



# SHORELINE FIRE DEPARTMENT BOARD OF COMMISSIONERS MEETING

## SPECIAL MEETING MINUTES – JOINT MEETING

January 16, 2020

Shoreline Fire Department (SFD) Board of Commissioners  
and  
North City Water District (NCWD) Board of Commissioners

The special meeting was called to order at 5:00 p.m. on January 16, 2020 at the Shoreline Fire Department, located at 17525 Aurora Avenue North, Shoreline, Washington 98133. As required by RCW 42.30, the special meeting notice was posted on November 22, 2019.

### SHORELINE FIRE DEPARTMENT

Kimberly Fischer, Chair  
Jon Kennison, Vice Chair  
Ken Callahan, Commissioner  
David Harris, Commissioner  
Rod Heivilin, Commissioner

### NORTH CITY WATER DISTRICT

Charlotte Haines, Commissioner  
Ron Ricker, Commissioner  
Patricia Hale, Commissioner  
Diane Pottinger, District Manager  
Denny Clouse, Operations Manager

Matt Cowan, Fire Chief

### OLD BUSINESS/NEW BUSINESS

#### SOUND TRANSIT:

- **Shoreline Fire Department (SFD):**
  - Chief Cowan discussed the status of the Sound Transit construction and its impacts to the Department. It was noted that North 155th Street would be closed for approximately three days during the construction process. Sound Transit has been working with the Department to ensure the impacts are minimal, and will provide housing for an additional fire engine at the Sears complex during the closure.
  - Sound Transit plans to build a permanent roundabout at 185<sup>th</sup> and 8<sup>th</sup> and a temporary Roundabout at 185<sup>th</sup> and 10<sup>th</sup> which may create some impacts to the Department.
  - Sound Transit has been working to allow the Department to have a 4-inch conduit along 155th to facilitate fiber optic connectivity at Station 65.
  - The Department continues to work with Sound Transit on the long-term contracts for tax-exempt facilities. A resolution model for services is being prepared for the Board's review.
  
- **North City Water District (NCWD):**
  - Ms. Pottinger discussed the current issues with Sound Transit's task order and billing. They have worked with Sound Transit regarding their water needs for the site, which has helped relieve Sound Transit from some of the capital costs.
  - Mr. Clouse noted that the construction process was delayed due to the snow.
  - Ms. Pottinger noted that Sound Transit's construction (ie, demolition of over 80 residences) has affected the District's operating budget.

#### **FIRCREST FACILITY:**

- **SFD:**
  - Chief Cowan noted that the Department continues working to receive a piece of land for a potential future fire station that would have been included as part of their master plan.
  - There are some development plans that might have impacts to the Department due to the possibility of increased call volumes at Station 65.
  
- **NCWD:**
  - Ms. Pottinger mentioned that Fircrest and the Department of Social Health and Services (DSHS) held a meeting last year to discuss budgets, which included representatives from the neighborhood, the Governor's office, the Department of Natural Resource (DNR), and the City of Shoreline.
  - Ms. Pottinger also mentioned that last year's State budget included funds for DNR and the Governor's office to provide a master plan for surplus property, and DSHS to provide a master plan for the entire property.
  - NCWD held a special meeting with the Governor's office, DSHS, and DNR to discuss the future of the property.
  - NCWD has discussed the property with several State legislators, and will await further details and information. They encouraged the SFD to do the same.

#### **SFD UPDATES:**

- **Fire Station Project:**
  - The Station 63 project is behind schedule, probably around three months. The target move-in date is slated for June with full completion in July.
  
- **Other Capital Projects:**
  - Station 61 remodel project is currently underway.
  - There are ongoing capital replacement projects at the other fires stations such as, bay door and shower replacements, HVAC repairs, and roof replacements.
  
- **Training Consortium and Regionalization:**
  - The North King County Training Consortium has been approved which will merge the training divisions of Shoreline, Bothell, Northshore, and Woodinville Fire Departments, co-locating out of the Northshore Headquarters.
  - There are ongoing discussions on regionalization with Woodinville, Shoreline and Northshore, which now may only include Woodinville and Northshore. More clarity on this situation will be forthcoming in the next weeks, which will determine if Northshore will be working with Shoreline or Woodinville Fire to provide administrative services, which would likely lead to a merger or consolidation.

#### **NCWD UPDATES:**

- **ICS 100, 200 and 700 Training:**
  - Ms. Pottinger noted that the NCWD staff and Commissioners will be attending ICS training.

- **Emergency Filling Stations:**
  - Mr. Clouse reported that the emergency filling stations will be put at each of the reservoir sites and there will be facilities available for the public in the future.
  
- **Maintenance Building Project:**
  - Mr. Clouse noted that the steel building design approved by the City of Shoreline took longer than expected. The project is currently on a hold pattern, and slated for completion at the end of July.
  
- **Shoreline Schools Project:**
  - Mr. Clouse reported the water lines around Kellogg Elementary are in service, North City Elementary is completed, and Aldercrest Elementary is completed with the exception of the front-end improvements.
  
- **Water System Plan:**
  - Ms. Pottinger reported that NCWD is currently updating their water system plan. Some of the substantial changes included a re-zone to allow adequate fire flow in some areas.
  - NCWD has identified a new pump station and reservoir at their existing property across the street from Fircrest on the District's new maintenance facility site. The design checklist has been submitted to the City of Shoreline, which is expected to be returned by March 10, and next steps are to present for adoption and approval.
  
- **ShakeAlert Project:**
  - Ms. Pottinger reported NCWD received approval from the State to move forward with the project.
  - Mr. Clouse will be meeting with the consultants to discuss the next steps.
  - Ms. Pottinger and a commissioner, will attend the regional Cascade training event on June 16 and 17 in Seattle , which will provide details on what to do in an event of a large earthquake. She encouraged the SFD to also participate.

**SFD FLEET MAINTENANCE:**

- Chief Cowan reported that the Department has hired mechanic Patrick Swanson who is now a master mechanic. His support has helped improve the level of maintenance and operations for the Department's vehicles.
- The Department is in the process of purchasing two more fire engines.
- The Department has the aid cars on a 7-year, engines on a 10-year, and the ladder truck on a 15-year rotation.

**SFD STATION 62:**

- Chief Cowan mentioned that the Department has targeted Station 62 for a re-build in 2028, however if Point Wells begins it could be sooner.
- The Department has been billing impact fees for all new development in the City of Shoreline. To date the Department has received close to \$644,000 with more expected. The funds are currently allocated towards the Station 63 project, but once completed the funds will be utilized for a remodel of Station 62 or stations in the south end of the City.

**POINT WELLS:**

- The Point Wells development is still in the appeal process, but they have reached out to Shoreline Fire to provide an opinion on a variance to go over 90 feet for their Urban Village Growth Plan. The Department's position is that it is ok to go over 90 feet, but it must be built to code.

NCW is preparing to submit for a FEMA Federal Grant and has requested for Chief Cowan to provide a letter of support.

The special meeting of the Board of Commissioners adjourned at 6:20 p.m.

**MOTION:** *Commissioner Kennison moved, and Commissioner Callahan seconded, a motion to adjourn the special meeting of the Board of Commissioners at 6:20 p.m. The motion passed; five ayes.*

Minutes prepared by: B. Goldsmith

Respectfully submitted,



Joyce Brown  
Secretary to the Board

  
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Kimberly A. Fischer, Chair

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Jon Kennison, Vice Chair

  
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David Harris, Commissioner  
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