

WOODINVILLE FIRE & RESCUE  
Thursday, October 11, 2022

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS**

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

**Roll Call**

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

**Staff**

Fire Chief Jeff Clark  
Assistant Chief Ben Lane  
Board Secretary Nicole Frisch  
Deputy Chief Will Aho  
Finance Director Joan Montegary

**Absent**

Commissioner Halbert

**Consideration and Approval of Agenda in Content and Order**

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

**Public Comment**

None.

**1. Staff Report 22-009 – 2023 Norcom Financial Participation (attached hereto)**

Director Montegary presented the Staff Report as attached hereto.

***MOTION:*** Commissioner Millman moved that the Board of Fire Commissioners adopt Resolution 2022-04, A Resolution Authorizing the District's Allocation for the North East King County Regional Public Safety Communications Agency ("NORCOM") 2023 budget as presented. The motion was seconded by Commissioner Barton. The motion passed, 4-0.

**2. Staff Report 22-010 – Training Consortium (attached hereto)**

Chief Clark presented the Staff Report as attached hereto. Discussion ensued.

**MOTION:** Commissioner van Veen moved that the Board of Fire Commissioners approve additional projects for the training consortium at Station 31 in an amount not to exceed \$60,000. The motion was seconded by Commissioner Millman. The motion passed, 4-0.

**3. Staff Report 22-011 – Station 33 Cell Tower**

Chief Clark presented the Staff Report as attached hereto. Discussion ensued.

**MOTION:** Commissioner Millman moved that the Board of Fire Commissioners authorize the Board Chair to sign the contract with American Cell Tower for Station 33 as presented. The motion was seconded by Commissioner Barton. The motion passed, 4-0.

**4. Station 33 Remodel – Discussion**

Chief Clark reviewed the proposed updates to Station 33. Discussion ensued. The Board directed Staff to move forward with the remodel project and return to the Board with an estimated cost.

**5. WF&R Budget Presentation**

Director Montegary presented the budget as attached hereto. Discussion ensued. The Board directed Staff to move forward with the recommendation to not collect additional funds for reserves.

The Budget and Benefit Charge Hearings will be held Tuesday, October 25, 2022 at 5:00 p.m. Final budget adoption will be at the November 8, 2022 Regular Meeting.

**6. EF&R Partner Presentation**

Chief Clark presented the steps to partnership as attached hereto. Discussion ensued.

**7. Fire Chief Briefing**

Chief Clark introduced EF&R's new Deputy Chief, Will Aho.

**8. Consent Agenda (attached hereto)**

- a. Approval of meeting minutes from the September 6, 2022 Regular Meeting
- b. Approval of Payroll Vouchers
- c. Approval of Vouchers

**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, 4-0.

**9. Reports and Requests from the Commissioners/Good of the Order**

Commissioner Millman complimented the CORE Connect team for a recent positive outcome with an individual in Woodinville.

Director Montegary reported that, beginning in 2022, Board payroll will be once a month to align with the EF&R payroll system.

**10. Adjournment**

**Board Chair Collins adjourned the meeting at 7:07 p.m.**

  
\_\_\_\_\_  
Nicole Frisch, Board Secretary

  
\_\_\_\_\_  
Derek van Veer, 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, October 11, 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](tel:+15099311382),,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](mailto:NFrisch@esf-r.org) at least one hour prior to start of meeting. Please limit comments to three minutes.)

#### **Board Business Items**

1. Staff Report 22-009: 2023 Norcom Financial Participation; and Resolution 2022-04
2. Staff Report 22-010: Training Consortium
3. Staff Report 22-011: Station 33 Cell Tower
4. Station 33 Remodel - Discussion
5. WF&R Budget Presentation
6. EF&R Partner Presentation
7. Fire Chief Briefing
8. Consent Agenda
  - a. Approval of Minutes from the September 6, 2022 Regular Meeting
  - b. Approval of Payroll Vouchers
  - c. Approval of Capital and General Vouchers
9. Reports and Requests from the Commissioners/Good of the Order
  - a. Board Payroll
10. Adjournment

# Woodinville Fire & Rescue



## M E M O R A N D U M

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DATE: October 11, 2022

TO: Roger Collins, Chair  
Board of Fire Commissioners

FROM: Joan Montegary, Eastside Fire & Rescue, Finance Director

SUBJECT: **#22-009 – NORCOM Financial Participation 2023**

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### **Background**

Each year Woodinville Fire & Rescue (the “District”) receives notice from the North East King County Regional Public Safety Communication Agency (“NORCOM”) advising participating agencies on the programs and objectives contained in NORCOM’s proposed budget, changes in the User Fee formula, and the required financial participation for each Principal and Subscriber for the following year.

For 2023, participating agencies have been advised that there are no changes in the Calls for Service calculation. NORCOM’s 2023 budget takes into consideration the following:

- Receipt of an increase of E-911 tax distributions of \$300,000;
- The Puget Sound Emergency Radio Network will begin charging for its radio upgrades in an amount totaling \$340,000;
- Increases to personnel costs of approximately \$564,000.

### **Fiscal Impact**

The attached memorandum from NORCOM shows the District’s 2023 allocation as \$220,562, an increase of \$16,034 or 7.8 percent increase from the District’s 2022 allocation of \$204,528. As the District continues to be a party to the Interlocal Agreement with Eastside Fire & Rescue for fire and EMS services, the 2023 NORCOM fees will be included in the Eastside Fire & Rescue expense budget. The District will, in turn, pay a monthly fee for service to Eastside Fire & Rescue.

### **Requested Action**

As per the NORCOM Interlocal Agreement, to which the District is a party, the Board is required to provide NORCOM with a Resolution approving the District’s allocation for NORCOM’s budget.

### **Recommendation**

Staff recommends that the Board adopt Resolution 2022-04 as presented.

Roger Collins, Chair  
Board of Fire Commissioners  
October 11, 2022  
Page 2 of 2

## **PROPOSED MOTION**

I move that the Board of Fire Commissioners accepts staff's recommendation and adopt Resolution 2022-04, A RESOLUTION AUTHORIZING THE DISTRICT'S ALLOCATION FOR THE NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY COMMUNICATIONS AGENCY ("NORCOM") 2023 BUDGET, as presented.

/jsm

*Attachment*

**WOODINVILLE FIRE & RESCUE  
RESOLUTION NO. 2022-04**

**A RESOLUTION APPROVING THE  
DISTRICT'S ALLOCATION TO NORCOM'S 2023 BUDGET**

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**RECITALS**

**WHEREAS**, the North East King County Regional Public Safety Communications Agency (NORCOM) was formed effective November 1, 2007; and

**WHEREAS**, NORCOM has adopted its annual budget for 2023; and

**WHEREAS**, the NORCOM Interlocal Agreement, to which Woodinville Fire & Rescue (the "District") is a party, requires that the Board of Fire Commissioners approve the District's allocation for the NORCOM budget.

**NOW, THEREFORE**, it is resolved by the Board of Fire Commissioners of Woodinville Fire & Rescue that the Board of Fire Commissioners approves the District's allocation of funds for the NORCOM 2023 budget in the amount of \$220,562.

**ADOPTED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS OF  
WOODINVILLE FIRE & RESCUE THIS 11<sup>th</sup> DAY OF October, 2022.**

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

  
\_\_\_\_\_  
Derek Van Veen, Commissioner, Position 1

*absent 10/11/22*  
\_\_\_\_\_  
Doug Halbert, Commissioner, Position 2

  
\_\_\_\_\_  
Anjela Barton, Commissioner, Position 3

  
Mike Millman, Commissioner, Position 4

  
Roger Collins, Commissioner, Position 5

**Attest:**

  
Nicole Frisch, Board Secretary



# Woodinville Fire & Rescue



## M E M O R A N D U M

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DATE: October 11, 2022  
TO: Roger Collins, Chair  
Board of Fire Commissioners  
FROM: Dana Schutter, Deputy Chief of Logistics  
SUBJECT: **Staff Report 22-010: Training Consortium Request**

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### **Background**

The Eastside Fire & Rescue Board of Directors approved up to \$485,000 for the purchase of a training tower and necessary upgrades to the site to accommodate the tower. Due to security improvements, infrastructure projects, and rising inflation, the cost of the project has increased by over \$15,000. Itemized expenses to date are as follows:

- Training tower: \$374,080
- Repair and upgrade fencing around facility for security: \$60,392
- Moving of awnings behind 31 over to the annex: \$9,000
- Building permit for Training tower: \$3,986
- Additional lighting for Annex and training grounds: \$4,200
- Tree trimming and brush removal around fence line: \$3,000
- Concrete footings for the training tower: \$46,200
  - o Total: \$500,858

In addition to these costs, staff has identified additional needs as preparations continue for the start of the training consortium on January 1, 2023.

### **Fiscal Impact**

The cost estimate for recommended facilities updates is \$50,000-\$60,000 and includes:

- Annex roof repair (address some minor leaking)
- Annex siding replacement and paint
- Station 31 remodel in office area

There are funds in the reserve budget to cover the recommended expenditure.

### **Recommendations**

Staff recommends that the Board of Fire Commissioners approve additional projects for the training consortium at Station 31 in an amount not to exceed \$60,000.

Roger Collins, Chair  
Board of Fire Commissioners  
October 11, 2022  
Page 2 of 2

### **PROPOSED MOTION**

I move that the Board of Fire Commissioners approve additional projects for the training consortium at Station 31 in an amount not to exceed \$60,000.

# Woodinville Fire & Rescue



## M E M O R A N D U M

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DATE: October 11, 2022  
TO: Roger Collins, Chair  
Board of Fire Commissioners  
FROM: Dana Schutter, Deputy Chief of Logistics  
SUBJECT: **Staff Report 22-011 – Contract with American Cell Tower for Station 33**

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### **Background**

The current contract expired in 2020. We are currently in one-year term renewals until the contract is renewed.

Staff presented the contract at the September 6, 2022 Regular Meeting, which included a contract renewal for four additional 5-year terms. With guidance from the Board of Commissioners, staff negotiated an updated contract with American Cell Tower for one 5-year term.

### **Fiscal Impact**

The updated contract includes:

- \$5,000 one-time signing bonus to be paid at closing,
- Increase the existing base rent to \$1,400 per month (\$16,000/year); new rent to start the month after closing,
- Escalate rent by 3% per year,
- Continue Future Revenue Share Clause of \$200 per month for each new carrier that collocates on the tower, and
- American Tower covers closing costs.

### **Recommendations**

Staff recommends that the Board of Fire Commissioners authorize the Board Chair to sign the contract with American Cell Tower for Station 33 as presented.

## **PROPOSED MOTION**

I move that the Board of Fire Commissioners authorize the Board Chair to sign the contract with American Cell Tower for Station 33 as presented.

## THE FIRST AMENDMENT TO OPTION AND LEASE AGREEMENT

This First Amendment to Option and Lease Agreement (this "**Amendment**") is made effective as of the latter signature date hereof (the "**Effective Date**") by and between **Woodinville Fire & Rescue**, ("**Landlord**") and **Seattle SMSA Limited Partnership d/b/a Verizon Wireless** ("**Tenant**") (Landlord and Tenant being collectively referred to herein as the "**Parties**").

### RECITALS

**WHEREAS**, Landlord owns the real property described on **Exhibit A** attached hereto and by this reference made a part hereof (the "**Parent Parcel**"); and

**WHEREAS**, Landlord (or its predecessor-in-interest) and Tenant (or its predecessor-in-interest) entered into that certain Option and Lease Agreement dated February 7, 1994 (as the same may have been amended, collectively, the "**Lease**"), pursuant to which the Tenant leases a portion of the Parent Parcel and is the beneficiary of certain easements for access and public utilities, all as more particularly described in the Lease (such portion of the Parent Parcel so leased along with such portion of the Parent Parcel so affected, collectively, the "**Leased Premises**"), which Leased Premises are also described on **Exhibit A**; and

**WHEREAS**, Tenant and/or its parent, affiliates, subsidiaries and other parties identified therein, entered into a sublease agreement with **American Tower Delaware Corporation**, a Delaware Corporation and/or its parents, affiliates and subsidiaries ("**American Tower**"), pursuant to which American Tower subleases, manages, operates and maintains, as applicable, the Leased Premises, all as more particularly described therein; and

**WHEREAS**, Tenant has granted American Tower a limited power of attorney (the "**POA**") to, among other things, prepare, negotiate, execute, deliver, record and/or file certain documents on behalf of Tenant, all as more particularly set forth in the POA; and

**WHEREAS**, Landlord and Tenant desire to amend the terms of the Lease to extend the term thereof and to otherwise modify the Lease as expressly provided herein.

**NOW THEREFORE**, in consideration of the foregoing recitals and the mutual covenants set forth herein and other good and valuable consideration, the receipt, adequacy, and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **One-Time Payment.** American Tower, on behalf of Tenant, shall pay to Landlord a one-time payment in the amount of **Five Thousand and No/100 Dollars (\$5,000.00)** (the "**One-Time Payment**"), payable within thirty (30) days of the Effective Date and subject to the following conditions precedent: (a) Tenant's receipt of this Amendment executed by Landlord, on or before October 31, 2022; (b) Tenant's confirmation that Landlord's statements as further set forth in this Amendment are true, accurate, and complete, including verification of Landlord's ownership; (c) Tenant's receipt of any documents and other items reasonably requested by Tenant in order to effectuate the transaction and payment contemplated herein; and (d) receipt by Tenant of an original Memorandum (as defined herein) executed by Landlord.
2. **Lease Term Extended** Notwithstanding anything to the contrary contained in the Lease, the Parties agree that the Lease had a final expiration date of October 31, 2020. The Parties agree and acknowledge that the lease was further extended for two (2) renewals terms of (1) one year each through October 31, 2022 (the "**Current Expiration Date**"). Tenant shall have the option to extend the Lease for one (1) additional five (5) year renewal term ("**New Renewal Term**"). The first New Renewal Term shall commence on the day immediately following the Current Expiration Date. The Landlord hereby agrees to execute and return to Tenant an original Memorandum of Lease in the form and of the substance attached hereto as **Exhibit B** and by this reference made a part hereof (the "**Memorandum**") executed by Landlord, together

with any applicable forms needed to record the Memorandum, which forms shall be supplied by Tenant to Landlord.

3. **Rent and Escalation.** Commencing on the Effective Date, the rent payable from Tenant to Landlord under the Lease, is hereby increased to **Sixteen Thousand Eight Hundred and No/100 Dollars (\$16,800.00)** per year (the "**Rent**"). Notwithstanding the foregoing, Landlord hereby acknowledges and agrees that such increase may not be reflected in rental payments to Landlord until ninety (90) days after the Effective Date. Commencing on November 1, 2023, and on each successive annual anniversary thereof, Rent due under the Lease, as amended herein, shall increase by an amount equal to **three percent (3%)** of the then current Rent. Notwithstanding anything to the contrary contained in the Lease, all Rent and any other payments expressly required to be paid by Tenant to Landlord under the Lease and this Amendment shall be paid to **Woodinville Fire & Rescue**. The Landlord hereby agrees the Rent, and the One-Time Payment (as defined below) described in this Amendment is the only consideration owed to Landlord from Tenant and/or American Tower pursuant to the Lease, as amended, or any other agreements between Landlord and Tenant, or Landlord and American Tower, as the case may be. In the event of any overpayment of Rent prior to or after the Effective Date, Tenant shall have the right to deduct from any future Rent payments an amount equal to the overpayment amount. The escalations in this Section shall be the only escalations to the Rent and any/all rental escalations otherwise contained in the Lease are hereby null and void and are of no further force and effect.
4. **Landlord and Tenant Acknowledgments.** Except as modified herein, the Lease and all provisions contained therein remain in full force and effect and are hereby ratified and affirmed. In the event there is a conflict between the Lease and this Amendment, this Amendment shall control. The Parties hereby agree that no defaults exist under the Lease. Tenant and Tenant's sublessees and customers shall have vehicular (specifically including truck) and pedestrian access to the Leased Premises from a public right of way on a 24 hours per day, 7 days per week basis, together with utilities services to the Leased Premises from a public right of way. Upon request by Tenant and at Tenant's sole cost and expense but without additional consideration owed to Landlord, Landlord hereby consents to, and agrees to promptly execute and return to Tenant building permits, zoning applications and other forms and documents, including a memorandum of lease or any appeals related to the value of the Leased Premises, as required for the use of the Leased Premises by Tenant and/or Tenant's customers, licensees, and sublessees. The terms, provisions, and conditions of this Section shall survive the execution and delivery of this Amendment.
5. **Landlord Statements.** Landlord hereby represents and warrants to Tenant that: (i) to the extent applicable, Landlord is duly organized, validly existing, and in good standing in the jurisdiction in which Landlord was organized, formed, or incorporated, as applicable, and is otherwise in good standing and authorized to transact business in each other jurisdiction in which such qualifications are required; (ii) Landlord has the full power and authority to enter into and perform its obligations under this Amendment, and, to the extent applicable, the person(s) executing this Amendment on behalf of Landlord, have the authority to enter into and deliver this Amendment on behalf of Landlord; (iii) no consent, authorization, order, or approval of, or filing or registration with, any governmental authority or other person or entity is required for the execution and delivery by Landlord of this Amendment; (iv) Landlord is the sole owner of the Leased Premises and all other portions of the Parent Parcel; (v) to the best of Landlord's knowledge, there are no agreements, liens, encumbrances, claims, claims of lien, proceedings, or other matters (whether filed or recorded in the applicable public records or not) related to, encumbering, asserted against, threatened against, and/or pending with respect to the Leased Premises or any other portion of the Parent Parcel which do or could (now or any time in the future) adversely impact, limit, and/or impair Tenant's rights under the Lease, as amended and modified by this Amendment; (vi) so long as Tenant performs its obligations under the Lease, Tenant shall peaceably and

quietly have, hold and enjoy the Leased Premises, and Landlord shall not act or permit any third person to act in any manner which would interfere with or disrupt Tenant's business or frustrate Tenant or Tenant's customers' use of the Leased Premises and (vii) the square footage of the Leased Premises is the greater of Tenant's existing improvements on the Parent Parcel or the land area conveyed to Tenant under the Lease. The representations and warranties of Landlord made in this Section shall survive the execution and delivery of this Amendment.

6. **Notices.** The Parties acknowledge and agree that Section 27 of the Lease is hereby deleted in its entirety and is of no further force and effect. From and after the Effective Date the notice address and requirements of the Lease, as modified by this Amendment, shall be controlled by this Section of this Amendment. All notices must be in writing and shall be valid upon receipt when delivered by hand, by nationally recognized courier service, or by First Class United States Mail, certified, return receipt requested to the addresses set forth herein: to Landlord at: P.O. Box 2200, Woodinville, WA 98072; to Tenant at: Verizon Wireless, Attn.: Network Real Estate, 180 Washington Valley Road, Bedminster, NJ 07921; with copy to: American Tower, Attn.: Land Management, 10 Presidential Way, Woburn, MA 01801; and also with copy to: Attn.: Legal Dept. 116 Huntington Avenue, Boston, MA 02116. Any of the Parties, by thirty (30) days prior written notice to the others in the manner provided herein, may designate one or more different notice addresses from those set forth above. Refusal to accept delivery of any notice or the inability to deliver any notice because of a changed address for which no notice was given as required herein, shall be deemed to be receipt of any such notice.
7. **Counterparts.** This Amendment may be executed in several counterparts, each of which when so executed and delivered, shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument, even though all Parties are not signatories to the original or the same counterpart. Furthermore, the Parties may execute and deliver this Amendment by electronic means such as .pdf or similar format. Each of the Parties agrees that the delivery of the Amendment by electronic means will have the same force and effect as delivery of original signatures and that each of the Parties may use such electronic signatures as evidence of the execution and delivery of the Amendment by all Parties to the same extent as an original signature.
8. **Governing Law.** The Parties acknowledge and agree that Section 24 of the Lease is hereby deleted in its entirety and is of no further force and effect. From and after the Effective Date and notwithstanding anything to the contrary contained in the Lease and in this Amendment, the Lease and this Amendment shall be governed by and construed in all respects in accordance with the laws of the State or Commonwealth in which the Leased Premises is situated, without regard to the conflicts of laws provisions of such State or Commonwealth.
9. **Waiver.** Notwithstanding anything to the contrary contained herein, in no event shall Landlord or Tenant be liable to the other for, and Landlord and Tenant hereby waive, to the fullest extent permitted under applicable law, the right to recover incidental, consequential (including, without limitation, lost profits, loss of use or loss of business opportunity), punitive, exemplary and similar damages.
10. **Conflict/Capitalized Terms.** The Parties hereby acknowledge and agree that in the event of a conflict between the terms and provisions of this Amendment and those contained in the Lease, the terms and provisions of this Amendment shall control. Except as otherwise defined or expressly provided in this Amendment, all capitalized terms used in this Amendment shall have the meanings or definitions ascribed to them in the Lease. To the extent of any inconsistency in or conflict between the meaning, definition, or usage of any capitalized terms in this Amendment and the meaning, definition, or usage of any such capitalized terms or similar or analogous terms in the Lease, the meaning, definition, or usage of any such capitalized terms in this Amendment shall control.

*[SIGNATURES COMMENCE ON FOLLOWING PAGE]*

ATC Site No: 82919  
PV Code 396 / VzW Contract No: 12140  
Site Name: Bear Creek

**LANDLORD:**

**Woodinville Fire & Rescue**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

*[SIGNATURES CONTINUE ON FOLLOWING PAGE]*



**TENANT:**

**Seattle SMSA Limited Partnership d/b/a Verizon Wireless**

By: **American Tower Delaware Corporation**, a Delaware Corporation

Title: Attorney-in-Fact

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Joinder and Acknowledgement**

The undersigned, by its signature below, does hereby acknowledge and agree to pay to Landlord the "One-Time Payment" described in Section 1 above, provided all requirements in this Amendment have been satisfied. The undersigned additionally acknowledges and agrees that adequate consideration has been received for such payment(s).

**American Tower Delaware Corporation,**

a Delaware Corporation

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## EXHIBIT A

*This Exhibit A may be replaced at Tenant's option as described below.*

### **PARENT PARCEL**

*Tenant shall have the right to replace this description with a description obtained from Landlord's deed (or deeds) that include the land area encompassed by the Lease and Tenant's improvements thereon.*

The Parent Parcel consists of the entire legal taxable lot owned by Landlord as described in a deed (or deeds) to Landlord of which the Leased Premises is a part thereof with such Parent Parcel being described below:

Being situated in the County of King, State of Washington, and being known as  
King County APN: 15-010.00-053.

### **LEASED PREMISES**

*Tenant shall have the right to replace this description with a description obtained from the Lease or from a description obtained from an as-built survey conducted by Tenant.*

The Leased Premises consists of that portion of the Parent Parcel as defined in the Lease which shall include access and utilities easements. The square footage of the Leased Premises shall be the greater of: (i) the land area conveyed to Tenant in the Lease; (ii) Tenant's (and Tenant's customers) existing improvements on the Parent Parcel; or (iii) the legal description or depiction below (if any).

A parcel consisting of 3,000 square feet located on the following property:

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

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

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

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

**Exhibit A (Cont.)**

**ACCESS AND UTILITIES**

The access and utility easements include all easements of record as well that portion of the Parent Parcel currently utilized by Tenant (and Tenant's customers) for ingress, egress and utility purposes from the Leased Premises to and from a public right of way including but not limited to:

That portion of the southeast quarter of Section 19, Township 26 North, Range 6 East, W.M., in King County, Washington lying within a strip of land 10.00 feet in width being 5.00 feet on each side of the following described centerline:

Commencing at the southeast corner of said Section 19; thence N86°42'41"W along the south line of said Section 19, a distance of 1006.60 feet; thence N03°17'19"E 137.08 feet to a point on the southeasterly margin of Bear Creek Road and the True Point of Beginning of this centerline; thence S40°36'14"E 94.26 feet to a point of curve; thence southeasterly along said curve to the left having a radius of 50.00 feet through a central angle of 86°38'28", an arc distance of 75.61 feet; thence N52°45'18"E 108.61 feet to a point of curve; thence northeasterly on said curve to the left having a radius of 75.00 feet through a central angle of 12°04'13", an arc distance of 15.80 feet to a point of reverse curve the center of which bears S49°18'54"E 100.00 feet; thence northeasterly on said curve to the right through a central angle of 18°28'45", an arc distance of 32.25 feet to a point of reverse curve the center of which bears N30°50'10"W 100.00 feet; thence northeasterly along said curve to the left through a central angle of 36°24'27", an arc distance of 63.54 feet; thence N22°45'23"E 40.97 feet to the southerly margin of NE 133rd Street and the terminus of this centerline.

## **EXHIBIT B**

# **FORM OF MEMORANDUM OF LEASE**

**Prepared by and Return to:**

American Tower  
10 Presidential Way  
Woburn, MA 01801  
Attn: Land Management/Stephen Kaye, Esq.  
ATC Site No: 82919  
ATC Site Name: Bear Creek  
Assessor's Parcel No(s): 062510-0025

**Prior Recorded Lease Reference:**

Book \_\_\_\_\_, Page \_\_\_\_\_  
Document No: 9408301457  
State of Washington  
County of King

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**MEMORANDUM OF LEASE**

This Memorandum of Lease (the "**Memorandum**") is entered into as of the latter signature date hereof, by and between **Woodinville Fire & Rescue**, ("**Landlord**") and **Seattle SMSA Limited Partnership d/b/a Verizon Wireless** ("**Tenant**").

**NOTICE** is hereby given of the Lease (as defined and described below) for the purpose of recording and giving notice of the existence of said Lease. To the extent that notice of such Lease has previously been recorded, then this Memorandum shall constitute an amendment of any such prior recorded notice(s).

1. **Parent Parcel and Lease.** Landlord is the owner of certain real property being described in **Exhibit A** attached hereto and by this reference made a part hereof (the "**Parent Parcel**"). Landlord (or its predecessor-in-interest) and Tenant (or its predecessor-in-interest) entered into that certain Option and Lease Agreement dated February 7, 1994 (as the same may have been amended from time to time, collectively, the "**Lease**"), pursuant to which the Tenant leases a portion of the Parent Parcel and is the beneficiary of certain easements for access and public utilities, all as more particularly described in the Lease (such portion of the Parent Parcel so leased along with such portion of the Parent Parcel so affected, collectively, the "**Leased Premises**"), which Leased Premises is also described on **Exhibit A**.
2. **American Tower.** Tenant and/or its parent, affiliates, subsidiaries and other parties identified therein, entered into a sublease agreement with **American Tower Delaware Corporation**, a Delaware Corporation and/or its parents, affiliates and subsidiaries ("**American Tower**"), pursuant to which American Tower subleases, manages, operates and maintains, as applicable, the Leased Premises, all as more particularly described therein. In connection with these responsibilities, Tenant has also granted American Tower a limited power of attorney (the "**POA**") to, among other things, prepare, negotiate, execute, deliver, record and/or file certain documents on behalf of Tenant, all as more particularly set forth in the POA.
3. **Expiration Date.** Subject to the terms, provisions, and conditions of the Lease, and assuming the exercise by Tenant of all renewal options contained in the Lease, the final expiration date of the Lease would be October 31, 2027. Notwithstanding the foregoing, in no event shall Tenant be required to exercise any option to renew the term of the Lease.

ATC Site No: 82919  
PV Code 396 / VzW Contract No: 12140  
Site Name: Bear Creek

4. **Leased Premises Description.** Tenant shall have the right, exercisable by Tenant at any time during the original or renewal terms of the Lease, to cause an as-built survey of the Leased Premises to be prepared and, thereafter, to replace, in whole or in part, the description(s) of the Leased Premises set forth on **Exhibit A** with a legal description or legal descriptions based upon such as-built survey. Upon Tenant's request, Landlord shall execute and deliver any documents reasonably necessary to effectuate such replacement, including, without limitation, amendments to this Memorandum and to the Lease.
5. **Effect/Miscellaneous.** This Memorandum is not a complete summary of the terms, provisions and conditions contained in the Lease. In the event of a conflict between this Memorandum and the Lease, the Lease shall control. Landlord hereby grants the right to Tenant to complete and execute on behalf of Landlord any government or transfer tax forms necessary for the recording of this Memorandum. This right shall terminate upon recording of this Memorandum.
6. **Notices.** All notices must be in writing and shall be valid upon receipt when delivered by hand, by nationally recognized courier service, or by First Class United States Mail, certified, return receipt requested to the addresses set forth herein: to Landlord at: P.O. Box 2200, Woodinville, WA 98072; to Tenant at: Verizon Wireless, Attn.: Network Real Estate, 180 Washington Valley Road, Bedminster, NJ 07921; with copy to: American Tower, Attn.: Land Management, 10 Presidential Way, Woburn, MA 01801, and also with copy to: Attn.: Legal Dept. 116 Huntington Avenue, Boston, MA 02116. Any of the parties hereto, by thirty (30) days prior written notice to the other in the manner provided herein, may designate one or more different notice addresses from those set forth above. Refusal to accept delivery of any notice or the inability to deliver any notice because of a changed address for which no notice was given as required herein, shall be deemed to be receipt of any such notice.
7. **Counterparts.** This Memorandum may be executed in multiple counterparts, each of which when so executed and delivered, shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument.
8. **Governing Law.** This Memorandum shall be governed by and construed in all respects in accordance with the laws of the State or Commonwealth in which the Leased Premises is situated, without regard to the conflicts of laws provisions of such State or Commonwealth.

[SIGNATURES COMMENCE ON FOLLOWING PAGE]

**IN WITNESS WHEREOF**, Landlord and Tenant have each executed this Memorandum as of the day and year set forth below.

**LANDLORD**

**2 WITNESSES**

**Woodinville Fire & Rescue**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
  
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]

*[SIGNATURES CONTINUE ON FOLLOWING PAGE]*

**TENANT**

**WITNESS**

**Seattle SMSA Limited Partnership d/b/a Verizon Wireless**

By: **American Tower Delaware Corporation,**  
a Delaware Corporation  
Title: Attorney-in-Fact

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

Commonwealth of Massachusetts

County of Middlesex

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]



## EXHIBIT A

*This Exhibit A may be replaced at Tenant's option as described below.*

### **PARENT PARCEL**

*Tenant shall have the right to replace this description with a description obtained from Landlord's deed (or deeds) that include the land area encompassed by the Lease and Tenant's improvements thereon.*

The Parent Parcel consists of the entire legal taxable lot owned by Landlord as described in a deed (or deeds) to Landlord of which the Leased Premises is a part thereof with such Parent Parcel being described below:

Being situated in the County of King, State of Washington, and being known as  
King County APN: 062510-0025.

### **LEASED PREMISES**

*Tenant shall have the right to replace this description with a description obtained from the Lease or from a description obtained from an as-built survey conducted by Tenant.*

The Leased Premises consists of that portion of the Parent Parcel as defined in the Lease which shall include access and utilities easements The square footage of the Leased Premises shall be the greater of: (i) the land area conveyed to Tenant in the Lease; (ii) Tenant's (and Tenant's customers) existing improvements on the Parent Parcel; or (iii) the legal description or depiction below (if any).

A parcel consisting of 3,000 square feet located on the following property:  
That portion of the southeast quarter of the southeast quarter of Section 19, and the southwest quarter of the southwest quarter of Section 20, ALL in Township 26 North, Range 6 East, W.M., in King County, Washington, described as follows:

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

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

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

**Exhibit A (Cont.)**

**ACCESS AND UTILITIES**

The access and utility easements include all easements of record as well that portion of the Parent Parcel currently utilized by Tenant (and Tenant's customers) for ingress, egress and utility purposes from the Leased Premises to and from a public right of way including but not limited to:

That portion of the southeast quarter of Section 19, Township 26 North, Range 6 East, W.M., in King County, Washington lying within a strip of land 10.00 feet in width being 5.00 feet on each side of the following described centerline:

Commencing at the southeast corner of said Section 19; thence N86°42'41"W along the south line of said Section 19, a distance of 1006.60 feet; thence N03°17'19"E 137.08 feet to a point on the southeasterly margin of Bear Creek Road and the True Point of Beginning of this centerline; thence S40°36'14"E 94.26 feet to a point of curve; thence southeasterly along said curve to the left having a radius of 50.00 feet through a central angle of 86°38'28", an arc distance of 75.61 feet; thence N52°45'18"E 108.61 feet to a point of curve; thence northeasterly on said curve to the left having a radius of 75.00 feet through a central angle of 12°04'13", an arc distance of 15.80 feet to a point of reverse curve the center of which bears S49°18'54"E 100.00 feet; thence northeasterly on said curve to the right through a central angle of 18°28'45", an arc distance of 32.25 feet to a point of reverse curve the center of which bears N30°50'10"W 100.00 feet; thence northeasterly along said curve to the left through a central angle of 36°24'27", an arc distance of 63.54 feet; thence N22°45'23"E 40.97 feet to the southerly margin of NE 133rd Street and the terminus of this centerline.

## Instructions for completing the Resolution and Consent Affidavit

*\*IMPORTANT INFORMATION BELOW\**

In order to avoid delays in the completion of this transaction, the Resolution and Consent Affidavit must be signed by **ALL** Members, Partners, Directors, Shareholders, Officers or Trustees of the organization. Section 6 of this form allows for the organization to appoint one person to sign the remaining documents but **ONE HUNDRED PERCENT (100%)** of the ownership or voting interest of the organization must sign this first. Failure to comply with these instructions or properly indicate the percentage of ownership and/or voting interest will result in delays and could require the documents to be re-executed. If you have any questions, please contact your land lease representative.

**Prepared by and Return to:**

American Tower  
Attn: Land Management/Stephen Kaye, Esq.  
10 Presidential Way  
Woburn, MA 01801  
Assessor's Parcel No(s): 062510-0025

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**RESOLUTION AND CONSENT AFFIDAVIT**

**Woodinville Fire & Rescue**

Be it known that, under the pains and penalties of perjury, the undersigned Members, Partners, Directors, Shareholders, Officers or Trustees, as applicable (collectively, the "**Affiants**") of the above referenced entity (the "**Landlord**"), hereby declare and resolve the following:

1. Landlord (or its predecessor-in-interest) has leased or subleased a portion of land to **Seattle SMSA Limited Partnership d/b/a Verizon Wireless** (the "**Tenant**") pursuant to that certain Option and Lease Agreement originally dated February 7, 1994 (as the same may have been amended, renewed, extended, restated or otherwise modified, collectively, the "**Lease**").
2. Landlord and Tenant desire to enter into an amendment of the Lease (the "**Amendment**") in order to extend the term thereof and to further amend the Lease as more particularly set forth in the Amendment.
3. Landlord is duly organized, validly existing, and in good standing in the jurisdiction of its formation, organization, and/or incorporation, as applicable, and is otherwise authorized to transact business and in good standing in any other jurisdictions where such qualifications are required. Landlord has full power and authority to enter into and perform Landlord's obligations under the Amendment and the other Transaction Documents (as hereinafter defined), and the Amendment and the other Transaction Documents have been duly executed and delivered by Landlord. The Affiants listed below are the only legal and equitable owners of Landlord and are the only members, partners, directors, shareholders, officers and/or trustees, as applicable, of Landlord.
4. The Affiants hereby approve of the Transaction Documents and all of the terms and provisions contained therein and declare, resolve and/or affirm, as applicable, that Landlord is hereby authorized to enter into the Transaction Documents with Tenant and effect the transactions contemplated therein. The Affiants hereby declare and affirm that any other corporate and shareholder, member, partner, and/or trustee actions required to effectuate the transactions contemplated in the Amendment and other Transaction Documents have been completed.
5. The Affiants also declare that they have full legal authority to bind Landlord under the laws of the State or Commonwealth in which the Leased Premises (as defined in the Amendment) is located,

ATC Site No: 82919  
PV Code 396 / VzW Contract No: 12140  
Site Name: Bear Creek



EXECUTED UNDER THE PAINS AND PENALTIES OF PERJURY ON THE DATE WRITTEN BELOW

**AFFIANT NO. 1**

**2 WITNESSES**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: (*circle one*) Member, Partner, Director,  
Shareholder, Officer, Trustee

Percentage Ownership or Voting Interest:  
\_\_\_\_\_ %

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]

EXECUTED UNDER THE PAINS AND PENALTIES OF PERJURY ON THE DATE WRITTEN BELOW

**AFFIANT NO. 2**

**2 WITNESSES**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Title: (*circle one*) Member, Partner, Director,  
Shareholder, Officer, Trustee

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Percentage Ownership or Voting Interest:  
\_\_\_\_\_ %

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]

EXECUTED UNDER THE PAINS AND PENALTIES OF PERJURY ON THE DATE WRITTEN BELOW

**AFFIANT NO. 3**

**2 WITNESSES**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: (*circle one*) Member, Partner, Director,  
Shareholder, Officer, Trustee

Percentage Ownership or Voting Interest:  
\_\_\_\_\_ %

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]



EXECUTED UNDER THE PAINS AND PENALTIES OF PERJURY ON THE DATE WRITTEN BELOW

**AFFIANT NO. 4**

**2 WITNESSES**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: (*circle one*) Member, Partner, Director,  
Shareholder, Officer, Trustee

Percentage Ownership or Voting Interest:  
\_\_\_\_\_ %

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]

ATC Site No: 82919  
PV Code 396 / VzW Contract No: 12140  
Site Name: Bear Creek

EXECUTED UNDER THE PAINS AND PENALTIES OF PERJURY ON THE DATE WRITTEN BELOW

**AFFIANT NO. 5**

**2 WITNESSES**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: (*circle one*) Member, Partner, Director,  
Shareholder, Officer, Trustee

Percentage Ownership or Voting Interest:  
\_\_\_\_\_ %

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]

EXECUTED UNDER THE PAINS AND PENALTIES OF PERJURY ON THE DATE WRITTEN BELOW

**AFFIANT NO. 6**

**2 WITNESSES**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: (*circle one*) Member, Partner, Director,  
Shareholder, Officer, Trustee

Percentage Ownership or Voting Interest:  
\_\_\_\_\_ %

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**WITNESS AND ACKNOWLEDGEMENT**

State of Washington

County of King

On this \_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_, before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence, to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s) or the entity upon which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

[SEAL]

# WOODINVILLE FIRE & RESCUE 2023 BUDGET



Presented by:  
Joan Montegary, Finance Director  
October 11, 2021

1

## AGENDA

- Budget Calendar
- Overview of Eastside Fire & Rescue's 2023-2024 Budget
- 2023 Budget Needs
- 2023 *Estimated* Property Tax
- 2023 *Estimated* Fire Benefit Charge
- 2023 *Estimated* Total Revenue
- Capital Expenses
- Alternative
- Reserve Fund
- Request to the Board
- Questions/Direction to Staff

2

## BUDGET CALENDAR

- |                                           |            |
|-------------------------------------------|------------|
| ▪ First Look/Board direction on budget    | 10/11/2022 |
| ▪ Benefit Charge Hearing/Budget Hearing   | 10/25/2022 |
| ▪ Final budget adoption                   | 11/08/2022 |
| ▪ Forward budget documents to King County | 11/22/2022 |

3

## EFR'S 2023-2024 BUDGET

- Process
  - Staff develops draft revenue and expense budget
  - Finance and Administration Committee meets once a month starting in July to review
  - Final recommendations to the EFR Board for their October meeting
  - EFR Board adopts budget at the October meeting
- Areas Reviewed and Updated
  - End Fund Balance (estimated)
  - Equipment Replacement Fund
  - Capital Facilities Maintenance Fund
  - Fee for Transport Rate
  - Operating Expense and Revenue

4

## EFR'S 2023-2024 BUDGET

### Changes

- CPI-W for represented personnel is 9.5% in 2023
- CPI-W for exempt personnel is 9.2% in 2023
- Increases for some represented support staff and some exempt staff based on market study
- Wildfire Mitigation Program incorporated into budget in 2023
- MIH program enhancements covered by King County EMS Levy incorporated into 2023 budget
- Increasing fee for transport by \$50 (from \$1,050 to \$1,100) and mileage fee from \$19.41 to \$22.59; anticipate an increase of ~\$52,000 in revenue
- Woodinville ILA revenue included as revenue for each year

5

## EFR'S 2023-2024 BUDGET

### Partner Funding

Partner	%	2023	2024
North Bend	5.12%	\$1,385,029	\$1,409,377
District 10	28.55%	\$7,718,359	\$7,854,042
Issaquah	28.17%	\$7,616,785	\$7,750,682
Sammamish	31.72%	\$8,576,391	\$8,727,158
District 38	6.44%	\$1,741,538	\$1,772,153
<b>Total Partner Revenue</b>		<b>\$27,038,102</b>	<b>\$27,513,413</b>
<i>Operating Fund</i>		<i>\$27,441,786</i>	<i>\$28,193,146</i>
<i>Equipment Replacement Fund</i>		<i>\$1,090,938</i>	<i>\$1,123,666</i>
<i>Capital Facilities Maintenance Fund</i>		<i>\$75,001</i>	<i>\$75,001</i>

6

## EFR'S 2023-2024 BUDGET

Operating Budget	2023	2024
<b>Revenue</b>		
Partner Revenue	\$27,028,102	\$27,513,413
WFR ILA Revenue	\$14,939,123	\$15,711,118
Fee for Transport Revenue	\$3,447,032	\$3,481,502
KC EMS Levy/Local Grants, Etc.	\$2,511,495	\$2,536,610
Other Revenue	\$1,457,566	\$1,471,742
<b>Total Revenue</b>	<b>\$49,383,318</b>	<b>\$50,714,385</b>
<b>Expenses</b>		
Personnel	\$43,455,116	\$44,725,939
M&O	\$5,925,202	\$5,988,446
<b>Total Expenses</b>	<b>49,383,318</b>	<b>\$50,714,385</b>

7

## 2023 BUDGET NEEDS

2023 Needs – EFR ILA – Operations	\$14,939,123
Estimated reconciliation for 2021/2022	645,000
Equipment replacement fee (use reserves)	175,600
Capital facilities maintenance fee (use reserves)	<u>77,250</u>
	\$15,836,973
Other WFR-Specific Expenses	\$250,000
Add to Reserves*	<u>\$500,000</u>
	\$16,586,973

\* Recommend no collection for Reserves; explained as alternative in later slides

8



## 2023 *ESTIMATED* PROPERTY TAX

2022 Levy Basis	\$9,086,718	
X Limit Factor	<u>1.01</u>	
	\$9,177,585	
+ New construction levy	86,373	
+ Re-levy for prior year refunds	<u>27,807</u>	
<b>Total Allowable Levy</b>	<b>\$9,291,765</b>	Change from 2022: 2.13%

2023 levy rate is based on an estimated 36.55% increase to 2022's AV.

2023 Levy Rate	\$0.50844
2022 Levy Rate	\$0.67979
2021 Levy Rate	\$0.76574
2020 Levy Rate	\$0.74983

9

## 2023 *ESTIMATED* FIRE BENEFIT CHARGE

2023 Preliminary AV	\$18,275,107,775
Tax Basis (per \$1,000 AV)	\$18,275,108
Estimated 2023 Allowable Levy (with 1% increase)	\$9,291,765
Fire Benefit Charge (based on an effective tax rate of \$0.85*)	\$6,242,076

The calculations are based on an effective tax rate of \$0.85. The estimated property tax levy rate is \$0.50844 and the fire benefit charge portion is \$0.34156.

10

## 2023 *ESTIMATED* TOTAL REVENUE

Estimated 2023 Allowable Levy		\$9,291,765
Estimated 2023 Fire Benefit Charge		\$6,242,076
Estimated Additional Revenue		
EMS Levy Funds	\$734,834	
Miscellaneous (Est.)	75,000	
CRR Plan/Permit Fees (Est.)	<u>50,000</u>	
		<u>\$ 859,834</u>
Estimated 2023 Total Revenue		<u>\$16,393,675</u>

11

## CAPITAL EXPENSES (RESERVES)

Planned (started in 2022):

Station 35 kitchen remodel and flooring	\$350,000
<i>Paid in 2022</i>	<i>(23,300)</i>
BC Rig	\$80,000
<i>Paid in 2022</i>	<i>(41,000)</i>
Brush Truck	\$60,000
<i>Paid in 2022</i>	<i>(10,900)</i>
Station 35 generator	\$210,000
<i>Paid in 2022</i>	<i>(104,400)</i>
<b>Total</b>	<b>\$520,400</b>

12

## POTENTIAL CAPITAL EXPENSES (RESERVES)

### Earmarked:

PSERN	\$119,000
Stations 31 and 35 Simplex panels	\$45,000
2023 EFR Equip. Replacement Fund	\$175,600
2023 EFR Capital Facilities Maint Fund	\$77,250
<b>Total</b>	<b>\$416,850</b>

### For Discussion:

- Station 31 kitchen update
- Station 33 bathroom remodel

13

## ALTERNATIVE

- The Board could adjust the Reserve Fund goals – staff suggestions follow – taking into consideration the relationship with Eastside Fire & Rescue
- Reserve Fund adjustments would allow the Board to adopt a budget with no collection for the Reserve Fund in 2023, thus further reducing the effective tax rate and the burden on the District's taxpayers.
- Staff anticipates an effective tax rate of approximately \$0.82 if the extra \$500,000 is not collected for the Reserve Fund.

14

## RESERVE FUND – CURRENT GOALS

	<u>Apparatus</u>	<u>Tools &amp; Equipment</u>	<u>Facilities</u>	<u>Building</u>	<u>Emergency</u>	
<b>Balances at 8/31/22</b>	<b>4,114,613</b>	<b>1,605,381</b>	<b>1,028,979</b>	<b>5,520,269</b>	<b>3,300,000</b>	<b>15,569,242</b>
Anticipated Expenses						
BC Rig balance	(80,000)					
Brush Rig balance	(49,078)					
PSERN Radios		(119,000)				
Station 35 generator balance			(110,000)			
Station 35 kitchen remodel			(303,000)			
Station 31 kitchen update			(250,000)			
Station 33 bathroom remodel			(200,000)			
Simplex panels (31 and 35)			(45,000)			
2023 EFR ERF Contribution		(175,591)				
2023 EFR CFMF Contribution			(77,250)			
Projected Balance	3,985,535	1,310,790	43,729	5,520,269	3,300,000	14,160,323
<b>Current Goals</b>	<b>4,000,000</b>	<b>1,500,000</b>	<b>850,000</b>	<b>5,500,000</b>	<b>3,300,000</b>	<b>15,150,000</b>
						989,677

15

## RESERVE FUND – PROPOSED NEW GOALS

	<u>Apparatus</u>	<u>Tools &amp; Equipment</u>	<u>Facilities</u>	<u>Building</u>	<u>Emergency</u>	
<b>Balances at 8/31/22</b>	<b>4,114,613</b>	<b>1,605,381</b>	<b>1,028,979</b>	<b>5,520,269</b>	<b>3,300,000</b>	<b>15,569,242</b>
<b>Current Goals</b>	<b>4,000,000</b>	<b>1,500,000</b>	<b>850,000</b>	<b>5,500,000</b>	<b>3,300,000</b>	<b>15,150,000</b>
<b>Proposed Adjusted Goals*</b>	<b>4,000,000</b>	<b>1,500,000</b>	<b>700,000</b>	<b>5,500,000</b>	<b>2,200,000</b>	<b>13,900,000</b>
Rebalance with New Goals	14,465				(14,465)	
		189,210			(189,210)	
			656,271		(656,271)	
<b>Balance after Anticipated Expenses and with New Goals</b>	<b>4,000,000</b>	<b>1,500,000</b>	<b>700,000</b>	<b>5,520,269</b>	<b>2,440,054</b>	<b>14,160,323</b>
						At or above goal in each category

**Details:**

**Apparatus:** Ongoing funding to replace apparatus when needed.

**Tools & Equipment:** Ongoing funding to replace items such as PPE, SCBA, MDCs, etc.

**Facilities:** \$300,000 for HQ (down from \$350,000); \$175,000 for each of Stations 33 and 35; \$50,000 for Annex (down from \$100,000)

**Building:** Used to purchase real estate/build facilities; adjustable

**Emergency:** \$2,200,000; approximately 15% of operating expenses (down from \$3.3M or 3 months of expenses)

16

## REQUEST TO THE BOARD

Staff requests Board approval to move forward with preparing the final budget with an effective tax rate of \$0.85. This rate will allow us to collect approximately \$9,291,765 in property tax and \$6,242,076 in fire benefit charges. This collection rate also allows for the Board to direct \$500,000 to the Reserve Fund in 2023.

*Alternatively*, a 2023 budget could be built at the slightly lower effective tax rate of \$0.82, which would not allow for extra collection for the Reserve Fund.

Staff will return to the Board on November 8, 2022 with the necessary Resolutions for final budget adoption.

\*The levy limit worksheet is preliminary; thus, the numbers may change before final budget adoption.

17

## DISCUSSION/QUESTIONS



18

# How WF&R can become an EF&R Partner

- Two ways
  - Petition to become formal partner
  - Merge with an existing partner
- Three things that WF&R will need to address:
  - Transport Fees
  - EMS Levy Funding
  - Staffing Levels – Aid 131



# Formal Petition

- Step One: WF&R Board votes to join EF&R Partnership
- Step Two: EF&R Board considers request, directs Fire Chief to perform a comprehensive analysis
- Step Three: EF&R Board votes to recommend WF&R's request
- Step Four: Each existing EF&R partner must approve EF&R Board recommendation
- Step Five: EF&R Board votes to accept WF&R's request



# Merge with Existing Partner

- Once merged with an existing partner, WF&R service area is automatically included as part of the existing partner.
- Merger would have to be mutually beneficial
- WF&R would have to agree Transport collections, EMS levy funding and service level prior to considering a merger





# Non-Partner Revenue

- Transport Revenue
  
- King County EMS Levy Funding



# Service Level Consistency

- Partners have agreed to Urban, Suburban, Rural and Wilderness service levels
- Currently A131 would represent a service level higher than the rest of the partners provide, two options:
  - Consider the service level at a higher cost to WF&R – has not been done before by a partner
  - Reduce the service level at time of partnership

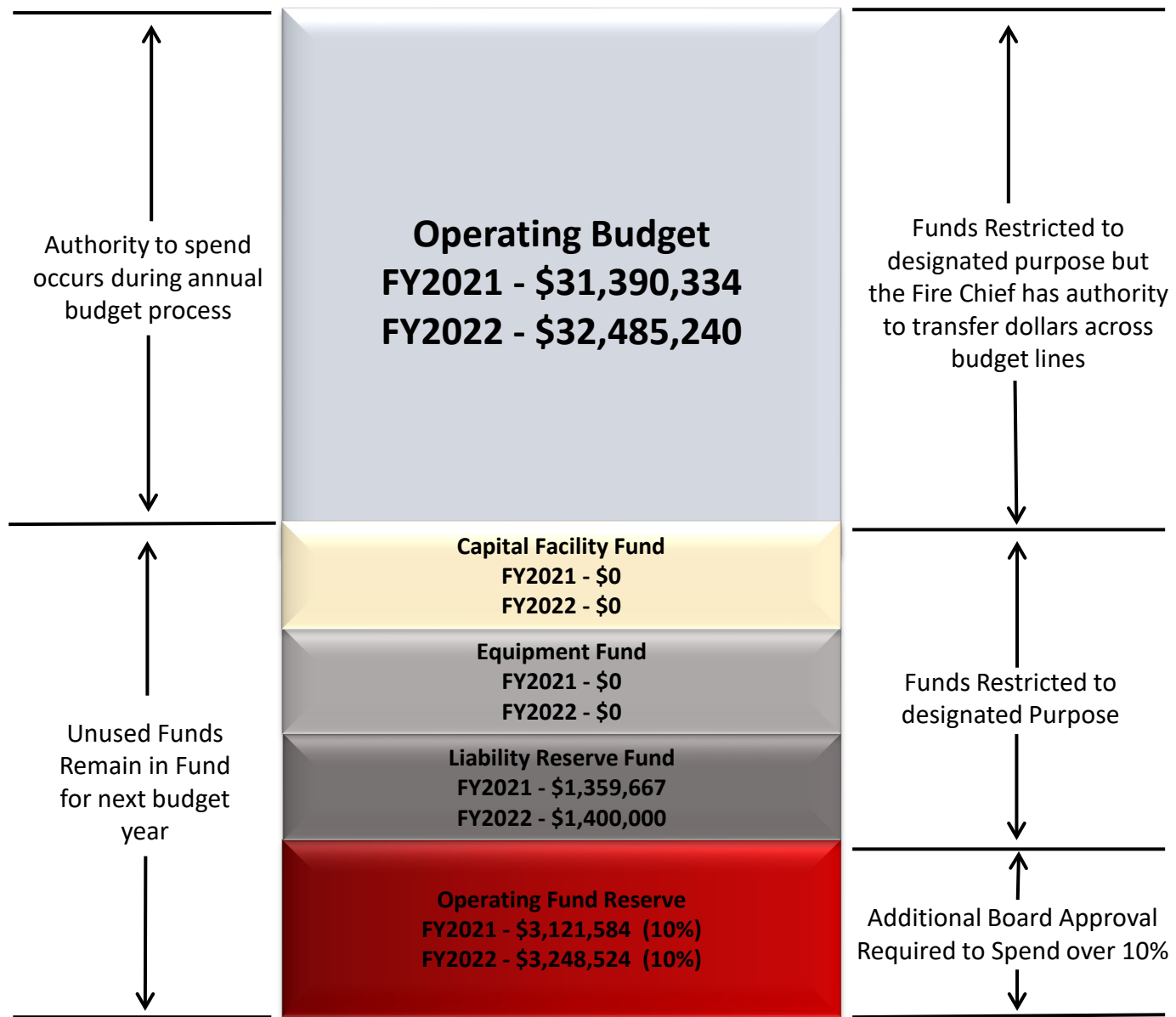


# EF&R Funding Formula Review



*Excellence in Service® Dedication to Community*

PROUDLY SERVING: ISSAQUAH, NORTH BEND, SAMMAMISH, WOODINVILLE AND FIRE DISTRICTS 38 & 10 INCLUDING CARNATION



*Excellence in Service® Dedication to Community*

PROUDLY SERVING: ISSAQUAH, NORTH BEND, SAMMAMISH, WOODINVILLE AND FIRE DISTRICTS 38 & 10 INCLUDING CARNATION

# Operating Budget

- EF&R currently has No Taxing Authority
- Represents the annual amount of funds that the Agency is authorized to spend in its daily operations

- Consists of two components:

- Revenue Budget
  - Partner Contributions
  - KCEMS-BLS
  - Transport Fees
  - Snoqualmie Tribe

	<b>2021</b>	<b>2022</b>
	\$31,249,411	\$32,329,317
	\$25,310,102	\$26,383,241
	\$ 2,069,819	\$ 2,069,819
	\$ 2,830,674	\$ 2,830,674
	\$ 354,276	\$ 354,276
	\$31,390,334	\$32,485,240

- Expense Budget



# Funding Formula Basics

- Expense Budget utilizes complex funding formula explained on the next slide
- Revenue Budget simply takes all “non-partner” revenue received off the top before the expense formula is applied



# Funding Formula Basics

- Complex 14-step process lined out in the ILA
- Assessed Valuation % (85% of formula)
  - 2019-2022 budgets based on 2017 AV
- Emergency Call Volume % (15% of formula)
  - 2019-2022 budgets based on 2016 call volume
    - Fire calls count as 3 responses, EMS as 1 response
- Formula updates shall occur on or before May 30th of every second year beginning with the 2023-2024 budget cycle
- Equipment Fund: Replacement plan for mobile assets and small equipment assigned to each jurisdiction
- Facility Fund: Form, Fit and Function maintenance of facilities



# Funding Formula Distribution 2021-2022

Partner	Operating Fund	Facility Fund	Equipment Fund
North Bend	4.76%	0%	0%
District 10	28.18%	0%	0%
Issaquah	28.83%	0%	0%
Sammamish	31.37%	0%	0%
District 38	6.87%	0%	0%
2021 totals	\$25,310,102	\$0*	\$0*

\* No payments for 2021-2022 to assist partners with 2020 COVID-19 related revenue downturn





**Woodinville Fire & Rescue**  
**Budget Performance Report**  
For the month ended August 31, 2022

**Cash/Investment Balances by Fund**

Line #	Cash/Investment Balance	Benefit Charge Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
1	August 31, 2022	\$6,338,905	\$0	\$508,090	\$15,569,226	\$904,405	<b>\$23,320,626</b>
2							
3	December 31, 2021	\$6,942,015	\$0	\$754,076	\$15,834,868	\$1,310,273	<b>\$24,841,232</b>
4							
5	Dollar Increase (Decrease)	<u>(\$603,110)</u>	<u>\$0</u>	<u>(\$245,986)</u>	<u>(\$265,643)</u>	<u>(\$405,868)</u>	<u>(\$1,520,606)</u>
6							
7	Percentage Increase (Decrease)	-8.69%	-	-32.62%	-1.68%	-30.98%	-6.12%
8							
9	<i>For historical reference, 2017 through 2020 year-end cash/investment balances are shown below.</i>						
10							
11		Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
12	December 31, 2020	\$7,122,467	\$0	\$771,758	\$13,774,558	\$1,957,859	<b>\$23,626,642</b>
13							
14	December 31, 2019	\$7,356,347	\$0	\$2,399	\$11,224,084	\$1,190,213	<b>\$19,773,042</b>
15							
16	December 31, 2018	\$7,132,960	\$0	\$14,241	\$8,970,005	\$1,162,459	<b>\$17,279,665</b>
17							
18	December 31, 2017	\$5,934,376	\$0	\$32,391	\$8,731,034	\$1,833,195	<b>\$16,530,996</b>

**Woodinville Fire & Rescue**  
**Budget Performance Report**  
For the month ended August 31, 2022

**Expense Fund - YTD Financial Statement**

Line #	Budget Performance by Fund	2022 Annual Budget	2022 YTD Actual	Fav/(Unfav) vs. Budget	
				Dollars	Percent
1	<b>Revenues</b>				
2	Cash Balance - Beginning of Year	\$7,014,221	\$7,014,221	\$0	0.0%
3					
4	<b>Current Year Revenues</b>				
5	Property Tax	\$9,092,270	\$4,914,097	(\$4,178,173)	-46.0%
6	King County EMS Levy - BLS Funds	\$641,411	\$641,411	\$0	0.0%
7	Permit/Plan Review Revenue	\$100,000	\$98,533	(\$1,467)	-1.5%
8	Miscellaneous Other	\$100,000	\$341,808	\$241,808	241.8%
9	<b>Interfund Transfers IN</b>				
10	General		\$50,000		
11	Benefit Charge Fund	\$4,423,177	\$2,394,280	(\$2,028,897)	-45.9%
12	Reserve Fund		\$16,793		
13	Benefit Liability Reserve Fund		\$320,000	\$320,000	
14	<b>Total Current Year Revenue</b>	<b>\$14,356,858</b>	<b>\$8,776,922</b>	<b>(\$5,646,729)</b>	<b>-39.3%</b>
15					
16	<b>Total Resources (BFB + Revenue)</b>	<b>\$21,371,079</b>	<b>\$15,791,143</b>	<b>(\$5,579,936)</b>	<b>-26.1%</b>
17					
18	<b>Expenditures</b>				
19	Salaries & Wages	\$30,000	\$11,773	\$18,227	60.8%
20	Benefits	\$425,990	\$364,712	\$61,278	14.4%
21	Office & Operating Supplies	\$20,650	\$12,542	\$8,108	39.3%
22	Elections & Info	\$60,000	\$27,245	\$32,755	N/A
23	Professional Services	\$13,974,515	\$8,806,538	\$5,167,977	37.0%
24	Travel	\$9,457	\$1,355	\$8,102	85.7%

**Woodinville Fire & Rescue**  
**Budget Performance Report**  
For the month ended August 31, 2022

**Expense Fund - YTD Financial Statement**

Line #	Budget Performance by Fund	2022	2022	Fav/(Unfav) vs. Budget	
		Annual Budget	YTD Actual	Dollars	Percent
25	Training & Education	\$6,800	\$7,155	(\$355)	-5.2%
26	Advertising	\$850	\$0	\$850	100.0%
27	Insurance (Buildings/Apparatus)	\$10,000	\$798	\$9,202	92.0%
28	Miscellaneous Other	\$10,000	\$1,865	\$8,135	81.3%
29	Intergovernmental Services	\$257,274	\$132,147	\$125,127	48.6%
30	<b>Sub-Total (excluding Intrafund Transfers)</b>	<b>\$14,805,536</b>	<b>\$9,366,130</b>	<b>\$5,439,406</b>	<b>36.7%</b>
31					
32	<b>Interfund Transfers OUT</b>				
33	Reserve Fund	\$0	\$0	\$0	N/A
34	Benefit Charge Fund	\$0	\$136	(\$136)	N/A
35	Benefit Liability Reserve Fund	\$0	\$0	\$0	N/A
36	Capital Projects Fund	\$0	\$0	\$0	N/A
37	<b>Total Expenditures</b>	<b>\$14,805,536</b>	<b>\$9,366,266</b>	<b>\$5,439,270</b>	<b>36.7%</b>
38					
39	<b>Current Year Revenue less Expenditures</b>	<b>(\$448,678)</b>	<b>(\$589,344)</b>		
40					
41	<b>Cash Balance End of Month (08/2022)</b>	<b>\$6,565,543</b>	<b>\$6,424,877</b>	<b>(\$140,666)</b>	<b>-2.1%</b>
42					
43	<b>Total Expenditures and Cash Balance</b>	<b>\$21,371,079</b>	<b>\$15,791,143</b>	<b>(\$5,579,936)</b>	<b>-26.1%</b>



**Woodinville Fire & Rescue**

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

Woodinville, WA 98072-8509

Phone 425-483-2131 • Fax 425-486-0361

**ACH/BANK DEBIT APPROVAL DOCUMENT**

Governmental Unit Name: Woodinville Fire & Rescue

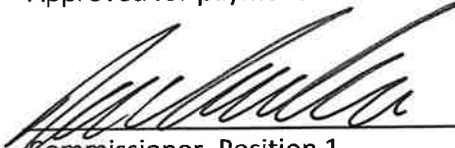
**EXPENSE ACCOUNT**

Fund # 10-036-0010


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

Date: September 13, 2022

Approved for payment:

  
\_\_\_\_\_  
Commissioner, Position 1

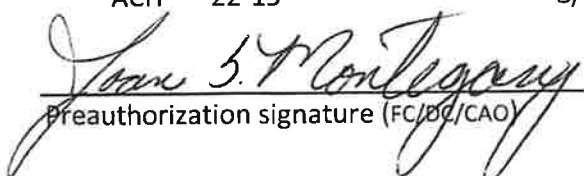
\_\_\_\_\_  
Commissioner, Position 2

  
\_\_\_\_\_  
Commissioner, Position 3

 10/12/22  
\_\_\_\_\_  
Commissioner, Position 4

  
\_\_\_\_\_  
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-15	8/9/22, 8/10/22	\$ 8,240.83

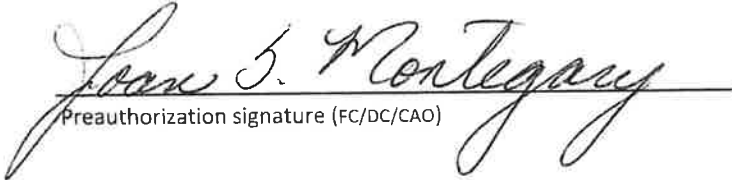
  
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Preauthorization signature (FC/DC/CAO)

**US BANK SINGLEPOINT - 3629 TRANSACTIONS**

Trans. Date	Paychex Cash Requirement Debits	
8/9/2022	Net Pay: Direct Deposits/Live Checks	6,204.46
8/9/2022	DSHS - WA State (garnishment)	-
8/10/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	1,758.95
8/9/2022	Agency Checks	-
		-
		-
	Quarterly L&I	-
8/10/2022	<b>PAYCHEX INVOICE</b>	277.42
		<b>8,240.83</b>

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

**PAY32 TRANSACTION TOTALS      \$      8,240.83**

  
 Preauthorization signature (FC/DC/CAO)



US BANK DEBIT PAY32: PAYCHEX										
PAYROLL	BENEFITS/TAXES	053 - OSAM - WA State	DSHS - Div Child Support	522	10	29	99	00		
			EE: SS/MC/PT/PPML offset	522	10	29	99	00	3,584.56	
			ADM: ER SS/MC	522	10	21	10	01		174.39
			OPS: ER SS/MC	522	20	21	10	01		
			TRN: ER SS/MC	522	45	21	10	01		
			COMMISH: ER SS/MC	522	11	21	10	01		
			COM SVCS: ER SS/MC	522	41	21	10	01		
			CRR: ER SS/MC	522	30	21	10	01		
			FAC: ER SS/MC	522	50	21	10	01		
SVC CHG	PROF SERVICES	078 - PAYCHEX	Paychex Invoice	522	10	41	10	05		277.42
Invoice #: 2022080401										
Current Encumbered: DO NOT ENTER into BARS										
<b>L &amp; I ENCUMBERED / QTYL DEBIT</b>										
PAYROLL	BENEFITS/TAXES	040 - WASHINGTON DEPT OF L&I	ADM: ER L&I	522	10	21	20	01	0.98	1.51
			OPS: ER L&I	522	20	21	20	01		
			TRN: ER L&I	522	45	21	20	01		
			COMMISH: ER L&I	522	11	21	20	01		
			COM SVCS: ER L&I	522	41	21	20	01		
			CRR: ER L&I	522	30	21	20	01		
			FAC: ER L&I	522	50	21	20	01		
0.98 1.51 2.49										
VENDOR ACH TRANSACTIONS										
PAYROLL	BENEFITS/TAXES	0087 - ALERUS	EE DCP Alerus deduction offset	522	10	29	99	00		
			EE LOAN Alerus	522	10	29	99	00	750.00	750.00
			EE ROTH Alerus	522	10	29	99	00		
			ADM: ER DCP Alerus	522	10	24	30	01		
			OPS: ER DCP Alerus	522	20	24	30	01		
			TRN: ER DCP Alerus	522	45	24	30	01		
			CRR: ER DCP Alerus	522	30	24	30	01		
<b>Total Alerus ACH 750.00</b>										

**Total Warrant** 2,508.95  
**Total Non-Warrant** 277.42  
**Total Expenditures** 2,786.37



**Woodinville Fire & Rescue**

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

**ACH/BANK DEBIT APPROVAL DOCUMENT**

Governmental Unit Name: Woodinville Fire & Rescue

**EXPENSE ACCOUNT**

**Fund # 10-036-0010**

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

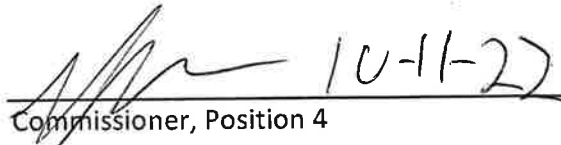
Date: October 11, 2022


Approved for payment:

  
\_\_\_\_\_  
Commissioner, Position 1

\_\_\_\_\_  
Commissioner, Position 2

  
\_\_\_\_\_  
Commissioner, Position 3

 10-11-22  
\_\_\_\_\_  
Commissioner, Position 4

  
\_\_\_\_\_  
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-17	9/8/22, 9/9/22	\$ 7,684.64

  
\_\_\_\_\_  
Preauthorization signature (FC/DC/CAO)



**US BANK SINGLEPOINT - 3629 TRANSACTIONS**

Trans. Date	Paychex Cash Requirement Debits	
9/8/2022	Net Pay: Direct Deposits/Live Checks	5,734.67
		-
9/9/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	1,678.36
		-
		-
		-
		-
9/9/2022	PAYCHEX INVOICE	271.61
		7,684.64

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

**PAY32 TRANSACTION TOTALS      \$      7,684.64**

  
 Preauthorization signature (FC/DC/CAO)

PAYROLL - GENERAL LEDGER BARS CODING

PAYDATE: 9/9/22

DIRECT DEPOSIT: GROSS PAY MINUS EE DEDUCTIONS

Trans Type	BIAS Memo	Vendor	Distribution Remark	BARS #				AMOUNT	BAL TO FX PAY JOURNAL
<b>ADMINISTRATION (10)</b>									
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Ahern Severance	522	10	27	10	01	7,900.00
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	OT Admin	522	10	11	10	01	-
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Longevity	522	10	29	40	01	-
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	STD / LTD Earning	522	10	10	10	01	-
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Mileage Stipend (IT)	522	10	43	40	13	-
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Phone Stipend	522	10	42	10	05	-
<b>COMMISSIONERS (11)</b>									
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Wages	522	11	10	10	01	128.00
								BALANCE TO GROSS PAY	8,028.00
								TOTAL FROM PHONE STIPEND	-

EMPLOYEE DEDUCTIONS									
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Aflac	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Benevolent Fund	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	DSHS-Div Child	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP Roth - Alerus	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP Alerus/SP/>50	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP DRS/SP/>50	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE LEOFF 2	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Loan - Alerus	522	10	29	99	00	(750.00)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE MERP	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medical	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE PERS 2	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE PERS 3	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE STD/LTD	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Union Dues	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	United Way of KC	522	10	29	99	00	(750.00)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Social Security	522	10	29	99	00	(7.93)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medicare	522	10	29	99	00	(127.28)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Federal Income Tax	522	10	29	99	00	(1,372.65)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - ADM	522	10	21	30	01	(35.27)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - OPS	522	20	21	30	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - TRN	522	45	21	30	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - COMMISH	522	11	21	30	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - COM SVCS	522	41	21	30	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - CRR	522	30	21	30	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - FAC	522	50	21	30	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - ADM	522	10	21	20	01	(0.20)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - OPS	522	20	21	20	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - TRN	522	45	21	20	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - COMMISH	522	11	21	20	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - COM SVCS	522	41	21	20	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - CRR	522	30	21	20	01	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA L&I - FAC	522	50	21	20	01	
								BALANCE TO PAYCHEX NET PAY	5,734.67

Company Total - Deductions

Company Total - Withholding

Company Total - Net Pay

US BANK DEBIT PAY32: PAYCHEX										
PAYROLL	BENEFITS/TAXES	253 - DSHS - WA State	DSHS - Div Child Support	522	10	29	99	00		
			EE: SS/MC/ET/PPML offset	522	10	29	99	00	1,543.13	
			ADM: ER SS/MC	522	10	21	10	01		135.23
			OPS: ER SS/MC	522	20	21	10	01		
			TRN: ER SS/MC	522	45	21	10	01		
			COMMISH: ER SS/MC	522	11	21	10	01		
			COM SVCS: ER SS/MC	522	41	21	10	01		
			CRR: ER SS/MC	522	30	21	10	01		
			FAC: ER SS/MC	522	50	21	10	01		
										1,678.36
SVC CHG	PROF SERVICES	678 - PAYCHEX	Paychex Invoice	522	10	41	10	05	271.61	271.61
Invoice #: 2022090101 Current Encumbered: DO NOT ENTER into BARS										
L & I ENCUMBERED / QTY DEBIT										
			ADM: ER L&I	522	10	21	20	01	0.30	
			OPS: ER L&I	522	20	21	20	01		
			TRN: ER L&I	522	45	21	20	01		
			COMMISH: ER L&I	522	11	21	20	01		
			COM SVCS: ER L&I	522	41	21	20	01		
			CRR: ER L&I	522	30	21	20	01		
			FAC: ER L&I	522	50	21	20	01		
									0.30	0.30

Qty Debit  
ENTRY AMTS

VENDOR ACH TRANSACTIONS										
			EE DCP Alerus deduction offset	522	10	29	99	00		
			EE LOAN Alerus	522	10	29	99	00	750.00	750.00
			EE ROTH Alerus	522	10	29	99	00		
			ADM: ER DCP Alerus	522	10	24	30	01		
			OPS: ER DCP Alerus	522	20	24	30	01		
			TRN: ER DCP Alerus	522	45	24	30	01		
			CRR: ER DCP Alerus	522	30	24	30	01		
										750.00
Total Alerus ACH										

Total Warrant 2,428.36  
 Total Non-Warrant 271.61  
 Total Expenditures 2,699.97



**Woodinville Fire & Rescue**

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

**ACH/BANK DEBIT APPROVAL DOCUMENT**

Governmental Unit Name: Woodinville Fire & Rescue

**EXPENSE ACCOUNT**

**Fund # 10-036-0010**

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


Date: October 12, 2021

Approved for payment:

  
\_\_\_\_\_  
Commissioner, Position 1

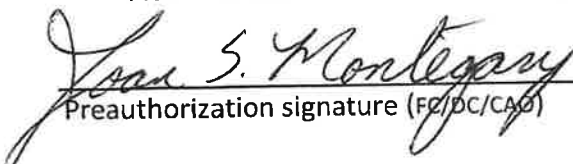
\_\_\_\_\_  
Commissioner, Position 2

  
\_\_\_\_\_  
Commissioner, Position 3

 10-11-22  
\_\_\_\_\_  
Commissioner, Position 4

  
\_\_\_\_\_  
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-18	9/22/22, 9/23/22	\$ 7,965.64

  
\_\_\_\_\_  
Preauthorization signature (FD/DC/CAD)

**US BANK SINGLEPOINT - 3629 TRANSACTIONS**

Trans. Date	Paychex Cash Requirement Debits	
9/22/2022	Net Pay: Direct Deposits/Live Checks	5,969.54
9/22/2022	DSHS - WA State (garnishment)	-
9/23/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	1,718.68
9/22/2022	Agency Checks	-
		-
		-
		-
	Quarterly L&I	-
9/23/2022	<b>PAYCHEX INVOICE</b>	277.42
		<b>7,965.64</b>

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

**PAY32 TRANSACTION TOTALS      \$      7,965.64**

  
 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**

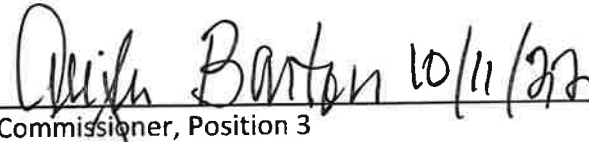
**Board of Directors Approval:** We, the Board of Directors of the above-named governmental unit of King County, Washington do hereby certify that the services hereinafter specified have been received and that the vouchers identified below are approved for payment.


Date: October 11, 2022


Approved for payment:

  
\_\_\_\_\_  
Commissioner, Position 1

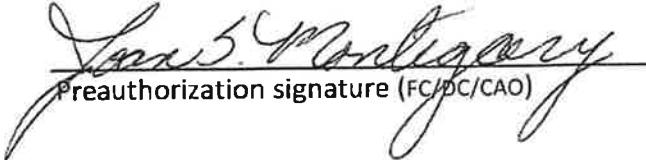
\_\_\_\_\_  
Commissioner, Position 2

  
\_\_\_\_\_  
Commissioner, Position 3

 10-11-22  
\_\_\_\_\_  
Commissioner, Position 4

  
\_\_\_\_\_  
Commissioner, Position 5

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-19	10/6/2022, 10/7/2022	\$ 34,469.44

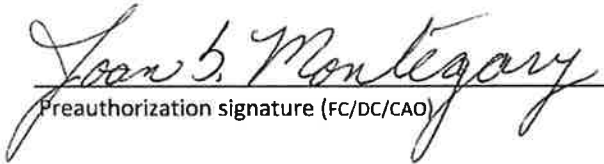
  
\_\_\_\_\_  
Preauthorization signature (FC/DC/CAO)

**US BANK SINGLEPOINT - 3629 TRANSACTIONS**

Trans. Date	Paychex Cash Requirement Debits	
10/6/2022	Net Pay: Direct Deposits/Live Checks	22,396.06
10/6/2022	DSHS - WA State (garnishment)	-
10/7/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	11,790.77
10/6/2022	Agency Checks	-
		-
		-
		-
	Quarterly L&I	-
10/7/2022	<b>PAYCHEX INVOICE</b>	282.61
		<b>34,469.44</b>

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

<b>PAY32 TRANSACTION TOTALS</b>	<b>\$</b>	<b>34,469.44</b>
---------------------------------	-----------	------------------

  
 \_\_\_\_\_  
 Preauthorization signature (FC/DC/CAO)



# Special District Voucher Approval Document

2022-24

KC v2.0

Scheduled Payment Date: 09/26/2022  
Total Amount: \$3,967.61  
Control Total: 3  
Payment Method: WARRANT

District Name: Woodinville Fire & Rescue  
File Name: AP\_WDNVLFIR\_APSUPINV\_20220922095552.csv  
Fund #: 100360010

<b>CONTACT INFORMATION</b>	
Preparer's Name: <u>Elyf Bohris</u>	Email Address: <u>kcprinting@esf-r.org</u>

<b>PAYMENT CERTIFICATION</b>		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> Authorized District Signature	<u>10/11/22</u> Date	<u>[Signature]</u> Authorized District Signature
<u>[Signature]</u> Authorized District Signature	<u>10/11/22</u> Date	<u>10/11/22</u> Date
<u>[Signature]</u> Authorized District Signature	<u>10/11/22</u> Date	<u>Wyn Boston</u> Authorized District Signature
		<u>10/11/22</u> Date
		<u>Juan Montegary</u> Authorized District Signature
		<u>9/22/22</u> 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

<b>KING COUNTY FINANCE USE ONLY:</b>	
Batch Processed By:	_____
Date Processed:	_____





# Special District Voucher Approval Document

KC v2.0

District Name: Woodinville Fire & Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20220922095552.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
EASTSIDE FIRE & RESCUE			220903001	09/26/2022	\$183.51	4911
GARY HEUSLEIN			220903002	09/26/2022	\$170.10	09.21.2022
SMILE NOW ARLINGTON			220903003	09/26/2022	\$3,614.00	48,114,811

## ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/26/2022

Time: 16:46:09 Date: 09/21/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
<b>20180</b>	<b>09/12/2022</b>	<b>09/26/2022</b>	<b>202266</b>	<b>EASTSIDE FIRE &amp; RESCUE</b>	<b>183.51</b>	<b>REIMBURSE 25% OF FLEET MANAGEMENT SOFTWARE, PRORATED OCT-DEC 2021</b>
522 10 49 80-01	Unexpected Costs (Includ		001 000 522 General Expense	183.51	One month of fleet maintenance software fees (September 2021); pro rated from invoice	
<b>20181</b>	<b>09/21/2022</b>	<b>09/26/2022</b>	<b>2355</b>	<b>GARY HEUSLEIN</b>	<b>170.10</b>	<b>OCTOBER 2022</b>
522 10 22 30-01	LEOFF 1 - Medicare/Med		001 000 522 General Expense	170.10	Gary Heuslein Medicare Premium Reimbursement - January - December 2022	
<b>20182</b>	<b>09/09/2022</b>	<b>09/26/2022</b>	<b>1231</b>	<b>SMILE NOW ARLINGTON</b>	<b>2,200.00</b>	
522 10 22 30-02	LEOFF 1 - Dental Reimb (		001 000 522 General Expense	2,200.00	Heuslein dental work on 9/9/22	
<b>20183</b>	<b>09/14/2022</b>	<b>09/26/2022</b>	<b>1231</b>	<b>SMILE NOW ARLINGTON</b>	<b>1,414.00</b>	
522 10 22 30-02	LEOFF 1 - Dental Reimb (		001 000 522 General Expense	1,414.00	Heuslein dental work on 7/21/22	
Total SMILE NOW ARLINGTON				3,614.00		
Report Total:				3,967.61		
Fund						
001 General Expense Fund (10-036-0010)				3,967.61		

This report has been reviewed by:

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

Date: 9/22/2022



# Special District Voucher Approval Document

2022-25

KC v2.0

Scheduled Payment Date: 10/05/2022  
Total Amount: \$5,128.40  
Control Total: 2  
Payment Method: WARRANT

District Name: Woodinville Fire & Rescue  
File Name: AP\_WDNVLFIR\_APSUPINV\_20220929111059.csv  
Fund #: 100360010

### CONTACT INFORMATION

Preparer's Name: Eugenia

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>10-11-22</u>
Authorized District Signature	Date
<u>Angela Barton</u>	<u>10/11/22</u>
Authorized District Signature	Date
Authorized District Signature	Date

<u>[Signature]</u>	<u>10-12-22</u>
Authorized District Signature	Date
<u>[Signature]</u>	<u>10-11-22</u>
Authorized District Signature	Date
<u>Jean S. Montegary</u>	<u>9/29/22</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

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Date Processed: \_\_\_\_\_



# Special District Voucher Approval Document

District Name: Woodinville Fire & Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20220929111059.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
US BANK CORPORATE PAYMENT SYSTEMS			221001001	10/05/2022	\$187.40	1420-3,1420-4,1420-7
VFIS			221001002	10/05/2022	\$4,941.00	3618

## ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 10/05/2022

Time: 11:01:00 Date: 09/29/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
<b>20184</b>	<b>09/02/2022</b>	<b>10/05/2022</b>	<b>1232</b>	<b>US BANK CORPORATE PAYMENT SYSTEMS</b>	<b>130.79</b>	<b>08/17-09/16 MICROSOFT - WF-R.ORG SUBSCRIPTIONS</b>
	522 10 48 30-20 IT - Website Maintenan		001 000 522 General Expense	130.79	Monthly WFR BoFC MS license subscription (5 mos.)	
<b>20185</b>	<b>09/09/2022</b>	<b>10/05/2022</b>	<b>1232</b>	<b>US BANK CORPORATE PAYMENT SYSTEMS</b>	<b>33.30</b>	<b>GODADDY - DOMAIN RENEWAL FOR WFLSD.ORG</b>
	522 10 48 30-20 IT - Website Maintenan		001 000 522 General Expense	33.30	GoDaddy domain renewal for wflsd.org	
<b>20186</b>	<b>09/16/2022</b>	<b>10/05/2022</b>	<b>1232</b>	<b>US BANK CORPORATE PAYMENT SYSTEMS</b>	<b>23.31</b>	<b>GODADDY - DOMAIN RENEWAL FOR WF-R.ORG</b>
	522 10 48 30-20 IT - Website Maintenan		001 000 522 General Expense	23.31	WFR domain name renewal	
Total US BANK CORPORATE PAYMENT SYSTEMS				187.40		
<b>20187</b>	<b>09/29/2022</b>	<b>10/05/2022</b>	<b>2914</b>	<b>VFIS</b>	<b>4,941.00</b>	<b>Policy Premium 10/1/22 - 10/1/23</b>
	522 10 46 10-01 Insurance - Bldgs/Appart		001 000 522 General Expense	4,941.00	Policy Premium 10/1/22 - 10/1/23	
Report Total:				5,128.40		
Fund						
001 General Expense Fund (10-036-0010)				5,128.40		

This report has been reviewed by:

Signature: \_\_\_\_\_

Joan S. Montegary

Fire Chief/Chief Administrative Officer

Date: \_\_\_\_\_

9/29/22



# Special District Voucher Approval Document 2022-23

KC v2.0

Scheduled Payment Date: 09/12/2022  
Total Amount: \$10,416.00  
Control Total: 2  
Payment Method: WARRANT

District Name: Woodinville Fire & Rescue  
File Name: AP\_WDNVLFIR\_APSUPINV\_20220908101506.csv  
Fund #: 100360010

<b>CONTACT INFORMATION</b>	
Preparer's Name: <u>Ely J. B-Lin</u>	Email Address: <u>kcprinting@esf-r.org</u>

<b>PAYMENT CERTIFICATION</b>		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>Pam Bryson</u> Authorized District Signature	<u>9/8/2022</u> Date	<u>[Signature]</u> Authorized District Signature
<u>Orin Boston</u> Authorized District Signature	<u>10/11/22</u> Date	<u>[Signature]</u> Authorized District Signature
<u>[Signature]</u> Authorized District Signature	<u>10/11/22</u> Date	<u>[Signature]</u> Authorized District Signature
		<u>[Signature]</u> Authorized District Signature

**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

<b>KING COUNTY FINANCE USE ONLY:</b>	
Batch Processed By:	_____
Date Processed:	_____



# Special District Voucher Approval Document

KC v2.0

District Name: Woodinville Fire & Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20220908101506.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
NEIL BLINDHEIM DBA INTERFACE SYSTEMS LLC			220902001	09/12/2022	\$7,416.00	09.08.2022
PERSHING LLC			220902002	09/12/2022	\$3,000.00	09.08.2022

## ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 09/12/2022

Time: 09:25:57 Date: 09/08/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>20178</b>	<b>09/05/2022</b>	<b>09/12/2022</b>	<b>2425</b>		
			<b>NEIL BLINDHEIM DBA INTERFACE SYSTEMS LLC</b>	<b>7,416.00</b>	<b>2023 FBC-1st Billing</b>
	522 10 41 40-01 Contract - FBC Calculatio		001 000 522 General Expense	7,416.00	2023 FBC-1st Billing
<b>20179</b>	<b>09/01/2022</b>	<b>09/12/2022</b>	<b>1229</b>		
			<b>PERSHING LLC</b>	<b>3,000.00</b>	<b>Pay periods of 9/1-9/15 and 9/16-9/30</b>
	522 10 27 10-01 Ahearn Severance		001 000 522 General Expense	3,000.00	Ahearn Deferred Comp for January - September 2022
Report Total:				10,416.00	
Fund					
001 General Expense Fund (10-036-0010)				10,416.00	

This report has been reviewed by:

Signature:   
 Fire Chief/Chief Administrative Officer

Date: 9/8/2022