



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

September 14, 2020

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

I. OPENING OF MEETING

1.1 Roll Call

Chair Dave Maehren called the meeting to order at 5:20 PM.

Persons in attendance were Commissioners Rick Verlinda, Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, Interim Board Secretary Dawn Killion, and 4 members of the public.

II. PUBLIC COMMENT

2.1 No public comment received.

III. APPROVAL OF THE AGENDA

3.1 Commissioner Maehren asked for a motion of approval for the agenda as presented.

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

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 Merger vs. Merging District Discussion

- Commissioner Maehren asked for Commissioner Webster to talk about this process. Commissioner Ellis interrupted to say he was to leave soon, and then Commissioner Maehren stated that the decision might have to be made without his input.
- Commissioner Webster began the discussion for the merger discussion, talking about this being the starting point. He also indicated that the agency that merges into the other is the one that gets to vote
- Commissioner Pratt indicated he would defer to the wisdom of Liz Loomis

Commissioner Maehren moved to petition Woodinville Fire & Rescue that Northshore Fire Department be the merging agency, Commissioner Webster Seconded. Commissioners Webster, Maehren and Pratt voted Yes, Commissioner Verlinda Abstained, and Commissioner Ellis voted No. The motion Passes.

Commissioner Ellis left the meeting after casting his vote for the motion.

4.2 Woodinville Merger Next Steps

- Commissioner Maehren indicates next steps occur tomorrow
- LC Paxton denoted the steps after the petition is presented to Woodinville Fire & Rescue
- Commissioner Maehren talked about the GO Bond payment and where funds could come from in the future

A. Sub-Committee Representatives

- Commissioners Webster and Maehren have been a participant in the process, but asked for another Commissioner to be involved
- Commissioner Verlinda asked that Commissioner Pratt be the one to be involved and that he would give a good perspective and opinion during the process. The board approved appointment of Commissioner Pratt and Webster to serve on the merger sub-committee.
- Commissioner Maehren recommended the board appoint a commissioner to serve on the joint Woodinville / Northshore Contract for Services committee. This committee would work with the Fire Chief regarding the City of Bothell contract for services request. Commissioner Maehren nominated Commissioner Verlinda be appointed to this committee. Commissioner Verlinda accepted this appointment.

B. AV Capture All Utilization

- Commissioner Maehren discussed having Woodinville Fire & Rescue use AV Capture All for their board meetings. He called AV Capture All to find out if there needed to be a secondary license, but the sales representative stated it was not needed but only a I frame Code would need to be loaded to their server.

C. Joint Board Meeting Issues Discussion

- Maehren asked if there were any items they wanted to discuss during tomorrow's meeting.
- There were no other items noted to be added to the joint meeting tomorrow.

V. ADJOURNMENT

The meeting adjourned at 5:44PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for September 15th, 2020 at 5:00PM.

Attachments: Agenda

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

RICK WEBSTER, Member

DAVID MAEHREN, Member

ATTEST

DAWN KILLION, Interim Board Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on October 20, 2020.

From: [Rick Verlinda](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 10/20/2020
Date: Wednesday, October 21, 2020 9:37:35 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 21st day of October, 2020, by Commissioner Richard Verlinda.

- **AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund**
- **2020-08-27 Special Meeting Minutes**
- **2020-09-01 Regular Meeting Minutes**
- **2020-09-14 Special Meeting Minutes**
- **2020-09-15 Regular Meeting Minutes**
- **2020-09-15 Special Meeting Minutes**
- **2020-10-06 Regular Meeting Minutes**

Commissioner Verlinda

From: Dawn Killion <dkillion@northshorefire.com>
Sent: Wednesday, October 21, 2020 7:48 AM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Subject: Electronic Signatures - Documents Approved 10/20/2020

Good morning Commissioners,

Attached please find the vouchers and meeting minutes approved at last night's regular meeting.

At your earliest availability **today**, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this _____ day of _____, 2020, by Commissioner _____.

- **AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund**
- **2020-08-27 Special Meeting Minutes**
- **2020-09-01 Regular Meeting Minutes**
- **2020-09-14 Special Meeting Minutes**
- **2020-09-15 Regular Meeting Minutes**
- **2020-09-15 Special Meeting Minutes**
- **2020-10-06 Regular Meeting Minutes**

Thank you,

Dawn Killion

Finance Specialist / Interim Board Secretary

Public Records Officer

Northshore Fire Department

7220 NE 181st ST, Kenmore, WA 98028

DIRECT: 425.354.1778

FAX: 425.354.1781

MAIN: 425.354.1780

www.northshorefire.com

dkillion@northshorefire.com



This email message is confidential and/or privileged. It is to be used by the intended recipient only. Use of the information contained in this email by anyone other than the intended recipient is strictly prohibited. If you have received this message in error, please notify the sender immediately and promptly destroy any record of this email

From: [Richard Webster](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 10/20/2020
Date: Wednesday, October 21, 2020 8:45:02 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 21st day of October, 2020, by Commissioner Rick Webster.

- **AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund**
- **2020-08-27 Special Meeting Minutes**
- **2020-09-01 Regular Meeting Minutes**
- **2020-09-14 Special Meeting Minutes**
- **2020-09-15 Regular Meeting Minutes**
- **2020-09-15 Special Meeting Minutes**
- **2020-10-06 Regular Meeting Minutes**

From: Dawn Killion <dkillion@northshorefire.com>
Sent: Wednesday, October 21, 2020 7:48 AM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Subject: Electronic Signatures - Documents Approved 10/20/2020

Good morning Commissioners,

Attached please find the vouchers and meeting minutes approved at last night's regular meeting.

At your earliest availability **today**, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this _____ day of _____, 2020, by Commissioner _____.

- **AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund**
- **2020-08-27 Special Meeting Minutes**
- **2020-09-01 Regular Meeting Minutes**
- **2020-09-14 Special Meeting Minutes**
- **2020-09-15 Regular Meeting Minutes**
- **2020-09-15 Special Meeting Minutes**
- **2020-10-06 Regular Meeting Minutes**

Thank you,

Dawn Killion

Finance Specialist / Interim Board Secretary

Public Records Officer

Northshore Fire Department

7220 NE 181st ST, Kenmore, WA 98028

DIRECT: 425.354.1778

FAX: 425.354.1781

MAIN: 425.354.1780

www.northshorefire.com

dkillion@northshorefire.com



This email message is confidential and/or privileged. It is to be used by the intended recipient only. Use of the information contained in this email by anyone other than the intended recipient is strictly prohibited. If you have received this message in error, please notify the sender immediately and promptly destroy any record of this email

From: [Dave Maehren](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 10/20/2020
Date: Wednesday, October 21, 2020 10:55:23 AM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

The following documents are Approved and Electronically Signed this 21st day of October, 2020, by Commissioner David C. Maehren

- **AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund**
- **2020-08-27 Special Meeting Minutes**
- **2020-09-01 Regular Meeting Minutes**
- **2020-09-14 Special Meeting Minutes**
- **2020-09-15 Regular Meeting Minutes**
- **2020-09-15 Special Meeting Minutes**
- **2020-10-06 Regular Meeting Minutes**

David Maehren
Fire Commissioer – Board Chair
Northshore Fire Department
Business Office 425.354.1780
Cell 206 604-3683



Proudly Serving the Citizens of Kenmore and Lake Forest Park

Electronic Privacy Notice. This e-mail, and any attachments, contains information that is, or may be, covered by electronic communications privacy laws, and is also confidential and proprietary in nature. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or otherwise disclosing this information in any manner. Instead, please reply to the sender that you have received this communication in error, and then immediately delete it. Thank you in advance for your cooperation.

From: Dawn Killion
Sent: Wednesday, October 21, 2020 7:48 AM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Subject: Electronic Signatures - Documents Approved 10/20/2020

Good morning Commissioners,

Attached please find the vouchers and meeting minutes approved at last night's regular meeting.

At your earliest availability **today**, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this _____ day of _____, 2020, by Commissioner _____.

- AP_NOSHRFIR_APSUPINV_20201020090023 RES Fund
- AP_NOSHRFIR_APSUPINV_20201020090355 GEN Fund
- 2020-08-27 Special Meeting Minutes
- 2020-09-01 Regular Meeting Minutes
- 2020-09-14 Special Meeting Minutes
- 2020-09-15 Regular Meeting Minutes
- 2020-09-15 Special Meeting Minutes
- 2020-10-06 Regular Meeting Minutes

Thank you,

Dawn Killion

**Finance Specialist / Interim Board Secretary
Public Records Officer**

Northshore Fire Department
7220 NE 181st ST, Kenmore, WA 98028
DIRECT: 425.354.1778
FAX: 425.354.1781
MAIN: 425.354.1780
www.northshorefire.com
dkillion@northshorefire.com



This email message is confidential and/or privileged. It is to be used by the intended recipient only. Use of the information contained in this email by anyone other than the intended recipient is strictly prohibited. If you have received this message in error, please notify the sender immediately and promptly destroy any record of this email



Emails without this information may not be read at the meeting. Three minutes are allowed for comment. 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 Interim Board Secretary Dawn Killion at dkillion@northshorefire.com



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Board of Commissioners Special Meeting Agenda

Monday, September 14th, 2020

5:00PM

Meeting held virtually, via Zoom

Public Comment must be submitted electronically prior to the meeting.
To submit 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/85806921022?pwd=NFZlYTBtMjdkVThZcHJySGVnc2lBZz09>

Call in to Zoom Meeting at:

253-215-8782

Meeting ID: 858 0692 1022

Password: 031171

- I. **Open Meeting**
 - 1.1 Roll Call
- II. **Public Comment**
 - 2.1 Public Comment
- III. **Approval of Agenda**
 - 3.1 Approval of the Meeting Agenda
- IV. **Board Discussion and Possible Action Items**
 - 4.1 Merger vs. Merging District Discussion
 - 4.2 Woodinville Merger Next Steps
 - A. Sub-Committee Representatives
 - B. AV Capture All Utilization
 - C. Joint Board Meeting Issues Discussion
- V. **Adjournment**



Next Regular Meeting: September 15th, 2020 at 5:00 PM

Public Comment Procedures for Virtual Meetings:

If you wish to provide public comment virtually, you may do so by submitting a written statement to dkillion@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 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. Three minutes are allowed for comment. 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 Interim Board Secretary Dawn Killion at dkillion@northshorefire.com

KING COUNTY FIRE PROTECTION DISTRICT NO. 16

PETITION FOR MERGER

A PETITION of the Board of Commissioners of King County Fire Protection District No. 16 d/b/a Northshore Fire Department (the “Northshore”) to the Board of Commissioners of King County Fire Protection District No. 36 d/b/a Woodinville Fire & Rescue (the “WF&R”) to approve the merger of Northshore into WF&R pursuant to Chapter 52.06 RCW.

WHEREAS, the Northshore and WF&R are within a reasonable proximity and near enough to each other so that governance, management, and services can be delivered effectively;

WHEREAS, the merger of Northshore and WF&R would provide quantifiable service improvements or cost reductions;

WHEREAS, the merger of Northshore and WF&R is a beneficial and equitable arrangement in terms of resource commitment, costs, and risk/exposure;

WHEREAS, there is a comprehensive plan for implementation, with commitments from all agencies to see the merger of Northshore and WF&R through to completion;

WHEREAS, the merger of Northshore and WF&R has a high likelihood of success that will lead to a stable and sustainable organization;

WHEREAS, Northshore and WF&R have a shared vision of the outcome of the merger; and

WHEREAS, the merger of Northshore and WF&R provides benefits by achieving something the Districts could not achieve individually.

NOW THEREFORE, the merger should be accomplished under the following terms and conditions:

1. Northshore shall be considered the “merging district” and cease to exist after the merger.
2. WF&R shall be considered the “merger district” shall survive the merger.
3. The two combined or merged districts shall then constitute one District, having the boundaries therefore enjoyed by the two Districts.
4. The Board of Commissioners of the merged District shall consist of the duly elected Fire Commissioners of the two prior districts, initially, in accordance with RCW 52.06.085, upon the effective date of the merger.
5. All of the statutory provisions of RCW 52.06 regarding mergers of Districts shall be followed and observed by both Districts.
6. The effective date of the merger shall be the date of the concurrent resolutions of the districts approving the merger following an election of the voters of Northshore at the special election to be held on April 27, 2021, or as otherwise mutually agreed upon by the Districts.

7. The parties will comply with the provisions of RCW 52.06.110, RCW 52.06.120, and RCW 52.06.130 regarding any current employees of Northshore.

8. All assets of Northshore shall become assets of WF&R once the merger is effective and Northshore shall, therefore, be dissolved.

9. WF&R shall serve as the lead agency for all purposes related to the State Environmental Policy Act (SEPA) in connection with the merger process. Northshore and Merger District shall prepare and file a Notice of Intention with the Boundary Review Board Statute (RCW 36.93).

FURTHERMORE, pursuant to its authority in RCW 52.06.020, the Board of Commissioners of the King County Fire Protection District No. 16 d/b/a Northshore Fire Department hereby petitions the Board of Board of Commissioners of the King County Fire Protection District No. 36 d/b/a Woodinville Fire & Rescue to approve the merger of Northshore into WF&R.

ADOPTED by the Board of Commissioners of King County Fire Protection District No. 16 d/b/a Northshore Fire Department, this 14th day of September, 2020, and duly authenticated in open session by signatures of the Commissioners voting in favor thereof and the seal of the Commission duly affixed.

**KING COUNTY FIRE PROTECTION
DISTRICT NO. 16**

David Maehren, Commissioner

Rick Verlinda, Commissioner

Josh Pratt, Commissioner

Don Ellis, Commissioner

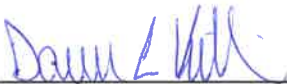
Rick Webster, Commissioner

CERTIFICATION

I, the undersigned, Secretary of King County Fire Protection District No. 16 ("Northshore") hereby certify as follows:

1. The attached copy of the Petition for Merger (the "Petition") is a full, true, and correct copy of the Petition duly adopted at a special meeting of the Northshore Board of Fire Commissioners (the "Board") held on September 14, 2020 as the Petition appears on the minute book of the District and the Petition is now in full force and effect.
2. The special meeting was held in accordance with the law.
3. A quorum of the members of the Board was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Petition.

IN WITNESS WHEREOF, I have hereunto set my hand this 14th of September, 2020.



Dawn Killion, Interim District Secretary

From: [Dave Maehren](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signature - Petition Merging District Northshore into Woodinville Document
Date: Wednesday, September 16, 2020 9:48:00 AM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

The Petition – Merging District – Northshore into Woodinville is Approved and Electronically Signed this 16th day of September, 2020 by Commissioner David C. Maehren.

*David Maehren
Fire Commissioer – Board Chair
Northshore Fire Department
Business Office 425.354.1780
Cell 206 604-3683*



Proudly Serving the Citizens of Kenmore and Lake Forest Park

Electronic Privacy Notice. This e-mail, and any attachments, contains information that is, or may be, covered by electronic communications privacy laws, and is also confidential and proprietary in nature. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or otherwise disclosing this information in any manner. Instead, please reply to the sender that you have received this communication in error, and then immediately delete it. Thank you in advance for your cooperation.

From: Dawn Killion
Sent: Wednesday, September 16, 2020 8:23 AM
To: Dave Maehren <dmaehren@northshorefire.com>; Don Ellis <dellis@northshorefire.com>; Josh Pratt <jpratt@northshorefire.com>; Richard Webster <rwebster@northshorefire.com>; Rick Verlinda <RVerlinda@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>
Subject: Electronic Signature - Petition Merging District Northshore into Woodinville Document

Good morning Commissioners,

Attached please find the Petition – Merging District for Northshore into Woodinville that was approved during the September 14th Special Meeting.

At your earliest availability, please respond to this email with your electronic signature using the following verbiage:

The Petition – Merging District – Northshore into Woodinville is Approved and Electronically Signed this ____ day of September, 2020 by Commissioner _____.

Thank you!

Dawn Killion

Finance Specialist / Interim Board Secretary

Northshore Fire Department

7220 NE 181st ST, Kenmore, WA 98028

DIRECT: 425.354.1778

FAX: 425.354.1781

MAIN: 425.354.1780

www.northshorefire.com

dkillion@northshorefire.com



This email message is confidential and/or privileged. It is to be used by the intended recipient only. Use of the information contained in this email by anyone other than the intended recipient is strictly prohibited. If you have received this message in error, please notify the sender immediately and promptly destroy any record of this email

From: [Josh Pratt](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signature - Petition Merging District Northshore into Woodinville Document
Date: Thursday, September 17, 2020 8:40:49 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The Petition – Merging District – Northshore into Woodinville is Approved and Electronically Signed this 17th day of September, 2020 by Commissioner Josh Pratt.

From: Dawn Killion
Sent: Wednesday, September 16, 2020 8:23 AM
To: Dave Maehren <dmaehren@northshorefire.com>; Don Ellis <dellis@northshorefire.com>; Josh Pratt <jpratt@northshorefire.com>; Richard Webster <rwebster@northshorefire.com>; Rick Verlinda <RVerlinda@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>
Subject: Electronic Signature - Petition Merging District Northshore into Woodinville Document

Good morning Commissioners,

Attached please find the Petition – Merging District for Northshore into Woodinville that was approved during the September 14th Special Meeting.

At your earliest availability, please respond to this email with your electronic signature using the following verbiage:

The Petition – Merging District – Northshore into Woodinville is Approved and Electronically Signed this _____ day of September, 2020 by Commissioner _____.

Thank you!

Dawn Killion

Finance Specialist / Interim Board Secretary

Northshore Fire Department
7220 NE 181st ST, Kenmore, WA 98028
DIRECT: 425.354.1778
FAX: 425.354.1781
MAIN: 425.354.1780
www.northshorefire.com
dkillion@northshorefire.com



This email message is confidential and/or privileged. It is to be used by the intended recipient only. Use of the information contained in this email by anyone other than the intended recipient is strictly prohibited. If you have received this message in error, please notify the sender immediately and promptly destroy any record of this email

From: [Richard Webster](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signature - Petition Merging District Northshore into Woodinville Document
Date: Wednesday, September 16, 2020 3:17:29 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The Petition – Merging District – Northshore into Woodinville is Approved and Electronically Signed this 16th day of September, 2020 by Commissioner Rick Webster.

From: Dawn Killion <dkillion@northshorefire.com>
Sent: Wednesday, September 16, 2020 8:23 AM
To: Dave Maehren <dmaehren@northshorefire.com>; Don Ellis <dellis@northshorefire.com>; Josh Pratt <jpratt@northshorefire.com>; Richard Webster <rwebster@northshorefire.com>; Rick Verlinda <RVerlinda@northshorefire.com>
Cc: Greg Ahearn <gahearn@northshorefire.com>
Subject: Electronic Signature - Petition Merging District Northshore into Woodinville Document

Good morning Commissioners,

Attached please find the Petition – Merging District for Northshore into Woodinville that was approved during the September 14th Special Meeting.

At your earliest availability, please respond to this email with your electronic signature using the following verbiage:

The Petition – Merging District – Northshore into Woodinville is Approved and Electronically Signed this _____ day of September, 2020 by Commissioner _____.

Thank you!

Dawn Killion

Finance Specialist / Interim Board Secretary

Northshore Fire Department
7220 NE 181st ST, Kenmore, WA 98028
DIRECT: 425.354.1778
FAX: 425.354.1781
MAIN: 425.354.1780
www.northshorefire.com
dkillion@northshorefire.com



information contained in this email by anyone other than the intended recipient is strictly prohibited. If you have received this message in error, please notify the sender immediately and promptly destroy any record of this email