



MINUTES

October 21, 2024

**JOINT SPECIAL MEETING OF THE SHORELINE FIRE DEPARTMENT AND
NORTHSHORE FIRE DEPARTMENT BOARD OF COMMISSIONERS RFA PLANNING
COMMITTEES**

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

I. CALL TO ORDER

1.1 Commissioner Fischer called the meeting to order at 5:08 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Persons in attendance were Shoreline Fire Commissioners Kim Fischer and Ken Callahan, Northshore Commissioners Rick Webster, Josh Pratt, and Tyler Byers. Also present was Chief Matt Cowan, Legal Counsel Brian Snure, Northshore Board Secretary Amy Oakley, and 3 members of the public. Commissioner Rod Heivilin was excused absent.

IV. PUBLIC COMMENT

2.1 The RFA Planning Committee heard public comments from David Maehren.

V. APPROVAL OF THE MEETING MINUTES

MOTION: Commissioner Pratt moved to approve the meeting minutes as presented. Commissioner Callahan seconded. The motion passed unanimously 5-0.

VI. BOARD DISCUSSION

6.1 Planning meeting for establishing a RFA between Shoreline and Northshore Fire Departments / DISCUSSION

- Chief Cowan discussed with the RFA Planning Committee the 2025 budget planning and assessed value estimates. The fire tax levy rate will drive the approximate fire benefit charge.
- Legal Counsel Brian Snure suggested the language to be included in the RFA Plan regarding establishing the levy rate and fire benefit charge.
- Chief Cowan presented the Planning Committee with a forecast of Levy and FBC Rates in RFA. The RFA Planning Committee discussed establishing the levy rate at 70 cents per \$1000 assessed value on the fire tax levy.
- Chief Cowan is preparing a presentation for next week's public information session and Q&A. He updated the Planning Committee on outreach efforts to Shoreline,

Lake Forest Park, and Kenmore city cities about the 10/28 meeting. A flyer advertising the session has been posted to the department's website, social media, and mailing lists.

- The RFA The next Planning Committee meeting will be Tuesday, November 12th at 5:00PM at Northshore Station 51. The RFA Planning Committee will discuss the final draft of the RFA Plan and recommendation for approval by the Shoreline and Northshore Fire Boards.

ADJOURNMENT

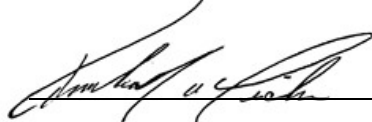
The meeting adjourned at 5:55PM.

Next meetings:

- RFA Public Information session and Q&A, Monday, October 28th at 6pm at Station 51
- RFA Planning Committee meeting Tuesday, November 12th at 5pm at Station 51

Attachments: Agenda, Public Notice, September 9th and September 23rd meeting minutes.

RFA PLANNING COMMITTEE



KIM FISCHER, Chair



ROD HEIVILIN, Member



KEN CALLAHAN, Member



RICK WEBSTER, Member



JOSH PRATT, Member



TYLER BYERS, Member

ATTEST

Amy Oakley _____

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Special Meeting of the Joint RFA Planning Committee on November 12, 2024.



SPECIAL MEETING AGENDA

Joint Special Meeting with The Shoreline Fire Department and Northshore Fire Department Board of Commissioners RFA Planning Committees

**October 21, 2024
5:00 p.m.**

**Meeting will be held via Zoom conferencing and
on-site at: Station #61, 17525 Aurora Ave N., Shoreline, WA 98133**

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/82682950797?pwd=MFVub0ZXMjJRY0xMRDRSM2hsMC9VZz09>

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

Meeting ID: 826 8295 0797

Passcode: 492609

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Roll Call**
- IV. **Public Comment** (please see public comment procedures)
- V. **Approval of Meeting Minutes**
- VI. **Planning meeting for establishing a RFA between Shoreline and Northshore Fire Departments / DISCUSSION**
- VII. **Adjourn**

Public Comment Procedures:

Individuals wishing to comment must do so by signing the Public Comment Sign-In Sheet or if appearing virtually by "raising their hand" or the equivalent. Each individual must state their name, the organization they are affiliated with if applicable, and their city of residence. The chair shall recognize those persons and provide them the opportunity to comment. Individuals may speak for two minutes and those representing recognized organizations may speak for four minutes.



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

NOTICE OF SPECIAL MEETING

DATED October 1, 2024

NOTICE IS HEREBY GIVEN that a special joint meeting of the Board of Commissioners of King County Fire Protection District No. 16 and Shoreline Fire Department RFA Planning Committee, will be held via **Zoom**, and in-person at: **Station #61, 17525 Aurora Ave N. Shoreline, WA 98133, Monday the 21st day of October 2024, at 5:00PM.** Meeting agenda posted separately.



MINUTES

September 9, 2024

**JOINT SPECIAL MEETING OF THE SHORELINE FIRE DEPARTMENT AND
NORTHSHORE FIRE DEPARTMENT BOARD OF COMMISSIONERS RFA PLANNING
COMMITTEES**

**at Northshore Fire Department's Headquarters Station 51
and Virtual Meeting via Zoom**

I. CALL TO ORDER

1.1 Chair Fischer called the meeting to order at 5:00 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Persons in attendance were Shoreline Fire Commissioners Kim Fischer, Rod Heivilin, and Ken Callahan, Northshore Commissioners Tyler Byers and Josh Pratt. Also present was Chief Matt Cowan, Legal Counsel Brian Snure, Northshore Board Secretary Amy Oakley, and 1 member of the public. Commissioner Rick Webster was absent.

IV. PUBLIC COMMENT

2.1 No public comment.

V. APPROVAL OF MEETING MINUTES

MOTION: Commissioner Heivilin moved to approve the minutes as presented. Commissioner Pratt seconded. The motion passed unanimously 5-0.

VI. BOARD DISCUSSION

6.1 Planning meeting for establishing a RFA between Shoreline and Northshore Fire Departments / DISCUSSION

- Chief Cowan discussed with the Planning Committee estimates for the fire benefit charge. Chief Cowan will provide the Planning Committee with scenarios for various sprinkler discount rates and the impacts to Northshore and Shoreline commercial properties fire benefit charge.
- Chief Cowan presented the Planning Committee with a draft rolling 20-year forecast for Capital Purchases Replacement Fund including facilities, apparatus, equipment, and IT.
- Chief Cowan presented the Planning Committee with the Levy and FBC rates forecast spreadsheet.

ADJOURNMENT

The meeting adjourned at 6:24PM.

Upcoming RFA Planning meetings: Monday at 5pm, September 23rd (@Northshore 51), October 21st (@Shoreline 61), November 18th (@Northshore 51)

Upcoming RFA Presentation and Q&A: Monday at 6pm, October 28th (@Northshore 51)

Attachments: Agenda, Public Notice, Meeting Minutes 8/19/24, Draft RFA Plan, Draft RFA Capital Purchases, Draft Levy Rate Forecast.

RFA PLANNING COMMITTEE

KIM FISCHER, Chair

ROD HEIVILIN, Member

KEN CALLAHAN, Member

RICK WEBSTER, Member

JOSH PRATT, Member

TYLER BYERS, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Special Meeting of the Joint RFA Planning Committee on September 23, 2024.

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MINUTES

September 23, 2024

**JOINT SPECIAL MEETING OF THE SHORELINE FIRE DEPARTMENT AND
NORTHSHORE FIRE DEPARTMENT BOARD OF COMMISSIONERS RFA PLANNING
COMMITTEES**

**at Northshore Fire Department's Headquarters Station 51
and Virtual Meeting via Zoom**

I. CALL TO ORDER

1.1 Chair Fischer called the meeting to order at 5:00 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Persons in attendance were Shoreline Fire Commissioners Kim Fischer, Rod Heivilin, and Ken Callahan, Northshore Commissioners Rick Webster, Tyler Byers and Josh Pratt. Also present was Chief Matt Cowan, Legal Counsel Brian Snure, Northshore Board Secretary Amy Oakley, and 4 members of the public.

IV. PUBLIC COMMENT

2.1 The RFA Planning Committee heard comment from David Maehren.

V. APPROVAL OF MEETING MINUTES

This item was skipped. September 9th meeting minutes will be approved on at the October 21st meeting.

VI. BOARD DISCUSSION

6.1 Planning meeting for establishing a RFA between Shoreline and Northshore Fire Departments / DISCUSSION

- Chief Cowan presented the RFA Planning Committee with a draft fire benefit charge impacts with a 30% sprinkler discount. The RFA Planning Committee discussed the spreadsheet.
- The RFA Planning Committee discussed the 20-year capital improvements forecast model.

ADJOURNMENT

The meeting adjourned at 5:53PM.

Upcoming RFA Planning meetings: Monday at 5pm, October 21st (@Shoreline 61), November 18th (@Northshore 51)

Upcoming RFA Public Presentation and Q&A: Monday at 6pm, October 28th (@Northshore 51)

Attachments: Agenda, Public Notice, Meeting Minutes 9/9/24

RFA PLANNING COMMITTEE

KIM FISCHER, Chair

ROD HEIVILIN, Member

KEN CALLAHAN, Member

RICK WEBSTER, Member

JOSH PRATT, Member

TYLER BYERS, Member

ATTEST

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Special Meeting of the Joint RFA Planning Committee on October 21, 2024.