



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

November 7, 2023

REGULAR MEETING AND PUBLIC HEARING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 and Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Lisa Wollum called the meeting to order at 5:00 PM.

Persons in attendance for NSFD Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 12 members of the public.

II. PUBLIC COMMENT

2.1 None

III. APPROVAL OF THE AGENDA

Commissioner Webster moved to adopt the agenda as presented. Commissioner Pratt seconded. The motion passed unanimously 5-0.

IV. PUBLIC HEARING- BUDGET, BENEFIT CHARGE, AND OTHER REVENUE SOURCES

4.1 Open Public Hearing

- Commissioner Wollum opened the public hearing.

4.2 Financial Overview of the Fire District

- Chief Cowan provided an overview of the 2024 Budget Summary.

4.3 Presentation of the 2024 Draft Budget

- Chief Cowan provided an overview of the 2024 Draft Budget including Fund Balances, BOC Expenses and Capital Fund.
- The Board agreed to defer the purchase of Rescue 151 until the apparatus is received in 2-3 year (approx. cost \$2 million).
- The Board agreed to defer Station 51 Fueling Station (\$80K budgeted)
- The Board agreed to spread out the cost of Station 57 HVAC Upgrade over 2 years (\$300K in 2024 and \$300K in 2025 budgeted).

- The Board agreed to defer Station 57 2nd Floor TCA Assessment (\$100K budgeted).
- Chief Cowan and the Board discussed Reserve Fund Balances and Resolution 20-10.
- 4.4 Staff Recommendations for 2024 Tax Levy and Benefit Charge Assessments
 - The Chief will create new budget materials for the Board to review based on the recommendations above.
- 4.5 Public Comment
 - The Board heard comments from David Maehren, Stacy Valenzuela, and Paul Hess.
- 4.6 Board Discussion and Review of the Budget Proposal.
- 4.7 Conclude or Continue Public Hearing
 - The Board agreed to continue the Public Hearing during a special meeting next Tuesday, November 14th, 2023 at 5:00pm.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

- 5.1 Subcommittee report on Station 54
 - Commissioner Webster and Chief Cowan provided an update on the status of work to determine water drainage at the site.
- 5.2 Subcommittee report on Station 51 Outbuilding
 - Chief Cowan updated the Board on the status of bids. A third bid is expected soon.
- 5.3 2024 FBC Letter to Tax Payers
 - Chief Cowan presented the Board with a draft FBC letter.
 - The Board agreed to approve the draft letter.

VI. BOARD RESOLUTIONS

None

VII. CONSENT AGENDA

- 7.1 Vouchers
 - The General Fund Vouchers totaled \$ 3,421.38
 - The Reserve Fund Vouchers totaled \$ 179,633.39
- 7.2 Commissioner Compensation
- 7.3 Meeting Minutes: 10/3/2023 and 10/24/2023

Commissioner Webster moved to accept the consent agenda as presented. Commissioner Pratt seconded. The motion passed unanimously 5-0.

VIII. REPORTS

- 8.1 Fire Chief Report
 - Chief Cowan updated the Board on NUD’s decision to formally withdraw from NEMCO at the end of the calendar year and how that will impact emergency response.
- 8.2 Commissioner Reports

- None

8.3 Legal Counsel Reports

- None.

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

Special meeting on Tuesday, November 14th, 2023 at 5:00 PM to continue of the 2024 budget public hearing.

Special meeting November 21, 2023 at 5:00PM to pass Board Resolutions related to Fire Benefit Charge and 2024 Budget.

The next regular meeting on December 5, 2023 meeting will include the standard agenda items as well as reports from subcommittee from Station 54 and subcommittee on outbuildings at Station 51, discussion of Policy 1600 and Policy 1400, discussion of reserve fund and Resolution.

This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 7:55PM.

NEXT MEETING DATE

- Special Meeting: Tuesday, November 14th, 2023 at 5:00 PM
- Special Meeting: Tuesday, November 21st, 2023 at 5:00 PM
- Next Regular Meeting: Tuesday, December 5th, 2023 at 5:00 PM

Attachments: Agenda, Public Notice, 2024 Reserve Fund Estimate, Daily Cash Balance, 2024 Draft NFD Budget, Reserve Fund Balance, Resolution 20-10, 2024 Taxpayer letter, Vouchers, Commissioner Compensation, Meeting Minutes 10/3/23, Meeting Minutes 10/24/2023, and Chief's Report.

BOARD OF COMMISSIONERS



ERIC ADMAN, Member



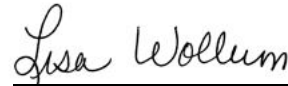
JOSH PRATT, Member



TYLER BYERS, Member

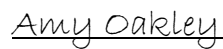


RICK WEBSTER, Member



LISA WOLLUM, Member

ATTEST



Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on December 5, 2023.



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Northshore Fire Department Board of Commissioners

Regular Meeting and Public Hearing Agenda

Tuesday, November 7, 2023

5:00PM

Meeting held virtually, via Zoom, and in-person at: Station #51, 7220 NE 181st Street, Kenmore, WA 98028

To provide public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.

A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85044713997?pwd=dW1uWDFpNldlPZ1dSSU1ZYy9LSXVQQT09>

Call in to Zoom Meeting at: (253) 215-8782

Meeting ID: 850 4471 3997

Passcode: 743608

- I. **Open Regular Northshore Board Meeting**
 - 1.1 Roll Call
- II. **Public Comment**
 - 2.1 Public Comment
- III. **Approval of Agenda**
 - 3.1 Approval of the Meeting Agenda
- IV. **Public Hearing—Budget, Benefit Charge, and other Revenue Sources**
 - 4.1 Open Public Hearing
 - 4.2 Financial Overview of the Fire District
 - 4.3 Presentation of the 2024 Draft Budget
 - 4.4 Staff Recommendations for 2024 Tax Levy and Benefit Charge Assessments
 - 4.5 Public Comment



4.6 Board Discussion and Review of the Budget Proposal

4.7 Conclude or Continue Public Hearing

V. Board Discussion and Possible Action Items

5.1 Subcommittee report on Station 54

5.2 Subcommittee report on Station 51 Outbuilding

5.3 2024 FBC Letter to Tax Payers

VI. Board Resolutions

None

VII. Consent Agenda

7.1 Vouchers

7.2 Commissioner Compensation

7.3 Approval of Regular Meeting Minutes 10/3/2023, Joint Special Meeting Minutes 10/24/2023

VIII. Reports

8.1 Fire Chief Report

8.2 Commissioner Reports

8.3 Legal Counsel Report

IX. Upcoming Board Agendas

9.1 Setting of Future Meeting Agenda(s)

Adjournment

Special Meeting: Tuesday, November 21st, 2023 at 5:00 PM

Next Regular Meeting: Tuesday, December 5th, 2022 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

Individuals wishing to comment may comment by appearing at the virtual meeting and “raising their hand” or the equivalent. The chair shall recognize those persons and provide them the opportunity to comment. Three minutes are allowed for comment.

If you wish to provide written public comment, you may do so by submitting a written statement to boardsecretary@northshorefire.com. Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

To ensure your written comments are received and read at the proper meeting, your email must include:

- Date & Time of the meeting your comments are intended for



- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to

Emails without this information may not be read at the meeting. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.

Please check the District's [AV Capture](#) for the most up-to-date information about individual meetings.

Questions? Email Board Secretary Amy Oakley at boardsecretary@northshorefire.com



Notice of Public Hearing
Northshore Fire Department
King County Fire Protection District No.16

TO: All owners of personal property and improvements to real property located within the geographical boundaries of King County Fire District No. 16 (City of Lake Forest Park and the City of Kenmore):

NOTICE IS HEREBY GIVEN that the Board of Fire Commissioners of **Northshore Fire Department** will hold a public hearing at the date, time and place specified below to:

1. Review sources of revenue for the District's 2024 expense budget, including revenue from property taxes and possible increases in property tax revenues, if any, as required by RCW 84.55.120; and
2. Review and establish the District's benefit charge to be imposed in 2024 for the support of its legally authorized activities which will maintain or improve the services afforded in the District as provided in RCW 52.18.060.

DATE OF HEARING: Tuesday, November 7, 2023

TIME OF HEARING: 5:00 p.m. or as soon thereafter as may be heard

PLACE OF HEARING: Meeting will be held at Station 51, 7220 NE 181st Street, Kenmore, WA 98028 and via Zoom.
Go to www.Zoom.com and select "Join a Meeting"
Meeting ID: 850 4471 3997
Passcode: 743608
Or call in to Zoom Meeting at: (253) 215-8782

DATED this 15th Day of October 2023.

Lisa Wollum, Chair
Board of Fire Commissioners

2024 Reserve Fund Estimate

Description	2023 Budget	YTD Thru Sept 30, 2023	Remaining As of 9-30-23	2024 Proposed Budget	Budget Diff 2023 to 2024	% Change 2023 to 2024
<u>Natural Disaster</u>						
Natural Disaster	250,000.00	0.00	250,000.00	250,000.00	0.00	0%
<u>Insurance Contingency</u>						
Insurance Contingency	200,000.00	0.00	200,000.00	200,000.00	0.00	0%
<u>Unplanned Loss of Revenue</u>						
Unplanned Loss of Revenue	2,500,000.00	0.00	2,500,000.00	500,000.00	(2,000,000.00)	-80%
<u>Employee Benefit</u>						
LEOFF I OPEB	2,372,785.00	109,590.05	2,263,194.95	2,070,724.00	(302,061.00)	-13%
Employee Retiree Payouts	71,329.00	94,009.30	-22,680.30	94,009.00	22,680.00	32%
<u>Equipment Replacement</u>						
Vehicles	600,000.00	761,528.14	-161,528.14	900,000.00	300,000.00	50%
Hose	0.00	0.00	0.00	0.00	0.00	#DIV/0!
Other	133,585.00	14,555.75	119,029.25	250,000.00	116,415.00	87%
<u>Facilities Improvement</u>						
Station 51	100,000.00	3,870.45	96,129.55	100,000.00	0.00	0%
Station 57	100,000.00	4,377.04	95,622.96	100,000.00	0.00	0%
Other	100,000.00	119,608.25	-19,608.25	100,000.00	0.00	0%
<u>Non-Departmental</u>						
Interest Income	60,000.00	94,310.71	-34,310.71	80,000.00	20,000.00	33%
Cash Management Fees	0.00	1,420.40	-1,420.40	2,000.00	2,000.00	#DIV/0!
Totals	6,487,699.00	1,203,270.09	5,284,428.91	4,646,733.00	(1,840,966.00)	-28%



Daily Cash Balance Report
As Of 11-05-2023

Report ID: CM_RPRT_014
Instance Name:
Report Date: 11/07/2023
Page 1 of 1

Fund	Fund Name	Ending Balance
100160010	FIRE 16 EXPENSE	9,002,966.16
100160030	FIRE DIST 16 SERV CHG FND	0.00
100166010	FIRE 16 RESERVE	4,377,794.23
100166080	FIRE #16 DONATION FUND 08	71,914.00
100168510	FIRE 16 G O BOND	1,300,803.83
	Total	14,753,478.22

<-----End of Report----->

2024 Budget Summary

<u>Divisions</u>	
Operations	Adding 12 Firefighters. We will be adding an additional Firefighter/EMT to our Mobile Integrated Health (MIH) team.
ALS	We have six candidates in Paramedic training to graduate in August of 2024.
Administration	Adding an additional administrative position, primarily for HR duties, funds for a part-time position, or contract, for a Social Media Coordinator and Data Analyst. Also preparing for a potential support services role, at a Captain, BC, or DivC rank.
<u>Funds</u>	
Reserve Funds	Maintain a minimum of 5% of SFD annual operating expenses (15% between SFD and NFD reserves). In 2023 we did not transfer funds to the Reseve Fund, so that we have better flexibility. Will be transferring funds in 2024 to cover capital purchases.
Carryover	Maintain a carryover target of at least 25% of operating expenses, plus \$700 thousand for unanticipated expenses. As noted above we are carrying over extra cash on hand, so funds will be transferred in 2024 for capital purchases.
General Benefits Fund	We will be transferring funds to cover anticipated liabilities and retirement cash outs. We ensure full coverage of all anticipated and potential liabilities by maintaining a reserve at approximately \$2 million.
General Capital Fund	Due to delayed and needed purchases we need significant funds to cover capital purchases. We will be Transferring funds into Capital Fund from multiple other funds for 2024 and will be delaying some purchases until 2025. Will be maintaining a Capital Fund of approximately \$900 thousand. Capital purchases for 2024 are anticipated to be approximately \$3.2 million.
<u>Budget</u>	
Assessed Valuations	Current estimates for assessed valuations indicate a 9.4% decrease overall for the District.
Expenses	Overall increase in SFD expenses of approximately 8.65%, totalling \$36.95 million (not including ALS and MIH). Increases are primarily due to additional staffing, CPI of 4.6%, and high inflationary costs for equipment and supplies.
Revenues	We continue to look for efficiencies and are anticipating an overall equivalent levy rate increase to approximately \$1.25.
Budget	Currently our anticipated tax levy revenue will be approximately \$5,908,457, and the FBC at approximately \$8,846,000.

Financial Outlook for 2024

ANNUAL EXPENSES

2024 Expense Budget	\$	414,793
Transfer to SFD Operations	\$	12,101,180
Transfer to SFD MIH	\$	112,053
Transfer to Benefits	\$	210,698
Transfer to Capital Purchases	\$	4,791,924
GO Bond Payment	\$	1,434,250
Total Expenses	\$	19,064,899

ANNUAL REVENUES

2024 Transfer out of General Fund	\$	1,746,741
2024 Transfer out of Reserve Fund	\$	1,050,000
2024 Miscellaneous Revenue	\$	-
2024 Interest Income		\$80,000
2024 Allowable Levy	\$	5,908,457 <i>from levy worksheet</i>
2024 Benefit Charge	\$	8,846,000
2024 GO Bond Excess Levy	\$	1,434,250
Total Revenue	\$	19,065,448
Net Annual Budget	\$	549

Effective 2024 Tax Rate Incl GO Bond	\$1.37
Equivalent Operational Levy Rate	\$1.25

Notes

- A) Unanticipated revenue are funds collected in excess of the projected revenue collection for 2023.
- B) The effective tax rate (ETR) represented above is provided solely for demonstrative value for use in a comparative analysis of previous budgets. The number is the product of the following formula $ETR = (FBC + Levy + GO Bond) / (AV \times 1000)$. Assumes that the carryover is no longer needed and can be applied to the following year's revenue.
- C) Based on the current factors, staff is recommending the 2024 benefit charge collection be set to \$9,610,000.
- D) If Jurisdictional Assessed Valuation (AV) increases when we receive the final levy limit worksheet in December, that would reduce the Effective Tax Rate/AV and the Effective AV-Levy + FBC rates. Currently, those figures are based on the total Jurisdictional AV on the levy limit worksheet received on October 26, 2023.

Fund Balances

Description	2022 Carryover	Revenue Budget	Expense Budget	Proj. Year End Balance	Balance Needed		2024 Transfer	% Change	Proj. End of 2024 Balance	Diff. to Need
GENERAL EXPENSE FUND										
General Expense Fund	\$5,204,460	\$11,191,036	\$10,739,074	\$5,656,422	\$3,909,681		\$1,746,741	-24.9%	\$3,909,681	(\$0)
<i>Estimated (25%+\$700k)</i>										
RESERVE FUND										
Unplanned Loss of Revenue										
Unplanned Loss of Revenue*	\$2,950,000	\$0	\$0	\$2,950,000	\$1,900,000		\$1,050,000	-35.6%	\$1,900,000	\$0
<i>* Needs to equal at least 5% of SFD expense budget, which for 2024 is \$1,839,044</i>										

Description	2023 Budget	Expenses Thru 9-30	Remaining Expenses	Proj. Year End Balance	Balance Needed	2024 Budget Expenses	2024 Transfer	% Change	Proj. End of 2024 Balance	Diff. to Need
EXPENSE FUNDS										
Employee Benefits										
LEOFF I OPEB	\$2,372,785	\$109,590	\$35,000	\$2,228,195	\$2,070,724	\$150,000	\$0	-12.7%	\$2,078,195	\$7,471
Employee Retiree Payouts	\$71,329	\$94,009	\$0	(\$22,680)	\$94,009	\$94,009	\$210,698	31.8%	\$94,009	\$0
Capital Replacement										
Apparatus	\$600,000	\$761,528	\$35,807	(\$197,335)	\$900,000	\$2,209,500	\$3,306,835	50.0%	\$900,000	\$0
Equipment	\$133,585	\$14,556	\$136,092	(\$17,063)	\$250,000	\$268,180	\$535,243	87.1%	\$250,000	\$0
Facilities Improvement										
Station 51, 54, 57	\$300,000	\$127,856	\$29,490	\$142,654	\$300,000	\$792,500	\$949,846	0.0%	\$300,000	\$0
Totals										
	\$11,632,159			\$10,740,192	\$9,424,414	\$3,514,189	\$2,205,882	-19.0%	\$ 9,431,885	\$ 7,471

Year	Assessed Valuation	AV % Change	Levy Collection	Levy Rate	FBC	FBC Rate	Combined Rate	% FBC of Total Rev	Other Income	Total Revenue	Rev % Change	Expense Budget	Budget Change
1990	\$ 951,693,925		\$ 953,278	\$1.00	\$ 777,183	\$ 0.82	\$ 1.82	44.91%	\$ 129,333	\$ 1,859,794		\$ 1,448,630	2.54%
1991	\$ 1,379,878,489	44.99%	\$ 1,380,366	\$1.00	\$ 464,713	\$ 0.34	\$ 1.34	29.20%	\$ 139,218	\$ 1,984,297	6.69%	\$ 1,591,358	8.97%
1992	\$ 1,406,985,654	1.96%	\$ 1,407,380	\$1.00	\$ 466,928	\$ 0.33	\$ 1.33	25.97%	\$ 147,320	\$ 2,021,628	1.88%	\$ 1,798,190	11.51%
1993	\$ 1,682,405,200	19.58%	\$ 1,514,488	\$0.90	\$ 699,479	\$ 0.42	\$ 1.32	32.72%	\$ 152,822	\$ 2,366,789	17.07%	\$ 2,137,612	15.88%
1994	\$ 1,694,678,671	0.73%	\$ 1,618,216	\$0.95	\$ 457,396	\$ 0.27	\$ 1.22	18.81%	\$ 157,386	\$ 2,232,998	-5.65%	\$ 2,431,386	12.10%
1995	\$ 1,890,744,597	11.57%	\$ 1,795,650	\$0.95	\$ 804,090	\$ 0.43	\$ 1.37	28.12%	\$ 157,402	\$ 2,757,142	23.47%	\$ 2,859,484	14.98%
1996	\$ 1,986,911,609	5.09%	\$ 1,981,729	\$1.00	\$ 841,738	\$ 0.42	\$ 1.42	28.01%	\$ 175,624	\$ 2,999,091	8.78%	\$ 3,005,495	4.86%
1997	\$ 2,082,779,416	4.82%	\$ 2,083,159	\$1.00	\$ 924,340	\$ 0.44	\$ 1.44	27.80%	\$ 175,000	\$ 3,182,499	6.12%	\$ 3,325,048	9.97%
1998	\$ 2,190,955,222	5.19%	\$ 2,193,136	\$1.00	\$ 1,552,558	\$ 0.71	\$ 1.71	42.95%	\$ 175,000	\$ 3,920,694	23.20%	\$ 3,614,935	8.00%
1999	\$ 2,444,181,423	11.56%	\$ 2,369,075	\$0.97	\$ 819,110	\$ 0.34	\$ 1.30	21.62%	\$ 184,423	\$ 3,372,608	-13.98%	\$ 3,788,850	4.40%
2000	\$ 2,672,237,875	9.33%	\$ 2,565,310	\$0.96	\$ 1,373,685	\$ 0.51	\$ 1.47	34.10%	\$ 185,000	\$ 4,123,995	22.28%	\$ 4,028,608	5.96%
2001	\$ 2,986,208,951	11.75%	\$ 2,762,907	\$0.93	\$ 1,733,617	\$ 0.58	\$ 1.51	40.05%	\$ 190,000	\$ 4,686,524	13.64%	\$ 4,328,616	7.40%
2002	\$ 3,258,109,579	9.11%	\$ 2,839,256	\$0.87	\$ 1,852,146	\$ 0.57	\$ 1.44	38.25%	\$ 207,000	\$ 4,898,402	4.52%	\$ 4,841,817	11.90%
2003	\$ 3,657,376,881	12.25%	\$ 2,766,416	\$0.76	\$ 2,205,602	\$ 0.60	\$ 1.36	42.73%	\$ 207,000	\$ 5,179,018	5.73%	\$ 5,161,862	6.60%
2004	\$ 3,739,291,567	2.24%	\$ 3,129,262	\$0.84	\$ 2,290,852	\$ 0.61	\$ 1.45	40.81%	\$ 209,524	\$ 5,629,638	8.70%	\$ 5,613,024	8.70%
2005	\$ 3,972,572,747	6.24%	\$ 3,972,584	\$1.00	\$ 1,886,987	\$ 0.48	\$ 1.48	32.71%	\$ 286,500	\$ 6,146,071	9.17%	\$ 5,768,572	2.70%
2006	\$ 4,308,906,254	8.47%	\$ 4,093,809	\$0.95	\$ 2,327,368	\$ 0.54	\$ 1.49	37.26%	\$ 295,361	\$ 6,716,538	9.28%	\$ 6,247,000	7.66%
2007	\$ 4,656,250,259	8.06%	\$ 4,185,488	\$0.90	\$ 2,897,580	\$ 0.62	\$ 1.52	43.43%	\$ 733,561	\$ 7,816,629	16.38%	\$ 6,671,573	6.36%
2008	\$ 5,280,327,100	13.40%	\$ 4,315,900	\$0.82	\$ 3,599,553	\$ 0.68	\$ 1.50	50.98%	\$ 385,000	\$ 8,300,453	6.19%	\$ 7,061,336	5.52%
2009	\$ 6,009,260,439	13.80%	\$ 4,459,563	\$0.74	\$ 3,600,000	\$ 0.60	\$ 1.34	47.51%	\$ 488,501	\$ 8,548,064	2.98%	\$ 7,577,921	6.82%
2010	\$ 5,109,882,801	-14.97%	\$ 4,453,638	\$0.87	\$ 3,211,186	\$ 0.63	\$ 1.50	42.92%	\$ 488,501	\$ 8,153,325	-4.62%	\$ 7,481,766	-1.29%
2011	\$ 4,996,253,462	-2.22%	\$ 4,605,909	\$0.92	\$ 2,875,586	\$ 0.58	\$ 1.50	39.56%	\$ 500,000	\$ 7,981,495	-1.99%	\$ 7,269,287	-2.92%
2012	\$ 4,652,238,528	-6.89%	\$ 4,645,111	\$1.00	\$ 2,800,000	\$ 0.60	\$ 1.60	38.19%	\$ 459,390	\$ 7,904,501	-1.01%	\$ 7,332,201	0.87%
2013	\$ 4,616,655,461	-0.76%	\$ 4,616,655	\$1.00	\$ 2,300,000	\$ 0.50	\$ 1.50	31.17%	\$ 439,099	\$ 7,355,754	-6.94%	\$ 7,377,888	0.62%
2014	\$ 4,909,399,732	6.34%	\$ 4,765,499	\$0.97	\$ 2,500,000	\$ 0.51	\$ 1.48	32.75%	\$ 472,004	\$ 7,737,503	5.19%	\$ 7,634,460	3.48%
2015	\$ 5,535,748,036	12.76%	\$ 4,848,229	\$0.88	\$ 2,650,000	\$ 0.48	\$ 1.35	33.57%	\$ 477,864	\$ 7,976,093	3.08%	\$ 7,893,977	3.40%
2016	\$ 6,054,273,196	9.37%	\$ 4,969,884	\$0.82	\$ 2,800,000	\$ 0.46	\$ 1.28	34.10%	\$ 485,000	\$ 8,254,884	3.50%	\$ 8,210,980	4.02%
2017	\$ 6,515,548,648	7.62%	\$ 5,118,579	\$0.79	\$ 2,800,000	\$ 0.43	\$ 1.22	33.31%	\$ 515,719	\$ 8,434,298	2.17%	\$ 8,405,431	2.37%
2018	\$ 7,161,521,894	9.91%	\$ 5,253,974	\$0.73	\$ 2,800,000	\$ 0.39	\$ 1.12	32.39%	\$ 525,629	\$ 8,579,603	1.72%	\$ 8,644,995	2.85%
2019	\$ 8,085,320,023	12.90%	\$ 5,398,451	\$0.67	\$ 3,200,000	\$ 0.40	\$ 1.06	34.99%	\$ 571,044	\$ 9,169,495	6.88%	\$ 9,145,326	5.79%
2020	\$ 8,726,665,321	7.93%	\$ 5,508,006	\$0.63	\$ 4,440,000	\$ 0.51	\$ 1.14	43.46%	\$ 706,376	\$ 10,654,382	16.19%	\$10,216,712	11.72%
2021	\$ 8,707,216,466	-0.22%	\$ 5,599,961	\$0.64	\$ 4,413,338	\$ 0.51	\$ 1.15	42.06%	\$ 610,742	\$ 10,624,041	-0.28%	\$10,492,279	2.70%
2022	\$ 10,208,191,650	17.22%	\$ 5,710,000	\$0.56	\$ 5,115,506	\$ 0.50	\$ 1.06	45.85%	\$ 642,937	\$ 11,468,443	7.95%	\$11,156,437	6.33%
2023	\$ 13,033,452,076	49.69%	\$ 5,837,426	\$0.45	\$ 5,353,610	\$ 0.41	\$ 0.86	49.85%	\$16,000	\$ 11,207,036	5.49%	\$10,739,074	2.35%
2024	\$ 11,811,726,284	-9.37%	\$ 5,908,457	\$0.50	\$ 8,846,000	\$ 0.75	\$ 1.25	50.17%	\$80,000	\$ 14,834,457	29.35%	\$17,630,649	58.03%
AVG		8.81%		\$0.86	\$ 2,505,147	\$ 0.51	\$ 1.37	36.92%			6.86%		7.52%
10 YEAR AVG		11.29%		\$0.69	\$ 4,083,496	\$ 0.49	\$ 1.18	39.32%			7.39%		9.37%

% of Budget	
Tax	FBC
33.51%	50.17%

2023 NFD BOC Budget - GEN EXPENSE Fund

Last Update: November 8, 2023

Budget Line	Budget Title	2023 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining	2024 PROPOSED	% Change 2022 to 2023	NOTES
SALARY & WAGES- ADMINISTRATION								
522.10.11.01-00	SALARIES- ADMINISTRATION	\$12,607.20	\$0.00	\$12,607.20	100.00%	\$13,187.00	4.60%	
01	Salaries- Administration	\$12,607.20	\$0.00	\$12,607.20	100.00%	\$13,187.00	4.60%	Part-time Board Secretary \$35.07/hr
	Administration: Salary & Wages	\$12,607.20	\$0.00	\$12,607.20	100.00%	\$13,187.00	4.60%	
PERSONNEL BENEFITS- ADMINISTRATION								
522.10.21.02-00	WA PAID FAMILY & MEDICAL LEAVE	\$268.91	\$0.00	\$268.91	100.00%	\$269.78	0.32%	
01	WA Paid Family & Medical Leave	\$268.91	\$0.00	\$268.91	100.00%	\$269.78	0.32%	WA State Family and Medical Leave Premiums -ER portion
522.10.22.02-00	MEDICARE	\$182.80	\$0.00	\$182.80	100.00%	\$191.21	4.60%	
01	Medicare	\$182.80	\$0.00	\$182.80	100.00%	\$191.21	4.60%	Base pay+OT @1.45%
522.10.24.01-00	LABOR & INDUSTRIES	\$1,800.00	\$0.00	\$1,800.00	100.00%	\$1,800.00	0.00%	
01	Labor and Industries	\$1,800.00	\$0.00	\$1,800.00	100.00%	\$1,800.00	0.00%	Reportable regular hours + OT hours multiplied by L&I rate (Admin, \$.12)
	Administration: Personnel Benefits	\$2,251.72	\$0.00	\$2,251.72	100.00%	\$2,260.99	0.41%	
	Total- 10, Administration Salary & Benefits	\$14,858.92	\$0.00	\$14,858.92	100.00%	\$15,447.99	3.96%	
SUPPLIES- ADMINISTRATION								
522.10.31.01-00	OPERATING SUPPLIES	\$500.00	\$0.00	\$500.00	100.00%	\$500.00	0.00%	
01	Office Supplies	\$500.00	\$0.00	\$500.00	100.00%	\$500.00	0.00%	General office supplies for BOC activities
	Administration: Supplies	\$500.00	\$0.00	\$500.00	100.00%	\$500.00	0.00%	
SERVICES & CHARGES- ADMINISTRATION								
522.10.41.01-00	LEGAL SERVICES	\$25,000.00	\$0.00	\$25,000.00	100.00%	\$25,000.00	0.00%	
01	General Legal Services	\$25,000.00	\$0.00	\$25,000.00	100.00%	\$25,000.00	0.00%	Unpredictable expense
522.10.41.03-00	CONSULTING SERVICES	\$12,500.00	\$0.00	\$12,500.00	100.00%	\$14,000.00	12.00%	
03	Interface Systems Management (FBC)	\$12,500.00	\$0.00	\$12,500.00	100.00%	\$14,000.00	12.00%	\$8k fee + \$3.5k postage + \$580 other
522.10.43.03-00	TRAVEL- LEADERSHIP TEAM RETREAT	\$650.00	\$0.00	\$650.00	100.00%	\$650.00	0.00%	

Budget Line	Budget Title	2023 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining	2024 PROPOSED	% Change 2022 to 2023	NOTES
01	Travel- Leadership Team Retreat	\$650.00	\$0.00	\$650.00	100.00%	\$650.00	0.00%	Costs for per diem, lodging, mileage, parking, etc. for Chair of the BOC
522.10.43.07-00	MEETING MEALS	\$100.00	\$0.00	\$100.00	100.00%	\$100.00	0.00%	
01	Meeting Meals	\$100.00	\$0.00	\$100.00	100.00%	\$100.00	0.00%	Snacks or food for BOC meetings
522.10.46.01-00	INSURANCE	\$6,000.00	\$0.00	\$6,000.00	100.00%	\$8,000.00	33.33%	
01	Insurance (Liability)	\$6,000.00	\$0.00	\$6,000.00	100.00%	\$8,000.00	33.33%	6% increase
522.10.49-09-00	STATE AUDIT	\$12,000.00	\$0.00	\$12,000.00	100.00%	\$12,000.00	0.00%	
01	State Audit	\$12,000.00	\$0.00	\$12,000.00	100.00%	\$12,000.00	0.00%	Will go down significantly in 2024
522.10.49.10-00	KING COUNTY FINANCE- INVESTMENT/TAXES FEES	\$80,000.00	\$0.00	\$80,000.00	100.00%	\$107,500.00	34.38%	
01	Ad Valorem tax, Tax adjustments, Misc.	\$10,000.00	\$0.00	\$10,000.00	100.00%	\$10,000.00	0.00%	Charges for KC investment fees, tax adjustments, chas management fee. Increase is based on past and current year charges
02	FBC Collection Fee	\$70,000.00	\$0.00	\$70,000.00	100.00%	\$80,000.00	14.29%	FBC Collection fee (1%) King County Finance contract (payment due in Jan & Jun)
02	Cash Management Fee			\$0.00	#DIV/0!	\$3,500.00	#DIV/0!	FBC Collection fee (1%) King County Finance contract (payment due in Jan & Jun)
02	Property Tax			\$0.00	#DIV/0!	\$12,500.00	#DIV/0!	FBC Collection fee (1%) King County Finance contract (payment due in Jan & Jun)
02	Leashold Excise Tax			\$0.00	#DIV/0!	\$1,000.00	#DIV/0!	FBC Collection fee (1%) King County Finance contract (payment due in Jan & Jun)
02	Bank Service Charges			\$0.00	#DIV/0!	\$500.00	#DIV/0!	FBC Collection fee (1%) King County Finance contract (payment due in Jan & Jun)
SERVICES & CHARGES- IT SERVICES								
522.51.41.01-00	SOFTWARE LICENSE/MAINTENANCE	\$3,250.00	\$0.00	\$3,250.00	100.00%	\$10,000.00	207.69%	
02	BIAS Annual Maintenance	\$3,250.00	\$0.00	\$3,250.00	100.00%	\$10,000.00	207.69%	
522.45.49.03-00	SOFTWARE LICENSE/MAINTENANCE	\$2,750.00	\$0.00	\$2,750.00	100.00%	\$3,000.00	9.09%	
01	AV Capture	\$2,750.00	\$0.00	\$2,750.00	100.00%	\$3,000.00	9.09%	For 2023 should be \$3k for AV, also need adobe pdf for \$250
	Zoom	\$250.00		\$250.00	100.00%	\$250.00	0.00%	
	Mail Chimp	\$0.00		\$0.00	#DIV/0!	\$0.00	#DIV/0!	No charge?
	Other			\$0.00	#DIV/0!	\$250.00	#DIV/0!	No charge?
522.51.42.03-00	CELL PHONE AIRTIME	\$480.00	\$0.00	\$480.00	100.00%	\$600.00	25.00%	
522 51 42 03-01	Cell Phone- Airtime	\$480.00		\$480.00	100.00%	\$600.00	25.00%	need to re-imburse SFD
Administration: Services & Charges		\$142,855.00	\$0.00	\$142,250.00	99.58%	\$181,100.00	26.77%	

Budget Line	Budget Title	2023 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining	2024 PROPOSED	% Change 2022 to 2023	NOTES
	Grand Total- 10, Administration	\$158,213.92	\$0.00	\$157,608.92	99.62%	\$197,047.99	24.55%	\$38,834.08
SALARY & WAGES- LEGISLATIVE SERVICES								
522.11.11.01-00	SALARIES- COMMISSIONERS	\$45,000.00	\$0.00	\$45,000.00	100.00%	\$50,000.00	11.11%	
01	Salaries- Commissioners	\$45,000.00	\$0.00	\$45,000.00	100.00%	\$50,000.00	11.11%	Annual compensation= \$12,228 per year: increase every five years, less meetings in 2023
	Legislative: Salary & Wages	\$45,000.00	\$0.00	\$45,000.00	100.00%	\$50,000.00	11.11%	
PERSONNEL BENEFITS- LEGISLATIVE SERVICES								
522.11.22.00-00	SOCIAL SECURITY	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,642.59	#DIV/0!	
01	State Retirement (DRS)	\$0.00	\$0.00	\$0.00	#DIV/0!	\$3,917.59	#DIV/0!	???
522.11.22.01-00	MEDICARE	\$3,442.00	\$0.00	\$3,442.00	100.00%	\$725.00	-78.94%	
01	Medicare/Social Security Tax	\$3,442.00	\$0.00	\$3,442.00	100.00%	\$725.00	-78.94%	
522.11.22.02-00	WA PAID FAMILY & MEDICAL LEAVE	\$90.00	\$0.00	\$90.00	100.00%	\$100.00	#VALUE!	
01	WA Paid Family & Medical Leave	\$90.00	\$0.00	\$90.00	100.00%	\$100.00	11.11%	WA State Family and Medical Leave Premiums -ER portion
522.11.24.01-00	LABOR & INDUSTRIES	\$500.00	\$0.00	\$500.00	100.00%	\$300.00	#VALUE!	
01	Labor and Industries	\$500.00	\$0.00	\$500.00	100.00%	\$300.00	-40.00%	No change
522.11.27.01-00	CLOTHING ALLOWANCE	\$750.00	\$0.00	\$750.00	100.00%	\$750.00	#VALUE!	
01	Clothing Allowance	\$750.00	\$0.00	\$750.00	100.00%	\$750.00	0.00%	\$150 per Comm/per year (no carry over)
	Legislative: Personnel Benefits	\$4,782.00	\$0.00	\$4,782.00	100.00%	\$6,155.09	28.71%	
	Total- 11, Legislative Salary & Benefits	\$49,782.00	\$0.00	\$49,782.00	100.00%	\$56,155.09	12.80%	
SERVICES & CHARGES- LEGISLATIVE SERVICE								
522.11.43.01-00	TRAVEL- COMMISSIONER CONFERENCES,	\$1,000.00	\$0.00	\$1,000.00	100.00%	\$5,000.00	400.00%	
01	Travel-Comm. Conferences, Seminars	\$1,000.00	\$0.00	\$1,000.00	100.00%	\$5,000.00	400.00%	WFCA Seminar Chelan, State (Tulalip), etc.
522.11.43.02-00	KCFCA- MEETING FOOD	\$300.00	\$0.00	\$300.00	100.00%	\$350.00	16.67%	
01	KCFCA- Meeting Food	\$300.00	\$0.00	\$300.00	100.00%	\$350.00	16.67%	

Budget Line	Budget Title	2023 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining	2024 PROPOSED	% Change 2022 to 2023	NOTES
522.11.49.01-00	MISC. REGISTRATION- WFCA	\$500.00	\$0.00	\$500.00	100.00%	\$3,000.00	500.00%	
01	Misc. Registration-WFCA Conf./Seminars	\$500.00	\$0.00	\$500.00	100.00%	\$3,000.00	500.00%	\$850/Com
522.11.49.03-00	MEMBERSHIPS	\$6,400.00	\$0.00	\$6,400.00	100.00%	\$43,240.00	575.63%	
01	WA Fire Comm Association (WFCA)	\$6,200.00	\$0.00	\$6,200.00	100.00%	\$0.00	-100.00%	???
02	KCFCA- Other	\$200.00	\$0.00	\$200.00	100.00%	\$300.00	50.00%	
03	NEMCO	\$39,700.00	\$0.00	\$39,700.00	100.00%	\$42,940.00	8.16%	
522.11.49.04-00	ELECTIONS- EDUCATION INFORMATION	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$10,000.00	100.00%	
01	Elections- Education Information	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$10,000.00	100.00%	one Comm election in Nov 2023, another measure in 2024
522.11.49.05-00	ELECTIONS- COUNTY FEE	\$40,000.00	\$0.00	\$40,000.00	100.00%	\$100,000.00	150.00%	
01	Elections- County Fee	\$40,000.00	\$0.00	\$40,000.00	100.00%	\$100,000.00	150.00%	one election in 2023, charges in 2024, another measure in 2024
Legislative: Legislative Services		\$73,050.00	\$0.00	\$73,050.00	100.00%	\$161,590.00	121.20%	
Grand Total- 11, Legislative		\$122,832.00	\$0.00	\$122,832.00	100.00%	\$217,745.09	77.27%	\$94,913.09
INTERFUND TRANSFERS								
597.00.00.01-00	INTERFUND TRANSFER OUT	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	#DIV/0!	
000	Reserve Fund	\$0.00	\$0.00	\$0.00	#DIV/0!		#DIV/0!	Includes other reserve funds transfers
597.00.02.00-00	INTERFUND TRANSFER OUT-CAPITAL FUND	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,791,924.34	#DIV/0!	
000	Capital Project-Apparatus, Equip., Facilities	\$0.00	\$0.00	\$0.00	#DIV/0!	\$4,791,924.34	#DIV/0!	In 2024 transfers from general fund
597.00.03.00-00	INTERFUND TRANSFER OUT-BENEFITS FUND	\$0.00	\$0.00	\$0.00	#DIV/0!	\$210,698.30	#DIV/0!	
000	LEOFF 1 & Retirement Liabilities	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	#DIV/0!	
000	Retirement Payouts	\$0.00	\$0.00	\$0.00	#DIV/0!	\$210,698.30	#DIV/0!	
597.00.03.00-00	TRANSFER OUT - SHORELINE FIRE DEPARTMENT	\$10,489,625.00	\$0.00	\$10,489,625.00	100.00%	\$12,101,180.00	15.36%	
000	Annual Payment	\$10,489,625.00	\$0.00	\$10,489,625.00	100.00%	\$12,101,180.00	15.36%	
597.00.03.00-00	TRANSFER OUT - SHORELINE FIRE DEPARTMENT	\$0.00	\$0.00	\$0.00	#DIV/0!	\$112,053.00	#DIV/0!	
000	MIH Fund			\$0.00	#DIV/0!	\$112,053.00	#DIV/0!	
TOTAL- 00, TRANSFERS		\$10,489,625.00	\$0.00	\$10,489,625.00	100.00%	\$17,215,855.64	64.12%	\$6,726,230.64
TOTAL BUDGET		\$10,770,670.92	\$0.00	\$10,770,065.92	99.99%	\$17,630,648.73	63.69%	\$414,793.09

Budget Line	Budget Title	2023 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining	2024 PROPOSED	% Change 2022 to 2023	NOTES
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Change from 2021 to 2022 Proposed Budget- OVERALL	
Difference in Dollars (\$) - change from 2022 to 2023	\$6,859,977.81
Difference in Percentage (%) - change from 2022 to 2023	63.7%

2024 Budget Development Document- CAPITAL Fund (10-004-0020)

Last Update: **November 8, 2023**

Budget Line	Budget Title	2023 BUDGET	YTD thru June 30, 2023	Remaining Amount as of 6-30-23	% Remaining as of 6-30-23	2024 PROPOSED	2024 BUDGET	% Change from 2023 to 2024	Notes
594.22.64.13-51	APPARATUS	\$135,000	\$0	\$135,000	100.00%	\$2,314,500	\$2,209,500	1537%	
53	B151	\$135,000		\$135,000		\$135,000	\$135,000	0%	Ordered and budgeted for 2023, but tabled to next year because bill will not be due until 2024 or 2025.
	U151 Pickup Replacement					\$62,000	\$62,000		Planned replacement.
	Rescue 151					\$2,100,000	\$1,995,000		R151 is past due for replacement. A remount of the current R151 box is not a viable option. Equipment changes have occurred since purchasing R151, we now have equipment that does not fit on R151 due to weight and size. We are also have additional equipment that will be difficult to place on current rescue. The above request is a rough bid for a Heavy Rescue provided from our Pierce Rep. The price includes tax, licensing, and a 5% savings (\$105,000) if paying the invoice up front. New levels of capability are needed to continue delivering rescue type services. This price might be reduced once a firm spec is decided upon and is valid until early 2024. The build time for this purchase is about 38-40 months. There will be some revenue in selling R151, but it will not be much compared to this large price tag. An option would be to make the purchase, but delay the payment until delivery.
	Rescue 151 Compartment Retrofit					\$17,500	\$17,500		R151 is receiving a substantial amount of equipment from Sound Transit. We will need to change shelving and compartments to accommodate new eDraulics and Paratech struts. This will help us bridge the build time of over three years for the new rescue.

594.22.64.14-51	ELECTRONICS/IT	\$16,500	\$0	\$16,500	100.00%	\$56,300	\$53,800	226%	
55	Phone Upgrade	\$16,500		\$16,500	100.00%		\$0	-100%	Complete?
	Computers					\$5,000	\$5,000		Planned replacement
	Monitors					\$1,000	\$1,000		\$200/each
	ESO Tablets Surface					\$5,000	\$5,000		Dell Surfaces \$2400/each to replace
	Printers					\$500	\$500		One printer
	Laptop					\$0	\$0		BOC laptops purchased in 2023
	CISCO Warranty on Hardware					\$15,000	\$15,000		NFD portion of warranties
	ESO Record Retention					\$800	\$800		Codepal retention?? Wendy & Burgess
	Modems					\$6,000	\$6,000		6 replacement modems (5 vehicle, 1 @ 54) (\$900/each). Existing end of life, no support.

Fund Balances

Fund Description	2022		2023		
	Balance on 9/30/2022	Remaining Transfers	Annual Liabilities	2023 Transfer	End of 2023 Balance
Natural Disaster	\$ 250,000		\$ -	\$ -	\$ 250,000
Insurance Contingency	\$ 200,000		\$ -	\$ -	\$ 200,000
Unplanned Loss of Revenue	\$ 2,500,000		\$ -	\$ -	\$ 2,500,000
Employee Benefits	\$ 1,364,205	\$ 679,816	\$ 71,329	\$ 212,524	\$ 2,185,216
LEOFF I OPEB	\$ 1,364,205		\$ 2,185,216		
Retired Employee Incentive*	\$ -		\$ 71,329	\$ -	\$ -
Equipment Replacement*	\$ 218,114		\$ 435,199	\$ 500,000	\$ 681,181
Annual Allocation Transfer			\$ 199,133		
Vehicle Purchase**			\$ 135,000		
Equipment Purchase**			\$ 101,066		
Facilities Improvement	\$ 68,904		\$ 300,000	\$ 192,696	\$ 261,600
NKCTC Transfer			\$ -	\$ 38,400	
Stations 51 & 57	\$ 50,000		\$ 200,000		
Other	\$ 18,904		\$ 100,000		
Interest income and fees	\$ 90,747		\$ 60,000		
Budget Allocation	\$ 4,601,223	\$ 679,816	\$ 506,528	\$ 905,220	\$ 6,077,997

* Carryover funds will be transferred in, estimated at \$500k

** Liability expense (ILA, apparatus, IT, SCBA)



KING COUNTY FIRE PROTECTION DISTRICT NO.16

**7220 NE 181st Street
KENMORE, WA 98028**

BUSINESS: 425-354-1780 FAX: 425-354-1781

RESOLUTION NO. 20-10

**SUPERSEDING RESOLUTION 17-02
RESOLUTION DEFINING FUND POLICIES**

WHEREAS, on June 6, 2017, the Board of Fire Commissioners (“Board”) of King County Fire Protection District No. 16 (the “District”) approved Resolution 17-02 Defining Fund Policies; and

WHEREAS, the Board desires to redefine the District’s fund policies by approving this Resolution 20-10 which shall supersede Resolution 17-02; and

WHEREAS, the financial affairs of the District are managed by the Board; and

WHEREAS, pursuant to RCW 52.14.100 the Board has the power to adopt reasonable rules to govern the District and to generally perform all such acts as may be necessary to carry out the objects of the creation of the District; and

WHEREAS, an integral part of financial planning is establishing General Expense and Reserve Funds to cover the costs of general operating expenses, facility maintenance and improvements, apparatus and equipment financing, employee benefits, and insurance obligations; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of King County Fire Protection District No. 16 that a General Expense and Reserve Fund Plan is established as follows:

I. GENERAL EXPENSE FUND

The General Expense Fund balance at year end shall be a minimum of four months of expenses excluding reserve fund contributions. This shall be calculated by determining the average monthly expense for as many full months available of the current year and multiplying that number by four. For example: In November, there are ten full months of the year and expenses total \$8,150,000. The average monthly expense is \$815,000. The minimum amount required in the General Expense Fund at the end of the year is \$3,260,000 (\$815,000 x 4 months). This balance in the General Expense Fund is meant to pay expenses incurred by the District during the first four to five months of the following year before the first revenue is received in late April/early May.

II. RESERVE FUND

A. Reserve Fund Categories, Purpose, and Funding Levels

The Reserve Fund shall be organized into six main sub-categories to facilitate clear intent and accurate accounting. The level of funding of each category shall be no less than a minimum of the values stated below. Utilization of reserve funding shall be consistent with the associated purpose statements provided for each category.

1. Natural Disaster

Purpose: To provide funding for overtime costs, casual labor, temporary facilities, food and equipment for extended emergency operations lasting a minimum of 14 days.

Fund Level: \$250,000

2. Insurance Contingency

Purpose: To provide funding for losses normally covered by insurance but exceeding coverage, such as: deductibles, non-insured loss, loss greater than insurance coverage, fines or uninsured litigation costs, labor relations litigation costs, unplanned attorney or consultant fees, court costs, penalties, judgments, and unemployment claims.

Fund Level: \$200,000

3. Loss of Revenue

Purpose: To provide funding to allow for the continuation of services in the event of an unanticipated and immediate loss of revenue.

Fund Level: Three months of expenses based on the most recent available calculation of average monthly expenses.

4. Employee Benefit

Purpose:

- A. To provide funding for LEOFF 1 medical insurance premiums, long-term healthcare premiums, and other approved medical and dental expenses.

- B. To provide funding for post-employment benefits such as sick leave and vacation payouts. Replenishment of this fund may be spread out over several years or pre-funded if a significant number of retirements were known in advance.

Fund Level:

- A. Funded at 100 percent of the GASB recommendation for LEOFF 1 retirees.
- B. Funded at 50 percent of the maximum potential sick leave and vacation payouts as determined annually on the District's financial statement.

5. Apparatus and Equipment Replacement

Purpose: To provide funding for the replacement of apparatus, vehicles, and equipment that are designated for replacement at specific intervals and have a calculated replacement cost that would be difficult to fund through the annual budgeting process.

Fund Level: Funded at 100 percent of the recommended amount shown in the capital asset replacement plan for vehicles, apparatus, and equipment.

6. Facilities Improvement

Purpose: To provide funding for the maintenance and improvement of District facilities. This fund would be used for capital improvement items such as roof repairs, HVAC replacement, etc. and not a substitution for annual budgeting of normal facility maintenance.

Fund Level: Funded at 100 percent of the recommended annual contributions shown in the facility reserve study conducted in 2019 by Reserve Consultants LLC.

- B. Transactions expensed from the General Expense and Reserve Funds shall comply with the accounting principles established by King County Finance and Business Operations, the Washington State Auditor, and the RCW.
- C. The Fire Chief shall provide quarterly reports reflecting Reserve Fund activity in the BARS format as required by the Washington State Auditor and the RCW.

- D. The Fire Chief shall submit Reserve Fund allocation recommendations to the Board of Fire Commissioners each year as required to maintain funding levels as established by this Resolution.

BE IT FURTHER RESOLVED, that Resolution 17-02 is hereby repealed.

ADOPTED at a regular meeting of the Board of Fire Commissioners of King County Fire Protection District No. 16 on this 3rd day of November 2020.

BOARD OF FIRE COMMISSIONERS

DAVID MAEHREN, Chair

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

RICK WEBSTER, Vice-Chair

ATTEST:

DAWN KILLION, Interim Secretary
Board of Fire Commissioners

FIRE BENEFIT CHARGE EXPLANATION (This is NOT A BILL)

State law authorized Fire Districts in the State, with the approval of voters in the District, to assess a Benefit Charge as a supplemental means of financing the services provided by the Fire District.

Unlike taxes, the Fire Benefit Charge (FBC) is not based on the assessed value of your property. The FBC calculation is based on the total square footage of buildings (including garages and basements) located on the property and the property type (residential, multi-family, commercial) as recorded by the King County Assessor's Office.

The Fire Benefit Charge formula is based upon the Insurance Services Organization (ISO) formula for fire flow. To this formula a Category Factor and a Fire Flow Benefit Factor are applied to calculate the Fire Benefit Charge for each parcel of property. The Fire Flow Benefit Factor is calculated and set by the Board of Fire Commissioners annually.

For a step-by-step guide on how your square footage was calculated for the FBC, please visit our website under "Information", and then "Fire Benefit Charge":

<https://www.shorelinefire.com/information/fire-benefit-charge/>

The Northshore Fire Department is contracting with the Shoreline Fire Department for administrative, operational, and support services, so if you have any questions please contact the SFD at 206-533-6500 for further information or assistance.

/



Northshore Fire Department
7220 NE 181st Street
Kenmore, WA 98028

INFORMATION ONLY - The Fire Benefit Charge is included in your property taxes

Appeal forms are available on our website or at the District Headquarters. To check your parcel information, go to:

<http://gismaps.kingcounty.gov/parcelviewer2>

Parcel Number:	2024 FBC Charge: \$
Square Feet:	Property Use:
Fire sprinkler system discount applied? Yes / No	Low income senior discount applied? Yes / No

If you feel that the Fire Benefit Charge for this parcel is in error, you may appeal. Appeal forms may be obtained from the Shoreline Fire Department at, 17525 Aurora Ave N, Shoreline, WA 98133 or by visiting our web page at www.shorelinefire.com. You may mail or deliver your appeal to the address listed, but the forms must be returned by **4:00 pm on February 26, 2024** (even if you attend an appeal hearing later). You do not need to be present at an appeal hearing for appeal consideration. The appeal hearing will be held on March 5, 2024. You may be present at the hearing to give oral comments regarding your appeal. The meeting will begin at 5:00 pm at headquarters.



Northshore Fire Department

7220 NE 181st Street
Kenmore, WA 98028
425-354-1780

FIRE CHIEF
Matt Cowan

COMMISSIONERS

Josh Pratt
Tyler Byers
Lisa Wollum

Eric Adman
Rick Webster

THIS LETTER IS FOR INFORMATIONAL PURPOSES ONLY, IT IS NOT A BILL!

This letter is to notify you of the 2024 amount of the Fire Benefit Charge (FBC) collected by the King County Treasury as part of your regular property tax payment. You will see this charge on your property tax statement in 2024. Again, this is NOT A BILL – please do not send a payment to the Fire Department.

Valued citizens, it has been another very challenging year, and we are grateful for your continued support. It cannot be overstated how important and humbling that support is to all of us. We achieved a significant milestone this year when we completed a year of contracting with the Shoreline Fire Department for all administrative, operational, and support services. This contract allows for better levels of service, financial efficiencies, and long-term benefits for all our communities. We work very hard to provide exceptional emergency services and adhere to good fiscal practices. As part of that commitment, in 1989 the Northshore Fire Department transitioned from being dependent solely on a property tax as its primary source of revenue to a combined tax and Fire Benefit Charge (FBC). Thank you for supporting the FBC, as this diversification of revenue sources provides better sustainability into the future.

The FBC is a charge on the square footage of improvements, or buildings, for each individual property. Unlike your regular property taxes, the FBC calculation uses the overall square footage of your property, including garage and unfinished areas. The charge is based on a formula that considers the risk that the specific building poses and the resources needed to mitigate an emergency. Due to the charge being imposed specifically on buildings, the larger and riskier structures pay more than the smaller, safer structures. For example, a commercial or multi-family property poses more risks than a house of the same size, so it would pay a higher FBC. If you have a property without a building on it, then you will not pay a FBC. However, you will still owe property taxes based on the property's overall value. Furthermore, if you qualify as a low-income senior citizen for reduced property taxes, and/or if you have an approved fire protection sprinkler system, you may qualify for a reduction in the FBC.

Economic pressures continue to be a concern with decreasing assessed valuations, delayed purchases, and significantly increasing costs and delays in supply chains. We have achieved improved efficiencies in our contract with the Shoreline Fire Department, but due to a large number of needed capital projects our overall equivalent levy rate will be increasing. On the reverse side of this letter is more information on the FBC computation, which will be collected similarly as all other property taxes. If you have a mortgage, then your mortgage company should pay the FBC at the same time the property taxes are paid. The formula uses information obtained from the King County database, so if you believe the FBC has not been calculated correctly, you can appeal it. The appeal deadline for the 2024 FBC is February 26, 2024 at 4:00 pm. Details on how to appeal the FBC are on our website at www.shorelinefire.com or you may call the Department at 206-533-6500.

We are proud to serve you, and thank you again for your continued support in providing the best possible emergency services to our communities!

Sincerely,

Matt Cowan, Fire Chief
Shoreline Fire Department

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 15:48:46 Date: 11/03/2023

11/15/2023 To: 11/15/2023

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
466	11/15/2023	Claims	1	0	CSD ATTORNEYS AT LAW	384.00	LEGAL FEES - GENERAL BUSINESS
467	11/15/2023	Claims	1	0	FIRETREX INC	195.00	HISTORICAL TRAINING & STAFFING SYSTEM ARCHIVE
468	11/15/2023	Claims	1	0	KANTOLA TRAINING SOLUTIONS LLC	1,262.83	FINAL YEAR - HARASSMENT PREVENTION & DIVERSITY EQUITY & INCLUSION PLATFORM
469	11/15/2023	Claims	1	0	SUBURBAN PROPANE	71.57	PROPANE TANK RENTAL
470	11/15/2023	Claims	1	0	US BANK	1,507.98	CREDIT CARD CHARGES - AUG - OCT 2023
001 General Fund 10-016-0010						3,421.38	
						<hr/>	Claims: 3,421.38
						3,421.38	

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 10:49:03 Date: 11/06/2023

11/15/2023 To: 11/15/2023

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
471	11/15/2023	Claims	4	0	ALFRED J BAKER	8,269.97	LEOFF I
472	11/15/2023	Claims	4	0	APPLIED TECHNICAL SYSTEMS INC	1,473.39	ST 51 CABLE INSTALL
473	11/15/2023	Claims	4	0	AURORA PLUMBING	617.40	ST 51 HOT WATER HEATER REPAIR
474	11/15/2023	Claims	4	0	CDW GOVERNMENT	1,089.10	INTERCOM/911 BUTTON UPGRADES
475	11/15/2023	Claims	4	0	CDW GOVERNMENT	2,950.60	IPAD DOCKING STATIONS
476	11/15/2023	Claims	4	0	CDW GOVERNMENT	489.14	TABLET AND MOUNTS - B151
477	11/15/2023	Claims	4	0	CRESSY DOOR COMPANY	3,294.89	ST 51 DOOR REPAIR
478	11/15/2023	Claims	4	0	CRESSY DOOR COMPANY	4,586.18	ST 51 DOOR REPAIRS
479	11/15/2023	Claims	4	0	GARY PEDERSEN	181.40	LEOFF I
480	11/15/2023	Claims	4	0	J & B LUXLAVS LLC	19,264.00	FINAL PAYMENT - 2 STALL RESTROOM TRAILER - ST 51
487	11/15/2023	Claims	4	0	JAYMARC - AV	22,759.27	Progress Billing - St 51 FAST - Sales Order 22-169
488	11/15/2023	Claims	4	0	JAYMARC - AV	7,586.42	Final Progress Billing - St 51 FAST - Sales Order 22-169
481	11/15/2023	Claims	4	0	JUDD & BLACK	1,984.35	NEW DISHWASHER
482	11/15/2023	Claims	4	0	SHORELINE FIRE DEPARTMENT	5,901.25	REIMBURSEMENT - CAPITAL PURCHASES ON SHORELINE CREDIT CARD
483	11/15/2023	Claims	4	0	STONEWELL BODIES & MACHINE INC	35,806.85	PROGRESS PAYMENT - NEW BC VEHICLE BUILD
484	11/15/2023	Claims	4	0	STRYKER SALES LLC	61,002.37	6507 POWER PRO 2 - FOR NEW AID CARS
485	11/15/2023	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,376.81	LEOFF I MEDICAL PREMIUMS - NOV 2023

004 Reserve Fund 10-016-6010

179,633.39

Claims: 179,633.39
 179,633.39

Northshore Fire Department
Fire Commissioner Request for Compensation

Month: 10 Year: 2023 Name: Rick Webster		
Date	Description of Activity	Hours
10/2/2023	Prep for Board of Commissioners Mtg	2
10/3/2023	Commissioners Mtg	2
10/17/2023	Review proposed 2024 Budgets	3
10/24/2023	Special Joint Meeting SF and NSF	2
10/26/2023	Review proposed 2024 Budgets	2

I certify by signing this request for compensation that I have acted on behalf of the Northshore Fire Department in the fulfillment of my duties as an elected Fire Commissioner and that this request for compensation is in compliance with the Northshore Fire Department policy and State Law.



10-27-2023

Date

Signature



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

October 3, 2023

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 and Virtual Meeting via Zoom

I. OPEN REGULAR NORTHSHORE MEETING

1.1 Roll Call

Chair Lisa Wollum called the meeting to order at 5:00 PM.

Persons in attendance for NSFD Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster and Lisa Wollum. Also present was Chief Matt Cowan, Board Secretary Amy Oakley, and 12 members of the public. Legal Counsel Matt Paxton joined the meeting at 5:31pm (Item 4.3).

II. PUBLIC COMMENT

2.1 The Board heard comments from Kenmore residents, David Maehren and IAFF 1760 Union President Doug Loeser.

III. APPROVAL OF THE AGENDA

Commissioner Webster moved to adopt the agenda as presented. Commissioner Pratt seconded. The motion passed unanimously 5-0.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Subcommittee report on Station 54

- Chief Cowan updated the Board on the status of a drainage survey and soil analysis of the Station 54 property.

4.2 Subcommittee report on Station 51 Outbuilding

- Chief Cowan updated the Board on the project status. The department is soliciting bids from vendors listed with MRSC (Municipal Research and Service Center).
- Chief Cowan discussed the funding and reimbursement structure for the building construction costs.
- Chief Cowan discussed the uses for the outbuilding, carport and bathroom trailer.

4.3 Discussion of Day Shift BC program

- Chief Cowan briefed the Board on the proposal to extend the day shift BC position at Station 51 for one additional year to the end of 2024.

- The Board and Chief discussed the total costs and recruitment for this position.
- Chief Cowan updated the Board on staffing needs at the administrative and leadership levels.

Commissioner Pratt moved to approve the extension of the Day Shift BC position through the end of 2024. The Board discussed. Commissioner Byers seconded. The motion passed unanimously 5-0.

4.4 Update on Commissioner computers

- Commissioner laptop computers have arrived and Zeb Middleton is in the process of setting up the laptops in the next two weeks.

4.5 Update on skidoo service calls

- In 2022 there were 7 water rescues calls.
- In 2023 there were 4 water rescues calls.
- The skidoos are moored at Kenmore Air in a quick response mode.

4.6 Discussion of Board budget for training and retreat

- The Board discussed the planning for the Commissioner compensation budget.
- The Board discussed increasing the budget for Commissioner training.
- Commissioner Wollum will work with Chief Cowan to provide an estimate for Commissioner training needs.

4.7 Discussion of Policy 1630- Commissioner Service Days

- Board Secretary Oakley presented updates to Policy 1630

Commissioner Webster moved to approve the changes to Policy 1630 as presented. Commissioner Pratt seconded. The motion passed unanimously 5-0.

4.8 Discussion of Policy 1600- Commissioner Expenses

- Board Secretary Oakley updated the Board on the status of updating Policy 1600

4.9 Discussion of Contract for Services Year 1 Review

- The Board discussed overall comments and reflections on the first year of contract for services with Shoreline Fire Department.

V. BOARD RESOLUTIONS

None

VI. CONSENT AGENDA

6.1 Vouchers

- The General Fund Vouchers totaled \$ 17,901.67
- The Reserve Fund Vouchers totaled \$ 30,498.51

6.2 Commissioner Compensation

6.3 Meeting Minutes: 9/5/2023

Commissioner Pratt moved to accept the consent agenda as presented. Commissioner Webster seconded. The motion passed unanimously 5-0.

VII. REPORTS

7.1 Fire Chief Report

- Chief Cowan shared with the Board a note of appreciation from Kirkland Fire Chief Sanford regarding support from Shoreline Fire and other departments.
- Chief Cowan has received re-credentialing of International Chief Fire Officers Certification through the Commission of Professional Credentialing

7.2 Commissioner Reports

- Commissioner Wollum and Chief Cowan updated the Board on attending the Fire Ops 101 Day on Monday, October 2nd.
- Chief Cowan thanked the training consortium staff for their participation and planning efforts to make the event successful.

7.3 Legal Counsel Reports

- None.

VIII. UPCOMING BOARD AGENDAS

8.1 Setting of Future Meeting Agenda(s)

The next meeting on November 7, 2023 meeting will include a Public Hearing of the 2024 Budget and the standard agenda items as well as reports from subcommittee from Station 54 and subcommittee on outbuildings at Station 51, discussion of Policy 1600.

This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 6:24PM.

NEXT MEETING DATE

- Special Joint Meeting: Tuesday, October 24th, 2023 at 5:00 PM @ Station 61
- Next Regular Meeting & Public Hearing on Budget and Fire Benefit Charge: Tuesday, November 7th, 2023 at 5:00 PM
- Special Meeting to Adopt Budget and Fire Benefit Charge: Tuesday, November 21st, 2023 @ 5:00 PM

Attachments: Agenda, Policy 1630, Vouchers, Commissioner Compensation, Meeting Minutes 9/5/23, and Chief's Report.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on October 3, 2023.



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

October 24, 2023

SPECIAL JOINT MEETING BOARD OF COMMISSIONERS

**at Shoreline Fire Department's Headquarters Station 61
and Virtual Meeting via Zoom**

Shoreline Chair Harris called the special joint meeting of the Shoreline and Northshore Board of Commissioners to order at 5:00 p.m. on October 24, 2023, at the Shoreline Fire Department, located at 17525 Aurora Avenue North, Shoreline, Washington 98133. Per RCW 42.30, the special meeting notice was posted on September 26, 2023. The purpose of the special joint meeting is to discuss the 2024 budget.

ROLL CALL:

SHORELINE DEPARTMENT:

FIRE David Harris, Chair
Kim Fischer, Vice-Chair
Ken Callahan, Commissioner
Rod Heivilin, Commissioner
Barb Sullivan, Commissioner

Matt Cowan, Fire Chief

NORTHSHORE DEPARTMENT:

FIRE Lisa Wollum, Chair
Tyler Byers, Vice-Chair
(Zoom)
Eric Adman, Commissioner
Rick Webster, Commissioner
Josh Pratt, Commissioner
(Zoom)

Matt Paxton, Legal Counsel
(Zoom)

- PLEDGE OF ALLEGIANCE
- PUBLIC COMMENT:
- None.
- 2024 Budget Discussion:
- Chief Cowan provided an update and presentation of the 2024 budget process and impacts, which is attached and incorporated by reference. The presentation included the following topics:
 - Budget Summary

- Financial Outlook
- Revenues vs Expense Projection
- Expense Budget
- Capital Budget
- Northshore Fire Department Capital Budget
- Expense Drivers Summary
- As part of the presentation, the 2024 revenue summary was provided:
 - Decrease in Assessed Value (AV), approximately 8.6% in Shoreline and 9% overall for Lake Forest Park and Kenmore.
 - Due to AV decreases current, operational equivalent levy rates will increase from about \$1.11 to \$1.28.
 - Expecting overall expenses to increase by about 8% and revenues to increase by about 8.3%.
 - Collected fire impact fees are exceeding forecasted growth.
 - Continue with many levels of service improvements in administration, operations, support services, and training.
- Commissioner Adman requested clarification as to why the Advance Life Support (ALS) budget allocation from King County (KC) is not as high as the expenses. Chief Cowan stated this could be due to the planned purchase of the two medic units in 2024, and noted there are reserves that will help to mitigate those differences. Chief Cowan further noted that the revenues from KC are part of the EMS levy allocation, provided on a per-unit basis.
- Commissioner Fischer requested clarification as to why there were decreases in the revenue category, Contract for Services. Chief Cowan stated that the decreases were due to estimating the revenues too high in 2023. Chief Cowan further noted that most of the contracts are tied to the equivalent levy rates and AV, which will be decreasing. The Department believes that some of the revenues will be recovered in 2024 and plans to ensure all contracts are similar to help mitigate this in the future.
- The Northshore budget will be discussed more in-depth at the Northshore Board meeting scheduled for November 7, 2023.

The Shoreline Board of Commissioners moved to adjourn the special meeting at 5:39 p.m.

MOTION: *Commissioner Fischer moved, and Commissioner Sullivan seconded, a motion to adjourn the special meeting of the Board of Commissioners at 5:39 p.m. The motion passed; five ayes.*

Minutes prepared by: Beatriz Goldsmith, Shoreline Fire Department

Attachments: Agenda, Public Notice, Budget Presentation, Budget Summary, 2024 Financial Outlook.

BOARD OF COMMISSIONERS

ERIC ADMAN, Member

JOSH PRATT, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on November 7, 2023.

District Activity Highlights

The following District activities and/or meetings of note were completed during the report period:

Succession development

- Significant workload addressing promotions now that the new policy is adopted.
- Have three applicants for the DC of Operations vacancy in 2024.

Negotiations

- Dealing with a number of issues with the Union.
- Unfortunately, we could not find resolution on extending the Day-Shift FF position, which Management wanted to extend to the end of 2024. We have asked to extend to the end of the year and it is still being discussed.
- Have introduced a TRT-centric Station 51 concept and are waiting for a response.

Contracts

- Still working on the relationship of NEMCO with City of Shoreline. There continues to be meetings to discuss options. NUD has withdrawn from NEMCO effective end of year.

Staffing

- Our current recruits in the academy are all doing well.
- Next group of new recruits (3) all have unconditional offers of employment.
- Currently in the process of a lateral FF process with 34 applicants! Will hopefully be adding positions for a January hire. FFs will be evaluated on case by case basis for whether or not a full academy is needed.
- Day shift Paramedic position is being filled by Strojan Kennison.

Consortium

- Draft NKCTC ILA has been approved and waiting for Labor to review.
- Other documents for 2024 and beyond need to be developed.

Budget

- Significant work on the 2024 budget process and scheduling. SFD budget is completed, NFD is nearly complete pending BOC review.
- Preliminary 2024 levy report shows an 8.6% and 9.0% reduction in overall AV for NFD and SFD, respectively.
- The September financial report shows us completely on target for the 2023 budget. I expect that we will improve and be under budget for October and November and then will reset some as we finish out the year. We are predicting that we should stay on track overall for 2023.

NFD Capital Projects

- Continuing to determine what the vision will be for the Station 54 building/property. Have approved TCA to do some site and topography work with a sub-contractor.

- Have two bids through MRSC for Station 251 project, but struggling to get a third and likely will not receive one. Will seek NFD BOC approval once we have the bids.

Public Records Requests

- No extensive requests at this time.

Noteworthy Meetings

- October 3 – NEMCO
 - Still having discussions on the future of NEMCO and the needs of the Shoreline Fire Department along with our partnering cities.
- October 9 – Zone 1 Chief's Meeting
 - Discuss a system alert issue at NORCOM
 - Reviewed and discussed the notice from AMR for cancelling the Zone 1 ambulance contract. Will be following up with a meeting to discuss options with AMR leadership.
- October 10-Legislative Committee
 - Discussed top priorities for upcoming session, other action items, and long-term issues.
 - Top priorities:
 - Re-establishing the Fire Service Policy Board
 - Tax Increment Financing Reform
 - Increase funding to the Fire Service Training Account
 - Enhance regional direct delivery of FF training
 - Increase funding for All-Hazard Mobilization programs and staffing
 - Short session, so getting traction on some items might be difficult.
- October 10-Crisis Center Coordination Meeting
 - Discussed the scope of intent and logistics of center opening next spring.
 - Specifics on admission criteria is being developed, but intent is to accept everyone in crisis.
- October 11-Officer Meeting
 - Discussed report out from Retreat, report card, and climate survey.
 - Divisional report outs.
 - Will be developing a new introduction/recruitment video.
 - Discussed wall times at hospitals.
- October 12-MIH 2024 program proposal
 - Discussed challenges and options for 2024.
 - Will be including an additional FF on the MIH team for 2024.

- October 12-NKCTC Meeting
 - Discussed 2024 budget.
 - Evaluated the challenges of being consistent across both Departments.
 - Committed to continuing the collaboration on NKCTC and hopefully other opportunities.

- October 12-NKCTC 2024 Budget Approval
 - Confirmed budget with both Bothell and SFD agreement.

- October 12-Meet to discuss Shoreline fire training budget
 - Established the SFD training budget.

- October 13-NORCOM Governing Board Meeting
 - The addition of LFP and Bothell PD is official.
 - The savings will result in flat increase in fees for 2024.

- October 17-2024 Finance Committee Meeting 3rd
 - Finished expense budget review and capital projects.
 - Preparing for draft presentation at BOC meeting.

- October 23– LMC Meeting
 - Working on a part-time position for PM John Davis.
 - Proposed a TRT-centric Station 51.
 - Discussed a Senior Cadet program proposal.
 - Disagreed on the extension of the day-shift FF position.
 - Still trying to finalize the day-shift BC extension MOU.

- October 24 – Joint Special Meeting
 - Joint BOC meeting to discuss budget.

- October 25 –BC Interviews
 - Interviewed the two candidates for BC vacancies.

- October 26 -NEMCO Board Meeting
 - Discussed and approved an exit strategy for NUD at the end of 2023.
 - Approved the 2024 budget.
 - Encouraged the continued conversation between NEMCO and the City of Shoreline about future partnership.

- October 26-ACS Follow Up Discussion
 - Discussed the ongoing issues with the ACS team, specifically how we are to address the communications van ownership.
 - Follow up on options for insurance.

Incorporated into the above Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan