



## Staff Report

February 16, 2021 Council Workshop

New Fire Department Capital Facilities Plan

Presenter: Nick Swinhart, Fire Chief

Phone	Email
360.817.1532	nswinhart@cityofcamas.us

**BACKGROUND:** CWFD has had a goal of updating fire impact fees (FIF) in 2021. Councils in both cities have indicated support for this initiative. Updating fire impact fees requires creating a new capital facilities plan (CFP). The Master Plan identified updating the CFP has being an important goal for the department. The last fire department CFP was created over a decade ago.

**SUMMARY:** The department has recognized the need to update FIFs for the past several years. Washington State Law requires that collected FIFs be spent within a specific time span, or they must be refunded. To spend these funds, the departments need to have an updated capital facilities plan. After discussion with leadership in both cities, we are proposing the hiring of the Mackenzie Group, to help assist with creation of a new CFP for the combined department. A member of Mackenzie will be present for a short presentation and to answer questions.

### **EQUITY CONSIDERATIONS:**

What are the desired results and outcomes for this agenda item?

Discussion with Council concerning the need to create a new CFP, which will then allow us to update our FIFs, and a consensus from the group to continue our progress.

What's the data? What does the data tell us?

N/A

How have communities been engaged? Are there opportunities to expand engagement?

There has been no community outreach on this topic at this time, but as the CFP process continues, the consultant will be hosting an open house, public hearings, and council presentations, to ensure that public input is received.

Who will benefit from, or be burdened by this agenda item?

The fire department and city will benefit from an updated CFP, which will allow us to plan for the future. If FIFs are ultimately increased, builders and developers could be burdened by these higher fees.

What are the strategies to mitigate any unintended consequences?

There will be discussion with council and the public to ensure that any potential increase in fees is justifiable by the facts and the data.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

The completion of a new CFP would have no known impact on underserved populations, people with disabilities, or communities of color.

Will this agenda item improve ADA accessibilities for people with disabilities?

New proposed fire stations and facilities will necessarily be required to follow all ADA regulations.

What potential hurdles exist in implementing this proposal (include both operational and political)?

There are no operational hurdles to the creation of a new CFP. There will be potential political hurdles, in ensuring that our elected officials, as well as members of the public, have buy-in.

How will you ensure accountabilities, communicate, and evaluate results?

The vendor chosen to help create our CFP will provide regular updates on progress. Members of the department, council, and city administration, will be closely involved in creation of this plan.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

Creation of a new CFP was identified as an important project in the Master Plan.

**BUDGET IMPACT:** Hiring a consultant to assist in creating the CFP will have budgetary impact, but that which can be covered by CWFD reserves. There may be future budget impacts if items identified in the CFP are eventually funded.

**RECOMMENDATION:** Administration in both cities and fire department administration are seeking consensus to continue forward with our CFP project.