



Woodinville Fire & Rescue

**SPECIAL MEETING OF THE BOARD OF FIRE COMMISSIONERS
Headquarters Station 31, 17718 Woodinville-Snohomish Road NE**

**Wednesday, February 20, 2019
10:00 a.m.**

AGENDA

Call to Order/Flag Salute/Roll Call

Approval of Agenda in Content and Order

Public Comments (please limit comments to 3 minutes or less)

Board Business Items

1. Approval of Explanatory Statement for Voter's Pamphlet
2. Committee Appointments (for drafting for and against benefit charge statements for publication in the voter information guide)
3. Reports and Requests from the Commissioners/Good of the Order
4. Adjournment

WOODINVILLE FIRE & RESCUE
Wednesday, February 20, 2019

SPECIAL MEETING OF THE BOARD OF FIRE COMMISSIONERS

Commissioner Collins called the meeting to order at 1003 hours.

Roll call was taken and was as follows:

Roll Call

Commissioner Collins (Chair)

Commissioner Osgood (Vice-Chair)

Commissioner van Veen

Commissioner Dorney

Commissioner Millman

Staff

Fire Chief Greg Ahearn

Chief Administrative Officer Montegary

Executive Assistant/Board Secretary Michael

Absent

Commissioner Osgood

***MOTION:** Commissioner van Veen moved that the Board of Fire Commissioners excuse Commissioner Osgood's absence due to personal matters. The motion was seconded by Commissioner Dorney. The motion passed, 4-0.*

Approval of Agenda in Content and Order

***MOTION:** Commissioner van Veen moved to approve the agenda as presented in content and order. The motion was seconded by Commissioner Millman. The motion passed, 4-0.*

Public Comments

None

1. Approval of Explanatory Statement for Voter's Pamphlet

Commissioner Collins explained that the explanatory statement written by Jeff Ganson, legal counsel, regarding the proposition for reauthorization of the Fire Benefit Charge needs to be approved. He read the statement (attached hereto) to the Board.

MOTION: Commissioner van Veen moved that the Board of Fire Commissioners approve the Explanatory Statement regarding the proposition as written by legal counsel. The motion was seconded by Commissioner Millman. The motion passed, 4-0.

2. Committee Appointments

Commissioner Collins stated that the Board would like to appoint two committees, one to draft a pro statement and one to draft a con statement for the voter's pamphlet.

Karen Steeb, a citizen attending the meeting, asked the Board to consider appointing Preethi Shridhar for the Pro Committee. She is a Woodinville resident who was unable to attend today's meeting. Commissioner Collins noted that Board Secretary Michael was contacted by another Woodinville citizen, Carol Fletcher, who is interested in serving on the Pro Committee, but couldn't attend today's meeting.

Nominations for the Pro Statement Committee:

The following people, registered voters residing within District boundaries, were nominated for the committee to draft the statement in favor of the proposition:

Preethi Shridhar
Carol Fletcher

The following people were nominated for the committee to draft the statement opposing the proposition:

No one wishing to draft a statement in opposition to the proposition attended the meeting or contacted the District.

MOTION: Commissioner Collins moved that the Board of Fire Commissioners appoint Preethi Shridhar and Carol Fletcher to serve as the pro committee to draft the statement in favor of the proposition to renew the fire benefit charge. The motion was seconded by Commissioner Millman. The motion passed, 4-0.

Board Secretary Michael will contact the committee members to inform them of the rules, procedures and deadlines for submitting statements for the voter's pamphlet.

Board Secretary Michael will submit the Committee appointment form to King County Elections.

3. Reports and Requests of the Commissioners/Good of the Order

Commissioner van Veen:

- Asked if the District has an issue with people in cars not moving over for emergency vehicles. When told yes, asked if we could do something to make people aware of the law.

Commissioner Dorney: No Report

Commissioner Osgood: No Report – absent

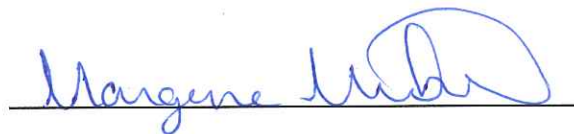
Commissioner Millman: No Report

Commissioner Collins: No Report

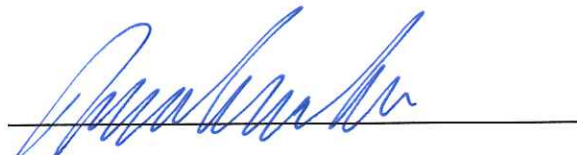
Adjournment

MOTION: Commissioner van Veen moved to adjourn the meeting. The motion was seconded by Commissioner Dorney. The motion passed, 4-0.

The meeting adjourned at 1035 hours.



Margene Michael, Board Secretary

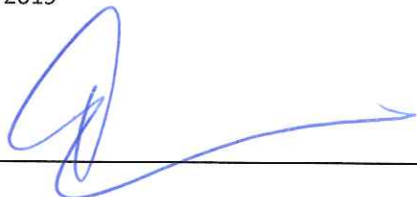


Derek van Veen, Commissioner, Position 1

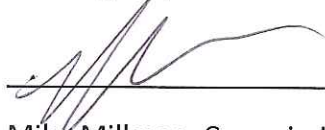


Jim Dorney, Commissioner, Position 2

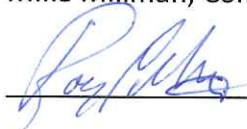
absent



Tim Osgood, Commissioner, Position 3



Mike Millman, Commissioner, Position 4



Roger Collins, Commissioner, Position 5

Approval of Explanatory Statement

Commissioner Collins:

Prior to appointing committees to write pro or con statements for the Voter's Pamphlet, the Board must approve an explanatory statement written by Jeff Ganson, legal counsel regarding the proposition.

[Read the Explanatory Statement:]

Woodinville Fire & Rescue is seeking reauthorization of the Benefit Charge. The Benefit Charge accounts for approximately 44 percent of Woodinville Fire & Rescue's budget. It was first approved by voters for six years in 1989, and subsequently has been renewed by voters at approximately six-year intervals, most recently in 2013. Voter approval is once again required in order to retain this revenue source. Renewal of the Benefit Charge for another six years (2020 through 2025) will allow Woodinville Fire & Rescue to maintain response times and service levels, train personnel and purchase equipment.

The Benefit Charge is based on the occupancy type and square footage of improvements to real property, and reflects the service level (i.e., fire flow of water) needed to control a fire in a particular building. Each year, the elected Board of Fire Commissioners holds a public meeting to review the Benefit Charge and ensure fiscal responsibility for the coming year. The law allows for partial exemptions from the charge for senior citizens, buildings with fire sprinkler systems and some agriculture-related improvements.

With the Benefit Charge in effect, state law prohibits the imposition of the \$.50 regular property tax for fire protection otherwise allowed by RCW 52.16.160.

PROPOSED MOTION

I move that the Board of Fire Commissioners approve the Explanatory Statement regarding the proposition as written by legal counsel.

Explanatory Statement:

Woodinville Fire & Rescue is seeking reauthorization of the Benefit Charge. The Benefit Charge accounts for approximately 44 percent of Woodinville Fire & Rescue's budget. It was first approved by voters for six years in 1989, and subsequently has been renewed by voters at approximately six-year intervals, most recently in 2013. Voter approval is once again required in order to retain this revenue source. Renewal of the Benefit Charge for another six years (2020 through 2025) will allow Woodinville Fire & Rescue to maintain response times and service levels, train personnel and purchase equipment.

The Benefit Charge is based on the occupancy type and square footage of improvements to real property, and reflects the service level (i.e., fire flow of water) needed to control a fire in a particular building. Each year, the elected Board of Fire Commissioners holds a public meeting to review the Benefit Charge and ensure fiscal responsibility for the coming year. The law allows for partial exemptions from the charge for senior citizens, buildings with fire sprinkler systems and some agriculture-related improvements.

With the Benefit Charge in effect, state law prohibits the imposition of the \$.50 regular property tax for fire protection otherwise allowed by RCW 52.16.160.

Explanatory Statement written by Jeff Ganson, Legal Counsel

A handwritten signature in blue ink, appearing to read "Jeff Ganson", is written over the text of the explanatory statement.

Electronic signature February 1, 2019

Tab 2

Selection of Committees to Write Pro/Con Statements for the Voter's Pamphlet

Commissioner Collins:

The Board would like to appoint two committees, one to draft a pro statement and one to draft a con statement for the voter's pamphlet. Each committee may consist of up to three registered voters within District boundaries.

[Ask if anyone in the audience would like to volunteer for a committee. Add that Board Secretary Michael was contacted by two people who would like to be on the Pro Committee.]

They are:

Karen Steeb	14319 NE 174 th Street	Woodinville, WA 98072
Carol Fletcher	23429 NE 156 th Place	Woodinville, WA 98077

Board Secretary Michael:

I would like to open nominations for the Pro Committee.

Commissioner:

I nominate [insert names here] to serve on the Pro Committee.

PROPOSED MOTION

I move that the Board of Fire Commissioners appoint [insert names here] to serve as the pro committee to draft the statement in favor of the proposition to renew the fire benefit charge.

Board Secretary Michael:

I would like to open nominations for the Con Committee; or, no one has volunteered to be on the committee opposing the proposition.

Commissioner (only if there are volunteers):

I nominate [insert names here] to serve on the Con Committee.

PROPOSED MOTION (if needed)

I move that the Board of Fire Commissioners appoint [insert names here] to serve as the con committee to draft the statement in opposition of the proposition to renew the fire benefit charge.

[Recess for 10 minutes if any of the committee members are in attendance]

Ballot measure submission cover sheet

This form must be included with each resolution/ordinance submitted to King County Elections. If you have any questions on how to complete this form please contact Election Services at 206-296-1565.

Resolution can be delivered to King County Elections by:

email: election.services@kingcounty.gov

mail or in-person: King County Elections
919 SW Grady Way
Renton, WA 98057

jurisdiction information	<hr/> <p>name of jurisdiction</p> <hr/> <p>jurisdiction contact person title</p> <hr/> <p>contact phone contact email</p> <hr/> <p>jurisdiction mailing address</p>
ballot measure information	<p>2019 election date of participation</p> <p><input type="checkbox"/> February 12 <input type="checkbox"/> April 23 <input type="checkbox"/> August 6 <input type="checkbox"/> November 5</p> <hr/> <p>type of measure (levy, bond, etc.)</p>
voters' pamphlet information	<p>If you are participating in a special election in February or April please complete the following. For the August primary and November general elections all ballot measures are automatically included in the voters' pamphlet.</p> <p>Will you be participating in the voters' pamphlet? If you answered yes please make a selection below.</p> <p><input type="checkbox"/> yes <input type="checkbox"/> attached resolution includes request for voters' pamphlet publication</p> <p><input type="checkbox"/> no <input type="checkbox"/> request for voters' pamphlet publication to follow in another resolution</p>
contact information for publication	<p>This contact information will be listed on www.kingcounty.gov/elections as well as in the voters' pamphlet. This contact should be able to respond to questions from voters regarding the jurisdiction's ballot measure.</p> <hr/> <p>jurisdiction contact person title</p> <hr/> <p>contact phone contact email</p>
for office use only	

King County Local Voters' Pamphlet packet

Information for jurisdiction administrators

2019 election cycle

Who can participate?

Primary and general elections

King County automatically publishes a local voters' pamphlet and all jurisdictions placing measures on the ballot are included.

Special elections

King County does not automatically produce a pamphlet, except for annexations and countywide measures. Only jurisdictions who have requested a pamphlet be published, by ordinance or resolution, will be included.

Jurisdiction's responsibilities

The jurisdiction placing a measure on the ballot must file a resolution or ordinance with King County Elections by 4:30 p.m. on the day of the deadline.

If the jurisdiction is participating in the local voters' pamphlet they are also responsible for the following:

- Coordinating with jurisdiction's legal counsel to prepare an explanatory statement (250 word/5 paragraph limit).
- Appointing members to pro and con committees who are willing to write statements for the local voters' pamphlet.
- Informing committees of the rules, procedures, and deadlines for submitting statements for the local voters' pamphlet.
- Submitting all materials to King County Elections by 4:30 p.m. on the day of the deadline.
 - Resolution or ordinance
 - Ballot measure resolution cover sheet
 - Explanatory statement
 - Committee appointment form

King County Elections' responsibilities

King County Elections will receive all materials from the jurisdiction as well as the pro and con committees.

Additionally they are responsible for the following:

- Sending a letter acknowledging receipt of the resolution or ordinance calling for an election.
- Following the deadline for pro and con statements, sending each to the opposing committee so rebuttals can be written.

- Sending finalized pamphlet to the printer for production and mailing.

King County is not responsible for the validity or accuracy of statements, arguments or rebuttals.

Pro/Con committees' responsibilities

The pro and con committees will agree to submit statements in favor of and in opposition to the ballot measure for the local voters' pamphlet.

Additionally they are responsible for the following:

- Submitting pro/con statement, following all guidelines, to King County Elections by 4:30 p.m. on the day of the deadline.
- Submitting rebuttal statement, following all guidelines, to King County Elections by 4:30 p.m. on the day of the deadline.



Local voters' pamphlet deadlines

Special elections

Election date	February 12	April 23
Resolution due	12/14/18	2/22/19
Explanatory statement	12/14/18	2/22/19
Pro/Con Committee Appointments	12/14/18	2/22/19
Pro/Con Statements	12/18/18	2/26/19
Rebuttal Statements	12/20/18	2/28/19

Primary and general elections

Election date	August 6	November 5
Resolution due*	n/a	n/a
Explanatory statement	5/14/19	8/9/19
Pro/Con Committee Appointments	5/10/19	8/6/19
Pro/Con Statements	5/21/19	8/13/19
Rebuttal Statements	5/23/19	8/15/19

*Resolution requesting local voters' pamphlet not required, pamphlet automatically produced for primary and general

Local voters' pamphlet deadlines Need more information?

For more detailed information, consult the Jurisdiction Manual at kingcounty.gov/elections or contact Election Services at 206-296-1565 or election.services@kingcounty.gov.

Pro and con committee appointment form

This form is to be completed by the jurisdiction administrator. The completed form must be submitted to King County Elections by 4:30 p.m. on the day of the deadline.

Committee members names listed on this form will be published in the pamphlet following their statements.

If you have any questions on how to complete this form please contact Election Services at 206-296-1565.

ballot measure information	<hr/> name of jurisdiction/district <hr/> name of ballot measure (e.g., Proposition No. 1 or Levy Lid Lift)	
committee member information	Committee advocating approval (pro) <hr/> committee member name <hr/> phone number <hr/> email address <hr/> <hr/> committee member name <hr/> phone number <hr/> email address <hr/> <hr/> committee member name <hr/> phone number <hr/> email address	Committee advocating rejection (con) <hr/> committee member name <hr/> phone number <hr/> email address <hr/> <hr/> committee member name <hr/> phone number <hr/> email address <hr/> <hr/> committee member name <hr/> phone number <hr/> email address
<p align="center">*Committee member names will be listed in the pamphlet in the order they appear on this form</p>		
submitter information	<hr/> name of person submitting this form title <hr/> phone number date	

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