



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

November 1, 2022

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 Josh Pratt called the meeting to order at 5:00 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 2 members of the public. Commissioner Adman joined the meeting at 5:02PM.

II. PUBLIC COMMENT

2.1 No public comments.

III. APPROVAL OF THE AGENDA

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

- Commissioner Adman joined the meeting after the vote.

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

4.1 Open Public Hearing

- Chair Josh Pratt opened the public hearing at 5:03 PM.

4.2 Financial Overview of the Fire District

- Chief Cowan updated the Board on a \$3,000 change to the Capital Budget.
- Chief Cowan updated the Board on key expense drivers including staffing, paid family medical leave, wild land deployments, new staff, training costs, training consortium costs.
- Chief Cowan updated the Board on key revenue sources including, assessed valuation increase, and improved levels of service and efficiencies.

4.3 Presentation of the 2023 Draft Budget

- The Board did not have any questions for Chief Cowan.

- Chief Cowan will conduct a cost analysis and will update the Board on a frequent basis.
- 4.4 Staff Recommendations for 2023 Tax Levy and Benefit Charge Assessments
 - Chief Cowan thanked Dawn Killion for her efforts to prepare the Northshore budget and 2023 resolutions.
 - The Board reviewed the AV tab of the 2023 Budget
- 4.5 Public Comment
 - No public comments
- 4.6 Board Discussion and Review of the Budget Proposal
 - None
- 4.7 Conclude or Continue Public Hearing
 - The Board concluded the Public Hearing at 5:17PM.
 - Legal Counsel Matt Paxton confirmed that the Board has met the requirements of the public hearing.

V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

- 5.1 Vaccine Mandate Update
 - Chief Cowan updated the Board on the decision to continue with the vaccine mandate.
 - Chief Cowan and the Board discussed insurance impacts and King County requirement that all county employees and contractors to be vaccinated, including Shoreline ALS.
 - Chief Cowan discussed Novavax as option to meet the vaccine requirement.
- 5.2 COVID Emergency Resolution Discussion
 - The Board discussed Resolution 20-01.
 - Legal Counsel Matt Paxton updated the Board on the status of the State Washington State of Emergency.

Commissioner Byers moved to rescind Resolution 20-01 State of Emergency. Commissioner Wollum seconded. The motion passed unanimously 5-0.
- 5.3 Update from the subcommittee of administrative activities not covered under the ILA
 - The Board thanked former Commissioner David Maehren for compiling the list of administrative items not covered in the contract.
 - Chief Cowan and Commissioners Webster and Pratt reviewed the items and feel that the items were addressed in the budget.
- 5.4 2023 FBC Letter to Tax Payers
 - Chief Cowan updated the Board on the Fire Benefit Charge (FBC) letter to tax payers.
 - Commissioner Pratt and Commissioner Webster will coordinate working with Chief Cowan to finalize the letter by November 7, 2022.

VI. BOARD RESOLUTIONS

6.1 Resolution 22-03, 2023 Fire Benefit Charge

Commissioner Byers moved to accept Resolution 22-03, 2023 Fire Benefit Charge as presented. Commissioner Wollum seconded. The motion passed unanimously 5-0.

6.2 Resolution 22-04, 2023 Property Tax Levy and 2023 Budget

Commissioner Byers moved to accept Resolution 22-04, 2023 Property Tax Levy and 2023 Budget as presented. Commissioner Wollum seconded. The motion passed unanimously 5-0.

- The Board thanked Chief Cowan for all his efforts to create the Northshore budget.

VII. CONSENT AGENDA

7.1 Vouchers

- The General Fund Vouchers totaled \$35,624.29
- The Reserve Fund Vouchers totaled \$34,704.29

7.2 Commissioner Compensation

7.3 Meeting Minutes: 10/4/22, 10/18/22, 10/25/22

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

VIII. REPORTS

8.1 Fire Chief Report

- Chief Cowan updated the Board on upcoming promotional ceremony, upcoming labor negotiations, IT website update, and public records requests.

8.2 Commissioner Reports

- Commissioner Wollum updated the Board on the Washington State Fire Board Commissioners conference in Spokane, Washington. Legal Counsel Matt Paxton was a presenter at the conference.
- Commissioner Wollum is being considered for Secretary of the King County Fire Board of Commissioners. Voting is tomorrow.
- Commissioner Pratt shared a thank you letter from Kenmore resident, Bruce Fenner.
- Commissioner Adman updated the Board on a discussion with community member regarding Northshore's property at 153rd Street. The property is zoned residential and is allowed for fire use. The property is currently leased for storage usage through 2023. The Chief has tasked Chief Taylor with researching future uses for the property. This item will be discussed at the February 2023 meeting.

8.3 Legal Counsel Reports

- The COVID vaccine mandate and State of Emergency for State of Washington has been rescinded effective October 31, 2022.
- Matt Paxton updated the Board on a June 2022 change in Washington State law regarding fiscal agent. The Board and Matt Paxton discussed the benefits of becoming own fiscal agent.

IX. UPCOMING BOARD AGENDAS

9.1 Setting of Future Meeting Agenda(s)

The next meeting will include the standard agenda items. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 6:02PM.

NEXT MEETING DATE

The next regular scheduled meeting will be Tuesday, December 6th, 2022 at 5:00PM.

Attachments: Agenda, Public Notice, 2023 NFD Budget, Resolution 20-01, 2023 Taxpayer letter, KC Assessor Levy Form, Resolution 22-03, Resolution 22-04, Vouchers, Commissioner Compensation, Draft minutes: 10/4, 10/18, 10/25, Chiefs Reports, citizen thank you letter.

BOARD OF COMMISSIONERS



ERIC ADMAN, Member



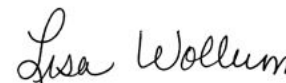
JOSH PRATT, Member



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 December 6, 2022.



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 1, 2022

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 2023 Draft Budget
 - 4.4 Staff Recommendations for 2023 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 Vaccine Mandate Update

5.2 COVID Emergency Resolution Discussion

5.3 Update from the subcommittee of administrative activities not covered under the ILA

5.4 2023 FBC Letter to Tax Payers

VI. Board Resolutions

6.1 Resolution 22-03, 2023 Fire Benefit Charge

6.1 Resolution 22-04, 2024 Property Tax Levy and Budget

VII. Consent Agenda

7.1 Vouchers

7.2 Commissioner Compensation

7.3 Approval of Regular Meeting Minutes 10/4/2022, Special Meeting Minutes 10/18/2022, Joint Special Meeting Minutes 10/25/2022

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

Next Regular Meeting: Tuesday, December 6th, 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 2023 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 2023 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 1, 2022

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 14th Day of October 2022.

Josh Pratt, Chair

Board of Fire Commissioners

Financial Outlook for 2023

2023 Budget Notes

<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	Increase LEOFF1 liability, capital, and facility reserves, maintain other liability reserves.
Carryover	Estimating \$500k, but actual amount will be transferred into capital fund in 2023.

Fund Balances

	Fund Description	2022		2023			2024 Budget Est	2025 Budget Est	2026 Budget Est
		Balance on 9/30/2022	Remaining Transfers	Annual Liabilities	2023 Transfer	End of 2023 Balance			
1	Natural Disaster	\$ 250,000		\$ -	\$ -	\$ 250,000			
2	Insurance Contingency	\$ 200,000		\$ -	\$ -	\$ 200,000			
3	Unplanned Loss of Revenue	\$ 2,500,000		\$ -	\$ -	\$ 2,500,000			
4	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	\$ -	\$ -	\$ 71,329	\$ 71,329	\$ 71,329
5	Equipment Replacement*	\$ 218,114		\$ 435,199	\$ 500,000	\$ 681,181			
	Annual Allocation Transfer			\$ 199,133					
	Vehicle Purchase**			\$ 135,000					
	Equipment Purchase**			\$ 101,066					
6	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)

Year	Assessed Valuation	AV % Change	Levy Collection	Levy Rate	FBC	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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 1.29	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	\$ 1.24	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	\$ 1.31	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	\$ 1.22	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	\$ 1.28	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	\$ 1.30	42.06%	\$ 610,742	\$ 10,624,041	-0.28%	\$10,492,279	2.70%
2022	\$ 10,206,397,101	17.22%	\$ 5,710,000	\$0.56	\$ 5,115,506	\$ 1.19	45.85%	\$ 642,937	\$ 11,468,443	7.95%	\$11,156,437	6.33%
2023	\$ 13,027,765,272	27.64%	\$ 5,837,426	\$0.45	\$ 5,353,610	\$ 0.96	47.84%	\$ 500,000	\$ 11,691,036	1.94%	\$11,191,036	0.31%
AVG		8.69%		\$0.87	\$ 2,318,651	\$ 1.40	36.47%			6.07%		5.97%
10 YEAR AVG		11.15%		\$0.71	\$ 3,607,245	\$ 1.26	38.03%			4.83%		4.30%

% of Budget	
Tax	FBC
52.16%	47.84%

2023 NFD BOC Budget - GEN EXPENSE Fund

Last Update: **November 1, 2022**

Budget Line	Budget Title	2022 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining as of 6-30-21	2023 PROPOSED	% Change 2022 to 2023	NOTES
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SALARY & WAGES- ADMINISTRATION

522.10.11.01-00	SALARIES- ADMINISTRATION	\$50,000.00	\$0.00	\$50,000.00	100.00%	\$12,607.20	-74.79%	
01	Salaries- Administration	\$50,000.00	\$0.00	\$50,000.00	100.00%	\$12,607.20	-74.79%	Part-time Board Secretary
Administration: Salary & Wages		\$50,000.00	\$0.00	\$50,000.00	100.00%	\$12,607.20	-74.79%	

PERSONNEL BENEFITS- ADMINISTRATION

522.10.21.02-00	WA PAID FAMILY & MEDICAL LEAVE	\$1,768.00	\$0.00	\$1,768.00	100.00%	\$268.91	-84.79%	
01	WA Paid Family & Medical Leave	\$1,768.00	\$0.00	\$1,768.00	100.00%	\$268.91	-84.79%	WA State Family and Medical Leave Premiums -ER portion
522.10.22.02-00	MEDICARE	\$725.00	\$0.00	\$725.00	100.00%	\$182.80	-74.79%	
01	Medicare	\$725.00	\$0.00	\$725.00	100.00%	\$182.80	-74.79%	Base pay+OT @1.45%
522.10.24.01-00	LABOR & INDUSTRIES	\$1,930.00	\$0.00	\$1,930.00	100.00%	\$1,800.00	-6.74%	
01	Labor and Industries	\$1,930.00	\$0.00	\$1,930.00	100.00%	\$1,800.00	-6.74%	Reportable regular hours + OT hours multiplied by L&I rate (Admin, \$.12)
Administration: Personnel Benefits		\$4,423.00	\$0.00	\$4,423.00	100.00%	\$2,251.72	-49.09%	
Total- 10, Administration Salary & Benefits		\$54,423.00	\$0.00	\$54,423.00	100.00%	\$14,858.92	-72.70%	

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	\$20,000.00	\$0.00	\$20,000.00	100.00%	\$12,500.00	-37.50%	
03	Interface Systems Management (FBC)	\$20,000.00	\$0.00	\$20,000.00	100.00%	\$12,500.00	-37.50%	\$8k fee + \$3.5k postage + \$580 other
522.10.43.03-00	TRAVEL- LEADERSHIP TEAM RETREAT	\$750.00	\$0.00	\$750.00	100.00%	\$650.00	-13.33%	
01	Travel- Leadership Team Retreat	\$750.00	\$0.00	\$750.00	100.00%	\$650.00	-13.33%	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

Budget Line	Budget Title	2022 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining as of 6-30-21	2023 PROPOSED	% Change 2022 to 2023	NOTES
522.10.46.01-00	INSURANCE	\$90,300.00	\$0.00	\$90,300.00	100.00%	\$6,000.00	-93.36%	
01	Insurance (Liability)	\$90,300.00	\$0.00	\$90,300.00	100.00%	\$6,000.00	-93.36%	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	\$68,000.00	\$0.00	\$68,000.00	100.00%	\$80,000.00	17.65%	
01	Ad Valorem tax, Tax adjustments, Misc.	\$8,000.00	\$0.00	\$8,000.00	100.00%	\$10,000.00	25.00%	Charges for KC investment fees, tax adjustments, chas management fee. Increase is based on past and current year charges
02	FBC Collection Fee	\$60,000.00	\$0.00	\$60,000.00	100.00%	\$70,000.00	16.67%	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	\$2,800.00	\$0.00	\$2,800.00	100.00%	\$3,250.00	16.07%	
02	BIAS Annual Maintenance	\$2,800.00	\$0.00	\$2,800.00	100.00%	\$3,250.00	16.07%	
522.45.49.03-00	SOFTWARE LICENSE/MAINTENANCE	\$2,500.00	\$0.00	\$2,500.00	100.00%	\$2,750.00	10.00%	
01	AV Capture	\$2,500.00	\$0.00	\$2,500.00	100.00%	\$2,750.00	10.00%	
	Zoom			\$0.00	#DIV/0!	\$250.00	#DIV/0!	
	Mail Chimp			\$0.00	#DIV/0!	\$0.00	#DIV/0!	No charge?
522.51.42.03-00	CELL PHONE AIRTIME	\$0.00	\$0.00	\$0.00	#DIV/0!	\$480.00	#DIV/0!	
522 51 42 03-01	Cell Phone- Airtime			\$0.00	#DIV/0!	\$480.00	#DIV/0!	need to re-imburse SFD
Administration: Services & Charges		\$221,450.00	\$0.00	\$221,450.00	100.00%	\$142,855.00	-35.49%	
Grand Total- 10, Administration		\$276,373.00	\$0.00	\$276,373.00	100.00%	\$158,213.92	-42.75%	(\$118,159.08)
SALARY & WAGES- LEGISLATIVE SERVICES								
522.11.11.01-00	SALARIES- COMMISSIONERS	\$45,000.00	\$0.00	\$45,000.00	100.00%	\$35,000.00	-22.22%	
01	Salaries- Commissioners	\$45,000.00	\$0.00	\$45,000.00	100.00%	\$35,000.00	-22.22%	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%	\$35,000.00	-22.22%	
PERSONNEL BENEFITS- LEGISLATIVE SERVICES								
522.11.22.00-00	SOCIAL SECURITY	\$0.00	\$0.00	\$0.00	#DIV/0!	\$3,459.15	#DIV/0!	
01	State Retirement (DRS)	\$0.00	\$0.00	\$0.00	#DIV/0!	\$2,951.65	#DIV/0!	???
522.11.22.01-00	MEDICARE	\$3,442.00	\$0.00	\$3,442.00	100.00%	\$507.50	-85.26%	
01	Medicare/Social Security Tax	\$3,442.00	\$0.00	\$3,442.00	100.00%	\$507.50	-85.26%	

Budget Line	Budget Title	2022 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining as of 6-30-21	2023 PROPOSED	% Change 2022 to 2023	NOTES
522.11.22.02-00	WA PAID FAMILY & MEDICAL LEAVE	\$90.00	\$0.00	\$90.00	100.00%	\$45.00	#VALUE!	
01	WA Paid Family & Medical Leave	\$90.00	\$0.00	\$90.00	100.00%	\$45.00	-50.00%	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%	\$4,807.90	0.54%	
Total- 11, Legislative Salary & Benefits		\$49,782.00	\$0.00	\$49,782.00	100.00%	\$39,807.90	-20.04%	
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%	\$0.00	-100.00%	
01	KCFCA- Meeting Food	\$300.00	\$0.00	\$300.00	100.00%	\$0.00	-100.00%	
522.11.49.01-00	MISC. REGISTRATION- WFCA	\$500.00	\$0.00	\$500.00	100.00%	\$4,250.00	750.00%	
01	Misc. Registration-WFCA Conf./Seminars	\$500.00	\$0.00	\$500.00	100.00%	\$4,250.00	750.00%	\$850/Com
522.11.49.03-00	MEMBERSHIPS	\$6,400.00	\$0.00	\$6,400.00	100.00%	\$41,488.00	548.25%	
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%	\$200.00	0.00%	
03	NEMCO	\$39,700.00	\$0.00	\$39,700.00	100.00%	\$41,288.00	4.00%	
522.11.49.04-00	ELECTIONS- EDUCATION INFORMATION	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$5,000.00	0.00%	
01	Elections- Education Information	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$5,000.00	0.00%	one Comm election in Nov 2023
522.11.49.05-00	ELECTIONS- COUNTY FEE	\$40,000.00	\$0.00	\$40,000.00	100.00%	\$0.00	-100.00%	
01	Elections- County Fee	\$40,000.00	\$0.00	\$40,000.00	100.00%	\$0.00	-100.00%	one Comm election in 2023, charges in Jan 2024, est at \$50k
Legislative: Legislative Services		\$73,050.00	\$0.00	\$73,050.00	100.00%	\$55,738.00	-23.70%	
Grand Total- 11, Legislative		\$122,832.00	\$0.00	\$122,832.00	100.00%	\$95,545.90	-22.21%	(\$27,286.10)
INTERFUND TRANSFERS								
597.00.00.01-00	INTERFUND TRANSFER OUT	\$0.00	\$0.00	\$0.00	#DIV/0!	\$192,696.00	#DIV/0!	
000	Reserve Fund	\$0.00	\$0.00	\$0.00	#DIV/0!	\$192,696.00	#DIV/0!	Includes other reserve funds transfers

Budget Line	Budget Title	2022 BUDGET	YTD thru XXX	Remaining Amount as of XXX	% Remaining as of 6-30-21	2023 PROPOSED	% Change 2022 to 2023	NOTES
597.00.02.00-00	INTERFUND TRANSFER OUT-APP & EQUIP FUND	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	#DIV/0!	
000	Capital Fund	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	#DIV/0!	Incl \$199,133 annual capital outlay, but inflation was forecasted at 3%. Also incl \$135k not spent in 2022 for B151 and 2023 capital budget purchases. Covered by remaining 2022 carryover transfer.
597.00.03.00-00	INTERFUND TRANSFER OUT-BENEFITS FUND	\$0.00	\$0.00	\$0.00	#DIV/0!	\$212,524.00	#DIV/0!	
000	LEOFF 1 Liabilities	\$0.00	\$0.00	\$0.00	#DIV/0!	\$212,524.00	#DIV/0!	
597.00.03.00-00	TRANSFER OUT - SHORELINE FIRE DEPARTMENT	\$7,090,544.00	\$0.00	\$7,090,544.00	100.00%	\$10,489,625.00	47.94%	
000	Annual Payment	\$7,090,544.00	\$0.00	\$7,090,544.00	100.00%	\$10,489,625.00	47.94%	
597.00.03.00-00	TRANSFER OUT - SHORELINE FIRE DEPARTMENT	\$0.00	\$0.00	\$0.00	#DIV/0!	\$42,431.00	#DIV/0!	
000	MIH Fund			\$0.00	#DIV/0!	\$42,431.00	#DIV/0!	Not defined yet for 2023

TOTAL- 00, TRANSFERS	\$7,090,544.00	\$0.00	\$7,090,544.00	100.00%	\$10,937,276.00	54.25%	\$3,846,732.00
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TOTAL BUDGET	\$7,489,749.00	\$0.00	\$7,489,749.00	100.00%	\$11,191,035.81	49.42%	\$253,759.81
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Change from 2021 to 2022 Proposed Budget- OVERALL	
Difference in Dollars (\$) - change from 2022 to 2023	\$3,701,286.81
Difference in Percentage (%) - change from 2022 to 2023	49.4%

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

Last Update: November 1, 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
594.22.64.13-51	APPARATUS	\$0.00	\$0.00	\$0.00	#DIV/0!	\$135,000.00	\$135,000.00	#DIV/0!	
53	B151	\$0	\$0.00	\$0.00		\$135,000	\$135,000	#DIV/0!	
594.22.64.14-51	ELECTRONICS/IT	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$15,500.00	\$16,500.00	230%	
55	Phone Upgrade	\$5,000	\$0.00	\$5,000.00	100.00%	\$15,500	\$16,500	230%	51/57
594.22.64.15-51	LCD Projector/Displays	\$0.00	\$0.00	\$0.00	#DIV/0!	\$5,000.00	\$5,000.00	#DIV/0!	
52	LCD Projector/Displays	\$0	\$0.00	\$0.00		\$5,000	\$5,000		Upper classroom video hardware
594.22.64.16-51	SCBA	\$134,000.00	\$0.00	\$134,000.00	100.00%	\$87,832.60	\$14,566.18	-89%	
52	New Hire Masks	\$4,000	\$0.00	\$4,000.00	100.00%	\$1,063	\$1,063	-73%	% of new hire masks
54	Mask Blue Tooth Communication	\$130,000	\$0.00	\$130,000.00	100.00%	\$86,770	\$0	-100%	all new masks
69	SEEK TIC			\$0.00	#DIV/0!	\$24,000	\$9,600	#DIV/0!	
53	Chest Strap	\$0		\$0.00	#DIV/0!	\$3,903	\$3,903	#DIV/0!	all SCBAs (31/99)



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

RESOLUTION NO. 20-01

A RESOLUTION BY THE BOARD OF FIRE COMMISSIONERS OF NORTHSHORE FIRE DEPARTMENT DECLARING EMERGENCY, AUTHORIZING EMERGENCY POWERS, AND DELEGATING AUTHORITY TO THE FIRE CHIEF IN RESPONSE TO THE OUTBREAK OF COVID-19.

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death to vulnerable or at-risk populations, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person;

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) identifies the potential public health threat posed by COVID-19 both globally and in the United States as “high” and has advised that person-to-person spread of COVID-19 will continue to occur globally, including within the United States;

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency for COVID-19 beginning on January 27, 2020;

WHEREAS, on February 29, 2020, Governor Jay Inslee proclaimed a state of emergency within the State of Washington due to COVID-19;

WHEREAS, on March 3, 2020, King County declared a state of emergency in response to the COVID-19 outbreak; and

WHEREAS, on March 23, 2019, Gov. Inslee proclaimed “stay home” order for all nonessential activities and employment in essential business services due to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Northshore Fire Department as follows:

1. **Proclamation.** The Board of Commissioners of Northshore Fire Department hereby and expressly finds and declares, based upon the Recitals above, which are expressly adopted herein, that COVID-19 is a civil public health emergency that:

A. Demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken neighborhood overtaken by such occurrences; and

B. Could, if unattended, seriously affect the safety, health, or welfare of a substantial number of citizens of Northshore Fire Department, or preclude the provision of essential public services with such

magnitude or severity as to necessitate seeking state, county, or other supplementation of local efforts or resources exerted or utilized in alleviating the danger, damage, suffering or hardship faced.

2. **Authority.** This Resolution Declaring a Local Emergency and Delegating Authority (“Resolution”) authorizes the Fire Chief to exercise such emergency powers as may be lawful under applicable laws, regulations, ordinances, or Northshore Fire Department’s policies, and necessary, including by way of example and not limitation the following: general fire district powers under Title 52, RCW 39.04.280(3) for emergency procurement, RCW 38.52.070 and Chapter 39.28 RCW (Emergency Public Works). Effective upon signature hereto and as further detailed in Section 3 below, the Fire Chief is authorized to exercise such lawful authority through the use and direction of Northshore Fire Department personnel, services, equipment, and such additional acts as the Fire Chief may find necessary in his or her sole discretion to properly and safely manage this emergency.

3. **Powers.** In order to properly delegate and authorize the Fire Chief to prepare for, address, manage, prevent, respond to, and remediate this emergency situation, the Fire Chief shall have all necessary powers to do the following, which is provided for example and not limitation: make necessary rules and regulations reasonably related to the emergency; obtain supplies, equipment, personal property, professional, procured, or technical services, etc. (including selecting and awarding such contracts as necessary); such public works as defined by RCW 39.04.010; authorize overtime and/or extended leave for personnel; requisition personnel and material; obtain emergency funding and permitting through federal, state, and local agencies; and take such other lawful acts as may be necessary and reasonably related to the emergency situation declared hereunder.

3.1 If the Fire Chief exercises any powers or authorities delegated under this Resolution, the Fire Chief shall report such exercise to the Commission at the next regular Commission meeting with explanation as to why it was necessary to take such action under this Resolution to meet the emergency situation articulated herein. If required by law, the Commission shall take such action in an open session to ratify the Fire Chief’s action(s) hereunder.

4. **Termination.** This Resolution shall continue in full force and effect until terminated by law or by further Resolution and shall be reviewed as a regular agenda item on the Commission’s agenda until such time as this Resolution is terminated.

ADOPTED by the Board of Commissioners at a special meeting this 30th day of March 2020.

BOARD OF COMMISSIONERS:

RICHARD VERLINDA, Commissioner

JOSH PRATT, Commissioner

DON ELLIS, Commissioner

RICHARD WEBSTER, Commissioner

DAVID MAEHREN, Commissioner

ATTEST:

KATE HANSEN, District Secretary
Board of Commissioners

From: [Don Ellis](#)
To: [Kate Hansen](#)
Subject: Re: Resolution 20-01 and 20-02 for Signature
Date: Wednesday, April 8, 2020 10:44:53 AM
Attachments: [image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)

Approved and Electronically Signed this 8th day of April 2020 by Commissioner Ellis.

From: Kate Hansen <khansen@northshorefire.com>
Sent: Sunday, April 5, 2020 8:08 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>; CSD - Matt Paxton <mpaxton@chmelik.com>
Subject: Resolution 20-01 and 20-02 for Signature

Good Evening Commissioners,

Attached please find the two Resolutions approved on March 30th for your electronic signature. To complete the signature, please reply to this message using the verbiage below, filling in your information.

Thank you and stay safe,

Kate

“Approved and Electronically Signed this ___ day of ____, 2020, by Commissioner _____.”

Kate Hansen

Administrative Specialist
Northshore Fire Department
7220 NE 181st St., Kenmore, WA 98028
Office: 425-354-1780
Direct: 425.354.1779
khansen@northshorefire.com



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From: [Dave Maehren](#)
To: [Kate Hansen](#)
Cc: [Greg Ahearn](#)
Subject: RE: Resolution 20-01 and 20-02 for Signature
Date: Wednesday, April 8, 2020 11:23:29 AM
Attachments: [image002.png](#)
[image004.png](#)
[image006.png](#)
[image008.png](#)

Approved and Electronically Signed resolution 20-01 this 8th day of April, 2020, by Commissioner David C. Maehren.

Approved and Electronically Signed resolution 20-02 this 8th day of April, 2020, by Commissioner David C. Maehren.

Kate,

In the future would you please send each document that needs a signature in a separate email. That practice will assure a commissioner's electronic signature is represented for a specific document.

Thanks

From: Kate Hansen
Sent: Sunday, April 5, 2020 8:08 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>; CSD - Matt Paxton <mpaxton@chmelik.com>
Subject: Resolution 20-01 and 20-02 for Signature

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Thank you and stay safe,

Kate

“Approved and Electronically Signed this ___ day of ____, 2020, by Commissioner _____.”

Kate Hansen

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Northshore Fire Department
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Office: 425-354-1780
Direct: 425.354.1779
khansen@northshorefire.com



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strictly prohibited. Please notify the sender immediately by return e-mail and delete all copies from your system.

From: [Rick Verlinda](#)
To: [Kate Hansen](#)
Subject: Re: Resolution 20-01 and 20-02 for Signature
Date: Wednesday, April 8, 2020 12:34:47 PM
Attachments: [image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)

Approved and Electronically Signed this 8th day of April, 2020, by Commissioner Rick Verlinda

From: Kate Hansen <khansen@northshorefire.com>
Sent: Sunday, April 5, 2020 8:08 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>; CSD - Matt Paxton <mpaxton@chmelik.com>
Subject: Resolution 20-01 and 20-02 for Signature

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Thank you and stay safe,
Kate

“Approved and Electronically Signed this ___ day of ____, 2020, by Commissioner _____.”

Kate Hansen
Administrative Specialist
Northshore Fire Department
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Office: 425-354-1780
Direct: 425.354.1779
khansen@northshorefire.com



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From: [Richard Webster](#)
To: [Kate Hansen](#)
Subject: RE: Resolution 20-01 and 20-02 for Signature from Rick Webster
Date: Monday, April 6, 2020 5:30:54 PM
Attachments: [image002.png](#)
[image004.png](#)
[image006.png](#)
[image008.png](#)

Approved and Electronically Signed this 6th day of April, 2020, by Commissioner Rick Webster.

From: Kate Hansen <khansen@northshorefire.com>
Sent: Sunday, April 5, 2020 8:08 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>; CSD - Matt Paxton <mpaxton@chmelik.com>
Subject: Resolution 20-01 and 20-02 for Signature

Good Evening Commissioners,

Attached please find the two Resolutions approved on March 30th for your electronic signature. To complete the signature, please reply to this message using the verbiage below, filling in your information.

Thank you and stay safe,

Kate

“Approved and Electronically Signed this __ day of ____, 2020, by Commissioner _____.”

Kate Hansen

Administrative Specialist
Northshore Fire Department
7220 NE 181st St., Kenmore, WA 98028
Office: 425-354-1780
Direct: 425.354.1779
khansen@northshorefire.com



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From: [Josh Pratt](#)
To: [Kate Hansen](#)
Subject: RE: Resolution 20-01 and 20-02 for Signature
Date: Wednesday, April 8, 2020 4:53:49 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

“Approved and Electronically Signed this 8th day of April, 2020, by Commissioner Josh Pratt.”

From: Kate Hansen
Sent: Sunday, April 5, 2020 8:08 PM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>; CSD - Matt Paxton <mpaxton@chmelik.com>
Subject: Resolution 20-01 and 20-02 for Signature

Good Evening Commissioners,

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Thank you and stay safe,
Kate

“Approved and Electronically Signed this ___ day of ____, 2020, by Commissioner _____.”

Kate Hansen
Administrative Specialist
Northshore Fire Department
7220 NE 181st St., Kenmore, WA 98028
Office: 425-354-1780
Direct: 425.354.1779
khansen@northshorefire.com



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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 2023 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 2023. 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. While the COVID-19 Pandemic continues to be a significant issue, it has also been highly gratifying to see our communities come together in fighting it. Another significant milestone was achieved earlier this year when the Northshore Fire Department contracted with the Shoreline Fire Department for all administrative, operational, and support services. This contract will allow 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, the Department transitioned from being dependent solely on a property tax as a 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 increasing costs, delays in supply chains, and overall inflation. Property values are also increasing at a very high rate. However, in an effort to continue providing some relief to our taxpayers we will be lowering our collection rate again, similar to previous years. In fact, in 2023, we will be reducing the overall equivalent levy rate by over 33 cents per \$1,000 of assessed value to about \$.86. 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 2023 FBC is March 6, 2023 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

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.

By Ordinance 2152 of the Metropolitan King County Council
Taxing Districts are required annually
to submit the following information regarding their
tax levies for the ensuing year as part of a
formal resolution of the District's governing body.

THE KING COUNTY ASSESSOR HAS NOTIFIED THE GOVERNING BODY OF **KING COUNTY FIRE PROTECTION DISTRICT NO. 16 (dba NORTSHORE FIRE DEPARTMENT)** THAT THE ASSESSED VALUATION OF PROPERTY LYING WITHIN THE BOUNDARIES OF SAID DISTRICT FOR THE ASSESSMENT YEAR 2022 IS:

	\$ <u>13,027,765,272</u>
REGULAR (STATUTORY) LEVY (AS APPLICABLE):	
EXPENSE FUND	\$ <u>5,809,165</u>
- TEMP. LID NAME	\$ <u> </u>
- TEMP. LID NAME	\$ <u> </u>
RESERVE FUND	\$ <u> </u>
NON-VOTED G.O. BOND (Limited)	\$ <u> </u>
REFUNDS (Noted on worksheet)	\$ <u>28,261</u>
TOTAL REGULAR LEVY	\$ <u>5,837,426</u>

EXCESS (VOTER APPROVED) LEVY:
(Please list authorized bond levies separately.)

G.O. BONDS FUND LEVY	\$ <u>1,434,250</u>
G.O. BONDS FUND LEVY	\$ <u> </u>
G.O. BONDS FUND LEVY	\$ <u> </u>

SPECIAL LEVIES (INDICATE PURPOSE AND DATE OF ELECTION AT WHICH APPROVED)

Fire Benefit Charge	\$ <u>5,353,610</u>
	\$ <u> </u>
TOTAL TAXES REQUESTED:	\$ <u>12,625,286</u>

THE ABOVE IS A TRUE AND COMPLETE LISTING OF LEVIES FOR SAID DISTRICT FOR TAX YEAR 2023 AND THEY ARE WITHIN THE MAXIMUMS ESTABLISHED BY LAW.

<u>Josh Pratt, Board Chair</u>	<u>11/01/2022</u>
	(DATE)



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

RESOLUTION NO. 22-03

**RESOLUTION IMPOSING A FIRE
BENEFIT CHARGE FOR THE CALENDAR YEAR 2023**

WHEREAS, pursuant to RCW 52.18, the Board of Fire Commissioners (“Board”) of King County Fire Protection District No. 16 (“District”) is authorized to fix and impose a fire benefit charge on personal property and improvements to real property, which are located within the District on the date specified, and which have received or will receive benefits provided by the District, to be paid by the owners of the property; and

WHEREAS, at a special election on February 12, 2019, the voters of the District authorized the imposition of a fire benefit charge for a period of six years commencing in 2020, not to exceed an amount equal to 60 percent of its operating budget; and

WHEREAS, pursuant to RCW 52.18.060(2), the Board is required to conduct an annual review of the fire benefit charge and hold a public hearing; and

WHEREAS, the Board duly noticed and held a public hearing on November 1, 2022 and

WHEREAS, at the conclusion of the public hearing on November 1, 2022 and after reviewing and considering the testimony and evidence provided, the Board determined it necessary to impose a fire benefit charge on personal property and improvements to real property within the District for calendar year 2023; and

WHEREAS, the District’s fire benefit charge amount from the previous year was \$5,115,506.

NOW, THEREFORE, it is resolved by the Board of Fire Commissioners of King County Fire Protection No. 16:

1. That fire benefit charges take into consideration the insurance savings resulting from the provision of benefits by the District, the amount of fire protection required by the property and the special services provided to the properties by the District; and
2. That the Board determined that the methodology utilized to calculate the fire benefit charges reasonably takes into consideration the facts and circumstances of each property for which a fire benefit charge is imposed, and further that each individual fire

benefit charge is reasonably proportioned to the measurable benefits to the property resulting from the services afforded by the District; and

3. That the amount of the fire benefit charge to be collected in 2023 is hereby established to not exceed \$5,353,610; and
4. That as part of the 2023 budget adoption an *increase* in the proposed aggregate fire benefit charge is hereby authorized for 2023 in the amount of \$238,104, which is a percentage *increase* of approximately 5 percent from the previous year; and
5. That the proposed fire benefit charge will be imposed on the affected properties beginning January 1, 2023; and
6. That the property owners will be notified, in writing, of the amount of the fire benefit charge to be imposed on their property prior to the implementation of the provisions of RCW 52.18.070 establishing a Fire Benefit Charge Review Board.

ADOPTED at a regular meeting of the King County Fire Protection District No. 16 Board of Fire Commissioners this 1st day of November 2022.

BOARD OF FIRE COMMISSIONERS

JOSH PRATT, Board Chair

ERIC ADMAN, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST:

AMY OAKLEY, Secretary
Board of Fire Commissioners

CERTIFICATION

I, AMY OAKLEY, hereby certify that the attached is a true and correct copy of Resolution No. 22-03, Resolution Imposing a Fire Benefit Charge for the Calendar Year 2023.

DATED this 1st day of November, 2022.

AMY OAKLEY
District Secretary



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

RESOLUTION NO. 22-04

RESOLUTION APPROVING THE 2023 PROPERTY TAX LEVY AND 2023 BUDGET

WHEREAS, pursuant to RCW 84.55.120, the Board of Fire Commissioners (“Board”) of King County Fire Protection District No. 16 (“District”) has properly given notice of the public hearing held November 1, 2022, to consider the District’s expense budget for the 2023 calendar year; and

WHEREAS, after the public hearing and after duly considering all relevant evidence and testimony presented, the Board has determined that the District requires an increase in property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the District and in its best interest; and

WHEREAS, the County Assessor has notified the District that the assessed valuation of real properties lying within the boundaries of the District for the assessment year of 2022 and tax year 2023 is estimated to be \$13,027,765,272; and

WHEREAS, the District’s actual levy amount from the previous year was \$5,704,982; and

WHEREAS, the population within the District is more than 10,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of King County Fire Protection District No. 16 after hearing and considering all relevant evidence and testimony presented:

1. That the Honorable County Council of King County, Washington, be and is hereby requested to make a levy for 2023 for said King County Fire Protection District No. 16 totaling \$5,837,426

2. This amount includes an increase in property tax revenue from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and \$28,261 in refunds made.

3. That under RCW 84.55.120, and as part of the 2023 budget adoption, an increase in the regular property tax levy is hereby authorized. The dollar amount of the increase over the actual levy amount from the previous year shall be \$48,987, which is a percentage increase of 0.86 percent from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed property, any annexations that have occurred and \$28,261 in refunds made.

4. That the Board hereby adopts the District's total budget for 2023 in the amount of \$12,625,286, as follows:

A. Expense Fund	\$ 10,785,816
B. Reserves	\$ 405,220
C. Bonds	\$ 1,434,250

5. That, pursuant to RCW 84.52.125, it is the intent of the Board to protect the District's tax levy from prorationing under RCW 84.52.010(3)(b) by imposing up to a total of twenty-five cents (\$.25) per thousand dollars (\$1,000) of assessed valuation of the tax levies authorized under RCW 52.16.140 and RCW 52.16.160, or either of them, outside of the five dollars and ninety cents (\$5.90) per thousand dollars (\$1,000) of assessed valuation limitation established under RCW 84.52.043(2), if those taxes would otherwise be prorated under RCW 84.52.010(3)(b).

6. That certified copies of this Resolution, together with exhibits, be delivered to:

Clerk's Office
Metropolitan King County Council
516 Third Avenue
Room W-1200
Seattle, WA 98104

Linda Wilder
Accounting Division
King County Dept. of Assessments
500 Fourth Avenue
Room 709
Seattle, WA 98104

ADOPTED at a regular meeting of the King County Fire Protection District No. 16 Board of Fire Commissioners this 1st day of November 2022.

BOARD OF FIRE COMMISSIONERS

JOSH PRATT, Board Chair

ERIC ADMAN, Member

TYLER BYERS, Member

RICK WEBSTER, Member

LISA WOLLUM, Member

ATTEST:

AMY OAKLEY, Secretary
Board of Fire Commissioners

CERTIFICATION

I, AMY OAKLEY, hereby certify that the attached is a true and correct copy of Resolution No. 22-04, Resolution Approving the 2023 Property Tax Levy and 2023 Budget.

DATED this 1st day of November, 2022.

AMY OAKLEY
District Secretary

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 18:15:50 Date: 10/28/2022

11/09/2022 To: 11/09/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1429	11/09/2022	Claims	1	0	CDW GOVERNMENT	1,906.47	Cisco Phones - St 51
1430	11/09/2022	Claims	1	0	CDW GOVERNMENT	1,007.59	Cisco Phones - St 51
1431	11/09/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	480.00	Legal Fees - General Business
1432	11/09/2022	Claims	1	0	CHMELIK SITKIN & DAVIS PS	52.00	Legal Fees - Public Records Request
1433	11/09/2022	Claims	1	0	EMPLOYMENT SECURITY DEPARTMENT	3,400.00	Q3 2022 Unemployment
1434	11/09/2022	Claims	1	0	FIRETRENX INC	3,300.00	FireTrenx Final Annual Fee
1435	11/09/2022	Claims	1	0	KANTOLA TRAINING SOLUTIONS LLC	1,262.83	Harassment Prevention and Diversity Equity & Inclusion eLearning 2022
1436	11/09/2022	Claims	1	0	KING COUNTY FIRE PROTECTION DISTRICT 16	1,592.00	Petty Cash Checking Reimbursement
1445	11/09/2022	Claims	1	0	LISA A WOLLUM	140.55	Reimbursement - Flower Purchase for Comm. Webster
1437	11/09/2022	Claims	1	0	MUNICIPAL EMERGENCY SERVICES	2,118.91	Ballistic Vest Armor Plates
1438	11/09/2022	Claims	1	0	PSR MECHANICAL	2,807.55	HVAC Repairs St 51
1439	11/09/2022	Claims	1	0	PSR MECHANICAL	916.48	HVAC Repair - St 51
1440	11/09/2022	Claims	1	0	PSR MECHANICAL	616.56	HVAC Repair - St 51
1441	11/09/2022	Claims	1	0	SEAWESTERN, INC.	9,933.49	Hose
1442	11/09/2022	Claims	1	0	SHORELINE FIRE DEPARTMENT	3,208.46	Reimbursement - Water Rescue Vehicle Pickup Expenses
1443	11/09/2022	Claims	1	0	US BANK	1,340.00	Credit Card Charges
1444	11/09/2022	Claims	1	0	VECTOR SOLUTIONS	1,541.40	2022 Annual Renewal

001 General Fund 10-016-0010

35,624.29

Claims: 35,624.29
 35,624.29

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 18:15:14 Date: 10/28/2022

11/09/2022 To: 11/09/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1426	11/09/2022	Claims	4	0	ALFRED J BAKER	8,765.23	LEOFF I
1427	11/09/2022	Claims	4	0	IML SECURITY SUPPLY	23,550.17	St 51 - New Door Security System
1428	11/09/2022	Claims	4	0	WASHINGTON COUNTIES INSURANCE FUND	2,388.89	November 2022 - LEOFF I
004 Reserve Fund 10-016-6010						34,704.29	
						<u>34,704.29</u>	Claims: 34,704.29
						34,704.29	

Northshore Fire Department
Fire Commissioner Request for Compensation

Month:		Year:		Name:	
Date		Description of Activity			Hours

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.

Signature

Date

Northshore Fire Department
Fire Commissioner Request for Compensation

Month:		Year:		Name:	
Date	Description of Activity	Hours			


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.

Tyler Byers

Signature

Date

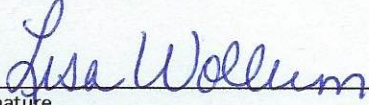
Northshore Fire Department
Fire Commissioner Request for Compensation

Month: 10 Year: 2022 Name: Rick Webster		
Date	Description of Activity	Hours
10/3/2022	Prep for Board of Commissioners Mtg	2
10/4/2022	Commissioners Mtg	2
10/18/2022	Budget Review	3
10/20/2022	Budget Review	2.5
10/22/2022	Prep for Joint Board of Commissioners Mtg	2
10/25/2022	Special Joint Commissioners Mtg	2
<p><i>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.</i></p>		
 <hr style="width: 50%; margin-left: auto; margin-right: auto;"/>		10-30-2022 Date
Signature		

Northshore Fire Department
Fire Commissioner Request for Compensation

Month:	Oct	Year:	2022	Name:	Lisa Wollum
Date	Description of Activity				Hours
10/4	Meeting				
10/18	Meeting				
10/17	Meeting prep				2
10/25	Meeting				1
10/26	Day of Service				
10/27	Day of Service				
10/28	Day of Service				
10/29	Day of Service				
10/26	Mileage 290.2				\$181.38
10/29	Mileage 287				\$179.37
10/27-10/29	Hotel				464.63
10/26-10/29	WSFA Conference fee				850.00
10/26	Starbucks				6.99
10/26	Hotel Restaurantt				15.26
10/26	Shree's Truckstop				13.46
10/27	Hotel Restaurant				33.98
10/28	Hotel Restaurant				10.72
10/29	Restaurant				10.17
					\$1765.96

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.



 Signature

10/29/22

 Date



**Washington Fire
Commissioners Association**
PO Box 134, Olympia WA 98507.

Invoice

Date	PO	Invoice #
9/16/2022		200000954

Bill To
Lisa Wollum Northshore Fire Department 18410 64th Ave NE Kenmore, WA 98028 United States

Ship To
Lisa Wollum Northshore Fire Department 18410 64th Ave NE Kenmore, WA 98028 United States

Please mail payments to: WFCA
PO Box 134, Olympia WA 98507.
Include Invoice # on Payments

Terms	Due Date
Net 30	10/16/2022

Date	Qty	Description	Price	Totals
9/16/2022	1	2022 ANNUAL CONFERENCE - COMPLETE EVENT TICKET - Lisa Wollum	\$850.00	\$850.00
			Sub-Total	\$850.00
			Total	\$850.00

Payments/Refunds

Date	Qty	Description	Price	Totals
9/16/2022	1	Payment via ACH/E-Check (using account xxxxxxx119) <i>Applied to invoice on 9/16/2022 4:53:19 PM</i>	(\$850.00)	(\$850.00)
			Total Payments/Refunds	(\$850.00)
			Balance Due	\$0.00



THE
DAVENPORT
GRAND

AUTOGRAPH COLLECTIONSM
HOTELS

Lisa Wollum
Please Print Address
Spokane WA 99201
United States

Room Number: 0720
Arrival Date: 10-27-22
Departure Date: 10-29-22
CRS Number: 89303739
Rewards No:

Company: Wa Fire Commissioners Assoc

Date	Description	Charges	Credits
10-27-22	Room Charge	229.00	
10-27-22	Sales Tax - Rooms	20.15	
10-27-22	Lodging Tax	7.56	
10-27-22	TPA	4.00	
10-27-22	Destination Amenity Fee \$10.00	10.00	
10-27-22	Sales Tax Destination Amenity Fee	0.90	
10-27-22	Guest Overnight Self Parking	25.00	
10-27-22	Sales Tax	2.25	
10-28-22	Room Charge	155.00	
10-28-22	Sales Tax - Rooms	13.64	
10-28-22	Lodging Tax	5.12	
10-28-22	TPA	4.00	
10-28-22	Guest Overnight Self Parking	25.00	
10-28-22	Sales Tax	2.25	
10-29-22	Rebate - Parking	Adjust Trn. Code 71300 for 25.00 by - 100.00%	-25.00
10-29-22	Sales Tax	-2.25	
10-29-22	Rebate - Parking	Adjust Trn. Code 71300 for 25.00 by - 100.00%	-25.00
10-29-22	Sales Tax	-2.25	
10-29-22	Guest Overnight Self Parking	14.00	
10-29-22	Sales Tax	1.26	
10-29-22	Visa Card	XXXXXXXXXXXX9100 XX/XX	464.63

RBA-06732-MA-Moses Lake

Restaurant #06732
2441 Maters Road
MOSES LAKE, WA 98837
Phone 509-764-5596

Restaurant Receipt

Server: Michelle DOB: 10/28/2022
11:22 AM 10/28/2022
Fast Close/1 6/60170

1:31:03 PM

10/29/2022
Order Id: AADRSKSUAJBM
DT344 - DT
Employee: Register 400
Total Items: 2

SALE

VISA

6291628

Card #XXXXXXXXXXXX9100

Magnetic card present: WOLLUM LISA A

Card Entry Method: S

Approval: 924200

Amount: \$8.72
+ TIP: 2.17
= Total: 10.72

I agree to pay the above
total amount according to the
card issuer agreement.

X

Guest Copy

DT344

2 RB Classic (@4.69)

\$9.38

Sub Total

\$9.38

SALES TAX

\$0.79

Order Total

\$10.17

Visa

\$10.17

AUTHORIZED AMOUNT

Card#: *****5764

Authorization: 013116

AID: A0000000031010

--> Order Closed <--

We would love your feedback!
Visit arhys.com/feedback
Join our team!
Text RBA to 97211

Shree's Truck Stop
 404 S Frontage Rd
 George WA 98848
 SHI1000101

10/26/2022 2:44:26 PM
 Register: 2 Trans #: 247 Op ID: 8
 Your cashier: Jessica

BULESS OZ \$4.09 99
 CHERYBIBITS \$3.59 99
 YORKAITES \$3.89 99
 SPREE \$1.89 99

Subtotal = \$13.46
 Tax = \$0.00
 Total = \$13.46
 Change Due = \$0.00
 Debit \$13.46

XXXXXXXXXXXX5764 Debit
 INVOICE: 4580
 AUTH 045017 REF 4580
 FUNDING
 AID: A0000000980840
 US DEBIT
 Insert
 TC 623D370EAFAS0467
 PIN VERIFIED
 NO SIGNATURE REQUIRED

CALL MANAGER: 509-690-7248
 FAX: 509-785-3030

Restaurant Receipt

Server: Forest
 Table 15/3
 Guests: 1
 Area: Table 13
 10/27/2022
 6:58 PM
 190007

Tito's ~~10.00~~
 Vodka Double
 Tito's
 L Chicory Salad 15.00
 Chicken-Side 7.00

Subtotal 22.00 40.00
 Tax 1.98 9.60
 Total ~~43.60~~
 Balance Due 23.98 43.60

Pay This Check With Your Smartphone!

Scan Here



OR GO TO:

NCRPAY.COM

Enter Code: NMT467

Table 13

Restaurant Receipt

Server: Forest
 06:59 PM
 Table 15/3
 DOB: 10/27/2022
 10/27/2022
 19/190007

SALE

VISA
 Card #XXXXXXXXXXXX9100
 Magnetic card present: WOLLUM LISA A
 Card Entry Method: S
 Approval: 82540D
 19922947

Amount: \$43.60
 + TIP: 10.00
 = Total: 53.60

I agree to pay the above total amount according to the card issuer agreement.

Guest Copy

X



Store 3500 Dir Bob Schroeder
 Main: (425) 487-2001 Rx: (425) 488-1661
 6850 N.E. Bothell Way
 Kenmore WA 98011

STARBUCKS Café

1 QTY STRBK APL MACH VT 6.35 T
 STARBUCKS CARD 0.00
 TAX 0.64
 **** BALANCE 6.99

Starbucks Card Purchase 10/26/22 12:
 CARD # *****6043
 TOTAL TRANSACTION AMOUNT 4.07
 ACCOUNT BALANCE 0.00

Starbucks Card 4.07

Starbucks Card Purchase 10/26/22 12:
 CARD # *****0578
 TOTAL TRANSACTION AMOUNT 2.92
 ACCOUNT BALANCE 39.43

Starbucks Card 2.92

CHANGE 0.00
 TOTAL NUMBER OF ITEMS SOLD = 2
 10/26/22 12:12 3500 48 96 8828

Join the Safeway Club today.
 Membership is Free and Instant

YOUR CASHIER TODAY WAS ANDRES



00350004800962210261212

Thank you for shopping Safeway!
 For SAFEWAY FOR U questions call
 877-276-9637 or Safeway.com/foru

Restaurant Receipt

Server: Jonalyn DOB: 10/26/2022
 06:00 PM 10/26/2022
 Table 137/2 12/120082

SALE

VISA 12582959
 Card #XXXXXXXXXXXX9100
 Magnetic card present: WOLLUM LISA A

Card Entry Method: S

Approval: 55604D

Amount: \$25.07
 + TIP: 10
 = Total: 35.07

I agree to pay the above
 total amount according to the
 card issuer agreement.

X *Lisa Wollum*

Guest Copy

Restaurant Receipt

Server: Jonalyn 10/26/2022
 Table 137/2 6:00 PM
 Guests: 1 120082
 *Reprint #: 1
 Area: Grand Rest.

Tito's -9.00
 Smoked Hummus 14.00

Subtotal 23.00

Tax 2.07

Total 25.07

VISA #XXXXXXXXXXXX9100 15.26
 Auth: 55604D 25.07

Balance Due 0.00

Grand Restaurant and Lounge

--- Check Closed ---



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

October 4, 2022

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

Vice Chair Eric Adman called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Eric Adman, Rick Webster, and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 4 members of the public. Commissioner Tyler Byers joined the meeting at 5:30PM and Commissioner Pratt joined the meeting at 5:36PM.

II. PUBLIC COMMENT

2.1 No public comments.

III. APPROVAL OF THE AGENDA

Commissioner Adman proposed moving agenda item 4.1 Approving Policy 4100 to 4.2, deleting current agenda item 4.2 Policy 6200, and adding new item 4.1 Discussion of revised JayMarc quote for Station 51 alerting system.

Commissioner Adman moved to adopt the agenda as amended. Commissioner Webster seconded. The motion passed unanimously 3-0.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Alerting System Update (Revised JayMarc Quote)

- Chief Cowan thanked Zeb Middleton for his diligence in working with JayMarc.
- Zeb Middleton updated the Board on the revised quote for alerting system for Station 51. The revised quote increased \$10,000 to \$75,726.67. The timeline for the work will not change.
- The Board agreed to proceed with the revised quote.

4.2 Approval of Policy 1400

Commissioner Wollum moved to accept Policy 1400 as revised. Commissioner Webster seconded. The motion passed unanimously 3-0.

4.3 Update from the subcommittee of administrative activities not covered under the ILA

- No update.

- The Board will keep this on the agenda item throughout the 2023 budget process.

4.4 Setting Date for Special Meeting for Public Budget Hearing

- The Board discussed the process and meeting dates for the 2023 budget cycle.
- The Board agreed to have a special meeting on Tuesday, October 18, 2022 at 5:00PM to discuss the Shoreline Fire Department budget and to discuss the Northshore Fire budget.
- The Board agreed to have a joint meeting with the Shoreline Fire Board of Commissioners on Tuesday, October 25, 2022 at 5:00PM, pending approval from the Shoreline BOC.
- The Board agreed to host a public hearing at the regular meeting on Tuesday, November 1st, 2022 at 5:00PM to discuss the budget and fire benefit charge.
- If resolutions are not passed at the November 1st meeting, the Board will have a special meeting on Tuesday, November 8th, 2022 at 5:00PM to pass the budget, tax levy and benefit charge resolutions.
- Board Secretary Oakley will update the website with the new meeting dates and will coordinate with Dawn Killion to provide proper publication notice of the public hearing on November 1st, 2022.

4.5 Aid Car 157

- Chief Cowan updated the Board on the number of calls and staffing for Aid Car 157.
- Chief Cowan plans to increase operational hours of Aid Car 165 and Aid Car 157 with the additional staff coming from the Academy.
- Chief Cowan and the Board discussed staffing levels and trying to keep overtime to a minimum, and discussed the impacts of Washington State Paid Family Medical Leave impacts.
- Commissioners Josh Pratt and Tyler Byers joined the meeting via Zoom.

4.6 Agency Integration Successes

- Zeb Middleton shared before and after pictures of the Station 51 server room cleanup (network and firewall).
- Battalion Chief Matt Hochstein updated the Board on feedback on the combined agency including: an update on the Jet Ski and rescue swimmer expansion, coordination and training within the technical rescue teams, timely repairs for facilities and maintenance, communication from the department of local buildings and operations updates. Shoreline FD has welcomed legacy Northshore employees, and complimented Human Resources staff for assistance during the transition. He provided feedback on the opportunities to work in diverse areas of King County and opportunities for personal advancement.
- Fire Fighter Hans Hurn updated the Board with feedback including: responsive HR, benefits packages, training and operating with other crews and equipment, career paths, technical rescue, better equipped to respond to larger technical rescues. Also improvements to the EMS program due to patient transport and communication feedback from hospitals.
- Chief Cowan updated the Board of feedback from his Chief's chats on the agency integration.

V. BOARD RESOLUTIONS

- None

VI. CONSENT AGENDA

6.1 Vouchers

- The General Fund Vouchers totaled \$37,727.08
- The Reserve Fund Vouchers totaled \$69,440.42

6.2 Commissioner Compensation

6.3 Meeting Minutes: 9/6/22

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

VII. REPORTS

7.1 Fire Chief Report

- Chief Cowan will updated the Board monthly on Aid Car 157.
- Chief Cowan updated the Board on a meeting with Seattle Fire Chief and King County leadership regarding the status of the vaccine mandate. At this time King County has not made a final decision on the vaccine mandate. Chief Cowan is waiting for the county to make a decision first.

7.2 Commissioner Reports

- None

7.3 Legal Counsel Reports

- On September 8th, Governor Inslee lifted the State of Emergency effective October 31st, 2022. Washington State will no longer require vaccine mandate.
- Legal Counsel Paxton recommended that the Board revisit Northshore's 2020 State of Emergency resolution and update as appropriate.

VIII. UPCOMING BOARD AGENDAS

8.1 Setting of Future Meeting Agenda(s)

The Board will have a Special meeting on October 18th, 2022 to discuss the vaccine mandate, 2020 COVID State of Emergency resolution discussion, Shoreline budget presentation and discussion, Northshore budget and presentation and discussion. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 6:13PM.

NEXT MEETING DATE

Special Meeting Tuesday, October 18th, 2022 at 5:00PM..

The next regular scheduled meeting will be November 1, 2022, at 5:00PM.

Attachments: JayMarc Revised Proposal Summary, Final Proposed edits Policy 1400, Copy of Shift Assignments, Rolling Shift Staffing as of Oct. 1st, Server Room Clean-up pictures, Vouchers, Commissioner Compensation, Draft minutes: 9/6, Chiefs 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 November 1, 2022.



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

October 18, 2022

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 Josh Pratt called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Josh Pratt, Tyler Byers, and Lisa Wollum. Also present was Chief Matt Cowan, Legal Counsel Matt Paxton, Board Secretary Amy Oakley, and 2 members of the public. Commissioners Eric Adman and Rick Webster were absent.

II. PUBLIC COMMENT

2.1 No public comments.

III. APPROVAL OF THE AGENDA

Commissioner Pratt recommended deleting item 4.2 due to the absence of Commissioners Adman and Webster.

Commissioner Wollum moved to adopt the agenda as amended. Commissioner Byers seconded. The motion passed unanimously 3-0.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Vaccine Mandate Update

- Chief Cowan is awaiting additional information from the insurance agency and Dr. Ray before making a decision.
- The Board and Chief Cowan discussed the impact of being an ALS contractor with King County.

4.2 COVID Emergency Resolution Discussion

- This item was deleted from the agenda.

4.3 Shoreline Draft Budget Presentation and Discussion

- Chief Cowan provided an overview of the draft 2023 Shoreline budget including fire benefit charge worksheet, reserve fund budget, historical assessed valuation, and general expense fund.

4.4 Northshore Draft Budget Presentation and Discussion

- Chief Cowan provided an overview of the 2023 Northshore Board of Commissioners budget and general expense fund.

V. UPCOMING BOARD AGENDAS

5.1 Setting of Future Meeting Agenda(s)

The Board will have a Joint Special meeting with the Shoreline Fire Board of Commissioners on October 25th, 2022 to discuss the Shoreline and Northshore budgets. This meeting will be hybrid, on Zoom and in-person at Shoreline Fire Department, 17525 Aurora Avenue North, Shoreline, WA 98133.

In addition to the standard items, the next regular meeting agenda on November 1st, 2022 will include a public hearing on the budget and fire benefit charge, an update from the subcommittee of administrative activities not covered under the ILA, COVID Emergency Resolution Discussion, vaccine mandate update, and resolutions to pass the budget and fire benefit charge. This meeting will be hybrid, on Zoom and in-person at Station 51.

ADJOURNMENT

The meeting adjourned at 6:09PM.

NEXT MEETING DATE

Special Joint Meeting Tuesday, October 25th, 2022 at 5:00PM..

The next regular scheduled meeting will be November 1, 2022, at 5:00PM.

Attachments: Agenda, Resolution 20-01, Draft Fire Benefit Charge Worksheet 2023 Budget Preparation, Draft SFD 2023 Budget Revenue vs. Expenses General Expense Fund, Draft Historical Data 2023 Budget Preparation, Draft Northshore BOC 2023 Budget Preparation, Draft Reserve Fund 2023 Budget Preparation.

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 1, 2022.

DRAFT



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, Secretary

King County Fire Protection District No. 16

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

District Activity Highlights

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

Succession development

- We are promoting BC Matt Hochstein to Deputy Chief of Support Services effective in early January.
- We are promoting Lt Scott Ciraulo to an operations Captain position effective in January.
- Last month of AAD and AD transition. Trying to clean-up any remaining projects as part of the transition.

Negotiations

- Negotiating impacts of BC attrition that is coming up in January.

Contract for service with NFD

- Reviewing modified, draft, website and will be sending out link for feedback.

Staffing

- Have nine recruits in current Firefighter academy.
- Working with legal counsel and County leadership on potential changes to vaccine mandate and the possibility of bringing back separated employees.
- Have initiated a lateral Firefighter hiring process for at least two positions, with a January hire date.

Consortium

- Monitoring the impacts to staff and Station 51 facility from the fall academy.
- Preparing 2023 curriculum goals, budget, and staffing structure.

2023 Budget

- Finishing up line items and capital budget. Need to confirm “other” revenues such as service contracts.
- Need to work through NFD BOC budget with the Board.
- Initial King County Assessor preliminary levy reports are 18.6% and 27.3% AV growth for SFD and NFD respectively.

Public Records Requests

- Still receiving a high amount of PRRs from one individual.

Noteworthy Meetings

- October 5 – Finance Committee Meeting
 - 2nd meeting.
- October 5 – NEMCO Budget Meeting
 - Discussed budget and finalized for 2023.

- October 6 – LMC
- October 10 – Zone 1 Chief's Monthly Meeting
 - NORCOM
 - Crew Force software discussion and demonstration.
 - Single CAD – Update from Tri-Tech Representative.
 - Discussion on a mental health professional on duty at NORCOM.
 - Discussion on vaccine mandate changes
- October 11-13 – Leadership Retreat
 - Attended Summit conference.
- October 14 – NORCOM Governing Board Meeting
 - Met with all crews for each shift.
 - Very supportive and positive feedback on integration of personnel and culture.
 - Discussed current staffing levels and target of early 2023.
 - Discussed impacts of growth and future considerations, such as a new ladder truck, capital projects, etc.
 - Lots of discussion on impacts of reducing on-duty BCs from 2 to 1.
 - Changing use of OT positions on A157 when we have one assigned.
 - Adding a computer with RADAR software in bays at Stations 51 & 57.
- October 17 – NKCTC Budget Discussion
 - Discussed and finalized a draft budget.
 - Assigned some items for follow up research and discussion.

Incorporated into the above Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan

Shoreline Fire Department
BOARD MEETING DATE: November 1, 2022
Chief Cowan

District Activity Highlights

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

Succession development

- We will be holding, hopefully, a promotional ceremony for DC Hochstein, Captain Ciraulo, Lieutenant Reed, and Lieutenant Lewis.
- First week with our new AD Siharath.

Negotiations

- Will be negotiating impacts of BC attrition that is coming up in January.

Contract for service with NFD

- Switched over to new website, but currently working through some challenges with pointing to the right site.

Staffing

- Still have nine recruits in current Firefighter academy.
- We will be maintaining current position on vaccine mandate and requiring it for personnel that are seeing patients.
- Had 17 people apply for lateral FF position, will be interviewing 14.

Consortium

- Monitoring the impacts to staff and Station 51 facility from the fall academy.
- Adopted 2023 curriculum goals, budget, and staffing structure.

2023 Budget

- Final drafts are completed.
- Resolutions are prepared and waiting for BOC approvals.
- Initial King County Assessor preliminary levy reports are over 18% and 27% AV growth for SFD and NFD respectively.

Public Records Requests

- Have been able to get to a better place with asking the person making the PRRs to make them informal requests for information.

Noteworthy Meetings

- October 25 – Special Joint Board Meeting
 - Discuss and review 2023 budget, economic pressures, and AV.

Incorporated into the above Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan

Northshore/
Shoreline Fire Dept.,

10/21/22

I want to express my heartfelt gratitude to the Emergency Response Team that came to my aid on Saturday evening, 10/8/22.

They were kind, professional and efficient. The only name I got was Brian, but the whole team was terrific. They quickly diagnosed the problem and transported me to the ER at Overlake Hospital. Good to see our tax dollars at work in such a meaningful, personal way! Very much appreciated!

Respectfully,



Bruce Fenner

RECEIVED

OCT 25 2022



Incident #
222-00053433
M157
o Brian Eaton
o ERIC Adman
E151
Brandon Kuyendall
Josh Martensen
Lauven Peterson