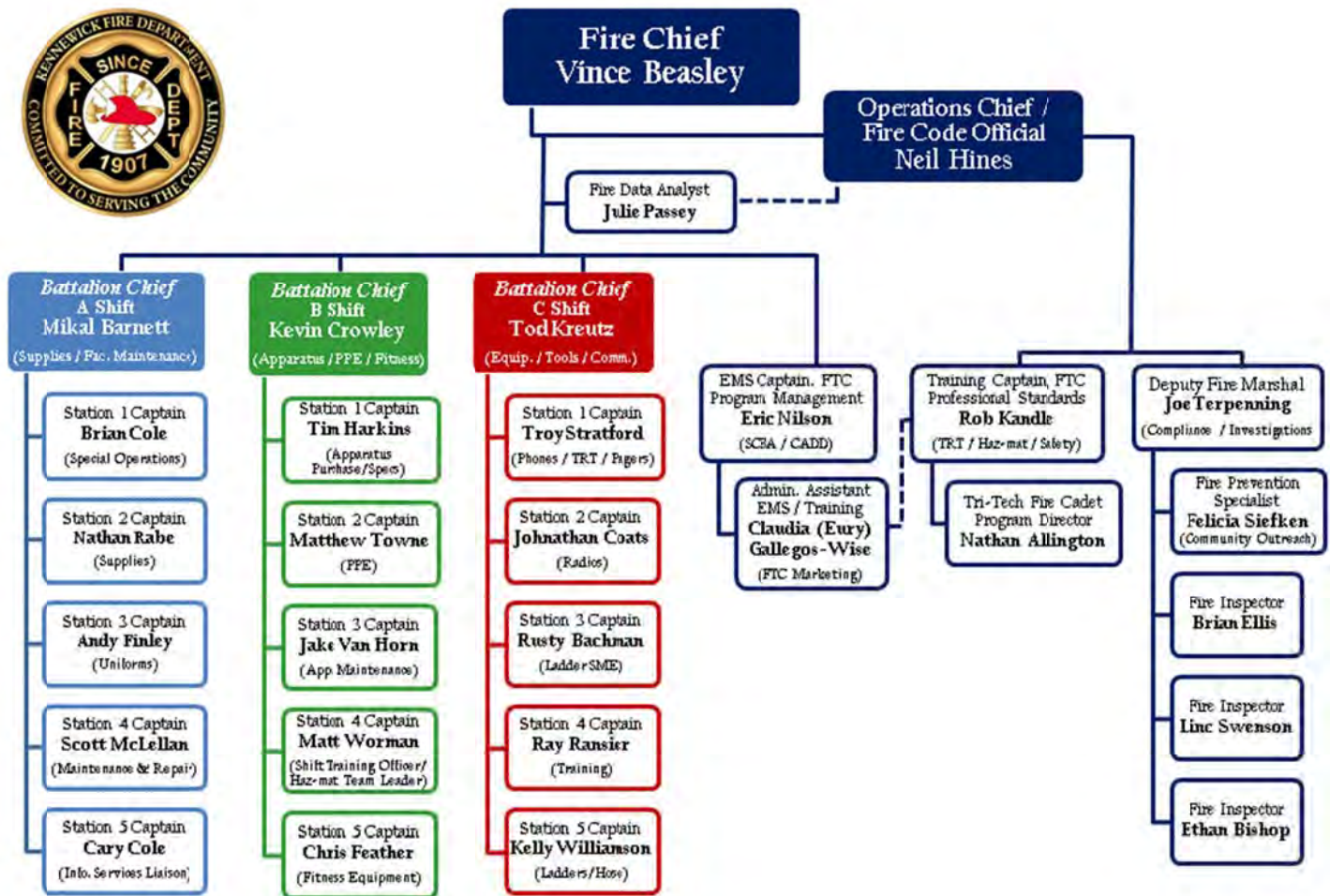
Sincerely,

A handwritten signature in black ink, appearing to read "Vince Beasley", with a long, sweeping flourish extending to the right.

Vince Beasley, Fire Chief
Kennewick Fire Department



Organizational Alignment



A-Shift

Barrett Jr., Mikal	BATTALION CHIEF
Cole, Brian	CAPTAIN / PARAMEDIC
Cole, Cary	CAPTAIN / PARAMEDIC
Finley, Andrew	CAPTAIN / EMT
McLellan, Scott	CAPTAIN / PARAMEDIC
Rabe, Nathan	CAPTAIN / EMT
Anderson, Marc	FIREFIGHTER / EMT
Armey, Wesley	FIREFIGHTER / EMT
Bell, Tamara	FIREFIGHTER / EMT
Cole, Thomas	FIREFIGHTER / EMT
Dill, Benjamin	FIREFIGHTER / PARAMEDIC
Dotta, Garhett	FIREFIGHTER / PARAMEDIC
Fandrich, Abraham	FIREFIGHTER / PARAMEDIC
Fennao, Jeremy	FIREFIGHTER / EMT
Hanby, Alex	FIREFIGHTER / PARAMEDIC
Huck, Nicholas	FIREFIGHTER / EMT
Hutsell, Christopher	FIREFIGHTER / EMT
Martens, Matt	FIREFIGHTER / EMT
Miller, Nathan	FIREFIGHTER / PARAMEDIC
Stradley, Mark	FIREFIGHTER / EMT
Ursino, Andre	FIREFIGHTER / PARAMEDIC
Vanderzanden, Josh	FIREFIGHTER / EMT
Wakefield, Eric	FIREFIGHTER / EMT
Weibel, David	FIREFIGHTER / PARAMEDIC

B-Shift

Crowley, Kevin	BATTALION CHIEF
feather, Christopher	CAPTAIN / PARAMEDIC
Harkins, Tim	CAPTAIN / EMT
Towne, Matt	CAPTAIN / EMT
VanHorn, Jake	CAPTAIN / EMT
Worman, Matthew	CAPTAIN / PARAMEDIC
Buckley, Robert	FIREFIGHTER / EMT
Carter II, Brian	FIREFIGHTER / EMT
Carter, Brian	FIREFIGHTER / EMT
Cook, Mark	FIREFIGHTER / EMT
Day, David	FIREFIGHTER / PARAMEDIC
Granger, Sean	FIREFIGHTER / EMT
Howrey, Samantha	FIREFIGHTER / PARAMEDIC
Johnson, Christopher	FIREFIGHTER / EMT
Jorgensen, Anthony	FIREFIGHTER / PARAMEDIC
Marsh, Anthony	FIREFIGHTER / PARAMEDIC
McGinty, Ray	FIREFIGHTER / EMT
Osborn, Mason	FIREFIGHTER / PARAMEDIC
Rommen, John	FIREFIGHTER / PARAMEDIC
Rutledge, Tracy	FIREFIGHTER / EMT
Smith, Ann	FIREFIGHTER / EMT
Tate, Daniel	FIREFIGHTER / PARAMEDIC
Todd, Garrett	FIREFIGHTER / PARAMEDIC
Webb, Shane	FIREFIGHTER / EMT

C-Shift

Kreutz, Tod	BATTALION CHIEF
Bachman, Rusty	CAPTAIN / EMT
Coats, Johnathan (JJ)	CAPTAIN / EMT
Ransier, Ray	CAPTAIN / PARAMEDIC
Stratford, Troy	CAPTAIN / PARAMEDIC
Williamson, Kelly	CAPTAIN / EMT
Anema, Earl	FIREFIGHTER / PARAMEDIC
Baker, Matthew	FIREFIGHTER / EMT
Barclay, Jason	FIREFIGHTER / EMT
Blashill, Chad	FIREFIGHTER / EMT
Browning, Greg	FIREFIGHTER / EMT
Dirham, Robert	FIREFIGHTER / EMT
Gau, Matthew	FIREFIGHTER / PARAMEDIC
Gruetzmacher, Geoffrey	FIREFIGHTER / EMT
Herling, Evan	FIREFIGHTER / EMT
Ingersoll, Jason	FIREFIGHTER / EMT
Martineau, Ed	FIREFIGHTER / PARAMEDIC
Misch, Derek	FIREFIGHTER / PARAMEDIC
Pauley, Kim	FIREFIGHTER / EMT
Romero, DelRey	FIREFIGHTER / EMT
Singley, Benjamin	FIREFIGHTER / PARAMEDIC
Springer, Darrell	FIREFIGHTER / PARAMEDIC
Streibeck, Andrew	FIREFIGHTER / PARAMEDIC
Webb, Connor	FIREFIGHTER / PARAMEDIC

KFD Personnel



City of Kennewick Fire Department



Top row (L-R): Fire Chief Vince Beasley, Operations Chief Neil Hines, Battalion Chief Mikal Barnett, Battalion Chief Kevin Crowley, Battalion Chief Tod Kreutz

Row 2 (L-R): Captain Russell Bachman, Captain Johnathan Coats, Captain Brian Cole, Captain Cary Cole, Captain Christopher Feather, Captain Andrew Finley, Captain Timothy Harkins, Captain Rob Kandle, Captain Scott McLellan, Captain Eric Nilson

Row 3 (L-R): Captain Nathan Rabe, Captain Raymond Ransier, Captain Troy Stratford, Captain Joe Terpenning, Captain Matthew Towne, Captain Jake Van Horn, Captain Michael (Kelly) Williamson, Captain Matthew Worman, FTC Administrative Assistant Eury Gallegos-Wise, Fire Data Analyst Julie Passey, Prevention Specialist Felicia Siefken

Row 4 (L-R): Nathan Allington, Marc Anderson, Earl Anema, Wesley Arme, Matthew Baker, Jason Barclay, Tamara Bell, Ethan Bishop, Chad Blashill, Greg Browning, Robert Buckley, Brian W. Carter, Brian Carter, Thomas Cole

Row 5 (L-R): David Day, Benjamin Dill, Robert Dirham, Garhett Dotta, Brian Ellis, Abraham Fandrich, Jeremy Fenno, Matthew Gau, Sean Granger, Alex Hanby, Evan Herling, Samantha Howrey, Nicholas Huck, Christopher Hutsell

Row 6 (L-R): Jason Ingersoll, Christopher Johnson, Anthony Jorgensen, Anthony Marsh, Matthew Martens, Ed Martineau, Raymond McGinty, Nathan Miller, Derek Misch, Mason Osborn, Kim Pauley, DelRey Romero, John Rommen, Tracy Rutledge

Row 7 (L-R): Benjamin Singley, Ann Smith, Darrell Springer, Mark Stradley, Andrew Streibeck, Lincoln Swenson, Daniel Tate, Garrett Todd, Andre Ursino, Josh Vanderzanden, Eric Wakefield, Connor Webb, Shane Webb, David Weibel

Not Pictured: Mark Cook, Geoffrey Gruetzmacher



KFD Top 100 Accomplishments for 2015-16



OUR MISSION:

Dedicated to providing excellent public service and ensuring the safety and well-being of our community and one another. We live, act, and serve our community with the utmost integrity.

NOTE: Items are in no specific order.

1. Switched to new, lighter style structure helmets
2. Switched to new, lighter-weight, more comfortable turnouts
3. Implemented Hood Exchange Program after every fire
4. Implemented annual DOT apparatus inspections; COK Shops received a listing of discrepancies for each apparatus & repairs were made
5. Implemented messaging system in Hansen for fleet management & successfully improved communication between fleet maintenance & KFD
6. Began installation of Tire Pressure Monitoring Systems (TPMS) on KFD apparatus
7. Purchased new medic unit featuring cutting edge technology, including liquid suspension
8. Incorporated new tracking system for turnout gear; ensuring all personnel have 2 functional sets of turnouts
9. Purchased extractor for cleaning turnouts after every fire
10. Obtained AFG grant award (over \$300K) for purchase of new SCBAs
11. Researched new RMS program; gained regional cooperation, City Manager support & City Council budget approval for 10% match for KFD to purchase and implement a new RMS system in 2017
12. Purchased & ensured BINDER-Lifts were in-service on all medic units to reduce FF & patient injuries during lift-assists
13. Acquired Homeland Security funding for body armor with support of KPD
14. Participated in multiple Active-Shooter trainings & response-planning sessions in partnership with KPD; initial phase of Active Shooter training completed
15. Enhanced community relationships & workflow collaboration with agencies such as Alliance Consistent Cares, Aging Long Term Care & Crisis Response, resulting in improved services for frequent 9-1-1 callers
16. Improved cardiac arrest response care by partnering with KPD to place Zoll AEDs in KPD cruisers and providing KPD with their annual CPR & AED training.
17. Established new KFD Inspection/Prevention Division
18. Promoted 5 new Captains & 1 Battalion Chief in 2015
19. Promoted 3 new Captains in 2016
20. Hired 8 new personnel; 5 paramedics & 3 firefighter/EMTs
21. Finalized Regional Master Mutual-Aid Agreement
22. Completed Ambulance Cost of Service Study in conjunction with COK Finance Dept. & FCS Consulting Group
23. Completed construction & opened Fire Station #5
24. Completed & submitted 2015-2025 KFD Comprehensive Plan
25. Secured & purchased land for Fire Station #6 to be located south of Thompson Hill; west of Sherman St.
26. Supported establishment of new 501c3 non-profit foundation, providing citizens with a means to contribute to their community
27. Completed WSRB Rating evaluation process
28. Established fire code violation KMC and fire code permit fees
29. Completed VHF radio system upgrade
30. Purchased land for the Fire Training Center Training Prop expansion
31. Completed the design & plans for FTC Support Building C



Pictured above (L-R): Jason Ingersoll, Evan Herling, Garhett Dotta, & Sean Granger

(Continued)

32. Established & successfully implemented KFD Subject-Matter Expert (SME) Training Development Program
33. Established KFD Vimeo Fire Training channel to host custom on-demand curriculum
34. Developed & completed KFD Ladder Manual, Vehicle Extrication curriculum & Phase 1 of Simulation Library
35. Completed customization of RT-130 for 2016
36. Expanded number of qualified EVIP 2.1 instructors in the department from 1 to 7
37. Established wildland firefighter physical fitness evaluation process
38. Revised Emergency Medical Dispatch response model, increasing KFD availability for Kennewick residents
39. Established partnership with Red Cross for the Senior Smoke Detector Program; assisted hundreds of elderly & disabled citizens with smoke alarm/battery replacement
40. All Fire Inspectors obtained training & became certified Fire Inspectors
41. Training & certification obtained for a Certified Plans Reviewer, enabling effective partnership & integration with COK Building Safety Division, performing hundreds of plan reviews & inspections related to new construction projects throughout the City
42. Health & Safety and Instructor II certifications obtained by Training Captain
43. Commercial building inspections completed on 100% of commercial businesses within the City
44. Hired Fire Prevention Specialist
45. Hired Data Analyst
46. Consistent reporting of data and analysis provided and available
47. Improved COK special events emergency preparedness review process
48. Developed and implemented new KFD webpage
49. Completed revision of Tri-County Mass Casualty Plan
50. Completed revision of SE Region State Fire Mobilization Response Plan
51. Developed a Hostile Environment Tri-County SOG
52. Implemented Target Solutions RMS for Training Division & facilitated regional transition from Training Tracker to Target Solutions
53. Restructured Training Division filing system for compliance with WA state law
54. Developed credentialing system in use across WA state with other Target Solutions customers, including WAC required training credential program for all personnel
55. Developed & implemented training status spreadsheet, providing accurate tracking & reporting of training hours & enabling officers to track the progress of their shift/station personnel
56. Simplified "Request for Training" process by implementing a request form via OnBase.
57. Optimized & simplified probationary evaluations for Operations
58. Participated in regional training strategic planning process; Comprehensive Tiered Training Plan developed and presented to regional BCs & Chiefs
59. Production of ITAC Four Box Series screencasts; delivered to entire region
60. Successful completion of Residential Simulation 1 (Res Sim 1) Project; participation from over 50 firefighters throughout the region
61. Expanded IFSAC certifications
62. Expanded/Outside Training made available KFD/FTC/Region: Basic Irons training, Nozzle Forward, 1300 & 1400, Fire & Water, and NFAs Leadership I, II & III, ITAC, ISFSI, and ISFSI SLICERS
63. Completed onboarding of 14 active apprentices through JATC Program & expanded onboarding of new hires
64. Overseeing rewrite of 1st year workbook
65. Implemented "Monday Miss" Program
66. Initiated "Work Process Analysis" Program
67. Implemented web-based accident tracking software with analytics capability
68. Expanded KFD Training Library making training materials accessible via web-based libraries & online on-demand learning subscriptions (i.e. LIBBIB, Lynda.com and Fire Engineering Training-Video Library)
69. Instituted annual recognition program
70. Initiated color-coded attack lines to decrease confusion on the fireground



Pictured above: Captain JJ Coats



Pictured above: Firefighters John Rommen, Anthony Jorgensen and Shane Webb

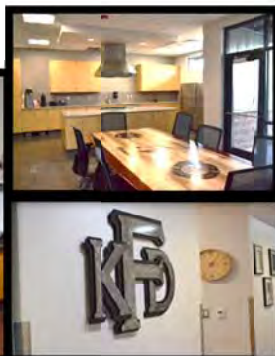
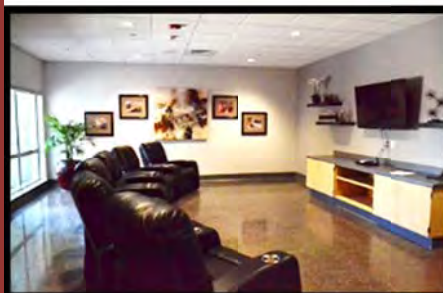
(Continued)

71. Contracted with outside vendors for hose & ground ladder testing; saved hundreds of man-hours & ensured all equipment is tested per NFPA compliant standards
72. Purchased battery operated vent fans to vent structures without adding CO
73. Initiated purchase of LED battery operated scene lights to enhance safety by eliminating power cords on the incident scene
74. Active 9-1-1 access on all KFD personnel phones; enables personnel to get call information without pagers
75. Researched & testing new portable radios to replace ICOM F70 radios
76. Currently in the process of converting apparatus headsets to more reliable David Clark systems
77. Replaced aging TRT ropes, harnesses, and other critical devices
78. Shift schedules accessible via Internet & smart phones
79. Developed & submitted biennial budget for 2017-18; resulting in overall departmental budget increase
80. Developed & implemented budget spreadsheet for improved communication & understanding of spending & budgetary status
81. Developed & implemented new departmental Purchase Requisition forms; improved spending & approval process for budget tracking
82. Improved KFD relationships & communication with Finance & Purchasing Depts. due to improved purchasing and budget processes
83. Researched and began process for potential fire department accreditation; included 3-day training by credentialing organization
84. Signed-off several MOUs (i.e., Paramedic Reimbursement, Shift Exchange Policy, Training Wage, Inspector Classification)
85. Signed current Collective Bargaining Agreement (February 2015)
86. Hired new Administrative Assistant for the Fire Training Center
87. Successful After Action Review led by Captains for KID canal break with many cooperating partners in attendance
88. Departmental participation in elite Oregon Health Science University firefighter health PHLAME study
89. Issued regular quarterly reports and annual reports (2016 in process) - increasing interdepartmental communications and better telling our story to City management, as well as City Council
90. Delivered media presentation to Senator Cantwell on rail safety
91. Battled for several months with the Bureau of Land Management to receive compensation for IMT fire services rendered; conducted extensive contracts research and stood our ground until we received total compensation owed totaling in excess of \$200K
92. Met with the CEOs of Trios and Kadlec hospitals to educate them on our response/transport model; conducted periodic follow-up meetings throughout each year
93. Completed prototype fire station design manual
94. Resolved several public complaints involving our department members without further escalation, avoiding unnecessary issues or embarrassment
95. Worked in cooperation with Ben Franklin Transit to ensure buses available on scene to provide warmth and shelter for fire personnel during inclement weather
96. Installation of secure lock boxes for storage of Knox keys
97. Partnered with Kennewick School District & Planning Department to lead plan reviews, helping to expedite opening of new Kennewick schools
98. Captains led EMS & Fire Safety talk at Citizens' Academy
99. Refreshed KFD Mission Statement and re-established KFD Vision Statement
100. Finalized KFD Vision, Mission & Values Statements; created posters to be hung in all KFD locations



Pictured above: Mayor Steve Young speaking at Station #5 Grand Opening

Station 5 photos



Fire Department Promotions



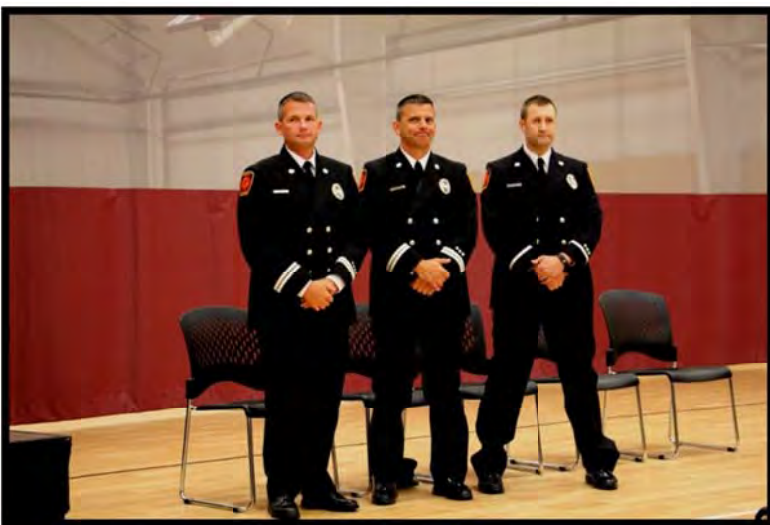
Pictured above (L-R): Battalion Chief Kevin Crowley, Battalion Chief Mikal Barnett, Battalion Chief Tod Kreutz, Operations Chief Neil Hines, Fire Chief Vince Beasley, Captain Chris Feather, Captain Andy Finley, and Captain Jake Van Horn.

Three members of the Kennewick Fire Department were promoted to the rank of Captain, effective September 1, 2016.

Firefighter/Paramedic Christopher Feather was promoted to the position of Captain/Paramedic on B-Shift reporting to Battalion Chief Kevin Crowley. Chris has been with the Kennewick Fire Department for almost 20 years.

Firefighter/ EMT Andy Finley was promoted to the position of Captain/EMT on A-Shift reporting to Battalion Chief Mikal Barnett. Andy is a 15-year veteran with the Kennewick Fire Department.

Firefighter/EMT Jake Van Horn was promoted to the position of Captain/EMT on B-Shift reporting to Battalion Chief Kevin Crowley. Jake has been with the Kennewick Fire Department for 15 years.



Pictured Above (L-R): Captain Feather, Captain Finley and Captain Van Horn



The ceremony was held at the Southridge Pavilion on April 21, 2016 and attended by firefighters and their families, friends, retirees, and local city officials. Over 100 people were in attendance to witness the pinning of the Captains into their new leadership roles.

Training Division

Regional Training News

KFD continues to work with our regional partners to discover creative ways to find efficiencies with limited resources. In 2016, Richland, Pasco, and BCFD1, 2, and 4 have all switched to Target Solutions (TS) for their training RMS needs. The customized credentialing system was built inside of Target Solutions by KFD and has already demonstrated the effectiveness of keeping track of all forms of training. Through the regional commitment of utilizing a modern and powerful RMS like TS, the foundation is in place to provide additional collaborative opportunities to more effectively share content, resources, and workloads.

In December, KFD and BCFD1 hosted a 50 hour live fire & fire behavior course known as Fire and Water, provided by 3S Fire Training. 3S is led by a group of Everett Fire Fighters who have extensive training backgrounds including lead instructor status at the WSP Fire Training Academy. Training was provided to 16 of the region's training officers, which prepared them to work collaboratively to meet the NFPA 1403 live fire training requirements while providing relevant and high quality instruction based on the latest research on the modern fire ground. Plans are currently under way to submit a regional grant for 2017 to acquire several of the 3S live fire props that will further enhance the delivery of live fire training in our region.



Subject Matter Experts (SME) Curriculum Development Program



In 2016, there were several SME's who worked on month-long assignments throughout the year, in order to research and develop targeted subject area material. Wes Armey worked on vehicle extrication based on the Puyallup Extrication Team's curriculum. Earlier in the year, Wes attended advanced extrication training with the Puyallup team which is considered a leader in the industry.

Firefighter Tony Jorgensen also spent a month reassigned to the Training Division while preparing his Flow Path Management curriculum. Tony has also attended off site training related to vertical ventilation at a truck academy and spent a significant portion of his time on days pouring through the volumes of research related to ventilation and flow path management. Both Wes and Tony worked hard to help KFD develop a standardized training curriculum built by department members for the department members.

Captain Coats delivered the wildland refresher training that he developed as an SME. This training known as "RT-130" is an annual requirement for wildland firefighting and Coats provided efficient web based screen casted "pre-loads" that prepared crews for their scheduled hands on training at the FTC. Instruction included training on drafting from a static water source, mobile and stationary attack, and shelter deployment. RT-130 was developed in response to feedback provided by members after last season's training when they asked for a more relevant, current, and efficient course. Planning for next season's RT-130 is already underway.



Pictured above: Firefighter/Paramedic Benjamin Dill



New KFD Members

On July 22nd, four new firefighters graduated from the Fire Training Academy in North Bend. Several of their peers made the trip to congratulate them aboard. Jason Ingersoll, Garhett Dotta, Evan Herling, and Sean Granger all successfully completed their training. In January 2017, Nathan Miller also joined the Kennewick Fire Department, and is attending the Fire Training Academy until mid-April.

Pictured (left): KFD's Matt Martens, Sean Granger, Evan Herling, Jason Ingersoll, Captain Matthew Worman, Garhett Dotta, Robert Dirham and Captain Rob Kandle joined by North Bend Fire Training Academy personnel.

Prevention Division

Fire Permits, Plan Reviews and Inspections

In 2016 there were 164 Fire Permits Issued by the Fire Prevention Division for fire suppression and fire detection system installations and modifications. This number is up slightly from 151 permits issued in 2015. Each permit application requires a minimum of one plan review and in 2016 there were 227 inspections done on these projects by Fire Prevention staff. Revenue generated from Fire Permits issued was \$32,876; in 2015 revenue collected was \$38,025.

The Deputy Fire Marshal (DFM) is critical to the plan review and construction processes for many other permits that are processed in addition to the Fire Permits. The DFM reviews site plans, civil infrastructure plans in addition to new construction and building renovation plans.

Fire Investigations

In 2016, 98 structure fires were reported. The pre-Incident value of those structures is estimated at \$13,657,075, with an estimated fire loss of \$3,214,515. All structure fires are investigated by a shift investigator and/or the Deputy Fire Marshal and Fire Prevention staff.

Certifications Earned

Lincoln Swenson obtained his ICC Fire Plan Reviewer Certification in October this year; congratulations!

Public Education

While the Fire Prevention Specialist assists in scheduling Public Education opportunities, the crews do an amazing job of interacting with the public in all stages of life and experiences to educate them on a wide range of fire safety, fire prevention and personal safety matters. This year, we documented 76 Public Education and Public Relations events that our on-duty crews attended. Requests for our attendance at these events have been made easier this year with the implementation of the City's new website which features a simple web form that can be submitted directly to the Fire Prevention office for coordination and scheduling. Below are just a few of the larger events we attended this year:

- Salmon Summit
- Water Follies
- National Night Out
- Benton Franklin County Fair – EDITH House
- Downtown Association Halloween Trick or Treat Event
- Trios Health Babysitters Class
- Kadlec Academy After School Program

The Smoke Detector Battery Replacement Program takes a major effort by crews every Fall; however, this year, we partnered with the American Red Cross. This year our on-duty crews visited approximately 155 homes, about half of what we usually see due to the removal of the Canyon Lakes area, and replaced batteries in about 169 smoke detectors, also down significantly from recent years past.

Fire Protection System Compliance

The Prevention Division has been working diligently with property owners that have fire protection systems in place to ensure their systems are inspected as required by NFPA. To manage this effort, reports are submitted via a third party portal, Tegriss Fire.com. While Tegriss sends auto-generated reminders and other notifications to property owners, there is still a significant amount of leg work done by the Prevention team to keep contact information up to date to confirm the right people are receiving notifications and ensure inspections and repairs are scheduled and corrected in a timely manner. Over the course of 2016, an average of 90% compliance rate was maintained of system inspections being completed and appropriately reported. Compared to the other jurisdictions using Tegriss, we have consistently ranked in the top three for compliance ratings. What does a high compliance rate mean? The greater number of systems that are 'in compliance' directly affects things such as: false alarms, dry system freeze ups during extreme temperature fluctuations, and confidence in knowing that systems in place are going to work as designed which potentially prevents property and life loss.

"An ounce of prevention is worth a pound of cure." – Benjamin Franklin



2016 Salmon Summit event at Columbia Park

Completed Inspections

Fire and Life Safety Inspection Program

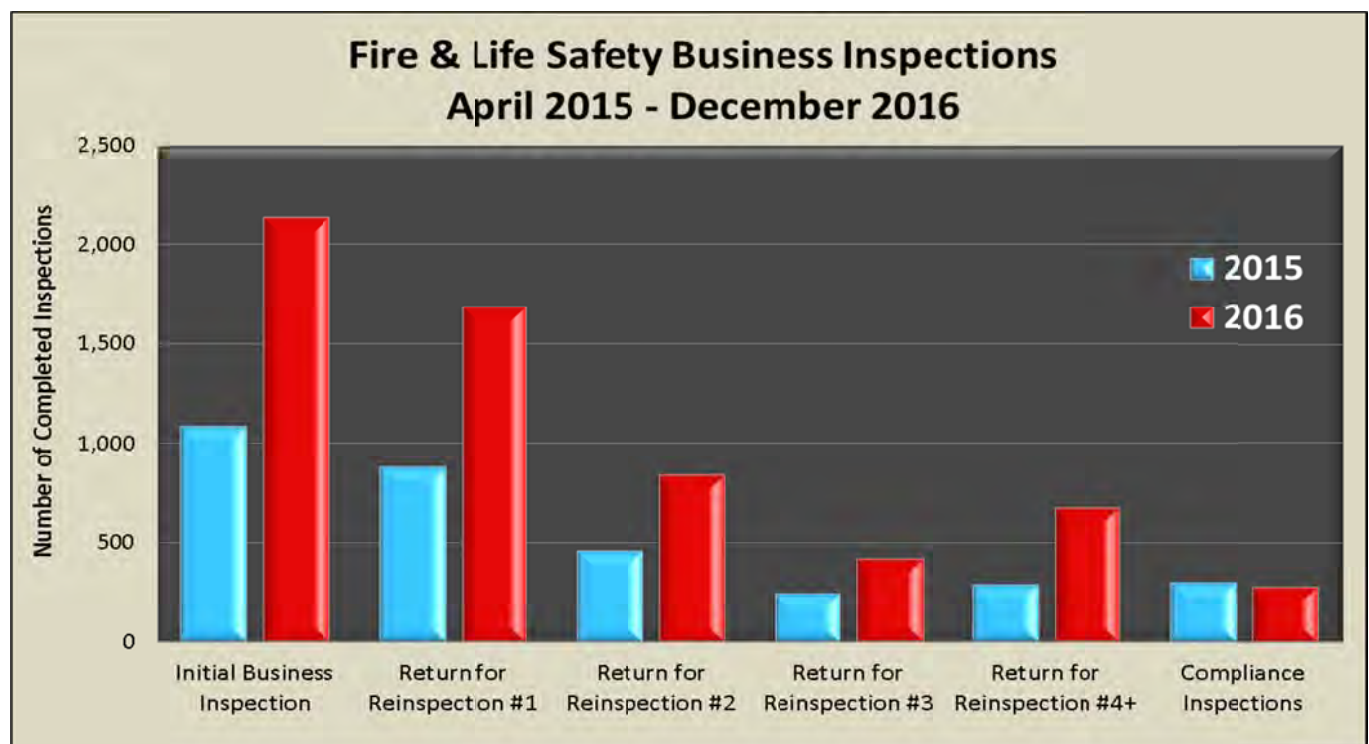
After hiring and training three new Fire Inspectors in the spring of 2015, we are proud to report that by the end of 2016, Kennewick's Fire Inspectors have completed fire and life safety inspections on 100% of the businesses in Kennewick (based on 2015 business license data). This equates to just over 3,200 businesses inspected. Since we are inspecting all commercial businesses and their facilities, we have approximately 3,655 inspections to conduct in 2017, as we will be inspecting some of the smaller apartment complexes that were not inspected in the last cycle. After our Washington Survey and Rating Bureau review this year, it was brought to our attention that in order to receive maximum credit during our next review, we must also inspect complexes with five or more units.

Over 8,800 violations were observed in 2016 alone. Until late 2016, we had been largely working under a voluntary compliance system for the correction of violations. While some businesses have required much more prodding than others (approximately 5,500 re-inspections were conducted in 2015 and 2016), with a little education and patience, the large majority of businesses were able to achieve compliance by working with their inspector. In fact, only three (3) cases ended up going to the City Attorney's Office for citations. In the fall of 2016, along with the City Attorney's office, we were successful in updating the Municipal code to provide the leverage we may need as we move forward to more successfully gain compliance in a timelier manner, which will free up our resources to tackle other tasks.

The code has been revised as follows:

KMC 15.30.290 Section 109.4 Amended - Violations - Penalties:

- (1) Except for violations of KMC 15.30.240 [fireworks], any person who has violated any provision of this chapter shall have committed a Class 1 civil infraction subject to a maximum fine of \$250.00. Provided, that if the same violator has been found to have committed an infraction violation for the same or similar conduct two separate times, and involving the same or similar sections of the Kennewick Municipal Code, the third or subsequent violation shall constitute a misdemeanor, punishable as provided in KMC 1.12.010.
- (2) For any violation of a continuing nature, each day's violation shall be considered a separate offense and shall subject the offender to the above penalties for each offense.



Washington State Rating Bureau (WSRB)

Kennewick Fire Department Participates in WSRB Evaluation

Washington Surveying and Rating Bureau (WSRB) is an independent, non-profit public service organization that has been serving the State of Washington since 1911. As an information-gathering and publishing organization, WSRB is an authoritative resource for the insurance industry. One the services WSRB provides for the insurance industry is determining the Protection Class Grading of communities and the Protection Class Ratings of the individual properties in those communities. It is these Protection Class Ratings that are used by insurance companies to help determine fire insurance premiums for properties. Before the Protection Class Rating for a property can be determined, the Protection Class Grading for the community the property is located in must be determined. WSRB determines the Protection Class Grading of cities and fire protection districts by evaluating their fire protection/suppression capabilities using a schedule approved by the Washington State Office of the Insurance Commissioner. WSRB evaluates communities in four major areas: Water Supply, Fire Department, Emergency Communications and Fire Safety Control. As a result of this evaluation the community is assigned a Protection Class Grading of 1 through 10, where 1 indicates exemplary fire protection capabilities, and 10 indicates the capabilities, if any, are insufficient for insurance rating credit.



Water Supply

WSRB evaluates the capacity, distribution and maintenance of water systems and fire hydrants.



Fire Department

WSRB evaluates the fire department, including fire stations, apparatus, equipment, personnel and their training.



Emergency Communications

WSRB evaluates the emergency communication system used to dispatch the fire department.



Fire Safety Control

WSRB evaluates the fire code enforcement and fire safety education activities in the community.

The Protection Class evaluation process recognizes the efforts of communities to provide fire-protection services for citizens and property owners. This is why insurance companies use Protection Classes to help establish fair premiums for fire insurance — generally offering lower premiums in communities with better protection. By offering economic benefits for communities that invest in their firefighting services, the evaluation provides a real incentive for improving and maintaining fire protection.

Community Protection Class (PC) Grade = 3.07 (Unrounded Grade)

Community Protection Class (PC) Grade =

4

To the right is the City of Kennewick's Protection Class Grading produced by WSRB's evaluation in January 2017. A re-evaluation is planned for some time during 2018 with the hope of potentially improving our score.

NOTE: The Protection Class Grading below indicates the overall Protection Class for the community, not the Protection Class of all properties located within the community.

Protection Class	Unrounded Grade
1	0.0 to 1.00
2	1.01 to 2.00
3	2.01 to 3.00
4	3.01 to 4.00
5	4.01 to 5.00
6	5.01 to 6.00
7	6.01 to 7.00
8	7.01 to 8.00
9	8.01 to 9.00
10	9.01 to 10.00



**The information provided above was taken from the WSRB Protection Class Report for Kennewick, effective January 1, 2017.*

Emergency Medical Services (EMS)



EMS News

With the opening of Fire Station 65 in August, Emergency Medical Services in the City of Kennewick took a major step in achieving the EMS response times established by NFPA 1710 and WAC 296-305. The placement of an ambulance at the corner of 10th and Kellogg has improved response times into Creekstone and other neighborhoods to the west. In addition to more rapid response times, EMS has been able to relocate EMS supplies to station 65. This allows ambulances that clear Trios ER, to rapidly receive the supplies they

need to be in service faster, enabling a prompt response to the next emergency.

In 2016, the EMS department spent a considerable amount of time researching and preparing for the next generation of EMS Documentation and records management. The regional fire chiefs issued a delegation to a RMS (Records Management System) workgroup to research, identify and detail a transition plan for a new RMS. Image Trend is the new software that will replace ERS (Emergency Reporting System). This new service will be put into place spring of 2017, and it contains many new features that are more modern and advanced to help personnel with the documentation of incidents, being able to pull data from any given time period, as well as provide multi-use features that will aid with the progression of EMS and Fire data. Focus for this upcoming year will be geared towards training the crews on how to use Image Trend at its full potential, and getting them up to speed with this new interface.



Pictured above: Paramedic/Firefighter John Rommen

CAD System

The CAD System EMS Division maximized the benefit of having two firefighters assigned to light-duty during the first quarter of 2016. This increase in manpower was leveraged to assist with the large amount of work required to be done in preparation for the opening of KFD's Station 5. Firefighter/paramedic John Rommen worked tirelessly to determine the response map, response plans, and other data points required for the Computer Automated Dispatching (CAD) system to work effectively. By the end of March, the response map had been established, and adjustments to other station areas had been readied to go "live" in CAD when the station opened in August. Firefighter/paramedic Samantha Howrey took on the enormous project of refining EMS supply ordering including storage of supplies and equipment, and defining appropriate stock levels **in order to achieve our goal of responsible government through stewardship**. With ever increasing call volumes and patient care-levels, the EMS division constantly works to make the necessary changes to stay within budget.

EMS Highlights of 2016

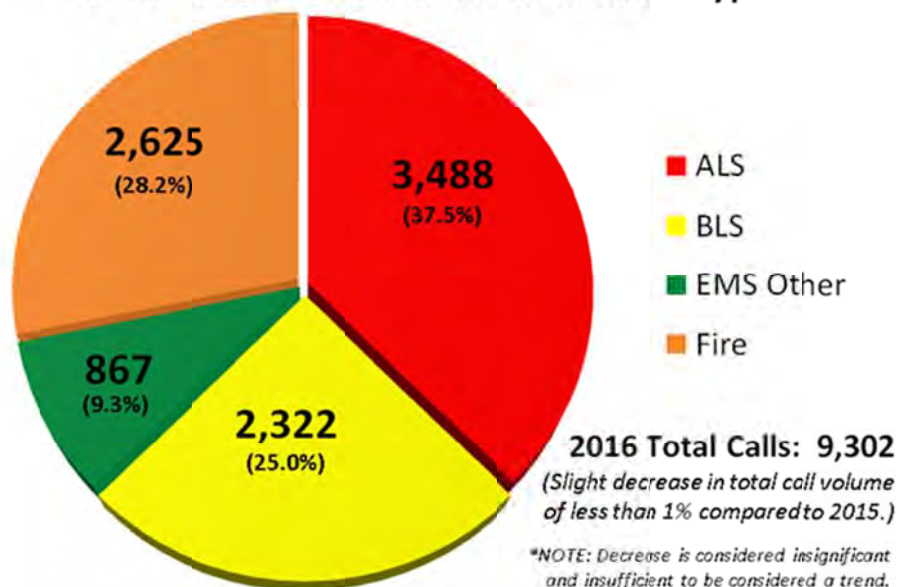
- Captain Eric Nilson and Captain Cary Cole, along with firefighter/EMTs Darrell Springer and Evan Herling, assisted the City of Kennewick by providing mandatory bi-annual CPR/first aid training to City employees. Over a period of two days, 70 employees were trained on hands-only CPR, bandaging, splinting, how to use an Epi-pen, and what to do if a coworker has a medical emergency.
- The Benton/Franklin Counties' new Quality Assurance (QA) process was launched. This process is geared towards providing data points for the WA State Department of Health Key Performance Indicators for EMS organizations.
- The EMS Division also worked with the Training Division to better position itself in case of an active shooter type event. Thanks to funds from a Department of Homeland Security grant, ambulances around Benton/Franklin Counties will be able to be outfitted with body armor, and specialized first aid equipment that would be used to treat numerous patients in a mass casualty type event.



Pictured above: EMS Officer, Captain Eric Nilson teaching CPR/First Aid Training to City of Kennewick employees.

Calls for Service

2016 - Overall Breakdown of Incident Types



Types of Calls

Approximately 6,677 of all calls responded to by KFD in 2016 were medical in nature. It is for this reason that all KFD firefighters are also certified as emergency medical technicians (EMTs) or paramedics.

Alliance Consistent Cares

There has been an effective use of our resources since the implementation of the Alliance Consistent Cares group (ACC). The ACC focuses on identifying patients who use emergency services more than the average person, with a specific emphasis on drug abuse, mental illness, and those who do not have adequate medical services and/or access to said services.

In 2016, ***the ACC has shown to have a positive impact on our community with a decrease in unnecessary visits to hospital emergency rooms, and an increase in patients receiving the care that is needed***, which is often received through services found with other providers such as mental health care services, drug and alcohol rehabilitation and resources available through Aging and Long Term Care (ALTC).

Additionally, by working in collaboration with the Aging and Long Term Care (ALTC) program, Kennewick Fire Department has also been successful in assisting elderly citizens and their caretakers within our community to obtain the resources they need to maintain their independence and resolve at home difficulties so they can rely less on emergency services, for non-emergent situations.



Pictured above (L-R): Captain Tim Harkins with paramedics Anthony Jorgensen, John Rommen and EMT Shane Webb

Cost of Service Study

Why Perform an Ambulance Utility Cost of Service and Rate Study?

The City of Kennewick initiated a cost of service and rate study to assess whether its ambulance utility rates covered the costs associated with providing ambulance and emergency medical services (EMS) with additional staffing and stations. The City currently charges an ambulance utility fee, and felt it was important to verify that the current rate is appropriate, as well as determine what rate should be assessed in the future in order to continue supporting the costs of providing emergency services to the community. In 2014-2015, about 81% of the City's call volume is EMS-related, while only 19% is associated with fires, hazardous materials, technical rescues, fire prevention, and other services. If current trends continue, the number of calls annually is expected to exceed 11,000 by the year 2020.

According to RCW 35.21.766, a cost of service study is required to identify the total cost necessary to regulate, operate, and maintain the ambulance utility. The City has previously prepared cost of service studies for its ambulance utility internally. In 2016, FCS GROUP was engaged by the City to develop an updated cost of service study and the related ambulance utility rates.

FCS GROUP completed the following:

- Reviewed and analyzed fire department and ambulance costs and workload data
- Developed the cost of service framework and established the cost of service for fire and EMS
- Established and identified customer classes and cost allocation methods for the ambulance utility; calculating availability and demand rates for each customer class, consistent with RCW 35.21.766
- Developed a five year forecast identifying the impacts of an increasing number of incidents on Kennewick's ambulance utility rates

The total cost of providing fire and EMS/ambulance services is comprised of costs for labor, supplies, services, and other direct and indirect costs. Availability and demand costs are also factored into the total. According to RCW 35.21.766, availability costs are attributable to the basic infrastructure needed to respond to a single call for service and may include dispatch, labor, training, equipment, patient care supplies, and equipment maintenance costs, while demand costs are attributable to the burden placed on the ambulance service by individual calls, such as those associated with the frequency of calls or the distance from hospitals.

The Results

In 2015, the average cost per incident within the City limits was \$1,280.80. Average transport fees covered only \$253.35 of that total; the ambulance utility revenue supported \$339.90, equaling a 46% cost recovery rate.

When fire and EMS units are unavailable to respond to an incident, 9-1-1 will automatically dispatch the nearest available unit to the scene. Sometimes this results in Kennewick units responding to calls outside of our jurisdictional limits, and vice versa. In 2015, the average cost per incident for out of City EMS incidents was \$1,118.53. The average transport fee was the same as it is for in City residents, however, because non-residents are not charged the City's ambulance utility fee, the cost recovery rate for out of City incidents was only 23%.

It is currently estimated that total incidents will increase by 4.6% annually over the next five years. 80% of incidents are expected to be EMS-related; 20% are anticipated to be non-EMS or fire incidents. Of the total EMS incidents, 66% are expected to need ambulance transportation each year. With increases in call volume, also come increases in estimated costs for service.

The table below provides a look at the current ambulance utility rates compared to those required to obtain various rates of recovery. Depending on the City's decision whether to fully recover all costs through the ambulance utility rates or partially subsidize the EMS and ambulance services as it currently does, the future forecasted rates and costs might change.

Year	Current Rate		50% Cost Recovery		75% Cost Recovery		Full Recovery Rate	
	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual
2015	\$ 6.67	\$ 80.04	\$ 9.06	\$ 108.74	\$ 13.59	\$ 163.10	\$ 18.12	\$ 217.47
2016	\$ 7.67	\$ 92.04	\$ 9.99	\$ 119.86	\$ 14.99	\$ 179.79	\$ 19.98	\$ 239.72
2017	\$ 7.67	\$ 92.04	\$ 10.10	\$ 121.19	\$ 15.15	\$ 181.79	\$ 20.20	\$ 242.38
2018	\$ 7.67	\$ 92.04	\$ 10.28	\$ 123.38	\$ 15.42	\$ 185.07	\$ 20.56	\$ 246.76
2019	\$ 7.67	\$ 92.04	\$ 11.07	\$ 132.81	\$ 16.60	\$ 199.21	\$ 22.13	\$ 265.61
2020	\$ 7.67	\$ 92.04	\$ 11.99	\$ 143.80	\$ 17.98	\$ 215.70	\$ 23.97	\$ 287.60

**The information provided above was taken from the November 2016 City of Kennewick Ambulance Utility Cost of Service and Rate Study conducted by FCS Group, Redmond, WA.*

Performance Metrics

2016 Service Delivery Performance Metrics

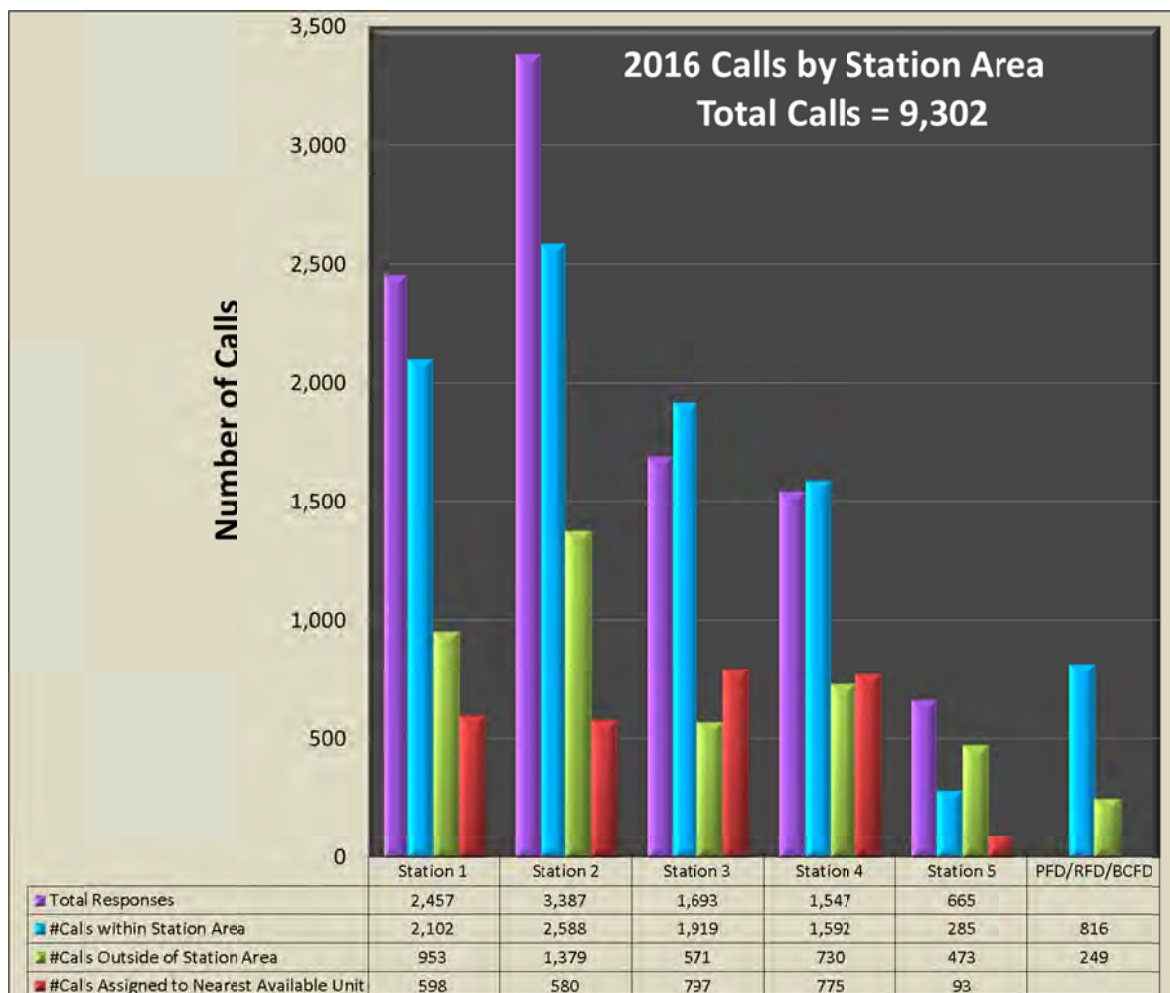
As a legally established department within the State of Washington, Kennewick Fire Department is required by Chapter 35.103 RCW and City of Kennewick, Resolution No. 08-06 to specify and report service delivery objectives and performance measures for applicable major services provided within our jurisdiction's limits.

In accordance with these requirements, Kennewick Fire Department has established service delivery objectives for the following major service components:

1. Fire Suppression – Residential, Commercial, Wildland
2. Emergency Medical Services – Advanced Life Support
3. Emergency Medical Services – Basic Life Support & Service Calls
4. Special Operations – Hazardous Materials Operations / Technical Rescue

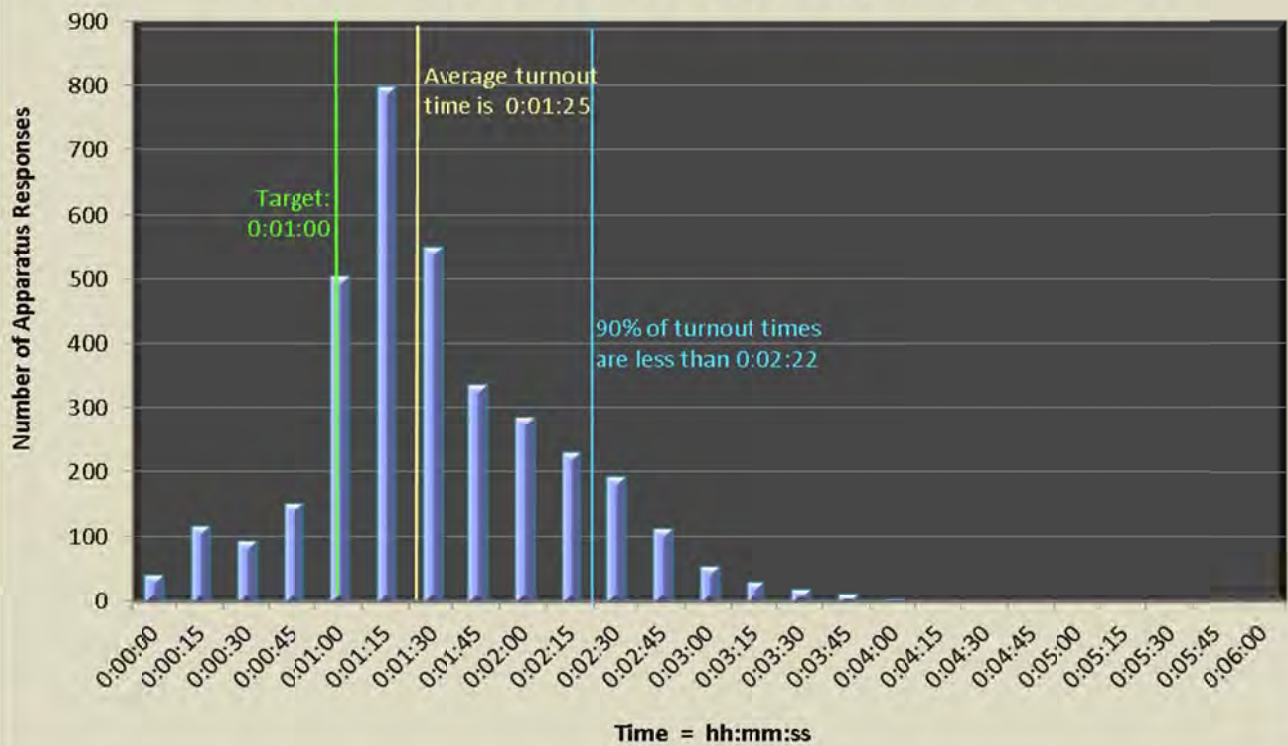
The information provided below and on subsequent pages contains the following:

- Breakdown of call volume by station area
- Performance metrics for turn-out and response times of first arriving units and full-compliment of units for each of KFD's identified major service components
- Definitions of terms for each of the major service components and abbreviations used

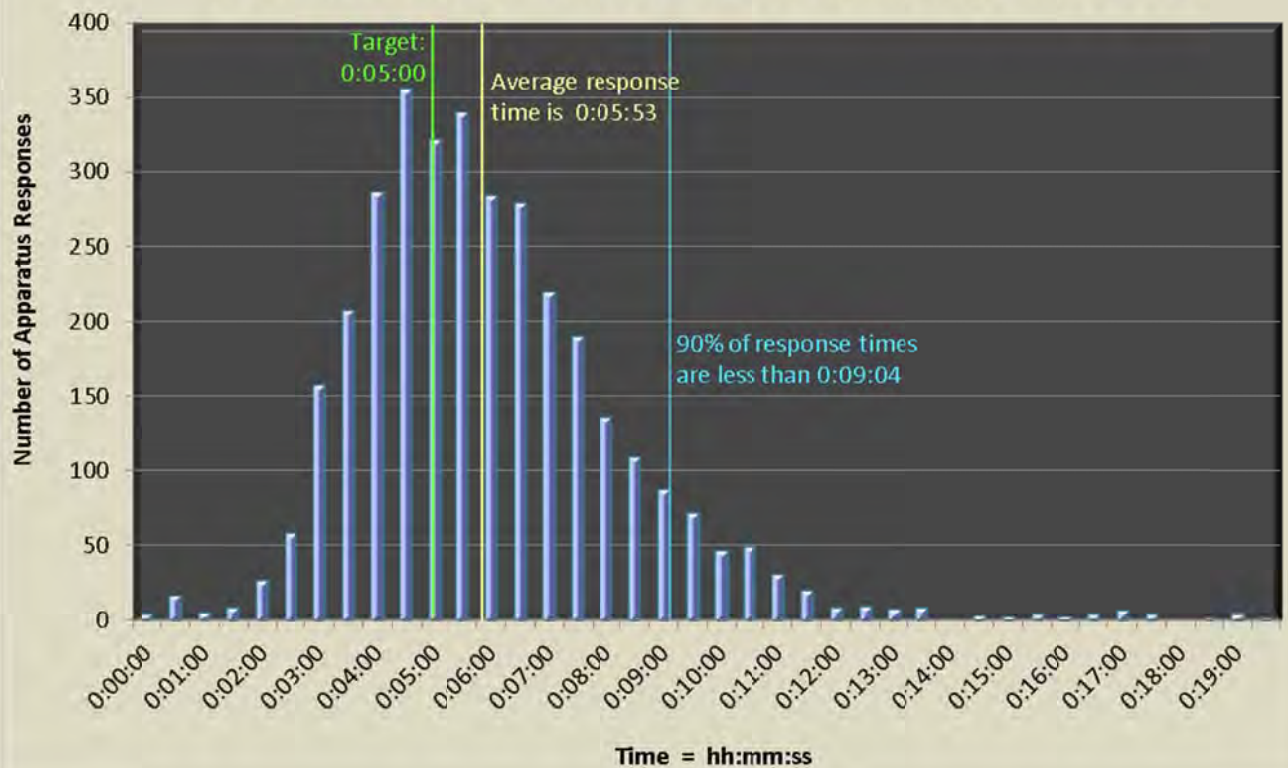


**Note: Station 5 values shown above include 4th quarter call volume numbers only; Station 5 data was not available until after its grand opening on August 22, 2016.*

Turnout Times - EMS ALS 1st Responding Units 2016



Response Times - EMS ALS 1st Responding Units 2016



Definitions:

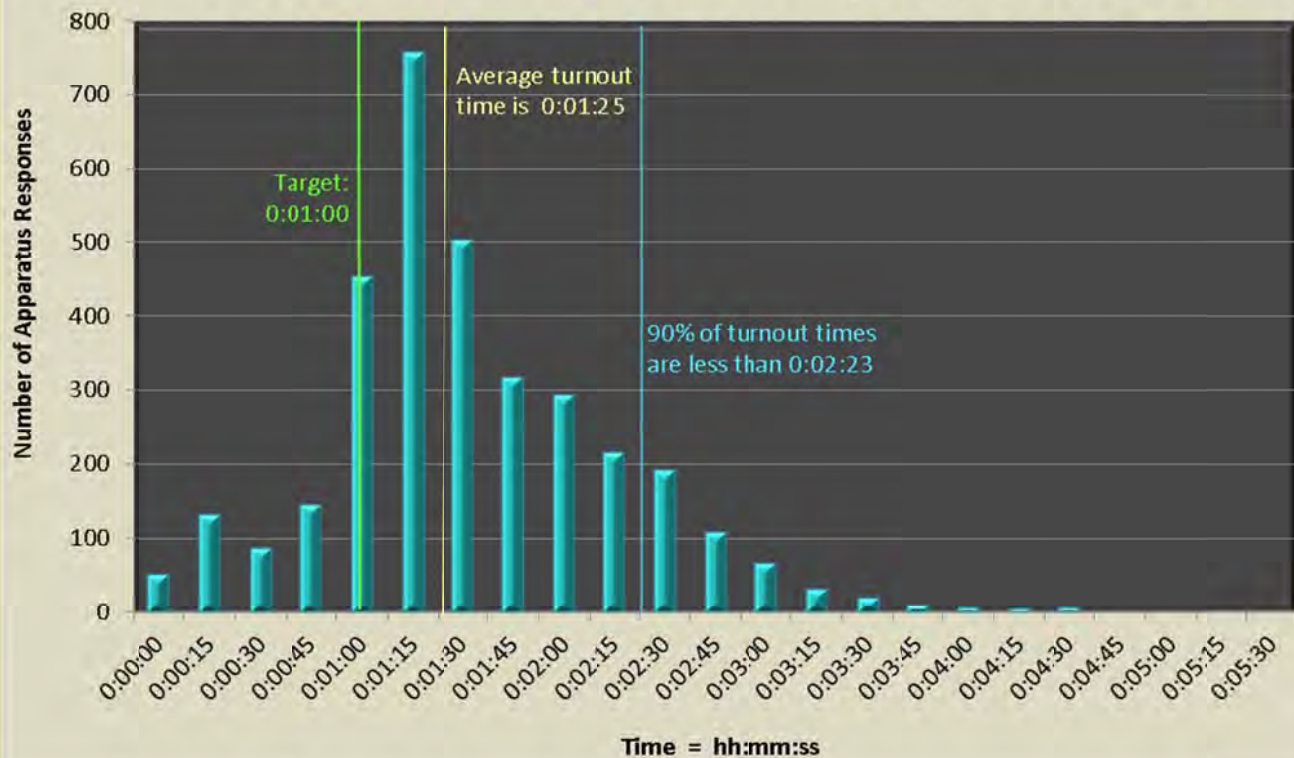
ALS refers to Advanced Life Support operations and functional provision of advanced airway management including intubation, advanced cardiac monitoring, manual defibrillation, establishment and maintenance of intravenous access, and drug therapy (RCW 35.103.020).

EMS means *Emergency Medical Services*.

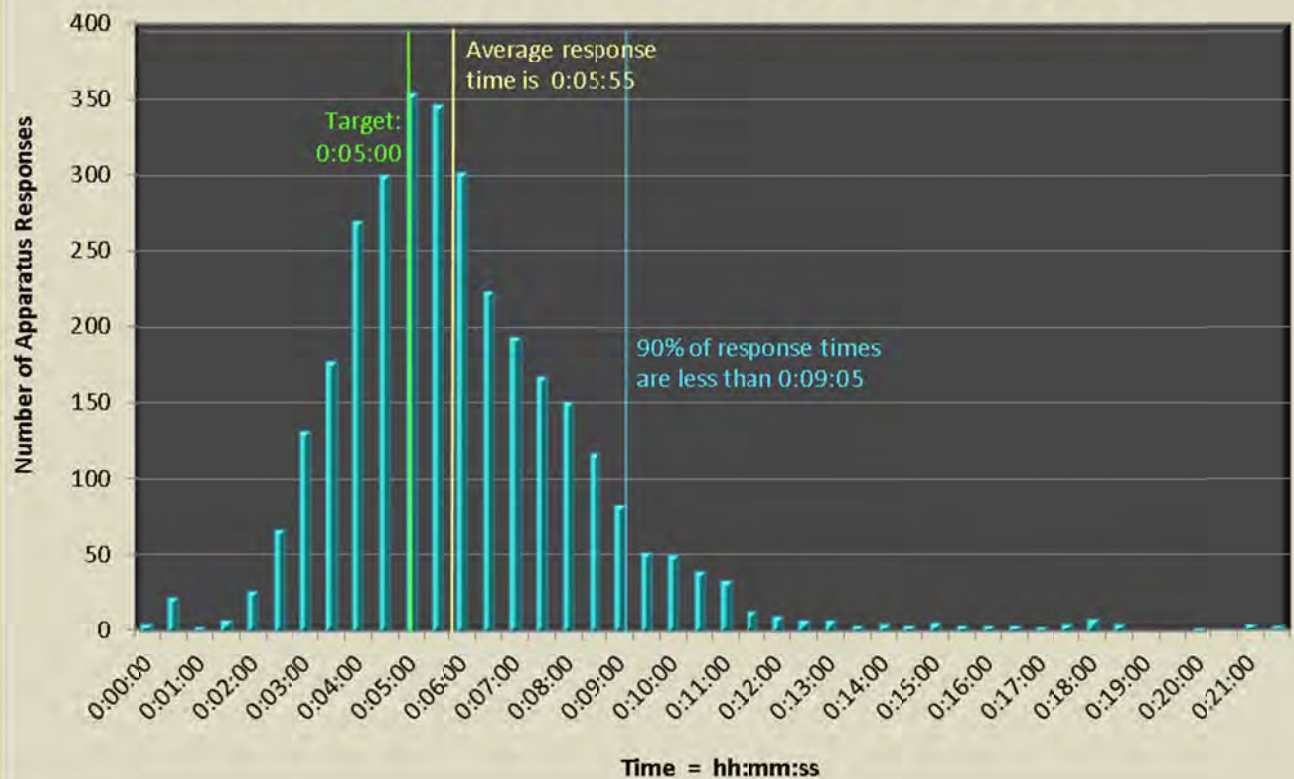
1st Responding Unit refers only to the first unit arriving on scene.

90th Percentile is the value for which 90% of the data points are smaller.

Turnout Times - EMS BLS 1st Responding Units 2016



Response Times - EMS BLS 1st Responding Units 2016



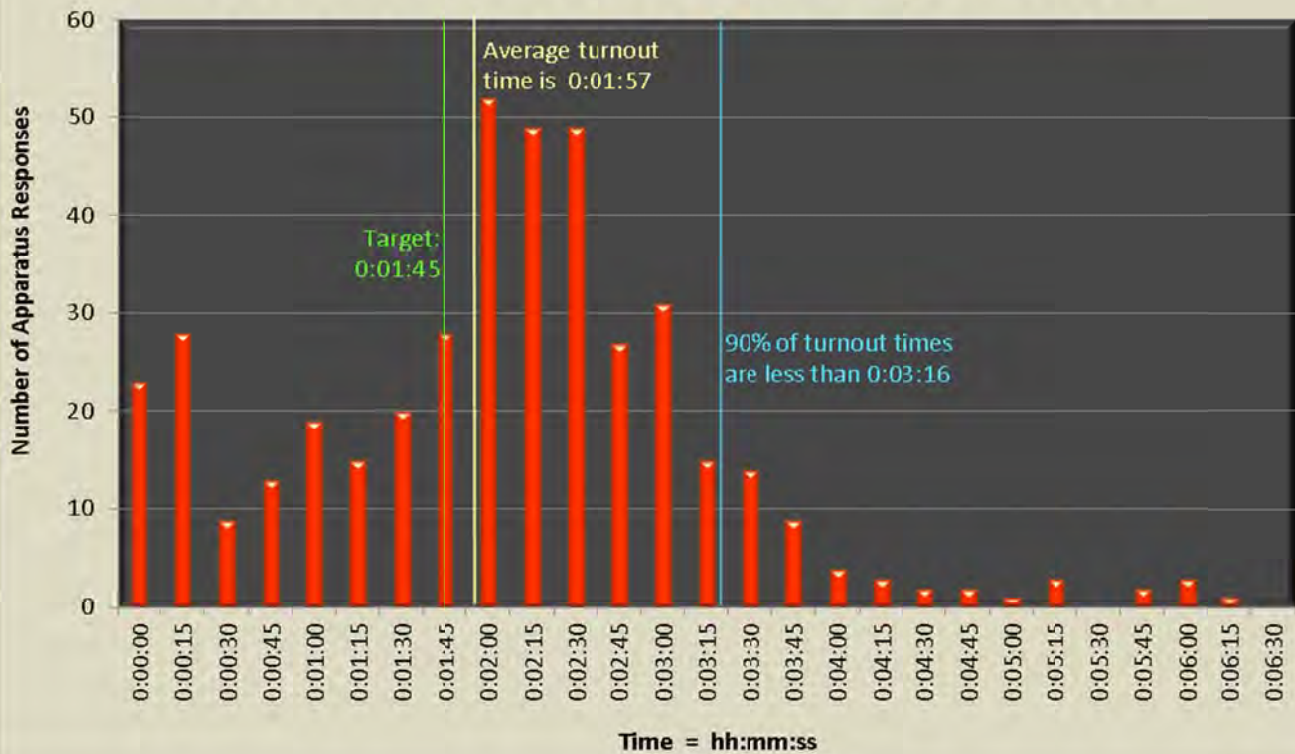
Definitions:

Turnout time is measured from the point when a unit receives notification of an emergency (e.g., 911 alarm dispatch) to the point when the unit is en route to the dispatched location (i.e., leaves the station).

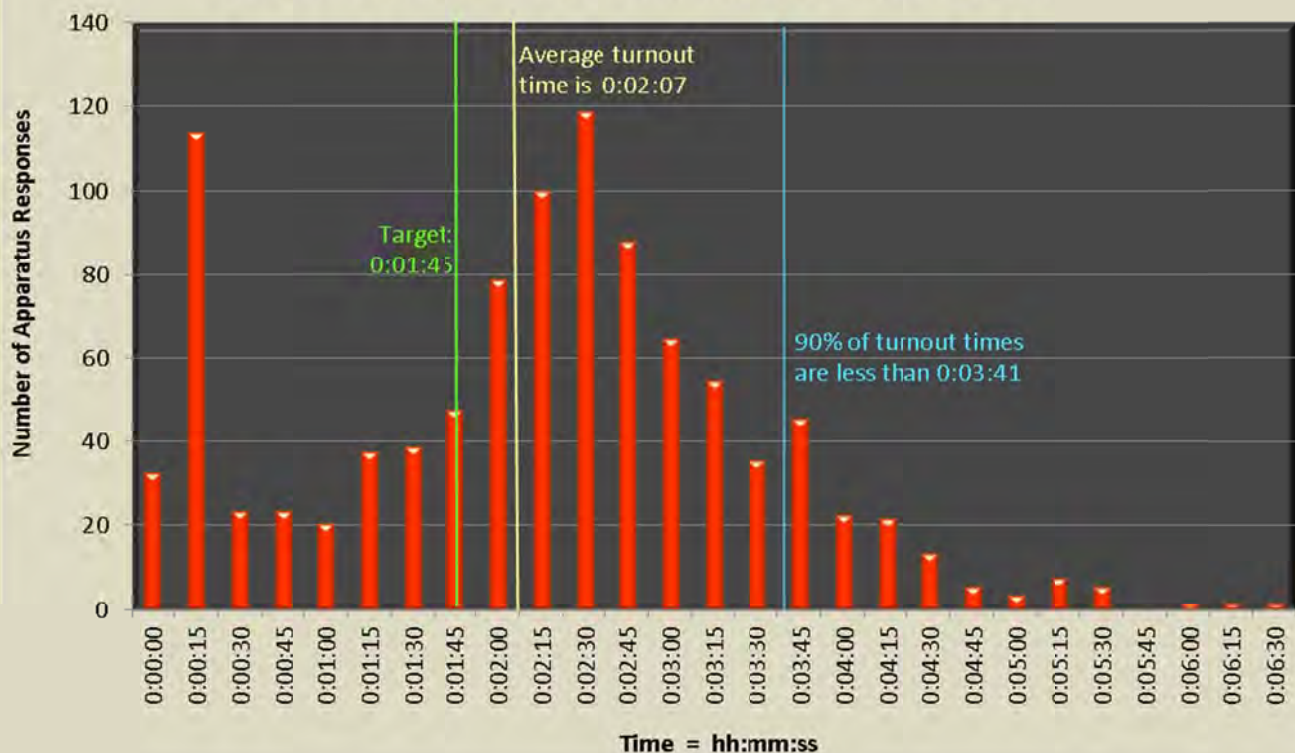
Response time is the total amount of time measured from the point of emergency notification until the unit arrives on scene.

Target times are based on the National Fire Protection Association (NFPA) 1710 recommended performance benchmarks and are used as a baseline for performance measurement.

Turnout Times - FIRE 1st Responding Units 2016



Turnout Times - FIRE Balance of Units 2016



Definitions:

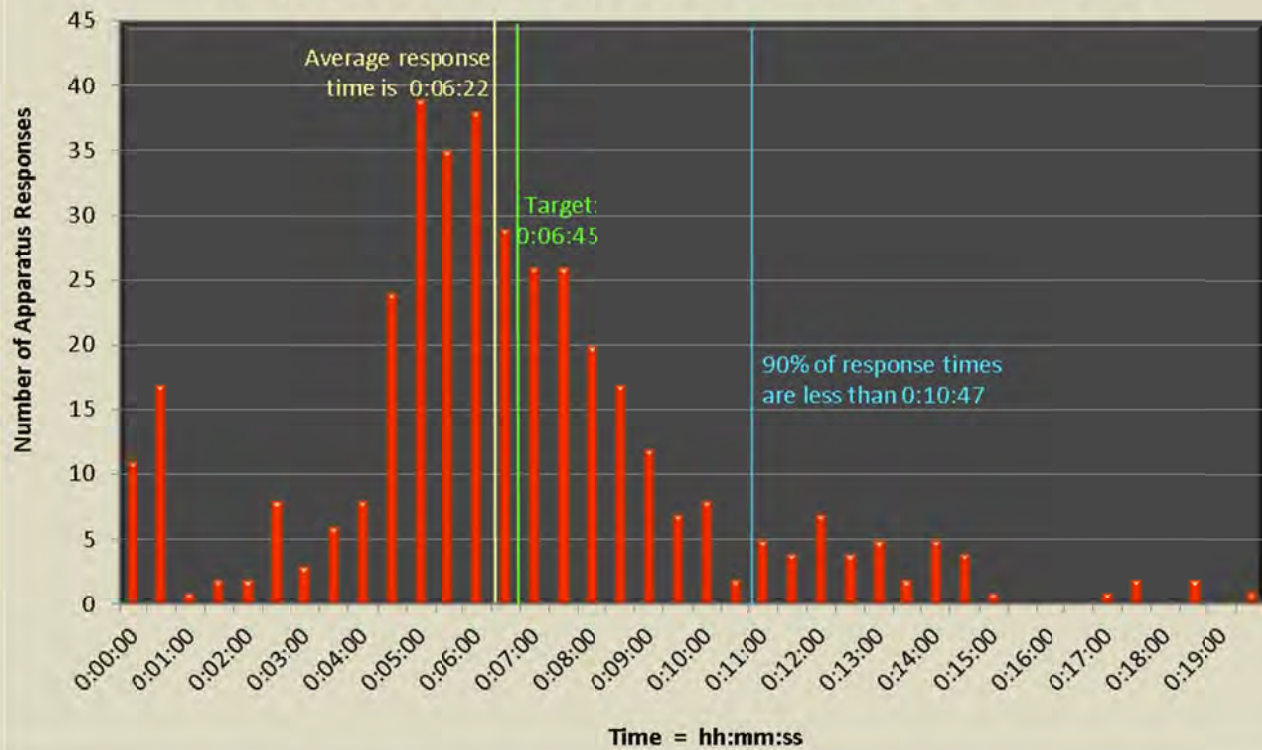
Fire Suppression refers to the activities involved in controlling and extinguishing fires (NFPA; RCW 35.103.020).

1st Responding Unit refers only to the first unit arriving on scene.

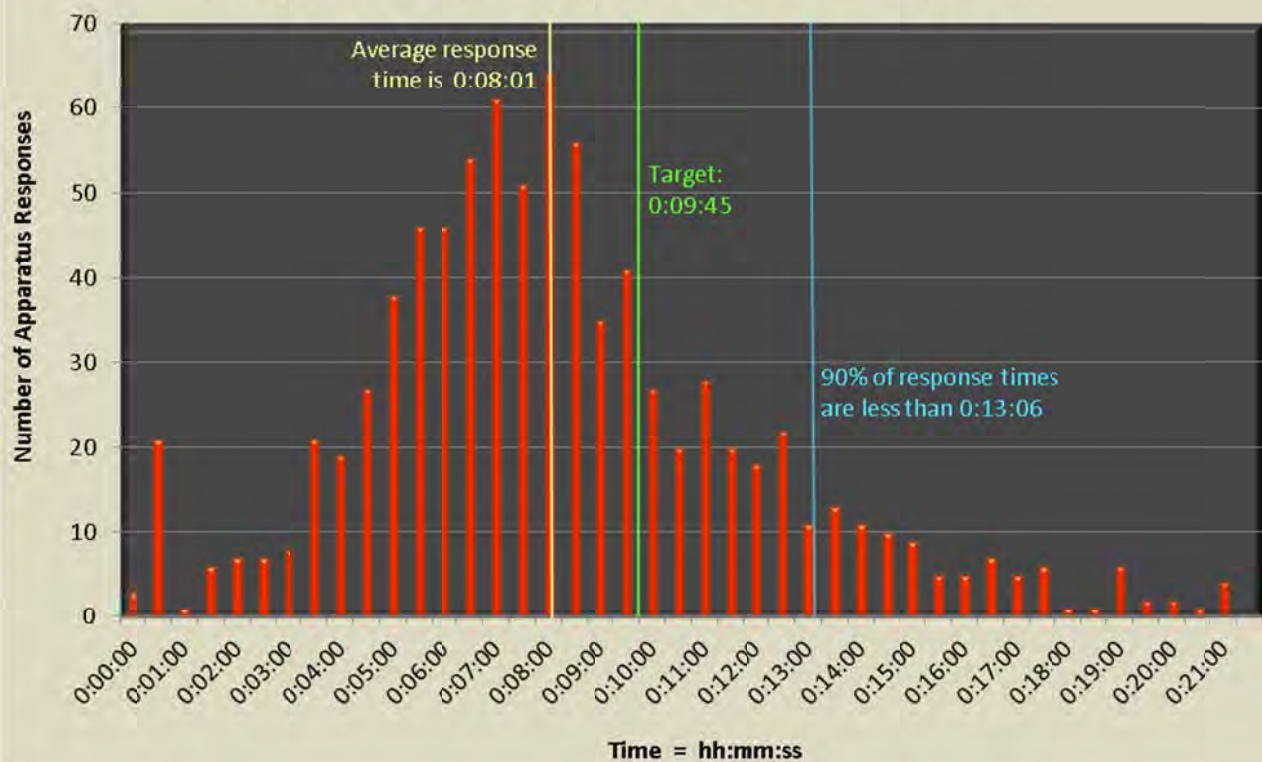
Balance of Units refers to all additional units required to mitigate the emergency.

90th Percentile is the value for which 90% of the data points are smaller.

Response Times - FIRE 1st Responding Units 2016



Response Times - FIRE Balance of Units 2016



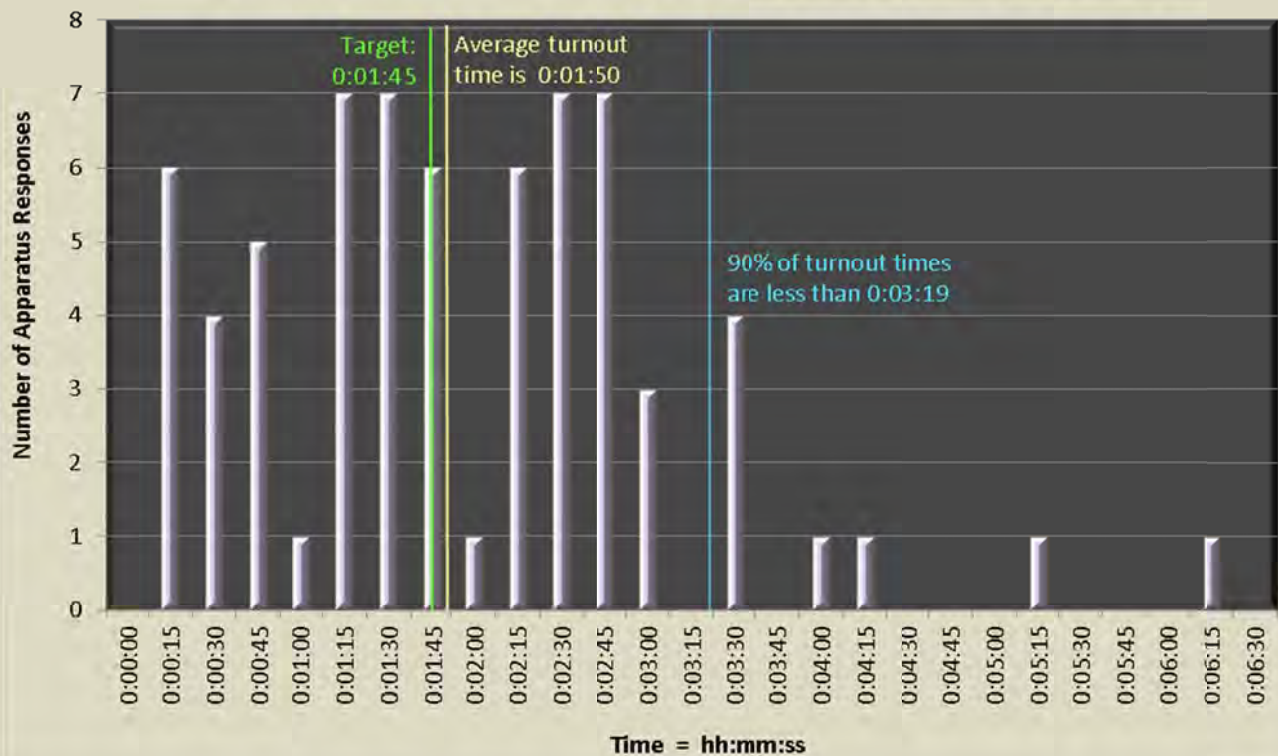
Definitions:

Turnout time is measured from the point when a unit receives notification of an emergency (e.g., 911 alarm dispatch) to the point when the unit is en route to the dispatched location (i.e., leaves the station).

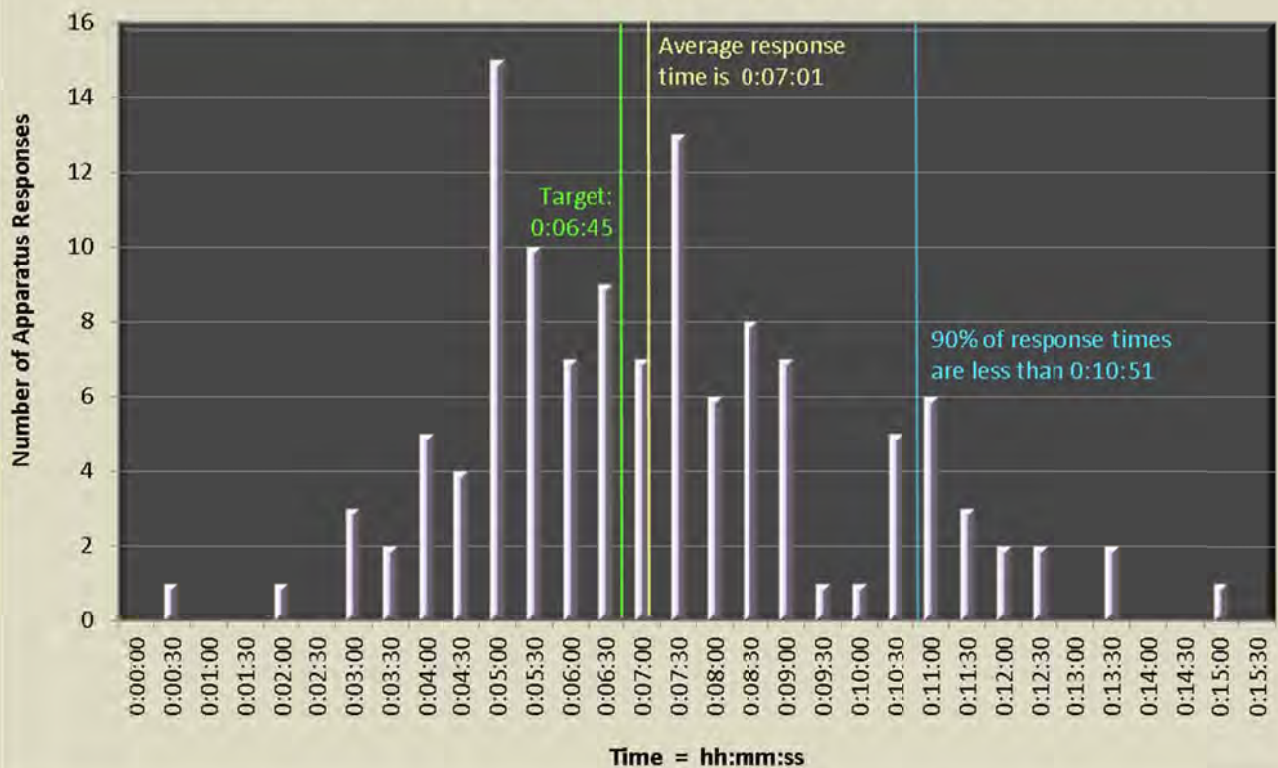
Response time is the total amount of time measured from the point of emergency notification until the unit arrives on scene.

Target times are based on the National Fire Protection Association (NFPA) 1710 recommended performance benchmarks and are used as a baseline for performance measurement.

Turnout Times - HAZMAT/TRT 1st Responding Units 2016



Response Times - HAZMAT/TRT 1st Responding Units 2016



Definitions:

Hazmat/Technical Rescue incidents are special operations incidents to which the fire department responds that require specific and advanced training and specialized tools and equipment (RCW 35.103.020).

Hazmat is short for Hazardous Material, meaning "any substance that jumps out of its container when something goes wrong and hurts and harms the things it touches" (Ludwig Benner, Jr., National Transportation Safety Board).

Technical Rescue Team & Hazmat

Technical Rescue Team (TRT)

The Kennewick Fire Department Technical Rescue Team (TRT) provides rescue response for high and low angle rope rescue, confined space rescue, trench rescue, and machinery disentanglement rescue. Although KFD's TRT is a standalone team, fire department TRT's collaborating regularly for both training and incident response. Currently, KFD's team meets each month for departmental training drills and also participates in a regional quarterly training rescue drill.

TRT team is evaluated annually by the Risk Management Coordinator and Public Works Department Manager for the City of Kennewick, as one of our primary missions is to provide rescue response for our City's Public Works crews, especially while they perform confined space operations. KFD's team currently consists of 9 highly-trained members, 3 from each shift. Station 61 is KFD's designated TRT station and houses an Engine, a 4x4 pick-up, and an enclosed trailer equipped with TRT equipment.



Tri-County Hazardous Materials Team

The Tri-County Hazardous Materials Team (TCHMT) is an organized group of professionals who are specifically trained to handle hazardous material emergencies that occur on the road, on the rails or in fixed facilities. The TCHMT consists of firefighters ranging from the city of Walla Walla to Yakima. Through collaboration and cost sharing, our team members train frequently to maintain a high standard of skill and competence.

The TCHMT responds to all oil, chemical and other liquid spills, industrial and military explosions, and accidents during transportation of chemicals. The hazards we mitigate include a wide range of materials from explosives and corrosive liquids; radioactive, asphyxiating and bio-hazards; and toxic substances and pesticides.

Hazardous conditions may also include container leaks, the explosion of compressed gases and chemicals, or acts of terrorism.

When a hazardous materials emergency occurs, a fire department engine/ladder truck is initially dispatched to determine the need for the TCHMT. If the TCHMT is required, members respond from the different fire departments to the emergency scene to begin technical operations. The hazardous materials truck carrying equipment and protective Level-A suits provides the TCHMT with the necessary tools to mitigate the emergency and protect the public until the shipper or owner of the hazardous materials can hire a private contractor to clean up the spill or incident.



TCHMT members are trained in:

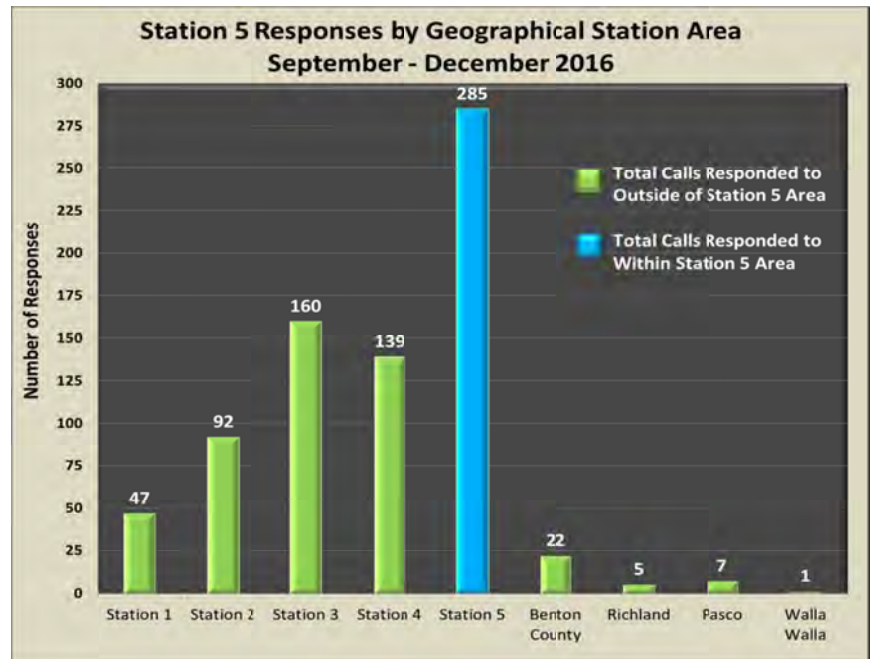
- Assessing the hazards
- Basic chemistry
- Protective clothing types and uses
- Detecting and monitoring equipment
- Working methodology for handling each situation
- Proper disposal of hazardous wastes
- Techniques of isolation and decontamination of the affected area.



Station 5 Grand Opening

On August 22, 2016 the community was invited to help the City of Kennewick celebrate the Dedication & Grand Opening of Station 5 at 6016 W. 10th Avenue. Fire Chief Vince Beasley welcomed citizens and honored guests. The program included remarks by Mayor Steve Young, City Manager Marie Mosley and Operations Chief Neil Hines. Close to 300 people attended the dedication.

The Kennewick Fire Department children did the Pledge of Allegiance and a special acknowledgement was given to retired Fire Chief Gene Graves who attended the ceremony and served the citizens of Kennewick at the Fire department from 1956 to 1985. The new 12,553 square-foot station was designed by a team of city officials and TCA Architecture & Planning. The City Council approved the issuance of limited tax to fund the new station. The station has four drive-through bays, a fitness room, sleeping quarters and a kitchen, offices and extra storage spaces. Self-guided tours were provided by station Captains, Firefighters, and Fire Inspectors during the event and fire prevention materials were given out to children that attended.



Awards & Recognitions

Awards at the City Council Meeting on November 15th, 2016.

Annual awards for the Kennewick Fire Department were delivered this year in the presence of City Council and members of the community on November 17, 2015.

Award recipients were nominated and selected based on

their dedication to excellence and the manner in which they each exemplified the

City of Kennewick's *Core Values of Integrity, Inclusiveness, Stewardship and Communication* within the Kennewick Fire Department.

Presentations were made by Chief Vince Beasley and the Battalion Chiefs: Mikal Barnett, Kevin Crowley, and Tod Kreutz. Award recipients have also had their names engraved on the department's perpetual award plaques located in the Fire Administration hallway.



2016 Award Recipients:

Officer of the Year: Captain Eric Nilson

Paramedic of the Year: Benjamin Singley

EMT of the Year: Ann Smith

Firefighter of the Year: Tracy Rutledge

Tri-Tech Skills Center for Firefighting



2016 Tri-Tech Training

Firefighter and Tri-Tech Instructor, Nathan Allington and twenty-one students joined the US Forest Service in

Ukiah, Oregon for the 3 days at a Fire and Fuels Camp. Students learned about US Forest Service Firefighters, Hot Shot crews, Rappelers, and Smoke Jumpers. Students learned about how the Forest Service determines how its forests will be used and developed. In addition, we were given classes on wildland fire behavior and how fuel reduction programs help lessen the threat of extreme fire behavior. Of course everyone's favorite part of the training was the hands on portions. We covered everything from fireline construction, Mark 3 fire pumps, and mobile. This year Franklin County Emergency Management held an FAA required plane crash and MCI drill. We put first year Tri-Tech students in moulage and they were the victims of this aircraft crash drill. Local agencies responded and triaged our students in this mock MCI disaster. Pasco Fire allowed our second year students ride to the drill with them in order to practice triage skills learned in the first year of Tri-Tech. Attacks, progressive hose line deployment, firefighter survival, and fire shelter deployment to name a few.



Highlights of the year

- We have had a great time with KFD crews learning about rope rescue, ladders, fire hose deployment, and force entry to name a few. We also visited stations 2, 5, the FTC, and had crews visit us on campus. Having these opportunities helps deepen the understanding of the fire service and prepares us for our job shadows coming up in 2nd Semester with KFD.
- Visited Pasco Fire Station 82 to learn about ARRF firefighting and they've invited us to watch and learn more at their live aircraft fire training in Moses Lake in March. It was great for us to see the difference between structure and aircraft firefighting.
- SECOMM will start allowing students to job shadow in order to learn about possible careers in that field and to help understand radio communication and how 911 services relate to the success of first responders.
- This year Franklin County Emergency Management held an FAA required plane crash and MCI drill. We put first year Tri-Tech students in moulage and they were the victims of this aircraft crash drill. Local agencies responded and triaged our students in this mock MCI disaster. Pasco Fire allowed our second year students to ride to the drill with them in order to practice triage skills learned in the first year of Tri-Tech.
- Benton County #4 hired 2 of our second years again this year as Conditional Volunteer Firefighters and both Travis Smith and Sam Monds attended and graduated from the Regional Fire Academy.
- Our Auto Body program detailed and did some cosmetic work on the apparatus now working out of Station 5.



We are looking forward to the second semester and the future opportunities provided by the Kennewick School District and the Kennewick Fire Department. Our area youth have an opportunity to learn about their future career choices, get an incredible head start and the chance to excel in their future training if they continue in this field of work. They will become well informed citizens of the Fire Service and understand the importance of supporting its needs in the future. The Tri-Tech Firefighting program continues its mission to help develop its young professionals for a future in the region's departments to support our growing communities.

KFD Community Partnerships

Kennewick Fire Department Non-Profit Community Partnership/Foundation

"Our mission is to provide training and equipment to the Kennewick Fire Department as well as educate the Tri-Cities public on fire safety and prevention."



The Community Fire Foundation is a local non-profit company founded in September of 2016. The goals of this organization are to provide the Kennewick Fire Department with equipment not allocated in the city budget, and trainings not currently available to the firefighters. TCFF also plans to provide the public with First Aid classes, CPR classes, fire safety procedure and steps for fire prevention. By bringing these issues to the attention of the public and equipping the firefighters with the tools and training they need, this non-profit will make the Tri-Cities a safer community as a whole. The Community Fire Foundation is thankful for the local 1296 Firefighters for their support and participation. For more information on the Community Fire Foundation, visit www.gotcff.org.

The first fund raiser from the foundation is a KFD calendar that was a joint collaboration with the Benton Franklin Human Society along with Focal Point Marketing & Multimedia. As the Foundation receives more funding, there will be more opportunities to provide training and equipment for the fire department, as well as fire and emergency education to the community.



Kennewick Fire Department

Emergency 911

Non-Emergency Dispatch: (509) 628-0333



Fire Administration Offices

211 W. 6th Ave.

Kennewick, WA 99336

Business: (509) 585-4452

Fax: (509) 585-2239

www.go2kennewick.com/fire



City of Kennewick, City Hall

210 W. 6th Ave.

Kennewick, WA 99336

Office Hours: Monday – Friday, 8:30 – 4:30 p.m.

www.go2kennewick.com



Tri-Tech Skills Center, Firefighting Program

5929 W. Metaline

Kennewick, WA 99336

Phone: (509) 222-7300

Instructor: Nathen Allington

http://school.ksd.org/tritech/fire_fighting_emergency.asp



City Council Meeting Schedule October 2017

October 3, 2017
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

October 10, 2017
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. Affordable Housing Update
2. Workplace Safety Update
3. Code Amendment Updates

October 17, 2017
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

October 24, 2017
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. TPA 2018 Budget & Marketing Plan
2. Diversity Commission
3. Way Finding Implementation

October 31, 2017
Tuesday, 6:30 p.m. NO MEETING

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio Taped

October 2017
Updated 8/29/17