

WOODINVILLE FIRE & RESCUE
Tuesday, September 14, 2021

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS

Commissioner Collins called the virtual meeting to order at 5:00 p.m. Roll call was taken and was as follows:

Roll Call

Commissioner Collins (Chair)
Commissioner Halbert
Commissioner Osgood
Commissioner Millman

Staff

Fire Chief Greg Ahearn
Interim Deputy Chief Doug McDonald
Chief Administrative Officer Joan Montegary
Board Secretary Nicole Frisch

MOTION: Commissioner Millman moved to excuse Commissioner van Veen's absence. The motion was seconded by Commissioner Halbert. The motion passed, 4-0.

Consideration and Approval of Agenda in Content and Order

Commissioner Collins requested updating the agenda as follows:

1. Fire Chief's Report
2. Staff Report 21-007 – Diesel Exhaust Extraction Upgrades
3. Staff Report 21-008 – PSE Easement, Station 33
4. Staff Report 21-009 – Amendment to the Funded Post-Employment HRA VEBA Plan
5. Discussion: New BC Rig
6. Discussion: ILAs with Northshore Fire Department
7. Discussion: Fire Chief's Employment
8. Discussion: Transition to Eastside Fire & Rescue
9. Consent Agenda
10. Reports and Requests from the Commissioners/Good of the Order
11. Adjournment

Commissioner van Veen joined the meeting at 5:05 p.m.

MOTION: Commissioner Halbert moved to approve the agenda as revised. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.

Public Comment

None.

1. Fire Chief's Report (attached hereto)

Chief Ahearn presented the Fire Chief's Report that is attached hereto.

2. Staff Report 21-007 – Diesel Exhaust Extraction Upgrades (attached hereto)

DC McDonald presented the Staff Report and supplemental information that is attached hereto.

MOTION: Commissioner Halbert moved that the Board of Fire Commissioners authorize the Board Chair to accept the bid proposal from Benz Air Engineering for upgrade of the diesel exhaust extraction systems in all three stations in an amount not to exceed \$150,000. The motion was seconded by Commissioner Osgood. The motion passed, 5-0.

3. Staff Report 21-008 – Puget Sound Energy Easement, Station 33 (attached hereto)

Chief Ahearn presented the Staff Report that is attached hereto.

MOTION: Commissioner van Veen moved that the Board of Fire Commissioners authorize the Board Chair to sign the Puget Sound Energy easement as presented. The motion was seconded by Commissioner Millman. The motion passed, 5-0.

4. Staff Report 21-009 – Amendment to the Funded Post-Employment HRA VEBA Plan (attached hereto)

CAO Montegary presented the Staff Report that is attached hereto.

MOTION: Commissioner Millman moved that the Board of Fire Commissioners authorize the Fire Chief to sign the Amendment to the Woodinville Fire & Rescue VEBA Plan Funded Post-Employment Health Reimbursement Arrangement, as presented. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.

5. Discussion: New BC Rig

Chief Clark will report out on Eastside Fire & Rescue vehicles at the Board's October 12, 2021 regular meeting, to include BC rigs and brush trucks.

6. Discussion: ILAs with Northshore Fire Department

Commissioner Collins provided an update on the status of the ILAs with Northshore Fire Department. Staff will send notification of termination of ILAs to Northshore Fire Department's Board Chair.

7. Discussion: Fire Chief's Employment

Commissioner Collins reported that Chief Ahearn will be separating service with the District effective September 30, 2021.

Commissioners van Veen, Collins, and Millman thanked Chief Ahearn for his dedication to the District.

8. Discussion: Transition to Eastside Fire & Rescue

Chief Clark provided an overview of outstanding items as it relates to Woodinville Fire & Rescue's transition to Eastside Fire & Rescue.

9. Consent Agenda (attached hereto)

- a. Approval of Minutes from the August 24, 2021 regular meeting.
- b. Approval of Payroll Voucher ACH 21-15 for \$388,462.48
- c. Approval of General Voucher for \$88,975.54
- d. Approval of Commissioner timesheets for July 1-15 and July 16-31.

MOTION: Commissioner Osgood moved that the Board of Fire Commissioners approve the Consent Agenda as presented. The motion was seconded by Commissioner Halbert. The motion passed, 5-0.

10. Reports and Requests from the Commissioners/Good of the Order

Commissioner Van Veen – none

Commissioner Halbert wished Chief Ahearn luck in his retirement.

Commissioner Osgood suggested getting all recent retirees together to recognize and acknowledge them.

Commissioner Millman thanked staff for their hard work and for taking on extra responsibility over the past few years.

Commissioner Collins extended appreciation to Chief Ahearn for his hard work during his tenure with the District.

11. Adjournment

MOTION: *Commissioner Millman moved to adjourn the meeting. The motion was seconded by Commissioner Osgood. The motion passed, 5-0.*

The meeting adjourned at 5:58 p.m.

Nicole Frisch

Nicole Frisch, Board Secretary

Derek van Veen

Derek van Veen, Commissioner, Position 1

Doug Halbert

Doug Halbert, Commissioner, Position 2

Tim Osgood

Tim Osgood, Commissioner, Position 3

Mike Millman

Mike Millman, Commissioner, Position 4

Roger Collins

Roger Collins, Commissioner, Position 5



Woodinville Fire & Rescue

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS

Tuesday, September 14, 2021

5:00 p.m.

Meeting will be held virtually, via Zoom. Use the link below to attend live.

<https://us02web.zoom.us/j/89122095466?pwd=RVVONDRabHJWNzhPd0NRSDNzc2FhQT09>

To listen live, call 253-215-8782 and enter the Meeting ID and Password.

Meeting ID: 891 2209 5466

Passcode: 591916

AGENDA

Call to Order/Roll Call

Approval of Agenda in Content and Order

Public Comments (Please submit public comment via email to NFrisch@wf-r.org at least one hour prior to start of meeting. Please limit comments to three minutes.)

Board Business Items

1. Fire Chief's Report
2. Staff Report 21-007 – Diesel Exhaust Extraction Upgrades
3. Staff Report 21-008 – PSE Easement, Station 33
4. Staff Report 21-009 – Amendment to the Funded Post-Employment HRA VEBA Plan
5. Discussion: New BC Rig
6. Discussion: ILAs with Northshore Fire Department
7. Discussion: Fire Chief's Employment
8. Discussion: Transition to Eastside Fire & Rescue
9. Consent Agenda
 - a. Approval of Minutes from the August 24, 2021 Regular Meeting
 - b. Approval of Payroll Vouchers ACH 21-16 for \$466,040.39 and ACH 21-17 for \$404,606.68
 - c. Approval of General Voucher for \$79,634.80
10. Reports and Requests from the Commissioners/Good of the Order
11. Adjournment

Woodinville Fire & Rescue



M E M O R A N D U M

DATE: September 14, 2021

TO: Roger Collins, Chair
Board of Fire Commissioners

FROM: Gregory S. Ahearn, Fire Chief *GSA*

SUBJECT: Fire Chief's Report – September 14, 2021

Fire Chief's Report/Activities

I am pleased to present the following summary of District activities since the Board's last regular meeting:

Incidents

The District responded to 213 incidents since your last regular meeting on August 24, 2021.

Budget

Staff has no concerns with the 2021 budget. The budget report for the period ending July 31, 2021 is attached to your meeting materials.

COVID-19 Update

In response to the increase in COVID-19 cases, King County EMS has provided new guidance regarding masking in the workplace. Masking inside District buildings and apparatus is once again required for all persons regardless of vaccination status.

Governor Inslee issued a proclamation mandating that all health care providers must be vaccinated by October 18, including the first and second doses plus two weeks. The District has sent out a memo with important dates.

Personnel

We have one firefighter off-line due to a duty related injury.

Please join me in congratulating Firefighter Ted Klinkenberg, who worked his last shift on September 12 at Station 31 after 28 years with the District. We wish him the best in this new chapter of his life.

Lieutenant Rob Robertson and Administrative Assistant Jodi Michelman will be retiring on September 30, 2021. Lieutenant Robertson has been with the District for 33 years and Ms. Michelman has been with the District for 20 years. We thank them both for their dedication and wish them the best in the next chapter of their lives.

Roger Collins, Chair
Board of Fire Commissioners
September 14 2021
Page 2 of 2

One recruit firefighter has separated service with the District as of September 10. We wish her the best in her future endeavors.

GSA/nmf

Woodinville Fire & Rescue
Budget Performance Report
For the month ended July 31, 2021

Cash/Investment Balances by Fund

Cash/Investment Balance	Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
July 31, 2021	\$7,120,442	\$0	\$752,371	\$14,396,143	\$1,966,160	\$24,235,116
December 31, 2020	\$7,053,049	\$0	\$771,758	\$13,774,558	\$1,957,859	\$23,557,224
Dollar Increase (Decrease)	\$67,393	\$0	(\$19,387)	\$621,585	\$8,301	\$677,893
Percentage Increase (Decrease)	1.0%	.0%	(2.5%)	4.5%	.4%	2.9%

For historical reference, 2015 through 2018 year-end cash/investment balances are shown below.

	Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
December 31, 2019	\$7,356,347	\$0	\$2,399	\$11,224,084	\$1,190,213	\$19,773,042
December 31, 2018	\$7,132,960	\$0	\$14,241	\$8,970,005	\$1,162,459	\$17,279,664
December 31, 2017	\$5,934,376	\$0	\$32,394	\$8,731,037	\$1,833,195	\$16,530,200
December 31, 2016	\$6,241,472	\$0	\$152,400	\$6,044,333	\$1,840,426	\$14,278,630

Woodinville Fire & Rescue
Budget Performance Report
For the month ended July 31, 2021
Expense Fund - YTD Financial Statement

Budget Performance by Fund	2021 Annual Budget	2021 YTD Actual	Fav/(Unfav) vs. Budget	
			Dollars	Percent
Revenues				
Cash Balance Beginning of year	\$7,053,049	\$7,053,049	\$0	0.0%
Current Year Revenues				
Property Tax	\$8,943,031	\$4,796,069	(\$4,146,962)	-46.4%
EMS	\$604,432		(\$604,432)	-100.0%
BLS Core - CMT Program			\$0	#DIV/0!
Permit/Plan Review Fees		\$71,797	\$71,797	#DIV/0!
Miscellaneous Other	\$175,000	\$488,847	\$313,847	179.3%
Inter-Fund Transfers - IN				
Benefit Charge Fund	\$5,771,704	\$3,087,616	(\$2,684,088)	-46.5%
Reserve Fund			\$0	
Total Current Year Revenue	\$15,494,167	\$8,444,329	(\$7,049,838)	-45.5%
Total Resources (BFB + Revenue)	\$22,547,216	\$15,497,378	(\$7,049,838)	-31.3%
Expenditures				
Salaries & Wages	\$7,699,124	\$4,130,557	\$3,568,567	46.4%
Benefits	\$3,748,733	\$2,151,344	\$1,597,389	42.6%
Overtime - Operations	\$843,875	\$434,584	\$409,291	48.5%
Overtime - Training & Admin	\$205,730	\$70,081	\$135,649	65.9%
Office & Operating Supplies	\$227,266	\$46,895	\$180,371	79.4%
Vehicle Maintenance & Fuel	\$222,500	\$85,123	\$137,377	61.7%
Small Tools & Equipment	\$203,075	\$81,305	\$121,770	60.0%
Elections & Info	\$0	\$0	\$0	#DIV/0!
Professional Services	\$583,589	\$169,570	\$414,019	70.9%
Communications & Dispatch	\$289,913	\$192,129	\$97,784	33.7%
Travel	\$116,299	\$23,668	\$92,631	79.6%
Training & Education	\$169,616	\$20,914	\$148,702	87.7%
Advertising	\$12,950	\$2,633	\$10,317	79.7%
Leases, Insurance, Water/Utilities, etc.	\$231,500	\$142,495	\$89,005	38.4%
Repair & Maintenance	\$384,257	\$131,209	\$253,048	65.9%
Miscellaneous Other	\$220,223	\$129,305	\$90,918	41.3%
Covid-19 Response			\$0	#DIV/0!
Intergovernmental Services	\$8,600	\$5,124	\$3,476	40.4%
Sub-total (not incl. Intra-fund transfers)	\$15,167,250	\$7,816,935	\$7,350,315	48.5%

Woodinville Fire & Rescue
 Budget Performance Report
 For the month ended July 31, 2021

Expense Fund - YTD Financial Statement

Budget Performance by Fund	2021 Annual Budget	2021 YTD Actual	Fav/(Unfav) vs. Budget	
			Dollars	Percent
Inter-Fund Transfers - OUT				
Benefit Liability Reserve Fund	\$0	\$0	\$0	#DIV/0!
Capital Fund	\$0	\$0	\$0	#DIV/0!
Reserve Fund	\$0	\$560,000	(\$560,000)	#DIV/0!
Total Expenditures	\$15,167,250	\$8,376,935	\$6,790,315	44.8%
Current Year Resources less Expenditures	\$326,917	\$67,394		
Cash Balance - End of Month	\$7,379,966	\$7,120,442	(\$259,523)	-3.5%
Total Expenditures & EFB	\$22,547,216	\$15,497,378	(7,049,838)	-31.3%

Woodinville Fire & Rescue



M E M O R A N D U M

DATE: September 14, 2021
TO: Roger Collins, Chair
Board of Fire Commissioners
FROM: Doug McDonald, Interim Deputy Chief
SUBJECT: **#21-007 – Diesel Exhaust Extraction Upgrades**

Background

The District's current Plymovent diesel exhaust extraction system is incompatible with some of our fleet, specifically our three new Aid Units which have dual tail pipes and emit exhaust at temperatures that exceed the melting threshold of the current hoses. Plymovent does not offer a compatible hose system nor do they have plans to in the future.

Benz Air Engineering offers installation of compatible Nederman diesel exhaust extraction equipment.

Fiscal Impact

The attached bid is for \$144,257.02. The initial amount approved by the Board of Fire Commissioners for our 2021 budget was \$237,111 and included upgrades to the three Aid Unit bays only. The current bid includes a complete overhaul of all apparatus bays at all three of our fire stations, as well as additional equipment that will improve compatibility with Eastside Fire & Rescue.

Requested Action

Staff requests that the Board of Fire Commissioners authorize the Board Chair to accept the bid proposal from Benz Air Engineering for upgrade of the diesel exhaust extraction systems in all three stations in an amount not to exceed \$150,000.

Attachment

DM/nmf

PROPOSED MOTION

I move that the Board of Fire Commissioners authorize the Board Chair to accept the bid proposal from Benz Air Engineering for upgrade of the diesel exhaust extraction systems in all three stations in an amount not to exceed \$150,000.

Woodinville Fire & Rescue

M E M O R A N D U M



DATE: September 14, 2021

TO: Roger Collins, Chair
Board of Fire Commissioners

FROM: Gregory S. Ahearn, Fire Chief *GSA*

SUBJECT: #21-008 – PSE Easement, Station 33

Background

Puget Sound Energy (PSE) is working to improve existing electrical facilities in an effort to reduce power outages and improve reliability. The project includes replacing existing overhead wire with stronger and more flexible wire, replacing power poles, and stalling guy tension wires as needed.

PSE will be installing one new pole and anchor along the northerly property line of Station 33. Additionally, the existing power lines and existing guy/anchor will be replaced along the westerly property line.

Fiscal Impact

Per the attached easement, PSE will compensate the District at fair market value for the easement area in the amount of \$3,168.00. PSE is offering an additional \$1,000 signing incentive in exchange for easements received no later than September 17, 2021.

PSE will reimburse up to \$750 for any legal or professional fees incurred as a result of reviewing the easement request.

Requested Action

Staff requests that the Board of Fire Commissioners authorize the Board Chair to sign the Puget Sound Energy easement as presented.

Attachment

GSA/nmf

PROPOSED MOTION

I move that the Board of Fire Commissioners authorize the Board Chair to sign the Puget Sound Energy easement as presented.



September 10, 2021

Via Email

Woodinville Fire & Rescue
ATTN: Roger Collins, Board Chair
P.O. Box 2200
Woodinville, WA 98072

RE: COT-15 FDR TW 2.2 MILES ON SEIDEL RD (WO# 101133500)
King County Assessor's Tax Parcel No.: 062510-0025
Property Address: 19401 NE 133rd St, Woodinville, WA

Dear Mr. Collins,

Puget Sound Energy (PSE) has designed a system improvement project of the existing electrical facilities in your neighborhood. The purpose of this improvement project is to reduce power outages and improve system reliability for our customers in the area. The project will include replacing existing overhead wire with strong and flexible tree wire, power pole replacements, and installing down guy tension wires as needed.

In general, PSE attempts to install their facilities within the public right-of-way. However, on occasion, the right-of-way conditions along the project route make it necessary for some facilities to be installed on private property.

PSE has an existing easement for underground and overhead facilities within the westerly 50 feet of the property, granted in 1989 and recorded under recording number 8901230718. One new pole and anchor will be installed along the northerly portion of your property. The existing overhead conductors will be replaced with tree wire and will overhang your property.

Enclosed is a standard PSE easement, with an exhibit, for the portion of facilities affecting your private property. By granting PSE an easement, PSE will compensate you fair market value for the easement area in the amount of **\$3,168.00**. PSE is offering an additional **\$1,000.00** as a signing incentive in exchange for easements received no later than **September 17, 2021**.

Please have all necessary parties sign the document in the presence of a Notary Public and return it in the enclosed envelope. Upon receipt and approval of the original fully executed easement and completed W-9 form, PSE will provide compensation as follows:

- You will receive **\$4,168.00** if the easement is signed and returned on or before **September 17, 2021**
- You will receive **\$3,168.00** if the easement is signed and returned on or after **September 18, 2021**

Lastly, you are entitled to a statutory evaluation reimbursement of up to \$750 for any legal or professional fees actually and reasonable incurred as a result of reviewing PSE's easement request. To receive the reimbursement of expenditures incurred, documentation of payment for the review service is required. This reimbursement is separate from the offer and signing incentive, and will not affect your compensation.

If you have any questions, or would like to meet to discuss further, please feel free to contact me directly. I appreciate your consideration of this easement offer and look forward to hearing from you. You can reach me at **(360) 204-4397**.

Sincerely,

Maya Garman

Real Estate Representative for PSE

LaBonde Land, Inc.

5700 6th Avenue South, Ste. 104

Seattle, WA 98108

(206) 623-1633

(360) 204-4397 cell

maya@labondeland.com

Enclosures: Easement, Payment Request Form, W-9 Form, Return Envelope

RETURN ADDRESS:

**Puget Sound Energy, Inc.
Attn: ROW Department (EY)
PO Box 97034 / EST-06W
Bellevue, WA 98009-9734**



EASEMENT

REFERENCE #:
GRANTOR (Owner): **WOODINVILLE FIRE & RESCUE**
GRANTEE (PSE): **PUGET SOUND ENERGY, INC.**
SHORT LEGAL: **Portion of SE¼ of Sec. 19, T26N, R6E, W.M., King County**
ASSESSOR'S PROPERTY TAX PARCEL: **062510-0025**

For and in consideration of good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **WOODINVILLE FIRE & RESCUE** ("Owner" herein), hereby grants and conveys to **PUGET SOUND ENERGY, INC.**, a Washington corporation ("PSE" herein), for the purposes described below, a nonexclusive perpetual easement over, under, along, across and through the following described real property (the "Property" herein) in King County, Washington:

SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

Except as may be otherwise set forth herein PSE's rights shall be exercised upon that portion of the Property ("Easement Area" herein) described as follows:

AN EASEMENT AREA TEN (10) FEET IN WIDTH HAVING FIVE (5) FEET OF SUCH WIDTH ON EACH SIDE OF THE CENTERLINE OF PSE'S FACILITIES AS NOW CONSTRUCTED OR TO BE CONSTRUCTED, EXTENDED OR RELOCATED LYING WITHIN THE NORTHERLY TWENTY-EIGHT (28) FEET OF THE ABOVE DESCRIBED PROPERTY.

A DIAGRAM DEPICTING THE APPROXIMATE LOCATION OF THE EASEMENT AREA IS ATTACHED HERETO AS EXHIBIT "B" AS A VISUAL AID ONLY.

1. Purpose. PSE shall have the right to use the Easement Area to construct, operate, maintain, repair, replace, improve, remove, upgrade and extend one or more utility systems for purposes of transmission, distribution and sale of electricity. Such systems may include, but are not limited to:

Overhead facilities. Poles and other support structures with crossarms, braces, guys and anchors; electric transmission and distribution lines; fiber optic cable and other lines, cables and facilities for communications; transformers, street lights, meters, fixtures, attachments and any and all other facilities or appurtenances necessary or convenient to any or all of the foregoing.

Following the initial construction of all or a portion of its systems, PSE may, from time to time, construct such additional facilities as it may require for such systems. PSE shall have the right of access to the Easement Area over and across the Property to enable PSE to exercise its rights granted in this easement.

2. Easement Area Clearing and Maintenance. PSE shall have the right, but not the obligation to cut, remove and dispose of any and all brush, trees or other vegetation in the Easement Area. PSE shall also have the right, but not the obligation, to control, on a continuing basis and by any prudent and reasonable means, the establishment and growth of brush, trees or other vegetation in the Easement Area.

3. Trees Outside Easement Area. PSE shall have the right to cut, trim remove and dispose of any trees located on the Property outside the Easement Area that could, in PSE's sole judgment, interfere with or create a hazard to PSE's systems. PSE shall, except in the event of an emergency, prior to the exercise of such right, identify such trees and make a reasonable effort to give Owner prior notice that such trees will be cut, trimmed, removed or disposed. Owner shall be entitled to compensation for the actual market value of merchantable timber (if any) cut and removed from the Property by PSE.

4. Restoration. Following initial installation, repair or extension of its facilities, PSE shall, to the extent reasonably practicable, restore landscaping and surfaces and portions of the Property affected by PSE's work to the condition existing immediately prior to such work, unless said work was done at the request of Owner, in which case Owner shall be responsible for such restoration. All restoration which is the responsibility of PSE shall be performed as soon as reasonably possible after the completion of PSE's work and shall be coordinated with Owner so as to cause the minimum amount of disruption to Owner's use of the Property.

5. Owner's Use of Easement Area. Owner reserves the right to use the Easement Area for any purpose not inconsistent with the rights herein granted, provided, however, Owner shall not excavate within or otherwise change the grade of the Easement Area or construct or maintain any buildings or structures on the Easement Area and Owner shall do no blasting within 300 feet of PSE's facilities without PSE's prior written consent.

6. Indemnity. PSE agrees to indemnify Owner from and against liability incurred by Owner as a result of the negligence of PSE or its contractors in the exercise of the rights herein granted to PSE, but nothing herein shall require PSE to indemnify Owner for that portion of any such liability attributable to the negligence of Owner or the negligence of others.

7. Termination. The rights herein granted shall continue until such time as PSE terminates such right by written instrument. If terminated, any improvements remaining in the Easement Area shall become the property of Owner. No termination shall be deemed to have occurred by PSE's failure to install its systems on the Easement Area.

8. Successors and Assigns. PSE shall have the right to assign, apportion or otherwise transfer any or all of its rights, benefits, privileges and interests arising in and under this easement. Without limiting the generality of the foregoing, the rights and obligations of the parties shall be binding upon their respective successors and assigns.

DATED this _____ day of _____, 20_____.

OWNER: **WOODINVILLE FIRE & RESCUE**

By: _____
(Name)

Its: _____
(Title)

STATE OF WASHINGTON)
) SS
COUNTY OF _____)

On this _____ day of _____, 20_____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared **ROGER COLLINS**, to me known to be the person(s) who signed as **BOARD CHAIR**, of **WOODINVILLE FIRE & RESCUE**, the municipal corporation that executed the within and foregoing instrument, and acknowledged said instrument to be his free and voluntary act and deed and the free and voluntary act and deed of said corporation for the uses and purposes therein mentioned; and on oath stated that he/she was authorized to execute the said instrument on behalf of said corporation.

IN WITNESS WHEREOF I have hereunto set my hand and official seal the day and year first above written.

(Signature of Notary)

(Print or stamp name of Notary)

NOTARY PUBLIC in and for the State of Washington, residing
at _____

My Appointment Expires: _____

Notary seal, text and all notations must be inside 1" margins

EXHIBIT "A"
LEGAL DESCRIPTION
APN: 062510-0025

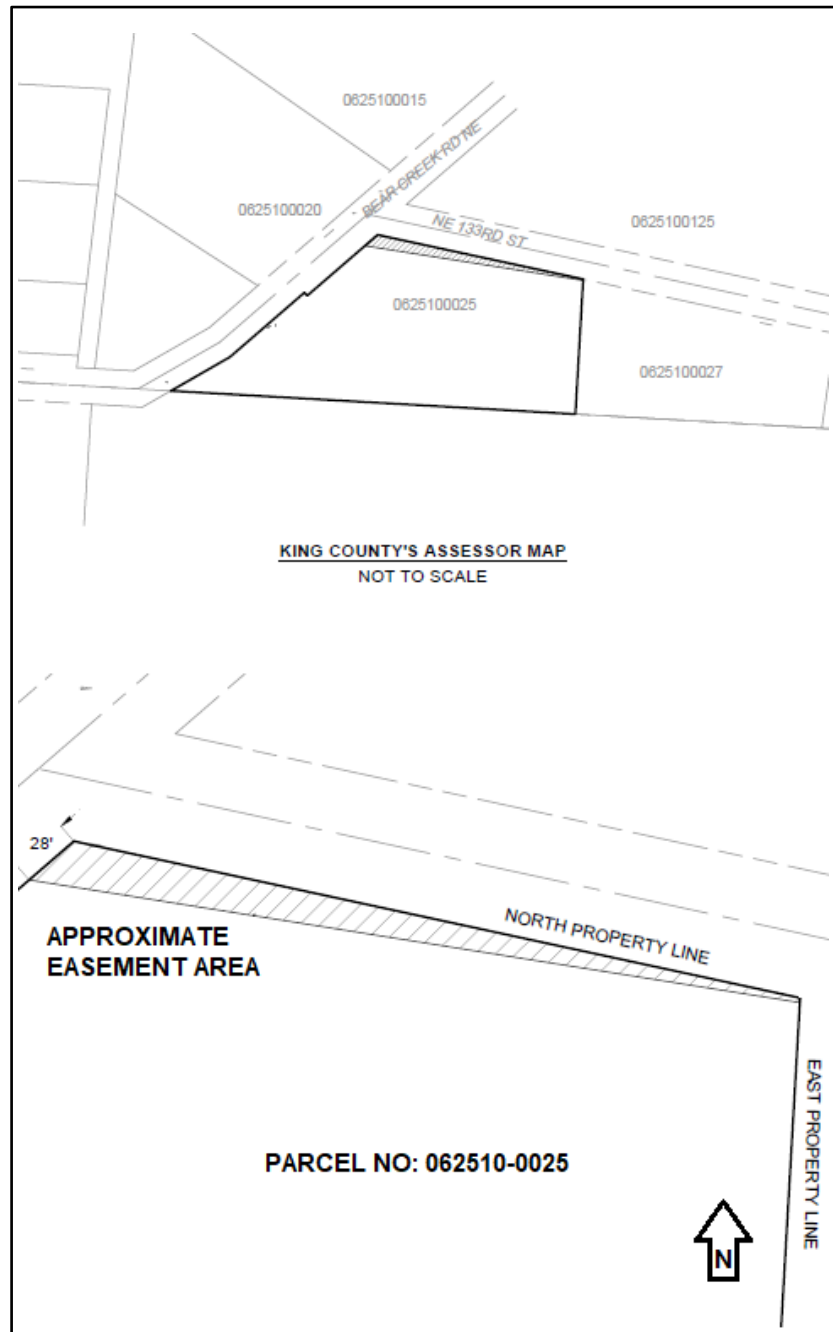
That portion of the southeast quarter of the southeast quarter of Section 19, and the southwest quarter of the southwest quarter of Section 20, all in Township 26 North, Range 6 East, W.M., in King County, Washington, described as follows:

Beginning at the corner common to Sections 19, 20, 29 and 30 of said Township and Range;
thence 89°51'33" east along the south line of said Section 20, 230 feet;
thence north 0°08'27" east 139.52 feet;
thence north 80°00'30" west 1070.79 feet to the southeasterly margin of county road;
thence southwesterly along said southeasterly margin of county road to the south line of said Section 19;
thence south 80°50'25" east along said south line 1179.53 feet to the place of beginning;
EXCEPT the northerly 30 feet for road;
AND EXCEPT that portion lying easterly of the line described as follows:

Beginning on the south line of said Section 19 at a point north 80°50'25" west 500 feet from said common section corner;
thence north 1°09'35" east 226.26 feet to the south margin of Northeast 133rd Street;

(ALSO BEING KNOWN AS Lot 5, Bear Creek Farms, according to the unrecorded plat thereof).

EXHIBIT "B"
(Approximate easement area depicted as visual aid only)



Woodinville Fire & Rescue

M E M O R A N D U M



DATE: September 14, 2021

TO: Roger Collins, Chair
Board of Fire Commissioners

FROM: Joan S. Montegary, Chief Administrative Officer *JSM*

SUBJECT: **Staff Report 21-009**
Amendment to the Funded Post-Employment HRA VEBA Plan

Background

The District has an existing Post-Employment HRA VEBA plan for purposes of providing funds to pay out-of-pocket costs related to medical expenses. Allowable expenses are determined by IRS regulations.

Currently, the funding mechanisms for the Post-Employment HRA VEBA plan are the transfer of existing balances from the separating employee's active account and, if applicable, employer contributions within the parameters of the LEOFF medical bridge program.

Because the District has offered the Retirement Incentive Program, it is necessary to amend the plan to include contributions from that program and any separation agreements as additional funding mechanisms.

Fiscal Impact

None.

Requested Action

Staff recommends that the Board authorize the Fire Chief to sign the Amendment to the Woodinville Fire & Rescue VEBA Plan Funded Post-Employment Health Reimbursement Arrangement, as presented.

Attachment

/jsm

PROPOSED MOTION

I move that the Board of Fire Commissioners authorize the Fire Chief to sign the Amendment to the Woodinville Fire & Rescue VEBA Plan Funded Post-Employment Health Reimbursement Arrangement, as presented.

**AMENDMENT TO THE
WOODINVILLE FIRE & RESCUE VEBA PLAN
FUNDED POST-EMPLOYMENT HEALTH REIMBURSEMENT ARRANGEMENT**

BY THIS AGREEMENT, Woodinville Fire & Rescue VEBA Plan (herein referred to as the "Plan") is hereby amended as follows, except as otherwise provided herein:

Effective August 1, 2021, the selections below in the Funded Post-Employment Health Reimbursement Arrangement Adoption Agreement are hereby changed to the following:

MISCELLANEOUS:

Addendum(s) Attached: Yes

ARTICLE IV: BENEFITS UNDER THE PLAN.

4.7 Post-death Access by Designated Beneficiary: Not allowed.

ARTICLE V: CONTRIBUTIONS AND TRUST.

5.1 Employer Contribution amount, timing, restrictions:

Recurring Contributions:

Fixed dollar amount: As outlined in the attached Retirement Incentive Program, Separation Agreement and Release, and LEOFF 2 Retiree Medical Benefit Program.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed this 15th day of September, 2021.

Woodinville Fire & Rescue:


By: 

Fire Chief

Woodinville Fire & Rescue



M E M O R A N D U M

DATE: August 25, 2021
TO: All Employees
FROM: Gregory S. Ahearn, Fire Chief 
SUBJECT: **#21-018 – 2021 Retirement Incentive Program Offering**

At their regular meeting on August 24, 2021, the Board of Fire Commissioners authorized staff to offer a **Retirement Incentive Program** to eligible employees. I am pleased to announce the following retirement incentive program. Please note that participation in the retirement incentive program is entirely voluntary.

2021 Retirement Incentive Program

In anticipation of Eastside Fire & Rescue (EFR) providing fire and EMS services to Woodinville Fire & Rescue (WFR) beginning on or about October 1, 2021, following is the outline of a retirement incentive program.

Effective immediately, WFR will be accepting memoranda of interest for the 2021 Retirement Incentive Program, which will function as follows:

- To be eligible for the retirement incentive, employees must meet the criteria for service retirement or early retirement for the retirement plan in which they are a member on or before their retirement date from WFR (see attached Eligibility Requirements).
- Eligible employees who retire from WFR on or before September 30, 2021, will receive a cash incentive equivalent to **60 percent of their 2021 annual wage (base wage plus longevity) calculated at the employee's wage and longevity percentage as of the retirement date. The incentive will be paid in five (5) equal, annual installments.** The first installment and any contractual payouts due to the retiring employee (paid to the employee), will be paid on October 25, 2021, or the first pay date after the expiration of the Revocation Period set forth in the separation agreement, whichever is later. Depending upon the majority choice of those participating in the 2021 Retirement Incentive Program, payments may be made directly to the employee with normal tax withholdings or as deposits to the employee's HRA VEBA account.
- Employees accepting the retirement incentive may purchase, at their own expense, retiree health insurance with WFR's current provider (NWFFT), provided the employee meets the eligibility criteria for retiree coverage under the plan. The terms and conditions applicable

"Striving for Perfection, Focused on Excellence"

www.wf-r.org

to retiree coverage will be determined by the applicable carrier. NWFFT offers three retiree plans. As a point of reference, the monthly rates for employee only (EE) and employee/spouse (EE/SP) for 2021 for each of the three retiree plans are as follows:

Plan \$1500	EE	\$739.02	EE/SP	\$1,614.44
Plan \$2000	EE	\$713.13	EE/SP	\$1,557.44
Plan \$5,000	EE	\$613.27	EE/SP	\$1,339.73

- Alternatively, employees may choose to purchase health insurance through COBRA for up to 18 months. This cost would be the monthly premium for the actives Plan \$1500 plus a 2 percent administrative fee. The monthly premium rate for employee only is \$665.78 and \$1,454.45 for employee and spouse. For dental coverage, the only available option is COBRA, which includes a 2 percent administration fee.
- Participating employees will be required to execute a written separation agreement on a form acceptable to WFR, including a full release of any actual/potential claims against WFR and a waiver of any right to return to employment.

As an example, you might:

- Be a member of the LEOFF or PERS systems;
- Be eligible for full or early retirement in your plan;
- Wish to retire on September 30, 2021;
- Have a base wage + longevity of \$128,975/year

Your payout from WFR would be any cash payout due per the relevant CBA *plus*:

- \$15,477 in accordance with the separation agreement;
- \$15,477 in September 2022;
- \$15,477 in September 2023;
- \$15,477 in September 2024; and
- A final payment of \$15,477 in September 2025.

You should contact a representative of the Washington State Department of Retirement Systems and/or a financial advisor to calculate your total retirement benefits.

If you would like an *estimated* calculation of your total cash payout (vacation and sick leave accruals and incentive) under the Retirement Incentive Program, please schedule time with payroll to go over the numbers.

WFR also suggests that anybody considering the retirement incentive program should contact their own financial advisor.

The retirement incentive is a one-time program. WFR does not anticipate offering another Retirement Incentive Program in the future.

Employees wishing to participate must notify WFR of their intent to participate by 1700 hours on September 3, 2021. The notice must include a signed letter of intent to retire, containing at least the text included in the form attached to this memo, with an effective date of September 30, 2021. The letter is to be sent via email to CAO Montegary at jmontegary@wf-r.org.

Attached for your information are the following:

- Eligibility requirements
- Minimum required text for letter of intent to retire
- Draft Separation Agreement and Release

Should you have any questions that are not covered in this memorandum, please submit your question(s) via email to CAO Montegary. We will find a place to share the Q&A for all to access.

GSA/jsm

Eligibility Requirements

LEOFF 2 Service Retirement

You are eligible to retire at age 53 if you have at least five service credit years.

LEOFF 2 Early Retirement

If you have at least 20 service credit years, you can retire at or after age 50 with a reduced benefit. The reduction is 3 percent for every year before age 53.

Please reference the LEOFF 2 Handbook for further details: [LEOFF 2 Handbook](#)

PERS 2 Service Retirement

You are eligible to retire when you are 65 and have at least five service credit years.

PERS 2 Early Retirement

If you have at least 20 service credit years, you can retire at or after age 55 with a reduced benefit. However, an early retirement factor is applied as you will be receiving your benefit over a longer period of time.

If you have 30 or more years of service credit, there's still a reduction to your benefit, but it will be less. With 30 or more years of service credit, you can retire at or after age 55 under one of two provisions:

- A benefit that is reduced by three percent for each year before age 65; or
- A smaller (or no) reduction in your benefit, but stricter rules on returning to public service employment (your pension stops if you return to public service and doesn't start again until you've left employment or reach age 65).

Please reference the PERS 2 Handbook for further details: [PERS 2 Handbook](#)

PERS 3 Service Retirement

You are eligible for normal retirement at age 65 if you have:

- 10 service credit years; or
- Five service credit years including 12 service credit months earned after age 44; or
- Five service credit years, earned in PERS Plan 2 before June 1, 2003.

PERS 3 Early Retirement

You are eligible for early retirement at age 55 with a reduced benefit if you have at least 10 service credit years.

Please reference the PERS 3 Handbook for further details: [PERS 3 Handbook](#)

Minimum Text for Letter of Intent to Retire

I, _____ [employee's name], having reviewed Chief's Memorandum #21-018 regarding the 2021 Retirement Incentive Program – 60% Payout, have elected to accept the terms of the program as stated and voluntarily retire from Woodinville Fire & Rescue. I am willing to sign a Separation Agreement and Release with Woodinville Fire & Rescue substantially in the form of that included with Chief's Memorandum #21-018.

Therefore, please accept this as my official notice of my intent to retire from Woodinville Fire & Rescue effective September 30, 2021. My last day of work will be _____ [date].

[Employee Signature]

Separation Agreement and Release

This Separation Agreement and Release ("Separation Agreement") is entered into by and between Woodinville Fire & Rescue (the "District") and _____ ("Employee").

In consideration of the promises contained below, the parties agree as follows:

1. **Separation from Employment.** Employee's last date of employment with the District shall be _____, 2021 (the "Separation Date").
2. **Severance Pay.** The District agrees to pay Employee a total gross payment of \$_____ [60% of the employee's 2021 annual wage (base wage plus longevity pay plus any other added monthly wage)] (the "Severance Pay"). Such severance pay will be paid in five (5) annual payments of \$_____ [1/5th of the amount above], deposited into the employee's [account on record or HRA VEBA account]. The first severance payment will be deposited on October 25, 2021, or the first pay date after the expiration of the Revocation Period (defined below), whichever is later.
3. **Consideration.** The parties agree that the Severance Pay described above is not a benefit to which the Employee would otherwise be entitled upon separation under existing employee benefit plans provided by the District or under any pre-existing agreement between Employee and the District.
4. **Health Insurance.** In accordance with federal law (COBRA), Employee may elect, at Employee's expense, continuing medical, dental and vision benefits under the District's current health insurance policies for 18 months following the Separation Date, provided that Employee must make timely application and remain eligible for such benefits. It is the intent of the parties that Employee's COBRA rights begin to run on the Separation Date. Employee may also purchase at his/her own expense, retiree health insurance under the District's current or future plans, provided the employee meets the eligibility criteria for retiree coverage under the plan. The terms and conditions applicable to retiree coverage will be determined by the applicable carrier.
5. **Accrued Leave.** Employee's separation from the District will be considered a retirement for purposes of the leave cash out provisions of any collective bargaining agreement covering Employee's employment. Employee will receive payment for accrued but unused paid leave as of the Separation Date as provided by the applicable collective bargaining agreement's terms.
6. **Release.** Employee accepts the benefits contained in this Separation Agreement in full satisfaction of all his/her rights and interests relating to his/her employment with and separation from the District and, in consideration therefore, Employee hereby releases the District, its affiliates, successors, predecessors, past and present officers, commissioners, agents, representatives and employees (collectively, the "Released Parties") from all claims

(other than claims for the payments provided for under this Separation Agreement), causes of action or liabilities, suspected or unsuspected and irrespective of any present lack of knowledge of any possible claim or of any fact or circumstance pertaining thereto, which Employee may have or claim to have against any of the Released Parties arising from or during employment with the District or as a result of separation from employment. This release specifically covers, but is not limited to, any claims of discrimination based on race, color, national origin, sex, sexual orientation, marital status, age (including claims under the Age Discrimination in Employment Act, hereinafter "ADEA") or physical or mental disability under any federal, state, or local law, rule, or regulation; any contract or tort claims; any claims for unpaid wages or benefits; any claims arising under federal, state or local law based on promises made or allegedly made by the District to Employee; and any claims under any express or implied contract or other legal restrictions on the District's right to terminate its employees. Employee hereby covenants not to assert any such claims or causes of action (the only exception being a suit filed solely to challenge the validity of this release under the ADEA). This release is intended to be all encompassing, and to fully resolve all matters and relations between the parties up to the date Employee signs this Separation Agreement.

7. **Other Claims or Lawsuits.** Employee represents that as of the date s/he executes this Separation Agreement, s/he has not filed any complaints, charges, or lawsuits against any of the Released Parties with any governmental agency or any court.
8. **No Admission.** Nothing in this Separation Agreement shall be construed as any indication that the District or any of the Released Parties has acted wrongfully towards Employee or any other person.
9. **District Disclosures.** Employee understands and acknowledges that other employees are being offered the opportunity to participate in the District's retirement incentive program, and that other employees may retire as a result of the program. Employee further acknowledges receiving Schedule A to this Separation Agreement, which sets forth the following:
 - a. The class or group of employees covered by the retirement incentive program and any time limits set for participation;
 - b. The job titles and ages of all employees eligible for the program; and
 - c. The job titles and ages of all employees who are not eligible for the program.
10. **Review and Revocation.** Employee acknowledges that:
 - a. Pursuant to applicable law, s/he has been offered the opportunity to review a copy of this Separation Agreement for a period of 45 days (the "Review Period");

- b. The District advised Employee at the beginning of the Review Period to consult with an attorney concerning the terms and conditions of this Separation Agreement including, without limitation, the release set forth in this Separation Agreement; and
 - c. The terms and conditions of this Separation Agreement have not been amended, modified, or revoked during the Review Period. The District and Employee agree that Employee shall have seven (7) calendar days (the "Revocation Period") following the date on which Employee signs this Separation Agreement to revoke his/her acceptance of the Separation Agreement and the release set forth in this Separation Agreement, and this Separation Agreement shall not become effective until the Revocation Period has expired.
11. **Voluntary Execution.** Employee represents that s/he has read, considered, and fully understands this Separation Agreement and all its terms, and executes it freely and voluntarily.
12. **Construction of Agreement; Governing Law.** Each party has had a full and complete opportunity to review this Separation Agreement and has been given the opportunity to have counsel review it. Accordingly, the parties agree that the common law principles of construing ambiguities against the drafter shall have no application to this Separation Agreement. Interpretation of this Separation Agreement shall be under Washington law. If any action is necessary to enforce the terms of this Separation Agreement, the substantially prevailing party shall be entitled to receive reasonable attorneys' fees and costs.
13. **No Representations.** Employee represents that in entering into this Separation Agreement, s/he does not rely and has not relied upon any representation or statement made by the District or any of its employees or agents concerning this Separation Agreement.
14. **Complete Agreement.** This Separation Agreement constitutes a full and final resolution of all matters in any way related to Employee's employment with and separation from the District. This Separation Agreement supersedes any and all other agreements between or covering the parties. The parties agree that no modification, change or amendment of this Separation Agreement or any of its provisions shall be valid, unless in writing and signed by the party against whom such claimed modification, change or amendment is sought to be enforced.
15. **Severability.** If any provision of this Separation Agreement, or portion thereof, shall be held invalid or unenforceable by a court of competent jurisdiction or in any arbitration proceeding, such invalidity or unenforceability shall attach only to such provision or portion thereof, and shall not in any way affect or render invalid or unenforceable any other provision of this Separation Agreement or portion thereof, and this Separation Agreement shall be carried out as if any such invalid or unenforceable provision or portion thereof were not contained herein. In addition, any such invalid or unenforceable provision shall be deemed, without further action on the part of the parties, modified, amended, or limited to the extent necessary to render the same valid and enforceable.

16. **Titles.** The titles of the paragraphs of this Separation Agreement are inserted merely for convenience and ease of reference and shall not affect or modify the meaning of any of the terms, covenants, or conditions of the Separation Agreement.

IN WITNESS WHEREOF, the parties have executed this Separation Agreement as their free and voluntary act on the dates set forth below.

[Employee's Name]

Woodinville Fire & Rescue

Employee's Signature

Gregory S. Ahearn, Fire Chief

Date: _____

Date: _____

Schedule A
Woodinville Fire & Rescue Disclosure

A. The scope of and time limits pertaining to the Retirement Incentive Program.

-
- 1) The class or group of employees covered by the retirement incentive program includes all persons employed full-time by Woodinville Fire & Rescue (the "District") as of September 30, 2021, who are or will be eligible for service or early retirement on or before September 30, 2021 and wish to voluntarily retire on September 30, 2021.
 - 2) Eligible employees wishing to participate in the voluntary retirement incentive program must notify the District of their intent to participate by 1700 hours on September 3, 2021. The employee's Separation Date must be on September 30, 2021 and must be on or after the employee reaches the required retirement age. To receive the retirement incentive, employees must execute a Separation Agreement and return it to the District. The Separation Agreement becomes effective following the expiration of the seven-day Revocation Period described in the Separation Agreement.

B. Job titles and ages (as of 09/30/21) of individuals eligible for the retirement incentive program.

Fire Chief (1)	55	Lieutenant (2)	51
Training Director (1)	56	Lieutenant (1)	50
Battalion Chief (1)	59	Firefighter (1)	55
Battalion Chief (1)	53	Firefighter (1)	54
Captain (1)	56	Firefighter (1)	53
Lieutenant (1)	61	Firefighter (1)	51
Lieutenant (1)	57	Firefighter (1)	50
Lieutenant (1)	56	Admin Assistant (1)	63
Lieutenant (1)	54	Chief Administrative Officer (1)	58

C. Job titles and ages (as of 09/30/21) of individuals ineligible for the retirement incentive.

Facilities Maintenance Technician (1)	55	Captain (1)	48
Deputy Fire Marshal (1)	53	Lieutenant (1)	49
Accounting/Payroll Specialist (1)	51	Lieutenant (1)	46
Information Systems Manager (1)	45	Lieutenant (1)	45
Community Services Officer/PIO (1)	37	Firefighter (1)	49
Executive Assistant/Board Scty (1)	31	Firefighter (1)	46
Administrative Assistant (1)	31	Firefighter (1)	45
Battalion Chief (1)	48	Firefighter (1)	44
Battalion Chief (1)	41	Firefighter (1)	43

Firefighter (1)	40	Firefighter (3)	30
Firefighter (2)	39	Firefighter (1)	29
Firefighter (1)	37	Firefighter (1)	28
Firefighter (1)	35	Firefighter (2)	27
Firefighter (1)	34	Firefighter (1)	26
Firefighter (3)	33	Firefighter (1)	25
Firefighter (5)	32	Firefighter (2)	24
Firefighter (1)	31		

**WOODINVILLE FIRE & RESCUE
RESOLUTION NO. 2017-23**

**A RESOLUTION ESTABLISHING A
LEOFF 2 RETIREE MEDICAL BENEFIT PROGRAM**

RECITALS

WHEREAS, the State of Washington has vested in the governing bodies of fire protection districts the authority to adopt reasonable rules to govern the district and to perform its functions, and generally to perform all such acts as may be necessary to carry out the objectives of the creation of the district under RCW 52.14.100; and

WHEREAS, the Board of Fire Commissioners of Woodinville Fire & Rescue ("District") recognizes that the rising cost of health insurance discourages employees from taking retirement prior to reaching age 65; and

WHEREAS, the Board of Fire Commissioners recognizes that continuing to keep LEOFF 2 personnel employed in mentally and physically stressful environments for this extended length of service might be contrary to the District's long held belief of the need to maintain a healthy workforce; and

WHEREAS, the Board of Fire Commissioners believes that the savings generated by senior employees retiring offsets the cost of providing a LEOFF 2 Retiree Medical Benefit Program to assist with health care costs.

NOW, THEREFORE, it is resolved that the Board of Fire Commissioners of the District that it is in the best interest of the District and its employees to establish a LEOFF 2 Retiree Medical Benefit Program (hereinafter, the "Program") within the following parameters:

1. **Qualifying.** Employees must meet the following criteria to qualify for the Program:
 - a. The employee must be a LEOFF 2 employee of Woodinville Fire & Rescue.
 - b. The employee must be at least 53 years of age on the date of retirement.
 - c. The employee's age on the date of retirement plus the employee's years of service with Woodinville Fire & Rescue must equal 78 or greater. For purposes of this calculation, age and years of service will be calculated by rounding down to whole months, adding the months, dividing by 12 and taking the number to two decimal places.
 - For example, if an employee's age at retirement is 55 years, 7 months and 28 days, the age will be calculated as 667 months (55 x 12 + 7). If the years of

service are 24 years, 3 months, 15 days, the years of service will be calculated as 291 months ($24 \times 12 + 3$). This is a total of 958 months or 79.83 (958/12).

- d. The employee must provide the required written Notice of Intent to Retire (see paragraph 2, below).
 - e. The employee must draw their DRS LEOFF 2 retirement within three months of their date of separation with the District.
 - f. The maximum number of employees allowed to participate under the Program at any time is 17. If the maximum 17 people are participating in the Program, no others will be accepted until one or more people reach their point of Program termination (see paragraph 3.c., below), opening up space for new applicants. If more than the allowable maximum apply and qualify for the Program, participants will be chosen on the basis of seniority.
2. **Required Notice of Intent to Retire.** Employees wishing to retire under the Program must provide the District with written notice of intent to retire by August 1 of the previous year and their official retirement date must be no later than July 1 of the following year. The Notice of Intent must be submitted via email to the Fire Chief and must include the employee's name, last day of work, and official retirement date.
- a. If an employee gives the District written notice of intent to retire and then does not retire, participation in the Program is forfeited forever.
 - b. Exceptions to the timeframes for notification and retirement will be considered on a case-by-case basis. Such exceptions shall be presented to the Fire Chief for consideration and recommendation to the Board of Fire Commissioners and, if deemed to be mutually beneficial to the employee and to the District, may be approved by the Board of Fire Commissioners. Examples of exceptions might be:
 - Disability related retirement as defined by DRS as a duty disability; disaster response disability; or nonduty disability. Catastrophic duty disability would not qualify under this Program as the employee would receive reimbursement from DRS for medical premiums paid.
 - If notice of intent to retire is given and an employee's dependent becomes injured or ill to the point that the employee must withdraw his/her intent and continue working, the employee's future participation in the program would not be forfeited under such circumstances. The District may require certification from a health care provider of any illness or injury.
 - c. Any employee who meets the Program qualifications and wishes to participate in the Program with an official retirement date between November 1, 2017 and July 31, 2018, must notify the District by October 6, 2017 of their intent. This

shortened timeframe is a one-time exception for purposes of the initial implementation of the Program.

3. **Program Benefits.** The Program benefits are as follows:

- a. Each employee who applies for, qualifies, and is accepted into the Program will receive \$5,520 per year deposited in their HRA/VEBA account. The employee is solely responsible for any and all administrative costs, fees, and tax consequences of such payments. Employees will sign an acknowledgement to this effect as a condition of participating in the Program.
- b. The annual amount will be prorated (\$460.00/month) to align with the retiree's retirement date starting with the first whole month after the date of separation. For example, if the date of separation (last day worked) is May 31, 2019, the employee will receive \$3,220 or seven months of benefit for 2019 (June through December). If the date of separation (last day worked) is June 1, 2019, the employee will receive \$2,760 or six months of benefit for 2019 (July through December). In this last example, the employee would be covered on the District's medical plan through the month of June.
- c. The Program benefit will continue until one of the following occurs, with a prorated payment in the final year when discontinuation of benefits is known in advance:
 - The employee reaches age 65;
 - The employee becomes eligible for Medicare;
 - The employee voluntarily withdraws from the Program; or
 - The employee dies.
- d. There is no survivorship provision.


4. **Program Termination or Revision.** Should the Board of Fire Commissioners elect to terminate or revise this Program after it is implemented and in effect, all employees who are participating in and receiving the Program benefit as outlined herein will continue to receive the Program benefit until they are no longer eligible to participate in the Program (see paragraph 3.c. above). Should the Board of Fire Commissioners elect to revise the Program, a new Resolution outlining the details of the new Program, will be adopted.

ADOPTED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS OF WOODINVILLE FIRE & RESCUE THIS 26th DAY OF September, 2017.

**WOODINVILLE FIRE & RESCUE
COUNTY OF KING, WASHINGTON**


Derek van Veen, Commissioner, Position 1

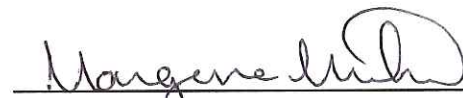

Jim Dorney, Commissioner, Position 2


Timothy Osgood, Commissioner, Position 3


Kevin Coughlin, Commissioner, Position 4


Roger Collins, Commissioner, Position 5

Attest:


Margene Michael, Board Secretary



Woodinville Fire & Rescue

P. O. Box 2200 • 17718 Woodinville-Snohomish Rd NE
Woodinville, WA 98072-8509
Phone 425-483-2131 • Fax 425-486-0361

ACH/BANK DEBIT APPROVAL DOCUMENT

Governmental Unit Name: Woodinville Fire & Rescue

EXPENSE ACCOUNT

Fund # 10-036-0010

Board of Directors Approval: We, the Board of Directors of the above-named governmental unit of King County, Washington do hereby certify that the services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: September 14, 2021

Approved for payment:

Derek van Veen
Commissioner, Position 1

Doug Halbert
Commissioner, Position 2

[Signature]
Commissioner, Position 3

Mike Millman
Commissioner, Position 4

Roger Collins
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 21-16	8/24/21, 8/25/21	\$ 466,040.39

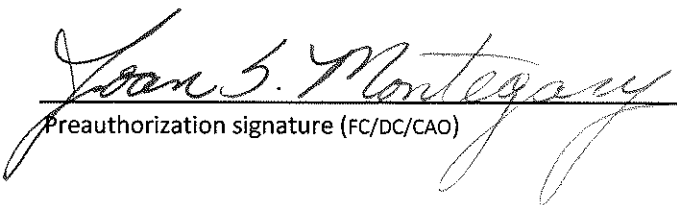
Joan S. Montegary
Preauthorization signature (FC/DC/CAO)

US BANK SINGLEPOINT - 3629 TRANSACTIONS

Trans. Date	Paychex Cash Requirement Debits	
8/24/2021	Net Pay: Direct Deposits/Live Checks	220,772.92
8/24/2021	DSHS - WA State (garnishment)	291.52
8/25/2021	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	49,989.13
8/24/2021	Agency Checks	115,695.39
		-
		-
		-
	Quarterly L&I	-
8/25/2021	PAYCHEX INVOICE	661.12
		387,410.08

Trans. Date	ACH TRANSACTIONS: TDA / DUES / BENEVOLENT FUND TEMPLATE	
8/25/2021	WDVL FF Union Dues/Assessment	4,458.82
8/25/2021	WDVL Benevolent Fund	475.00
	Total Deposit	4,933.82

PAY32 TRANSACTION TOTALS	\$	392,343.90
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 Preauthorization signature (FC/DC/CAO)

ELECTRONIC PAYMENT REQUEST FORM



Department of Executive Services
Finance & Business Operations Division
 ADM-ES-0600
 500 4th Ave
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov
 Tel: 206-296-7310 or 206-296-7312

Payment Settlement Date Aug 26, 2021

PAYMENT INFORMATION

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____
 ☐ ACH Debit Pay Code (COLXX) _____
 ☒ Automatic Withdrawal
☐ Book Transfers (Last 4 digits of the account) From _____ To _____
 ☐ Wire Repetitive Wire Code _____

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	DEPT OF RETIREMENT SYSTEMS						00000	
2	LEOFF & PERS	100360010			24219		00000	47,634.51
3	DCP	100360010			24219		00000	11,400.78
4							00000	
5							00000	
6							00000	
Total								\$59,035.29

PAYEE INFORMATION

Company _____ Address _____ City _____ State _____ Zip _____

BANK INFORMATION FOR WIRE PAYMENTS

Bank Name _____ Name on Bank Account _____
 Bank Routing # _____ Bank Account # _____ City _____ State _____

CONTACT INFORMATION Typed or Printed

Contact Name CHARLENE INMAN Organization WOODINVILLE FIRE & RESCUE, KCFD #36
 Email CINMAN@WF-R.ORG Phone # 425-483-7908 Ext _____ Fax # 425-486-0361

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable and that the payment is just, due and unpaid obligation, and that I am authorized to authenticate and certify to said payment.

Signature Joan Montegary Title Chief Administrative Officer Date Aug 24, 2021
 Print Name Joan Montegary Phone # 425-483-7912 Email jmontegary@wf-r.org

ELECTRONIC PAYMENT REQUEST FORM



Department of Executive Services
Finance & Business Operations Division
 ADM-ES-0600
 500 4th Ave
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov
 Tel: 206-296-7310 or 206-296-7312

Payment Settlement Date Aug 26, 2021

PAYMENT INFORMATION								
<input type="radio"/> ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____ <input type="radio"/> ACH Debit Pay Code (COLXX) _____ <input checked="" type="radio"/> Automatic Withdrawl								
<input type="radio"/> Book Transfers (Last 4 digits of the account) From _____ To _____ <input type="radio"/> Wire Repetitive Wire Code _____								
Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	ALERUS						00000	
2	Deferred Compensation Contributions	100360010			24219		00000	14,661.20
3							00000	
4							00000	
5							00000	
6							00000	
Total								\$14,661.20
PAYEE INFORMATION								
Company		Address		City		State		Zip
BANK INFORMATION FOR WIRE PAYMENTS								
Bank Name				Name on Bank Account				
Bank Routing #		Bank Account #		City		State		
CONTACT INFORMATION								
Typed or Printed								
Contact Name				Organization				
Email				Phone #		Ext		Fax #
AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080								
I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable and that the payment is just, due and unpaid obligation, and that I am authorized to authenticate and certify to said payment.								
Signature				Title			Date	
Print Name				Phone #		Email		



Woodinville Fire & Rescue

P. O. Box 2200 • 17718 Woodinville-Snohomish Rd NE

Woodinville, WA 98072-8509

Phone 425-483-2131 • Fax 425-486-0361

ACH/BANK DEBIT APPROVAL DOCUMENT

Governmental Unit Name: Woodinville Fire & Rescue

EXPENSE ACCOUNT

Fund # 10-036-0010

Board of Directors Approval: We, the Board of Directors of the above-named governmental unit of King County, Washington do hereby certify that the services hereinafter specified have been received and that the vouchers identified below are approved for payment.

Date: October 12, 2021

Approved for payment:

Derek van Veen
Commissioner, Position 1

Doug Halbert
Commissioner, Position 2

Tim Osgood
Commissioner, Position 3

Mike Millman
Commissioner, Position 4

Roger Collins
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 21-17	9/9/21, 9/10/21	\$ 404,606.68

[Signature]
Preauthorization signature (FC/DC/CAO)

US BANK SINGLEPOINT - 3629 TRANSACTIONS

Trans. Date	Paychex Cash Requirement Debits	
9/9/2021	Net Pay: Direct Deposits/Live Checks	245,494.83
9/9/2021	DSHS - WA State (garnishment)	291.52
9/10/2021	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	58,676.55
9/9/2021	Agency Checks	14,561.87
		-
		-
		-
	Quarterly L&I	-
9/10/2021	PAYCHEX INVOICE	672.14
		319,696.91

Trans. Date	ACH TRANSACTIONS: TDA / DUES / BENEVOLENT FUND TEMPLATE	
9/10/2021	WDVL FF Union Dues/Assessment	4,911.82
9/10/2021	WDVL Benevolent Fund	450.00
	Total Deposit	5,361.82

PAY32 TRANSACTION TOTALS \$ 325,058.73


 Preauthorization signature (FC/DC/CAO)

ELECTRONIC PAYMENT REQUEST FORM



Department of Executive Services
Finance & Business Operations Division
 ADM-ES-0600
 500 4th Ave
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov
 Tel: 206-296-7310 or 206-296-7312

Payment Settlement Date Sep 13, 2021

PAYMENT INFORMATION

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____
 ☐ ACH Debit Pay Code (COLXX) _____
 ☒ Automatic Withdrawl
☐ Book Transfers (Last 4 digits of the account) From _____ To _____
 ☐ Wire Repetitive Wire Code _____

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (6 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	DEPT OF RETIREMENT SYSTEMS						00000	
2	LEOFF & PERS	100360010			24219		00000	52,557.10
3	DCP	100360010			24219		00000	12,172.11
4							00000	
5							00000	
6							00000	
							Total	\$64,729.21

PAYEE INFORMATION

Company _____ Address _____ City _____ State _____ Zip _____

BANK INFORMATION FOR WIRE PAYMENTS

Bank Name _____ Name on Bank Account _____
 Bank Routing # _____ Bank Account # _____ City _____ State _____

CONTACT INFORMATION Typed or Printed

Contact Name CHARLENE INMAN Organization WOODINVILLE FIRE & RESCUE, KCFD #36
 Email CINMAN@WF-R.ORG Phone # 425-483-7908 Ext _____ Fax # 425-486-0361

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable and that the payment is just, due and unpaid obligation, and that I am authorized to authenticate and certify to said payment.

Signature Title Fire Chief Date Sep 9, 2021
 Print Name Gregory Ahearn Phone # 425-483-7911 Email gahearn@wf-r.org

ELECTRONIC PAYMENT REQUEST FORM



Department of Executive Services
Finance & Business Operations Division
 ADM-ES-0600
 500 4th Ave
 Seattle, WA 98104
 Email: cash.management@kingcounty.gov
 Tel: 206-296-7310 or 206-296-7312

Payment Settlement Date Sep 10, 2021

PAYMENT INFORMATION

☐ ACH Credit Pay Code (BENXX, GENXX, PAYXX) _____ ☐ ACH Debit Pay Code (COLXX) _____ ☒ Automatic Withdrawal
☐ Book Transfers (Last 4 digits of the account) From _____ To _____ ☐ Wire Repetitive Wire Code _____

Line	Explanation/Description	Fund (9 digits)	Project (7 digits)	Cost Center (5 digits)	Account (5 digits)	Bars (7 digits)	Future (5 digits)	Amount
1	ALERUS						00000	
2	Deferred Compensation Contributions	100360010			24219		00000	14,818.74
3							00000	
4							00000	
5							00000	
6							00000	
Total								\$14,818.74

PAYEE INFORMATION

Company _____ Address _____ City _____ State _____ Zip _____

BANK INFORMATION FOR WIRE PAYMENTS

Bank Name _____ Name on Bank Account _____
 Bank Routing # _____ Bank Account # _____ City _____ State _____

CONTACT INFORMATION Typed or Printed

Contact Name CHARLENE INMAN Organization WOODINVILLE FIRE & RESCUE, KCFD #36
 Email CINMAN@WF-R.ORG Phone # 425-483-7908 Ext _____ Fax # 425-486-0361

AUTHORIZATION Certification for Payment (By Authorized Signer) RCW 42.24.080

I, the undersigned, do hereby certify under penalty of perjury, that the payment is due and payable and that the payment is just, due and unpaid obligation, and that I am authorized to authenticate and certify to said payment.

Signature Title Fire Chief Date Sep 9, 2021
 Print Name Gregory Ahearn Phone # 425-483-7911 Email gahearn@wf-r.org



Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 09/15/2021

Total Amount: \$79,634.80

Control Total: 33

Payment Method: WARRANT

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20210910110135.csv

Fund #: 100360010

CONTACT INFORMATIONPreparer's Name: Charles TimmanEmail Address: cinman@wf-r.org**PAYMENT CERTIFICATION**

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :

<u>[Signature]</u>	<u>09/10/2021</u>
Authorized District Signature	Date
<u>Roger Collins</u>	<u>09/14/21</u>
Authorized District Signature	Date
<u>Tim Osgood</u>	<u>09/14/21</u>
Authorized District Signature	Date

<u>Mike Millman</u>	<u>09/14/21</u>
Authorized District Signature	Date
<u>Derek van Veen</u>	<u>09/14/21</u>
Authorized District Signature	Date
<u>Doug Halbert</u>	<u>09/14/21</u>
Authorized District Signature	Date

SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:

Batch Processed By: _____

Date Processed: _____



Special District Voucher Approval Document

KC v2.0

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20210910110135.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
ANDREW KAPFER			210901001	09/15/2021	\$2,708.69	
BANK OF AMERICA (BEVERLY)			210901002	09/15/2021	\$1,647.09	
BANK OF AMERICA (FOLEY)			210901003	09/15/2021	\$393.03	
BANK OF AMERICA (FRISCH)			210901004	09/15/2021	\$185.84	
BANK OF AMERICA (LANGAN)			210901005	09/15/2021	\$417.39	
BANK OF AMERICA (MCCAMBRIDGE)			210901006	09/15/2021	\$81.77	
BANK OF AMERICA (MONTEGARY)			210901007	09/15/2021	\$8,386.24	
BANK OF AMERICA (PLUSH)			210901008	09/15/2021	\$290.84	
CLOTH TATTOO LLC			210901009	09/15/2021	\$18.16	
DAVIS DOOR SERVICE INC			210901010	09/15/2021	\$3,989.06	
DYNAMIC SALES & SERVICE			210901011	09/15/2021	\$60.56	
FIRE FLEET MAINTENANCE LLC			210901012	09/15/2021	\$4,192.96	
FLEET FOOT			210901013	09/15/2021	\$62.15	
GALLS LLC			210901014	09/15/2021	\$3,677.18	
HAGGARD & GANSON LLP			210901015	09/15/2021	\$3,685.00	
HARRIS FORD			210901016	09/15/2021	\$4,135.10	
HUGHES FIRE EQUIPMENT			210901017	09/15/2021	\$326.29	
JOHNSON CONTROLS FIRE PROTECTION LP			210901018	09/15/2021	\$1,373.67	
MUNICIPAL EMERGENCY SERVICES INC			210901019	09/15/2021	\$371.59	
NEIL BLINDHEIM DBA INTERFACE SYSTEMS LLC			210901020	09/15/2021	\$7,416.00	
OFFICE DEPOT			210901021	09/15/2021	\$153.13	
QAL-TEK ASSOCIATES LLC			210901022	09/15/2021	\$23,428.00	
REIGN CTR DBA PETEK & ASSOCIATES			210901023	09/15/2021	\$1,925.00	
SEAWESTERN			210901024	09/15/2021	\$1,788.24	
STERICYCLE			210901025	09/15/2021	\$93.99	
SUMMIT LAW GROUP PLLC			210901026	09/15/2021	\$6,529.00	
UNITED OIL 23165			210901027	09/15/2021	\$770.81	
WA FINANCE OFFICERS ASSOC			210901028	09/15/2021	\$450.00	
WASHINGTON ALARM			210901029	09/15/2021	\$251.92	
WESTERN EXTERMINATOR COMPANY			210901030	09/15/2021	\$192.68	
WOOD FIRE PETTY CASH FUND			210901031	09/15/2021	\$169.00	
WOOD FIRE TRAVEL FUND			210901032	09/15/2021	\$168.25	
ZEP MANUFACTURING			210901033	09/15/2021	\$296.17	

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

Time: 10:52:14 Date: 09/10/2021

As Of: 09/15/2021

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
19788	08/16/2021	09/15/2021	148 ANDREW KAPFER	2,708.69	Confined Space Training Supplies
	522 21 35	10-04 Tools/Equip - Unexpecte	001 000 522 General Expense	2,708.69	
19834	08/18/2021	09/15/2021	1086 BANK OF AMERICA (BEVERLY)	1,647.09	Office 365 - August
	522 10 48	30-06 IT - Software Licensing	001 000 522 General Expense	1,647.09	
19789	08/19/2021	09/15/2021	1170 BANK OF AMERICA (FOLEY)	129.03	Lunch for EFR JATC & New Recruits
	522 10 31	40-01 Meetings - E-Staff	001 000 522 General Expense	129.03	
19835	08/27/2021	09/15/2021	1170 BANK OF AMERICA (FOLEY)	264.00	Postage Stamps
	522 10 31	10-01 Office Supplies - Postage	001 000 522 General Expense	264.00	
			Total BANK OF AMERICA (FOLEY)	393.03	
19790	08/24/2021	09/15/2021	1138 BANK OF AMERICA (FRISCH)	126.35	Admin Staff Lunch
	522 10 31	40-01 Meetings - E-Staff	001 000 522 General Expense	126.35	
19791	08/24/2021	09/15/2021	1138 BANK OF AMERICA (FRISCH)	59.49	Admin Staff Lunch
	522 10 31	40-01 Meetings - E-Staff	001 000 522 General Expense	59.49	
			Total BANK OF AMERICA (FRISCH)	185.84	
19792	08/25/2021	09/15/2021	173 BANK OF AMERICA (LANGAN)	417.39	Duty Boots - BC Garat
	522 20 25	10-05 Uniforms - Class B Replac	001 000 522 General Expense	417.39	
19793	08/12/2021	09/15/2021	175 BANK OF AMERICA (MCCAMBRIDGE)	32.62	St 31 Propane
	522 50 48	10-01 All Stations - Maint/Repa	001 000 522 General Expense	32.62	
19794	08/17/2021	09/15/2021	175 BANK OF AMERICA (MCCAMBRIDGE)	10.65	St 35 Electrical Wall Plate
	522 50 48	10-01 All Stations - Maint/Repa	001 000 522 General Expense	10.65	
19795	08/17/2021	09/15/2021	175 BANK OF AMERICA (MCCAMBRIDGE)	7.70	St 31 Squeegee
	522 50 31	10-01 District Cleaning Supplie:	001 000 522 General Expense	7.70	
19796	08/23/2021	09/15/2021	175 BANK OF AMERICA (MCCAMBRIDGE)	19.81	St 31 Insect Killer
	522 50 48	10-01 All Stations - Maint/Repa	001 000 522 General Expense	19.81	
19797	08/24/2021	09/15/2021	175 BANK OF AMERICA (MCCAMBRIDGE)	10.99	St 31 Toilet Brushes

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/15/2021

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
522 50 31	10-01	District Cleaning Supplie	001 000 522 General Expense	10.99	
			Total BANK OF AMERICA (MCCAMBRIDGE)	81.77	
19798	08/13/2021	09/15/2021	BANK OF AMERICA (MONTEGARY)	8,183.74	PT Equipment
522 24 35	10-01	Wellness Equipment Mai	001 000 522 General Expense	8,183.74	
19799	08/26/2021	09/15/2021	BANK OF AMERICA (MONTEGARY)	202.50	Notary Public Renewal - Montegary
522 10 49	80-01	Unexpected Costs (Incluc	001 000 522 General Expense	202.50	Montegary - Notary Public renewal
			Total BANK OF AMERICA (MONTEGARY)	8,386.24	
19800	08/16/2021	09/15/2021	BANK OF AMERICA (PLUSH)	290.84	Z1/Z3 Joint Exercise @ Shoreline - Lunch
522 22 35	10-02	Z1 EHMT Consortium (Re	001 000 522 General Expense	187.59	
522 22 35	10-02	Z1 EHMT Consortium (Re	001 000 522 General Expense	103.25	
19836	03/02/2021	09/15/2021	CLOTH TATTOO LLC	18.16	Balance owed
522 20 25	10-05	Uniforms - Class B Replac	001 000 522 General Expense	18.16	
19801	08/21/2021	09/15/2021	DAVIS DOOR SERVICE INC	3,989.06	St 35 Bay door spring replacement
522 50 48	10-01	All Stations - Maint/Repa	001 000 522 General Expense	3,989.06	
19802	08/09/2021	09/15/2021	DYNAMIC SALES & SERVICE	60.56	Sta 31 Extractor maintenance
522 50 48	10-01	All Stations - Maint/Repa	001 000 522 General Expense	60.56	
19804	08/02/2021	09/15/2021	FIRE FLEET MAINTENANCE LLC	363.33	#1331 Seat Covers
522 60 48	20-01	Vehicles - Support Veh IV	001 000 522 General Expense	363.33	Seat Covers for 1331
19805	08/21/2021	09/15/2021	FIRE FLEET MAINTENANCE LLC	130.74	#9303 Coolant Sensor replaced
522 60 48	40-01	Vehicles - Suppression M	001 000 522 General Expense	130.74	Minor repair L131
19806	08/21/2021	09/15/2021	FIRE FLEET MAINTENANCE LLC	454.16	Fleet Consulting - Jul/Aug
522 60 41	10-01	Prof Services - Fleet Cons	001 000 522 General Expense	454.16	
19807	08/21/2021	09/15/2021	FIRE FLEET MAINTENANCE LLC	397.04	#1333 PM
522 60 48	20-01	Vehicles - Support Veh IV	001 000 522 General Expense	397.04	
19808	08/21/2021	09/15/2021	FIRE FLEET MAINTENANCE LLC	1,043.58	#1330 Replaced Batteries
522 60 48	20-01	Vehicles - Support Veh IV	001 000 522 General Expense	1,043.58	

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/15/2021

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
19809	08/21/2021	09/15/2021	1321 FIRE FLEET MAINTENANCE LLC	605.04	#7332 PM
	522 60 48 30-01 Vehicles - Aid Unit Maint		001 000 522 General Expense	605.04	
19810	01/01/2021	09/15/2021	1321 FIRE FLEET MAINTENANCE LLC	920.65	Fleet Maintenance Supplies
	522 60 31 50-02 Vehicles - Supplies - Soap		001 000 522 General Expense	920.65	
19811	06/10/2021	09/15/2021	1321 FIRE FLEET MAINTENANCE LLC	278.42	St 31 DEF
	522 60 32 10-01 Vehicles - Gas/Diesel/DEI		001 000 522 General Expense	278.42	
			Total FIRE FLEET MAINTENANCE LLC	4,192.96	
19812	08/15/2021	09/15/2021	1900 FLEET FOOT	62.15	Courier Service - Aug
	522 10 41 10-06 Prof Svcs - Courier		001 000 522 General Expense	62.15	
19813	08/12/2021	09/15/2021	1352 GALLS LLC	1,539.93	Class B Replacements
	522 20 25 10-05 Uniforms - Class B Replac		001 000 522 General Expense	1,539.93	
19814	08/13/2021	09/15/2021	1352 GALLS LLC	353.28	New Boots - Recruit Good
	522 20 25 10-08 Uniforms - New Hires (3 l		001 000 522 General Expense	353.28	
19815	08/10/2021	09/15/2021	1352 GALLS LLC	401.72	Boots/Belt - Recruit Killion
	522 20 25 10-08 Uniforms - New Hires (3 l		001 000 522 General Expense	401.72	
19816	08/10/2021	09/15/2021	1352 GALLS LLC	48.44	Belt - Recruit Michelsen
	522 20 25 10-08 Uniforms - New Hires (3 l		001 000 522 General Expense	48.44	
19817	08/11/2021	09/15/2021	1352 GALLS LLC	353.28	Boots - Recruit Michelsen
	522 20 25 10-08 Uniforms - New Hires (3 l		001 000 522 General Expense	353.28	
19818	08/13/2021	09/15/2021	1352 GALLS LLC	401.72	Boots, Belt - Recruit Winter
	522 20 25 10-08 Uniforms - New Hires (3 l		001 000 522 General Expense	401.72	
19819	07/30/2021	09/15/2021	1352 GALLS LLC	182.87	Class A Uniform - Allen
	522 20 25 10-05 Uniforms - Class B Replac		001 000 522 General Expense	182.87	
19820	08/02/2021	09/15/2021	1352 GALLS LLC	151.52	Class A Uniform - Allen
	522 20 25 10-05 Uniforms - Class B Replac		001 000 522 General Expense	151.52	

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/15/2021

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
19821	08/02/2021	09/15/2021	1352	GALLS LLC	18.52 Class A Nameplate - Allen
	522 20 25 10-05 Uniforms - Class B Replac		001 000 522 General Expense	18.52	
19822	07/30/2021	09/15/2021	1352	GALLS LLC	180.26 Class A Uniform - James
	522 20 25 10-05 Uniforms - Class B Replac		001 000 522 General Expense	180.26	
19823	08/12/2021	09/15/2021	1352	GALLS LLC	45.64 Class A Uniform - James
	522 20 25 10-05 Uniforms - Class B Replac		001 000 522 General Expense	45.64	
			Total GALLS LLC	3,677.18	
19837	09/01/2021	09/15/2021	1188	HAGGARD & GANSON LLP	3,685.00 Legal Services - General - Aug
	522 10 41 10-02 Prof Svcs - Legal (PFR)		001 000 522 General Expense	3,685.00	Attorneys' fees for August (Ganson)
19824	08/19/2021	09/15/2021	1084	HARRIS FORD	4,135.10 BR 131 AC repair
	522 60 48 40-01 Vehicles - Suppression M		001 000 522 General Expense	4,135.10	
19825	08/20/2021	09/15/2021	1404	HUGHES FIRE EQUIPMENT	326.29 #9303 Aerial Master switch repair
	522 60 48 40-01 Vehicles - Suppression M		001 000 522 General Expense	326.29	
19826	08/16/2021	09/15/2021	1810	JOHNSON CONTROLS FIRE PROTECTION LP	1,373.67 Sta 35 Heat detector repair
	522 50 48 10-06 All Stations - HVAC Repal		001 000 522 General Expense	1,373.67	
19827	08/16/2021	09/15/2021	1588	MUNICIPAL EMERGENCY SERVICES INC	371.59 Structural FF Glove Sizing Set
	522 20 25 20-01 Uniforms - Bunker Gear F		001 000 522 General Expense	371.59	
19838	09/05/2021	09/15/2021	1425	NEIL BLINDHEIM DBA INTERFACE SYSTEMS LLC	7,416.00 2022 FBC Notices and Mailing
	522 10 41 40-01 Contract - FBC Calculatio		001 000 522 General Expense	7,416.00	FBC contractor; first billing for 2022
19828	08/18/2021	09/15/2021	1647	OFFICE DEPOT	153.13 Copy paper, storage boxes, labelmaker tape
	522 10 31 10-02 Office Supplies - General		001 000 522 General Expense	153.13	
19829	08/25/2021	09/15/2021	1150	QAL-TEK ASSOCIATES LLC	23,428.00 Methane detectors for Z1 EHMT (2)
	522 22 35 10-02 Z1 EHMT Consortium (Re		001 000 522 General Expense	23,368.00	
	522 22 35 10-02 Z1 EHMT Consortium (Re		001 000 522 General Expense	60.00	
19839	08/26/2021	09/15/2021	1879	REIGN CTR DBA PETEK & ASSOCIATES	1,925.00 Pre-Employment Pysch Evals (5)
	522 10 29 30-01 New Hire - Medical Physi		001 000 522 General Expense	1,925.00	Pre-hire psych exams (5)

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/15/2021

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
19830	08/18/2021	09/15/2021	1796 SEAWESTERN	1,717.56	Bunker Boots - New Hire (4)
	522 20 25 20-03	Uniforms - Bunker Gear	001 000 522 General Expense	1,717.56	
19831	08/17/2021	09/15/2021	1796 SEAWESTERN	70.68	FF Benke Helmet Shield
	522 20 25 20-01	Uniforms - Bunker Gear	001 000 522 General Expense	70.68	
			Total SEAWESTERN	1,788.24	
19840	08/31/2021	09/15/2021	1839 STERICYCLE	93.99	Medical Waste Disposal - Aug
	522 20 31 10-05	Supplies - EMS Supplies	001 000 522 General Expense	93.99	
19832	08/20/2021	09/15/2021	1849 SUMMIT LAW GROUP PLLC	6,529.00	Legal Services - Local - Jul
	522 10 41 10-04	Prof Svcs - Legal (Summi	001 000 522 General Expense	6,529.00	Legal fees (labor related); invoice 128735
19841	08/31/2021	09/15/2021	1897 UNITED OIL 23165	770.81	Gas/Diesel - 8/16/21-8/31/21
	522 60 32 10-01	Vehicles - Gas/Diesel/DEI	001 000 522 General Expense	770.81	
19844	08/26/2021	09/15/2021	1923 WA FINANCE OFFICERS ASSOC	450.00	Conference Registration - Inman
	522 10 41 20-01	Conf Reg - WFOA (2)	001 000 522 General Expense	450.00	
19833	09/01/2021	09/15/2021	1937 WASHINGTON ALARM	251.92	St 35 Alarm Monitoring 9/1/21-11/30/21
	522 50 48 35-02	St 35 - Fire Alarm Monitc	001 000 522 General Expense	251.92	
19842	08/18/2021	09/15/2021	1105 WESTERN EXTERMINATOR COMPANY	110.10	St 31 Pest Control - Aug
	522 50 48 10-05	All Stations - Pest Contro	001 000 522 General Expense	110.10	
19843	08/18/2021	09/15/2021	1105 WESTERN EXTERMINATOR COMPANY	82.58	Annex Pest Control - Aug
	522 50 48 10-05	All Stations - Pest Contro	001 000 522 General Expense	82.58	
			Total WESTERN EXTERMINATOR COMPANY	192.68	
19845	08/16/2021	09/15/2021	1968 WOOD FIRE PETTY CASH FUND	169.00	PHR Recertification Fee - Montegary
	522 10 49 20-07	Dues / Subscriptions - St	001 000 522 General Expense	169.00	Montegary recertification fee for PHR certification through HRCI
19846	08/30/2021	09/15/2021	1969 WOOD FIRE TRAVEL FUND	168.25	NHRMA Conference Per Diem - Montegary
	522 10 43 10-02	Travel Per Diem - NHRM/	001 000 522 General Expense	168.25	Montegary Per Diem for NHRMA in PDX

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/15/2021

Time: 10:52:14 Date: 09/10/2021

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Accts
Pay # Received Date Due Vendor Amount Memo

19847 08/04/202109/15/2021996 ZEP MANUFACTURING 296.17 Vehicle Protect All (2 cases)

522 60 31 50-02 Vehicles - Supplies - Soap 001 000 522 General Expense 296.17

Report Total: 79,634.80

Fund

001 General Expense Fund (10-036-0010) 79,634.80

This report has been reviewed by:

Signature: _____
Fire Chief/Chief Administrative Officer

Date: _____