

Yakima County Fire District 2 / City of Selah

CAPITAL IMPROVEMENT PLAN

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Introduction:

Recommendations contained in this plan for personnel, facilities, apparatus and equipment strike a balance between recognized industry standards and the needs of our community given the resources that are available. As standards change and costs rise this plan is intended to be flexible and updated on an annual basis. This plan has been prepared to serve several purposes, including:

- Serve as a Capital Improvement Plan (CIP) to support future financial decisions and allocations.
- Provide the basis for budgeting capital projects as the City and District adapts to meet current and anticipated demands.
- Serve as a guide for the Mayor and City Council and District's Board of Commissioners on future funding needs.
- Inform interested parties about the current and planned future configuration of the Fire Departments capital assets and fund.
- Provide consistent planning for major expenditures for "just in time" replacement of apparatus, equipment and facility needs.

The following sections of this CIP present the guidance used for making capital improvements, specific replacement schedules, facility use, cost estimates and the general financial strategy to accomplish the plan.

Guidance:

The maximum general levy taxing authority Yakima County Fire District 2 has is \$1.50/\$1,000 of assessed value based on RCW 52.16.130 and RCW 52.16.140. By joint agreement the City agrees each year, to levy, collect and provide an ad valorem tax of assessed valuation of the City in accordance with the Revised Code of Washington, up to a maximum of twenty-five percent of the current year property tax. In addition, the City also collects a six percent Public Safety Utility Tax to be placed into Fund 150 (Fire Equipment Reserves) for equipment replacement. The City and District also have the availability to run levies and bonds on the ballot for approval or Council or Commissioner approved bonds. Cities and Fire Districts with a CIP in place may also request impact fees for new development under WAC 365-196-850 where appropriate.

Recommended standards for fire protection and emergency services issued by the National Fire Protection Association (NFPA) are important considerations. Many NFPA standards are incorporated into Washington Administrative Code *296-305 Safety Standards for Firefighters*. The 305 Standard in addition to creating a safe working environment for members is used in conjunction with all NFPA standards by courts to determine industry standards.

The Washington State Survey and Ratings Bureau (WSRB) evaluates communities across the state and establishes the protection class grading for the community on a scale of 1 through 10, where 1 indicates exemplary fire protection capability, and 10 indicates the capabilities, if any,

are insufficient for insurance credit. To determine a community's protection class, WSRB measures water supply, fire department, emergency communication and fire safety control. Water supplies are reviewed to determine their adequacy for fire-suppression, fire flows for buildings are calculated and compared against available water, hydrant size, type and installation, as well as the inspection frequency and condition of hydrants. The fire department is reviewed for distribution of companies/stations, response to alarms, apparatus age, equipment, pumping capacity, maintenance, reserve apparatus, personnel and training. Emergency communication is reviewed for the community's 911 system including facilities, handling and dispatching fire alarms, personnel and training. Fire safety control reviews fire prevention activities such as fire code enforcement, public education and building code enforcement.

The Master Plan outlines apparatus replacement and facilities planning. Department policies follow WAC 296-305.

For the purpose of this plan a combination of the Departments master plan, WSRB's grading schedule and WAC 296-305 are used as industry standards. In cases where the replacement dates differ between these documents all recommended dates are provided to assist with overall decision making and budgeting.

Department History:

On January 8, 1940, the Selah Town Council signed Ordinance #90, which provided for the organization, maintenance and regulation of a fire department in the Town of Selah, Washington. Thus was born the Selah Fire Department.

S.C. Justice was appointed as the Fire Chief of the new department, consisting of 1 truck, 5 officers and 14 volunteer firefighters. In 1946 a Rural Fire District (RFD) later to be known as Yakima County Fire Protection District #2 was formed and manned by the Selah Fire Department. This included the area North of Lookout Point between Selah Heights and the Yakima River, North to Adobe Hill and the hill tops South of the Wenas Lake Dam. East Selah was annexed into Yakima County Fire Protection District #2 in 1960 and the upper Wenas Valley in 1975, creating a combined area 26 miles long and 7 miles wide at its widest point.

The City of Selah and Yakima County Fire Protection District #2 legally combined their fire departments in 1966 creating the department that now exists. This move was one of the most progressive actions taken since the creation of both fire departments. It has saved the taxpayers thousands of dollars by eliminating duplication in administrative costs, equipment and building needs, operational costs and utilization of manpower. From this simple beginning, the department now serves an area of 65 square miles and an estimated population of 20,000.

In 1940 the Selah Fire Department responded to 6 fire alarms, 4 of which were actual fires, with a total property loss of \$75.00. In 2019 the Selah Fire Department responded to 1,694 calls.

Call volume has steadily increased, up 21% in the last five years.

Personnel:

Personnel Background Information:

The Selah Fire Department is primarily a volunteer organization. The volunteers, technically considered “Paid On-Call” members, meaning they receive a stipend for attending drills and responding on calls, make up approximately 91% of the membership when fully staffed. Currently there are 55 paid on call members, 37 assigned to Station 21, 9 of which are support personnel, 5 at Station 22, 9 at Station 24, 4 at Station 26, plus a full time staff of 7 and 1 part time administrative person working out of Station 21. Starting in the mid ‘80’s until 1996 the only full time career employees were the fire chief and assistant chief. In 1997 a third chief officer was hired as the training officer. All three were exempt positions. In October of 2013 when the chief retired the decision was made to replace him with a fourth firefighter. A fifth firefighter was added in 2017 for a total of seven full time employees.

In addition to responding to emergency calls, the career staff are also responsible for:

1. Preparing an annual joint budget for the maintenance and operation of 3 district and 1 city station and all administrative duties.
2. Maintaining an ammonization schedule for apparatus, personal protective equipment and capital expenditures.
3. Overseeing capital building projects.
4. Performing fire and life safety inspections on all businesses within the city.
5. Plan review for adequate water supply and apparatus access for new developments and commercial properties
6. Providing fire safety education to school children, seniors, businesses and specialty groups.
7. Development of pre-fire plans of all commercial properties, schools and apartment complexes.
8. Update and develop new policies as needed.
9. Maintain a data base of all equipment inventories.
10. Develop training classes.
11. Develop and oversee department recruit school.
12. Maintain a data base of all training activities.
13. Maintaining all apparatus and equipment.
14. Maintaining all stations and out buildings.
15. Lawn and landscaping maintenance.
16. Perform annual hose testing.
17. Perform annual pump testing.
18. Maintaining a data base of all fire and EMS responses.
19. Servicing all fire hydrants within the city.
20. Radio programing.
21. Maintain the department web site and Facebook page.
22. Processing volunteer payroll.
23. Processing all fire department related bills.

24. Grant writing.
25. Insuring compliance with nationally recognized standards.
26. Staying abreast of state and federal mandates affecting the fire service.
27. Support all volunteer personnel and activities.
28. Oversee and participate in safety committee and accident review meetings.
29. Participate in county wide fire and EMS organizations.

Personnel Needs Assessment 1-5 Years:

1. Promote current deputy chief to replace retiring chief in 2021
2. Hire new deputy chief/fire marshal
3. Add additional career staff to meet the needs of our department and growing community.
4. Increase part time administrative person to full time.
5. Maintain adequate volunteer staffing.

Personnel Needs Assessment 6-10 Years:

1. Add additional career staff to meet the needs of our department and growing community.
2. Maintain adequate volunteer staffing.

Personnel Priorities:

1. Promote health and safety of all members.
2. Maintain an aggressive volunteer recruitment and retention program.
3. Develop programs to utilize volunteer members to enhance emergency response during peak days/hours and supplement career staffing.
4. Insure all members receive proper fire and EMS training.
5. Maintain an active ‘Sleeper Shift’ program to maintain night coverage.
6. Add additional career staff as needed to assure coverage for responses and duties.
7. Maintain an active public education program.
8. Insure members are cross trained to assure stability within the department as natural progression occurs.

Personnel Costs Estimates:

1. Wages and benefits per 1 firefighter – \$90,000
2. Wages and benefits to increase administrative person to full time – \$20,000
3. Stipend increases for volunteer members while maintaining compliance with FLSA. Cost estimate \$50,000 annually.

Facilities:

It is the goal of Selah Fire Department:

“To provide and maintain efficient, effective and safe facilities to house the apparatus, equipment and personnel in strategic locations throughout the City and District as necessary to carry out the mission of our agency.”

On an annual basis Selah Fire Department staff tour all facilities to identify needed repairs and maintenance along with necessary capital improvements. Facility maintenance is performed on an annual schedule that covers basic upkeep of major components such as HVAC, plumbing and electrical. Major maintenance work including roofs, painting, asphalt, concrete, remodeling and furnishings are included in this plan.

General Facility Recommendations:

- Improve the safety and wellbeing of Department personnel in quarters need to be lasting, long term, and improve efficiencies with the investment.
- Efficient and ethical use of available public funds that maintains and prolongs longevity of infrastructure.
- It is recommended to repair concrete, asphalt and roof damage as soon as problems arise both for safety concerns as well as keeping costs low when damage is minimal.
- Small things add up to an enjoyable experience for volunteer members, things like having adequate lighting and space are critical to retaining members in a positive way, small projects should be completed and absorbed into the regular operating budget whenever possible to streamline operations and improve working conditions.
- Appearance is important to our image as a professional all risk department both with the public as well as current members and future members we are recruiting.
- Major projects need to be planned around other capital purchases such as apparatus.

Policy 2301 FACILITIES MAINTENANCE AND SECURITY

This policy is established to insure facilities are maintained to instill a sense of pride to the members and the community.

The Department shall maintain and operate the facilities in a safe, healthful, and visually pleasing condition, and preserve the Department's investment. Members shall take part in the maintenance of the facilities and shall protect them from misuse; conserving gas, water, electricity, fuel, oil, phone use, and other miscellaneous Department controlled resources.

WAC 296-305-06501 Requirements for Fire Department Facilities:

- Stations and administrative offices shall comply with the requirements of the general occupational health standards, WAC 296-800-210, Lighting in the workplace.

- All new fire stations and other new fire department facilities which contain sleeping quarters shall be fully protected with automatic sprinkler systems where required.
- All existing fire stations and existing fire department facilities with sleeping quarters that undergo a major renovation that consists of more than sixty percent of the assessed evaluation of the existing structure shall be fully protected with automatic sprinkler systems where required.
- New stations containing a kitchen, and station kitchens remodeled after the date of this chapter, shall have an alarm activated service disconnect of fixed cooking appliances.
- A designated cleaning area shall be provided for under the fire department's exposure control plan for the cleaning and disinfecting of protective equipment, portable equipment, and other clothing.
- All sleeping areas in fire stations shall be separated from vehicle storage areas by at least one-hour fire resistive assemblies.
- All fire stations built after December 17, 1977, shall have a minimum of three feet of clearance around the apparatus, which shall be maintained free of any storage or obstruction.
- Floors shall have slip-resistant surfaces on areas where personnel would normally mount or dismount apparatus.

WSRB Station percentage deductions:

- Fire resistive construction best 0%, Noncombustible construction 10%, Joisted masonry 15%, Wood frame 20%.
- Buildings equipped with automatic sprinklers reduce above % by .5.
- If station is not large enough to house all apparatus adequately 20%.
- Fire stations not equipped with a commercial telephone 5%.
- Fire stations without means for public to report fires to dispatch 5%.
- Fire stations without a secondary power source 10%.
- Fuel should be available in sufficient quantities at fire stations.

Station 21 Background Information:

Station 21 located at 206 W. Fremont Avenue houses the administrative offices for both the City and District. Construction of Station 21 was completed in 1994. The design of Station 21 was to include five bays for apparatus, maintenance shop, hose tower, sleeping quarters, a training room and office space. Due to cost overruns and the requirement for an elevator, the sleeping quarters were not completed until 2001. Station 21 currently houses two engines, one rescue, one brush/rescue truck, one brush truck, one tender, one air/support truck, two utility vehicles, and three command vehicles. Projects completed at Station 21 over the past ten years include: new landscaping, upgrading all interior lights, converting all parking lot and soffit lights to LED, replacing the front concrete apron, adding lighting to the storage shed, updated A/V in training room and installed a new SCBA compressor purchased through a grant.

Station 21 Needs Assessment 1-5 Years

1. Swamp coolers for the shop and apparatus bays are showing their age and have become problematic over the past few years, requiring a great deal of repair and maintenance. Replacement is planned in 2021.
2. Replace carpet training room and dormitory. Anticipated replacement in 2022.
3. Paint exterior trim and stucco areas. Anticipated in 2020.

Station 21 Needs Assessment 6-10 Years

1. Monitor the composition roof for planned replacement in 2024.
2. Add an additional room for personal protective equipment by extending the apparatus bays to the east approximately 20 feet to provide for membership growth and comply with current safety standards.
3. Replace existing extractor washing machine.

Station 21 Costs Estimates:

1. Swamp coolers – \$20,000
2. Carpet – \$20,000
3. Paint – \$15,000
4. Roof Replacement – \$80,000
5. Addition – \$100,000
6. Extractor – \$9,000

Station 22 Background Information:

Station 22 located at 1830 Harrison Rd. was completed in 1980 and is as one of three District stations. Station 22 was designed with two bays for apparatus and a small training room. In the early '90's an 800 square foot pole building was constructed to house one brush truck and one water tender.

Projects completed at Station 22 over the past ten years include the purchase of approximately nine acres of open land surrounding the station for future development. Clearing, leveling, graveling and fencing around the property and replacing the concrete apron. An expansion of station 22 that added 2800 square feet to the existing 1600 square foot building. The expansion, reconfiguration of the existing building and removal of the pole building resulted in equipment bays to accommodate four apparatus, a large meeting room, a personal protective equipment room and a dormitory. This expansion included new asphalt parking areas, parking lot lighting and a concrete extrication pad. Station 22 is now the primary facility for recruit training.

Station 22 Needs Assessment 1-5 Years

1. Construct a building for training prop and equipment storage.
2. Install entry alarm system.

Station 22 Needs Assessment 6-10 Years

1. None anticipated.

Station 22 Costs:

1. Storage building– \$200,000
2. Alarm system – \$4,500

Station 24 Background Information:

Station 24 located at 4251 N. Wenas Rd. was completed in 1980 and is as one of three District stations. Station 24 was designed with two bays for apparatus and a small training room. In the late '80's a 2,500 square foot pole building was constructed to house two brush truck and one water tender as well as miscellaneous equipment. Station 24 currently houses one engine and one combination brush/rescue truck in the main building and one brush truck, one water tender and miscellaneous equipment in the pole building.

Projects completed at Station 24 over the past ten years include replacement of the concrete apron.

Station 24 Needs Assessment 1-5 Years

1. Insulate pole building to improve energy efficiency.
2. Replace entry alarm system.
3. Install an extrication pad.
4. Fence entire property.

Station 24 Needs Assessment 6-10 Years

1. Replace asphalt parking area.
2. Expand existing building, adding one apparatus bay, a larger meeting room, dormitory and reconfiguring current building to accommodate a personal protective storage room.
3. Add a backup generator for emergency backup power.

Station 24 Costs Estimates:

1. Insulate pole building - \$14,000
2. Alarm system - \$3,000
3. Extrication pad - \$8,000
4. Fence entire property - \$30,000

5. Asphalt parking lot – \$110,000
6. Station expansion - \$1,500,000
7. Backup Generator - \$85,000

Station 26 Background Information:

Station 26 located at 121 Fink Lane, formally the Wenas Fire Department, is now part of the Selah Fire Department and is one of the three District stations. Station 26 originally had two apparatus bays and a small meeting room. In 2001 a third apparatus bay was added to house a new engine. Station 26 currently houses one combination brush/rescue truck and one engine.

Projects completed at station 26 over the past 10 years include a complete remodel of the meeting room with new cabinetry appliances and meeting room tables and chairs.

Station 26 Needs Assessment 1-5 Years

1. None anticipated

Station 26 Needs Assessment 6-10 Years

1. Replace asphalt parking area
2. Add a backup generator for emergency backup power.

Station 26 Costs:

1. Backup generator - \$85,000
2. Replace asphalt - \$100,000

Apparatus:

It is the goal of Selah Fire Department:

“To provide and maintain efficient and effective apparatus and equipment to safely carry out the mission of the agency”

Periodic inspection, testing, preventive maintenance, replacement schedule and emergency repair systems are maintained for all emergency apparatus, including daily, weekly and monthly inspections for serviceability. The Department partners with several repair shops in Selah and Yakima to ensure the most qualified mechanic works on our fleet based on the shops specialty.

General Apparatus Recommendations:

- A sufficient number of appropriate apparatus and equipment will be maintained as necessary to meet the established response objectives of the Department.

- All apparatus and equipment will be maintained according to NFPA and/or the manufacturer specifications.
- All apparatus will meet or exceed all recognized State and National standards for inspections, testing, fueling, and emergency repair of emergency vehicles.
- Emergency response apparatus will be considered for replacement according to the following schedule:

Fire Pumpers	25 Years or 30,000 Miles
Water Tenders	25 Years or 30,000 Miles
Emergency Medical Vehicles	20 Years or 60,000 Miles
Command Vehicles	10 Years or 60,000 Miles
Utility Vehicles	15 Years or 60,000 Miles
Air Support Vehicles	25 Years or 60,000 Miles
Brush Trucks	20 Years or 60,000 Miles

- All apparatus will be equipped with adequate hose, nozzles, self-contained breathing apparatus, radios and other equipment to assure safe operations, achieve Department performance objectives in compliance with industry standards, usually those prescribed by the National Fire Protection Association.
- Maintain sufficient engine pumping capacity within five miles driving distance from all commercial and industrial areas to provide fire flow as specified by the Washington State Survey and Rating Bureau.
- Maintain a sufficient amount of command vehicles for the following positions, providing these positions are filled. Chief, Deputy Chief, and Duty Officer. The amount of command vehicles will be based on staffing and size of the Department.

Apparatus, Equipment, and Station Maintenance:

The purpose of this standard operating guideline is to provide a guideline to maintain Fire District vehicles, equipment, and facilities in a state of readiness, as well as maintaining current and reliable maintenance records.

Personnel shall endeavor to have all apparatus and equipment ready for service at all times. Minor maintenance procedures shall be performed by personnel with appropriate consideration given to individual skills, abilities and training. Safety problems involving apparatus shall be resolved as soon as possible. Serious problems should result in removal of the apparatus from service until repairs can be made. The decision to remove a vehicle from service is vested with the company officer.

WAC 296-305-04501 Automotive Fire Apparatus:

- All new fire apparatus with the exception of specialized equipment, shall conform to the following minimum safety standards contained in the current edition of NFPA 1901, Standard for Automotive Fire Apparatus, or the current Edition of NFPA 1906, Standard for Wildland Fire Apparatus.

- Used fire apparatus, purchased after the effective date of this rule, weighing 10,000 pounds or more shall conform with the following U.S. Department of Transportation standards, when applicable:
- Exhaust systems shall be installed and maintained in proper condition, and shall be so designed as to minimize the exposure of the firefighter to the exhaust gases and fumes.
- If in the driver or duty officer's determination, the apparatus cannot be used in a safe manner, it shall be taken out of service until it has been restored to a safe operating condition.
- All repairs to the suppression components of emergency vehicles of the fire department shall be done by an emergency vehicle technician, ASE certified technician or factory qualified individual. Repairs, maintenance or routine work to non-suppression systems of suppression apparatus or other fire department vehicles and their equipment shall be done by personnel qualified in the specific area of repair. Fire service pumps with a capacity of 499 gallons per minute or less and not used for interior structural firefighting operations are exempt from this requirement.
- A preventive maintenance program shall be instituted and records maintained for each individual apparatus in order to record and track potential or on-going problems.

Apparatus Needs Assessment:

Engines Background Information:

The department currently maintains a fleet of five frontline engines, two at station 21 our city station and one at each of our three district stations and one reserve engine housed at Station 22. With the exception of Engine 221 and Engine 222 all of our engines are built on commercial chassis. While a custom built chassis can offer some advantages, the additional cost is difficult to justify.

Engine Needs:

Engine 221, a 1996 Spartan custom cab engine is scheduled for replacement in 2023. It will then move to a reserve role and serve as a recruit training vehicle replacing Engine 222 currently filling that role. When replacing Engine 221 consideration should be given to replacing it with an apparatus capable of delivering an elevated water stream such as a Quint.

Engine Priorities:

1. Maintain 25 year replacement schedule to limit WSRB deductions.
2. Pre-plan replacement so specifications are written and out for bid for delivery within the current budget year.
3. Maintain all systems and perform proper annual inspections.

Engine Costs Estimates:

		Scheduled replacement	Estimated cost
Engine 221	1996 Central States	2023	*\$1,000,000.00
Engine 26	2000 E-One	2025	\$605,000.00
Engine 22	2003 International	2027	\$ 667,846.00

*Quint

1. Review capital fund estimates annually to ensure the Department has funds in capital for replacement.
2. Take advantage of pre-pay opportunities for discounts.
3. Annual service and DOT inspection per engine \$350.

Brush Truck Background Information:

The department maintains a fleet of six brush trucks, two at station 21, our city station, one at Station 22, two at Station 24 and one at Station 26.

In 2015 the department changed from standard cab one ton “home built” brush trucks to custom built, crew cab two ton flatbed style vehicles. The change to the flatbed style allowed for better compartmentation allowing equipment to be carried inside compartments, and provides sufficient space for medical equipment for use as dual purpose Brush/Rescue trucks. The change to dual purpose vehicles is expected reduce our repair and maintenance budget as we have reduced our fleet by three vehicles while maintaining the same response capabilities. Having trucks commercially built instead of “home built” has also reduced the departments liability. As of 2017 four of the six brush trucks have been replaced with combination vehicles.

During this change over, emission standards changed for diesel engines which, due to high exhaust temperatures these four Brush/Rescue trucks were purchased as V-10 gas engines rather than diesel. Since gasoline engines are less expensive than diesel engines, both the vehicle engine and the pump engine were changed to gasoline. The estimated combined cost saving going to gas instead of diesel was \$14,000 per vehicle.

Brush Truck Needs Assessment:

Today the oldest brush truck in our fleet is Brush 224 a 1978 International flatbed. Brush 224 was a Department of Natural Resources (DNR) cooperative vehicle operated and maintained by our department was purchased outright from DNR in 2015. Brush 221, a 1999 Ford used as a rescue vehicle at Station 22 was replaced by a 2015 Brush/Rescue and converted to a brush truck (Brush 221). In 2020 Brush 224 will be surplus and replaced by Brush 221. Duty 21 will be converted to a brush truck and replace brush 221.

When replaced, these two trucks will remain single use brush trucks to enhance our capabilities.

Brush Truck Priorities:

1. Maintain 20 year replacement schedule.
2. Pre-plan replacement so specifications are written and out for bid for delivery within the current budget year.
3. Maintain all systems and perform proper annual inspections.

Brush Truck Costs Estimates:

		Scheduled replacement	Estimated cost
Brush 224	1978 International	2020	\$ *75 ,000.00

*Repurpose Duty 21

1. Review capital fund estimates annually to ensure the Department has funds in capital for replacement.
2. Take advantage of pre-pay opportunities for discounts.
3. Annual service and inspections per truck \$150.

Rescue Background Information:

In 1979 the Department began providing emergency medical response out of a 1965 Dodge Panel Van. In 1986 the department purchased its first transport capable ambulance type vehicle. In 2000 the van style rescue was changed to a one and a half ton chassis with a large box compartment for personnel, patients and equipment.

The Department maintains one transport capable rescue out of Station 21.

Rescue Needs Assessment:

With two private ambulance companies in Yakima County we receive an ambulance on all EMS alarms minimizing the need to have multiple transport capable vehicles. The department will however maintain at least one transport capable vehicle.

Rescue Priorities:

1. Maintain 20 year replacement schedule.
2. Pre-plan replacement so specifications are written and out for bid for delivery within the current budget year.
3. Maintain all systems and perform proper annual inspections.
4. Utilize appropriate type apparatus for Rescue/EMS to fit current and future needs.
5. Design apparatus with dual purpose where possible.

Rescue Costs Estimates:

		Scheduled replacement	Estimated cost
Rescue 21	2001 Ford F350	2020	\$ 175,000.00

1. Review capital fund estimates annually to ensure the Department has funds in capital for replacement.
2. Take advantage of pre-pay opportunities for discounts.
3. Annual service and inspections per truck \$150.

Tender Background Information:

Water tenders have always played a critical role in fighting both structure fires and wildland fires. They provide on scene water in areas throughout our City and District without hydrants or where water supplies are inadequate. In the late 1990's the Department applied for tender credit with WSRB and after successfully passing the testing procedure was given tender credit for our District rating. The department maintains a fleet of three water tenders, one at Station 21, one at Station 22 and one at Station 24. In 2019 Tender 21 and Tender 24 were replaced with new 3,100 gallon International water tenders. "Old" Tender 21 was retrofitted with a quick dump system and moved to Station 22, replacing a 1984 Ford 1,500 gallon "home built" tender.

Tender Needs Assessment:

The Department has a definite need to maintain a fleet of water tenders to maintain adequate fire flow. With 65 square miles of Fire District and 4.5 square miles within the City limits, only 6 percent of our coverage area is protected by hydrants. The Department, at a minimum, will need to maintain three water tenders capable of providing 250gpm for 30 minutes within seven road miles of any one of our four stations to maintain our tender credit with the Washington State Survey and Rating Bureau. Safety while driving tenders is a big priority to the Department, we have gone as far as developed a policy for driving tenders to include only Code II response.

Tender Priorities:

1. Maintain 25 year replacement schedule.
2. Pre-plan replacement so specifications are written and out for bid greater than 365 days before a tender is obsolete.
3. Maintain all systems and perform proper annual inspections.
4. Provide at a minimum 250gpm for 30 minutes within 7 road miles of a station.

Tender Costs Estimates:

		Scheduled Replacement	Estimated Cost
Tender 22	1996 GMC	2026	\$ 250,000.00

1. Review capital fund estimates annually to ensure the Department has funds in capital for replacement.
2. Take advantage of pre-pay opportunities for discounts.
3. Annual service and DOT inspection per engine \$350.

Support Vehicle Background Information:

The Department utilizes two support vehicles to meet our mission. Air Support 21, a 1992 International equipped with a mobile SCBA cascade filling station and Rehab supplies and equipment. Duty 421 used for a utility vehicle and command vehicle. The history of support vehicles in our Department goes back to the early 80's when an "Air Trailer" was built for the purpose of refilling SCBA cylinders at the scene of an incident. The concept of providing on scene firefighter rehabilitation began in the early 2000's with the Department starting a program in 2002 with an older ambulance donated by American Medical Response Ambulance Company to be used as a rehab vehicle. In 2014 the current 1992 International was purchased that combined air support and rehab into one unit. Air Support 21 has given us minimal maintenance problems and continues to meet our mission.

Support Vehicle Needs Assessment:

Firefighter safety is our number one priority in all operations, rehab is an integral part of firefighter safety. The Department has a need to provide liquids, nourishment, protection from the elements and air support on scene. This can be accomplished with Air Support 21, the dual purpose apparatus currently in our fleet.

Support Vehicle Priorities:

1. Maintain and service current apparatus to ensure longevity.
2. Monitor repair bills to forecast overhaul or complete replacement needs in advance.

Support Vehicle Costs Estimates:

		Scheduled Replacement	Estimated Cost
Air/Support 21	1992 International	2026	\$150,000.00

1. Annual maintenance cost per support vehicle \$150.
2. Annually review repair costs and receive estimates for any major work before completing the work.

Command Vehicle Background Information:

The Department maintains a fleet of four command vehicles used both by staff and duty officers. While the majority of the time these vehicles are used to commute and conduct Fire Department business they also serve as mobile command posts for large scale incidents because of the ability to provide quick response for command and backup command. The Department provides vehicles to exempt staff to be available to assist even when not assigned as the Department Duty Officer. Of the four command vehicles in use, two are assigned specifically to the Chief and Deputy Chief. The other two vehicles are used by the weekend duty officers as well as throughout the week by members for Department business and travel to training classes.

Command Vehicle Needs Assessment:

Keeping command vehicles staffed 24/7/365 provides command response as well as backup command response, in addition, the ability for staff to assist with Department business 24 hours a day.

Command Vehicle Priorities:

1. Maintain and service command vehicles to ensure longevity.
2. Pre-plan replacement and take advantage of State bid where appropriate.

Command Vehicle Costs Estimates:

		Scheduled Replacement	Estimated Cost
Duty 21	2011 Ford F350	2022	\$80,000.00

1. Annual maintenance cost for all command vehicles is \$1,200.
2. Annually review mileage to determine needs.
3. Annually review repair costs and receive estimates for any major work before completing the work.

Major Equipment:

It is the goal of Selah Fire Department:

“To provide and maintain efficient and effective apparatus and equipment to safely carry out the mission of the agency”

Personal Protective Equipment (PPE):

General PPE Recommendations:

- Replace structural PPE every 10 years.
- Staggering PPE purchases to buy 1/10th the necessary amount yearly is preferred to wholesale change out of PPE for budgeting.
- All PPE will be maintained according to NFPA and/ or the manufacturer specifications.
- Track all PPE issued and in reserve for replacement dates and repairs in ERS.
- The Department maintains facilities for laundering PPE.
- Annually update specifications and go to bid for PPE to stay current with the latest safety advances in PPE.

MEMBER PROTECTIVE CLOTHING:

The Fire Department shall provide protective clothing for members assigned as firefighters. Protective clothing shall be of a type approved by NIOSH, MESA, NFPA or as required by WAC 296-305. The Department shall maintain a record of all protective clothing and equipment issued to each member. The following protective equipment shall be issued to each firefighter:

- Turnout Clothing (helmet, coat, pants, boots, gloves, hood, suspenders, spanner wrench and hose strap)
- Eye and Face Protection
- Hearing Protection
- Hand Protection
- Foot Protection
- Head Protection
- Communications Device
- Wildland Clothing (helmet, goggles, shirt, pants, boots, gloves)
- Fire Shelter
- SCBA Mask and Carrying Bag

The following clothing for brush and wild land fires is approved:

Full turnout clothing for the first hour of the incident or,
Nomex coveralls, leather or fire boots and helmet, gloves or,
Wildland firefighting clothing or dual compliant gear, helmet, boots and gloves.
A fire shelter must be worn until the IC decides they are not necessary.

Protective clothing shall be inspected at not less than one hundred eighty day intervals.
Inspection forms must be filed in each member's station training file.

Protective Clothing shall be washed a minimum of twice annually. Due to known carcinogens being present in smoke and soot, turnouts must be washed after each exposure to smoke and structure fires. Members shall not wash PPE at home; the Department maintains wash facilities for PPE. After washing, a turn out cleaning record shall be completed in ERS.

WAC 296-305-02001 Personal protective equipment and protective clothing.

- Employers shall provide and maintain at no cost to the employee the appropriate protective ensemble/protective clothing to protect from the hazards to which the member is or is likely to be exposed.
- Protective clothing and protective equipment shall be used and maintained in accordance with manufacturer's instructions.
- The fire department shall provide for the cleaning of protective clothing and contaminated station/work uniforms at no cost to the employee.
- All SFF clothing purchased after January 1, 2014, shall meet the requirements of the 1991 edition of NFPA 1971, Standard on Protective Clothing for Structural Fire Fighting, or the 1997 edition of NFPA 1971, Standard on Protective Ensemble for Structural Fire Fighting. Firefighters shall not wear personal protective clothing manufactured prior to 1991, except for training purposes in nonhazardous areas.
- Face and eye protection shall be provided for and used by firefighters engaged in fire suppression and other operations involving hazards to the eye and face at all times when the face is not protected by the full face piece of the SCBA. Primary face and eye protection appropriate for a given specific hazard shall be provided for.

PPE Background Information:

Selah Fire Department maintains approximately 70 sets of structural PPE and an equal number of wildland firefighting PPE. The Department purchases an average 10 sets a year to stagger the replacement schedule. Today the amount of PPE needing replacement yearly is manageable within the regular operating budget due to the effort to stagger the purchasing.

PPE Needs Assessment:

Firefighter safety is our number one priority, the Department needs to keep up with safety technology and provide quality personal protective equipment (PPE) to our members for all incident types we respond to. The Department needs to maintain a cache of PPE to replace damaged PPE as well as provide PPE for new members.

PPE Priorities:

1. Maintain a data base of PPE including date of issue and size.
2. Stagger PPE purchases annually to replace 1/10th of the necessary PPE.
3. Provide the safest equipment possible for our members.
4. Bi-annually inspect all PPE to ensure it meets current standards.
5. Maintain PPE according to manufacturer's recommendations to ensure long life.

PPE Costs:

1. The Department currently budgets \$25k for PPE annually. One set of structural PPE (coat & pants only) is approximately \$2,000.
2. Updating specifications and bidding or requesting quotes annually ensures PPE purchased meets the newest standards for safety at the best possible price.
3. Members inspect and document PPE bi-annually during drill.
4. The Department currently has two extractor washers for PPE cleaning, one at Station 21 and one at Station 22.

Self-Contained Breathing Apparatus (SCBA):

General SCBA Recommendations:

- Issue individual SCBA masks to members for safety and sanitary reasons.
- Hydro-test SCBA bottles every five years with a life cycle if 15 years.
- Flow test and inspect all SCBA's annually.
- Maintain a sufficient number of SCBA and spare bottles to equip all response apparatus first out and reserve.
- Inspect SCBA prior to each use and monthly.

RESPIRATORY PROTECTION PROGRAM

Selah Fire Department recognizes that the environments faced by its members while fighting fires or engagements in other emergency incidents may not always have atmospheres that will sustain life. With this in mind Selah Fire Department adheres to its written respiratory protection plan and the current edition the WAC 296-305.

It is the responsibility of the Department to assure SCBA's are maintained in proper working order and within the manufactures recommendations.

When the Department makes its own breathing air or uses vendor breathing air, the Department shall maintain documentation certifying breathing air quality.

WAC 296-305-04001 Respiratory equipment protection.

- Firefighter's self-contained breathing apparatus (SCBA) shall, at a minimum, meet the requirements of the 1997 edition of NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Fire Fighters. Equipment purchased after the effective date of this rule must meet the 2007 edition of NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services.
- Firefighters should be issued individual face pieces.
- Self-contained respiratory equipment shall be available and used by all firefighters who enter into hazardous atmospheres during structural firefighting activities.
- SCBA cylinders shall be hydrostatically tested within the periods specified by the manufacturer and the applicable governmental agencies.

SCBA Background Information:

Selah Fire Department maintains 42 MSA SCBA, 67 MSA Face Pieces and 96 SCBA cylinders. Our entire MSA SCBA inventory was purchased in 2015 through an AFG grant worth \$328,000 that replaced all SCBA and added a fit test machine. The limitations to SCBA are the cylinder lifespan. Currently cylinders must be destroyed after 15 years of service. The SCBA itself may continue to be used so long as it meets WAC 296-305 if a new cylinder is purchased. However, over the fifteen year life of the cylinder, typically advances in safety, ergonomics and overall usability have improved to the point the 15 year old SCBA is obsolete. SCBA packs and masks get flow tested annually and SCBA cylinders get hydro-tested every five years for a total of two tests over a bottles 15 year lifetime.

SCBA Needs Assessment:

Firefighter safety is our number one priority, the Department needs to keep up with safety technology and provide breathing apparatus to our members for all incident types we respond to. The Department needs perform annual maintenance and testing per the manufacturer's recommendation. 2030 is the year all SCBA bottles will expire, the Department will need to develop an SCBA replacement plan by 2021.

SCBA Priorities:

1. Maintain a data base of SCBA to track all components.
2. Provide the safest equipment possible for our members.
3. Monthly inspect all SCBA to ensure they remain in perfect working order.
4. Maintain SCBA according to manufacturer's recommendations.

5. Plan for a 15 year replacement of all components ten years prior to replacement.
6. Determine funding source for SCBA replacement costs.

SCBA Costs:

1. District has and uses an ERS data base to track SCBA repairs and age, no additional cost.
2. Monthly inspections performed by members during drill.
3. \$4,500 annually for flow testing and inspection by a third party.
4. SCBA bottles will expire in 2030, the process of creating a specification, determining preferred brand and features shall begin in 2028.
5. Estimated cost to replace SCBA in 2030 is \$500k.

Rescue Tools:

Rescue Tool Background Information:

In the late 1970's the Department purchased a complete set of Hurst Rescue tools "Jaws of Life". In 1987 the Department replaced the Hurst tools with a new set of Holmatro hydraulic rescue tools, this set of tools is in service today on Brush/Rescue 22. In 2003 a second set of Holmatro hydraulic rescue tools were purchased for Rescue 21 giving the Department two complete sets. In 2005 the Department acquired two smaller used sets from a neighboring fire district giving the Department one set in at each station. Overtime we have made a few upgrades to the systems however they remain essentially as they were when originally purchased. Rescue tools have continued to evolve to keep up with the automotive industry. Today's rescue tools are stronger, lighter and more portable than the equipment the Department maintains. Selah Fire Department responds to approximately 100 vehicle collisions annually with approximately 10% of those collisions requiring hydraulic extrication.

Rescue Tool Needs Assessment:

Annually during preparation of the next year's budget we have discussed the need to replace aging equipment. The department has submitted several grant requests through AFG to replace all of our rescue tools, but have been unsuccessful. The Department can operate with our existing extrication tools, but will need to make provisions for replacement if efforts to receive grants are unsuccessful.

Rescue Tools Priorities:

1. Maintain a minimum of one set at each of the four stations.

Rescue Tool Costs:

Current cost to purchase one complete set of rescue tools (Cutter, Spreader, Ram, Pump, Hoses) is \$40,000

1. Annual maintenance for pumps \$50 each.

Defibrillators (Defib):**Defib Background Information:**

Currently the Department has a total of 10 defib's in service. One on each of the command vehicles, one on each rescue and on two of our six engines.

Defib Needs Assessment:

The Department needs a minimum of 10 defib's to meet our needs of having one on every first out apparatus and command vehicle. In service defib's must have supplies such as pads and batteries readily available from vendors. We will need to replace at least one per year to maintain serviceable units.

Defib Priorities:

1. Provide enough defib's to ensure one is on scene when needed.
2. Defib's must be programmable to keep up with changing CPR protocols.
3. Defib's must be lightweight and user friendly.
4. Supplies must be cost efficient and available.

Defib Costs:

1. New defib's are under \$1,500 plus supplies.

Fire Hose:**Hose Background Information:**

In 2014 the Department was successful in receiving \$25,000 from an AFG grant to replace all of our 2 1/2" hose. All of the hose that was replaced was from 1984 and 1985. Additionally as new engines are purchased new 1-3/4" and 2-1/2" hose and nozzles are also purchased to update the equipment.

Fire Hose General Recommendations:

- Test all hose annually.
- Maintain enough hose to meet WSRB minimums on apparatus and in reserve.
- Repair or replace damaged hose.
- When purchasing new engines, budget to purchase new hose.

WAC 296-305-06003 Testing fire service equipment.

- All fire suppression and supply hose must be tested annually as well as when there is reason to believe the hose has been damaged. Selah Fire Department currently conducts and documents all of its hose tests. Testing shall be in accordance with the 2003 edition of NFPA 1962, Standard for the Inspection, Care, and Use of Fire Hose, Couplings, and Nozzles and the Service Testing of Fire Hose.

Washington State Survey and Rating Bureau (WSRB) Hose Requirements:

- Each pumping apparatus shall have at a minimum the following amount of hose:
 - Large Diameter Hose (LDH) 3-1/2"+ 600'
 - 2-1/2" + Hose 800'
 - 1-1/2"+ Hose 400'
 - Pre-Connected 1-1/2"+ Hose 200'
- Each pumping apparatus shall have at a minimum the following amount of hose in reserve:
 - LDH 300'
 - 2-1/2" 400'
 - 1-1/2" 200'
 - Reserve hose can be carried on the apparatus and excess hose at the station can serve as reserve hose for three apparatus as needed.
- All hose must be maintained in good condition and tested annually.
- Age of hose percentage deductions:
 - 0-5 years 0%
 - 5-10 years 10%
 - 10-15 years 20%
 - +15 years 30%
- Cotton jacket Hose add an additional 10%

NFPA 1962

- Calls for annual hose testing and allows for keeping hose as long as it passes the annual service test.
- Annex A.7.1 adds that all users should establish their own replacement schedule, fire departments should give careful consideration to a 20-year maximum service life under normal operating conditions.

Hose Needs Assessment:

As space allows each engine needs to carry 1,075' of LDH, 800' of 2-1/2", 600' of 1-3/4" hose and 200 feet of 1" booster hose. In 2019 all 1" booster hose on all engines was replaced with rubber hose that is more durable. Due to a high failure rate of 1" wildland hose used on brush and brush/rescue trucks we will begin replacing it with rubber booster hose in 2020.

Total hose needed to equip current engines:

- LDH 4,650'
- 2-1/2" 4,000'
- 1-3/4" 3,000'
- 1" 1,200'

Total hose needed in reserve:

- LDH 1,000'
- 2-1/2" 800'
- 1-3/4" 600'
- 1" 200'

Total hose needed for brush and brush/rescue trucks

- 1" 1,800'
- 1 3/4" 1,200'

Hose Priorities:

1. Replace 1" hose on Brush and Brush/Rescue trucks
2. Maintain data base of hose.
3. Test hose annually.

Hose Costs:

1. 1,200' 1" Rubber hose - \$4,000
2. 1,800' 1" Forestry Hose - \$3,000
3. To outfit an engine with 1,075' LDH, 800' 2-1/2" and 600' 1-3/4" hose in 2018 prices is approximately \$10,000.
4. All hose repair and test records are maintained in ERS.
5. Selah Fire Department tests hose annually with a hose tester owned by the Department.

Communication Equipment (Radios):

Radio Background Information:

Selah Fire Department maintains 85 radio pagers, 29 mobile radios, 76 portable radios. Each member carries a radio pager for alarm notification, each of the 7 career staff and duty officer are assigned a portable radio. In addition, each apparatus carry two to five portable radios.

Communication is the key to successful mitigation of emergency incidents. Around 2010 the Upper Valley transitioned from wide band to narrow band. There are many systems in use in the US including 800 MHz, trunk systems and digital. As wireless technology continues to grow the FCC must continue to reduce the footprint of each user, no consensus has been reached for emergency services on what the future system will be therefore the Department currently continues to repair and replace our current radio system. The department has the ability to program all radio pagers and portable radios and all but 18 mobile radios. The next big change in communications will include all agencies in the County and more than likely the State to convert to digital. When the time comes for that change, the overall belief is that Regional Grants or other Government funding will cover the cost of a whole changeover, if not, cost to the department could exceed \$500,000. Until a decision is made on the system that will be implemented, we will continue to purchase used parts and radios from e-bay and other sources as they are no longer available from the manufacture.

General Communication Equipment Recommendations:

- Radio pagers remains the most effective way to notify members of alarms.
- More portable radios available at a fire scene the safer it is for members.
- Major radio changes require buy-in from all agencies in the Upper Valley.
- When purchasing equipment, multi-band with the ability to meet future needs is critical.

WSRB:

- Sufficient number of two-way radios must be available.
- Sufficient number of spare two-way radios must be available.

Radio Needs Assessment:

The Department needs to maintain a minimum of 85 functional radio pagers to notify members of alarms. Additionally all apparatus need a mobile radio and portable radios for each seated position and to duty officers and career staff.

Radio Priorities:

1. Maintain 85 radio pagers.
2. Maintain 76 portable radios.
3. Maintain 29 mobile radios.

Radio Costs:

1. Minitor V pagers are approximately \$450 each.
2. HT1250 radios are approximately \$150 each (used).
3. CDM 1550 mobile radios are approximately \$200 (used).
4. The Department owns the software and cables for programming most of our current equipment.
5. At such time the FCC mandates a nationwide system change, the cost to our department at current prices will exceed \$500,000. This mandate is expected within the next 5 to 10 years.

Thermal Imaging Cameras (TIC):**TIC Background Information:**

Funded by donations and fundraisers Selah Fire Department was the first department in Yakima County to purchase a TIC camera at a cost of \$18,000. Although considered obsolete by today's standards this camera, and a second identical to it was purchased used in the mid 1990's. One is still in service today, the other became inoperable in 2018. Currently the department owns four cameras, one on two of the three command vehicles one on engine 21 and one on engine 24. TIC technology has evolved since our first purchase and many models are coming down in price. TIC's have become invaluable for performing fire ground operations such as size-up, search and rescue, attack and overhaul in addition to non-fire uses such as locating patients that have been ejected from motor vehicle collisions.

TIC Needs Assessment:

Firefighter safety, civilian rescue and reducing property damage are aided by the use of thermal imaging. The Department has a need to maintain TIC's on all of our engines in addition to using new technology for lightweight in-expensive TIC's for command and rescue use. As our current technology ages, the Department needs to consider the next generation of TIC for first out engines.

TIC Priorities:

1. Replace inoperable TIC
2. Equip all front line engines with TIC's
3. Purchase small lightweight TIC's for command and rescue use.

TIC Costs:

1. TIC's \$2,500 to \$9,500 each.
2. Repair when fiscally responsible.

Misc. Equipment:

There are a lot of moving parts to the Department, currently we budget for approximately \$5,000 in misc. minor equipment annually and \$30,000 in repairs of various equipment, buildings and apparatus.

Financial Planning:

This capital improvement plan only addresses facilities and specific equipment, the level of staffing and infrastructure support necessary to sustain Selah Fire Department at our current level of fire and emergency services, and requires financial management that balances funding against payroll, operating costs and capital projects. Over time, costs generally increase for the delivery of service at a faster rate than traditional funding can keep up with. Several funding options are available to the Cities and District to meet the financial need ranging from:

- **101% Lid Lift (Restoring the levy)-** When new construction and property values increase at a rate higher than 1% of the District's budget, the price per thousand the District taxes property owners drops. Fire protection districts, with voter approval, are authorized to lift the lid for either a single year or for multiple years (up to six consecutive years). A single year lid lift can be "permanent" (i.e. the amount of the levy in the year the lid is lifted is intended to serve as the levy base for calculating future tax levies) or "temporary" (lid lift does not affect a district's tax levies beyond the year the lid lift is proposed). Most fire districts in Washington have traditionally asked the voters to approve permanent lid lifts. Multiyear lid lift must follow these specifications: 1) the requirement that a levy rate only be used for the first year and a limit factor be specified for the remaining five years; 2) the requirement that the ballot title specify the specific purpose for which the funds will be used; 3) the requirement that the proposition be run during either the primary or the general election, and 4) the ballot title state whether the lid lift is intended to be permanent (this requirement also applies to single year lid lifts).
- **Emergency Medical Services (EMS) Levy-** This is a voter approved levy for either six-year, ten-year or permanent basis to fund EMS payroll, equipment and training. The County has the first right to an EMS levy but, if the County does not have a levy or has a levy below the 50 cent/thousand cap the City and District may choose to run their own EMS levy. Yakima County currently has a ten-year EMS levy for 25 cents/thousand.
- **Excess Levy-** If property values aren't sufficient to fund the staffing, facilities and equipment of the Fire Department, the City Council and Board of Commissioners may ask voters to exceed the normal limits imposed by state law. The amount collected by an excess levy is set by the Council and Commissioners and approved or rejected by our voters. A levy request for .35 per \$1,000 assessed valuation will go before the voters in August 2019.
- **Voter Approved Bonds-** Voter approved bonds can only be used for capital purchases, the voters agree to raise their taxes to pay off the bonds. Typically the bond request is for a specific amount of money for specific capital items. Passing a voter approved bond

frees up money that would otherwise have to be spent on purchasing equipment from the fire fund.

- **Council and Commissioner Approved Bonds-**The Board of Fire Commissioners may approve bonds that essentially are similar to a loan. The bond amount must be paid back from the existing property tax budget. Typically the amount of money the District can obtain is lower than a voter approved bond.
- **Council approved taxes-** The city council may impose taxes on utilities such as the current Public Safety Utility Tax to provide a stable source of funding for operational and capital expenditures.
- **Service Benefit Charge-** A service benefit charge may add up to 60% of a fire districts total budget and can be in effect for a six-year period. A benefit charge is most frequently used to maintain a stable source of funding rather than to increase taxes above the rate that would have been charged with property taxes alone.
- **Impact Fees-** Impact fees are assessed on new development in order to pay for a portion of the costs of the capital facilities needed to serve the new development. RCW 82.02.090(7) provides that fire protection facilities in jurisdictions that are not part of a fire district may be funded with impact fees.
- **Grants-** Selah Fire Department regularly applies for grants funded through multiple agencies and companies. Grants are highly competitive and cannot be a guaranteed source of funding, however, long range planning allows the Department to be more competitive in the grant selection process.

In 2019 the city of Selah residence approved a .35 per thousand assessed valuation levy to support the operations and maintenance of the fire department. At the same time our fire district residence approved a lid lift of .35 per thousand assessed valuation bringing their total contribution to \$1.11 per thousand assessed valuation. These two levies along with a Public Safety Utility Tax approved by the city council in 2015 to supports equipment replacement should provide adequate funding for the foreseeable future.

This capital improvement plan is intended to be a fluid plan that is updated on needs, available funding and new technology to meet the Departments mission. This plan should be used and modified annually when preparing the following year's budget to ensure capital projects are planned out based on need and available funding. There are many variables when making capital purchases, this plan is to provide a road map for the future that allows for detours and route changes to be made well in advance of need.