



# KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

## MINUTES

March 14, 2024

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

#### **I. OPEN SPECIAL NORTHSHORE MEETING**

##### 1.1 Roll Call

Chair Lisa Wollum called the meeting to order at 4:00 PM.

Persons in attendance were Commissioners Josh Pratt, Tyler Byers, Rick Webster, and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 3 members of the public. Commissioner Eric Adman was absent.

#### **II. PUBLIC COMMENT**

2.1 The Board heard public comment from David Maehren.

#### **III. APPROVAL OF THE AGENDA**

*Commissioner Webster moved to adopt the agenda as presented. Commissioner Pratt seconded. The motion passed unanimously 4-0.*

#### **IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

4.1 Discussion and decision of option(s) to pursue for August 2024 special election

- Chief Cowan and the Board discussed financial estimates for a proposed RFA.
- Commissioner Wollum and Commissioner Adman stated they have a remote interest with the Shoreline Fire Department, as it relates to Commissioner Wollum's husband's employment at Shoreline Fire Department, and Commissioner Adman's employment with the Shoreline Fire Department. Neither Commissioner Wollum or Commissioner Adman can be the tie-breaking vote.

*Commissioner Byers moved to proceed with the creation of an RFA Planning Committee in preparation of the August 2024 election. Commissioner Pratt seconded. The Board discussed. Commissioner Pratt moved to call to question the discussion. Commissioner Webster seconded. The motion to end the discussion pass unanimously 4-0. The Board then voted on the motion to create an RFA Planning Committee in preparation for the August 2024 election. Commissioners Wollum and Byer voted aye, Webster and Pratt voted nay. The motion did not pass.*

- The Board discussed the option of pursuing a levy lid lift on the August 2024 ballot, and then a fire benefit charge increase or RFA measure for next year (2025).

- 4.2 If appropriate, appointment of members to RFA Planning Committee
- Commissioners Pratt, Webster, and Byers will be on the planning RFA Committee. Commissioners compensated will be \$70/day.
  - Chief Cowan will meet with the Shoreline Board to determine if they are in favor of joining an RFA Committee.

**V. RESOLUTION**

- 5.1 If appropriate, 2024-01 Appointment of members to RFA Planning Committee

*Commissioner Pratt moved to pass Resolution 2024-01 as stated to Establish a Regional Fire Authority Planning Committee. Commissioner Webster seconded. The motion passed unanimously 4-0.*

**VI. UPCOMING BOARD AGENDAS**

- 6.1 Setting of Future Meeting Agenda(s)

The next meeting on April 2, 2024 meeting will include the standard agenda items as well as update from the subcommittee on Station 54 and subcommittee on outbuildings at Station 51, RFA Planning Committee, levy lid lift ballot measure. This meeting will be hybrid, on Zoom and in-person at Station 51.

**ADJOURNMENT**

The meeting adjourned at 4:40PM.

Attachments: Agenda, Public Notice, RFA Cost Analysis, Ballot Options, Resolution 2024-01.

**BOARD OF COMMISSIONERS**



ERIC ADMAN, Member

JOSH PRATT, Member



TYLER BYERS, Member



RICK WEBSTER, Member

*Lisa Wollum*

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**LISA WOLLUM**, Member

**ATTEST**

*Amy Oakley*

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**Amy Oakley**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on April 2, 2024.



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KENMORE, WA 98028

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### NOTICE OF SPECIAL MEETING

DATED March 5, 2024

NOTICE IS HEREBY GIVEN that a special meeting of the Board of Commissioners of King County Fire Protection District No. 16, will be held via Zoom, and in-person at: Station #51, 7220 NE 181st Street, Kenmore, WA 98028, Thursday the 14<sup>th</sup> day of March 2024, at 4:00PM.

Meeting agenda posted separately.



## Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181<sup>st</sup> Street, Kenmore, WA

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### Northshore Fire Department Board of Commissioners

#### Special Meeting Agenda

Thursday, March 14, 2024

4:00PM

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=dW1uWDFpNldpZ1dSSU1ZYy9LSXVQQT09>

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

Meeting ID: 850 4471 3997

Passcode: 743608

**I. Open Special 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. Board Discussion and Possible Action Items**

4.1 Discussion and decision of option(s) to pursue for August 2024 special election.

4.2 If appropriate, appointment of members to RFA Planning Committee.

**V. Resolution**

5.1 If appropriate, Appointment to the RFA Planning Committee

**VI. Upcoming Board Agendas**

6.1 Setting of Future Meeting Agenda(s)



## **Adjournment**

Next Regular Meeting: Tuesday, April 2<sup>nd</sup>, 2024 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](mailto: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](mailto:boardsecretary@northshorefire.com)

## Cost Analysis of RFA and Merging of Accounts

Description	Current	RFA	Notes
<b><u>Expenses (no transfers to reserves or bonds)</u></b>			
SFD Budget	\$ 36,957,403	\$ 37,199,456	Savings of about \$233k from NFD Budget
NFD Budget (separated)	\$ 475,731		
<b><u>Assessed Valuation</u></b>			
SFD	\$ 14,617,412,281	\$ 26,492,937,941	Combined AV
NFD	\$ 11,875,525,660		
<b><u>Equivalent Levy Rate</u></b>			
SFD	\$ 1.27	\$ 1.12	Combined levy rate
NFD	\$ 1.13		
<b><u>Revenues</u></b>			
SFD Levy/FBC	\$ 18,692,899	\$ 29,672,090	Combined revenues
NFD Payment	\$ 13,651,070	\$ -	
Appeals/Fees	\$ (108,979)	\$ (185,000)	
SFD Contracts/Transports/Allocation	\$ 6,272,696	\$ 7,882,586	Combined revenues from other sources
NFD Contracts/Transports/Allocation*	\$ (1,609,890)		
<i>* Shows negative because it offsets the NFD payment.</i>			
<b>Total Expenses</b>	\$ 36,957,403	\$ 37,199,456	
<b>Total Revenues</b>	\$ 36,897,796	\$ 37,369,676	
<b>Difference</b>	\$ (59,607)	\$ 170,220	

## NORTHSHORE BALLOT OPTIONS

### **Situation:**

Since 2007, the revenue collected through property taxes has been limited to a 1% annual increase. In 2013 the levy rate was at \$1.00 per \$1,000 in AV, but now due to rising property values and the 1% limit on annual levy increases, the levy rate has dropped to the current rate of approximately \$.52 per \$1,000 of AV.

Over time, the FBC has been used to make up an increasing share of the revenue. As a result, the FBC now represents close to 60%. The FBC cannot exceed 60% of budget.

The current FBC expires in 2024 (to be collected in 2025) and will need to be reauthorized by the voters.

### **Option 1: Do nothing.**

- If we don't do anything, we will likely need to pull from reserves next year, or cut costs, to meet financial obligations.

### **Option 2: Property Tax Levy Rate Increase (Levy Lid Lift) on August 2024 ballot AND reauthorize FBC in 2025.**

- Remain in current form and put a property tax levy rate increase measure on August of 2024 ballot. If passed, the ballot measure would increase the 2024 levy (for collection in 2025). This ballot measure requires a simple majority to pass, and does not require "validation" (i.e. a minimum number of "yes" votes based on the number of people who voted in the previous general election within the district).
- **Budget Implications:** Raising the levy lid lift will reduce the FBC percentage of the budget.
- **Timeline:** Before May 3, 2024, the Board will need to pass levy lid lift resolution. Legal Counsel, Matt Paxon, can draft resolution, including the ballot measure and explanatory statement. If passed by the Board, a cover letter is drafted and sent to King County Elections Office.
- Put Fire Benefit Charge reauthorization measure on any ballot in 2025 (Feb, April, August, or November). This ballot measure requires a simple majority to pass, and does not require validation

### **Option 3: Northshore merges into Shoreline.**

- This would allow for the adoption of Shoreline Fire Department's FBC, which does not expire until 2031, and its levy rate. A merger requires a majority vote from Northshore voters.



- **Timeline:** A merger requires a merger petition and approval, a SEPA review, and Boundary Review Board approval. Not reasonable timeframe to accomplish the checklist before May 3<sup>rd</sup>, 2024, in order to be on the August 2024 ballot.

**Option 4: Establish Regional Fire Authority (RFA) with Shoreline Fire Dept.**

- Formation of RFA allows a single, separate entity to provide service within the jurisdictions of the participating fire districts.
- Requires simple majority of the entire proposed RFA area, unless the RFA Plan including funding from a revenue source that requires a super majority (60%), such as a FBC, EMS levy, or excess levy.
- Would allow for others to join into the RFA with a simple majority vote.
- The District may need to proceed with a levy lid lift if the RFA is not formed by November 30, 2024, after which date the RFA would not be able to levy taxes in 2024 (to be collected in 2025). The District would need to proceed with reauthorization of its FBC if the RFA is not formed by November 30, 2025, after which date the RFA would not be able to assess a FBC in 2025 (to be collected in 2026).
- **Budget Implications:** TBD
- **Timeline:**
  - Each Fire District appoints 3 elected officials, by resolution, to Planning Committee.
  - Planning Committee negotiates RFA Name, Governance (including bylaws), Finances (including FBC), and Property (how assets are divvied up or pooled including, real property, reserve accounts, and apparatus). Must allow and encourage public input in the RFA Plan development.
  - Plan gets approved by Planning Committee. The Plan must include, at a minimum, discussion of revenue sources and funding, form of governance, organizational structure/employment/operations, and asset transfers / capital facilities planning.
  - Each Board approves the RFA Plan and calls a special election. Legal Counsel drafts language for resolution for Boards approval and packet to go to the King County elections committee.

Resolution \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF KING COUNTY FIRE PROTECTION DISTRICT NO. 16 ESTABLISHING A REGIONAL FIRE AUTHORITY PLANNING COMMITTEE**

**WHEREAS**, RCW 52.26.020 provides that two or more fire protection jurisdictions within reasonable proximity may create a regional fire authority (“RFA:”) and convene a RFA planning committee (the “Planning Committee”); and

**WHEREAS**, King County Fire Protection District No. 16 d/b/a Northshore Fire Department (“NFD”) and King County Fire Protection District No. 4 d/b/a Shoreline Fire Department (“SFD”) are adjacent fire protection jurisdictions;

**WHEREAS**, NFD believes it is in the best interests of its citizens to explore the creation of an RFA pursuant to RCW 52.26 with SFD;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of NFD, as follows:

1. **Planning Committee.** NFD shall participate in the Planning Committee for the formation of an RFA with SFD.
2. **Appointment of Commissioners.** NFD hereby appoints the following three (3) elected commissioners to the Planning Committee pursuant to RCW 52.26.030(2):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **Compensation and Reimbursement.** Members of the Planning Committee shall receive compensation of seventy dollars per day, or portion thereof, not to exceed seven hundred dollars (\$70) per day, for attendance at Planning Committee meetings and for performance of other services on behalf of the RFA. Members of the Planning Committee shall be entitled to reimbursement for travel and incidental expenses according to NSF policy.

**PASSED AND ADOPTED by the Commission** of Northshore Fire Department in open session on the 14<sup>th</sup> day of March 2024, and duly authenticated by the signatures of the Commissioners voting in favor thereof.

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By: Lisa Wollum, Chair

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By: Tyler Byers, Vice-Chair

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By: Richard Webster, Commissioner

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By: Josh Pratt, Commissioner

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By: Eric Adman, Commissioner

ATTEST:

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Amy Oakley, District Secretary