

WOODINVILLE FIRE & RESCUE

Tuesday, May 10, 2022

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS

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

Roll Call

Commissioner Collins (Chair)
Commissioner van Veen
Commissioner Halbert
Commissioner Barton
Commissioner Millman

Staff

Fire Chief Jeff Clark
Board Secretary Nicole Frisch
Deputy Chief Doug McDonald

Consideration and Approval of Agenda in Content and Order

MOTION: Commissioner Millman moved to approve the agenda as presented. The motion was seconded by Commissioner Barton. The motion passed, 5-0.

Public Comment

Paul Nicholson, Member, Woodinville Emergency Communications Team

1. Board Rules of Procedure

Commissioner Collins reported that staff is working on updating the Board Rules of Procedure including updated guidance and recent input from the auditor. He requested that any Commissioner feedback be sent to Board Secretary Frisch for incorporation. The redlined procedure document will be provided to the Executive Committee prior to their June meeting, and to the rest of the Board for review prior to the June regular meeting.

2. Training Grounds Discussion (attached hereto)

Chief Clark presented as attached hereto. He reported that the training grounds proposal will be brought to the EF&R Board of Directors for approval at their May 12, 2022 meeting. Discussion ensued.

3. Standards of Coverage follow-up (attached hereto)

Chief Clark presented the Standards of Coverage as attached hereto. Discussion ensued.

4. Fire Chief Briefing (attached hereto)

Chief Clark reviewed the Fire Chief Briefing as attached hereto. He reported that the annual Celebrate Woodinville pancake breakfast at Station 31 is back on for 2022 after taking time off due to the COVID-19 pandemic. Board Secretary Frisch requested all suggestions for the event be sent to her. More information will be disseminated to the Board as it becomes available.

5. Consent Agenda (attached hereto)

- a. Approval of meeting minutes from the April 12, 2022 regular meeting and the April 14, 2022 special meeting
- b. Approval of Payroll Vouchers ACH 22-7 for \$7,275.43 and ACH 22-8 for \$8,652.33
- c. Approval of Vouchers for \$3,781.28, \$39,817.77, and \$105,724.40

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

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

Commissioner Halbert brought up a strategic plan as it relates to the station locations within the District. Discussion ensued.

Commissioner Millman reported that he will be meeting with Deputy Director Formisano to discuss the CORE Connect program. He also extended thanks to FM Lawrence for his assistance at a recent street fair.

7. Adjournment

MOTION: Commissioner Halbert moved to adjourn the meeting. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.

Board Chair Collins adjourned the meeting at 6:07 p.m.

Nicole Frisch, Board Secretary



Derek van Veen, Commissioner, Position 1

Doug Halbert, Commissioner, Position 2



Anjela Barton, Commissioner, Position 3



Mike Millman, Commissioner, Position 4



Roger Collins, Commissioner, Position 5



Woodinville Fire & Rescue

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

**Tuesday, May 10, 2022
5:00 p.m.**

The meeting will be conducted in person and virtually, via Microsoft Teams. You may join the meeting in person at the above address, or virtually using the link below to attend live:

[Click here to join the meeting](#)

To listen live, dial [+1 509-931-1382,,287103346#](#)

Phone Conference ID: 287 103 346#

AGENDA

Call to Order/Flag Salute/Roll Call

Approval of Agenda in Content and Order

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

Board Business Items

1. Board Rules of Procedure Update
2. Training Grounds Discussion
3. Standards of Coverage follow-up
4. Fire Chief Briefing
 - a. Celebrate Woodinville Pancake Breakfast – Saturday, August 13, 2022
5. Consent Agenda
 - a. Approval of Minutes from the April 12, 2022 Regular Meeting and April 14, 2022 Special Joint Meeting
 - b. Approval of Payroll Vouchers
 - c. Approval of Capital and General Vouchers
6. Reports and Requests from the Commissioners/Good of the Order
7. Adjournment

**WOODINVILLE FIRE & RESCUE
RESOLUTION NO. 2021-02**

**A RESOLUTION ADOPTING
RULES OF PROCEDURE FOR THE BOARD OF FIRE COMMISSIONERS**

RECITALS

WHEREAS, the Woodinville Fire & Rescue (“District”) Board of Fire Commissioners (“Board”) adopts Resolution 2021-02 establishing the Rules of Procedure for the Woodinville Fire & Rescue Board of Fire Commissioners; and

WHEREAS, Resolution 2021-02 supersedes all previous resolutions relating to Board rules of procedure; and

WHEREAS, the Board believes that establishing rules of procedure will facilitate the management of meetings and benefit the public’s interest in accomplishing business on behalf of the citizens of the District;

NOW, THEREFORE, it is resolved by the Woodinville Fire & Rescue Board of Fire Commissioners that:

The Board’s Rules of Procedure attached to this Resolution as Exhibit 1 and dated July 13, 2021 are adopted as the Board’s official procedures.

**ADOPTED AT A REGULAR MEETING OF THE BOARD OF FIRE
COMMISSIONERS OF WOODINVILLE FIRE & RESCUE THIS 13th DAY OF JULY 2021.**

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

Approved as to Form:

/s/ Jeffrey Ganson
Jeffrey Ganson, District Counsel

Derek van Veen
Derek van Veen, Commissioner, Position 1

Doug Halbert
Doug Halbert, Commissioner, Position 2

Tim Osgood
Timothy Osgood, Commissioner, Position 3

Mike Millman
Mike Millman, Commissioner, Position 4

Roger Collins
Roger Collins, Commissioner, Position 5

Attest:

Nicole Frisch
Nicole Frisch, Board Secretary



BOARD OF FIRE COMMISSIONERS RULES OF PROCEDURE

**ADOPTED July 13, 2021
By RESOLUTION 2021-02**

Woodinville Fire & Rescue Board Rules of Procedure

TABLE OF CONTENTS

SECTION	TITLE	PAGE
1.0	General Information	3
2.0	Elections	3
3.0	Oath of Office	3
4.0	Officers	4
5.0	Committees	4
6.0	Board Secretary	5
7.0	Preliminary Meeting Agenda Preparation	6
8.0	Public Notice of Meetings and Hearings	6
9.0	Meetings	7
10.0	Quorum	10
11.0	Order of Business of Board Meetings	10
12.0	Public Participation	11
13.0	Voting	12
14.0	Meeting Minutes	12
15.0	Code of Ethics / Appearance of Fairness	12
16.0	Confidentiality	13
17.0	Public Records Requests	13
18.0	Equipment Issue	14
19.0	Commissioner Compensation	14
20.0	Travel	16
21.0	Personal Liability Protection	16

1.0 General Information

- 1.1. These rules constitute the official Rules of Procedure (“Rules”) for the Woodinville Fire & Rescue (“District”) Board of Fire Commissioners (“Board”). The Washington Fire Commissioners Association Commissioner’s Handbook may be referenced as a basic guide to understanding the various roles, duties and responsibilities of being a Fire Commissioner.
- 1.2. The Rules do not grant any rights or privileges, or provide an independent cause of action, to members of the public or third parties. They are adopted for the sole benefit of the Commissioners to assist them in the orderly conduct of Board business.
- 1.3. In all matters not addressed in the Rules, the Board shall be governed by applicable statutory requirements, District policies and Robert’s Rules of Order.
- 1.4. In the event the Rules conflict with state law, the Board shall follow the applicable statutory requirements and promptly amend the Rules.
- 1.5. The Board may, by a simple majority vote, temporarily waive any provision, in whole or part, contained in the Rules, but only to the extent such waiver does not result in a violation of state law.
- 1.6. The Board may review the Rules periodically as needed, but no less than once every two (2) years in every even numbered year.

2.0 Elections

- 2.1. At the first meeting of each calendar year, the Board shall elect a Chair and Vice-Chair. Such elections may be postponed up to thirty (30) days upon Board motion. Elected officers shall serve for a term of one (1) year or until a successor is elected.
- 2.2. In the event the Chair or Vice-Chair is unable to complete the term of office, the Board shall elect a new Chair or Vice-Chair at the next regular meeting or as expeditiously as possible.

3.0 Oath of Office

- 3.1. As provided by RCW 29A.20.040, Commissioners shall take the oath either: (a) up to ten (10) days prior to the day the Commissioner’s term of office begins, or (b) at the last regular meeting of the Board held before the new Commissioner is to assume office.

4.0 Officers

4.1. Presiding Officers:

- 4.1.1. The Chair, or in his/her absence, the Vice-Chair shall preside at all Board meetings. It shall be the duty of the Presiding Officer to ensure that the transaction of Board business is in accordance with these Rules of Procedure.
- 4.1.2. In the absence of both the Chair and the Vice-Chair at a Board meeting, the remaining Commissioners shall appoint a Commissioner to serve as a temporary Presiding Officer.

4.2. Presiding Officer's Duties:

- 4.2.1. Call all Board meetings to order.
- 4.2.2. Adhere to the Board's approved meeting agenda.
- 4.2.3. Permit and manage public participation in Board meetings.
 - 4.2.3.1. Require all speakers when recognized by the Chair to state their name and place of residence, speak to the issue at hand, and observe the Board's meeting decorum rules.
- 4.2.4. Manage Board discussion to ensure orderly participation of Commissioners.
 - 4.2.4.1. Provide each Commissioner who requests to speak an opportunity to speak when recognized by the Chair.
- 4.2.5. State each motion before it is discussed and before it is voted on.
- 4.2.6. Put motions to a vote and announce the results.

4.3. Officer Removal:

- 4.3.1. The Board may remove the Chair or Vice-Chair from their position by a simple majority vote.

5.0 Committees

- 5.1. The Board may establish Standing Committees and Special Committees of not more than two (2) Commissioners. The Board Chair shall appoint all Committee Chairs and may also appoint a Commissioner to serve as an alternate committee

member to either the Standing or Special Committees, with the concurrence of the Board. Alternate committee members shall attend committee meetings only in the absence of one of the regular committee members.

5.1.1. Standing Committees:

5.1.1.1. Standing Committees include but are not limited to: (a) Executive, (b) Finance, (c) System Performance, (d) Intergovernmental Relations and (e) Human Resources.

5.1.2. Special Committees:

5.1.2.1. The District's Fire Chief, with the concurrence of the Board, shall be responsible for identifying Special Committee projects. Generally, Special Committees will be formed for the purpose of addressing the District's strategic plan.

5.1.3. Human Resources:

5.1.3.1. The Board vests the responsibility for initially considering with District staff and providing recommendations to the Board on District human resources matters in the Human Resources Committee. The Human Resources Committee possesses no independent authority to act or make final decisions and shall forward its recommendations for consideration and action to the Board.

6.0 Board Secretary

6.1. The Fire Chief's Executive Assistant, or a designee, shall serve as the Board's Secretary, and provide administrative support to the Board.

6.1.1. Commissioner Requests for Staff Assistance:

6.1.1.1. To minimize interference with District operations, Commissioners shall submit all requests for staff assistance on District matters to the Board Secretary, whether those requests relate to Board committee work or a Commissioner's individual inquiry.

6.1.1.2. The Board Secretary, in consultation with the Board Chair, shall arrange for staff to respond to the request, and advise the requesting Commissioner and Board Chair when the requested assistance may be available, or why the request may not be addressed within a reasonable period of time.

- 6.2. The Board Secretary shall serve proper legal notice of all Board meetings and public hearings and prepare the agenda for regular and special meetings.
- 6.3. The Board Secretary shall attend all the Board's regular and special meetings. If the Board Secretary is not available for a Board meeting, the Fire Chief shall appoint a member of the District's staff to act as Board Secretary for the meeting.
- 6.4. The Board Secretary shall keep and maintain a current year-to-date record of each Commissioner's attendance at all meetings.
- 6.5. The Board Secretary shall keep the minutes of all regular and special meetings of the Board and maintain all Board and committee records.

7.0 Preliminary Meeting Agenda Preparation

- 7.1. The Board Secretary, or designee, shall prepare a preliminary agenda for each Board meeting, specifying the time and place of the meeting and stating a brief description of each item to be considered by the Board. The preliminary agenda is subject to review by the Executive Committee prior to issuance.
 - 7.1.1. An item for a Board Meeting may be placed on the preliminary agenda by any of the following methods: (a) majority vote of the Board; (b) Board Consensus, (c) Board Chair or Vice-Chair, (d) Board Committee, or (e) Fire Chief.
 - 7.1.2. The preliminary agenda will be emailed to all employees, posted to the District's website and posted on the bulletin board outside the District Headquarters office door at Station 31 at least 24 hours prior to the scheduled Board meeting. To the extent possible, the preliminary agenda will be distributed by 6:00 p.m. the Friday preceding the Board meeting date.
 - 7.1.3. Board meeting packets, containing materials to be considered at the next Board meeting will be available for the Board's review at least 24 hours prior to the scheduled Board meeting. To the extent possible, meeting materials will be available for the Board's review by 6:00 p.m. the Friday preceding the Board meeting date.

8.0 Public Notice Meetings and Hearings

8.1. Notice of Regular and Special Meetings:

- 8.1.1. All meetings will be announced in a timely fashion with the appropriate location and time and notice shall be posted on the District website and

on the bulletin board outside the District Headquarters office door at Station 31.

8.2. Notice of Public Hearings and Quasi-Judicial Hearings:

- 8.2.1. A public hearing, such as those held annually on the budget or tax levy and those relating to benefit charges, must be advertised in two consecutive notices of a local newspaper, the last date no more than ten (10) nor less than three (3) days before the hearing. The notice shall state the purpose, time, date and place of the hearing.

9.0 Meetings

9.1. Open Public Meetings Act:

- 9.1.1. All Board and Committee meetings shall comply with the requirements of RCW 42.30, Open Public Meetings Act.
- 9.1.2. Communication between three or more Board members via telephone, email, in-person or any social media website, may constitute a “meeting” under the Open Public Meetings Act. Therefore, consistent with the spirit and intent of the Open Public Meetings Act:
 - 9.1.2.1. Commissioners shall not participate in a conference call where three or more Board members participate on the call, unless such conference call is duly noticed and conducted as an open meeting.
 - 9.1.2.2. Commissioners shall not participate in email discussions where three or more Board members are participants in the discussion on the email thread.
 - 9.1.2.3. Commissioners shall not, for the purpose of making a decision, engage in a series of meetings (by phone, email, social media or in-person), none of which include a majority of the Board but collectively do involve a majority of the Board (serial or chain meetings).
 - 9.1.2.4. Commissioners shall not engage in any communication on any District sponsored social media website.

9.2. Regular Meetings:

- 9.2.1. The Board shall meet the first Tuesday of each month beginning at 1700 hours. The third Tuesday of each month shall be reserved for a study session or second regular meeting, if needed. Regular meetings shall be

held at District Headquarters, Fire Station 31, 17718 Woodinville Snohomish Road NE, Woodinville, WA 98072, unless public notice is given of another location.

- 9.2.2. Should any scheduled meeting fall on a legal holiday, the meeting shall be held at the same hour and place on the next business day in accordance with RCW 42.30.070, Times and places for meetings-Emergencies-Exceptions. The Board may cancel the meeting with appropriate notice to all parties and the public.
- 9.2.3. Regular meetings may be canceled, continued or adjourned to a specific date and time provided notice is provided at least 24 hours in advance of the meeting and in the same manner as for special meetings. The Board must hold a minimum of one (1) regular meeting each month.

9.3. Special Meetings:

- 9.3.1. Special meetings may be held by the Board subject to notice requirements in accordance with RCW 42.30.080, Special meetings. Special meetings may be called by the Chair or by a quorum of the Board, by written notice delivered to each Commissioner.
- 9.3.2. Special meeting notices shall be posted on the District website, at District Headquarters, Fire Station 31, and by email to District employees at least 24 hours prior to the meeting. The notice shall specify the time and place of the special meeting and the business to be transacted. The Board shall not take final action on subjects other than those specified in the notice.
- 9.3.3. Notice of special meetings shall be given to any news media that have on file with the District a written request for meeting notices at least 24 hours prior to the meeting.

9.4. Executive Sessions/Closed Sessions:

- 9.4.1. Executive sessions may be held for those purposes identified in RCW 42.30.110, Executive sessions. Closed sessions may be held for those purposes identified in RCW 42.30.140.
- 9.4.2. Under RCW 42.30.110(2), before going into Executive Session, the Presiding Officer must publicly announce the purpose for the Executive Session, citing the appropriate section of the statute, and state the length of the session.

- 9.4.3. Should the session require additional time, the Presiding Officer or designee shall make a public announcement that the session is being extended and state the length of the extension.
- 9.4.4. The Board may include or exclude any and all persons and members of the public in an Executive or Closed Session.
- 9.4.5. All written materials and verbal information provided to Commissioners during Executive Sessions shall be kept confidential to ensure that the District's position is not compromised.

9.5. Committee Meetings:

- 9.5.1. Standing and special committee meetings may be held at times, dates and locations determined by the committee members.

9.6. Excused Absences:

- 9.6.1. As provided by RCW 52.14.050, Vacancies, if appropriate notice of a meeting is given, a Commissioner shall forfeit his/her office by failing to attend three (3) consecutive regular meetings of the Board without being excused by the Board.
- 9.6.2. Commissioners may be excused from attending a meeting by contacting the Board Chair or Secretary prior to the meeting and stating the reason for his/her inability to attend the meeting. If email is used to communicate the absence, a response must be received prior to the meeting in order for the absence to be excused.
- 9.6.3. Following the Roll Call, the Board Chair or Board Secretary shall inform the Board of the Commissioner's absence and state the reason for the absence.
- 9.6.4. The absence may be excused by approval of a motion which shall be non-debatable. Upon passage of the motion by a majority of the Commissioners present, the absent Commissioner shall be considered excused.

9.7. Attendance of Executive Team Members:

- 9.7.1. The Fire Chief, or the acting Fire Chief, shall attend all Board meetings. When requested by the Board, District Executive Team members shall attend a Board meeting and remain for such time as the Board directs.

9.8. Meeting Decorum:

- 9.8.1. In Board meetings, Commissioners should be addressed as “Commissioner (surname)” or “Mr., Madam, or Ms. (surname)”. The Chair should be addressed as “Mr., Madam, or Ms. Chair”.
- 9.8.2. Board appropriate attire will be casual business attire, which includes District logo wear.
- 9.8.3. While the Board is in session, Commissioners must preserve order and decorum. A Commissioner shall not delay or interrupt, by side conversation, debate with the public, or otherwise, the proceedings of the Board, nor disrupt any Commissioner while speaking.
- 9.8.4. Each Commissioner shall have the right to express dissent from or protest against any matter before the Board and have the reason for such dissent or protest entered into the minutes.
- 9.8.5. In accordance with RCW 42.30.050, Interruptions-Procedure, any person making personal, impertinent or slanderous remarks or who becomes boisterous while participating in a Board meeting may be asked by the Presiding Officer to leave the Board meeting.

10.0 Quorum:

- 10.1. A quorum of the Board is three (3) Commissioners. The Board may take action at a meeting only when a quorum of the Commissioners is present.
- 10.2. In the absence of a quorum, no action may be taken except to adjourn the meeting to a subsequent date and time. Adequate notice of an adjourned meeting shall be given to any absent Commissioners, in the event it is not the next regularly scheduled Board meeting.

11.0 Order of Business during Regular Meetings

- 11.1. The order of business for each regular meeting shall be as follows, unless modified by the Board:
 - 11.1.1. Call to Order
 - 11.1.2. Pledge of Allegiance
 - 11.1.3. Roll Call
 - 11.1.4. Consideration and Approval of Agenda in Content and Order

- 11.1.5. Public Comment
- 11.1.6. Board Business
 - 11.1.6.1. Presentations
 - 11.1.6.2. Staff Reports and/or Resolutions
 - 11.1.6.3. Fire Chief's Report
- 11.1.7. Consent Agenda
- 11.1.8. Reports and Requests from the Commissioners/Good of the Order
- 11.1.9. Executive Session (if necessary)

12.0 Public Participation

12.1. Comments & Material Provided by Citizens:

- 12.1.1. Citizens wishing to address the Board shall sign in prior to the start of the Board meeting. At their discretion, the Board may allow citizens who have not signed in to speak.
- 12.1.2. For the record, citizens must state their name, address and the organization (if any) they represent.
- 12.1.3. Individual citizens may speak for three (3) minutes or less. However, this rule may be suspended at the discretion of the Chair or by majority vote of the Board.
- 12.1.4. The Board Chair or Board Secretary shall instruct the speaker that their comments are being recorded.
- 12.1.5. No person shall be allowed to address the Board while it is in session without first being recognized by the Chair. All speakers shall speak from the lectern unless an exception is made at the discretion of the Chair.
- 12.1.6. Citizens may provide documents or materials to the Board Secretary before or after speaking at the lectern for future consideration by the Board.

12.2. Board Response:

- 12.2.1. The Board shall have the discretion to address any issue raised during the Public Comment period or may refer the matter for future consideration to staff or at a subsequent Board meeting.

- 12.2.2. Commissioners are encouraged to ask questions of citizens during the Public Comment period. The Board Chair has the discretion to curtail such discussion at any time, so that the business of the Board may continue without undue delay.

13.0 Voting

- 13.1. When a quorum of Commissioners is present, the Board acts by simple majority vote. This requirement cannot be modified by any procedural rule. There shall be no voting by proxy. No matter may be voted upon unless:
 - 13.1.1. The matter has been discussed by the Board at a previous meeting; or
 - 13.1.2. The matter has been placed on the agenda prior to the meeting; or
 - 13.1.3. The matter is considered by a majority vote of the Board to constitute an exigent circumstance that warrants immediate consideration and possible action.
- 13.2. All votes shall be taken by voice, except that at the request of any Commissioner, a roll call vote shall be taken by the Board Secretary.
- 13.3. In the event of a tie vote on a matter, that matter shall be considered defeated.
- 13.4. Each Commissioner, including the Chair, may vote on any motions before the Board, unless an actual or apparent conflict of interest or an appearance of fairness question is presented.

14.0 Meeting Minutes

- 14.1. The District's audio or video recording of a Board meeting shall constitute the official transcript of the proceedings in the absence of or until such time that there are approved minutes. In the event there is no District audio or video recording of the meeting, the approved minutes shall constitute the official transcript.
- 14.2. To the extent possible, the minutes of all meetings should be finalized and available for Board review by 5:00 p.m. on the Thursday following each meeting.

15.0 Code of Ethics / Appearance of Fairness

- 15.1. Commissioners shall comply with RCW 42.23, Code of Ethics for Municipal Officers – Contract Interests, and RCW 42.36, Appearance of Fairness Doctrine - Limitations.
- 15.2. In order to ensure the public's confidence that all Board actions and transactions are fair and equitable, and the integrity of the Board of Fire Commissioners, each

Commissioner shall conduct business on behalf of the District without any actual or apparent conflict of interest between the public trust and their private interests.

- 15.3. Actual and apparent conflicts of interest occur where a Commissioner has a personal or financial interest in an entity seeking to or doing business with the District, and that Commissioner has responsibility over, or participates in, an action or transaction involving that entity as a Commissioner.
- 15.4. As an abstention or recusal does not always cure a conflict of interest or appearance of fairness question, Commissioners who abstain from voting or recuse themselves from participating in Board deliberation, transaction or action shall state the reason for their abstention or recusal for the record prior to the relevant Board vote.

16.0 Confidentiality

- 16.1. Each Commissioner shall keep confidential all attorney/client communications, and all written material and verbal information provided to them during Executive Sessions under RCW 42.30.110.
- 16.2. If during an Executive Session, the Board directs District staff to manage an issue, each Commissioner acknowledges that all contact between the District and any other party concerning the issue is best conducted by District staff. This ensures the District's clarity and consistency with communication on that issue. Prior to discussing the issue with anyone other than other Commissioners, District counsel, the Fire Chief or his/her designee, Commissioners shall confer with the Chairperson for the Board of Fire Commissioners and the Fire Chief.
- 16.3. When District staff has determined that certain information provided to a Commissioner outside of an Executive Session is exempt from public disclosure under the Public Records Act or state law, the Commissioner receiving such information shall keep the same confidential.
- 16.4. If it is determined to be in the best interests of the District to release certain information previously held as exempt from public disclosure, or District staff determines that once applicable exemptions no longer apply to certain non-disclosed information, Commissioners may release that information.

17.0 Public Records Requests

- 17.1. The District's administrative staff shall be principally responsible for accepting and responding to all records requests in accordance with RCW 42.56, Public Records Act.

- 17.2. In the event a records request is made by a member of the public to a Commissioner, the Commissioner receiving the request shall immediately provide the requestor with the Board Secretary's contact information, encourage requestors to put their request in writing using the District's form (Form 1015-A, Request for Public Record), and forward to the Board Secretary the requestor's contact information with a description of the information requested.
- 17.3. Each Commissioner is personally responsible for identifying, gathering and forwarding to the District in a timely fashion all records in their possession and control that are responsive to a records request.

18.0 Equipment Issue

- 18.1. Commissioners will be issued the following upon their appointment: (a) ID card and badge case; (b) gold badge; (c) business cards; and (d) headquarters key and lock combination. Additionally, Commissioners may be issued the following: (a) logo wear (shirts, hat, and jacket); and (b) name badge.
- 18.2. Commissioners will not be issued radios, pagers or turn-out gear, and are not expected or encouraged to respond to fire or emergency calls.
- 18.3. When a Commissioner's term expires, Commissioners shall promptly return all District-issued equipment to the District.

19.0 Commissioner Compensation

- 19.1. Commissioners receive the compensation allowed by law for each meeting attended, with no restriction on the number of meetings per month, but with an annual compensation limit, adjusted every five years, as outlined in RCW 52.14.010, Commissioners - Number—Qualifications—Insurance—Compensation and expenses—Service as volunteer firefighter.
- 19.2. Commissioners may not "bank" attendance at meetings in one year and make a monetary claim for those meetings in the next fiscal year. RCW 52.14.010 contemplates that compensation to Commissioners for attendance at meetings is paid monthly as it is earned.
- 19.3. The Board shall establish which services a Commissioner may perform on behalf of the District for compensation. The guidelines for approval shall include only official District business in a group setting and shall not include one-on-one meetings with staff, other Commissioners, consultants, or suppliers. The meetings must be at least one hour to qualify for compensation. The following list of activities are pre-approved by the Board for compensation:

- 19.3.1. All scheduled meetings of the Board, regular and special.
- 19.3.2. Board-level committee meetings, whether standing or special committees.
- 19.3.3. King County Fire Commissioners Association general and board of director meetings. Estimated annual expenses for such meetings shall be approved by the Board during the annual budget process.
- 19.3.4. Washington Fire Commissioners Association meetings, seminars, and conferences. Estimated expenses for such meetings, seminars, and conferences shall be approved by the Board during the annual budget process.
- 19.4. All other District related activities for which Commissioners wish to receive compensation must be preapproved by the Board during a public meeting. Activities for which Commissioners wish to receive compensation but were not preapproved will be included in Board materials for review and approval at the next scheduled meeting following the request. Such compensation requests, if approved by the Board, will be paid during the next regularly scheduled payroll cycle. Examples of events that could be approved include:
 - 19.4.1. Fire District-related seminars and educational classes
 - 19.4.2. Fire District public functions (e.g., pancake breakfast, open house, etc.).
 - 19.4.3. Other District-Related Activities with two or more participants.
- 19.5. Commissioners are responsible for completing the Commissioner Remuneration Form for each pay period. The completed form shall be submitted to the Board Secretary by 1700 hours on the last day of the pay period. The following information must be included for each compensable activity:
 - 19.5.1. Date.
 - 19.5.2. Duty performed.
 - 19.5.3. Start and end time.
 - 19.5.4. Date of Board approval (or “N/A” if pre-approved).
 - 19.5.5. Details to include location, attendees, class title, etc. as applicable.
 - 19.5.6. Any supporting documentation as necessary.

- 19.6. The Board Secretary shall verify the entries to the best of his/her ability, fill in the total amount due, attach any supporting documentation as necessary, sign and date the form, and submit the completed form to Payroll.
- 19.7. Missing or incomplete forms will result in a delay in the remuneration to the Commissioner.

20.0 Travel

- 20.1. The Commissioners may attend any and all meetings of the King County Fire Commissioners or the Washington State Fire Commissioners Associations and/or committees thereof and may perform administrative services on behalf of the District with prior approval of the Board.
- 20.2. The Board Secretary will assist in processing requests for travel/training by processing registrations, the *Travel Advance* form and booking travel and lodging.
- 20.3. Any tickets, vouchers, gift certificates or similar materials in an amount exceeding \$25 that are or could be perceived as gratuity or monetary benefit while traveling or conducting business on behalf of Woodinville Fire & Rescue shall become and remain the property of Woodinville Fire & Rescue. Any such items shall be reported to the Fire Chief immediately. Door prizes, raffles and drawings are exempt from this policy.
- 20.4. Commissioners will follow the procedure in District Policy 2206, Travel Authorization and Expenses for travel approval and reimbursement.

21.0 Personal Liability Protection

- 21.1. Commissioners shall be included as named insureds on all applicable District insurance policies. In the event a Commissioner shall be individually named as a defendant in any litigation arising out of the performance by the Commissioner of District business and the District's insurance carrier shall deny coverage and refuse to provide defense to the action, the District shall provide the Commissioner with separate legal counsel and indemnification subject to the following conditions:
 - 21.1.1. The cause of the action must have arisen as a result of the action or non-action of the Commissioner while acting within the scope and authority of the office of Commissioner.
 - 21.1.2. The cause of action must not have arisen as a result of intentional, willful or criminal conduct of the Commissioner.

21.2 Requests for Defense and Liability Coverage

- 21.2.1. The following procedure shall be used to determine if the District shall provide the defense and liability coverage for a Commissioner under a District policy.
 - 21.2.1.1. The matter shall be referred to the District's attorney for investigation and review.
 - 21.2.1.2. The District's attorney shall fully investigate the facts and circumstances of the litigation and the actions of the defendant Commissioner.
 - 21.2.1.3. The District's attorney shall report to the Board of Commissioners, in writing, the results of the investigation and research. A copy of the report shall be furnished to each Commissioner under the attorney/client communication privilege.
 - 21.2.1.4. The Board of Commissioners shall make the final determination based on the report and investigation of the attorney.





**Eastside Fire & Rescue
Board of Directors
AGENDA BILL 2022-14
May 14, 2022**

SUBJECT: Training Tower

SUMMARY STATEMENT: During the Mid-Biennium budget adjustment in October of 2021, the EF&R Board designated \$500,000 for the future purchase of a modular training tower. As presented in the April EF&R Board meeting, we have identified Fire Station 31 as a suitable location to centralize EF&R training activities. The site provides ample room to place a tower, a large classroom, and enough office space to house training staff.

We are seeking approval to utilize designated funds to purchase the training tower (which can be relocated at a future date if needed), relocate two large metal awnings to the east side of the property and fencing, gates, and an electronic locking system for security purposes.

\$320,981.00 WHP Training Tower

\$10,000.00 Relocation of two metal awning to the east side of the property at Station 31

\$150,000.00 Gates (electric and Opticom/Brivo controlled) and fencing to provide security to the training area

Expenditure Required: 480,981.00	Amount Budgeted: \$500,000
	Fund(s) Utilized:

RECOMMENDED MOTION: Move to approve the request for the WHP training tower and additional site work as presented.

ALTERNATIVE(S): Do not approve.

EXHIBITS:

- 1) WHP Price Quote
- 2) Training tower specifications
- 3) Construction Agreement

Originator: D. Schutter

Action:		Date:
Motion by:	2nd:	Board Secretary:

WHP Trainingtowers™
 519 Duck Rd.
 Grandview, MO 64030
 Phone: (800) 351-2525
 Fax: (913) 385-7078
 Prepared by: Alan Henderson
 Email: alanh@trainingtowers.com



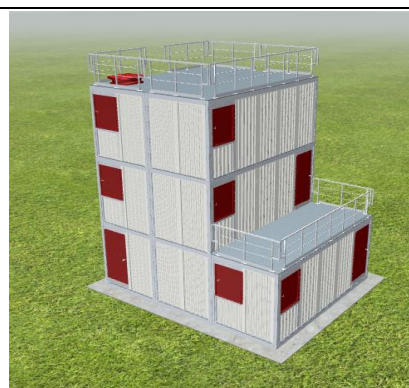
QUOTE

DATE:	5/2/2022
QUOTE #	22-17223
Project Name:	Eastside Fire
Valid Until:	6/1/2022

Customer

Dana Schutter, Deputy Chief of Logistics
 Eastside Fire & Rescue
 175 Newport Way NW
 Issaquah, WA 98027
 Phone: 425-313-3203
 Email: DSchutter@ESF-R.ORG

Description	Units
8'x20' Modules	7
3-Story Interior Intermediate Landing Stair to 3rd floor	1
Vertical Ladder from 3rd floor to included 2'-6"x3'-0" roof hatch	1
Doors	3
Shutters	8
3-Line Safety Railing on flat roofs	108 lf
Rappelling Anchors on roofs	2
Over Shutter Rappelling Anchor	1
2-Head Sprinkler Run on one floor	1
3-Story Dry Standpipe	1
Interior Fixed Walls	40 lf
4-Story Exterior Intermediate Landing Stair with 2 Doors	1
Wear Plates (next to shutters on 2nd and 3rd floors)	4
Engineer's Stamp from Washington Licensed Engineer	1



TERMS AND CONDITIONS

1. Please review "Attachment A - Terms and Conditions"
2. A 25% deposit is due upon order
3. Please email the signed price quote to the address below

Customer Acceptance (sign below):

x _____

Print Name:

Pricing

Base Module Materials:	\$120,012.00
Additional Materials:	\$106,325.00
Freight:	\$20,672.00
*Set-up Fee:	\$73,972.00

Base Total: \$320,981.00

* Set-up Fee includes prevailing wage rates for King County, Washington

Additional Options to Consider:

32' Moveable Wall and one Door Maze Panel **\$6,977.00**

If you have any questions about this price quote, please contact
info@trainingtowers.com

Thank You For Your Business!



ATTACHMENT A - TERMS AND CONDITIONS

Design Criteria

1. Live Loads (a) Roof: 50 psf (b) Floor: 50 psf
2. Wind Loads**- (a) Speed: 90 mph (b) Exposure: C
3. Seismic Loads**- (a) Coefficient S_s [max]: 55 (b) Coefficient S₁ [max]: 13
4. Importance Factor - I

**Based on IBC 2012 for a central USA location (pricing does not include site specific design criteria)

SCHEDULE

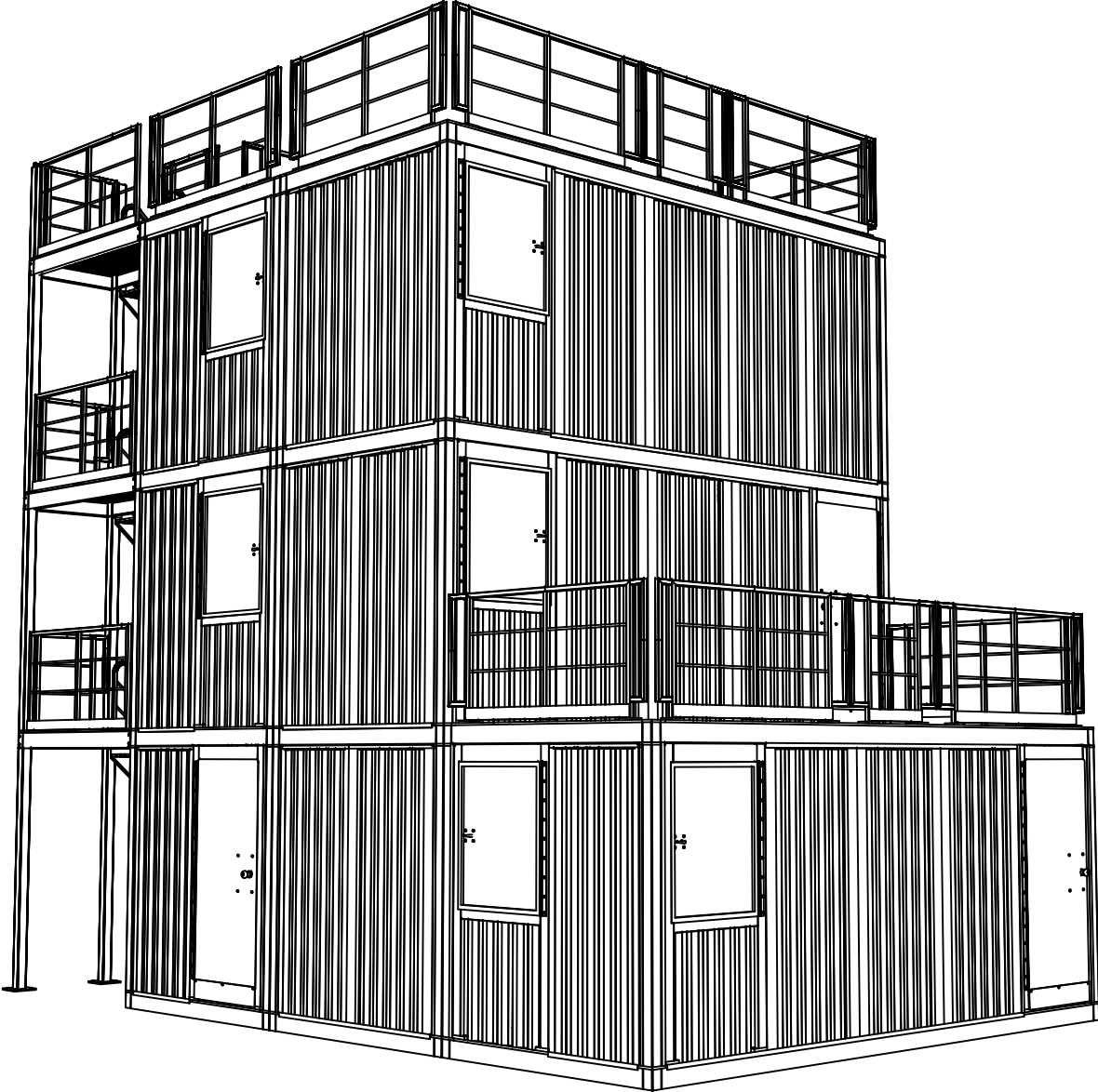
Delivery approximately 14-16 weeks after receipt of order. Installation time varies depending on final design and options.

EXCLUSIONS

We exclude from our proposal: bonds, taxes, permits, foundation design, concrete foundation, special insurance requirements if any, and general condition items.

PAYMENT TERMS

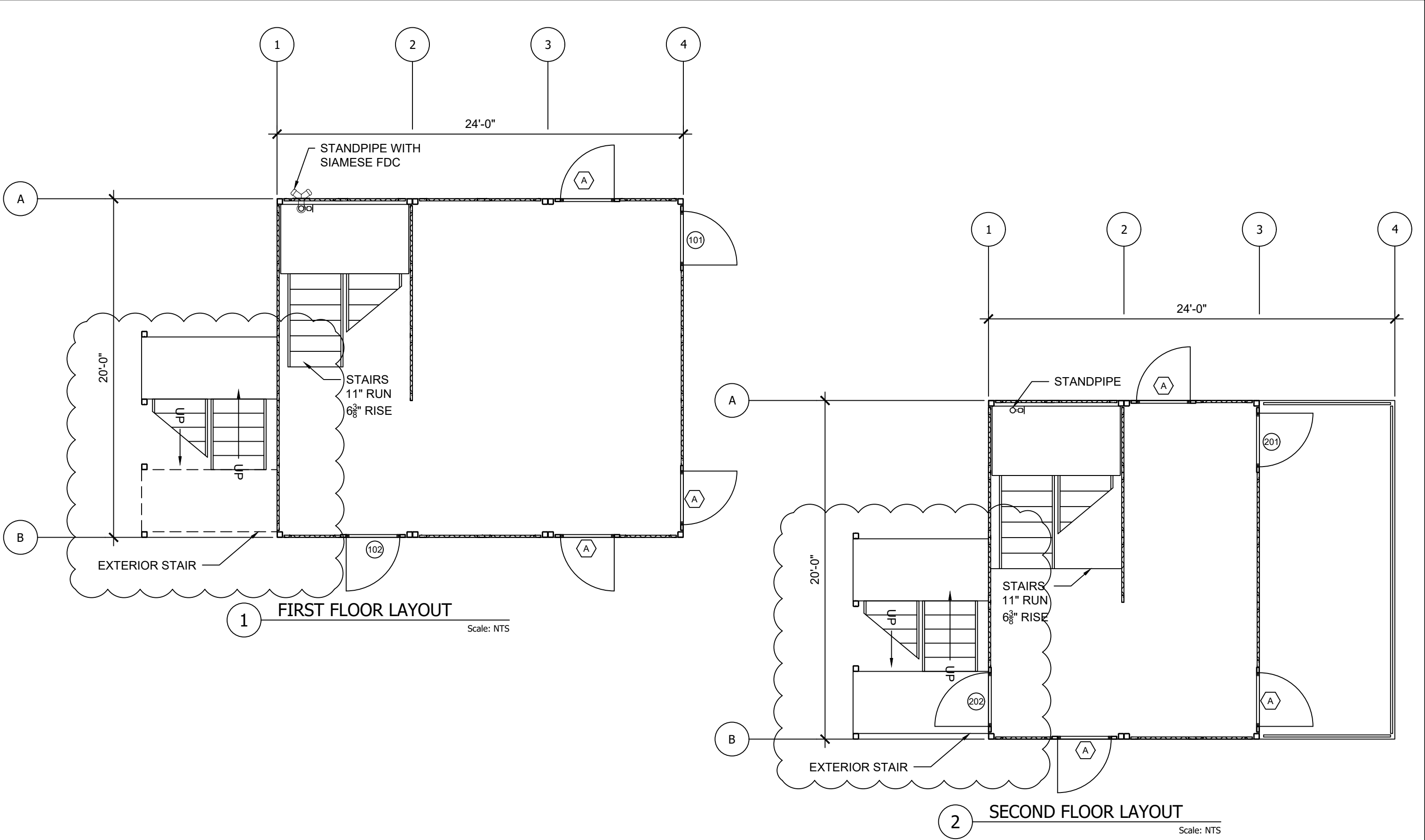
A 25% materials deposit is due upon order. 25% of materials due upon approval of design drawings. Balance of materials due upon delivery. Labor will be billed monthly. All pricing is in US Dollars and is valid for 30 days. Net 30. Invoices not in dispute over 30 days will be assessed 1 ½ % per month on balances in excess of 30 days.



CUSTOM MODx - M SERIES
EASTSIDE FIRE AND RESCUE

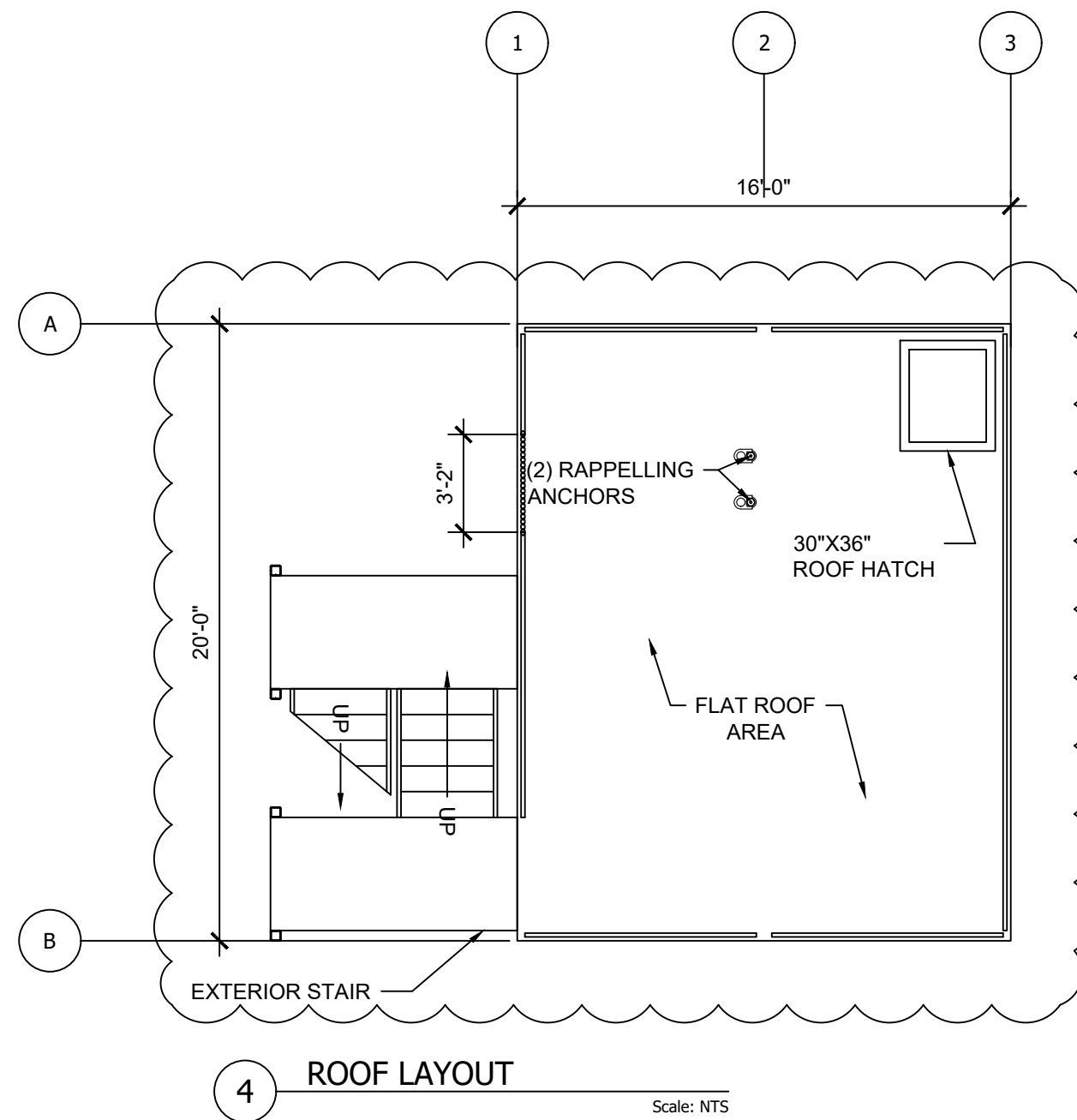
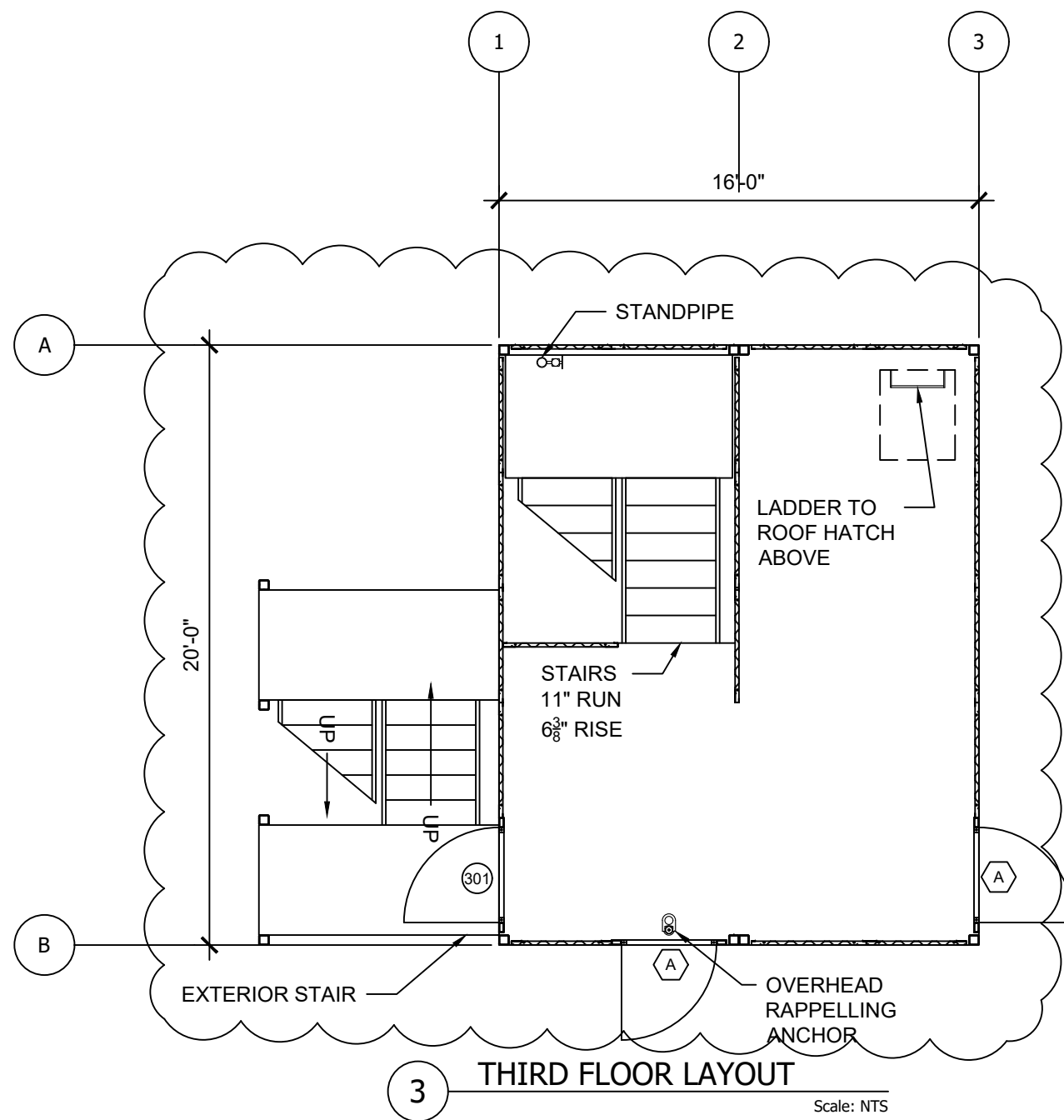
PATENT
PENDING

THESE DRAWINGS, SPECIFICATIONS, IDEAS, DESIGNS, AND ARRANGEMENTS ARE AND SHALL REMAIN THE PROPERTY OF JAHNKE AND SONS CONSTRUCTION AND NO PART THEREOF SHALL BE COPIED, REPRODUCED, OR DISTRIBUTED WITHOUT WRITTEN CONSENT OF JAHNKE AND SONS CONSTRUCTION.	ALL MEASUREMENTS IN INCHES	JAHNKE AND SONS CONST	
	ANGULAR TOL: ± 2m	9130 FLINT ST	
	DIM. TOL: ± 1/16	OVERLAND PARK, KS	
	MATERIAL: A36/A500S	PROJECT NUMBER: 21-W-000	REVISION DATES
	FINISH: HOT DIPPED GALV. US0	PROJECT NAME: MODx - M	1 10-21-21
SHEET NO.:		DRAWN BY: JPK	2
		REVIEWED BY:	3
		PRINT DATE: 10-28-21	4



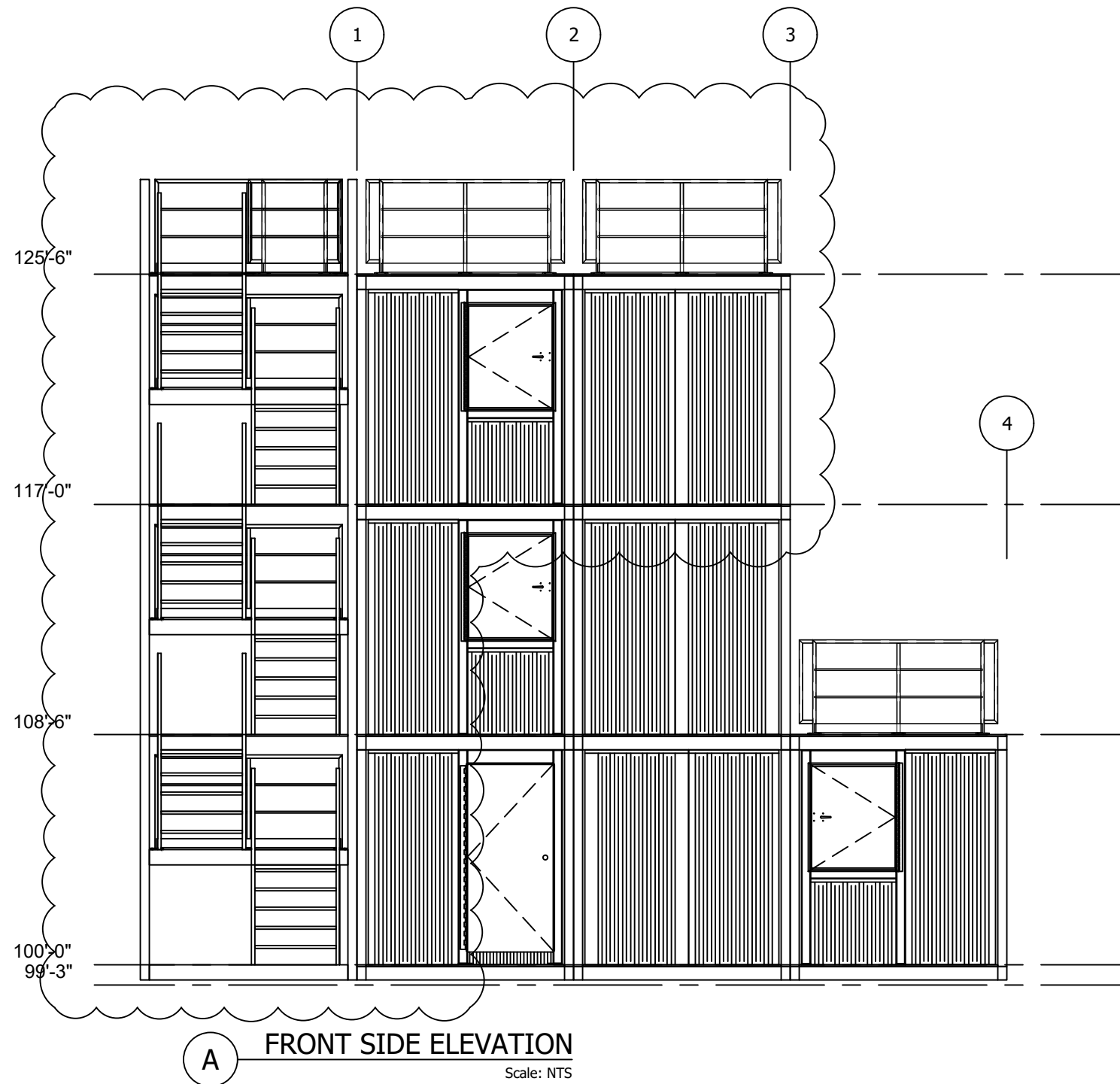
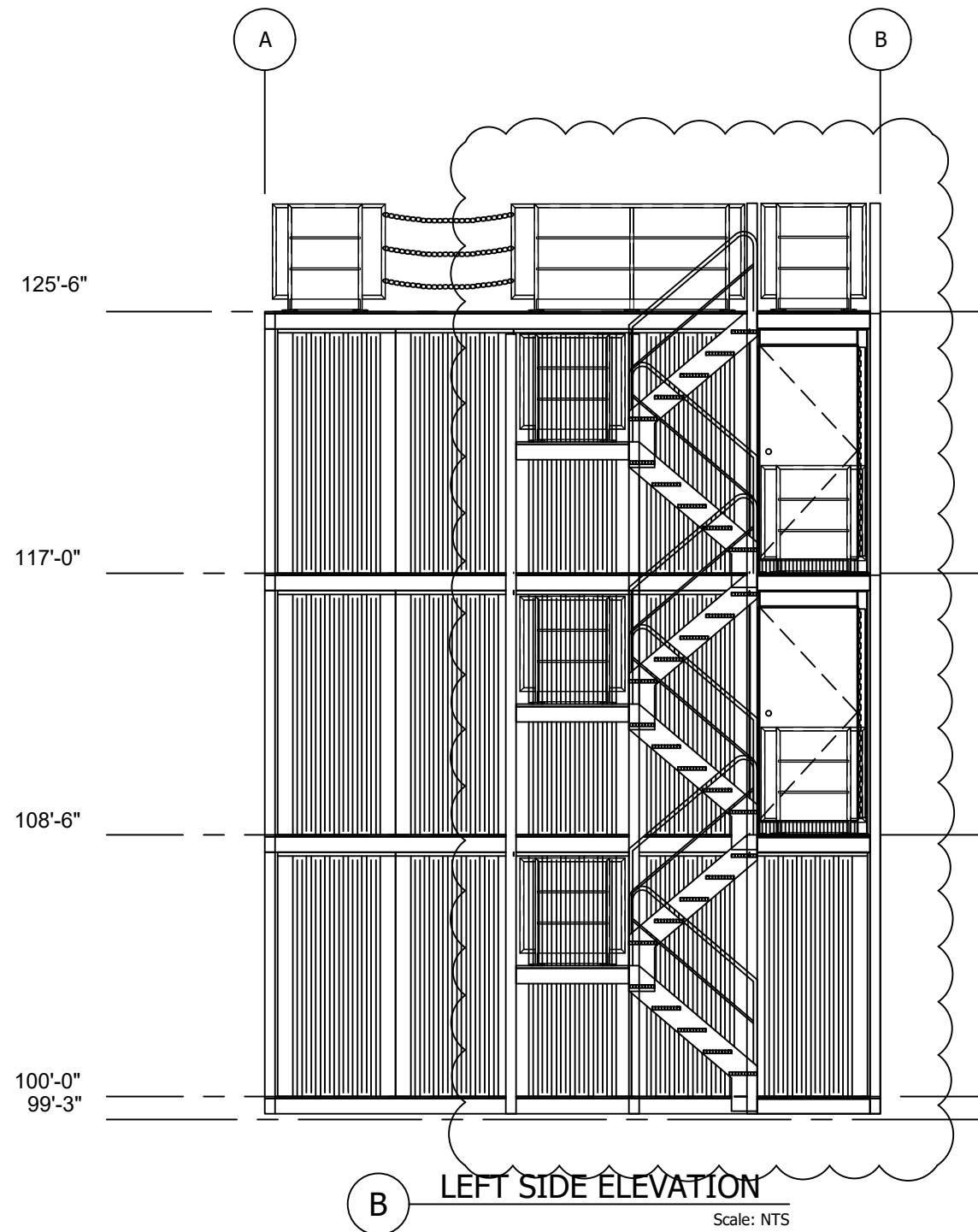
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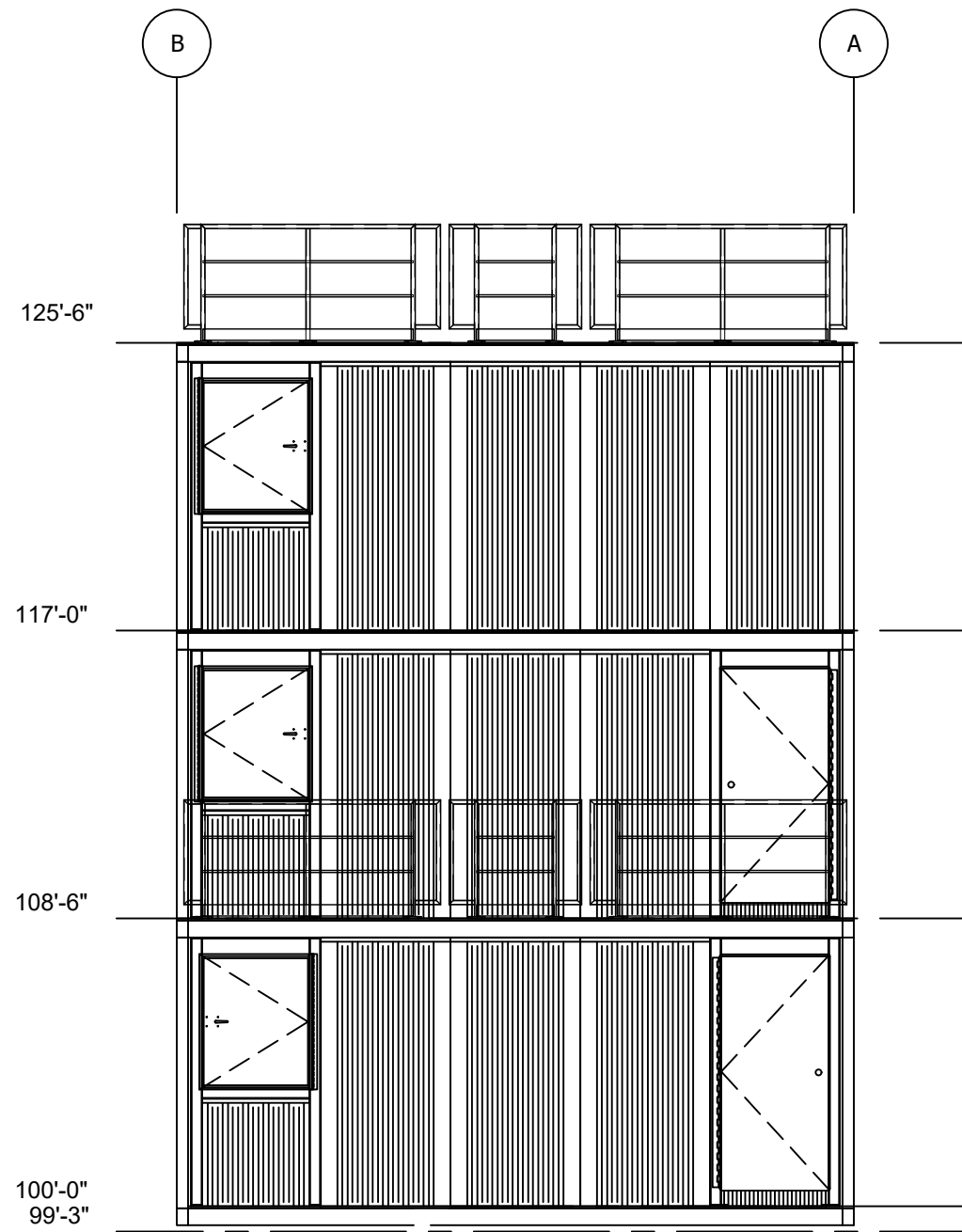


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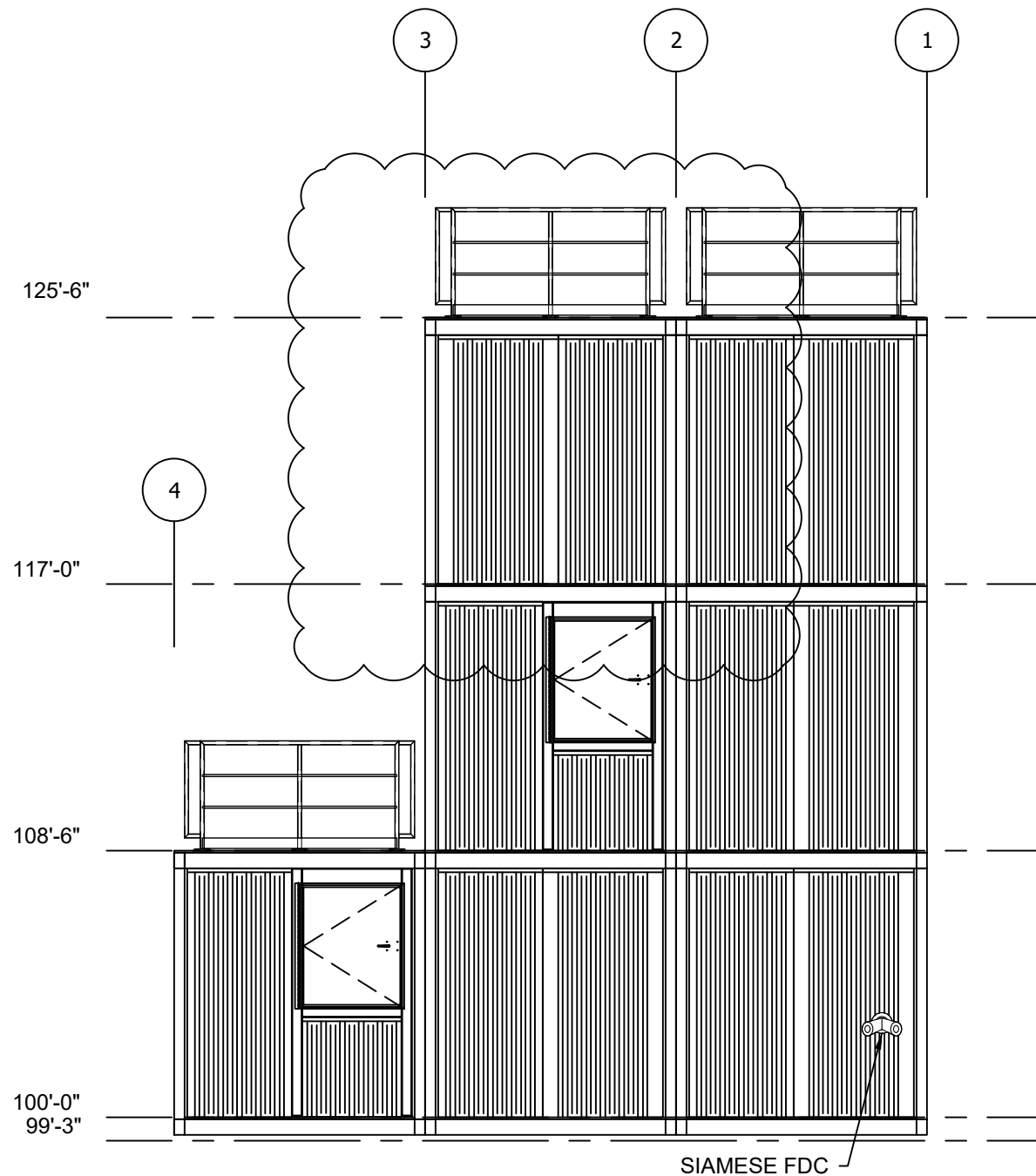
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	ANGULAR TOL:	± 2m	9130 FLINT ST	
	DIM. TOL:	± 1/16	OVERLAND PARK, KS	
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SHEET NO.:			DRAWN BY: JPK	2
			REVIEWED BY:	3
			PRINT DATE: 10-28-21	4



<div>PATENT PENDING</div>	THESE DRAWINGS, SPECIFICATIONS, IDEAS, DESIGNS, AND ARRANGEMENTS ARE AND SHALL REMAIN THE PROPERTY OF JAHNKE AND SONS CONSTRUCTION AND NO PART THEREOF SHALL BE COPIED, REPRODUCED, OR DISTRIBUTED WITHOUT WRITTEN CONSENT OF JAHNKE AND SONS CONSTRUCTION.	ALL MEASUREMENTS IN INCHES		JAHNKE AND SONS CONST		
		ANGULAR TOL: ± 2m		9130 FLINT ST		
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		FINISH: HOT DIPPED GALV. US0		PROJECT NAME: MODx - M	1	10-21-21
		SHEET NO.:		DRAWN BY: JPK	2	
		REVIEWED BY:		3		
		PRINT DATE:	10-28-21	4		



D RIGHT SIDE ELEVATION
Scale: NTS



C REAR SIDE ELEVATION
Scale: NTS

**PATENT
PENDING**

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SHEET NO.:		DRAWN BY: JPK	2	
		REVIEWED BY:	3	
		PRINT DATE: 10-28-21	4	

CONSTRUCTION AGREEMENT

This Construction Agreement is made effective this 2nd day of May, 2022,

BETWEEN

Owner:

Eastside Fire & Rescue
175 Newport Way NW
Issaquah, WA 98027
Telephone: 425-313-3202
Email: dschutter@esf-r.org

(referred to as "Owner")

AND Contractor:

JAHNKE & SONS CONSTRUCTION INC dba WHP Trainingtowers
WHP Trainingtowers
519 Duck Road
Grandview, MO 64030
Telephone: 800-351-2525
Email: joe_kirchner@trainingtowers.com

Project:

Training Tower
Eastside Fire & Rescue Station 31
17718 Woodinville-Snohomish Rd NE
Woodinville WA 98072

Owner and Contractor agree as follows:

1. WORK

Contractor agrees to provide and pay for all labor, services, materials, equipment, tools, machinery, transportation, taxes, insurance, testing, waste disposal, containment, and all other services for the Work as detailed in the Contract Documents. The **Contract Documents** are as follows:

A) Plans and Specifications prepared by: WHP Trainingtowers

Titled: **Custom MODx – M Series**

Job No. 22-17223

Dated: **10/28/2021**

B) Engineering loads prepared by: CEO Structural Engineers

Titled: **MODx Fire Training Facility**

Job No. WHX04.21

Dated: **11/02/2021**

C) Contractor Proposal Dated May 2nd, 2022, which is attached hereto and incorporated herein by reference as Exhibit A.

D) Schedule as Submitted by Contractor with its Proposal for the Work. This Schedule is attached hereto and incorporated herein by reference within Exhibit A.

In the event of any conflict between Contractor's Proposal and this Contract or any other Contract document, the terms of the Proposal shall prevail.

2. CHANGES IN THE WORK

Owner, without invalidating this Contract, may order changes in the Work consisting of additions, deletions, or modifications. Such changes in the Work shall be authorized by written change order signed by both Owner and Contractor. The Contract Amount and Contract Time shall be changed only by written change order. The cost or credit to the Owner from a change in the Work shall be determined by mutual agreement. Contractor must submit a claim for any change in the work or request for change order within 21 days of the incident or direction giving rise to the change in the Work or schedule.

3. LUMP SUM CONTRACT AMOUNT

Owner agrees to pay Contractor for the performance of the Work the total sum of:

Three hundred Twenty thousand Nine hundred Eighty-one dollars and zero cents

(320,981.00)

subject to additions and deductions for changes as may be agreed upon in writing, (the "Contract Amount"). The lump sum contract amount includes Contractor's general conditions and overhead and profit. Contractor understands the Project is tax-exempt and Owner shall provide Contractor with appropriate documentation of tax-exempt status, including a tax-exempt certificate or other documentation recognized under applicable law.

4. TIME OF COMMENCEMENT AND COMPLETION

Time is of the essence with this Contract. Contractor agrees it shall meet the schedule Contractor submitted with its Proposal and which is now a part of this Contract and attached hereto within Exhibit A. Contractor acknowledges that time is of the essence in performing the Work.

5. TERMINATION

If Contractor fails to meet the schedule it has indicated on the Contract Schedule attached hereto as exhibit B or if it otherwise fails to diligently pursue the Work or materially defaults or persistently fails or neglects to carry out the Work in accordance with this Agreement or fails to perform a provision of the Contract, Owner, after twenty-one (21) calendar days written notice to Contractor and after proving Contractor an opportunity to cure, Owner may make good such deficiencies and may deduct the cost thereof from the payment due Contractor. Alternatively, at Owner's option, Owner may terminate the Contract, take possession of the site, and may finish the Work by whatever method Owner may deem expedient. If the unpaid balance of the Contract Amount exceeds costs of finishing the Work, such excess shall be paid to Contractor.

Owner reserves the right, by written notice, to terminate this Agreement without liability to Contractor, in the event of the happening of any of the following: (i) insolvency of Contractor, (ii) the filing of a voluntary petition in bankruptcy by Contractor, the filing of an involuntary petition to have Contractor declared bankrupt, (iii) the appointment of a receiver or trustee for Contractor, (iv) the execution by Contractor of an assignment for the benefit of creditors, (v) the discontinuance of business by Contractor, or the sale by Contractor of the bulk of its assets other than in the usual course of business.

Notwithstanding anything to the contrary in this Contract, Owner may terminate this Contract for its convenience upon not less than seven (7) days written notice to Contractor. If Owner terminates the Contract for its convenience, Contractor shall be paid to the date of termination for such portions of the Work as Contractor has

completed, plus its reasonable costs associated with any such termination, plus its reasonable lost profits and overhead on work not performed.

6. PAYMENT

Contractor shall furnish Owner, on or before the twentieth (20th) day of each month during the progress of the Work, an itemized statement of the Contract Amount allocable to labor, materials, and equipment which, up to the last day of the preceding month, were either incorporated in the Project, or suitably stored at the site, or at some other location agreed upon by the parties, less the aggregate of all previous progress payments less retainage of five percent (5%) Each Application for Payment shall be accompanied by partial releases from the Contractor, its subcontractors, and material and equipment suppliers, in a form acceptable to the Owner and certified payroll reports. Within thirty days of receipt of an undisputed monthly application for payment, the Owner shall pay Contractor.

Upon final completion of the Project as determined and approved in writing by a final inspection performed by Owner and Contractor, Contractor shall submit an Application for Final Payment. The Application for Final Payment shall be accompanied by (a) written warranties and guarantees of equipment or material suppliers, and all owner's manuals or operations books or information, (b) properly executed final release for Contractor, subcontractors, and material and equipment suppliers, (c) Final lien and claim waivers, (d) verification of completion of all punch list items, and (e) a listing of all unsettled claims. The full balance due shall be paid by Owner to Contractor no later than thirty (30) days after the Owner's approval of Contractor's Application for Final Payment together with all attachments.

Owner may withhold payment to Contractor on account of the following:

- a) defective Work not remedied;
- b) claims filed by third parties relating to the Project;
- c) failure of the Contractor to pay subcontractors or to pay for labor, material, or equipment;
- d) reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Amount;
- e) damage to the Owner or another person or entity caused by Contractor or its subcontractors, or material suppliers;
- f) reasonable evidence that the Work will not be completed within the scheduled time and that the unpaid balance would not be adequate to cover Owner's damages; and
- g) failure of Contractor to comply with any applicable laws and regulations that protect the environment or human health and safety of the Project site.

7. MANAGEMENT

Contractor shall employ adequate construction management to ensure that the work is in accord with the contract documents.

8. SAFETY

Contractor agrees to take all reasonable safety precautions with respect to the Work and to comply with all safety measures for the safety of persons or property in accordance with OSHA requirements. Contractor shall provide its employees all safety equipment which is required to perform the Work. Contractor shall be responsible for compliance with any laws and regulations protective of the environment or human health and safety.

If the Contractor encounters hazardous quantities or concentrations of materials or substances of an unusual nature that materially differ from the conditions indicated in this Agreement and that differ materially from the conditions ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in this Agreement, Contractor shall immediately vacate and restrict access to the affected area and report the condition to the Owner.

9. PERMITS & LICENSES

Contractor shall obtain any and all permits or licenses required under any federal, state, or local laws for performance of the Work. To the extent any permit fees are not waived, Owner shall bear the cost of such fees. Contractor shall make all notifications required under any federal, state, or local laws for performance of the Work.

10. WARRANTY

Contractor guarantees and warrants to Owner (i) that all equipment and materials supplied will be new, (ii) that all Work will conform to the applicable specifications, instructions, drawings, data, samples, and good construction practices, (iii) that all Work will be free from liens and encumbrances, and (iv) that all work performed and equipment and materials supplied shall be free from defects of any kind, nature or description on the date of Owner's acceptance and for a period of one year from the date of substantial completion. During such warranty period, Contractor agrees that upon written notice from Owner, to correct any work that fails to conform to the requirements of this Contract and remedy any defects due to faulty materials or workmanship at no cost to Owner.

11. INDEMNITY

To the fullest extent permitted by law, Owner and Contractor each agree to indemnify the other party and the other party's officers, directors, partners, employees, and

representatives from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, or subcontractors in the performance of work or services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Contractor and Owner, they shall be borne by each party in proportion to its negligence.

12. INSURANCE

Contractor will maintain the following insurance coverage:

- (1) Statutory Workers' Compensation Insurance, including Employer's Liability Insurance, with per occurrence coverage of at least \$1,000,000.
- (2) Comprehensive General Liability Insurance (in a form providing coverage not less than that of the Standard 1993 Insurance Service Office Commercial General Liability insurance policy - Occurrence Form), which will include premises and completed operation coverage extending for at least two (2) years after substantial completion of the Project. Coverage shall include personal injury liability and broad form contractual liability.

The total available limits shall not be less than \$1,000,000 combined single limit per occurrence, \$1,000,000 annual general aggregate, and \$1,000,000 annual products and completed operations aggregate.

- (3) Comprehensive Automobile Personal Injury Liability and Property Damage Liability Insurance covering owned and non-owned vehicles with a combined single limit of \$1,000,000.
- (4) Umbrella Insurance with limits of \$ 1,000,000.
- (5) Each liability insurance policy required of Contractor shall be endorsed:
 - a. To name as Additional Insureds the following: **Eastside Fire & Rescue** and all other entities as may be reasonably required by the Owner as Additional Insureds.
 - b. That in the event of any claims being made by reason of bodily injury, personal injury, or property damage sustained by any agent, servant or employee of one insured for which another insured is or may be liable, then the policy shall cover such insured against whom a claim is made in the same manner as if a separate policy had been issued to each insured. (Severability of Interest/Cross Liability).

- (6) Contractor will furnish upon request Certificates of Insurance evidencing the above coverages.

13. INDEPENDENT CONTRACTOR

Contractor, its subcontractors, employees or agents are independent contractors for all purposes and at all times. Owner will incur no responsibility or obligation to employees, agents, subcontractors or other parties used by Contractor to perform this Agreement or any Order. Such person or parties will, at all times, remain employees, agents or subcontractors (whichever is applicable) of Contractor.

Contractor is solely responsible for payment of wages, salaries, fringe benefits and other compensation of, or claimed by, Contractor's employees and is responsible for all payroll taxes. Contractor is also solely responsible for compliance with applicable Workers' Compensation laws with respect to maintenance of workers' compensation coverages on Contractor's employees. Contractor will indemnify and defend Owner from all claims by any person, government or agency relating to payment of taxes and benefits, including without limitation, any penalties and interest which may be assessed against Owner. Contractor will similarly indemnify and defend Owner and Construction Manager from all claims by any person or governmental agency which arise directly or indirectly from any failure by Contractor to comply with applicable Workers' Compensation laws with respect to maintenance of Workers' Compensation coverage on Contractor's employees.

Contractor will require its employees, agents and subcontractors to comply with the terms and conditions of this Article.

14. RIGHT TO STOP WORK

If Contractor fails to correct Work which is not in accordance with the requirements of this Agreement or persistently fails to carry out the Work in accordance with this Agreement, Owner, by written order, may order Contractor to stop the Work, or any portion of the Work, until the cause for such order has been eliminated.

Contractor shall promptly correct Work rejected by Owner for failing to conform to this Agreement, whether observed before or after Substantial Completion and whether or not fabricated, installed, or completed.

15. WAIVER OF CONSEQUENTIAL DAMAGES

In no event shall the Contractor or Owner be liable for any incidental, special, punitive or consequential damages of any kind, including without limitation loss of use, productivity, reputation, financing, business opportunities or profits, with any such claims or damages being expressly waived and released.

16. ATTORNEYS' FEES

In any proceeding or other action brought by one party against the other party to enforce or interpret the terms of this Contract, or to resolve any dispute concerning any of the services, work, or obligations of this Contract or any other matter arising out of this Contract, the prevailing party in such proceeding or action shall be entitled, in addition to such other relief the court may grant, to an award of its costs and expenses incurred in connection with the proceeding or action, including, but not limited to, reasonable fees and disbursements of its attorneys.

17. CONTROLLING LAW; JURISDICTION

Without regard to conflict of laws provisions, all questions concerning the validity and operation of this Agreement, and the performance of the obligations imposed on the parties under this Agreement, will be governed by the laws of the state where the Project is located.

18. SEVERABILITY

If any provision of this Agreement is held to be unenforceable by a court of competent jurisdiction, the remaining provisions will remain in effect, to be construed as if the unenforceable provisions were originally deleted.

19. ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and may not be amended or modified without specific written amendment, signed by both parties.

OWNER:

By:

Name: _____

Title: _____

Date: _____

CONTRACTOR: .

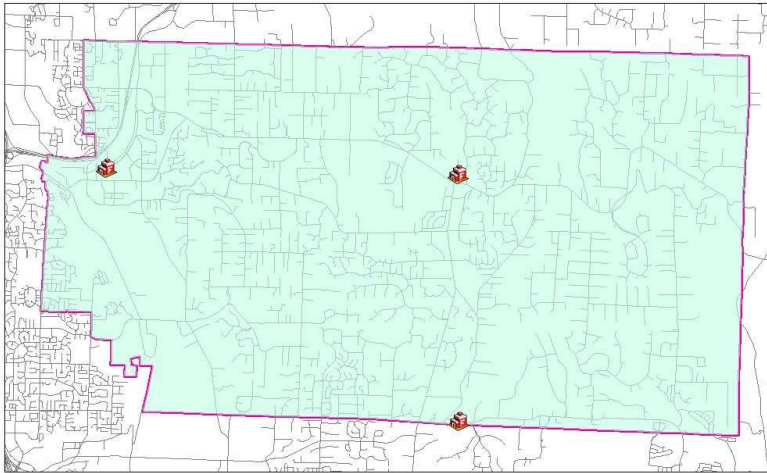
By:

Name: _____

Title: _____

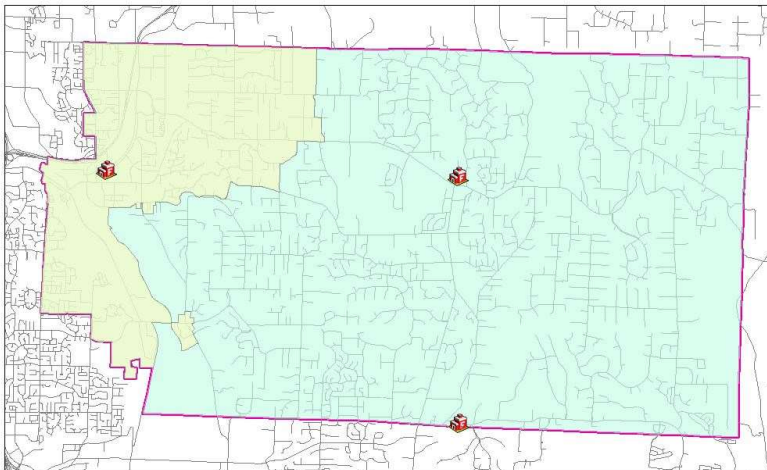
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King County Fire District 36 Woodinville Fire & Rescue



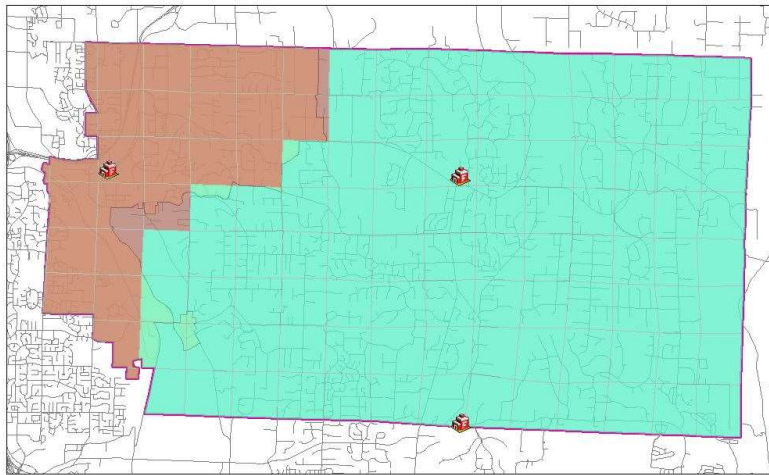
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King County Fire District 36 Woodinville Fire & Rescue



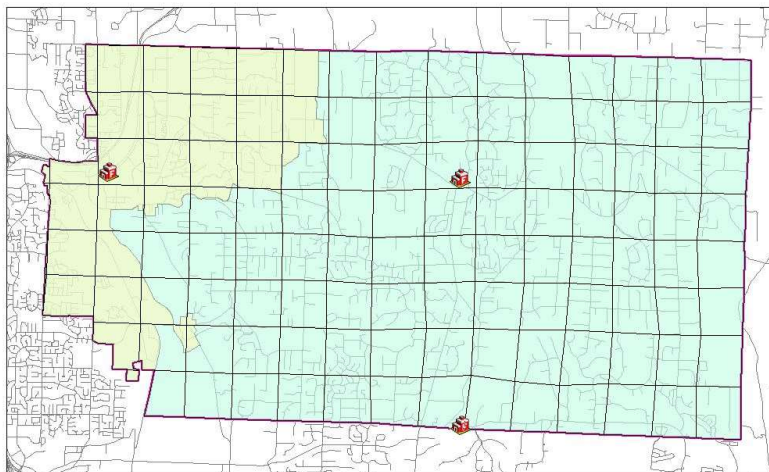
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Urban: Population Density > 2,000/Sq Mi
Rural: Population Density < 1,000/Sq Mi



3

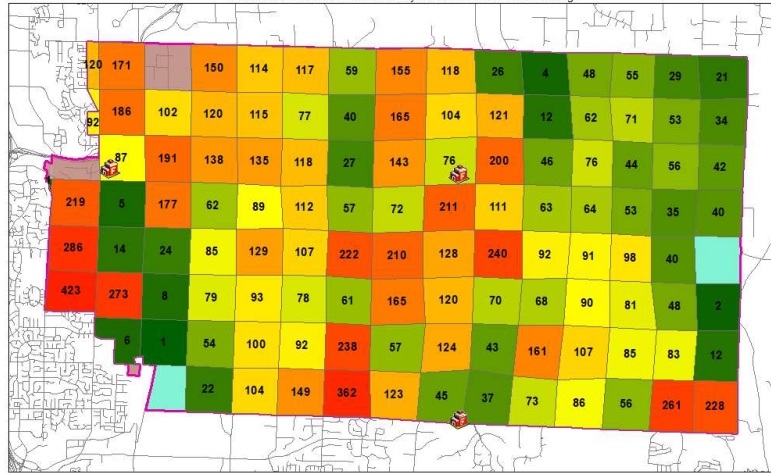
King County Geocode Overlay



4

Single-Family Structure* Density by Geocode

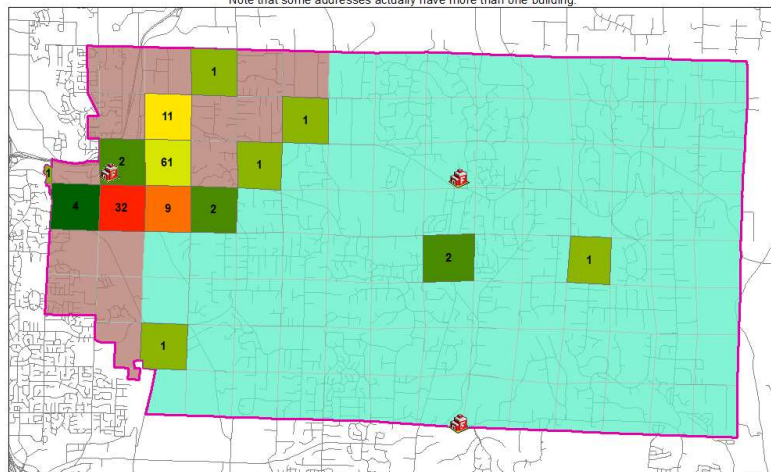
* Based on Address and King County Current Use Classification.
Note that some addresses actually have more than one building.



5

Multi-Family Structure* Density by Geocode

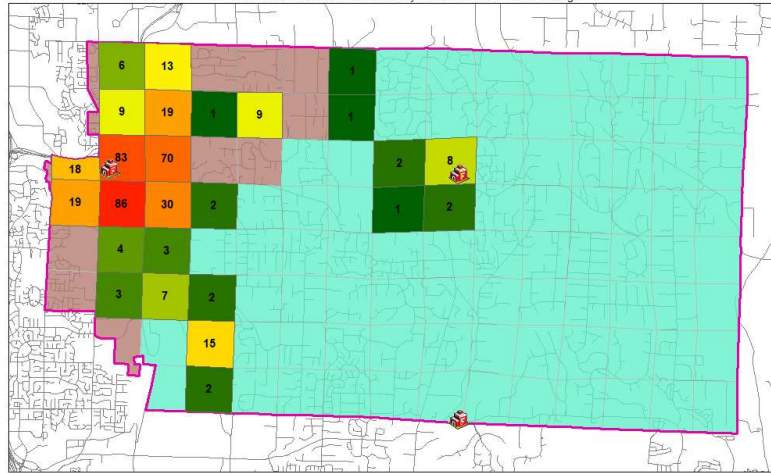
* Based on Address and King County Current Use Classification.
Note that some addresses actually have more than one building.



6

Commercial Structure* Density by Geocode

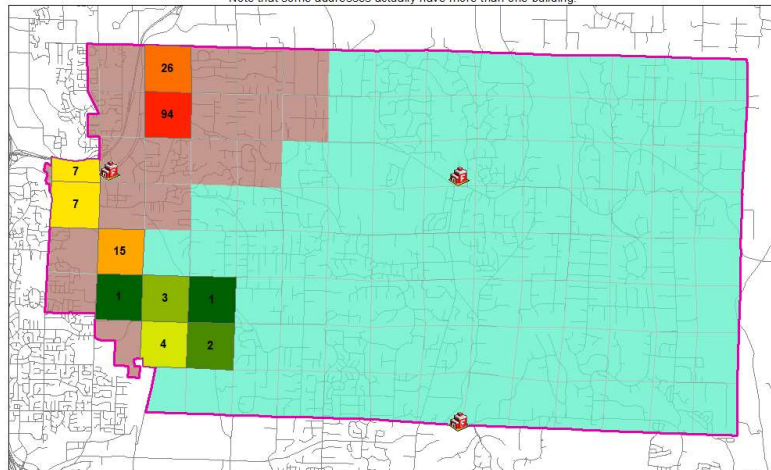
* Based on Address and King County Current Use Classification.
Note that some addresses actually have more than one building.



7

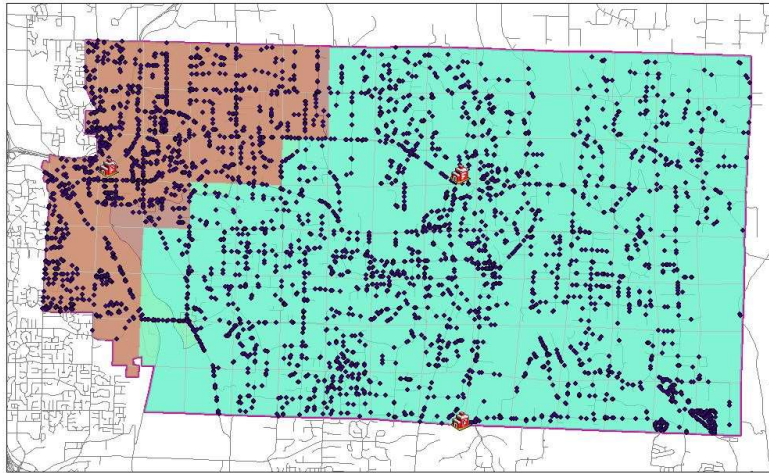
Industrial Structure* Density by Geocode

* Based on Address and King County Current Use Classification.
Note that some addresses actually have more than one building.



8

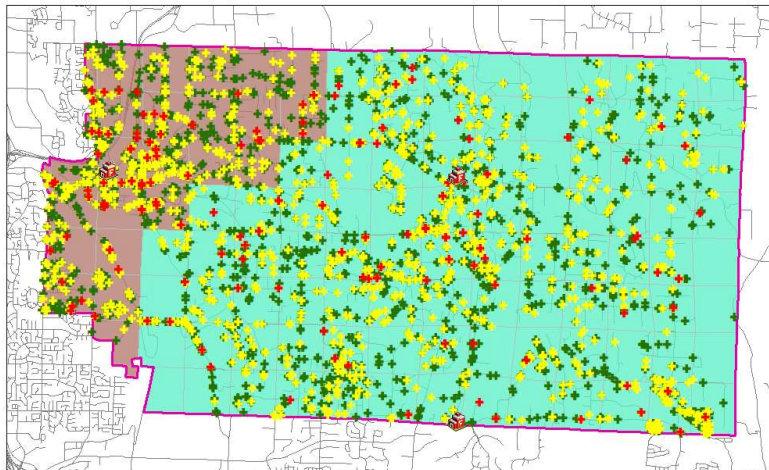
WF&R Pinmapped Incidents 2016 - 2020



9

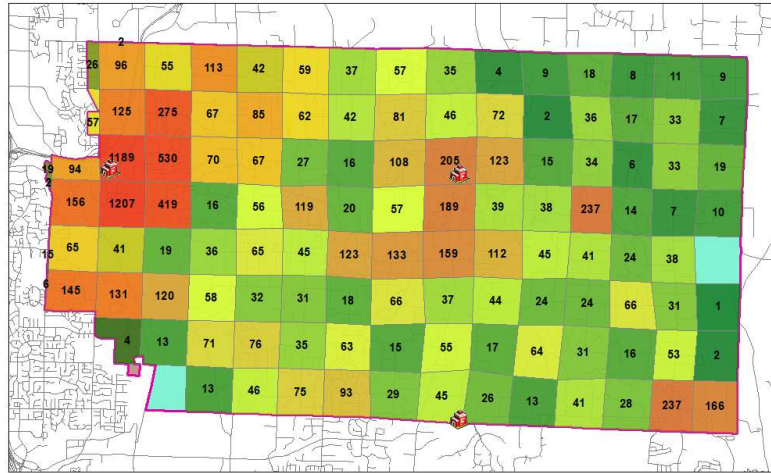
5-Year (2016 - 2020) EMS Incidents (9,851)

Cardiac Arrest - ALS - BLS



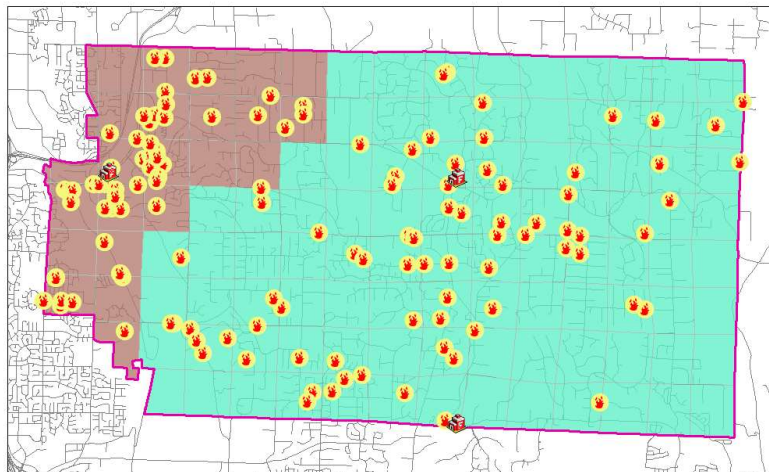
10

5-Year (2016 - 2020) EMS Incident Geocode Density



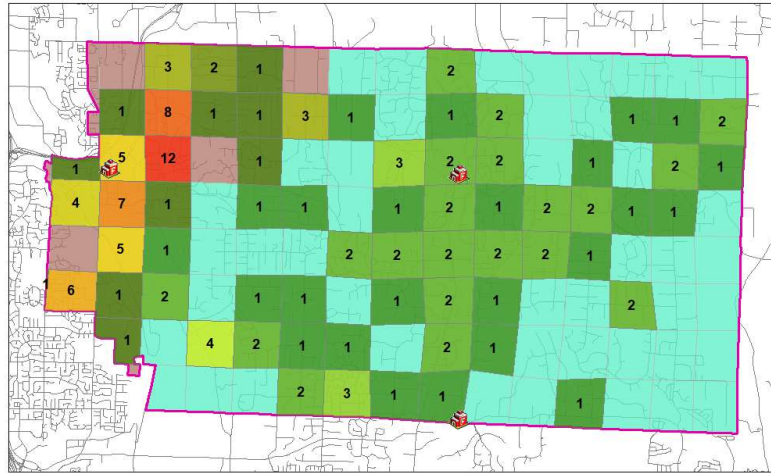
11

5-Year (2016 - 2020) Structure Fire Incidents (139)



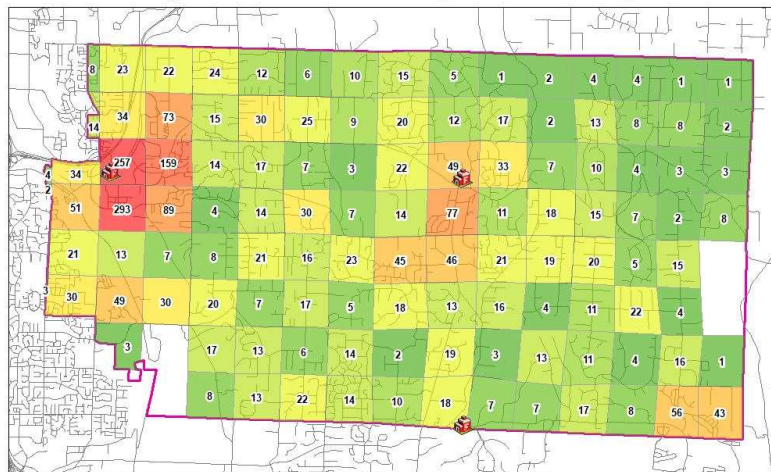
12

5-Year (2016 - 2020) Structure Fire Geocode Density



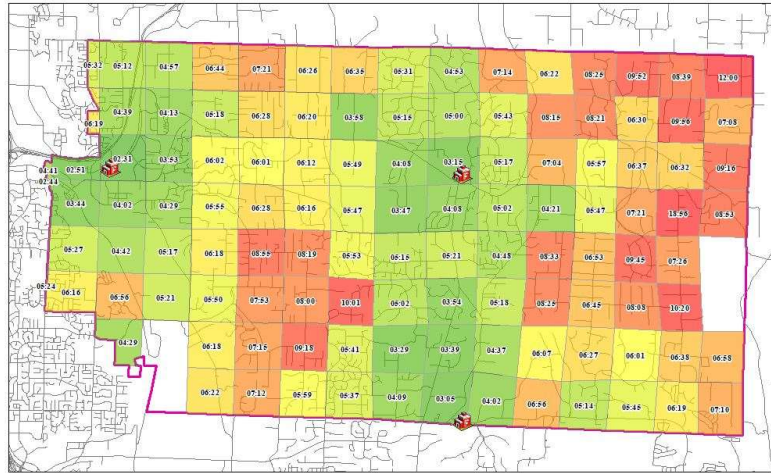
13

2020 Total Incidents by Geocode (1/4 mile)



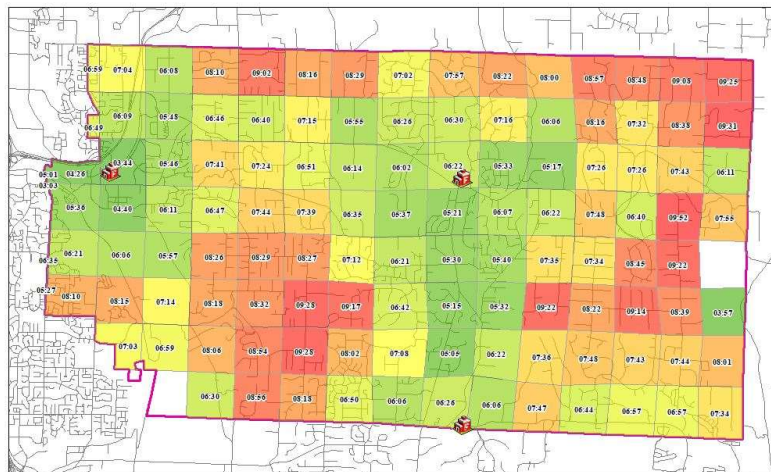
14

**Average Travel Time
1st Unit En Route to 1st Unit On Scene
for ALL Incidents**



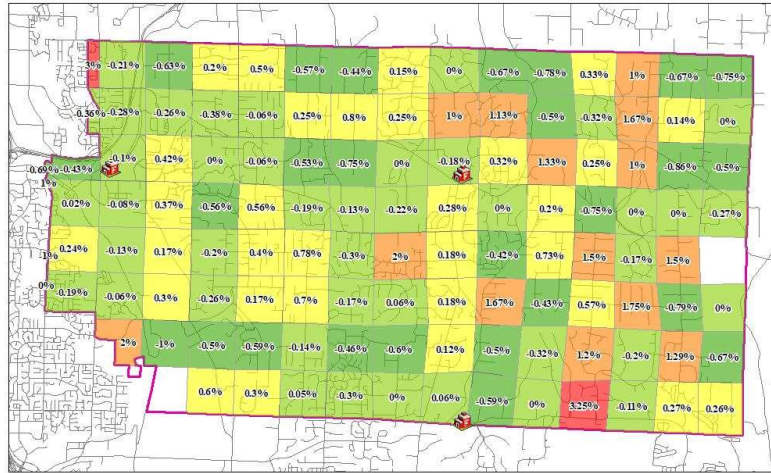
15

**90th Percentile Times
1st Unit En Route to 1st Unit On Scene
for 2016 - 2020 Emergency Incidents (Priority 0-4)
ONLY Where Travel Time <= 10:00**



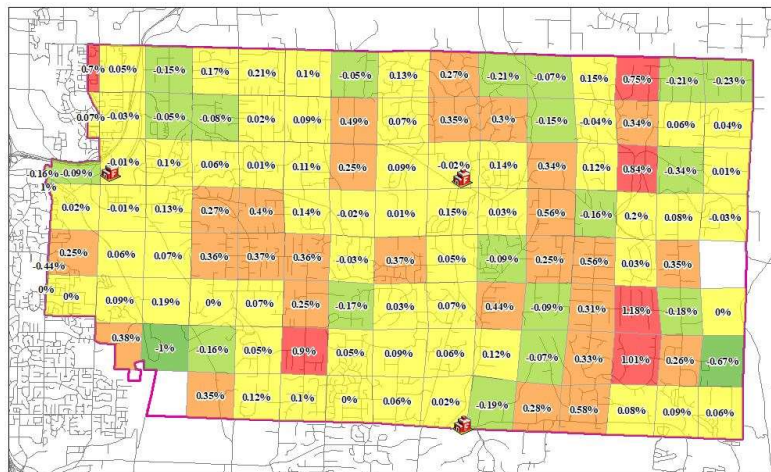
16

5-Year (2020 v. 2016) Incident Decline/Increase Percentage



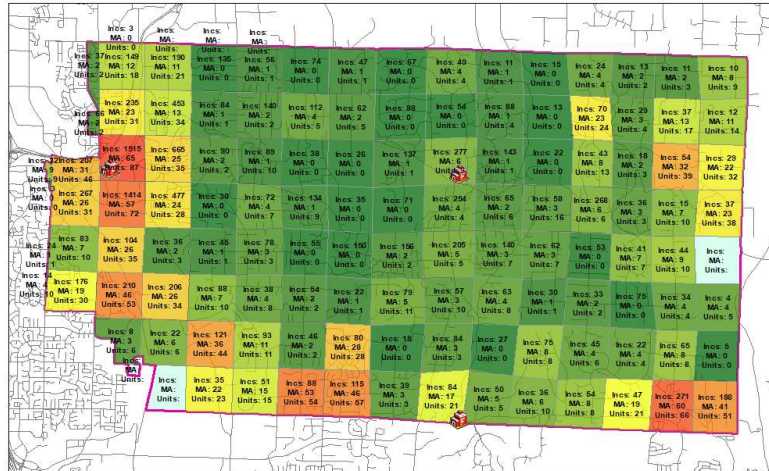
17

5-Year (2020 - 2016) Incident Year-Over-Year Average Decline/Increase Percentage



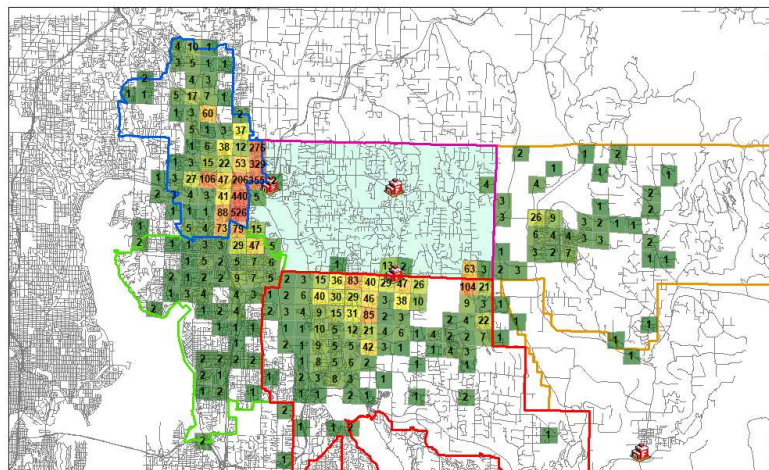
18

5-Year (2016-2020) Total Incident Count Incidents w/One or More Mutual Aid Units and Total Number of Mutual Aid Unit Arrivals



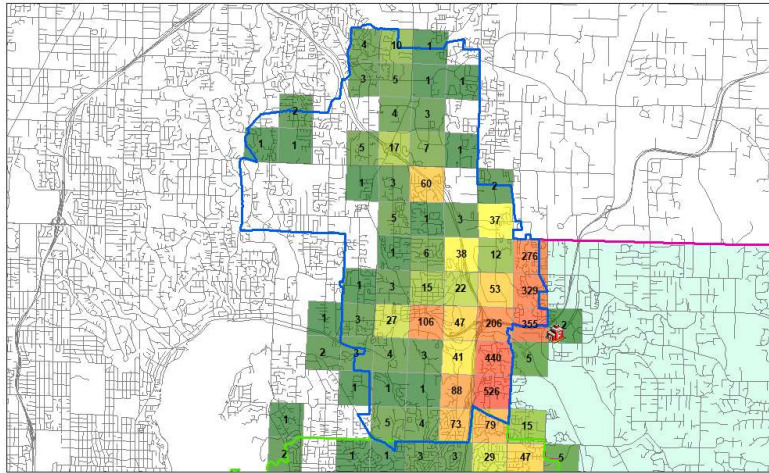
19

5-Year (2016-2020) Mutual Aid Out Total Incidents by Geocode "Nearby" Only



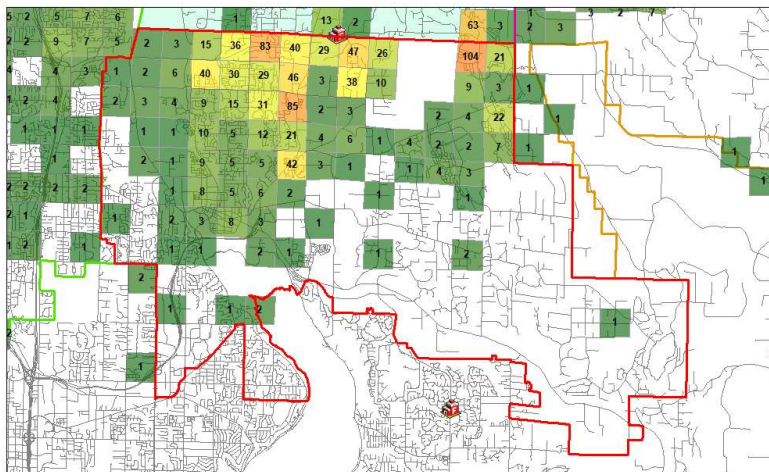
20

**5-Year (2016-2020) Mutual Aid Out
Total Incidents by Geocode
Focus: Bothell**



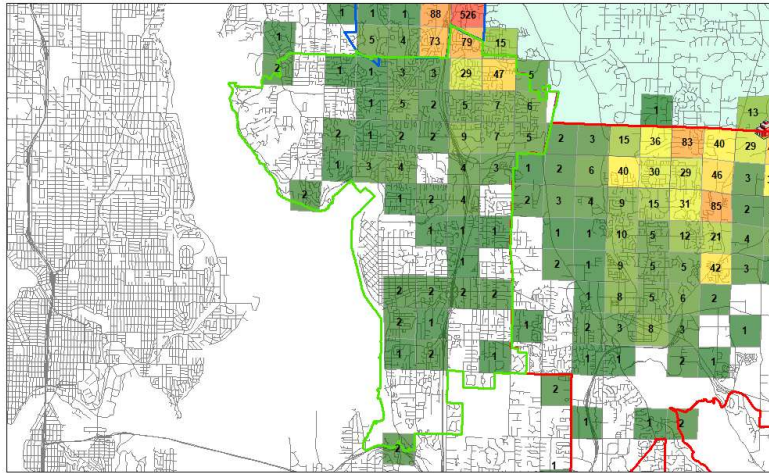
21

**5-Year (2016-2020) Mutual Aid Out
Total Incidents by Geocode
Focus: Redmond/D34**



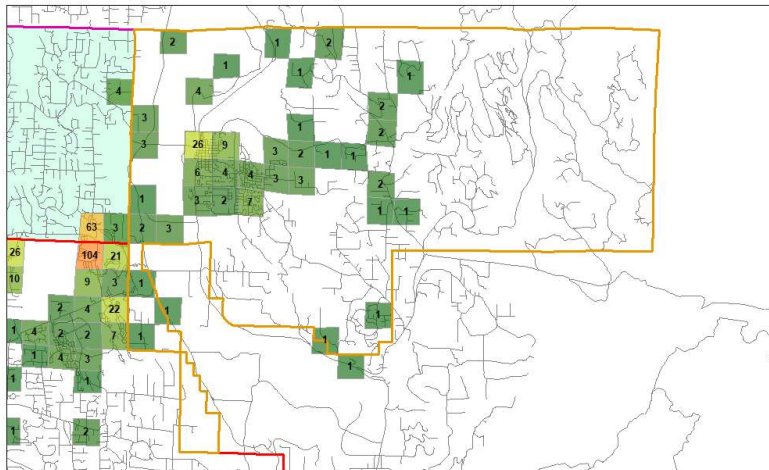
22

**5-Year (2016-2020) Mutual Aid Out
Total Incidents by Geocode
Focus: Kirkland**



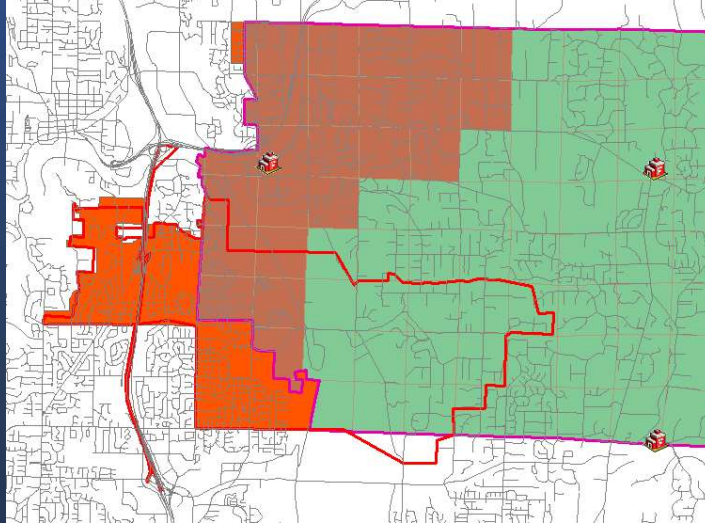
23

**5-Year (2016-2020) Mutual Aid Out
Total Incidents by Geocode
Focus: Duvall/D45**



24

**Station 34 Old "First Due" Area (red outline)
And the Areas of FD36 that were Annexed a Decade Ago**



25

**Response Stats for 2016-2020 Incidents
Falling within the Old Station 34 First Due Area**

2016 - 2020 Incidents					
Area	2016	2017	2018	2019	2020
Annexed	788	785	829	760	799
Woodinville	329	268	301	299	272
Dist 34	1	1	1	3	1

2016 - 2020 Responders to Annexed Area					
Unit/Jur	2016	2017	2018	2019	2020
Bellevue	3	1	2	1	1
Bothell	180	184	200	206	221
Kirkland	536	517	549	448	497
Northshore	2	2	2		
Redmond	3	3	2	1	3
Woodinville	126	129	130	162	137

2016 - 2020 Responders to Annexed Area					
Unit/Jur	2016	2017	2018	2019	2020
Bellevue	0.38%	0.13%	0.24%	0.13%	0.13%
Bothell	22.84%	23.44%	24.13%	27.11%	27.66%
Kirkland	68.02%	65.86%	66.22%	58.95%	62.20%
Northshore	0.25%	0.25%	0.24%	0.00%	0.00%
Redmond	0.38%	0.38%	0.24%	0.13%	0.38%
Woodinville	15.99%	16.43%	15.68%	21.32%	17.15%

2016 - 2020 Responders to Woodinville					
Unit/Jur	2016	2017	2018	2019	2020
Bellevue				1	
Bothell	12	12	12	12	4
Kirkland	28	19	15	20	20
Redmond	29	29	19	17	19
Shoreline					1
Woodinville	285	242	283	277	252

2016 - 2020 Responders to Woodinville					
Unit/Jur	2016	2017	2018	2019	2020
Bellevue	0.00%	0.00%	0.00%	0.33%	0.00%
Bothell	3.65%	4.48%	3.99%	4.01%	1.47%
Kirkland	8.51%	7.09%	4.98%	6.69%	7.35%
Redmond	8.81%	10.82%	6.31%	5.69%	6.99%
Shoreline	0.00%	0.00%	0.00%	0.00%	0.37%
Woodinville	86.63%	90.30%	94.02%	92.64%	92.65%

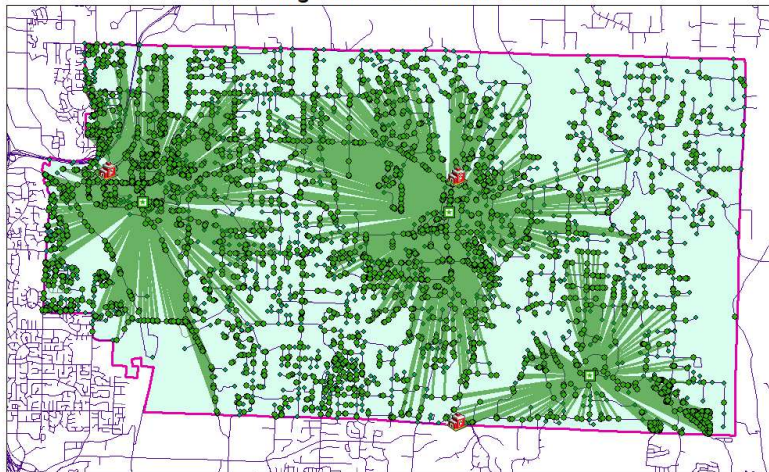
26

Concurrent Incidents by Station Area by Year
Showing Both the Number of Incidents Occurring While a Prior Incident was Still Active
and the Number of Days in the Year when this Occurred

Station Area	2016		2017		2018		2019		2020	
	Incs	Days	Incs	Days	Incs	Days	Incs	Days	Incs	Days
ST31	252	154	212	129	210	144	218	137	170	125
ST33	10	10	14	11	9	8	20	17	19	19
ST35	87	66	70	55	89	67	76	58	66	49

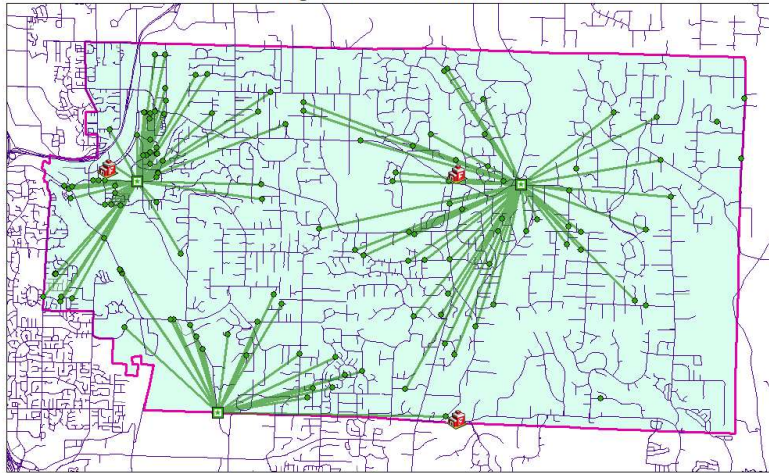
27

GIS Best Guess Station Locations
to get to the Maximum Number of
EMS Incidents over the Last 5 Years
in 4 Minutes or Less (w/current Locations)
Considering ONLY 3 Woodinville Stations



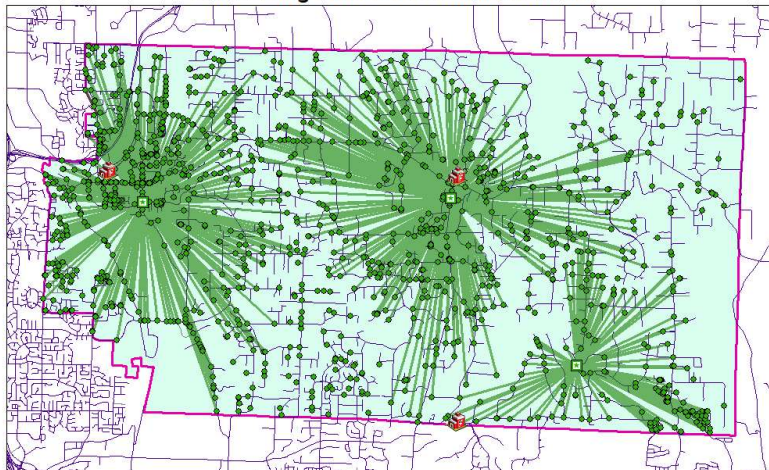
28

**GIS Best Guess Station Locations
to get to the Maximum Number of
Fire Incidents over the Last 5 Years
in 5 Minutes or Less (w/current Locations)
Considering ONLY 3 Woodinville Stations**



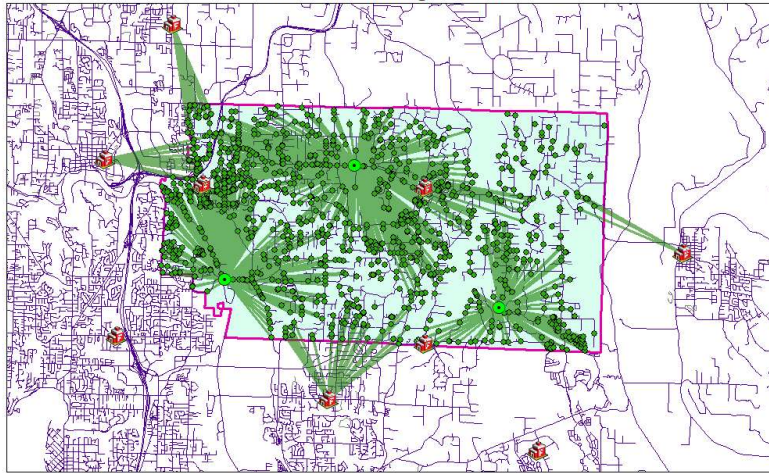
29

**GIS Best Guess Station Locations
to get to the Maximum Number of
ALL Incidents over the Last 5 Years
in 4.5 Minutes or Less (w/current Locations)
Considering ONLY 3 Woodinville Stations**



30

**GIS Best Guess Station Locations
to get to the Maximum Number of
ALL Incidents over the Last 5 Years
in 4.5 Minutes or Less (w/current Locations)
w/6 Surrounding Stations**

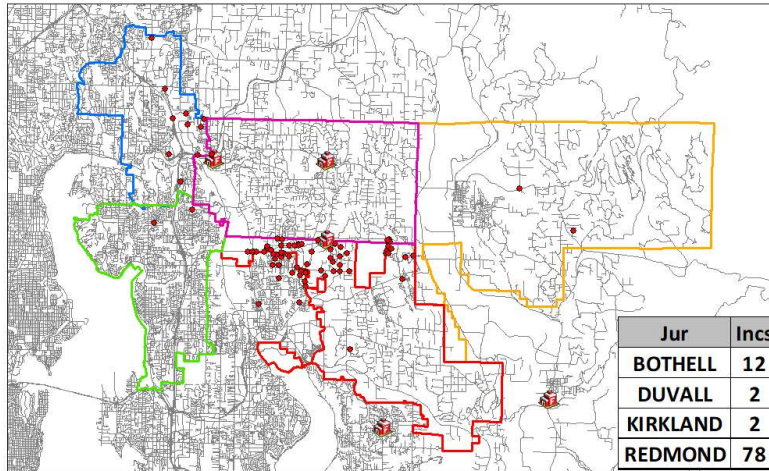


31



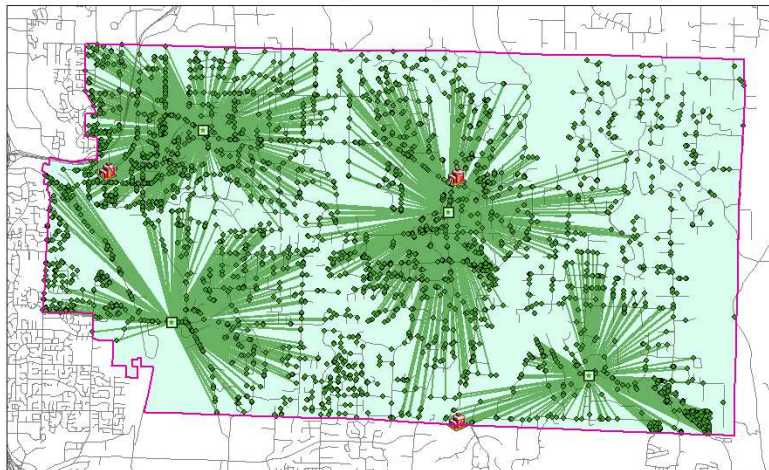
32

**5-Year (2016-2020)
WF&R Responses on Low Priority Incidents
Within Neighboring King Co. Jurisdictions**



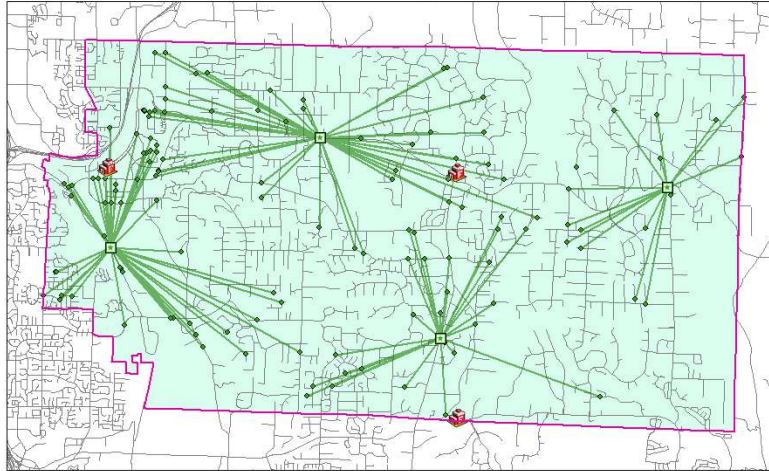
33

**GIS Best Guess for 4 Station Locations
to get to the Maximum Number of
EMS Incidents over the Last 5 Years
in 4 Minutes or Less (showing Current Locations)**



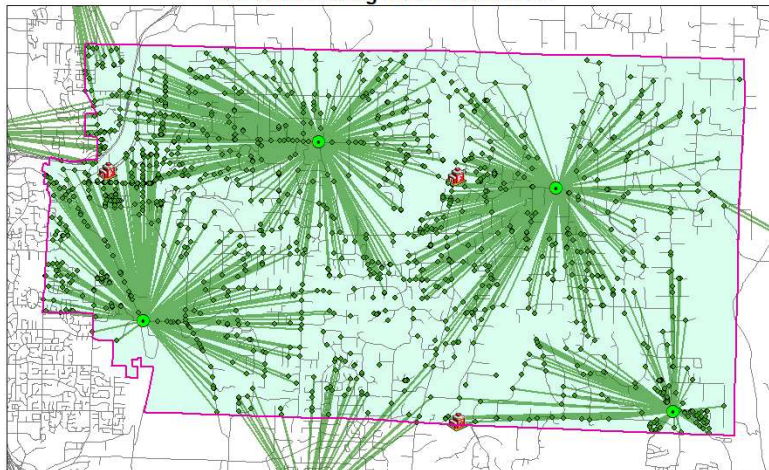
34

**GIS Best Guess for 4 Station Locations
to get to the Maximum Number of
Fire Incidents over the Last 5 Years
in 5 Minutes or Less (showing Current Locations)**

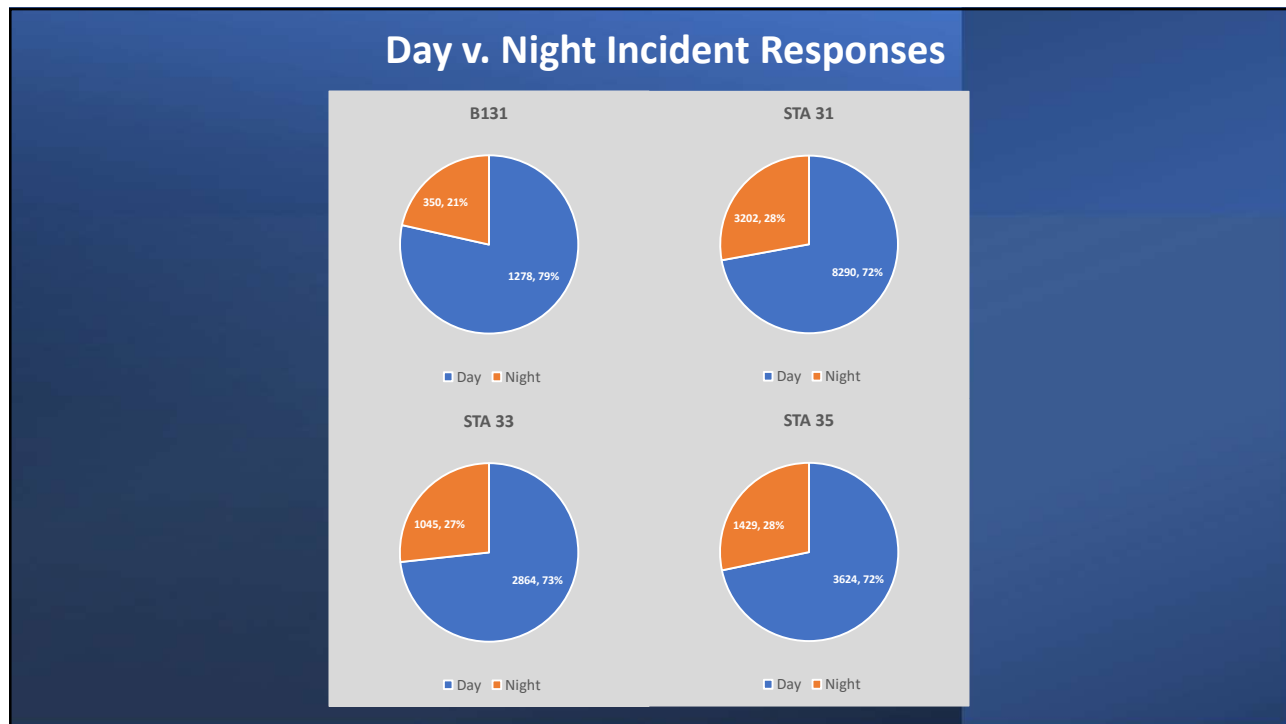


35

**GIS Best Guess for 4 Station Locations
to get to the Maximum Number of
ALL Incidents over the Last 5 Years
in 4.5 Minutes or Less (showing Current Locations)
w/6 Surrounding Auto-Aid Stations**



36



37



**Woodinville Fire & Rescue
Board of Commissioners**



To: Woodinville Fire & Rescue Board of Fire Commissioners

From: Fire Chief Jeff Clark

Subject: Fire Chief Briefing – May 2022

COVID-19

The mask mandate for King County was lifted on March 11, however there is still a mandate for our personnel while they are working in the healthcare setting. EF&R has shifted to voluntary Point of Care testing as well. We will continue to limit access to community rooms and the ride along program until a later date. Public meetings for EF&R and other Boards were shifted back to in person in April and the Governor has lifted the public meeting COVID restrictions effective June 1, 2022. Over the last week we have seen an increase in COVID exposures to our workforce as the cases of COVID increase throughout the county.

COVID-19 EEOC Complaint

I have previously advised of you two former employees that filed a religious discrimination complaint with the Equal Employment Opportunity Commission (EEOC). Since our last meeting, two additional former employees filed complaints bringing the total to four. EF&R's insurance agency has assigned the same legal team that handled the related lawsuit to all four complaints. We are responding to each complaint within the timeframes required. Since they were all filed separately, they will continue to have staggered deadlines as we progress through the process. We are being advised that it could be six months or more before we hear anything back from the EEOC. I will keep you updated as we progress through the process.

PFAS

The PFAS Executive Committee met two weeks ago and received a briefing from EF&R's consultant on the most recent testing results. We were also briefed on the scope of EF&R's new \$350,000 grant with DOE and Issaquah's new \$400,000 grant.

EF&R's PFAS consultant and legal counsel will be at the June EF&R meeting to provide a detailed update and address questions or concerns.

Board Chair Alan Gothelf and I met with the Board Chair and Director of Sammamish Plateau Water on April 28th for an open discussion to update each



**Woodinville Fire & Rescue
Board of Commissioners**



other on progress and work to strengthen the relationship between our two agencies. The meeting went well; we committed to continue to work on building a positive relationship.

2021 Annual Report

The 2021 Annual Report will be presented to the EF&R Board of Directors at their upcoming meeting. It will be distributed to all elected officials and posted to the website after the meeting.

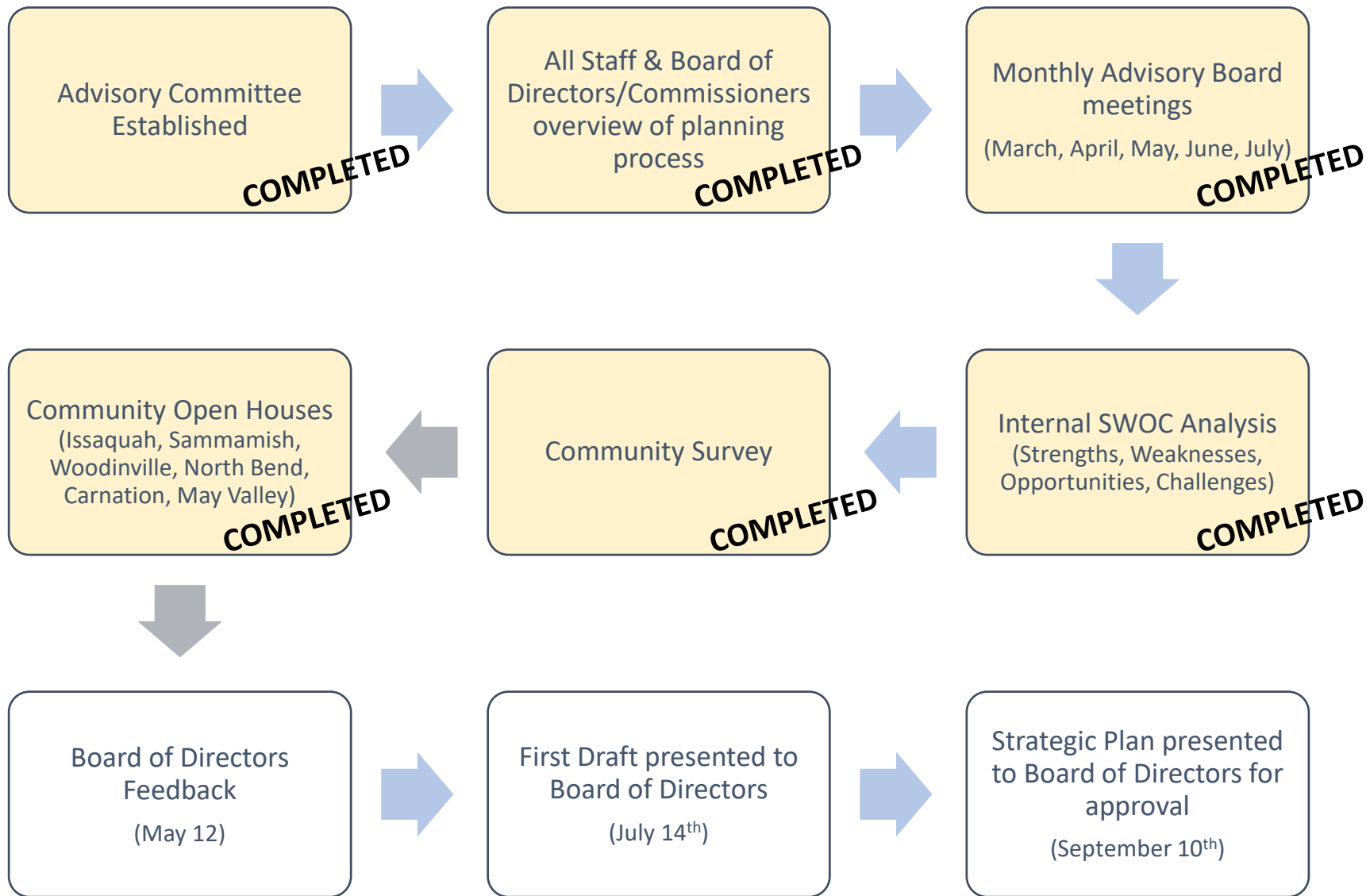
Strategic Plan Update

Please see attached Strategic Plan Progress Chart.

Fire Chief Out of State

I will be traveling out of state beginning late Thursday night (12th) and will return to the office on Monday the 23rd. In my absence Assistant Chief Ben Lane will be Acting Fire Chief.





ISSAQUAH, NORTH BEND, SAMMAMISH, WOODINVILLE



FIRE DISTRICTS 38 & 10, INCLUDING CARNATION

Excellence in Service

Dedication to Community



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.

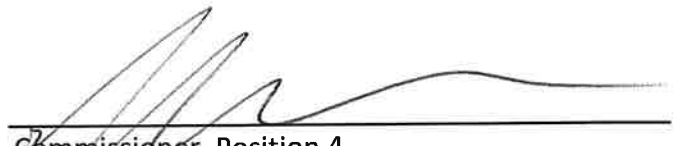
Date: May 10, 2022

Approved for payment:



Commissioner, Position 1

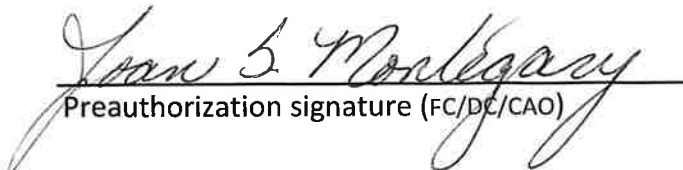
Commissioner, Position 2

Commissioner, Position 3

Commissioner, Position 4

Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-7	4/7/22, 4/8/22	\$ 7,275.43



Preauthorization signature (FC/DC/CAO)

US BANK SINGLEPOINT - 3629 TRANSACTIONS

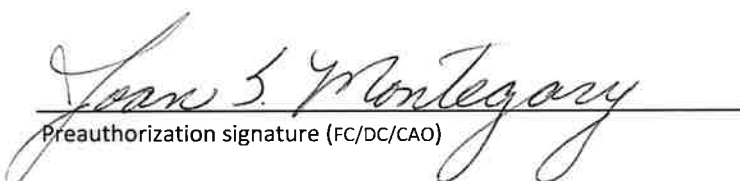
Trans. Date	Paychex Cash Requirement Debits	
4/7/2022	Net Pay: Direct Deposits/Live Checks	5,617.21
4/7/2022	DSHS - WA State (garnishment)	-
4/8/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	1,658.22
4/7/2022	Agency Checks	-
		-
		-
		-
	Quarterly L&I	-
4/8/2022	PAYCHEX INVOICE	-
		7,275.43

Trans. Date	ACH TRANSACTIONS: TDA / DUES / BENEVOLENT FUND TEMPLATE	
		-
		-
	Total Deposit	-

PAY32 TRANSACTION TOTALS

\$

7,275.43


Preauthorization signature (FC/DC/CAO)



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: May 10, 2022

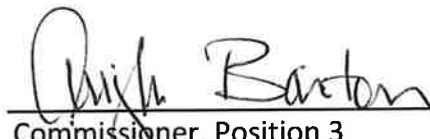
Approved for payment:



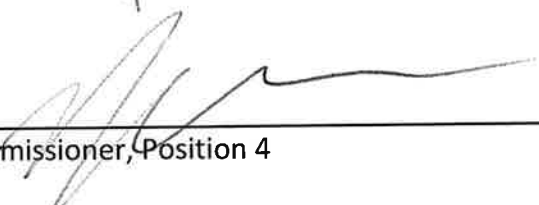
Commissioner, Position 1



Commissioner, Position 2



Commissioner, Position 3

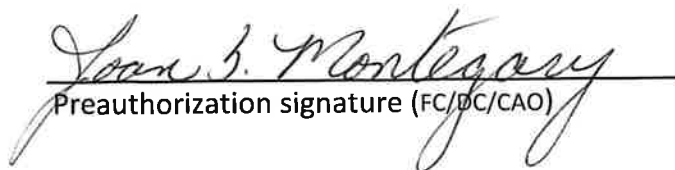


Commissioner, Position 4



Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-8	4/24/22, 4/25/22	\$ 8,652.33



Preauthorization signature (FC/DC/CAO)

US BANK SINGLEPOINT - 3629 TRANSACTIONS

Trans. Date	Paychex Cash Requirement Debits	
4/24/2022	Net Pay: Direct Deposits/Live Checks	6,811.93
4/24/2022	DSHS - WA State (garnishment)	-
4/25/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	1,840.40
4/24/2022	Agency Checks	-
		-
		-
		-
	Quarterly L&I	-
4/25/2022	PAYCHEX INVOICE	-
		8,652.33

Trans. Date	ACH TRANSACTIONS: TDA / DUES / BENEVOLENT FUND TEMPLATE	
4/25/2022	WDVL FF Union Dues/Assessment	-
4/25/2022	WDVL Benevolent Fund	-
	Total Deposit	-

PAY32 TRANSACTION TOTALS

\$

8,652.33


 Preauthorization signature (FC/DC/CAO)



Special District Voucher Approval Document

2022-13

KC v2.0

Scheduled Payment Date: 05/04/2022

Total Amount: \$3,781.28

Control Total: 6

Payment Method: WARRANT

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20220428104654.csv

Fund #: 100360010

CONTACT INFORMATION

Preparer's Name: Chy JBR

Email Address: kcprinting@esf-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>5/10/22</u>
Authorized District Signature	Date
<u>Angie Barton</u>	<u>5/10/22</u>
Authorized District Signature	Date
<u>[Signature]</u>	<u>5.10.22</u>
Authorized District Signature	Date

<u>[Signature]</u>	<u>5/10/22</u>
Authorized District Signature	Date
<u>[Signature]</u>	<u>5/10/22</u>
Authorized District Signature	Date
<u>Joan Montgomery</u>	<u>4-28-22</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_20220428104654.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
DEPT OF RETIREMENT SYSTEMS			220501001	05/04/2022	\$25.00	1500748
GARY HEUSLEIN			220501002	05/04/2022	\$170.00	04.27.2022
IAFF HEALTH & WELLNESS TRUST			220501003	05/04/2022	\$365.37	26780
LIFTOFF LLC			220501004	05/04/2022	\$102.00	6305REN2022
PERSHING LLC			220501005	05/04/2022	\$3,000.00	04.27.2022
US BANK CORPORATE PAYMENT SYSTEMS			220501006	05/04/2022	\$118.91	E0700IB055

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 06/18/2022

Time: 16:29:27 Date: 04/27/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
20144	03/29/2022	05/04/2022	239 DEPT OF RETIREMENT SYSTEMS	25.00	DRS OASI fee for tax year 2021 (last one)
	522 10 49 80-01 Unexpected Costs (Includ		001 000 522 General Expense	25.00	DRS OASI fee for tax year 2021 (last one)
20145	04/24/2022	05/04/2022	355 GARY HEUSLEIN	170.00	MAY 2022; Gary Heuslein Medicare Premium Reimbursement - January - December 2022
	522 10 22 30-01 LEOFF 1 - Medicare/Med		001 000 522 General Expense	170.00	Gary Heuslein Medicare Premium Reimbursement - January - December 2022
20146	04/19/2022	05/04/2022	1237 IAFF HEALTH & WELLNESS TRUST	365.37	MAY 2022; LEOFF 1 Medicare Supplement Payments (May-Dec 2022)
	522 10 22 30-01 LEOFF 1 - Medicare/Med		001 000 522 General Expense	365.37	LEOFF 1 Medicare Supplement Payments (May-Dec 2022)
20147	04/13/2022	05/04/2022	1216 LIFTOFF LLC	102.00	MSOffice 365 licenses for BoFC-Azure AD Prem Plan 2
	522 10 48 30-20 IT - Website Maintenance		001 000 522 General Expense	102.00	MSOffice 365 licenses for BoFC-Azure AD Prem Plan
20148	04/27/2022	05/04/2022	1229 PERSHING LLC	3,000.00	PAY PERIODS 5/1-5/16 AND 5/16-5/31; Ahearn Deferred Comp for January - September 2022
	522 10 27 10-01 Ahearn Severance		001 000 522 General Expense	3,000.00	Ahearn Deferred Comp for January - September 2022
20149	04/02/2022	05/04/2022	1232 US BANK CORPORATE PAYMENT SYSTEMS	118.91	APRIL 2022; MICROSOFT SUBSCRIPTIONS FOR WFR COMMISSIONERS
	522 10 48 30-20 IT - Website Maintenance		001 000 522 General Expense	118.91	

Report Total: 3,781.28

Fund

001 General Expense Fund (10-036-0010) 3,781.28

This report has been reviewed by:

Signature:

Joan S. Montegary
Fire Chief/Chief Administrative Officer

Date:

4-28-2020



Special District Voucher Approval Document

2022-11

KC v2.0

Scheduled Payment Date: 04/11/2022

Total Amount: \$39,817.77

Control Total: 3

Payment Method: WARRANT

District Name: Woodinville Fire & Rescue

File Name: AP_WDNVLFIR_APSUPINV_20220407150628.csv

Fund #: 100360010

CONTACT INFORMATION

Preparer's Name:

[Signature]

Email Address: kcprinting@esf-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)):

[Signature]
Authorized District Signature

5/10/22
Date

[Signature]
Authorized District Signature

5/10/22
Date

[Signature]
Authorized District Signature

4/7/2022
Date

[Signature]
Authorized District Signature

5.10.22

Date

[Signature]
Authorized District Signature

5/10/22
Date

[Signature]
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_20220407150628.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CITY OF WOODINVILLE			220402001	04/11/2022	\$1,142.50	04.06.2022
SHORELINE FIRE DEPT			220402002	04/11/2022	\$27,213.00	2022MIH-I
SPRINGBROOK HOLDING CO LLC			220402003	04/11/2022	\$11,462.27	B000787,B000699

CHECK REGISTER

Woodinville Fire & Rescue

04/11/2022 To 04/11/2022

Time: 14:04:16 Date: 04/07/2022
Page: 1

Chk #	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
	CITY OF WOODINVILLE	192	04/11/2022	Claims	1	1,142.50	Permit fees Q1 2022	CITWOO
	SHORELINE FIRE DEPT	193	04/11/2022	Claims	1	27,213.00	Q1 2022 MHH Payment	SHOFIR
	SPRINGBROOK HOLDING CO LLC	194	04/11/2022	Claims	1	11,462.27	Financial software annual s	
Total Vouchers:						39,817.77		

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 04/11/2022

Time: 14:22:17 Date: 04/06/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
20140	04/04/2022	04/11/2022	169	CITY OF WOODINVILLE	1,142.50 Permit fees Q1 2022
522 30 41 10-01	COW 5% Of Permit Fees	001 000 522	General Expense	1,142.50	Q1 2022 Permit Fees (5%) to CoW
20137	04/04/2022	04/11/2022	2807	SHORELINE FIRE DEPT	27,213.00 Q1 2022 MIH Payment
522 10 41 10-13	Intergov Prof Svcs - CMT	001 000 522	General Expense	27,213.00	Q1 2022 MIH Payment
20138	03/22/2022	04/11/2022	100	SPRINGBROOK HOLDING CO LLC	279.30 Financial software annual subscription fee
522 10 48 30-11 IT - BIAS	Financial Softwa	001 000 522	General Expense	272.49	Financial software annual subscription fee
522 10 48 30-11 IT - BIAS	Financial Softwa	001 000 522	General Expense	6.81	Financial software two additional licenses
20139	11/02/2021	04/11/2022	100	SPRINGBROOK HOLDING CO LLC	11,182.97 Financial software annual subscription fee
522 10 48 30-11 IT - BIAS	Financial Softwa	001 000 522	General Expense	10,910.48	Financial software annual subscription fee
522 10 48 30-11 IT - BIAS	Financial Softwa	001 000 522	General Expense	272.49	Financial software two additional licenses
Total SPRINGBROOK HOLDING CO LLC				11,462.27	
Report Total:				39,817.77	
Fund					
001 General Expense Fund (10-036-0010)				39,817.77	

This report has been reviewed by:

Signature:


Fire Chief/Chief Administrative Officer

Date:

4/7/2022



Special District Voucher Approval Document

2022 -12

KC v2.0

Scheduled Payment Date: 04/20/2022
Total Amount: \$105,724.40
Control Total: 3
Payment Method: WARRANT

District Name: Woodinville Fire & Rescue
File Name: AP_WDNVLFIR_APSUPINV_20220414143854.csv
Fund #: 100360010

CONTACT INFORMATION

Preparer's Name:

Email Address: kcprinting@esf-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>5/10/22</u>
Authorized District Signature	Date
	<u>5/10/22</u>
Authorized District Signature	Date
	<u>5.10.22</u>
Authorized District Signature	Date

	<u>5/10/22</u>
Authorized District Signature	Date
	<u>5/10/22</u>
Authorized District Signature	Date
	<u>4-14-22</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_20220414143854.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CONFIDENTIAL DATA DISPOSAL			220403001	04/20/2022	\$99.00	208832
LEGACY			220403002	04/20/2022	\$104,406.35	2.22E+11
STATE AUDITOR'S OFFICE			220403003	04/20/2022	\$1,219.05	L148086

CHECK REGISTER

Woodinville Fire & Rescue

Time: 13:36:42 Date: 04/14/2022

04/20/2022 To 04/20/2022

Page: 1

Chk # Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
CONFIDENTIAL DATA DISPOSAL	198	04/20/2022	Claims	1	99.00	Shredding (7 boxes) on 11/	
LEGACY	199	04/20/2022	Claims	1	104,406.35	50% of Bid amount for Sta	
STATE AUDITOR'S OFFICE	200	04/20/2022	Claims	1	1,219.05	2020 Accountability Audit	STAAUD
Total Vouchers:					105,724.40		

ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 06/04/2022

Time: 11:39:32 Date: 04/14/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
20142	11/10/2021	104/20/2022	1132	CONFIDENTIAL DATA DISPOSAL	99.00 Shredding (7 boxes) on 11/2/21
	522 10 31	10-12	Office Supplies - Shreddi	001 000 522 General Expense	99.00 Shredding (7 boxes) on 11/2/21
20141	03/18/2022	04/20/2022	1236	LEGACY	104,406.35 50% of Bid amount for Sta 35 generator build
	594 22 64	10-05	St 33 Exhaust Extractor	301 000 594 Capital Projects	104,406.35 50% of Bid amount for Sta 35 generator build
20143	04/12/2022	04/20/2022	2837	STATE AUDITOR'S OFFICE	1,219.05 2020 Accountability Audit
	522 10 41	10-11	Intergov Prof Svcs- State	001 000 522 General Expense	1,219.05 2020 Accountability Audit

Report Total: 105,724.40

Fund

001 General Expense Fund (10-036-0010)	1,318.05
301 Capital Projects Fund (10-036-3020)	104,406.35

This report has been reviewed by:

Signature: *Juan S. Montegary*
Fire Chief/Chief Administrative Officer

Date: 04-14-2022