



CITY OF
MUKILTEO

11930 Cyrus Way, Mukilteo Washington 98275

City Council Public Safety Committee
Committee Meeting No. 2016-06
Mukilteo City Hall
May 5, 2016
5:30-7:00

<i>Council Committee Members:</i>	<i>Staff Support:</i>
• Committee Chair Cook	• Mayor Gregerson
• Council President Champion	• MSD Phillips
• Councilmember Emery	• Police Chief Macklin
• (alternate council member-TBD)	• Fire Chief Alexander

Agenda

Meeting Objective: Advancing the cause of Public Safety in the Community.

1. PD Update
2. Discussion on a proposed path forward concerning ILA's (attached)
3. FD Update

Next Meeting: **June 2, 2016 at 5:30 p.m. at Mukilteo City Hall.** Note that this meeting will include a New World demonstration and Fire District 1 has been invited to discuss the ILA.



Fire District 1 Interlocal Agreement Proposal

The following Interlocal Agreement (ILA) proposal is put forth for discussion with the Public Safety Committee and City Council. The proposal captures the four elements under discussion: ladder truck response, Battalion Chief response, the Medical Program Director/Medical Services Administrator (MPD/MSA), and the Medical Services Officer (MSO). The vision behind the proposal is to develop the format for a mutually beneficial relationship between the departments. The following statements outline that relationship.

WHEREAS, The City and the District currently have an Inter-local Agreement for Ladder and incident command services; and

WHEREAS, the City and District share a common border; and

WHEREAS, the City and District have already successfully implemented a series of intergovernmental agreements whereby the Mukilteo Fire Department and other fire protection agencies provide mutual and automatic aid within each other's boundaries by sharing resources to most efficiently deliver fire and emergency medical services to people residing and working within both jurisdictions and this agreement will not impede, but shall enhance pre-existing fire and EMS agreements between already aligned municipalities; and

WHEREAS, the purpose of this Agreement is to further advance intergovernmental cooperation between local governments in this region that will assist our respective fire protection agencies to jointly provide high quality, local fire and emergency medical services to our neighboring communities; and

WHEREAS, the City and the District are authorized, pursuant to Chapter 39.34 of the Revised Code of Washington, to enter into Interlocal Agreements which allow the District and the City to cooperate with each other to provide high quality services to the public in the most efficient manner possible; and

WHEREAS, the City and the District have existing and ongoing intergovernmental agreement(s) with the City of Lynnwood that are compatible with this Agreement and are hopeful that this Agreement could facilitate other opportunities for cooperative and mutually beneficial joint operations involving Mukilteo, Lynnwood and/or the District with other municipal Fire Departments; and

WHEREAS, the City and the District agree that a partnership agreement between the City and the District for fire, emergency medical, fire prevention and public education services will benefit both the City and District and their stakeholders, especially given the fact that they are neighboring jurisdictions.

The proposed ILA is for a five year period covering January 1, 2017 through December 31, 2021. It establishes a foundation for the provision of emergency services in the

region and a phased approach to increasing the Mukilteo Fire Department's responsibility for public service in the City. Cost estimates are based on the best available information at the time of drafting this proposal and actual costs are subject to change, particularly in the later years of the ILA. A formula should be established in order to provide more certainty of costs.

I. The Foundation

Establish the replacement for the current ILA while formalizing support for inter-departmental cooperation on fire prevention, inspections, and training.

- A. Ladder Truck response. This service will be provided through the Automatic Aid agreement in which both departments participate at no charge. This service will continue through the life of the ILA or until Mukilteo exercises its option to annex the full municipal urban growth area. [Note FD 1 has proposed a \$20,408 cost for this service in 2017, increasing each year of the agreement, plus 10% administrative fee.]
- B. Battalion Chief (BC) response. \$20,408 annually for emergency incident response. The response will be required to meet the fire department's 9 minute, 30 second response time with 90% reliability for first alarm assignments in Mukilteo. This service will continue through the life of the ILA unless and until Mukilteo staffs 3 BC positions to provide 24/7 coverage or until Mukilteo exercises its option to annex the full municipal urban growth area. [Note FD 1 has proposed a \$83,000 cost for this service in 2017, plus 10% administrative fee.]
- C. Medical Program Director/Medical Services Administration. \$15,500 in 2017, increasing 4% per year. Continue the agreement with Lynnwood for the MPD/MSA. This will continue through the life of the Lynnwood ILA until Mukilteo staffs an MSO position, in which case the MPD cost will be added to the Fire District 1 ILA.
- D. Medical Services Officer. \$77,000 estimated in 2017, increasing as LFD labor cost change. Continue the agreement with Lynnwood for part time MSO administrative coverage. This will continue through the life of the Lynnwood ILA until Mukilteo staffs an MSO position.

II. Phased Approach

Provide the growth steps for increasing the Mukilteo Fire Department's responsibility for public service in the City.

- A. Ladder Truck response. When and if the City exercises its option to annex the full municipal urban growth area, the city will purchase and staff a ladder truck appropriate for the service area.
- B. Battalion Chief response. Convert one of the Assistant Chief positions to a 24 hour shift position, upgrade the Training Captain position to a Battalion Chief and convert to a 24 hour position, promote a Battalion Chief from within the ranks and add a position on that shift to maintain minimum staffing. Labor costs are \$0, \$8,000, and \$135,000 respectively, for a total of \$143,000 based on 2016 labor costs. In addition, capital expenses of a vehicle and equipment are required, estimated to be \$70,000 in 2017 dollars. Implementation with the 2018 budget, necessitating promotion, training, and backfill in last six months of 2017.

- C. Medical Program Director/Medical Services Administration. Contract with Fire District 1 for these services at a similar cost when the MSO position is staffed and the Lynnwood ILA is terminated.
- D. Medical Services Officer. Promote a Fire Fighter/Paramedic from within and add a position on that shift to maintain minimum staffing. Labor cost \$135,000 based on 2016 labor costs. In addition, capital expenses of a vehicle and equipment are required. Terminating the Lynnwood ILA results in a budget savings of \$95,000. Net labor cost \$40,000 plus vehicle and equipment cost estimated to be \$70,000. Implementation with the 2017 budget, necessitating promotion, training, and backfill in the last six months of 2016.

Timeline

June 2016	FD 1 ILA draft and adoption.
July 2016	Notice to Lynnwood concerning change in their ILA.
July 2016	Testing and selection of MSO, hire Fire Fighter/Paramedic replacement
Fall 2016	Procurement of vehicle and equipment, training of MSO.
January 1, 2017	Promotion of MSO and implementation.
July 2017	Testing and selection of BC, hire Fire Fighter replacement.
Fall 2017	Procurement of vehicle and equipment, training of BC.
January 1, 2018	Promotion of BCs and implementation.
TBD	Purchase of a ladder truck and additional staffing for a third station.

	2016		2017		2018		2019	
Ladder Truck	Via existing FD1 ILA	\$0	Via Automatic Aid	\$0	Via Automatic Aid	\$0	Via Automatic Aid until annexation	\$0
Battalion Chiefs (BC)	Via existing FD1 ILA	\$0	Via new FD1 ILA	\$20,408	Staffing Adjustments to create Mukilteo BC program	\$213,000**	Ongoing Mukilteo BC program	\$143,000
Medical Program Director (MPD)	Via current Lynnwood ILA	\$15,500	Shift to new FD1 ILA	\$15,500	New FD1 ILA	\$15,500	New FD1 ILA	\$15,500
Medical Services Officer (MSO)	Via current Lynnwood ILA	\$77,000	Promote Mukilteo paramedic to the role, remains on shift (net costs shown)	\$110,000*	Ongoing Mukilteo MSO program	\$40,000	Ongoing Mukilteo MSO program	\$40,000
TOTALS		\$92,500		\$145,908		\$268,500		\$198,500

*2017 net costs, showing savings from terminating Lynnwood ILA. Total labor costs \$135,000, Lynnwood ILA saves \$95,000; 2017 includes one-time vehicle and equipment cost for MSO.

**2018 includes one-time vehicle and equipment costs for BC.

Does not reflect anticipated cost increases over time.