



SHORELINE FIRE DEPARTMENT BOARD OF COMMISSIONERS MEETING



SPECIAL JOINT BOARD MEETING MINUTES October 25, 2022

Chair Callahan called the special joint meeting of the Shoreline and Northshore Board of Commissioners to order at 5:00 p.m. on October 25, 2022, 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 October 6, 2022. The purpose of the special joint meeting is to discuss the 2023 budget.

ROLL CALL:

SHORELINE DEPARTMENT:

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

Matt Cowan, Fire Chief

NORTHSHORE DEPARTMENT:

FIRE Josh Pratt, Chair
Tyler Byers, Commissioner
(Zoom)
Rick Webster, Commissioner
Lisa Wollum, Commissioner
(Zoom)

Matt Paxton, Legal Counsel
(Zoom)

Absent: Eric Adman, Commissioner

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT:

- Derek Daniels, Board Chair of the South Snohomish County Fire, attended the meeting with no comment.

2023 Budget:

- Chief Cowan provided a brief update and a short presentation of the 2023 budget process and impacts, which is attached and incorporated by reference. The presentation included the below topics:
 - Expense Drivers
 - Revenue Summary
 - Assessed Evaluation
 - Equivalent Levy Rate
 - Proposed Organizational Chart
 - 2023 Tentative Suppression Apparatus Staffing Matrix
 - Revenue and Expenses
 - Apparatus Replacement Fund

- Further discussion was on minimum staffing levels.
- Chief Cowan briefed the Commissioners on the 2023 Budget Proposal Summary, the Financial Outlook for 2023, the 2023 Revenue vs. Expenses (General Expense Fund), and the 2023 Budget Development (Capital Fund), which is attached and incorporated by reference.
- Chief Cowan discussed the State Family Paid Medical Leave (PFML) costs and usage. Commissioner Webster asked if the PFML could or should be negotiated. Chief Cowan noted that this has been a topic of discussion as the PFML program is currently being managed in-house rather than by the State, which creates long-term impacts.
- Chief Cowan noted that the proposed equivalent levy rate is \$1.1085.
- Commissioner Heivilin suggested to keep the rate conservative due to the increase in population and potentially unstable economy.
- The 2023 budget and resolutions will be prepared for the next scheduled Shoreline Fire Board meeting on November 3, 2022.

The Shoreline Board of Commissioners moved to adjourn the special meeting at 5:56 p.m.

MOTION: *Commissioner Heivilin moved, and Commissioner Fischer seconded, a motion to adjourn the special meeting of the Board of Commissioners at 5:56 p.m. The motion passed; five ayes.*

Minutes prepared by: Beatriz Goldsmith, Shoreline Fire Department

Attachments: Agenda, Public Notice, 2023 Budget Development- Capital, 2023 Budget Presentation, 2023 Revenue vs. Expenses- General Fund, Summary of 2023 Budget and Financial Outlook.

BOARD OF COMMISSIONERS



ERIC ADMAN, Member



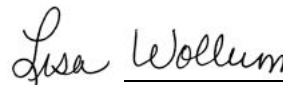
JOSH PRATT, Member



TYLER BYERS, Member



RICK WEBSTER, Member



LISA WOLLUM, Member

ATTEST

Amy Oakley

Amy Oakley, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on November 1, 2022



Shoreline Fire Department

Dedicated to the Protection of Life and Property

Serving the Shoreline Community for Over 75 years, since 1939

FIRE CHIEF
Matt Cowan

COMMISSIONERS
Ken Callahan Rod Heivilin
Kim Fischer Barb Sullivan
David Harris

SPECIAL JOINT MEETING NOTICE

As required by RCW 42.30, the Open Public Meetings Act, you are hereby notified that the Board of Commissioners of Shoreline Fire Department will hold a Special Joint Meeting on **October 25, 2022 at 5:00 p.m. with the Commissioners of the Northshore Fire Department**. The purpose of the special joint meeting is to discuss the 2023 budget.

DATE: October 25, 2022

TIME: 5:00 pm

LOCATION: Shoreline Fire Department
17525 Aurora Avenue North
Shoreline, WA 98133

To attend the meeting online please use the below information:
<https://us02web.zoom.us/j/85825657923?pwd=MVlxVVA2SUNIZUpETGtDTTdpd3NDdz09>
Meeting ID: 858 2565 7923
Passcode: 977650
Dial by your location: #253 215 8782

*Notice posted by: Beatriz Goldsmith
Executive Assistant
October 6, 2022*



**SHORELINE FIRE DEPARTMENT
BOARD OF COMMISSIONERS MEETING
SPECIAL MEETING AGENDA**

**Joint Meeting with
The Shoreline Fire Department and Northshore Fire Department**

**October 25, 2022
5:00 p.m.**

**Meeting will be held via Zoom conferencing and
on-site at Station 61 17525 Aurora Avenue North**

Join Zoom Meeting

<https://us02web.zoom.us/j/85825657923?pwd=MVxkVVA2SUNIZUpETGtDTTdpd3NDdz09>

Meeting ID: 858 2565 7923

Passcode: 977650

Dial by your location: #253 215 8782

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Public Comment** (please see public comment procedures)
- V. 2023 Budget / DISCUSSION**
- VI. Executive Session**
 - ☐ RCW 42.30.110(1)(i) Litigation
 - ☐ RCW 42.30.110(1)(f) Evaluate Complaints / Charges
 - ☐ RCW 42.30.110(1)(g) Applicant Qualifications / Employee Performance
 - ☐ RCW 42.30.140 Negotiations
 - ☐ RCW 42.30.110(1)(b) Real Estate / Site or Acquisition

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.

2023 Budget Development Document- CAPITAL Fund (10-004-0020)

Last Update: October 25, 2022

Budget Line	Budget Title	2022 BUDGET	YTD thru June 30, 2022	Remaining Amount as of 6-30-22	% Remaining as of 6-30-22	2023 PROPOSED	2023 BUDGET	% Change from 2022 to 2023	Notes
594.22.64.01.51	BUNKER GEAR/UNIFORMS	\$77,000.00	\$78,097.04	(\$1,097.04)	-1.42%	\$112,250.00	\$112,250.00	46%	
52	Bunker Gear- New Hires	\$32,000	\$27,273.88	\$4,726.12	14.77%	\$40,750	\$40,750	27%	8 new hires
53	Bunker Gear- Life Cycle Replacement	\$45,000	\$50,823.16	(\$5,823.16)	-12.94%	\$71,500	\$71,500	59%	20 sets
594.22.64.02-51	FIXTURE REPLACEMENT	\$25,000.00	\$4,141.95	\$20,858.05	83.43%	\$26,000.00	\$30,000.00	20%	
52	Appliances	\$15,000	\$3,706.26	\$11,293.74	75.29%	\$15,000	\$18,000	20%	Annual
53	Furniture	\$10,000	\$435.69	\$9,564.31	95.64%	\$11,000	\$12,000	20%	Annual (incl TJ desk)
594.22.64.03-51	COMMUNICATIONS EQUIPMENT	\$53,000.00	\$1,052.70	\$51,947.30	98.01%	\$43,000.00	\$42,500.00	-20%	
52	Portable (Bendex)	\$500	\$0.00	\$500.00	100.00%	\$500	\$0	-100%	
53	Pagers	\$2,500	\$0.00	\$2,500.00	100.00%	\$3,500	\$3,500	40%	
54	PSERN Implementation Equip	\$50,000	\$1,052.70	\$48,947.30	97.89%	\$39,000	\$39,000	-22%	
594.22.64.04-51	Special Operations	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$2,500.00	\$0.00	-100%	
52	New Swim Team Members PPE (4)	\$5,000	\$0.00	\$5,000.00	100.00%	\$2,500	\$0	-100%	
53	Seadoo		\$0.00	\$0.00	#DIV/0!	\$3,150	\$0	#DIV/0!	radio mount, etc.
53	Seadoo		\$0.00	\$0.00	#DIV/0!	\$34,500	\$0	#DIV/0!	rescue accessory package
53	Seadoo		\$0.00	\$0.00	#DIV/0!	\$1,400	\$1,400	#DIV/0!	towable sled
53	Motorized Surf Board		\$0.00	\$0.00	#DIV/0!	\$14,500	\$0	#DIV/0!	
53	Swimmer Dry Suit		\$0.00	\$0.00	#DIV/0!	\$750	\$750	#DIV/0!	dry suit
53	TRT Tech Bag		\$0.00	\$0.00	#DIV/0!	\$10,000	\$10,000	#DIV/0!	Surplus equipmt bag for truck
53	TRT Rope		\$0.00	\$0.00	#DIV/0!	\$7,000	\$7,000	#DIV/0!	Life cylce replacement
53	Webbing		\$0.00	\$0.00	#DIV/0!	\$8,000	\$8,000	#DIV/0!	Life cylce replacement
53	Harnesses		\$0.00	\$0.00	#DIV/0!	\$6,400	\$6,400	#DIV/0!	12 for NFD
594.22.64.05-51	FITNESS EQUIPMENT REPLACEMENT PLAN	\$22,000.00	\$5,433.92	\$16,566.08	75.30%	\$14,000.00	\$20,000.00	-9%	
52	Fitness Equip. Rpl. Plan	\$22,000	\$5,433.92	\$16,566.08	75.30%	\$14,000	\$20,000	-9%	51/57 - Pelotons and treadmills
594.22.64.11-51	SECURITY SYSTEM	\$80,000.00	\$20,417.74	\$59,582.26	74.48%	\$106,000.00	\$106,000.00	33%	
52	Door Card Entry	\$30,000	\$0.00	\$30,000.00	100.00%	\$40,000	\$40,000	33%	64/65 in 2023
53	Security Cameras	\$10,000	\$16,648.20	(\$6,648.20)	-66.48%	\$20,000	\$20,000	100%	64/65 panaromic
54	Security Gate	\$40,000	\$3,769.54	\$36,230.46	90.58%	\$46,000	\$46,000	15%	65
594.22.64.13-51	APPARATUS	\$37,000.00	\$5,824.20	\$31,175.80	84.26%	\$175,500.00	\$133,500.00	261%	
52	Fleet Van	\$34,000	\$695.89	\$33,304.11	97.95%	\$38,000	\$38,000	12%	didn't happen in 2022
53	Landscape Trailer	\$0	\$0.00	\$0.00	#DIV/0!	\$7,000	\$7,000	#DIV/0!	Dump trailer
54	REMS Apparatus	\$0	(\$324.90)	\$324.90	#DIV/0!	\$45,000	\$0	#DIV/0!	ATV for rescue work on wildland fires, w/
59	Utility Box	\$3,000	\$2,775.00	\$225.00	7.50%	\$17,500	\$17,500	483%	To make a truck a mobile fleet service truck

Budget Line	Budget Title	2022 BUDGET	YTD thru June 30, 2022	Remaining Amount as of 6-30-22	% Remaining as of 6- 30-22	2023 PROPOSED	2023 BUDGET	% Change from 2022 to 2023	Notes
59	Four post lift	\$0	\$2,678.21	(\$2,678.21)	#DIV/0!	\$68,000	\$71,000	#DIV/0!	
594.22.64.14-51	ELECTRONICS/IT	\$60,000.00	\$67,182.67	(\$7,182.67)	-11.97%	\$87,200.00	\$87,200.00	45%	
52	Computers	\$30,000	\$42,609.99	(\$12,609.99)	-42.03%	\$25,000	\$25,000	-17%	
53	ESO Tablets Surface	\$20,000	\$0.00	\$20,000.00	100.00%	\$1,200	\$1,200	-94%	FMO-2=\$3,600, need to figure out apparatus solution
54	61 Upper Classroom Hardware	\$0	\$24,572.68	(\$24,572.68)	#DIV/0!	\$6,000	\$6,000	#DIV/0!	
55	Administrative Laptops	\$5,000	\$0.00	\$5,000.00	100.00%	\$5,000	\$5,000	0%	3-4 annually
57	Office Suite	\$0	\$0.00	\$0.00	#DIV/0!	\$30,000	\$30,000	#DIV/0!	
58	Operative IQ Asset Control	\$5,000	\$0.00	\$5,000.00	100.00%			-100%	possibly Vector Solutions
59	MDT Tablets			\$0.00	#DIV/0!	\$20,000	\$20,000		What are we going to do?
594.22.64.15-51	LCD Projector/Displays	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00	#DIV/0!	
52	LCD Projector/Displays	\$0	\$0.00	\$0.00			\$0		
594.22.64.16-51	SCBA	\$4,000.00	\$380.03	\$3,619.97	90.50%	\$296,162.40	\$10,261.82	157%	
52	New Hire Masks	\$4,000	\$0.00	\$4,000.00	100.00%	\$1,697	\$1,700	-58%	8 new hires (NFD 38.5%=3)
53	Chest Strap	\$0	\$380.03	(\$380.03)	#DIV/0!	\$12,465	\$8,562	#DIV/0!	all SCBAs (68/99)
54	Mask Blue Tooth Communication		\$0.00	\$0.00	#DIV/0!	\$282,000	\$0	#DIV/0!	all new masks
594.22.64.17-51	TRAINING EQUIPMENT	\$0.00	\$0.00	\$0.00	#DIV/0!	\$24,396.00	\$5,200.00	#DIV/0!	
52	Rescue Manikin	\$0	\$0.00	\$0.00	#DIV/0!	\$1,700	\$1,700	#DIV/0!	MP rescue randy
53	Door Props	\$0	\$0.00	\$0.00	#DIV/0!	\$7,000	\$3,500	#DIV/0!	63
54	Wood Hose Beds	\$0	\$0.00	\$0.00	#DIV/0!	\$0	\$0	#DIV/0!	63/65
55	Training Trailer	\$0	\$0.00	\$0.00	#DIV/0!	\$15,696	\$0	#DIV/0!	NKCTC Purchase
594.22.64.18-51	EMS EQUIPMENT	\$9,000.00	\$0.00	\$9,000.00	100.00%	\$3,000.00	\$3,000.00	-67%	
52	EMS Equipment	\$8,000	\$0.00	\$8,000.00	100.00%	\$3,000	\$3,000	-63%	
53	Safety Glasses	\$1,000	\$0.00	\$1,000.00	100.00%	\$0	\$0	-100%	
594.22.64.18-51	DISASTER CACHE	\$10,000.00	\$5,261.31	\$4,738.69	47.39%	\$3,000.00	\$3,000.00	-70%	
52	Pandemic Supplies	\$10,000	\$5,261.31	\$4,738.69	47.39%	\$3,000	\$3,000	-70%	Annual replacement
594.22.64.20-51	EQUIPMENT	\$106,120.00	\$78,672.89	\$27,447.11	25.86%	\$166,450.00	\$146,650.00	38%	
54	5 Gas Detector	\$4,000	\$8,856.79	(\$4,856.79)	-121.42%	\$4,400	\$4,400	10%	51/57
54	Natural Gas Detector		\$8,856.79	(\$8,856.79)	#DIV/0!	\$2,000	\$2,000	#DIV/0!	
55	Drone Equipment	\$4,000	\$0.00	\$4,000.00	100.00%	\$10,650	\$10,650	166%	life ring drone included
56	Hose Replacement	\$2,000	\$0.00	\$2,000.00	100.00%	\$10,000	\$10,000	400%	bulk 2 1/2" loads on SFD engines
57	Knox E-Secure 6 Program	\$44,800	\$46,342.57	(\$1,542.57)	-3.44%	\$44,800	\$44,800	0%	
60	Reserve Apparatus Equipment	\$10,000	\$1,442.62	\$8,557.38	85.57%	\$10,000	\$10,000	0%	
63	Wireless Headsets L161	\$15,000	\$0.00	\$15,000.00	100.00%	\$0	\$0	-100%	
64	Nozzle replacement	\$15,000	\$13,174.12	\$1,825.88	12.17%	\$22,000	\$18,200	21%	
65	Poratable hose washer(3)	\$2,820	\$0.00	\$2,820.00	100.00%		\$0	-100%	
68	Circular Saws	\$4,500	\$0.00	\$4,500.00	100.00%	\$6,600	\$0	-100%	
69	Salvage Master(2)	\$4,000	\$0.00	\$4,000.00	100.00%	\$4,000	\$4,200	5%	

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69	PPV		\$0.00	\$0.00	#DIV/0!	\$12,000	\$12,000	#DIV/0!	electric fans for reserve rigs
69	Wildland Equipment/PPE			\$0.00	#DIV/0!	\$16,000	\$16,000	#DIV/0!	
69	SEEK TIC			\$0.00	#DIV/0!	\$24,000	\$14,400	#DIV/0!	18 for SFD, 12 for NFD
594.22.64.21-51	FACILITIES	\$263,500.00	\$64,683.82	\$198,816.18	75.45%	\$251,500.00	\$252,800.00	-4%	
52	HVAC/Boiler Replacement	\$75,500	\$406.94	\$75,093.06	99.46%	\$96,000	\$96,000	27%	61-4 boilers, 64-2 HVAC
53	Vehicle Charging System at 61	\$12,000	\$0.00	\$12,000.00	100.00%	\$12,000	\$12,000	0%	push to 2023
54	Department Photo Project	\$3,500	\$0.00	\$3,500.00	100.00%	\$4,500	\$4,500	29%	push to 2023
55	Station 61 Server Room Suppression	\$25,000	\$0.00	\$25,000.00	100.00%	\$25,000	\$25,000	0%	push to 2023
56	Flooring Replacement	\$0	\$0.00	\$0.00	#DIV/0!	\$0	\$0	#DIV/0!	Sta 64 in 2022, 65 in 2023
57	Interior Painting	\$5,000	\$0.00	\$5,000.00	100.00%	\$5,000	\$0	-100%	New FVT
58	Exterior Painting	\$5,000	\$0.00	\$5,000.00	100.00%	\$5,000	\$0	-100%	New FVT
59	Bunker Gear Extractor	\$16,000	\$64,628.09	(\$48,628.09)	-303.93%	\$19,000	\$20,000	25%	64 in 2023, 65 in 2024 (only if needed)
60	Station 61 Fabrication Equipment	\$10,000	\$0.00	\$10,000.00	100.00%	\$10,000	\$10,000	0%	
61	Station 61 Smoke Alarm Replacement	\$23,000	\$0.00	\$23,000.00	100.00%	\$23,000	\$23,000	0%	
62	Vehicle Exhaust Replacement (61, 65)	\$70,000	\$175.71	\$69,824.29	99.75%	\$0	\$32,300	-54%	
63	Window Blind Replacement	\$3,500	\$0.00	\$3,500.00	100.00%	\$2,000	\$2,000	-43%	61
64	Station Repairs	\$0	(\$15,331.39)	\$15,331.39	#DIV/0!	\$0	\$0	#DIV/0!	Placekeeper in case of need
66	Sprinkler Control Valve	\$15,000	\$0.00	\$15,000.00	100.00%	\$15,000	\$15,000	0%	65
67	Landscape Equipment		\$14,804.47	(\$14,804.47)	#DIV/0!	\$3,000	\$3,000	#DIV/0!	
69	Copy Machine	\$0	\$0.00	\$0.00	#DIV/0!	\$0	\$0	#DIV/0!	
70	Filing Cabinetry	\$0	\$0.00	\$0.00	#DIV/0!	\$22,000	\$0	#DIV/0!	
70	Storage Shed - Sta 61	\$0	\$0.00	\$0.00	#DIV/0!	\$10,000	\$10,000	#DIV/0!	For vent prop
594.22.64.22.51	OTHER EXPENDITURES	\$0	\$362.61	(\$362.61)	#DIV/0!	\$0	\$0	#DIV/0!	
52	KC- Ad Valorem Tax Refunds, Misc. fees	\$0	\$362.61	(\$362.61)	#DIV/0!			#DIV/0!	King County Treasury fees for ad valorem tax refunds and misc. cash management svcs.
597.22.00.00-51	Transfers-Out To LTGO Bond Fund	\$0	\$0.00	\$0.00	#DIV/0!	\$0	\$0	#DIV/0!	
51	Transfer OUT to LTGO Bond fund	\$0	\$0.00	\$0.00	#DIV/0!	\$0	\$0	#DIV/0!	

Grand Total- CAPITAL	\$751,620	\$331,510.88	\$420,109.12	55.9%	\$1,353,808	\$969,137	28.94%
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CAPITAL fund balance as of OCT 23, 2022	\$2,925,880	Ending cash balance per King County Treasury report
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Expenditures through DEC 2022	(\$1,239,000)
2022 Cash Ending Balance (12-31-22)	\$1,686,880 carry over to Jan 2023

2023 Budget Presentation

Expense Drivers

- ▶ Significant general expense increases in nearly all areas.
- ▶ COLA increases tied to CPI at 10.1%, about 85% of the budget.
- ▶ Many new hires with step raises.
- ▶ Due to staffing challenges, including raises and PFML, overtime is much higher. Also includes assumptions for deployments.
- ▶ Adding 8 new Firefighters.
- ▶ Adding 1 new Facility Technician.
- ▶ Adding 1 additional Training Officer.
- ▶ Adding 1 Training Medic
- ▶ Fully funding IT position.
- ▶ Increased training costs to address gaps in training and post-pandemic “catch up”.
- ▶ Increased leadership training.
- ▶ Loss of one partner in NKCTC, and MIH service in Woodinville.

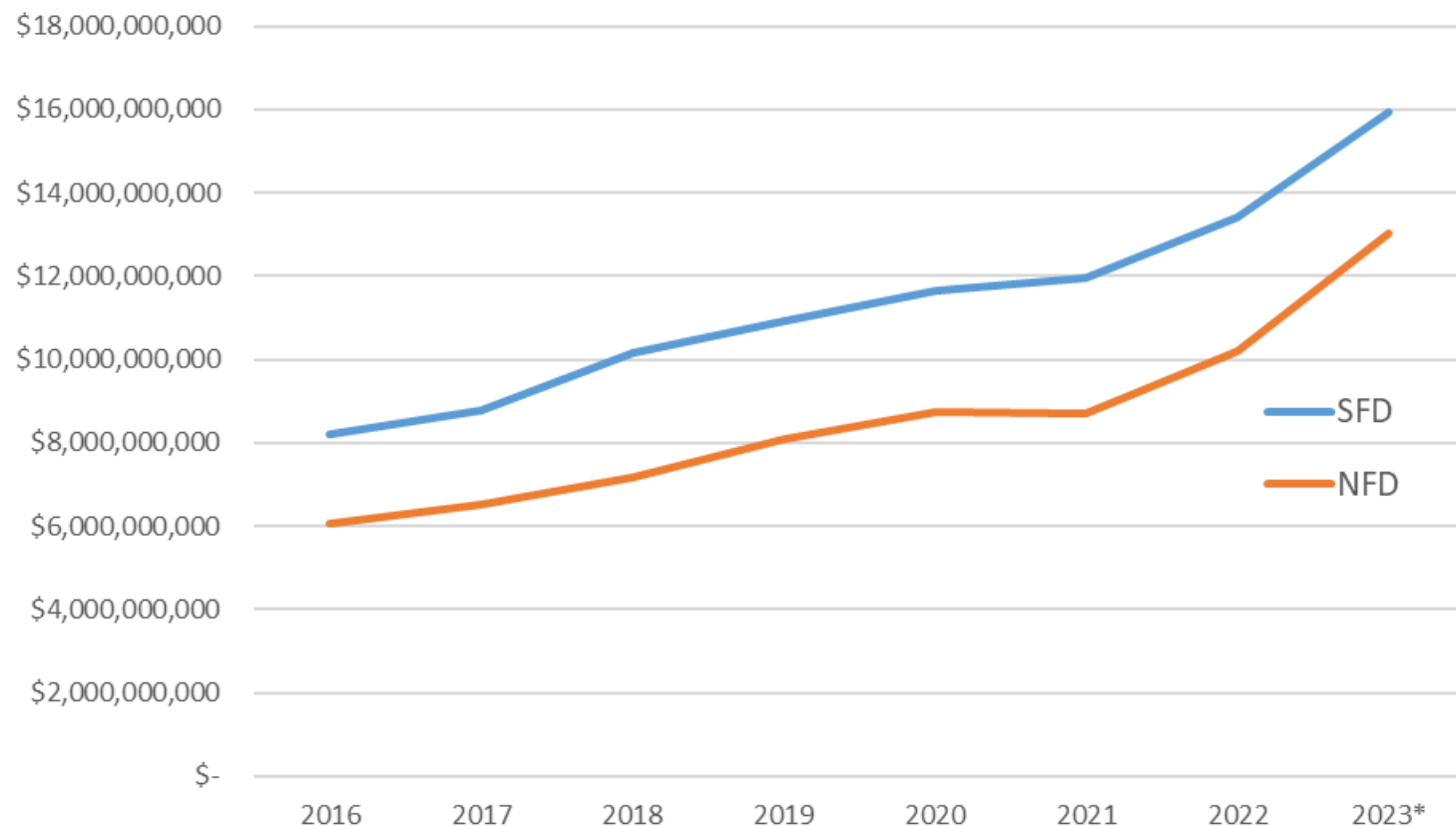
Revenue Summary

- ▶ Significant increases in AV, approximately 19% in Shoreline and 28% overall for LFP and Kenmore.
- ▶ Due to AV increases and improved efficiencies, current operational equivalent levy rates at \$1.11 and \$.86 respectively.
- ▶ Collected impact fees are exceeding forecasted growth.
- ▶ Many level of service improvements in administration, operations, support services, and training.

Assessed Valuation

4

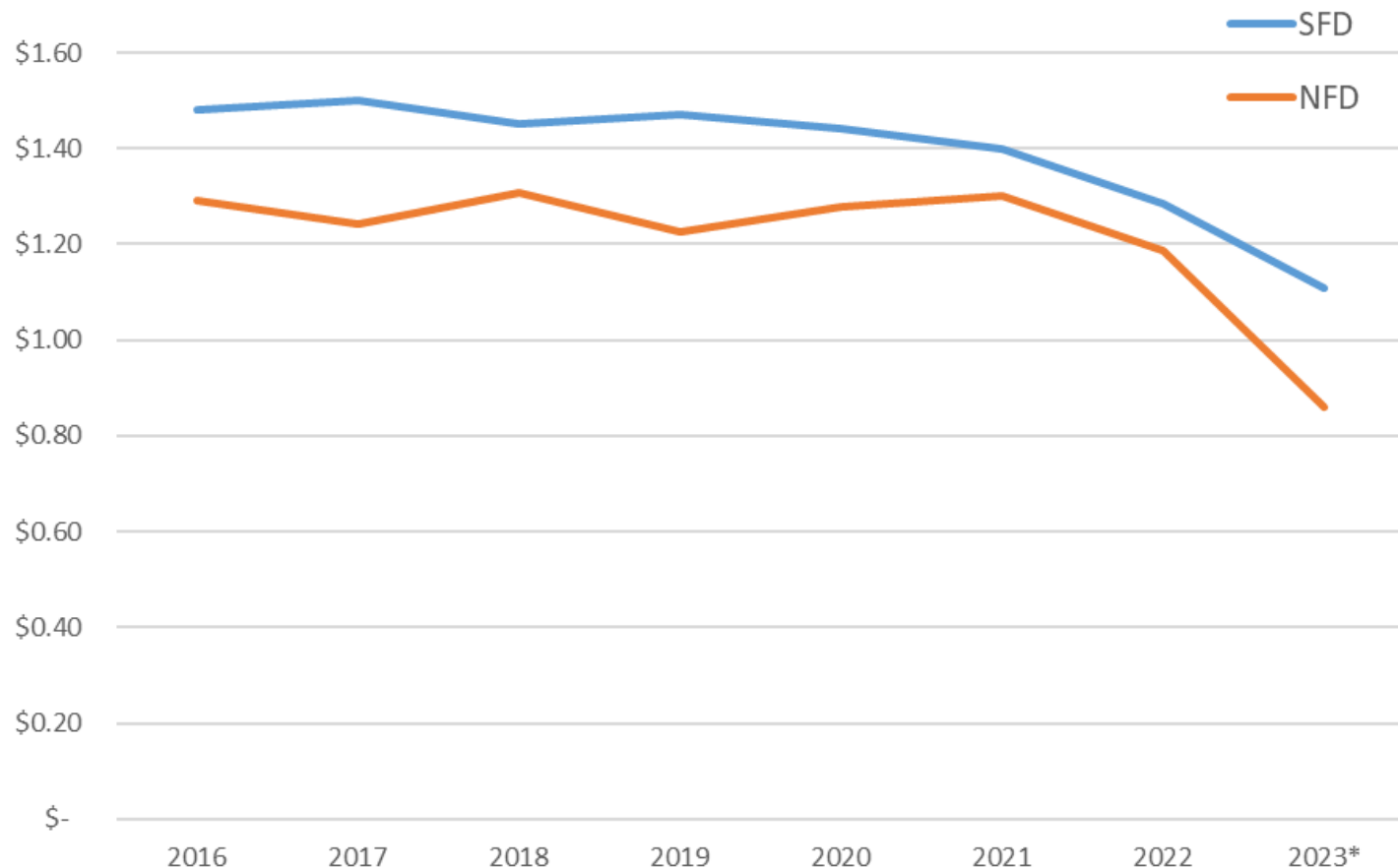
Assessed Valuation Comparison



Equivalent Levy Rate

5

Equivalent Levy Rate Comparison



Proposed Organizational Chart

6

7

2023 Tentative Apparatus Staffing Matrix													
1	B151*	1	B151*	1	B151*	1	B151*	1	B151*	1	B151*	1	B151*
2	B161	2	B161	2	B161	2	B161	2	B161	2	B161	2	B161
3	E151	3	E151	3	E151	3	E151	3	E151	3	E151	3	E151
4		4		4		4		4		4		4	
5		5		5		5		5		5		5	
6	E157	6	E157	6	E157	6	E157	6	E157	6	E157	6	E157
7		7		7		7		7		7		7	
8		8		8		8		8		8		8	
9	E165	9	E165	9	E165	9	E165	9	E165	9	E165	9	E165
10		10		10		10		10		10		10	
11		11		11		11		11		11		11	
12	E164	12	E164	12	E164	12	E164	12	E164	12	E164	12	E164
13		13		13		13		13		13		13	
14		14		14		14		14		14		14	
15	L161	15	L161	15	L161	15	L161	15	L161	15	L161	15	L161
16		16		16		16		16		16		16	
17		17		17		17		17		17		17	
18	A151	18	A151	18	A151	18	A151	18	A151	18	A151	18	A151
19	19	19		19		19		19		19			
20	20	20		20		20		20		20			
21	A163	21	A163	21	A163	21	A163	21	A163	21	A163	21	A163
22	22	22		22		22		22		22			
23	23	23		23		23		23		23			
24	A164	24	A164	24	A164	24	A164	24	A164	24	A164	24	A164
25		25		25		25		25		25		25	
26		26		26		26		26		26		26	
27	Total	27	Total	27	Total	27	Total	27	Total	27	Total	27	Total
28		28		28		28		28		28		28	
29		29		29		29		29		29		29	
30	Total	30	Total	30	Total	30	Total	30	Total	30	Total	30	Total
31		31		31		31		31		31		31	
32		32		32		32		32		32		32	
33	Total	33	Total	33	Total	33	Total	33	Total	33	Total	33	Total
34		34		34		34		34		34		34	
35		35		35		35		35		35		35	

****** Denotes a peak hour aid car and is not guaranteed for the night half of the shift.

Revenue

8

REVENUES		
Property Tax & FBC	2023 Estimate	Notes/Collection Rates
Property Tax Levy	\$10,705,116	\$0.79
Excise Tax	\$ -	
1% Adjs. and Appeals	(\$107,051.16)	1.00%
Fire Benefit Charge	\$6,946,000	\$0.55
Adjs. and Appeals	(\$500.00)	Adj: FBC Appeals
Total Property Taxes and FBC	\$ 17,543,565	
NFD Contractual Obligations		
Expense Category	Percentage Rate	Overall Cost
Administration Personnel	29.63%	\$ 1,233,657
Operations Personnel	38.83%	\$ 9,168,350
Fleet Personnel	38.10%	\$ 138,526
Facilities Personnel	33.33%	\$ 202,343
General Expenses*	0.00%	\$ 1,429,264
* Increased by 3.5% annually starting in 2024.	Subtotal	\$ 12,172,141
Revenue Category		
BLS Transports	\$	380,000
GEMT (increased transport fees & true up)	\$	800,000
BLS Allocation- KCEMS (no core, MIH, QI)	\$	506,118
	Subtotal	\$ 1,686,118
	Total NFD Invoice	\$ 10,486,023
REVENUE CATEGORY	2023 Estimate	Overall Percentage
Net Property Taxes, FBC, and NFD (above)	\$ 17,543,565	51.59%
NFD Contractual Obligation Transfer (above)	\$ 10,486,023	
ALS Overhead	\$ 375,000	1.10%
BLS Allocation- KCEMS (no core, MIH, QI)	\$ 965,127	2.84%
BLS Transports	\$ 800,000	2.35%
FMO Operational Permits	\$ 70,000	0.21%
FMO Plans Review	\$ 200,000	0.59%
Fire Service Contracts	\$ 1,015,685	2.99%
WA DOT	\$ -	
Dep of Health (DOH)	\$ 37,000	
Town of Woodway	\$ 549,683	this # minus 10% for ALS
DSHS (Fircrest)	\$ 90,000	
Paramount Petroleum-Snohomish	\$ 13,350	
Shoreline CC	\$ 78,000	
King County Properties	\$ 123,847	
Ronald Wastewater	\$ 3,750	
Shoreline School	\$ 9,500	
SPU (hydrants)	\$ 60,555	
Sound Transit	\$ 50,000	
Deployments (reimb, matches OT exp)	\$ 100,000	0.29%
NKCTC Reimbursements	\$ -	0.00%
GEMT (increased transport fees & true up)	\$ 2,300,000	6.76%
CPR/Other	\$ 15,000	0.04%
Investment Interest (KC Treasury)	\$ 110,000	0.32%
Misc. Revenues *	\$ 25,000	0.07%
Total Other Revenues	\$ 5,975,812	
TOTAL- Revenue	\$ 34,005,400	69.16%

Expenses

TOTAL- Revenue	\$ 34,005,400	69.16%
<i>*Misc Revenues: Zone 1, Agency Training refunds, NCW fuel, registration fees charged for classes offered by SFD, Other Misc reve</i>		
EXPENSES		
EXPENSES CATEGORY	2022 Estimate	Overall Percentage
Salary & Benefits	\$ 28,814,236	84.85%
Maintenance & Operations	\$ 3,976,678	11.71%
Inter-Governmental		0.00%
Fund Transfers OUT (Res, Ben, Cap)	\$ 1,168,355	3.44%
TOTAL- Budget	\$ 33,959,269	100.00%
Projected Balance	\$ 46,131	
% Over or Under Revenue	0.14%	<i>+ Exp UNDER Rev / - Exp OVER Rev</i>

Apparatus Replacement Fund

10

Budget Review?

2023 Budget

Last Update: 10/25/2022

Revenue vs. Expenses- GENERAL EXPENSE Fund (10-004-0010)

REVENUES		
Property Tax & FBC	2023 Estimate	Notes/Collection Rates
Property Tax Levy	\$10,705,116	\$0.79
Excise Tax	\$ -	
1% Adjs. and Appeals	(\$107,051.16)	1.00%
Fire Benefit Charge	\$6,946,000	\$0.55
Adjs. and Appeals	(\$500.00)	Adj: FBC Appeals
Total Property Taxes and FBC	\$ 17,543,565	

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	Subtotal	\$ 1,686,118
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REVENUE CATEGORY	2023 Estimate	Overall Percentage
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NFD Contractual Obligation Transfer (above)	\$ 10,486,023	
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BLS Transports	\$ 800,000	2.35%
FMO Operational Permits	\$ 70,000	0.21%
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Fire Service Contracts	\$ 1,015,685	2.99%
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Dep of Health (DOH)	\$ 37,000	
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SPU (hydrants)	\$ 60,555	
Sound Transit	\$ 50,000	
Deployments (reimb, matches OT exp)	\$ 100,000	0.29%
NKCTC Reimbursements	\$ -	0.00%
GEMT (increased transport fees & true up)	\$ 2,300,000	6.76%
CPR/Other	\$ 15,000	0.04%
Investment Interest (KC Treasury)	\$ 110,000	0.32%
Misc. Revenues *	\$ 25,000	0.07%
Total Other Revenues	\$ 5,975,812	
TOTAL- Revenue	\$ 34,005,400	69.16%

*Misc Revenues: Zone 1, Agency Training refunds, NCW fuel, registration fees charged for classes offered by SFD, Other Misc reven

Summary of 2023 Budget Proposals

<u>Area</u>	<u>Notes</u>
Staffing	Add 8 Firefighters, add 1 Facilities Technician, add 1 Training Officer, add 1 Training Medic, decrease by 2 operational BCs and reassign 2 BCs to day shift.
Reserve Funds	Maintain a minimum of 15% of our annual operating expenses. Actual capital fund, and reserves including cash on hand is approximately 50.2%. <i>Will be transferring in about \$2.735 million for 2023.</i>
Carryover	Maintain a carryover target of at least 25% of operating expenses, minus average revenues, plus \$700k for unanticipated expenses. <i>For 2023 there is a surplus of about \$5.3 million.</i>
General Benefits Fund	Transfer funds are not needed to cover anticipated expenses, ensure full coverage of liabilities, cash out of benefits for 2023, and maintain reserves at approximately \$1.5 million.
General Capital Fund	Increase capital fund to \$2 million (includes fire engine and ladder truck purchase in late 2022). <i>Capital purchases for 2022 are anticipated at \$954 thousand.</i>
ALS	Anticipating sending personnel to Paramedic training.

Financial Outlook for 2023

Last Update: 10/25/2022

General Budget

General Fund Balance

Projected End of 2022 Gen Fund	\$11,315,642
Gen Fund Needed to Start 2023*	\$5,993,217
Carryover (above \$700k buffer)	\$5,322,425
Carryover Transfer Out to Reserve	\$2,735,345
Carryover Transfer Out to Capital	\$200,000

Annual Operating Revenues/Expenses

2023 Revenues	\$34,005,400
2023 Expenses (no capital transfer)	\$32,859,269
Projected Operations Annual Balance	\$1,146,131

Reserve Fund

Projected End of 2022 Reserve Fund	\$2,183,292
Reserve Needed (15% of Gen Exp)	\$4,918,637
Transfers into Reserve Fund	\$2,735,345
Projected End of 2023 Reserve Fund	\$4,918,637

Benefit Fund

Projected End of 2022 Benefits Fund	\$2,285,822
Budget Needed for 2023	\$1,767,025
Reserve Level	\$1,068,025
Transfer to Benefit Fund	(\$518,797)

Capital Fund

Projected End of 2022 Capital Fund	\$1,686,880
Transfer In (from carryover)	\$200,000
Transfer In (from operations)	\$1,100,000
Budget for 2023 Purchases	\$969,137
Impact Fees (specific to new dev*)	\$682,800
LTGO Bond Payment	\$682,800
End of 2023 Capital Fund	\$2,017,743

2022 Overall Summary

2023 Revenues	\$34,005,400
2023 Expenses	\$32,790,913
2023 Transfers Out: Res, Cap, Ben	\$1,168,355
Projected Annual Net Budget	\$46,131
Starting 2023 Gen Fund	\$11,315,642
End of 2023 Gen Fund	\$8,426,428
Start of 2024 Target	\$6,292,878
Extra Carryover Funds for 2023	\$2,133,550

* Listed only in case short on impact fees.

Total Cash on Hand and Reserves \$16,430,834

ALS Budget

General Fund Balance

Annual Revenues/Expenses

2022 Revenues (no capital funds)	\$10,442,184
2022 Expenses	\$10,071,070
Projected Annual Balance	\$371,114

Capital Fund

Projected End of 2021 Capital Fund	\$450,672
Budget Needed for 2022 Purchases	\$198,500
Transfer In	\$373,794
End of 2022 Capital Fund	\$625,966

Annual Outlook

2022 Revenues	\$10,442,184
2022 Expenses	\$10,071,070
2022 Interfund Transfers Out	\$0
Projected Annual Net Budget	\$371,114