

**WOODINVILLE FIRE & RESCUE**  
**Thursday, January 10, 2023**

**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 Halbert (virtual)  
Commissioner Barton  
Commissioner Millman

**Staff**

Fire Chief Ben Lane  
Board Secretary Nicole Frisch  
Deputy Chief Dana Schutter  
Deputy Chief Doug McDonald (virtual)  
Deputy Chief Will Aho  
Deputy Director Bryson (virtual)  
Deputy Director Formisano (virtual)  
Finance Director Joan Montegary

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

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

**Public Comment**

None.

**1. Nomination/Election of Board Officers and Appointments to Standing Committees for 2023**

Commissioner Millman nominated Commissioner Collins for Board Chair. The nomination was seconded by Commissioner van Veen. Commissioner Collins was elected Board Chair by acclamation.

Board Chair Collins nominated Commissioner Millman for Vice Chair. The nomination was seconded by Commissioner van Veen. Commissioner Millman was elected Vice Chair by acclamation.

The Finance Committee will consist of Chair Collins and Commissioner van Veen, with Commissioner Halbert as an alternate.

The Intergovernmental Relations and System Performance Committee will consist of Commissioner Halbert as Chair, Commissioner Barton as a member, and Commissioner Millman as an alternate.

Updated Committee list attached hereto.

**2. Staff Report 23-001: Station 35 Kitchen Remodel**

DC Schutter presented the staff report as attached hereto.

**MOTION:** Commissioner Millman moved that the Board of Fire Commissioners authorize staff to publish a Request for Proposal for the remodel at Station 35 in an amount not to exceed \$300,000.00. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.

**3. Resolution 2023-01: A Resolution to Terminate the LEOFF 2 Retiree Medical Benefit Program**

Director Montegary presented the Resolution attached hereto.

**MOTION:** Commissioner van Veen moved that the Board of Fire Commissioners approve Resolution 2023-01, A Resolution to Terminate LEOFF 2 Retiree Medical Benefit Program. The motion was seconded by Commissioner Millman. The motion passed, 5-0.

**4. Fire Chief Briefing**

Chief Lane presented the Fire Chief Briefing as attached hereto.

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

- a. Approval of meeting minutes from the December 13, 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, 5-0.

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

Commissioner Halbert requested an update on Tyler CAD. Chief Lane reported that NORCOM is utilizing DNI, a third-party vendor, for data. He reported that NORCOM has scheduled site visits to learn about and address end user issues and noted that the Chiefs continue to meet for discussions.

Commissioner Millman thanked the CORE Connect team for recent interactions in Woodinville. He reported that his wife witnessed what she described as excellent service at a local coffee shop.

Commissioner Collins reported that he has been in communication with Captain Eason regarding a couple building sites in town that are going to be scheduled soon for demolition.

Director Montegary reported that Fire Benefit Charge letters have been sent.

Commissioner van Veen asked about the expected atmospheric river this weekend. Chief Lane reported that EF&R's operations personnel keep a close eye on weather conditions, and that stations will be upstaffed as needed.

**7. Adjournment**

**Board Chair Collins adjourned the meeting at 5:36 p.m.**

  
Derek van Veen, Commissioner, Position 1

absent 02/14/23  
Doug Halbert, Commissioner, Position 2

  
Anjela Barton, Commissioner, Position 3  
Mike Millman, Commissioner, Position 4  
Roger Collins, Commissioner, Position 5  
Nicole Frisch, Board Secretary



**Woodinville Fire & Rescue**

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

**Tuesday, January 10, 2023  
5:00 p.m.**

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

[Click here to join the meeting](#)

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

Phone Conference ID: 287 103 346#

**AGENDA**

Call to Order/Flag Salute/Roll Call

Consideration and 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. Nomination/Election of Board Officers and Appointments to Standing Committees for 2023
2. Staff Report 23-001: Station 35 Kitchen Remodel
3. Resolution 2023-01 – A Resolution to Terminate the LEOFF 2 Retiree Medical Benefit Program
4. Fire Chief Briefing
5. Consent Agenda
  - a. Approval of Minutes from the December 13, 2022 Regular Meeting
  - b. Approval of Payroll Vouchers
  - c. Approval of Capital and General Vouchers
6. Reports and Requests from the Commissioners/Good of the Order
7. Adjournment



## **Board of Fire Commissioners 2023 Committees**

### **Executive Committee**

**Roger Collins, Chair**

**Mike Millman, Vice-Chair**

Description: (Board Chair and Vice-Chair) A standing committee to run concurrent with the election to these positions. The Executive Committee would decide where issues should be referred if they are raised during a meeting, if they are policy in nature. Obviously, many issues would go to the District Administration.

Meetings: *This committee would meet with staff before each board meeting to set the agenda.*

### **Finance Committee**

**Derek van Veen, Chair**

**Roger Collins**

Alternate: Doug Halbert

Description: An ad hoc committee to run concurrent with the budget cycle. This would be the group that would focus the most on the District's budget and financial issues. One member should be the Board Chair.

Meetings: *This committee would meet during the budget process and throughout the year as needed to conduct any necessary business related to District finances.*

### **Intergovernmental Relations and System Performance Committee**

**Doug Halbert, Chair**

**Anjela Barton**

Alternate: Mike Millman

Description: An ad hoc committee to run concurrent with the calendar year. This committee would be the first look at annexation issues, King County government issues, State issues, etc. where there is another government involved, particularly a government in Washington State. If the District chose to take a position on a piece of legislation, the recommendation would likely go to or through this committee. This committee would also provide policy oversight and direction with respect to service delivery including response metrics, inspection goals, accreditation, and other District performance related matters.

Meetings: *This committee would meet as needed.*

# Woodinville Fire & Rescue



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

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DATE: January 10, 2023

TO: Roger Collins, Chair  
Board of Fire Commissioners

FROM: Dana Schutter, Deputy Chief of Logistics

SUBJECT: **Staff Report 23-001: Station 35 Kitchen Remodel**

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### **Background**

The kitchen at Station 35 is in need of a full remodel. TCA was contracted to provide a design for upgrading and expanding the size of the kitchen and day area. The Board approved moving forward with the permitting process during their September 2022 regular meeting. Those permits have been approved by King County.

The next step in the process is to publish a Request for Proposal (RFP).

### **Fiscal Impact**

The RFP will specify the work to be done and include a budget of no more than \$300,000 to remodel the kitchen and dayroom.

The District has monies in reserves earmarked for facilities that can be used for this project.

### **Recommendations**

Staff recommends the Board of Commissioners authorize staff to publish the RFP in an amount not to exceed \$300,000.

## **PROPOSED MOTION**

I move that the Board of Commissioners authorize staff to publish a Request for Proposal for the remodel at Station 35 in an amount not to exceed \$300,000.00.

**WOODINVILLE FIRE & RESCUE  
RESOLUTION NO. 2023-01**

**A RESOLUTION TO TERMINATE THE  
LEOFF 2 RETIREE MEDICAL BENEFIT PROGRAM  
*Superseding Resolution 2017-23***

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**RECITALS**

**WHEREAS**, on September 26, 2017, the Board of Fire Commissioners of Woodinville Fire & Rescue adopted Resolution 2017-23, a Resolution Establishing a LEOFF 2 Retiree Medical Benefit Program; and

**WHEREAS**, effective October 1, 2021, Woodinville Fire & Rescue entered into an Interlocal Agreement with Eastside Fire & Rescue for the provision of emergency and EMS services; and

**WHEREAS**, effective October 1, 2021, the remaining active employees of Woodinville Fire & Rescue became employees of Eastside Fire & Rescue; and

**WHEREAS**, Woodinville Fire & Rescue has annually transferred, in 2022 and 2023, the requisite funds to the appropriate VEBA accounts of the participants of the LEOFF 2 Retiree Medical Benefit Program; and

**WHEREAS**, Woodinville Fire & Rescue has an obligation to the employees who were participating in the LEOFF 2 Retiree Medical Benefit Program prior to October 1, 2021.

**NOW, THEREFORE**, it is resolved by the Board of Fire Commissioners of Woodinville Fire & Rescue that pursuant to section 4 of Resolution 2017-23, the LEOFF 2 Retiree Medical Benefit Program is hereby terminated and there are no additional participants in such Program after September 30, 2021.

**ADOPTED AT A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS OF  
WOODINVILLE FIRE & RESCUE THIS 10<sup>th</sup> DAY OF JANUARY, 2023.**

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

  
Derek Van Veen, Commissioner, Position 1

/s/ Doug Halbert  
Doug Halbert, Commissioner, Position 2

Anjela Barton  
Anjela Barton, Commissioner, Position 3

Mike Millman  
Mike Millman, Commissioner, Position 4

Roger Collins  
Roger Collins, Commissioner, Position 5

**Attest:**

Nicole Frisch  
Nicole Frisch, Board Secretary

APPROVED AS TO FORM:

/s/ Jeffrey Ganson  
Jeffrey Ganson, District Counsel





**Woodinville Fire & Rescue  
Board of Fire Commissioners**

To: Woodinville Fire & Rescue Board of Fire Commissioners

From: Fire Chief Ben Lane

Subject: Fire Chief Briefing – January 2023

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**Contract for Service Request**

EF&R has been formally asked by Duvall Fire (KCFD 45) to make a proposal for a contract for services. Duvall's current Fire Chief has been assigned as the liaison for this process. To date, I am aware that Redmond and Snohomish Regional Fire & Rescue have also been asked. The KCFD 45 Board of Commissioners is expected to finalize the scope of work and RFP documents on January 11. EF&R will evaluate further engagement upon receipt of the final RFP. This potential opportunity is in alignment with one of EF&R's Strategic Priorities, Resilience, and with our objectives to continue to evaluate regionalization opportunities and maintain and promote the long-term fiscal health of the department.

**Best of the Valley 2022 Winner**



EF&R's First Responders were identified as winners in the Best of the Valley, an annual tradition for the Valley Record. Since 2004, they've asked readers to pick their favorite in an online poll. The poll gives residents the opportunity to pick their favorites in over 60 categories, across five groups, including: community, health, professional, restaurant and shopping.

**New Brush 131**

Work began on the new Brush 131 on December 12, 2022. It should be arriving at the dealership any day now, before going to Mallory for upfitting. Staff is still anticipating that it will be in service for the 2023 fire season.

**New Battalion 131**

EF&R's shop completed some preliminary work before sending it down to SPS for upfitting. It is in que with an unknown completion date.

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## **Woodinville Fire & Rescue Board of Fire Commissioners**



### **Training Tower Update**

Construction of the new training tower at Station 31 is well underway. Unfortunately, the stair treads that arrived are 1 inch too wide for the risers. The manufacturer will be sending techs out next week to make the necessary adjustment. The final inspection is now scheduled for January 20, 2023.

### **Promotions at the EF&R Board Meeting**

At Thursday's meeting we will be recognizing six promotions that were effective January 1, 2023. Several of the employees will be at the meeting in person with family and friends. As always, you are welcome to join us!

- Rebecca Rice, CORE Program Manager
- Jon Wiseman, Captain
- Pat Imboden, Captain
- Neil Tusing, Lieutenant
- Jordan Jessen, Lieutenant
- Monae Wiles, Engineer

### **Save the Date! NKCTC Recruit Academy Graduation**

On Friday, January 20<sup>th</sup> at 6:30PM, EF&R will be graduating 13 recruits from class 2022-2. You're invited to join us for the ceremony at the Eastside Church located 14520 100<sup>th</sup> Ave NE Bothell, WA 98011.





## 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

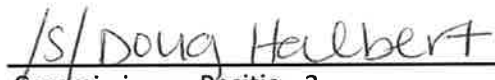
Fund # 10-036-0010

**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: January 10, 2023


Approved for payment:

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


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

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

  
\_\_\_\_\_  
Commissioner, Position 4

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

Reference #	ACH Request Date(s):	Total ACH Requests
ACH 22-24	12/22/22,12/23/22	\$ 684.40

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

## US BANK SINGLEPOINT - 3629 TRANSACTIONS

Trans. Date	Paychex Cash Requirement Debits	
12/22/2022	Net Pay: Direct Deposits/Live Checks	352.36
		-
12/23/2022	Taxpay (Soc. Sec., MC, Federal Income Tax, WAPF/ML)	60.43
		-
		-
		-
		-
	Quarterly L&I	-
12/23/2022	<b>PAYCHEX INVOICE</b>	271.61
		684.40

**PAY32 TRANSACTION TOTALS**

**\$**

**684.40**

  
 Preauthorization signature (FC/DC/CAO)

December 23 2023 payroll transactions

## PAYROLL - GENERAL LEDGER BARS CODING

PAYDATE: 12/23/22

DIRECT DEPOSIT: GROSS PAY MINUS EE DEDUCTIONS												
Trans Type	BIAS Memo	Vendor	Distribution Remark	BARS #				AMOUNT	BAL TO PX PAY JOURNAL			
COMMISSIONERS (11)												
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	Wages	522	11	10	10	01	384.00	384.00		
BALANCE TO GROSS PAY									384.00			
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	522	10	29	99	00	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE DCP 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	
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	
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Social Security	522	10	29	99	00	(23.80)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Medicare	522	10	29	99	00	(5.56)
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE Federal Income Tax	522	10	29	99	00	-
PAYROLL	GROSS TO NET PAY	679 - PAYROLL DIRECT DEPOSIT	EE WA PFML - ADM	522	10	21	30	01	(1.69)
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	
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	(0.59)
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									352.36
Company Total - Deductions									
Company Total - Withholding									(31.64)
Company Total - Net Pay									

## PAYROLL - GENERAL LEDGER BARS CODING - PAGE 2

PAYDATE: 12/23/22

PAYCHEX VENDOR CHECKS												
Trans Type	BIAS Memo	Vendor	Distribution Remark	BARS #				EE Deduction Offset entry	ER Expense Entry	Total Agency ReadyCheck	N/A	
US BANK DEBIT PAY32: PAYCHEX												
PAYROLL	BENEFITS/TAXES	680 - PAYROLL TAXES (EFTPS)	EE SS/MC/HT/PFML offset	522	10	29	99	00	31.05		60.43	
			ADM: ER SS/MC	522	10	21	10	01		29.38		
			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	678 - PAYCHEX	Paychex Invoice	522	10	41	10	05		271.61	271.61	
Invoice #:												
Current Encumbered: DO NOT ENTER into BARS												
L & I ENCUMBERED / QTLY DEBIT												
PAYROLL	BENEFITS/TAXES	940 - WASHINGTON DEPT OF L&I	ADM: ER L&I	522	10	21	20	01	-		0.90	
			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	0.90			
			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	-			
Qdly Debit ENTRY AMTS												



## Special District Voucher Approval Document

2022-120

KC v2.0

Scheduled Payment Date: 12/21/2022

Total Amount: \$632.58

Control Total: 1

Payment Method: WARRANT

District Name: Eastside Fire & Rescue

File Name: AP\_ESFIRERQ\_APSUPINV\_20221219111759.csv

Fund #: 101106030

### CONTACT INFORMATION

Preparer's Name: \_\_\_\_\_

*[Signature]*

Email Address: kcprinting@esf-r.org

### PAYMENT CERTIFICATION

RCW (42.24.080)

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

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

<i>[Signature]</i>	<u>1/10/23</u>
Authorized District Signature	Date
<i>[Signature]</i>	<u>1/10/23</u>
Authorized District Signature	Date
<i>[Signature]</i>	<u>1/10/23</u>
Authorized District Signature	Date

<i>[Signature]</i>	<u>1/10/23</u>
Authorized District Signature	Date
<i>[Signature]</i>	<u>12/19/2022</u>
Authorized District Signature	Date
<i>[Signature]</i>	<u>1/10/23</u>
Authorized District Signature	Date

### SUBMIT SIGNED DOCUMENT TO:

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

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

### KING COUNTY FINANCE USE ONLY:

Batch Processed By: \_\_\_\_\_

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



## Special District Voucher Approval Document

KC v2.0

**District Name:** Eastside Fire & Rescue

**File Name:** AP\_ESFIRERQ\_APSUPINV\_20221219111759.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
LN CURTIS & SONS			221214001	12/21/2022	\$632.58	652,127

## ACCOUNTS PAYABLE

Eastside Fire & Rescue

As Of: 12/21/2022

Time: 09:29:36 Date: 12/19/2022

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
38657	11/21/2022	12/21/2022	330 LN CURTIS & SONS	632.58	Hydrant Bags for Battalion 3 Apparatus
522	20	31	20-31 Hose & Brass Expense - F	301 000 522 Equipment Repl: 2205	632.58

Report Total: 632.58

Fund	
301 Equipment Replacement Fund (cash#2)	632.58

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or 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 is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim.

This report has been reviewed by:

 12/19/2022



2023-01



# Special District Voucher Approval Document

KC v2.0

Scheduled Payment Date: 01/09/2023

Total Amount: \$11,396.49

Control Total: 6

Payment Method: WARRANT

District Name: Woodinville Fire &amp; Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20230105112451.csv

Fund #: 100360010

## CONTACT INFORMATION

Preparer's Name:

Email Address: kcprinting@esf-r.org

## PAYMENT CERTIFICATION

RCW (42.24.080)

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

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

	1/10/23	Date
Authorized District Signature		
/s/ Doug Halbert	1/10/23	Date
Authorized District Signature		
	1/10/23	Date
Authorized District Signature		

	1-10-23	Date
Authorized District Signature		
	1/10/23	Date
Authorized District Signature		
	1/5/23	Date
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

## KING COUNTY FINANCE USE ONLY:

Batch Processed By: \_\_\_\_\_

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



## Special District Voucher Approval Document

KC v2.0

District Name: Woodinville Fire & Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20230105112451.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
CITY OF WOODINVILLE			230101001	01/09/2023	\$832.50	Q4 2022
HAGGARD & GANSON LLP			230101002	01/09/2023	\$55.00	318
IAFF HEALTH & WELLNESS TRUST			230101003	01/09/2023	\$331.12	30,608
SPRINGBROOK HOLDING CO LLC			230101004	01/09/2023	\$8,949.09	B001131,CM-B000109
US BANK CORPORATE PAYMENT SYSTEMS			230101005	01/09/2023	\$430.78	1420-6 DEC 2022,8863-1 PLAQUE
VFIS			230101006	01/09/2023	\$798.00	169867127

# ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 01/09/2023

Time: 13:27:34 Date: 01/04/2023

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>20204</b>	<b>01/02/2023</b>	<b>01/09/2023</b>	<b>169</b>	<b>CITY OF WOODINVILLE</b>	<b>832.50 5% OF PERMIT REVENUE</b>
522 30 41	10-01	COW 5% Of Permit Fees	001 000 522 General Expense	832.50	CoW Share of Q4 2022 Receipts
<b>20205</b>	<b>01/03/2023</b>	<b>01/09/2023</b>	<b>1188</b>	<b>HAGGARD &amp; GANSON LLP</b>	<b>55.00 AUDIT CONSULTATION</b>
522 10 41	10-02	Prof Svcs - Legal (PFR)	001 000 522 General Expense	55.00	Legal Svcs - December 2022 (Invoice 318)
<b>20206</b>	<b>12/19/2022</b>	<b>01/09/2023</b>	<b>1237</b>	<b>IAFF HEALTH &amp; WELLNESS TRUST</b>	<b>331.12 JANUARY 2023</b>
522 10 22	30-01	LEOFF 1 - Medicare/Med	001 000 522 General Expense	331.12	Billing 30608
<b>20207</b>	<b>11/02/2022</b>	<b>01/09/2023</b>	<b>1100</b>	<b>SPRINGBROOK HOLDING CO LLC</b>	<b>12,091.23 2023 USER SUBSCRIPTIONS</b>
522 10 48	30-11	IT - Springbrook (BIAS) Fi	001 000 522 General Expense	12,091.23	2023 Springbrook Financial Software Subscription
<b>20208</b>	<b>11/29/2022</b>	<b>01/09/2023</b>	<b>1100</b>	<b>SPRINGBROOK HOLDING CO LLC</b>	<b>-3,142.14 CREDIT MEMO FOR REDUCED NUMBER OF LICENSES</b>
522 10 48	30-11	IT - Springbrook (BIAS) Fi	001 000 522 General Expense	-3,142.14	2023 Springbrook Financial Software Subscription
Total SPRINGBROOK HOLDING CO LLC				8,949.09	
<b>20209</b>	<b>12/02/2022</b>	<b>01/09/2023</b>	<b>1232</b>	<b>US BANK CORPORATE PAYMENT SYSTEMS</b>	<b>130.79 DECEMBER 2022 MONTHLY SUBSCRIPTION</b>
522 10 48	30-20	IT - Website Maintenance	001 000 522 General Expense	130.79	MS Office 365 Subscription (5 BoFC) for 10/17 - 11/16/22
<b>20210</b>	<b>12/06/2022</b>	<b>01/09/2023</b>	<b>1232</b>	<b>US BANK CORPORATE PAYMENT SYSTEMS</b>	<b>299.99 RETIREMENT PLAQUE - WALLGREN</b>
522 10 49	80-01	Unexpected Costs	001 000 522 General Expense	299.99	RETIREMENT PLAQUE - WALLGREN
Total US BANK CORPORATE PAYMENT SYSTEMS				430.78	
<b>20211</b>	<b>12/20/2022</b>	<b>01/09/2023</b>	<b>3914</b>	<b>VFIS</b>	<b>798.00 01/19/2023-01/19/2024</b>
522 10 46	10-01	Insurance - Bldgs/Appart	001 000 522 General Expense	798.00	2023 Premium to renew the volunteer accident/sickness insurance
Report Total:				11,396.49	
Fund					
001 General Expense Fund (10-036-0010)				11,396.49	

## ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 01/09/2023

Time: 13:27:34 Date: 01/04/2023

Page: 2

Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
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This report has been reviewed by:

Signature:

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

Date: 1/5/2023