

SNOHOMISH COUNTY FIRE PROTECTION DIST. 22
BOARD OF DIRECTORS MEETING
November 5, 2018

Commissioner Taylor called the meeting to order at 10:04 a.m.

The following were in attendance:

Commissioners: _____

Tim Bailey
Chris Greig
Paul Taylor

Staff Members: _____

Travis Hots, Fire Chief
Jeremy Stocker, Assistant Fire Chief
Deidre Korte, Board Secretary

Chief Hots led the flag salute.

PUBLIC HEARING / AUDIENCE PARTICIPATION

- None

Consent Agenda

- A. Approval of the October 15, 2018 regular meeting minutes
- B. Approval of Accounts Payable –
 - i. Expense Fund -\$ 7,549.63

Motion was made by Bailey, second by Greig to approve the Consent Agenda.

Motion carried (3-0).

Information Items

Communications: There were no communications.

Board of Trustees: Nothing to report at this time.

Fire Chief Report

Operations Report: We have responded to 1364 alarms to date and 460 of those calls have been cancelled.

Conference: The chiefs attended the drone conference last week in Dallas. The conference was an excellent opportunity to network with other public safety officials involved in the unmanned aircraft systems. The representatives from DJI answered questions regarding the industry and where it is headed in the future. They purchased glasses to be worn while flying

the drone so they operator may view the image projected on the screen and the drone. The glasses were offered on a conference special at half off the regular purchase price.

Grant: The grants applied for are for SCBA's and power cots for the aid cars. A grant through the Department of Natural Resources for \$12,000 to go towards Brush 68C.

Tender: Chief Hots reported to the board that an individual contacted him to offer a trade on the Tender for another type of vehicle. Chief recommends to the board to not accept the trade because the district has no use for the type of vehicle.

PS Clean Air: A reimbursement has been received for an illegal burn form Puget Sound Clean Air.

Audit: The state audit is required every three years will begin next week.

Current Business

- Nothing

New Business

2019 Budget Review and Discussion: The board was provided with a preliminary budget for the year 2019. Chief Hots went over each line item. Commissioner Greig would like to see an increase in the part time firefighter hourly rate. Chief Hots will look into this request. If the board agrees with the proposed budget then the 2019 Budget Hearing and adoption will be held at the next regular board meeting November 19, 2018. The board agrees with the current proposed budget and the hearing to be held at the next board meeting. Secretary Korte will place the legal notice in the Herald newspaper.

Call on the Board Members


- Commissioner Taylor will deliver the paperwork received at the Risk Management insurance meeting last week. There will be an increase in the premiums for 2019. The board asks Chief Hots if the Risk Management meetings may be held at District 22 next year. In hopes of a more convenient location to improve attendance. Chief Hots fully supports the idea.

Adjournment

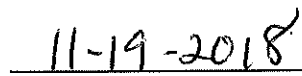
Motion was made by Greig, second by Bailey to adjourn from the regular meeting.

Motion carried (3-0).

With no further action required, the Board adjourned at 11:00 a.m.



Deidre Korte
Board Secretary



Date approved

SNOHOMISH COUNTY FIRE PROTECTION DIST. 22
BOARD OF DIRECTORS MEETING
November 19, 2018

CALL TO ORDER / FLAG SALUTE

Chairperson Taylor called the meeting to order at 10:00 a.m.

The following were in attendance:

Commissioners:

Tim Bailey
Chris Greig
Paul Taylor

Staff Members:

Travis Hots, Fire Chief
Jeremy Stocker, Assistant Fire Chief
Deidre Korte, Administrative Assistant/Board Secretary

Chief Hots led the flag salute.

2018 WA AUDIT ENTRANCE CONFERENCE

- Paul Griswold and Erika Davies representing the State Auditor's Office (SAO). Auditor Griswold explained the audit was a three-year accountability audit/ The engagement letter was reviewed. At the end of the audit there will be an audit exit conference. The audit will be complete by year end.

PUBLIC HEARING / AUDIENCE PARTICIPATION

- There was no representation from the public in attendance.

Consent Agenda

- A. Approval of the November 5, 2018 regular meeting minutes
- B. Approval of Accounts Payable
 - i. Expense Fund- \$ 17,797.99
 - ii. Expense Fund - \$ 26,692.33
 - iii. Approval of November payroll \$ 67,171.65 (Excluding Benefits)
- C. Accept financial reports for month ending October 31, 2018.

Motion was made by Greig, second by Bailey to approve the Consent Agenda Item A.

Motion carried (3-0).

Motion was made by Greig, second by Bailey to approve the Consent Agenda Item B.

Motion carried (3-0).

Motion was made by Greig, second by Bailey to accept the financial reports for month ending October 31, 2018.

Motion carried (3-0).

INFORMATION ITEMS

Communications: All communications were included in the board packet.

Board of Trustees: There is nothing for the Board of Trustees.

Fire Chief Report

Operations Report: We have responded to 1418 alarms to date and 476 of those calls have been cancelled.

Recent Calls: There was a fully involved house fire last night.

SAO Audit: The SAO Audit engagement letter requires a signature from Chief Hots and Chairperson Taylor. Both signed the letter.

EMAC: A deployment to California is a possibility with all the wildfires and destruction. Chief Hots attended a meeting between the Northwest Fire Defense Board and the State Fire Marshalls office. The Northwest Region plan is under scrutiny in regards to the portal to portal cost. This is in regards to the recent deployments to California this summer.

GEMT: The program is going well. Chief Hots reviewed the cost report with the consultant. The settlement money will be received in 2019. The cost per call is \$1800. Chief Hots recommends to the board that all GEMT monies go into the Capital Fund. The Board of Commissioners agree all the funds received from the GEMT program shall go into the Capital Fund (301).

Current Business

Central Pierce Fire & Rescue-GEMT Cost: Central Pierce Fire and Rescue are asking all the districts that participated in the GEMT program to share the cost they incurred in having this program brought to Washington. This is a one-time payment for the work done. Chief Hots consulted with Attorney Brian Snure to verify this was a legal request. Snure recommends the district pay the portion owed. Commissioner Bailey makes a request that in the future the district be notified ahead of time for the charge.

Motion was made by Bailey, second by Greig to pay Central Pierce Fire and Rescue in the amount of \$1,059.60.

Motion carried (3-0).

New Business

Family Medical Leave Act (FMLA): The FMLA is new legislation in Washington State requiring all employees to have a FMLA account. The employer may opt to pay the employee portion. An employer with less than 50 employees does not have to pay the employer portion. Chief Hots recommends the employer pay the employee portion. The board agrees.

Final 2019 Budget Review: A few changes to the budget regarding the FMLA account. Secretary Korte provided a final budget for the board to review. After review there were no additional questions.

Adopt Resolution No 2018-06 Authorization of 2019 Regular Levy

Motion was made by Greig, second by Bailey to adopt Resolution No. 2018-06.

Motion carried (3-0).

Adopt Resolution No 2018-07 Authorization of 2019 EMS Levy

Motion was made by Bailey, second by Greig to adopt Resolution No. 2018-07.

Motion carried (3-0).

Adopt Resolution No 2018-08 A Resolution Adopting the 2019 Operating Budget and Levy Certification

Motion was made by Bailey, second by Greig to adopt Resolution No. 2018-08 A Resolution Adopting the 2019 Operating Budget and Levy Certification.

Motion carried (3-0).

Call on Board Members

- There were no additional comments from the board.

Adjournment

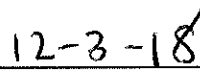
Motion was made Bailey, second by Greig to adjourn from the regular meeting.

Motion carried (3-0).

With no further action required, the Board adjourned at 11:45 a.m.



Deidre Korte
Board Secretary



Date approved

**SNOHOMISH COUNTY FIRE DISTRICT NO. 22
RESOLUTION 2018-08**

**A RESOLUTION ADOPTING THE 2019 OPERATING BUDGET
AND LEVY CERTIFICATION**

WHEREAS, the Board of Commissioners of Snohomish County Fire District No. 22 establishes an official budget each year to provide operating funds; and

WHEREAS, the Board of Commissioners of Snohomish County Fire District No. 22 had properly given notice of a public hearing, held November 19th, 2018, to consider the Fire District's current expense budget for the 2019 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the Board of Commissioners of Snohomish County Fire District No. 22 after hearing and considering all relevant evidence and testimony presented, determined that Snohomish County Fire District No. 22 requires an increase in the property tax revenue from the previous year to discharge the expected expenses and obligations in the best interest of the District; and

NOW, THEREFORE BE IT RESOLVED, that the Snohomish County Fire District No. 22 Commissioners hereby adopt the following:

Section 1. The Snohomish County Assessor has notified the Board of Commissioners of Snohomish County Fire District No. 22 that the estimated assessed valuation of real properties lying within the boundaries of said Fire District for the calendar year 2019 is \$ 818,492,428 for Regular Levy and \$830,818,528 for EMS Levy.

Section 2. The Snohomish County legislative authority is certified to collect levies in 2018 for Snohomish County Fire District No. 22 in the amounts not to exceed \$ 923,000.00 of regular Levy and \$ 305,000.00 of EMS Levy, resulting in a combined maximum total of \$ 1,228,000.00.

Section 3. The Snohomish County Treasurer is authorized and directed to deposit and sequester the monies received from the collection of the tax levies specified above in the amounts and funds specified below:

- a. \$ 1,228,000.00 into the Expense Fund of Snohomish County Fire District No. 22.

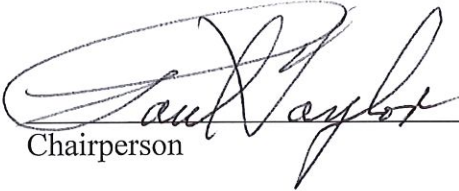
Section 4. The budget for Snohomish County Fire District No. 22, for the year 2019, is hereby adopted by this reference at fund level, in the aggregate amount of \$ 1,823,745, as set forth in the document entitled "Snohomish County Fire District No. 22, 2019 Annual Budget" of which is on file with the Fire Chief.

Section 5. The totals of estimated revenues and appropriations for each separate Fund and the aggregate total for all such Funds combined, of Snohomish County Fire District No. 22, for the year 2019, are set forth in summary form as follows:

Board Chair initials 

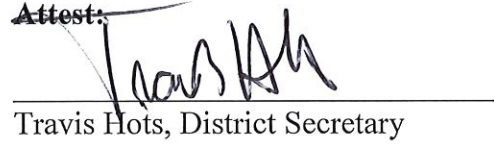
Fund	Name	Estimated Beginning Fund Balance & 2019 Revenue	Appropriations & Transfers	Ending Fund Balance
001	SCFD #22 Expense Fund 790-70	1,767,681	1,298,745	468,936
301	SCFD #22 Reserve Fund/Capital Projects 790-73	1,884,517	525,000	1,359,517
TOTAL ALL FUNDS		3,652,198	1,823,745	1,828,453


ADOPTED at the regular meeting of the Board of Commissioners of Snohomish County Fire District No. 22 this 19th day of November 2018.


Chairperson


Commissioner


Commissioner

Attest:

Travis Hots, District Secretary

Board Chair initials 

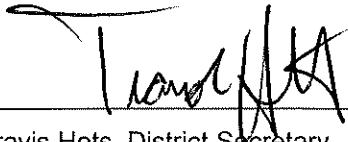
SNOHOMISH COUNTY FIRE PROTECTION DISTRICT NO. 22
2019 Levy Certification

In accordance with RCW 84.52.020, I, Travis Hots, District Secretary, for Snohomish County Fire District No. 22, do hereby certify to the Snohomish County legislative authority that the Board of Commissioners of said district requests that the following levy amounts be collected in 2019 as provided in the district's budget, which was adopted following a public hearing held on November 19, 2018:

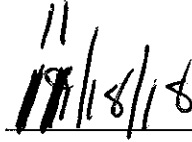
Regular Levy: \$ 923,000 (includes \$ 1761.09 for refunds)

EMS Levy \$ 305,000 (includes \$ 562.59 for refunds)

Excess Levy: \$ 0



Travis Hots, District Secretary



Date

Board Chair initials _____



SNOHOMISH COUNTY FIRE DISTRICT NO. 22
Resolution No. 2018-07
RCW 84.55.120

Authorization of 2019 EMS Levy

WHEREAS, the Board of Commissioners of Snohomish County Fire District No. 22 has met and considered its budget for the calendar year 2019; and

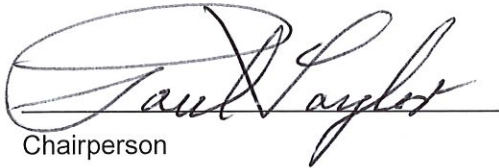
WHEREAS, the districts actual levy amount from the previous year was \$ 290,232.69 and,

WHEREAS, the population of this district is less than 10,000; and now, therefore,


BE IT RESOLVED by the Board of Commissioners of Snohomish County Fire District No. 22 that an increase in the EMS property tax levy is hereby authorized for the levy to be collected in the 2019 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$2,902.33 which is a percentage increase of 1 % from the previous year's actual levy. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 19th day of November 2018.


Chairperson


Commissioner


Commissioner

Attest: 
Travis Hots, District Secretary

Board Chair initials 

SNOHOMISH COUNTY FIRE DISTRICT NO. 22
Resolution No. 2018-06
RCW 84.55.120

Authorization of 2019 Regular Levy

WHEREAS, the Board of Commissioners of Snohomish County Fire District No. 22 has met and considered its budget for the calendar year 2019; and

WHEREAS, the districts actual levy amount from the previous year was \$892,137.38 and,

WHEREAS, the population of this district is less than 10,000; and now, therefore,

BE IT RESOLVED by the Board of Commissioners of Snohomish County Fire District No. 22 that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2019 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 8,921.38, which is a percentage increase of 1% from the previous year's actual levy. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 19th day of November 2018.


Chairperson


Commissioner


Commissioner

Attest:

Travis Hots, District Secretary

Board Chair initials 