



City Council Meeting Schedule January 2022

The City broadcasts all City Council meetings on the City's website
<https://www.go2kennewick.com/CouncilMeetingBroadcasts>.

January 4, 2022
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

January 11, 2022
Tuesday, 6:30 p.m. WORKSHOP MEETING (the workshop meeting will be done
via Zoom and broadcast on the City's website
<https://www.go2kennewick.com/CouncilMeetingBroadcasts>)

1. OPMA and PRA Training
2. Council Boards & Committee Assignments
3. Ethics Policy & Ethics Officer

January 18, 2022
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

January 25, 2022
Tuesday, 6:30 p.m. WORKSHOP MEETING (the workshop meeting will be done
via Zoom and broadcast on the City's website
<https://www.go2kennewick.com/CouncilMeetingBroadcasts>)

1. Fire Department Strategic Plan Update
2. Fire Station No. 1 Update
3. Accessory Dwelling Unit Sewer & Water
Connections

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 and Video Taped

**Council Workshop
Coversheet**



Agenda Item Number	1.	Meeting Date	01/25/2022
Agenda Item Type	Presentation		
Subject	Fire Department Strategic Plan Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Fire Department		

Info Only	<input checked="" type="checkbox"/>
Policy Review	<input type="checkbox"/>
Policy DevMnt	<input type="checkbox"/>
Other	<input type="checkbox"/>

Summary

In September of 2020, the Kennewick Fire Department hired BERK consulting to lead the department through a strategic planning process that will be completed in March. The attached presentation is intended to provide an update on the progress of the strategic plan, share a summary of key takeaways from the planning inputs being used to construct the plan, and share the emerging thematic focus of the plan.

Through

Attachments:

presentation

Dept Head Approval

Chad Michael
Jan 20, 16:16:10 GMT-0800 2022

City Mgr Approval

Marie Mosley
Jan 21, 10:41:47 GMT-0800 2022



KENNEWICK FIRE DEPARTMENT STRATEGIC PLANNING

KENNEWICK CITY COUNCIL BRIEFING | TUESDAY, JANUARY 25, 2022





BRIEFING TOPICS

- Process update and summary of key takeaways from planning inputs
- Emerging thematic focus of the Strategic Plan



PROCESS UPDATE





OVERVIEW OF PROJECT GOALS

- Development of **a shared Mission, Vision, and Values**
- Establishment of **measurable goals with strategies** that provide KFD with a clear direction and focus
- A clear **linkage to the identified City of Kennewick Council priorities**
- An **opportunity for our customers to provide input** in the development of the plan and our future direction
- A framework that will ensure the plan is **a living document** that can be updated and revised in the years to come



WHY CREATE A STRATEGIC PLAN?

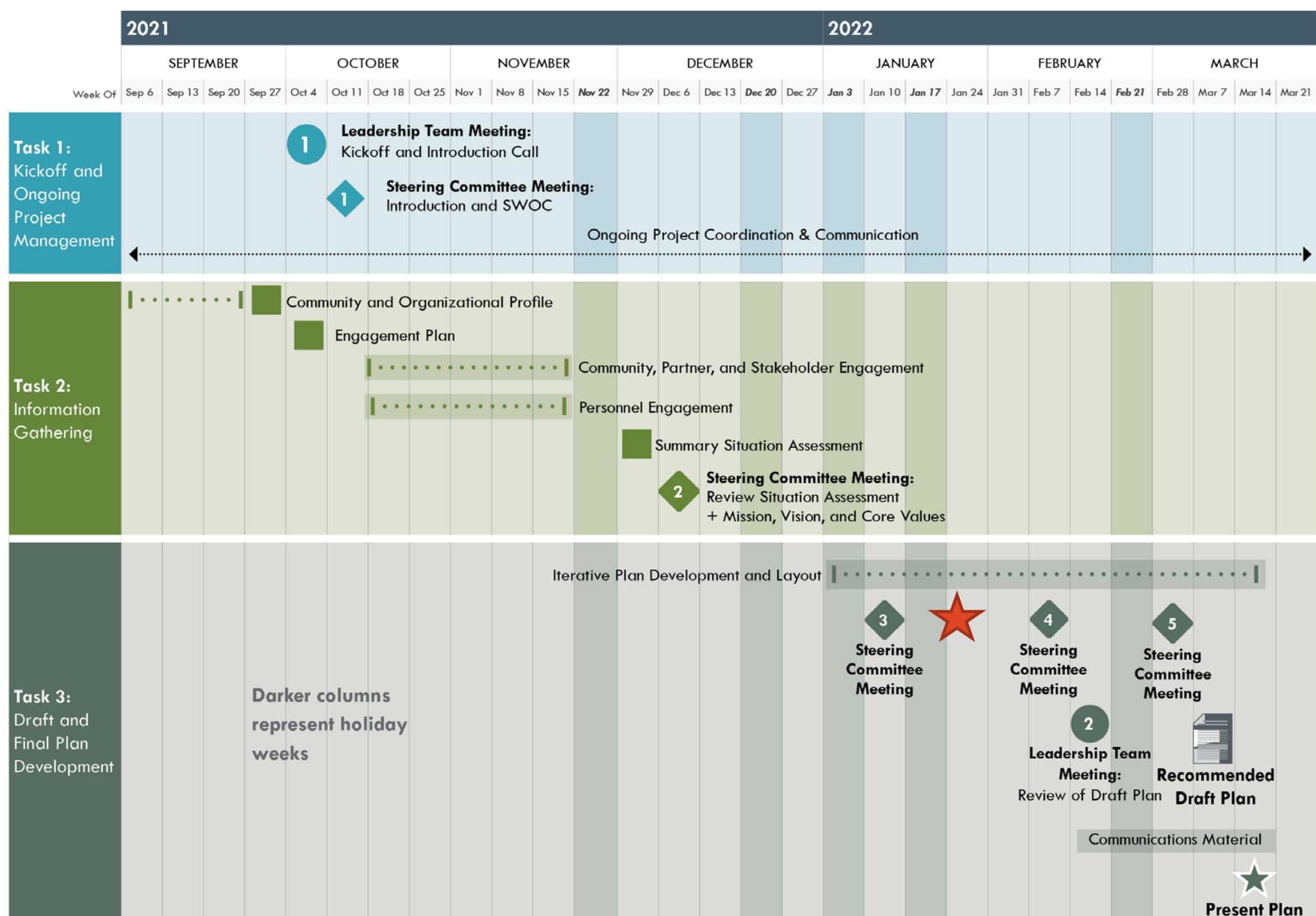
KFD is developing a strategic plan because:

- Our community is evolving and we must continue to evolve to serve it well
- We can't "do it all" given real-world constraints
- We need a shared understanding of practical "to-dos," both in operations planning and organizational development

The objective is alignment around:

- A shared vision for the future
- What matters most and what we will do and not do





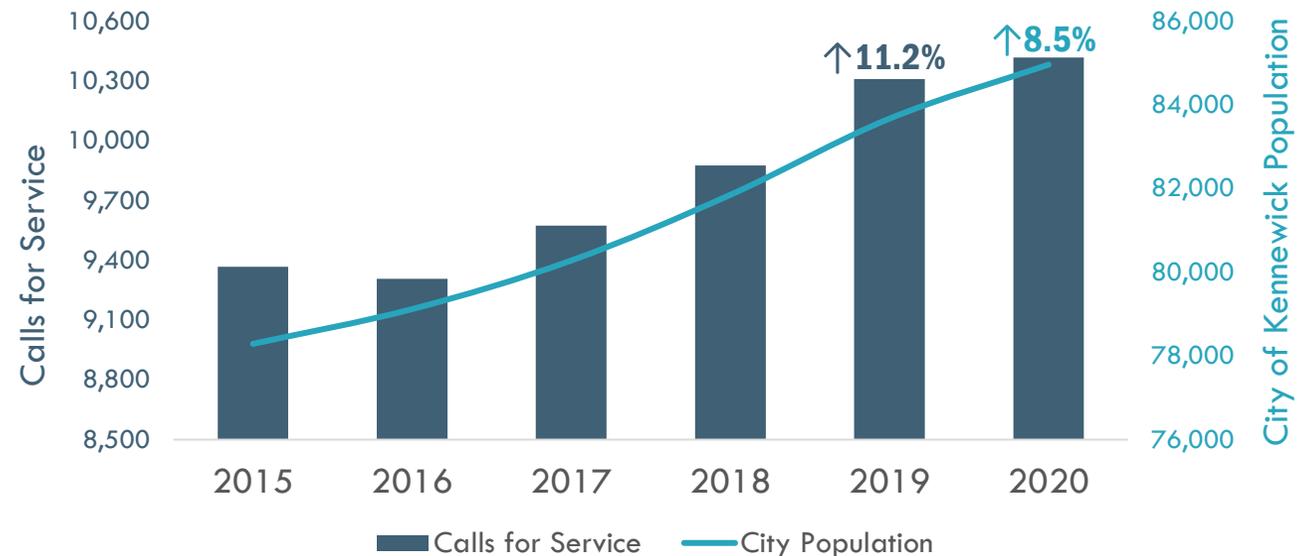
KEY TAKEAWAYS: COMMUNITY & AGENCY PROFILE

The Kennewick population is growing and increasingly diverse.

- **Growth:**
 - 2011-2021: 15% population growth in Kennewick and 22% growth in Tri-Cities
 - 2021-2040: Anticipated 36% population growth in City of Kennewick to a total of 117,175 by 2040
- **Diversity:** 2010-2020 decrease in proportion of population identifying as White and no other race
 - Over 30% identify as Hispanic or Latino of any race
 - Nearly 1 in 12 residents speaks Spanish and speaks English less than “very well”

KFD is seeing increasing demands for service.

- 2015-2020: 11.2% increase in annual calls for service
- 2015-2020: More than 7 of 10 calls are rescue and EMS calls



KEY TAKEAWAYS: PUBLIC SURVEY

- **Satisfaction:** 79% respondents are somewhat or very satisfied with KFD
 - 15% are unsure and 7% are somewhat or very dissatisfied
 - Most satisfaction with quality of service and ability to respond quickly
 - Least satisfaction with ability to work with diverse populations and stewardship of financial resources
- **Customer service priorities:** timeliness and training

ABOUT THE SURVEY RESPONDENTS

- 443 survey respondents
 - 87% live in Kennewick
 - 47% shop, recreate, or visit Kennewick
 - 37% work in Kennewick
- 43% have **not** needed KFD services
- 26% have needed BLS treatment and transport



KEY TAKEAWAYS: STAKEHOLDER INTERVIEWS

	Strengths	Opportunities
Services and operations	High-quality services delivered efficiently with limited resources	<ul style="list-style-type: none"> Develop and strengthen programs, including: <ul style="list-style-type: none"> Community paramedicine program Enhance disaster preparedness
Staff	Staff are skilled, professional, and mission-driven	<ul style="list-style-type: none"> Staff burnout (esp. paramedics) Staff and leadership retention Succession planning
Partnerships	Communicative, proactive	<ul style="list-style-type: none"> Increase collaboration, including: <ul style="list-style-type: none"> More relationship-building Identify new partners
Community involvement	Positive community perception, in part from compassionate and professional demeanor of staff	<ul style="list-style-type: none"> Increase public engagement and visibility, including: <ul style="list-style-type: none"> Increasing staffing

57 stakeholders invited. 35 participated:

Stakeholder Type	Organization or Agency
Adult care providers	Adult care community DSHS
	Benton Franklin Health District
Business and industry interests	Historic Downtown Kennewick Partnership
	Tri-City Regional Chamber of Commerce
	TRIDEC
	Visit Tri Cities
City departments	Community Planning
	Public Works
	Police
	Management Services
	Human Resources
	Finance & Budget
	Parks & Recreation
	Public Relations
	Management Services
	City Attorney
Community leaders	Benton-Franklin Rental Owners Ass'n
	Boys and Girls Club
	Chaplain Services Network
	Kennewick Housing Authority
Education providers	Kennewick Kiwanis
	Kennewick School District
Emergency service providers	WSU Tri-Cities
	Benton County Emergency Management
	Benton County Fire District 1
	Benton County Sheriff's Office
	Pasco Fire
	Richland Fire & Emergency Services
	Southeast Communications Center
	Washington State Patrol
Kadlec Regional Medical Center	
Medical service providers	Medical Program Director (MPD)
	South-Central Regional EMS & Trauma
	Trios Medical Center



KEY TAKEAWAYS: STAFF SURVEY

Service and operations: Community growth is a top concern for staff

- 98% of respondents identify call volume increase as one of the two most significant community changes
- 59% of respondents included population growth and 26% included changes in call types

Staffing

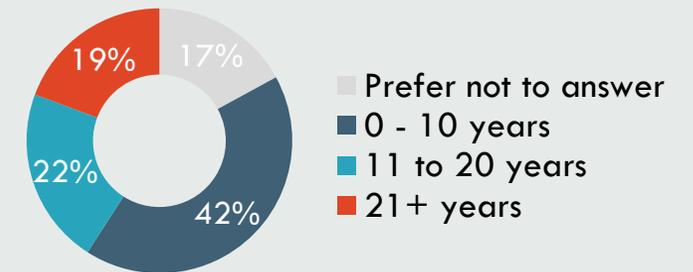
- A desire to increase total staffing and minimum staffing
- Desire for new positions, including a PIO and more administrative and logistics positions

Individual and organizational wellness

- More training, more professional development, and improved succession planning
- Top challenges for KFD: Staff morale and mental, emotional, and physical wellness. Burnout is high, especially among medics who are on every call

ABOUT THE SURVEY RESPONDENTS

- 88 respondents (91% of staff)
- Tenure:





EMERGING THEMATIC FOCUS





EMERGING THEMES

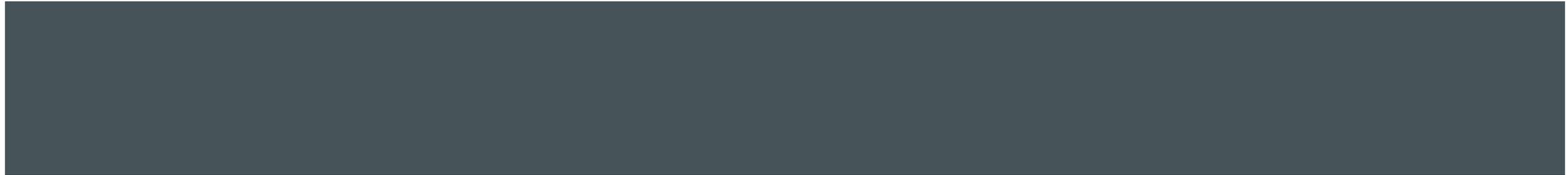
Planning inputs, as well as discussions of the Strategic Planning Committee have highlighted need for:

- **A strong focus on our core public safety mission: preventing fires and responding to fire and life safety emergencies.**
 - Planning*, training*, recruiting*, staffing.
 - Data-based decision-making.
- **Creating a healthy, safe, and productive work environment.**
 - Physical and mental wellness, retention and professional development, team building, internal communications.
- **Managing department resources efficiently.**
 - Being strategic in how we respond to different types of calls* and evaluating funding risks and exploring options
- **Over time, providing more proactive programs and community engagement*.**

** Opportunity for regional collaboration.*



CLOSING THOUGHTS





SUMMARY KEY PLANNING CONSIDERATIONS

- Kennewick is a **growing community**. Proper planning and preparation is vital for the growth we will continue to experience for years to come.
- As we are a City department, **the KFD Strategic Plan will align with the City of Kennewick Vision, Core Value Statement, and Priorities**, and plan implementation will occur via the City's decision-making processes.
- This plan will **balance aspiration with practicality**. As a living document, it will provide durable strategic direction while allowing flexibility based on resource availability and changes in our operating environment.



Thank you.



Council Workshop Coversheet



Agenda Item Number	2.	Meeting Date	01/25/2022
Agenda Item Type	Presentation		
Subject	Fire Station 1 and Admin Replacement Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Fire Department		

Info Only	<input checked="" type="checkbox"/>
Policy Review	<input type="checkbox"/>
Policy DevMnt	<input type="checkbox"/>
Other	<input type="checkbox"/>

Summary

The City of Kennewick completed its last comprehensive capital facilities update in 2014. That project included a comprehensive review of the facility needs across the City, including a review of current and future fire station needs. Since 2015, the KFD has been working to implement the recommendations that came out of that process. The attached presentation is intended to provide you with an update on the progress of the Fire Station 1 and Administration replacement project we discussed last year.

Through

Attachments:

Presentation

Dept Head Approval

Chad Michael
Jan 19, 11:37:45 GMT-0800 2022

City Mgr Approval

Marie Mosley
Jan 21, 10:43:58 GMT-0800 2022

KENNEWICK FIRE DEPARTMENT

Committed to serving the community since 1907



Update: KFD Fire Station 1/Administration

January 25, 2022

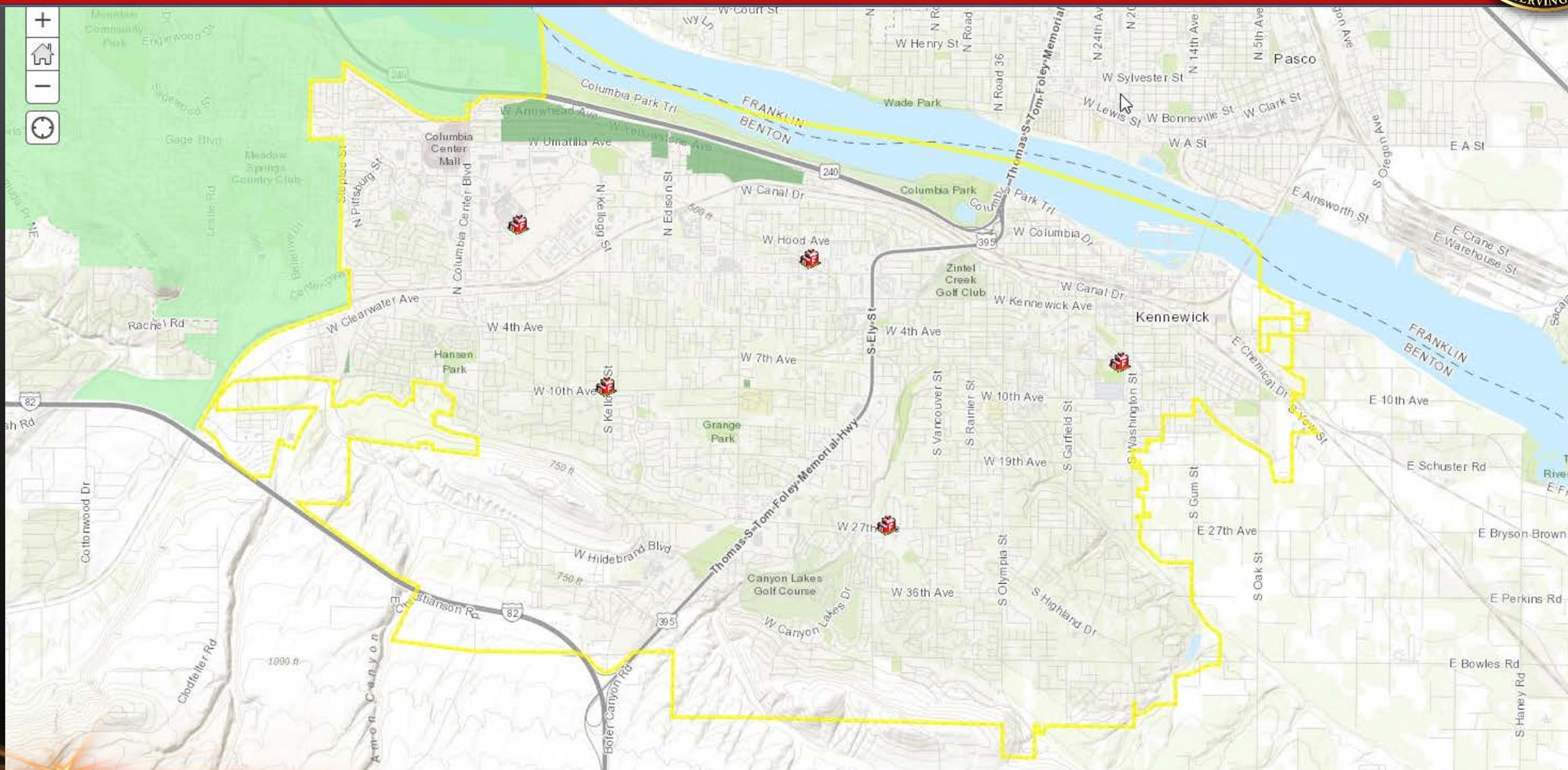


Our Fire Stations

- Five Stations
- Quick Response Times
- Good Access



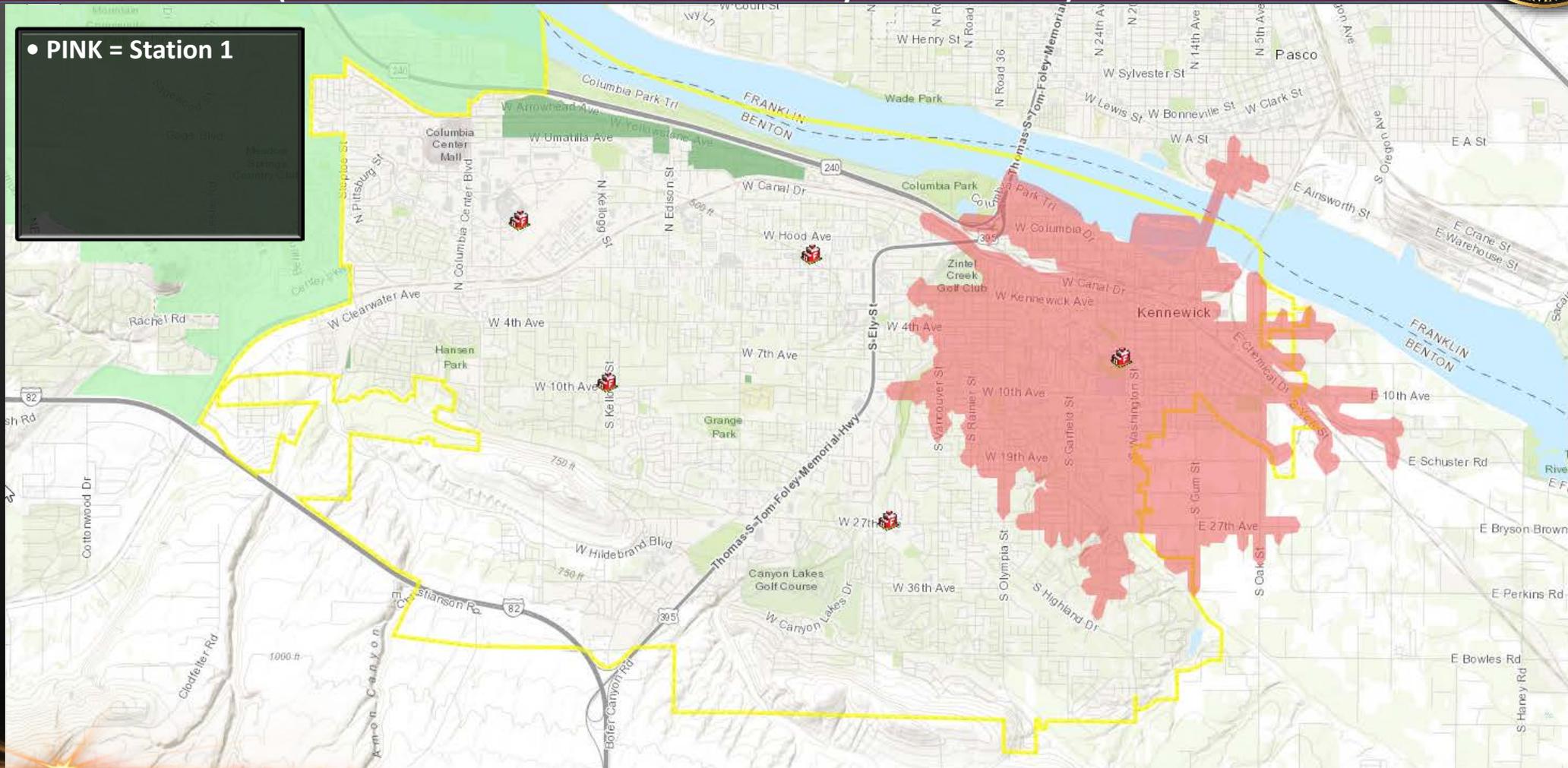
KFD Response Area





5-Minute Travel Times by Station

(*Based on ESRI's GIS Street Network Analysis Tools & Data)

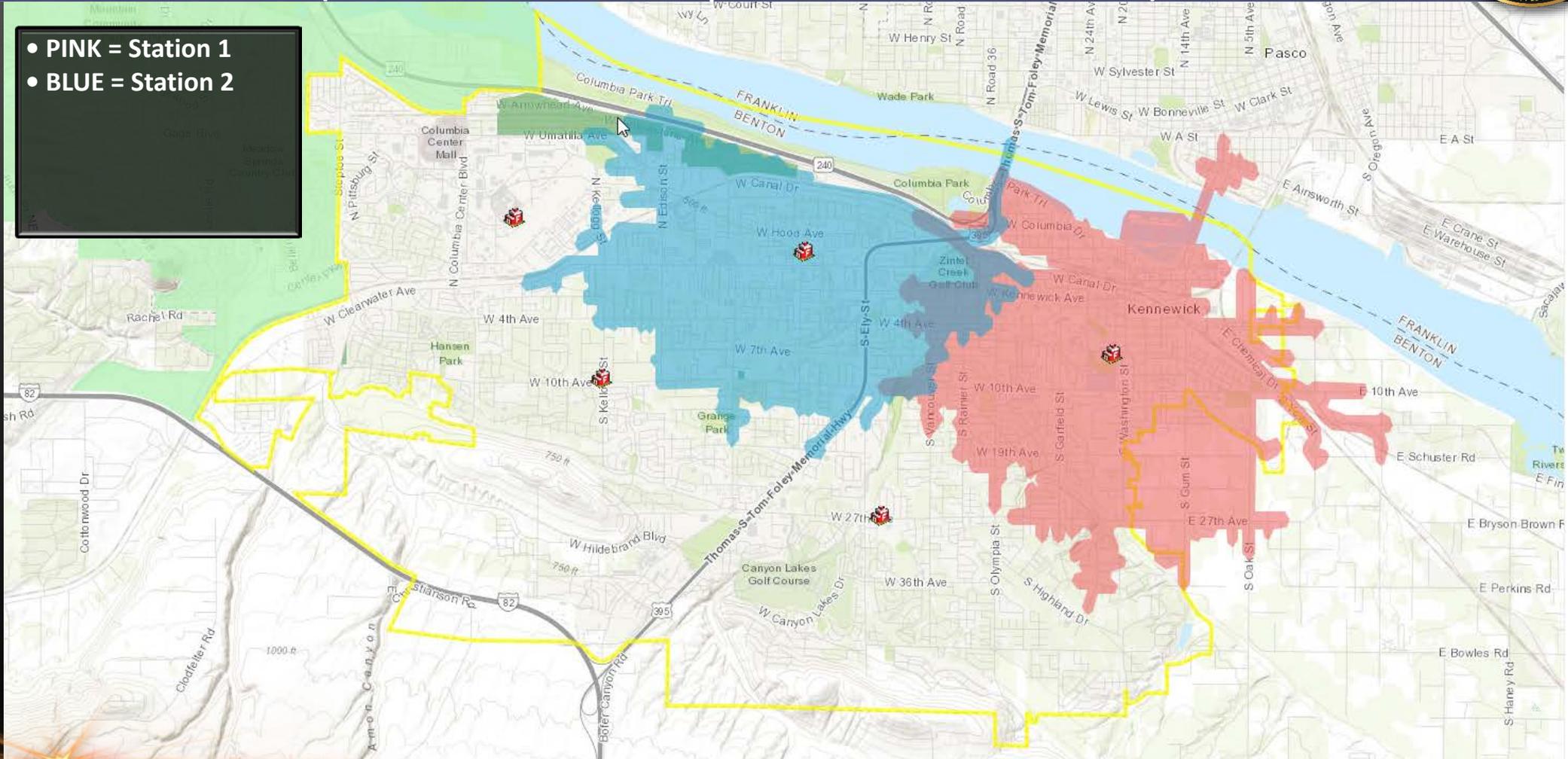




5-Minute Travel Times by Station

(*Based on ESRI GIS Road Maps and GIS Estimated Drive Times)

- PINK = Station 1
- BLUE = Station 2

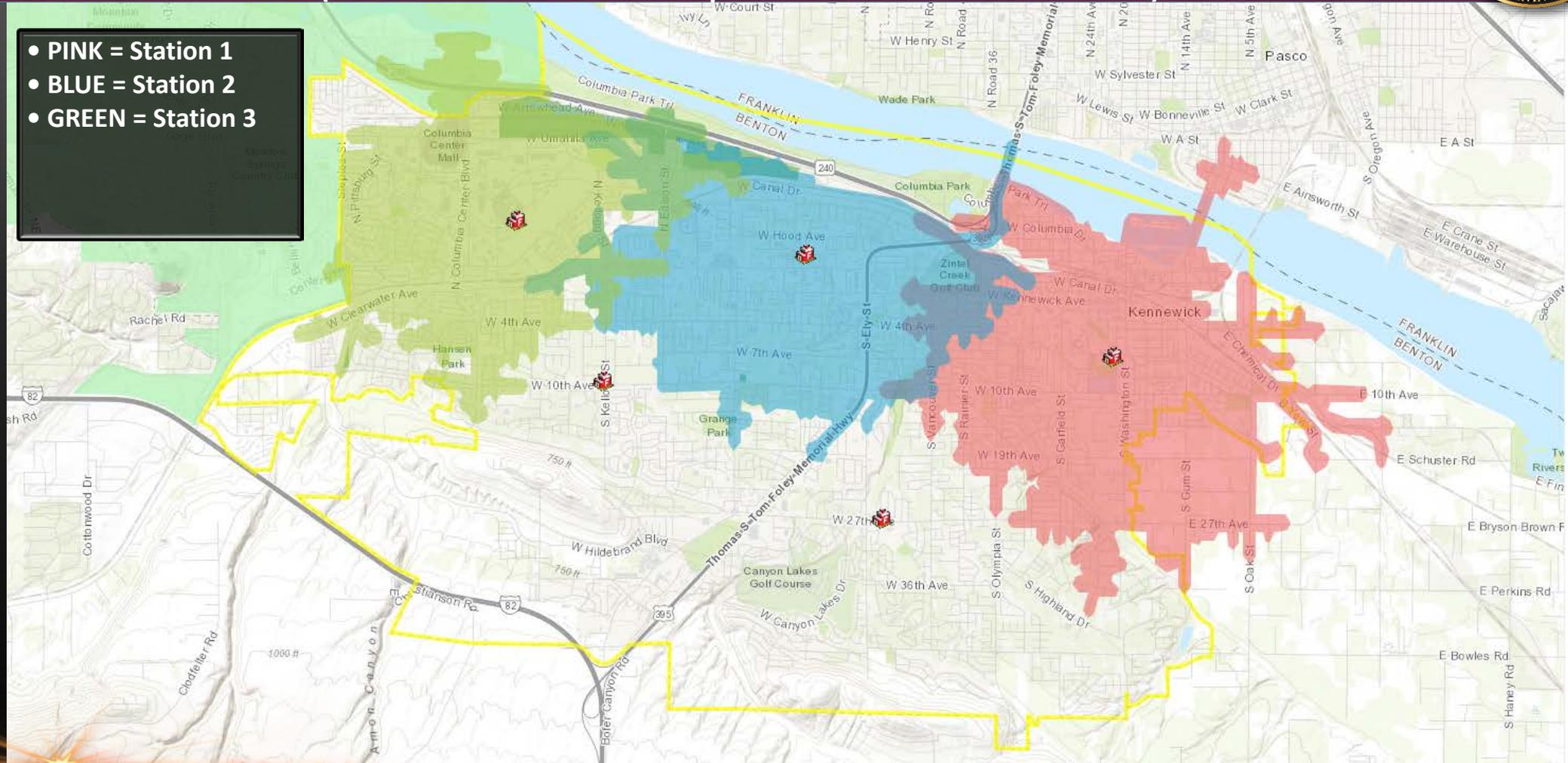




5-Minute Travel Times by Station

(*Based on ESRI GIS Road Maps and GIS Estimated Drive Times)

- PINK = Station 1
- BLUE = Station 2
- GREEN = Station 3

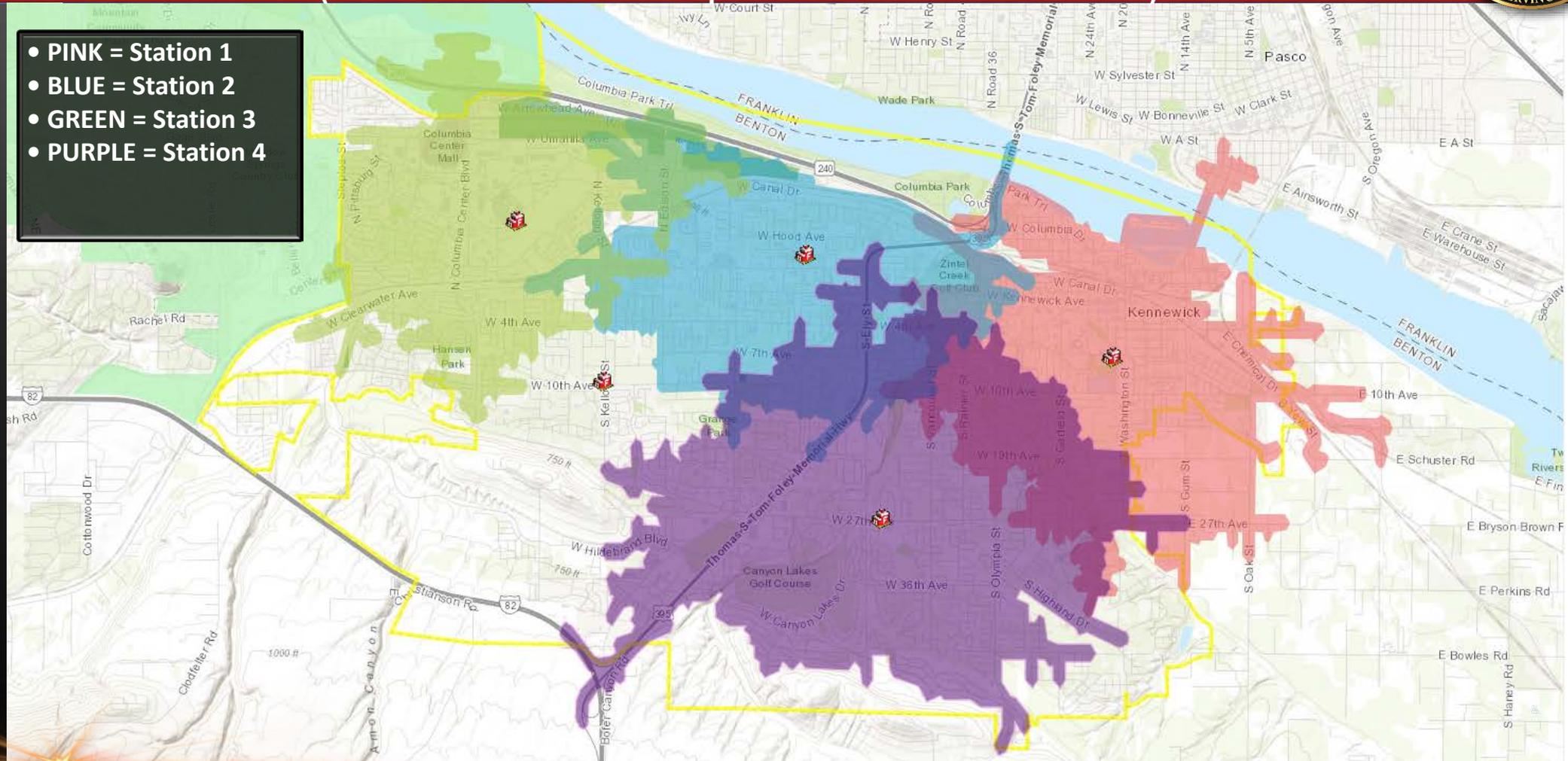




5-Minute Travel Times by Station

(*Based on ESRI GIS Road Maps and GIS Estimated Drive Times)

- PINK = Station 1
- BLUE = Station 2
- GREEN = Station 3
- PURPLE = Station 4

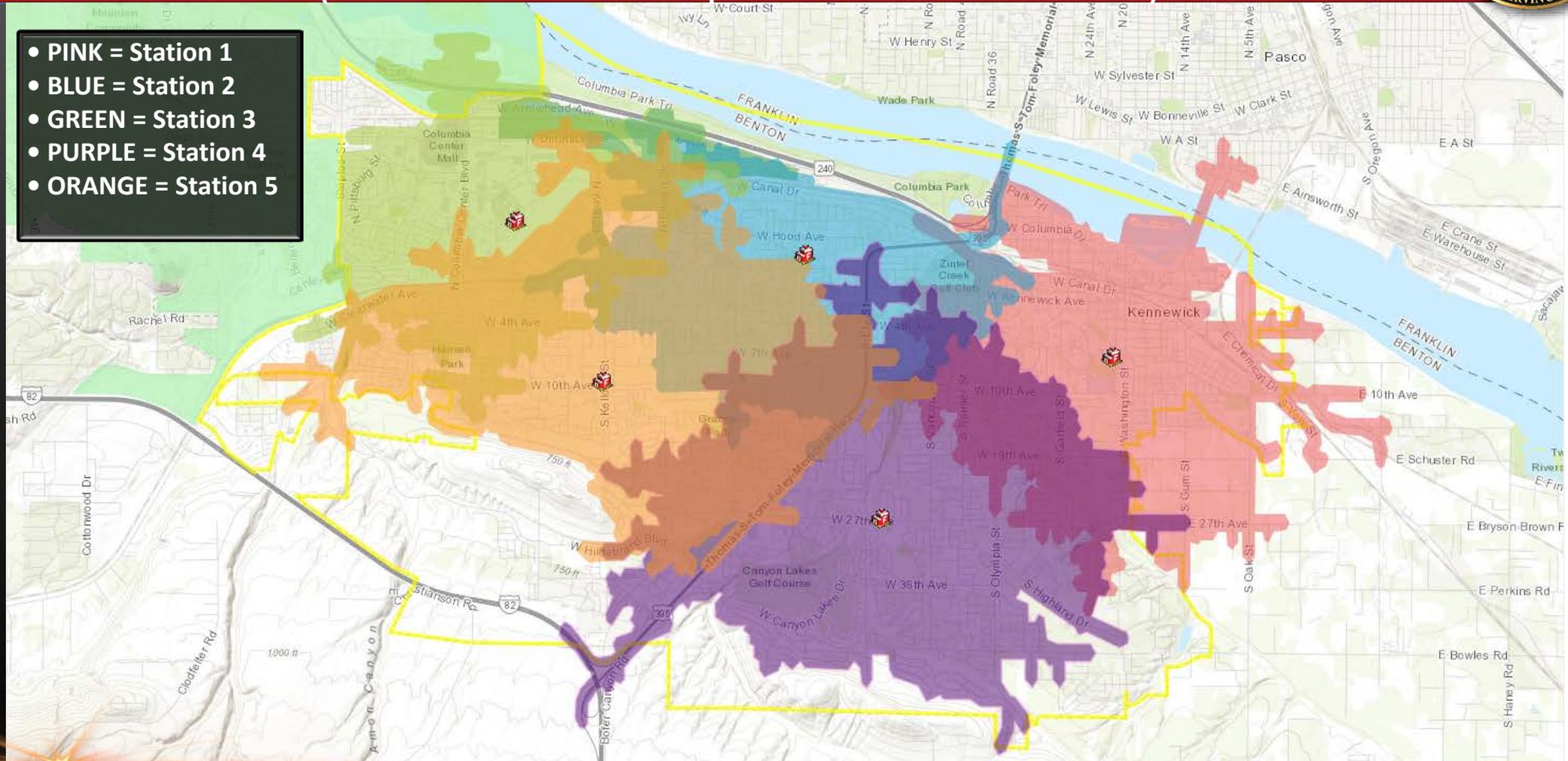




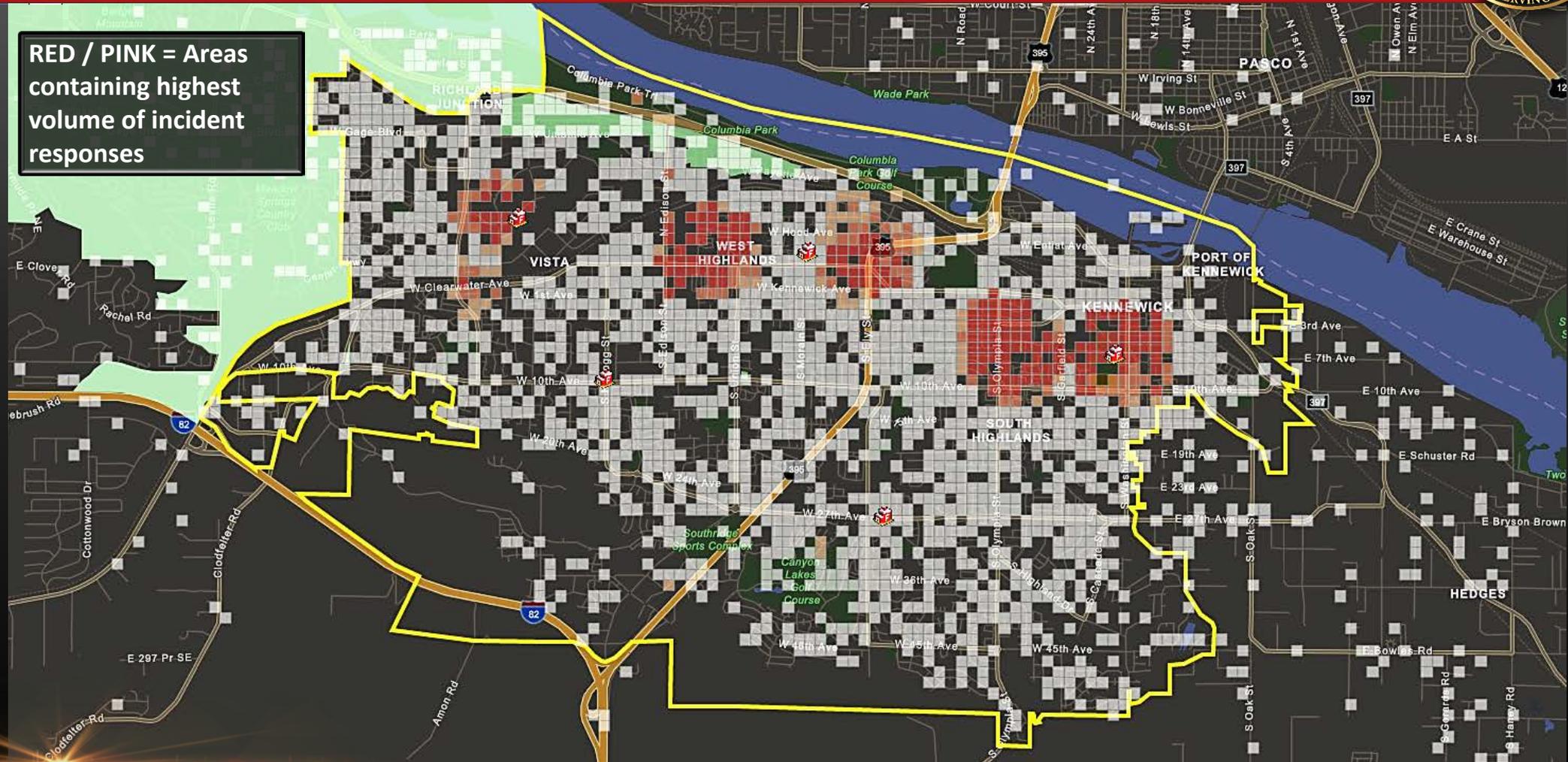
5-Minute Travel Times by Station

(*Based on ESRI GIS Road Maps and GIS Estimated Drive Times)

- PINK = Station 1
- BLUE = Station 2
- GREEN = Station 3
- PURPLE = Station 4
- ORANGE = Station 5



KFD Response Area Heat Map





Modern Fire Station Needs

- Meet current best practices
- Well-suited for a diverse workforce
- Adequate bay space
- Sufficient storage space
- Performance forward design
- Room for future deployment changes and needs





Fire Stations Master Planning

Previous planning discussions:

- Recognized Fire Stations 1 and 3 needed to be replaced
- Identified the need for a future Fire Station 6 in Southridge

Future planning discussions:

- Fire Station 2 will need to be updated
- Fire Station 4 will need some significant changes



New Fire Station 3



OLD Fire Station #3 – Previously located at 7400 W. Quinault



NEW Fire Station #3 – Under Construction



NEW Fire Station #3 – Located at 7009 W. Grandridge Blvd. (Completed: Sept. 2021)





Financing Plan

Anticipated \$23 million

- Based upon an evaluation completed in 2018
- Projects have been included in the adopted budget
- Included three fire stations





Cost Savings Realized

There are a number of costs savings realized by the manner in which we have approached our projects including

- Reduced Architect fees
- Limited project management oversight fees
- Product consistency for reduced long term maintenance
- Less training from station familiarity





Relocation of Fire Station 1

Work completed to date:

- Land has been purchased
- Initial facility design work is complete
- Project Manager is in place
- Design team is in place





New Station 1/Admin. Design

A considerable amount of work has already gone into planning

New features include:

- Larger apparatus bay space
- Two additional sleeping rooms
- More Administrative space

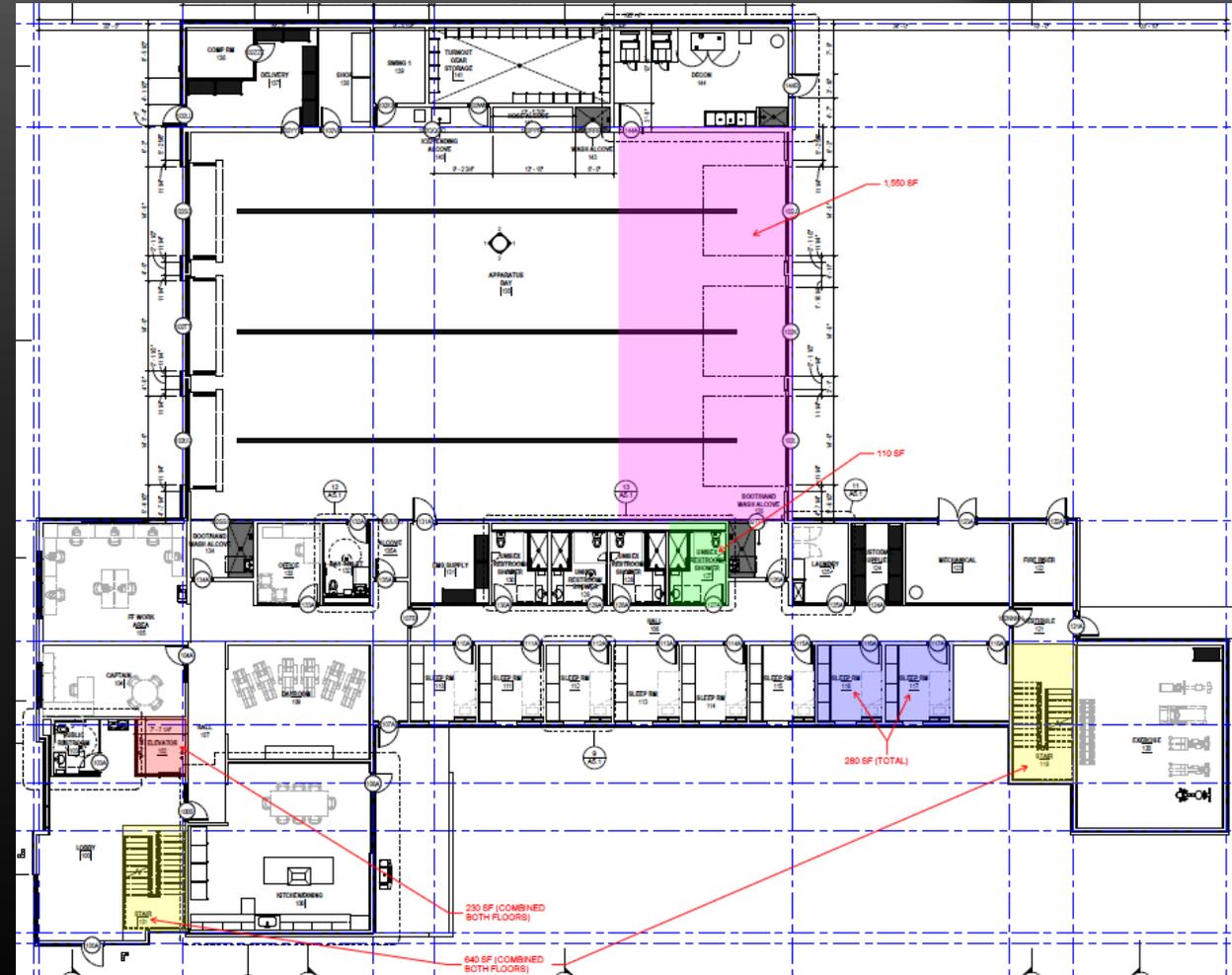




Fire Station 1/Admin. Details

What are the differences between proposed Fire Station 1 and Fire Station 3.

What does the Administration building consist of?





Costs and Factors that Impact Cost

What are the current costs per square foot?

What have inflation and supply chain issues done over the past year?

Why is it important to get a project like this out to bid as early as we can in the year?





Reduction of Ongoing Costs

Strategies that help reduce ongoing costs include:

- Consistency of systems and materials
- Construction designed to reduce ongoing maintenance costs





Critical Next Steps

Key Next Steps:

1. Complete Design work
2. Conduct a pre-construction meeting with City staff
3. Obtain Permits
4. Develop the RFP
5. Get the project out to bid
6. Award the project in May
7. Bond ordinance coming forward





Status of Future Fire Station 6

- Land purchased
- Examine and anticipate demand
- Basic layout ready



Questions



Council Workshop Coversheet



Agenda Item Number	3.	Meeting Date	01/25/2022
Agenda Item Type	Presentation		
Subject	KMC Amendments - ADU Utility Connections		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Public Works		

Info Only	<input type="checkbox"/>
Policy Review	<input type="checkbox"/>
Policy DevMnt	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>

Summary

Accessory Dwelling Units (ADU) are defined in KMC 18.09:

18.09.030

A second dwelling unit added to or created within an existing single-family dwelling to use as a completely independent or semi-independent unit with provisions for cooking, eating, sanitation and sleeping. Attached for purposes of "attached" ADUs means the accessory dwelling unit has one or more vertical and/or horizontal wall(s) in common with, or attached to the principal dwelling unit. Connected by a breezeway or similar structure does not constitute an attached structure;"

18.09.035

A freestanding ADU that is not attached or physically connected to the principal dwelling unit.

Staff is proposing to amend KMC 14.22.030(10) (Sewerage Service), and KMC 14.09.080 and 14.13.020 (Water Service) to allow ADUs to connect into the existing sewer service and water service for the principal dwelling unit, without a separate and independent connection with the public sewer or water, if :

- 1) the property cannot be further subdivided due to the size of the property and its current zoning; OR
- 2) if allowed by the mutual consent of the Community Planning Director and Public Works Director.

If there are no objections at the workshop, staff will bring back ordinances for this KMC revision on February 15th.

Through	Bruce Mills Jan 03, 08:07:29 GMT-0800 2022	Attachments: <input type="text" value="Presentation"/>
Dept Head Approval	Cary Roe Jan 05, 13:52:54 GMT-0800 2022	
City Mgr Approval	Marie Mosley Jan 21, 10:45:39 GMT-0800 2022	

KMC CODE AMENDMENTS:

**ACCESSORY DWELLING UNITS –
UTILITY CONNECTIONS**

City Council Workshop

January 25, 2022

Accessory Dwelling Unit (ADU)

KMC 18.09.030 (attached ADU) and KMC 19.09.035 (detached ADU):

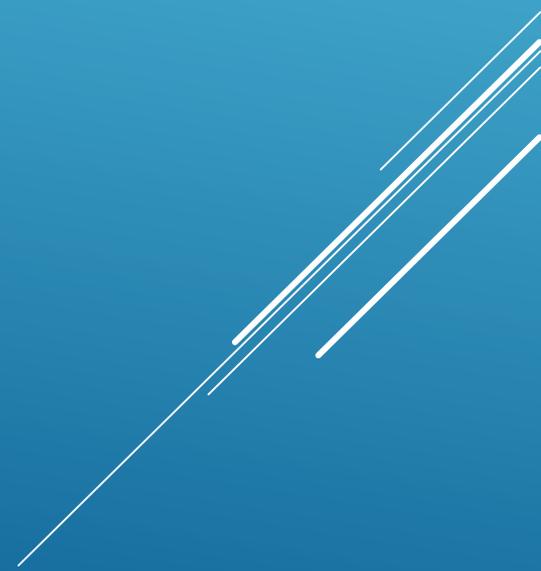
- A second dwelling unit added or created to use as a completely independent unit with provisions for cooking, eating, sanitation and sleeping.
- Typically added to allow family members to reside on the same property

ADU DEFINITION

Current Code: ADUs must have their own separate water and sewer connections to the main lines in the street. This expense can prevent some ADUs from occurring.

Proposed Code: For ADUs on properties that are not further sub-dividable, the ADU can connect to the water and sewer services for the principle dwelling unit.

PROPOSED NEW CODE

A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, set against a blue background.

KMC 14.22.030(12) Connections for Accessory Dwelling Units. For accessory dwelling units (ADU) defined in KMC 18.09.030 and 18.09.035, they **may be connected into the existing sewer service for the principal dwelling unit**, without a separate and independent connection with the public sewer, **if 1) the ADU is detached from the primary dwelling unit and the property cannot be further subdivided due to the size of the property and its current zoning; or 2) the ADU is attached to the primary dwelling unit regardless if the property is subdividable under current zoning; or 3) if allowed by the mutual consent of the Community Planning Director and Public Works Director.**

(same for water connections)

PROPOSED LANGUAGE



EXAMPLE

Per KMC 14.01.130 and 14.13.020, single family homes that add an ADU meets the definition of a multi-family unit.

Staff recommends continuing to treat single family homes with ADUs as multi-family units with regards to water and sewer rates.

SINGLE FAMILY RESIDENCE VS. MULTI-FAMILY

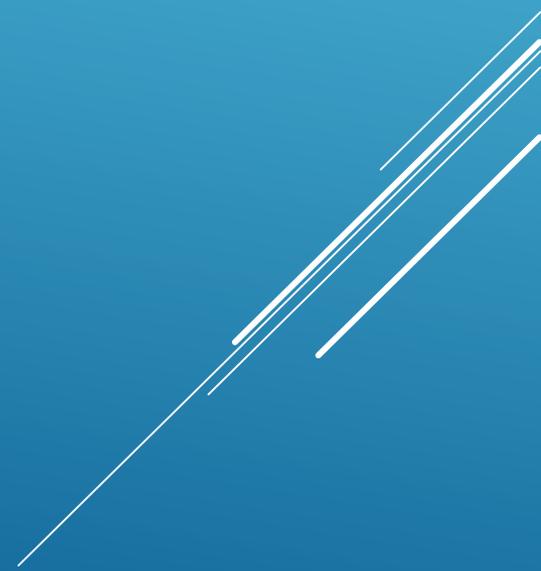


TYPICAL BILLING FOR 2 MONTHS

SEWER		WATER	
Single Family Residence	Duplex	Single Family Residence	Duplex
64.80	94.18	59.38	85.30
Based on average usage of 2000 cubic feet of water usage in 2 months			

SEWER & WATER TYPICAL COSTS

QUESTIONS?





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February 1, 2022
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

February 8, 2022
Tuesday, 6:30 p.m. WORKSHOP MEETING

1. Facilities Master Plan Update
2. 2022 Parks & Recreation Commission Work Plan Update
3. River of Fire Update

February 15, 2022
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

February 22, 2022
Tuesday, 6:30 p.m. WORKSHOP MEETING

1. Entertainment District Partnership Update (A-1 Pearl)
2. Public Facilities Update
3. Benton County Regional Human Services Partnerships Update

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February 2022
Updated 01/21/22