



**Leading to Meet the Growing Public Safety Needs of our Regional Communities
Leadership - Integrity - Trust - Respect - Excellence**

Board of Commissioners
Regular Meeting Agenda
March 5, 2024

Attendance

7:00 PM

In person at Headquarters and Zoom Virtual Meeting ID 861 5293 4763

- 1. CALL TO ORDER (7:00 p.m.)**
- 2. PLEDGE OF ALLEGIANCE (7:01 p.m.)**
- 3. APPROVAL OF AGENDA (7:02 p.m.)**
- 4. CONSENT AGENDA (7:04 p.m.)**
 - a. Claims Voucher totaling \$1,406,265.41
 - b. Payroll Summary and Authorization for February 2024
- 5. APPROVAL OF MEETING MINUTES (7:05 p.m.)**
 - a. February 20, 2024 Regular Meeting
 - b. February 27, 2024 Special Meeting
- 6. PUBLIC COMMENT Notice: All public comment are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter 42.56. (7:07 p.m.)**
- 7. FIRE CHIEF REPORT (7:16 p.m.)**
- 8. LEGAL REPORT (7:21 p.m.)**
- 9. UNION REPORT (7:26 p.m.)**
- 10. COMMITTEE UPDATES (7:31 p.m.)**
 - a. Capital Facilities
 - b. Finance and Human Resources - David Chan
 - c. Intergovernmental - Ed Widdis
 - d. SNO911 - Michael Fearnough

11. UNFINISHED BUSINESS (7:36 p.m.)

- a. Fire Marshal and Prevention Duties for Discussion - Assistant Chief Bob Eastman/Deputy Chief Todd Anderson (PAGES 41 - 54)

12. COMMISSIONER COMMENTS (8:00 p.m.)

13. EXECUTIVE SESSION (8:05 p.m.)

- a. Collective Bargaining Pursuant to RCW 42.30.140 (4)(a)(b)
- b. Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g)

14. ADJOURNMENT (10:00 p.m.)

15. AGENDA DISCLAIMER - Members of the public are advised that times listed on the agenda are approximate and that items on the agenda may be addressed sooner or later than the time specified.

South County Fire strives to provide accessible opportunities for all members of the public. Please notify the Board Executive Assistant at 425-551-1251 or mblankenship@southsnofire.org at least 48 hours prior to any South County Fire meeting if any accommodations are needed.



Blanket Voucher Approval

Date: March 5, 2024

SOUTH SNOHOMISH COUNTY FIRE & RESCUE CLAIMS VOUCHER

We the undersigned Board of Commissioners of the above-named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received, that any advance payment is due and payable pursuant to a contract, and that the vouchers identified below are approved for payment.

Board Chair _____

CLAIMS BY FUND	
GENERAL FUND 001	721,168.29
LEOFF 1 CLAIM FUND 003	191,302.79
RESERVE FUND 302	85,231.59
SELF INSURANCE FUND 502	408,562.74
TOTAL CLAIMS BY FUND	1,406,265.41

Voucher No	Claimant	Reference	Amount
15111	ALLSTREAM BUSINESS US, INC	COMMUNICATION	1,050.76
15112	ALVAR, DAVID	LEOFF 1 CLAIM	1,738.80
15113	ASPDEN, WARREN	LEOFF 1 CLAIM	174.70
15114	ASSOCIATED PETROLEUM PRODUCTS, INC.	FUEL	1,543.50
15115	BATES, MICHAEL	LEOFF 1 CLAIM	494.70
15116	BLACK RHINO MARKETING, LLC	UNIFORMS	1,300.12
15117	BLAUER TACTICAL SYSTEMS, INC.	PROFESSIONAL SERVICES	18,750.00
15118	CAMPBELL, RICH	PROFESSIONAL SERVICES	9,138.00
15119	CDW GOVERNMENT	HARDWARE	15,320.61
15120	CHELAN COUNTY PUBLIC HOSPITAL #1	REGISTRATIONS	4,950.00
15121	CHOMOS, BRENT	LEOFF 1 CLAIM	543.70
15122	COLLINS, JUSTIN	REIMBURSEMENT	482.62
15123	COLUMBIA SOUTHERN UNIVERSITY	TUITION	1,832.80
15124	COMCAST	COMMUNICATION	3,053.95
15125	CRESSY DOOR COMPANY INC	REPAIR/MAINTENANCE	9,370.35
15126	CSD ATTORNEYS AT LAW	LEGAL SERVICES	25,930.36
15127	DUNLAP UNDUSTRIAL HARDWARE INC	OPERATIONS SUPPLIES	153.64
15128	EDMONDS, CITY OF	Q4 2023 TRANSPORTS	348,595.33
15129	ERGOMETRICS & APPLIED PERSONNEL	PROFESSIONAL SERVICES	5,490.00
15130	EVERETT COMMUNITY COLLEGE	TEXTBOOKS	219.53
15131	GIBLER, STEPHEN	LEOFF 1 CLAIM	174.70

15132	GRAIL, LLC	PROFESSIONAL SERVICES	34,721.50
15133	GRAINGER	STATION SUPPLIES	6,353.52
15134	HALVERSON, MERLIN	LEOFF 1 CLAIM	244.60
15135	HENDRICKS, DUANE	LEOFF 1 CLAIM	166.70
15136	HEUER, RONALD	LEOFF 1 CLAIM	349.40
15137	HOBBS, RUSSELL	LEOFF 1 CLAIM	174.70
15138	HOMMERTZHEIM, GARY	LEOFF 1 CLAIM	1,978.80
15139	JOHNSON, KEN	LEOFF 1 CLAIM	174.70
15140	KELLER, LARRY	LEOFF 1 CLAIM	249.69
15141	KINGMAN, KEN	LEOFF 1 CLAIM	174.70
15142	KRAUSE, BRUCE	LEOFF 1 CLAIM	174.70
15143	LIFE ASSIST	EMS SUPPLIES	11,098.53
15144	LINDER ELECTRIC, INC.	REPAIR/MAINTENANCE	10,222.82
15145	LINDSEY, STEVEN	LEOFF 1 CLAIM	174.70
15146	LOCALITY MEDIA, INC.	REPAIR/MAINTENANCE	34,673.10
15147	LOCUTION SYSTEMS INC.	REPAIR/MAINTENANCE	33,721.29
15148	MCGAUGHEY, JAMES	LEOFF 1 CLAIM	174.70
15149	MICHAEL JOSEPH MCCALL	PROFESSIONAL SERVICES	25,000.00
15150	MORGAN MECHANICAL	REPAIR/MAINTENANCE	17,931.68
15151	MORRIS, CLIFFORD	LEOFF 1 CLAIM	174.70
15152	PACIFIC MOBILE STRUCTURES, INC	RENTAL	814.94
15153	PACIFIC SURVEYING & ENGINEERING SERVICES,	PROFESSIONAL SERVICES	14,786.50
15154	PUBLIC SAFETY PSYCHOLOGICAL SERVICES	PROFESSIONAL SERVICES	6,720.00
15155	PURCELL TIRE AND SERVICE CENTER	REPAIR/MAINTENANCE	476.25
15156	QUINTEL, JAMES	LEOFF 1 CLAIM	3,653.82
15157	RESERVE ACCOUNT	POSTAGE STAMP REFILL	1,000.00
15158	ROWLAND, MICAH	PER DIEM	55.00
15159	RUSSELL'S MOBILE CAR DETAILING	REPAIR/MAINTENANCE	589.62
15160	SCOVILLE, DENNY	LEOFF 1 CLAIM	1,978.80
15161	SEAWESTERN	SAFETY EQUIPMENT	95,358.68
15162	SEYFARTH SHAW LLP	LEGAL SERVICES	532.00
15163	SHEEHAN, JERRY	LEOFF 1 CLAIM	349.40
15164	SKAGIT COUNTY EMS	REGISTRATIONS	600.00
15165	SPECIAL OPS POLICY BOARD	2024 ASSESSMENTS	56,497.45
15166	STRAWN, CORY	REIMBURSEMENT	1,136.24
15167	STRONG, SARA	REIMBURSEMENT	13.45
15168	STRYKER CORPORATION	EMS SUPPLIES	14,688.19
15169	TCA ARCHITECTURE - PLANNING	PROFESSIONAL SERVICES	6,715.00
15170	THOMAS, WILLIAM	LEOFF 1 CLAIM	533.90
15171	UKG KRONOS SYSTEMS. LLC.	PROFESSIONAL SERVICES	6,994.44
15172	UNIFIRST	REPAIR/MAINTENANCE	734.09
15173	UNITED DIAGNOSTIC SERVICES LLC	PROFESSIONAL SERVICES	16,900.00
15174	UPS	POSTAGE	43.67
15175	VFIS	INSURANCE	1,608.00
15176	VOLLANDT, PATRICK	LEOFF 1 CLAIM	174.70
15177	WA ST DEPT OF LABOR & INDUSTRIES	REPAIR/MAINTENANCE	269.10

15178	WEBSTER, GLEN	LEOFF 1 CLAIM	5,200.00
15179	WELLNESS BIODENTISTRY, PC	LEOFF 1 CLAIM	940.70
15180	WIRTZ, RICHARD	LEOFF 1 CLAIM	688.50
15181	WOLD, GREG	LEOFF 1 CLAIM	174.70
15182	ZERFOSS, GARY	LEOFF 1 CLAIM	1,834.80
15183	ADVANTAGE BUILDING SERVICES	REPAIR/MAINTENANCE	776.28
			871,080.92
Wire	Claimant	Reference	Amount
WIRE	HEALTHCARE MGMT ADMINISTRATORS	INSURANCE	525,376.02
WIRE	US BANK	CREDIT CARD CHARGES	9,808.47
			535,184.49

Accounts Payable

Disbursement Voucher

User: SEvenson
Printed: 02/29/2024 - 3:01PM



Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor No.	50147			
Claimant:	ADVANTAGE BUILDING SERVICES 3102 Hoyt Ave #566 EVERETT, WA 98201		Fund No. 001 Account No.	
Voucher No.	000015183	Check No. 000015183	Check Date 3/5/2024	
2/1/2024	6298	1/24 HQ Cleaning	001-62-10-522-50-48-00	776.28
Vendor Total:				776.28
Vendor No.	50025			
Claimant:	ALLSTREAM BUSINESS US, INC PO BOX 734521 CHICAGO, IL 60673		Fund No. 001 Account No.	
Voucher No.	000015111	Check No. 000015111	Check Date 3/5/2024	
1/15/2024	20215508	HQ Fax/Alarm	001-32-00-522-20-42-00	185.01
1/15/2024	20215508	Sta 13 Fax/Alarm	001-32-00-522-20-42-00	161.73
1/15/2024	20215508	HQ Fax/Alarm	001-32-00-522-20-42-00	174.73
2/15/2024	20301480	Sta 13 Fax/Alarm	001-32-00-522-20-42-00	161.73
2/15/2024	20301480	HQ Fax/Alarm	001-32-00-522-20-42-00	185.01
2/15/2024	20301480	HQ Fax/Alarm	001-32-00-522-20-42-00	182.55
Vendor Total:				1,050.76
Vendor No.	50351			
Claimant:	ALVAR, DAVID 7727 236TH ST SW EDMONDS, WA 98026		Fund No. 003 Account No.	
Voucher No.	000015112	Check No. 000015112	Check Date 3/5/2024	
2/13/2024	24-Feb	2023 Medicare Part B	003-00-00-522-10-29-00	1,738.80
Vendor Total:				1,738.80

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor No.	50056			
Claimant:	ASPDEN, WARREN 13011 228TH NE ARLINGTON, WA 98223		Fund No. 003 Account No.	
Voucher No.	000015113	Check No. 000015113	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
		Vendor Total:		174.70
Vendor No.	50257			
Claimant:	ASSOCIATED PETROLEUM PRODU PO BOX 34600 SEATTLE, WA 98124-1600		Fund No. 001 Account No.	
Voucher No.	000015114	Check No. 000015114	Check Date 3/5/2024	
2/8/2024	24-026224	Sta 11 Fuel	001-60-00-522-60-32-00	331.46
2/9/2024	24-027274	Sta 18 Fuel	001-60-00-522-60-32-00	1,212.04
		Vendor Total:		1,543.50
Vendor No.	50377			
Claimant:	BATES, MICHAEL 15302 EAST 682 PR BENTON CITY, WA 99320-8871		Fund No. 003 Account No.	
Voucher No.	000015115	Check No. 000015115	Check Date 3/5/2024	
1/9/2024	24-Jan	10/23-12/23 Medicare Part B	003-00-00-522-10-29-00	494.70
		Vendor Total:		494.70
Vendor No.	50699			
Claimant:	BLACK RHINO MARKETING, LLC 19705 SCRIBER LK RD STE 103 LYNNWOOD, WA 98036		Fund No. 001 Account No.	
Voucher No.	000015116	Check No. 000015116	Check Date 3/5/2024	
2/16/2024	22368	(2) Fire Corp Jackets	001-38-41-522-30-31-00	149.95
2/16/2024	22369	(6) Fire Corp Shirts	001-38-41-522-30-31-00	332.32
2/16/2024	22370	(4) Jackets	001-55-10-522-20-35-25	817.85

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				1,300.12
Vendor No.	51662			
Claimant:	BLAUER TACTICAL SYSTEMS, INC 270-F N EL CAMINO REAL #477 ENCINITAS, CA 92024		Fund No. 001 Account No.	
Voucher No.	000015117	Check No. 000015117	Check Date 3/5/2024	
2/21/2024	14010	Safety Tactical Class for Firefighters 50%	001-42-10-522-20-41-00	18,750.00
Vendor Total:				18,750.00
Vendor No.	50117			
Claimant:	CAMPBELL, RICH 4211 LATONA AVE NE SEATTLE, WA 98105		Fund No. 001 Account No.	
Voucher No.	000015118	Check No. 000015118	Check Date 3/5/2024	
2/10/2024	10 Feb 2024	1/24 Supervising Physican	001-42-10-522-20-41-00	9,138.00
Vendor Total:				9,138.00
Vendor No.	50004			
Claimant:	CDW GOVERNMENT 75 REMITTANCE DR STE 1515 CHICAGO, IL 60675-1515		Fund No. 302 Account No.	
Voucher No.	000015119	Check No. 000015119	Check Date 3/5/2024	
2/9/2024	PN48923	HQ Switch Replacement	302-67-00-594-22-64-15	13,246.52
2/14/2024	PP68078	HQ Switch Replacement	302-67-00-594-22-64-15	2,074.09
Vendor Total:				15,320.61
Vendor No.	51663			
Claimant:	CHELAN COUNTY PUBLIC HOSPIT 817 Commercial Street Leavenworth, WA 98826		Fund No. 001 Account No.	
Voucher No.	000015120	Check No. 000015120	Check Date 3/5/2024	
1/18/2024	2024-PLS#2	(11) Paramedic Lecture Series Registration	001-42-10-522-45-43-10	4,950.00

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				4,950.00
Vendor No.	50058			
Claimant:	CHOMOS, BRENT 17802 LARCH WAY LYNNWOOD, WA 98037		Fund No. 003 Account No.	
Voucher No.	000015121	Check No. 000015121	Check Date 3/5/2024	
2/27/2024	24-March	3/24-5/24 Medicare Part B	003-00-00-522-10-29-00	543.70
Vendor Total:				543.70
Vendor No.	51396			
Claimant:	COLLINS, JUSTIN WA 98208		Fund No. 001 Account No.	
Voucher No.	000015122	Check No. 000015122	Check Date 3/5/2024	
2/21/2024	Fire Inst1	J.Collins Fire Instructor 1 Registraton Rein	001-46-10-522-45-43-10	425.00
2/21/2024	Fire Inst1	J.Collins Fire Instructor 1 Mileage Reimb	001-46-10-522-45-43-10	57.62
Vendor Total:				482.62
Vendor No.	50142			
Claimant:	COLUMBIA SOUTHERN UNIVERSI PO BOX 3110 ORANGE BEACH, AL 36561		Fund No. 001 Account No.	
Voucher No.	000015123	Check No. 000015123	Check Date 3/5/2024	
2/20/2024	291361021424	P.Moore Math 1301 Tuition	001-46-10-522-45-43-40	845.00
2/20/2024	327415021224	E.Johnson Risk Management Tuition	001-46-10-522-45-43-40	987.80
Vendor Total:				1,832.80
Vendor No.	50006			
Claimant:	COMCAST PO BOX 60533 CITY OF INDUSTRY, CA 91716-053		Fund No. 001 Account No.	
Voucher No.	000015124	Check No. 000015124	Check Date 3/5/2024	
2/13/2024	8662-02-24	Sta 17 Internet	001-32-00-522-20-42-00	202.97

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
2/13/2024	8662-02-24	Sta 19 Internet	001-32-00-522-20-42-00	204.79
2/13/2024	8662-02-24	Sta 13 Internet	001-32-00-522-20-42-00	203.88
2/13/2024	8662-02-24	Sta 23 Internet	001-32-00-522-20-42-00	202.97
2/13/2024	8662-02-24	Sta 22 Internet	001-32-00-522-20-42-00	202.97
2/13/2024	8662-02-24	Sta 18 Internet	001-32-00-522-20-42-00	205.78
2/13/2024	8662-02-24	Sta 10 Internet	001-32-00-522-20-42-00	202.97
2/13/2024	8662-02-24	Sta 21 Internet	001-32-00-522-20-42-00	204.79
2/13/2024	8662-02-24	Sta 12 Internet	001-32-00-522-20-42-00	202.97
2/13/2024	8662-02-24	Sta 16 Internet	001-32-00-522-20-42-00	204.27
2/13/2024	8662-02-24	Sta 11 Internet	001-32-00-522-20-42-00	202.97
2/13/2024	8662-02-24	Sta 76 Internet	001-32-00-522-20-42-00	10.51
2/13/2024	8662-02-24	Sta 14 internet	001-32-00-522-20-42-00	199.68
2/13/2024	8662-02-24	Sta 20 Internet	001-32-00-522-20-42-00	204.79
2/13/2024	8662-02-24	Sta 15 Internet	001-32-00-522-20-42-00	199.32
2/13/2024	8662-02-24	HQ Internet	001-32-00-522-20-42-00	198.32
Vendor Total:				3,053.95

Vendor No. 51622

Claimant: CRESSY DOOR COMPANY INC
PO BOX 1329
KENT, WA 98035

Fund No. 001
Account No.

Voucher No.	000015125	Check No.	000015125	Check Date	3/5/2024	
2/14/2024	193556	Sta 14 Bay Door Repair		001-62-10-522-50-48-00		9,370.35
Vendor Total:						9,370.35

Vendor No. 50005

Claimant: CSD ATTORNEYS AT LAW
1500 RAILROAD AVE
BELLINGHAM, WA 98225

Fund No. 001
Account No.

Voucher No.	000015126	Check No.	000015126	Check Date	3/5/2024	
1/31/2024	121289	1/24 Legal Services		001-15-00-522-10-41-00		25,930.36
Vendor Total:						25,930.36

Vendor No. 51571

Claimant: DUNLAP UNDUSTRIAL HARDWAR
1028 W MARINE VIEW DR
EVERETT, WA 98201

Fund No. 001
Account No.

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Voucher No. 11/15/2023	000015127 389725-1	Check No. 000015127 (4) Crosby Eliminators	Check Date 3/5/2024 001-43-10-522-10-31-00	153.64
Vendor Total:				153.64
Vendor No.	50082			
Claimant:	EDMONDS, CITY OF 121 5TH AVE N EDMONDS, WA 98020			Fund No. 001 Account No.
Voucher No. 2/29/2024	000015128 23-Dec	Check No. 000015128 Q4 2023 Transports	Check Date 3/5/2024 001-15-00-522-10-45-00	348,595.33
Vendor Total:				348,595.33
Vendor No.	50453			
Claimant:	ERGOMETRICS & APPLIED PERSONAL 2122 164TH ST SW, STE 300 LYNNWOOD, WA 98087			Fund No. 001 Account No.
Voucher No. 11/29/2023	000015129 144854	Check No. 000015129 2023 Tiller/Operator Promotional Written I	Check Date 3/5/2024 001-04-00-522-10-41-00	5,490.00
Vendor Total:				5,490.00
Vendor No.	50027			
Claimant:	EVERETT COMMUNITY COLLEGE 2000 TOWER ST EVERETT, WA 98201			Fund No. 001 Account No.
Voucher No. 2/8/2024	000015130 2320-110-FA23	Check No. 000015130 K.Karg Textbooks	Check Date 3/5/2024 001-46-10-522-45-43-40	219.53
Vendor Total:				219.53
Vendor No.	50061			
Claimant:	GIBLER, STEPHEN 24314 92ND W EDMONDS, WA 98020			Fund No. 003 Account No.
Voucher No. 3/1/2024	000015131 24-March	Check No. 000015131 3/24 Medicare Part B	Check Date 3/5/2024 003-00-00-522-10-29-00	174.70

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				174.70
Vendor No.	51661			
Claimant:	GRAIL, LLC 1525 O'BRIEN DRIVE MENO PARK, CA 94025	Fund No. 502 Account No.		
Voucher No.	000015132	Check No.	000015132	Check Date 3/5/2024
1/31/2024	ENT340123124	12/23 Bloodwork Cancer Screening-Credit	502-00-00-522-10-41-00	-324.50
12/31/2023	ENT345103123	12/23 Bloodwork Cancer Screening	502-00-00-522-10-41-00	35,046.00
Vendor Total:				34,721.50
Vendor No.	50010			
Claimant:	GRAINGER DEPT 829670207 PO BOX 419267 KANSAS CITY, MO 64141-6267	Fund No. 001 Account No.		
Voucher No.	000015133	Check No.	000015133	Check Date 3/5/2024
2/5/2024	9009907305	Sta 17 Station Supplies	001-62-10-522-50-31-00	146.69
2/5/2024	9009907313	Sta 76 Station Supplies	001-62-10-522-50-31-00	49.51
2/5/2024	9009981326	Sta 22 Station Supplies	001-62-10-522-50-31-00	107.05
2/7/2024	9012357449	Sta 15 Station Supplies	001-62-10-522-50-31-00	567.72
2/7/2024	9012357456	Sta 10 Station Supplies	001-62-10-522-50-31-00	65.38
2/7/2024	9013140414	Sta 21 Station Supplies	001-62-10-522-50-31-00	398.91
2/7/2024	9013140422	Sta 18 Station Supplies	001-62-10-522-50-31-00	82.08
2/9/2024	9016041809	Sta 15 Station Supplies	001-62-10-522-50-31-00	289.96
2/9/2024	9016152788	Sta 76 Station Supplies	001-62-10-522-50-31-00	346.81
2/9/2024	9016152796	Sta 10 Station Supplies	001-62-10-522-50-31-00	90.29
2/9/2024	9016281264	Sta 10 Station Supplies	001-62-10-522-50-31-00	116.99
2/12/2024	9016828239	Sta 18 Station Supplies	001-62-10-522-50-31-00	57.68
2/12/2024	9017053795	Sta 21 Station Supplies	001-62-10-522-50-31-00	35.95
2/12/2024	9017053803	Sta 15 Station Supplies	001-62-10-522-50-31-00	80.30
2/12/2024	9017053811	Sta 10 Station Supplies	001-62-10-522-50-31-00	288.47
2/12/2024	9017316994	Sta 19 Station Supplies	001-62-10-522-50-31-00	142.90
2/19/2024	9024886138	Sta 20 Station Supplies	001-62-10-522-50-31-00	53.51
2/19/2024	9024886146	Sta 20 Station Supplies	001-62-10-522-50-31-00	51.57
2/19/2024	9024886153	Sta 15 Station Supplies	001-62-10-522-50-31-00	10.75
2/19/2024	9024886161	Sta 76 Station Supplies	001-62-10-522-50-31-00	115.47
2/19/2024	9024886179	Sta 12 Station Supplies	001-62-10-522-50-31-00	564.57
2/19/2024	9024916554	Sta 11 Station Supplies	001-62-10-522-50-31-00	405.11
2/19/2024	9024916562	Sta 11 Station Supplies	001-62-10-522-50-31-00	150.33
2/19/2024	9024916570	Sta 15 Station Supplies	001-62-10-522-50-31-00	520.63
2/19/2024	9025216863	Sta 16 Station Supplies	001-62-10-522-50-31-00	556.59

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
2/19/2024	9025216871	Sta 20 Station Supplies	001-62-10-522-50-31-00	545.58
2/19/2024	9025216889	Sta 12 Station Supplies	001-62-10-522-50-31-00	37.34
2/19/2024	9025216897	Central Stores-Stock	001-62-10-522-50-31-00	411.18
2/21/2024	9027856369	Sta 14 Station Supplies	001-62-10-522-50-31-00	64.20
Vendor Total:				6,353.52

Vendor No. 50509

Claimant: HALVERSON, MERLIN
PO BOX 508
SULTAN, WA 98294

Fund No. 003
Account No.

Voucher No. 000015134 Check No. 000015134 Check Date 3/5/2024

2/13/2024 24-Feb 2/24 Medicare Part B 003-00-00-522-10-29-00 244.60

Vendor Total: 244.60

Vendor No. 50080

Claimant: HEALTHCARE MGMT ADMINISTR
PO BOX 85016
BELLEVUE, WA 98015-5016

Fund No. 003
Account No.

Voucher No. 000000000 Check No. 000000000 Check Date 3/5/2024

1/19/2024	18402	2/24 Admin Fee	003-00-00-522-10-41-00	2,410.44
1/19/2024	18402	2/24 Stop Loss	003-00-00-522-10-46-00	1,958.35
1/19/2024	18402	2/24 Stop Loss	502-00-00-522-10-46-00	33,642.69
1/19/2024	18402	2/24 Admin Fee	502-00-00-522-10-41-00	22,094.84
2/8/2024	19619	Healthcare Claims 2/8/24	502-00-00-522-10-46-00	110,240.10
2/8/2024	19619	Healthcare Claims 2/8/24	003-00-00-522-10-46-00	96,299.82
2/15/2024	19909	Healthcare Claims 2/15/24	502-00-00-522-10-46-00	115,860.62
2/15/2024	19909	Healthcare Claims 2/15/24	003-00-00-522-10-46-00	62,982.39
2/22/2024	20480	Healthcare Claims 2/22/24	502-00-00-522-10-46-00	75,102.99
2/22/2024	20480	Healthcare Claims 2/22/24	003-00-00-522-10-46-00	4,783.78

Vendor Total: 525,376.02

Vendor No. 51615

Claimant: HENDRICKS, DUANE
6840 NE NEPTUNE DR
LINCOLN CITY, OR 97367

Fund No. 003
Account No.

Voucher No. 000015135 Check No. 000015135 Check Date 3/5/2024

3/1/2024 24-March 3/24 Medicare Part B 003-00-00-522-10-29-00 166.70

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
				<hr/>
Vendor Total:				166.70
Vendor No.	50271			
Claimant:	HEUER, RONALD 14222 2ND AVE NE MARYSVILLE, WA 98270			
		Fund No.	003	
		Account No.		
Voucher No.	000015136	Check No.	000015136	
2/13/2024	24-Feb	1/24-2/24 Medicare Part B	Check Date 3/5/2024 003-00-00-522-10-29-00	349.40
				<hr/>
Vendor Total:				349.40
Vendor No.	50062			
Claimant:	HOBBS, RUSSELL 11042 TEANAWAY RD CLE ELUM, WA 98922			
		Fund No.	003	
		Account No.		
Voucher No.	000015137	Check No.	000015137	
3/1/2024	24-March	3/24 Medicare Part B	Check Date 3/5/2024 003-00-00-522-10-29-00	174.70
				<hr/>
Vendor Total:				174.70
Vendor No.	50301			
Claimant:	HOMMERTZHEIM, GARY 2804 211TH ST SW BRIER, WA 98036			
		Fund No.	003	
		Account No.		
Voucher No.	000015138	Check No.	000015138	
2/13/2024	24-Feb	2023 Medicare Part B	Check Date 3/5/2024 003-00-00-522-10-29-00	1,978.80
				<hr/>
Vendor Total:				1,978.80
Vendor No.	50063			
Claimant:	JOHNSON, KEN 11809 228TH ST NE ARLINGTON, WA 98223			
		Fund No.	003	
		Account No.		
Voucher No.	000015139	Check No.	000015139	
3/1/2024	24-March	3/24 Medicare Part B	Check Date 3/5/2024 003-00-00-522-10-29-00	174.70

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				174.70
Vendor No.	50065			
Claimant:	KELLER, LARRY 2804 111TH PL SE EVERETT, WA 98208		Fund No. 003 Account No.	
Voucher No.	000015140	Check No. 000015140	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	249.69
Vendor Total:				249.69
Vendor No.	50066			
Claimant:	KINGMAN, KEN 1023 HARVARD AVE BILLINGS, MT 59102-1811		Fund No. 003 Account No.	
Voucher No.	000015141	Check No. 000015141	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
Vendor Total:				174.70
Vendor No.	50067			
Claimant:	KRAUSE, BRUCE 132 N LYTER AVE PORT TOWNSEND, WA 98368		Fund No. 003 Account No.	
Voucher No.	000015142	Check No. 000015142	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
Vendor Total:				174.70
Vendor No.	50038			
Claimant:	LIFE ASSIST 11277 SUNRISE PARK DR RANCHO CORDOVA, CA 95742		Fund No. 001 Account No.	
Voucher No.	000015143	Check No. 000015143	Check Date 3/5/2024	
2/6/2024	1404253	HQ EMS Supplies	001-42-10-522-20-31-00	351.13
2/6/2024	1404259	Sta 18 EMS Supplies	001-42-10-522-20-31-00	1,599.61
2/6/2024	1404281	Sta 14 EMS Supplies	001-42-10-522-20-31-00	29.73

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
2/6/2024	1404311	Sta 17 EMS Supplies	001-42-10-522-20-31-00	1,240.00
2/7/2024	1404569	Sta 10 EMS Supplies	001-42-10-522-20-31-00	237.88
2/7/2024	1404663	Sta 13 EMS Supplies	001-42-10-522-20-31-00	11.44
2/7/2024	1404834	Sta 76 EMS Supplies	001-42-10-522-20-31-00	3,093.62
2/8/2024	1404917	Sta 18 EMS Supplies	001-42-10-522-20-31-00	10.70
2/8/2024	1405221	Sta 21 EMS Supplies	001-42-10-522-20-31-00	2,779.12
2/13/2024	1406004	Sta 15 EMS Supplies	001-42-10-522-20-31-00	1,445.54
2/16/2024	1407440	HQ EMS Supplies	001-42-10-522-20-31-00	299.76
Vendor Total:				11,098.53

Vendor No. 50039

Claimant: LINDER ELECTRIC, INC.
7004 180TH AVE NE
REDMOND, WA 98052

Fund No. 001
Account No.

Voucher No.	000015144	Check No.	000015144	Check Date	3/5/2024	
2/9/2024	38242	Sta 11 Pole Lights Retrofit		001-62-10-522-50-48-00		4,189.52
2/9/2024	38243	Sta 11 Pole Lights LED Change Out		001-62-10-522-50-48-00		6,033.30
Vendor Total:						10,222.82

Vendor No. 50069

Claimant: LINDSEY, STEVEN
14471 WILEY LANE SE
OLALLA, WA 98359

Fund No. 003
Account No.

Voucher No.	000015145	Check No.	000015145	Check Date	3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B		003-00-00-522-10-29-00		174.70
Vendor Total:						174.70

Vendor No. 51120

Claimant: LOCALITY MEDIA, INC.
107 7TH STREET
GARDEN CITY, NY 11530

Fund No. 001
Account No.

Voucher No.	000015146	Check No.	000015146	Check Date	3/5/2024	
2/22/2024	1099	2/24 First Due Schedule of Inspections		001-32-00-522-20-48-00		34,673.10
Vendor Total:						34,673.10

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor No.	51642			
Claimant:	LOCUTION SYSTEMS INC. 1626 COLE BLVD., SUITE 250 LAKEWOOD, CO 80401		Fund No. 302 Account No.	
Voucher No.	000015147	Check No. 000015147	Check Date 3/5/2024	
2/19/2024	124151	Sta 11 Locution Hardware	302-63-00-594-22-48-00	11,240.43
2/19/2024	124151	Sta 10 Locution Hardware	302-63-00-594-22-48-00	11,240.43
2/19/2024	124151	Sta 15 Locution Hardware	302-63-00-594-22-48-00	11,240.43
Vendor Total:				33,721.29
Vendor No.	50071			
Claimant:	MCGAUGHEY, JAMES 18507 11TH AVE W LYNNWOOD, WA 98037		Fund No. 003 Account No.	
Voucher No.	000015148	Check No. 000015148	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
Vendor Total:				174.70
Vendor No.	51568			
Claimant:	MICHAEL JOSEPH MCCALL 603 BUFFALO SPRINGS DRIVE ALLEN, TX 75013		Fund No. 001 Account No.	
Voucher No.	000015149	Check No. 000015149	Check Date 3/5/2024	
2/13/2024	SCF 002	2/24 All Employee Human Relations Risk	001-04-00-522-10-41-00	25,000.00
Vendor Total:				25,000.00
Vendor No.	50040			
Claimant:	MORGAN MECHANICAL 12314 134TH COURT NE BLDG A REDMOND, WA 98052		Fund No. 001 Account No.	
Voucher No.	000015150	Check No. 000015150	Check Date 3/5/2024	
1/22/2024	2037	HQ Circulation Pump Replacement	001-62-10-522-50-48-00	15,086.57
2/6/2024	2314	Sta 13 Thermostat Replacement	001-62-10-522-50-48-00	2,022.37
2/8/2024	2317	Sta 13 Pressure Switch Replacement	001-62-10-522-50-48-00	822.74

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				17,931.68
Vendor No.	51613			
Claimant:	MORRIS, CLIFFORD PO BOX 714 REXBURG, ID 83440		Fund No. 003 Account No.	
Voucher No.	000015151	Check No. 000015151	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
Vendor Total:				174.70
Vendor No.	50786			
Claimant:	PACIFIC MOBILE STRUCTURES, IN PO BOX 24747 SEATTLE, WA 98124		Fund No. 001 Account No.	
Voucher No.	000015152	Check No. 000015152	Check Date 3/5/2024	
3/1/2024	INV-00360540	3/24 Mobile Office Rental	001-46-10-522-45-45-00	814.94
Vendor Total:				814.94
Vendor No.	51122			
Claimant:	PACIFIC SURVEYING & ENGINEER 909 SQUALICUM WAY #111 BELLINGHAM, WA 98225		Fund No. 302 Account No.	
Voucher No.	000015153	Check No. 000015153	Check Date 3/5/2024	
2/15/2024	27841	2/24 South County Fire Topo Survey	302-63-00-594-22-41-00	14,786.50
Vendor Total:				14,786.50
Vendor No.	51019			
Claimant:	PUBLIC SAFETY PSYCHOLOGICAL 20818 44TH AVE W STE 150 LYNNWOOD, WA 98036		Fund No. 001 Account No.	
Voucher No.	000015154	Check No. 000015154	Check Date 3/5/2024	
1/31/2024	4296	(14) Psych Evals	001-04-00-522-10-41-00	6,720.00

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				6,720.00
Vendor No.	50081			
Claimant:	PURCELL TIRE AND SERVICE CEN PO BOX 503649 ST LOUIS, MO 63150		Fund No. 001 Account No.	
Voucher No.	000015155	Check No. 000015155	Check Date 3/5/2024	
2/15/2024	24266053	App 195 Service Call	001-60-00-522-60-48-00	476.25
Vendor Total:				476.25
Vendor No.	50205			
Claimant:	QUINTEL, JAMES 429 PRIEST PT DRIVE NW TULALIP, WA 98271		Fund No. 003 Account No.	
Voucher No.	000015156	Check No. 000015156	Check Date 3/5/2024	
2/13/2024	24-Feb	1/24 Leoff 1 Claim	003-00-00-522-10-29-00	1,675.02
2/13/2024	24-Feb	2023 Medicare Part B	003-00-00-522-10-29-00	1,978.80
Vendor Total:				3,653.82
Vendor No.	50114			
Claimant:	RESERVE ACCOUNT PO BOX 223648 PITTSBURG, PA 15250-2648		Fund No. 001 Account No.	
Voucher No.	000015157	Check No. 000015157	Check Date 3/5/2024	
2/20/2024	1920155-03-24	2/23 Postage Machine Refill	001-15-00-522-10-42-00	1,000.00
Vendor Total:				1,000.00
Vendor No.	51078			
Claimant:	ROWLAND, MICAH SCF EMPLOYEE		Fund No. 001 Account No.	
Voucher No.	000015158	Check No. 000015158	Check Date 3/5/2024	
1/22/2024	WFCA Leg	M.Rowland Per Diem WFCA Leg. Day	001-01-00-522-45-43-11	55.00

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				55.00
Vendor No.	50709			
Claimant:	RUSSELL'S MOBILE CAR DETAILI 20100 8TH PL W LYNNWOOD, WA 98036			Fund No. 001 Account No.
Voucher No.	000015159	Check No.	000015159	Check Date 3/5/2024
9/14/2023	2070	App 224 Detail	001-60-00-522-60-48-00	196.54
10/23/2023	2102	App110 Detail	001-60-00-522-60-48-00	196.54
2/8/2024	2221	App 112 Detail	001-60-00-522-60-48-00	196.54
Vendor Total:				589.62
Vendor No.	50303			
Claimant:	SCOVILLE, DENNY 10346 W PRAIRIE HILLS CIRCLE SUN CITY, AZ 85351			Fund No. 003 Account No.
Voucher No.	000015160	Check No.	000015160	Check Date 3/5/2024
2/13/2024	24-Feb	2023 Medicare Part B	003-00-00-522-10-29-00	1,978.80
Vendor Total:				1,978.80
Vendor No.	50130			
Claimant:	SEAWESTERN PO BOX 51 KIRKLAND, WA 98083			Fund No. 001 Account No.
Voucher No.	000015161	Check No.	000015161	Check Date 3/5/2024
2/12/2024	INV29623	(4) Name Plates	001-37-00-522-20-35-10	240.28
2/14/2024	INV29749	(13) Passport Shields	001-37-00-522-20-35-10	653.17
2/14/2024	INV29750	(20) Passport Shields	001-37-00-522-20-35-10	917.15
2/14/2024	INV29751	(13) Passport Shields	001-37-00-522-20-35-10	608.30
2/14/2024	INV29784	(6) Compressor Valves	001-37-00-522-20-35-10	491.79
2/16/2024	INV29854	(23) Sets of PPE Turn Out Gear	001-37-00-522-20-35-10	91,873.39
2/19/2024	INV29910	T.Jacobson (1) Boot	001-37-00-522-20-35-10	574.60
Vendor Total:				95,358.68

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor No.	51121			
Claimant:	SEYFARTH SHAW LLP 233 S WACKER DRIVE STE 8000 CHICAGO, IL 60606		Fund No. 001 Account No.	
Voucher No.	000015162	Check No. 000015162	Check Date 3/5/2024	
2/16/2024	4429786	1/24 Legal Services	001-15-00-522-10-41-00	532.00
		Vendor Total:		532.00
Vendor No.	50076			
Claimant:	SHEEHAN, JERRY 2208 237TH ST SE BOTHELL, WA 98021		Fund No. 003 Account No.	
Voucher No.	000015163	Check No. 000015163	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B & IRMAA	003-00-00-522-10-29-00	349.40
		Vendor Total:		349.40
Vendor No.	51592			
Claimant:	SKAGIT COUNTY EMS PO BOX 1306 MOUNT VERNON, WA 98273		Fund No. 001 Account No.	
Voucher No.	000015164	Check No. 000015164	Check Date 3/5/2024	
2/26/2024	2401	(4) PALS & ACLS Course Registrations	001-42-10-522-45-43-10	600.00
		Vendor Total:		600.00
Vendor No.	50360			
Claimant:	SPECIAL OPS POLICY BOARD 12425 MERIDIAN AVE S EVERETT, WA 98208		Fund No. 001 Account No.	
Voucher No.	000015165	Check No. 000015165	Check Date 3/5/2024	
2/21/2024	2024-6	SOPB Assessments 2024-50%	001-43-10-522-10-41-00	28,248.73
2/21/2024	2024-6	SOPB Assessments 2024-50%	001-44-10-522-20-41-00	28,248.72
		Vendor Total:		56,497.45

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor No.	51274			
Claimant:	STRAWN, CORY		Fund No. 001	
	WA 98208		Account No.	
Voucher No.	000015166	Check No. 000015166	Check Date 3/5/2024	
2/21/2024	Fire Invest	C.Strawn Per Diem Fire Invest. Class	001-38-10-522-45-43-11	155.00
2/21/2024	Fire Invest	C.Strawn Mileage Fire Invest. Class	001-38-10-522-45-43-11	456.24
2/21/2024	Fire Invest	C.Strawn Hotel Fire Invest. Class	001-38-10-522-45-43-11	525.00
		Vendor Total:		1,136.24
Vendor No.	50958			
Claimant:	STRONG, SARA		Fund No. 001	
	SCF EMPLOYEE		Account No.	
Voucher No.	000015167	Check No. 000015167	Check Date 3/5/2024	
2/12/2024	DEM	S.Strong Postage Reimb. for DEM Control	001-42-10-522-20-49-00	13.45
		Vendor Total:		13.45
Vendor No.	50430			
Claimant:	STRYKER CORPORATION		Fund No. 302	
	2825 AIRVIEW BOULEVARD		Account No.	
	KALAMAZOO, MI 49002			
Voucher No.	000015168	Check No. 000015168	Check Date 3/5/2024	
1/8/2024	9205368059	(1) Power Stair Chair	302-67-00-594-22-64-20	14,688.19
		Vendor Total:		14,688.19
Vendor No.	50098			
Claimant:	TCA ARCHITECTURE - PLANNING		Fund No. 302	
	6211 ROOSEVELT WAY NE		Account No.	
	SEATTLE, WA 98115			
Voucher No.	000015169	Check No. 000015169	Check Date 3/5/2024	
2/15/2024	8021	1/24 Sta 22 Architectural Services	302-63-00-594-22-41-00	6,715.00
		Vendor Total:		6,715.00

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor No.	50304			
Claimant:	THOMAS, WILLIAM 153 DIAMOND CREEK LANE SALMON, ID 83467		Fund No. 003 Account No.	
Voucher No.	000015170	Check No. 000015170	Check Date 3/5/2024	
11/14/2023	23-Nov	2/24-4/24 Medicare Part B	003-00-00-522-10-29-00	533.90
Vendor Total:				533.90
Vendor No.	50176			
Claimant:	UKG KRONOS SYSTEMS. LLC. PO BOX 743208 ATLANTA, GA 30374-3208		Fund No. 001 Account No.	
Voucher No.	000015171	Check No. 000015171	Check Date 3/5/2024	
2/8/2024	12198634	1/24 Off Cycle Payroll	001-32-00-522-20-48-00	165.00
2/8/2024	12198635	1/24 HR & Payroll Maintenance	001-32-00-522-20-48-00	6,276.48
2/8/2024	12199672	1/24 HR & Payroll Maintenance-FD1	001-32-00-522-20-48-00	552.96
Vendor Total:				6,994.44
Vendor No.	51001			
Claimant:	UNIFIRST ATTN - ACCOUNTS RECEIVABLE PO BOX 650481 DALLAS, TX 75265-0481		Fund No. 001 Account No.	
Voucher No.	000015172	Check No. 000015172	Check Date 3/5/2024	
2/13/2024	2230036052	Sta 11 Mat Maintenance	001-62-10-522-50-48-00	46.37
2/14/2024	2230036282	Sta 14 Mat Maintenance	001-62-10-522-50-48-00	53.46
2/14/2024	2230036286	Sta 10 Mat Maintenance	001-62-10-522-50-48-00	43.56
2/14/2024	2230036289	Sta 23 Mat Maintenance	001-62-10-522-50-48-00	42.27
2/14/2024	2230036293	Sta 21 Mat Maintenance	001-62-10-522-50-48-00	53.42
2/15/2024	2230036470	Sta 22 Mat Maintenance	001-62-10-522-50-48-00	42.27
2/15/2024	2230036475	Sta 15 Mat Maintenance	001-62-10-522-50-48-00	49.94
2/20/2024	2230037090	Sta 16 Mat Maintenance	001-62-10-522-50-48-00	42.84
2/20/2024	2230037093	Sta 17 Mat Maintenance	001-62-10-522-50-48-00	54.13
2/20/2024	2230037094	Sta 20 Mat Maintenance	001-62-10-522-50-48-00	49.89
2/20/2024	2230037099	Sta 19 Mat Maintenance	001-62-10-522-50-48-00	42.27
2/20/2024	2230037178	Sta 13 Mat Maintenance	001-62-10-522-50-48-00	46.37
2/20/2024	2230037221	Sta 12 Mat Maintenance	001-62-10-522-50-48-00	42.84
2/13/2024	2431035753	HQ Mat Maintenance	001-62-10-522-50-48-00	78.09
2/15/2024	9973012348	Sta 18 Mat Maintenance	001-62-10-522-50-48-00	46.37

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
Vendor Total:				734.09
Vendor No.	51633			
Claimant:	UNITED DIAGNOSTIC SERVICES L 1400 AVENUE Z SUITE 301 BROOKLYN, NY 11235	Fund No.	502	Account No.
Voucher No.	000015173	Check No.	000015173	Check Date 3/5/2024
2/10/2024	4345	(52) Medical Screenings	502-00-00-522-10-41-00	16,900.00
Vendor Total:				16,900.00
Vendor No.	50169			
Claimant:	UPS 28013 NETWORK PLACE CHICAGO, IL 60673-1280	Fund No.	001	Account No.
Voucher No.	000015174	Check No.	000015174	Check Date 3/5/2024
1/31/2024	1743378733	1/24 EMS Shipping of Medical Supplies	001-15-00-522-10-42-00	43.67
Vendor Total:				43.67
Vendor No.	50115			
Claimant:	US BANK PO BOX 790428 ST LOUIS, MO 63179-0428	Fund No.	001	Account No.
Voucher No.	000000000	Check No.	000000000	Check Date 3/5/2024
1/24/2024	0083-02-24	J.Hughes 2024 PM Series Conference	001-42-10-522-45-43-10	450.00
1/24/2024	0083-02-24	External Hard Drive and Voice Recorder	001-42-10-522-20-31-00	228.48
1/24/2024	0083-02-24	(11) Medics Heart & Stroke Registration	001-42-10-522-45-43-10	3,289.00
1/24/2024	0083-02-24	Winterer/Varden ACLS Online Course Reg	001-42-10-522-45-43-10	349.18
1/24/2024	0083-02-24	S.Maxwell Airfare for Fire Rescue Confere	001-42-10-522-45-43-11	416.30
1/24/2024	0083-02-24	B.Allen ACLS Course Registration	001-42-10-522-45-43-10	185.64
1/24/2024	0083-02-24	Portable SSD for run review	001-42-10-522-20-31-00	88.39
2/28/2024	6618-02-24	T.Hagood MIH Summit Airfare	001-42-40-522-45-43-11	421.20
2/28/2024	6618-02-24	N.Picknell Airfare for ESO Conference	001-42-40-522-45-43-11	671.20
2/28/2024	9858-02-24	M.Weir FDIC Airfare	001-46-10-522-45-43-11	476.20
2/28/2024	9858-02-24	VRBO Refund Credit for 1 night FDIC	001-46-10-522-45-43-11	-500.00
2/28/2024	9858-02-24	R.Ju FDIC Airfare	001-46-10-522-45-43-11	476.20
2/28/2024	9858-02-24	J.Markfield FDIC Airfare	001-46-10-522-45-43-11	476.20
2/28/2024	9858-02-24	J.McCormick FDIC Airfare	001-46-10-522-45-43-11	476.20

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
2/28/2024	9859-02-24	Isotalo Lodging for Leg. Day	001-03-00-522-45-43-11	124.64
2/28/2024	9859-02-24	Eastman/Maxwell/Isotalo WFC Conf. Regi	001-03-00-522-45-43-10	2,055.00
2/28/2024	9859-02-24	Eastman Lodging for Leg. Day	001-03-00-522-45-43-11	124.64
Vendor Total:				9,808.47
Vendor No.	50014			
Claimant:	VFIS CO M&T BANK PO BOX 64904 BALTIMORE, MD 21264-4904		Fund No. 001 Account No.	
Voucher No.	000015175	Check No. 000015175	Check Date 3/5/2024	
2/22/2024	74929	Insurance Check Repay from 74929	001-15-00-522-10-46-00	1,608.00
Vendor Total:				1,608.00
Vendor No.	51614			
Claimant:	VOLLANDT, PATRICK 11201 N EL MIRAGE RD, UNIT 910 EL MIRAGE, AZ 85335		Fund No. 003 Account No.	
Voucher No.	000015176	Check No. 000015176	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
Vendor Total:				174.70
Vendor No.	50347			
Claimant:	WA ST DEPT OF LABOR & INDUST BOILER, PRESSURE VESSEL SECTI PO BOX 44410 OLYMPIA, WA 98504-4410		Fund No. 001 Account No.	
Voucher No.	000015177	Check No. 000015177	Check Date 3/5/2024	
1/2/2024	370702 RI	1/24 Boiler Pressure Vessel Inpection	001-62-10-522-50-48-00	269.10
Vendor Total:				269.10
Vendor No.	50305			
Claimant:	WEBSTER, GLEN 6211 133RD AVE NE LAKE STEVENS, WA 98258		Fund No. 003 Account No.	
Voucher No.	000015178	Check No. 000015178	Check Date 3/5/2024	

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
2/13/2024	24-Feb	Leoff 1 Claim	003-00-00-522-10-29-00	5,200.00
Vendor Total:				5,200.00
Vendor No.	51647			
Claimant:	WELLNESS BIODENTISTRY, PC 333 S. WOODRUFF AVE. SUITE F IDAHO FALLS, ID 83401		Fund No. 003 Account No.	
Voucher No.	000015179	Check No. 000015179	Check Date 3/5/2024	
2/28/2024	23-Dec	12/23 Leoff 1 Claim	003-00-00-522-10-29-00	440.70
2/28/2024	24-Feb	2/24 Leoff 1 Claim	003-00-00-522-10-29-00	500.00
Vendor Total:				940.70
Vendor No.	50078			
Claimant:	WIRTZ, RICHARD 7622 188TH ST SE SNOHOMISH, WA 98296		Fund No. 003 Account No.	
Voucher No.	000015180	Check No. 000015180	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part A & B	003-00-00-522-10-29-00	688.50
Vendor Total:				688.50
Vendor No.	50079			
Claimant:	WOLD, GREG 111 DURHAM DR LAFAYETTE, LA 70708		Fund No. 003 Account No.	
Voucher No.	000015181	Check No. 000015181	Check Date 3/5/2024	
3/1/2024	24-March	3/24 Medicare Part B	003-00-00-522-10-29-00	174.70
Vendor Total:				174.70
Vendor No.	50272			
Claimant:	ZERFOSS, GARY 20105 10TH DRIVE SE BOTHELL, WA 98012		Fund No. 003 Account No.	
Voucher No.	000015182	Check No. 000015182	Check Date 3/5/2024	
2/13/2024	24-Feb	2023 Medicare Part B	003-00-00-522-10-29-00	1,834.80

Date	Invoice No.	Description	G/L Account No.	Invoice Amount
			Vendor Total:	1,834.80
			Report Total:	1,406,265.41

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 HEREIN, 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 ABOVE-NAMED GOVERNMENTAL UNIT, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

SIGNATURE  AUDITING OFFICER DATE: March 5, 2024



PAYROLL SUMMARY AND AUTHORIZATION FOR:

February 2024

I, the undersigned, do hereby certify that the foregoing payroll is just, true and correct, that the persons whose names appear thereon actually performed labor for the month stated above.

	Pay Date	Total
Total Payroll Expense	2/15/2024	\$ 3,326,766.05
Total Payroll Expense	2/29/2024	\$ 2,858,107.09

TOTAL PAYROLL EXPENSE

\$6,184,873.14

Prepared by: Aurora Belli
Finance Manager

Allowed in the sum of: **\$6,184,873.14**

Signed this: **March 1, 2024**

Approved by the Chair: _____



Payroll Overview

Payroll	Semi-Monthly Regular 02/15/2024
Pay Date	02/15/2024
# Employees	390
# Paid Employees	389
# Regular	390
# Pay Periods	1
Terminations	1

Employee Payments

	#	EE's	\$ Amount
Direct Deposits Debited	491	389	1,697,124.08 ^D
Total			1,697,124.08
(D) POD4 UKG Payroll Services Admin Debit			-1,697,124.08
Your Remaining Bank Account Liability			0.00
Vouchers Printed	0		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	82-2238883	385	273,204.02 ^D
FICA/ER	82-2238883	1	100.95 ^D
FICA/EE	82-2238883	1	100.95 ^D
MEDI/ER	82-2238883	389	36,639.03 ^D
MEDI/EE	82-2238883	389	36,639.03 ^D
WA PFML/ER (28.57%)	C604154826	389	5,051.99 ^D
WA PFML/EE (71.43%)	C604154826	388	12,558.56 ^D
Washington Long/EE	C604154826	177	5,912.42 ^D
Total			370,206.95
(D) POD4 UKG Payroll Services Admin Debit			-370,206.95
Your Remaining Tax Liability			0.00

Vendor Liabilities

	EE's	\$ Amount
Annuity Premium Reserve Acct	1	752.52 ^C
BAC	1	285.00
BPAS FSA	36	4,024.99
DEPT. OF RETIREMENT SYSTEMS	167	119,557.26
NATIONWIDE RETIREMENT SOLUT	42	28,225.55 ^C
South Snohomish County Fire&Re	388	620,119.61
State Retirement Systems -L2	353	325,238.13
State Retirement Systems P2	27	21,475.34
State Retirement Systems-PERS 3	5	5,280.28
VOYA LIFE INSURANCE & ANNUIT	178	131,772.86
WASHINGTON STATE SUPPORT R	6	2,225.63
YAKIMA COUNTY CREDIT SERVICE	1	477.85
Total		1,259,435.02
(C) Vendor Checks		-28,978.07
Your Remaining Vendor Liability		1,230,456.95

Total

Total	3,326,766.05
POD4 UKG Payroll Services Admin Debit	-2,067,331.03
Total of Your Responsibility	1,259,435.02

Recap

POD4 UKG Payroll S	Date	Bank Account #	\$ Amount
Tax Payment	02/14/2024	xxxxxxxx2154	370,206.95
Empl. Dir. Dep. SPA	02/14/2024	xxxxxxxx2154	1,697,124.08
Total Debits			2,067,331.03

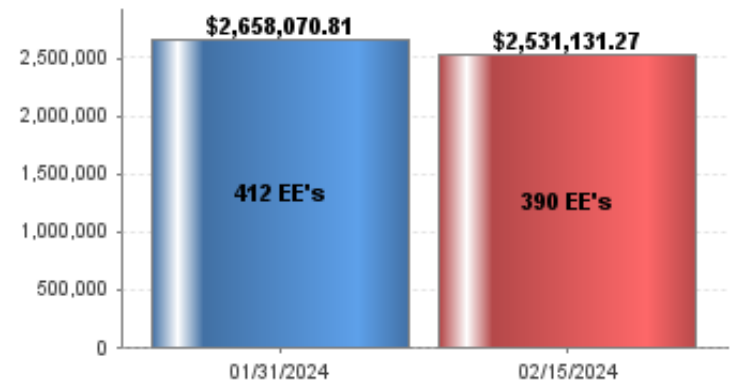
Cash Requirements: xxxxxxxx2154	\$ Amount
Tax Payment	370,206.95
Empl. Dir. Dep. SPA	1,697,124.08
Total	2,067,331.03

Cash Requirements: xxxxxxxx2154	\$ Amount
Vendor Checks	28,978.07
Total Cash Required	2,096,309.10

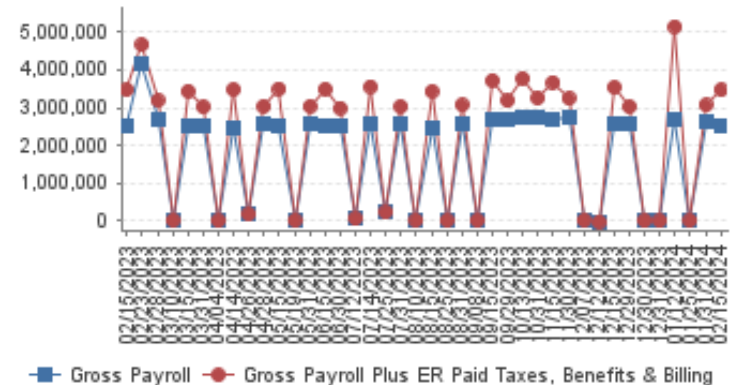
General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	2,387,625.72	8.46
ER Deduction	136,819.69	
ER Tax (Offset)	41,791.97	
Tax		5,912.42
	2,566,237.38	5,920.88

Comparison To Last Pay Period - Gross Wages



Rolling 12 Month Payroll View





Payroll Overview

Payroll	Semi-Monthly Regular 02/29/2024
Pay Date	02/29/2024
# Employees	396
# Paid Employees	396
# Pay Statements	397
# Regular	397
# Pay Periods	1
EE's Paid More Than Once	1
Base Compensation Changes	47
New Hires	1

Employee Payments

	#	EE's	\$ Amount
Direct Deposits Debited	498	395	1,574,859.81 ^D
Total			1,574,859.81
(D) POD4 UKG Payroll Services Admin Debit			-1,574,859.81
Your Remaining Bank Account Liability			0.00
Vouchers Printed	0		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	82-2238883	390	275,417.97 ^D
FICA/ER	82-2238883	4	409.05 ^D
FICA/EE	82-2238883	4	409.05 ^D
MEDI/ER	82-2238883	395	36,769.30 ^D
MEDI/EE	82-2238883	395	36,769.30 ^D
WA PFML/ER (28.57%)	C604154826	395	4,928.66 ^D
WA PFML/EE (71.43%)	C604154826	394	12,238.55 ^D
Washington Long/EE	C604154826	182	5,875.01 ^D
Total			372,816.89
(D) POD4 UKG Payroll Services Admin Debit			-372,816.89
Your Remaining Tax Liability			0.00

Vendor Liabilities

	EE's	\$ Amount
AFLAC	28	2,481.54
Annuity Premium Reserve Acctn	1	994.62 ^C
BPAS FSA	36	4,024.99
BPAS VEBA	1	3,738.17
DELTA DENTAL OF WASHINGTON	390	58,138.55 ^C
DEPT. OF RETIREMENT SYSTEMS	165	116,920.39
DiMartino Assoc	356	57,477.10 ^C
IAFF	348	2,610.00 ^D
IAFF LABOR UNION	348	69,511.65 ^D
LEGAL SHIELD	2	46.85 ^C
NATIONWIDE RETIREMENT SOLUT	42	28,237.53 ^C
SSCF&R EMPLOYEE REPAY	1	3,398.30
South County Firefighters Foundat	239	2,434.00 ^D
State Retirement Systems -L2	352	325,187.71
State Retirement Systems P2	27	21,569.11
State Retirement Systems-PERS 3	6	5,281.80
Support 7	26	415.00 ^C
VOYA LIFE INSURANCE & ANNUIT	180	132,665.52
--More--		

Vendor Liabilities - Continued

	EE's	\$ Amount
WASHINGTON COUNTY INS FUND	389	2,798.28 ^C
WASHINGTON NATIONAL INSURA	1	45.80 ^C
WASHINGTON STATE SUPPORT R	6	2,225.63
WSCFF-EMPLOYEES BENEFIT TRU	353	69,750.00 ^C
YAKIMA COUNTY CREDIT SERVICE	1	477.85
Total		910,430.39
(D) POD4 UKG Payroll Services Admin Debit		-74,555.65
(C) Vendor Checks		-217,903.73
Your Remaining Vendor Liability		617,971.01

Total

Total	2,858,107.09
POD4 UKG Payroll Services Admin Debit	-2,022,232.35
Total of Your Responsibility	835,874.74

Recap

POD4 UKG Payroll S	Date	Bank Account #	\$ Amount
Vendor Payment SPA	02/28/2024	xxxxxxxx2154	74,555.65
Tax Payment	02/28/2024	xxxxxxxx2154	372,816.89
Empl. Dir. Dep. SPA	02/28/2024	xxxxxxxx2154	1,574,859.81
Total Debits			2,022,232.35

Cash Requirements: xxxxxxxx2154	\$ Amount
Vendor Payment SPA	74,555.65
Tax Payment	372,816.89
Empl. Dir. Dep. SPA	1,574,859.81
Total	2,022,232.35

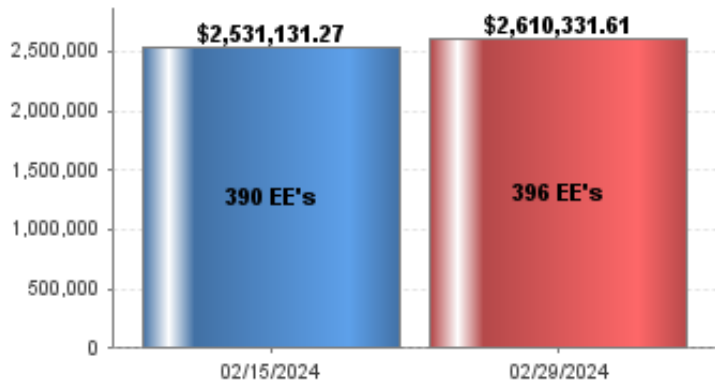
Cash Requirements: xxxxxxxx2154	\$ Amount
Vendor Checks	217,903.73
Total Cash Required	2,240,136.08

General Ledger Summary

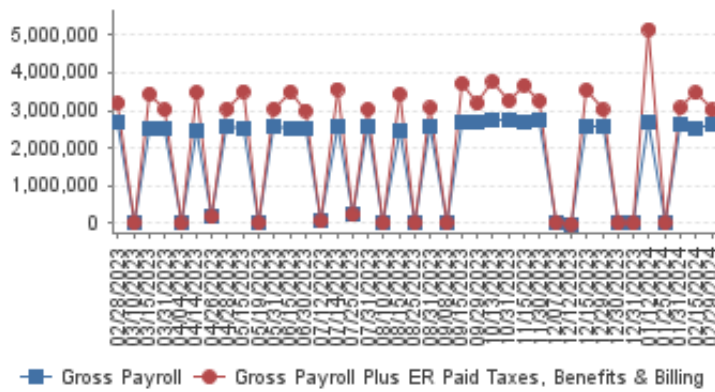
	Debit/Exp.	Credit/Liab.
Earning	2,473,595.20	56.88
ER Deduction	136,806.40	
ER Tax (Offset)	42,107.85	0.84
Tax		5,875.01
	2,652,509.45	5,932.73



Comparison To Last Pay Period - Gross Wages



Rolling 12 Month Payroll View





**Board of Commissioners
Minutes of Regular Board Meeting
February 20, 2024**

PRESENT

Chair Micah Rowland
Vice Chair Michael Fearnough
Commissioner Jim Kenny
Commissioner David Chan
Commissioner Mark Laurence
Commissioner Chris Teofilak
Commissioner Ed Widdis
Brier Liaison Paula Swisher
Mountlake Terrace Liaison Jesse Hoffman (Unable to attend)

STAFF

Fire Chief Thad Hovis
Assistant Chief Bob Eastman
Assistant Chief Jason Isotalo
Deputy Chief James Curtis
Chief Financial Officer Chris Bothwell
Human Resources Director David Cullen
Executive Assistant Melissa Blankenship

GUESTS

_Local 1828 President Pat Moore

7:00 PM

In person at Headquarters and Zoom Virtual Meeting ID 861 5293 4763

MEETING WAS AUDIO/VIDEO RECORDED

1. CALL TO ORDER (7:00 p.m.)

Chair Rowland called the Regular Meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE (7:01 p.m.)

3. APPROVAL OF AGENDA (7:02 p.m.)

Motion

Ed Widdis

Motion to approve agenda as presented.

Second:

Michael Fearnough

Motion passed 7-0;

4. CONSENT AGENDA (7:04 p.m.)

Motion

Chris Teofilak

Motion to approve consent agenda as presented.

Second:

Mark Laurence

Motion passed unanimously 7-0;

- a. Claims Voucher totaling \$1,501,602.08

5. APPROVAL OF MEETING MINUTES (7:05 p.m.)

Motion

Mark Laurence

Motion to approve minutes as presented.

Second:

David Chan

Motion passed unanimously 7-0;

- a. February 6, 2024 Regular Meeting
- b. February 13, 2024 Work Session

6. PUBLIC COMMENT Notice: All public comment are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter 42.56. (7:07 p.m.)

None.

7. FIRE CHIEF REPORT (7:16 p.m.)

Fire Chief Thad Hovis provided an update on the following:

- Station 22 Neighborhood Open house.
- Station 11 Scout Day.
- Support 7 Save the Date Reception and Auction April 13.
- New Hire Jordan Mohrenne Community Health Social Worker to support our Community Resource Programs.
- Basement Project at Headquarters has been completed we received a certificate of occupancy.
- New Stock Pierce Pumper had arrived and would be included into the fleet in about 30 days at Station 23.

8. UNION REPORT (7:21 p.m.)

Local 1828 President Pat Moore provided an update on the following:

- Members were attending meetings in Olympia with legislators.
- Union had conversations with Everett City Council members.

9. COMMITTEE UPDATES (7:26 p.m.)

a. Capital Facilities

None.

b. Finance and Human Resources - Commissioner David Chan

Chair David Chan reported that the committee discussed the vacation policy and Director Cullen would incorporate their recommendations in his presentation this evening to amend the vacation policy.

c. Intergovernmental - Commissioner Ed Widdis

Chair Ed Widdis reported that the next meeting was scheduled for March 7 but he had asked to re-schedule due to a conflict and that request was pending.

d. SNO911 - Commissioner Michael Fearnough

Sno911 Representative Fearnough stated that Sno911 met on February 15 at South County Fire Headquarters and discussed the following:

- 2023 year end budget actions.
- Surplus Radio equipment.
- Provided insurance coverage updates.

10. UNFINISHED BUSINESS (7:31 p.m.)

a. 2024 Board Priorities - for Action - Chair Micah Rowland (PAGES 52-53)

Chair Rowland reminded the Board of the previously discussed Priorities for 2024 and requested further discussion from the Board.

Motion

Chris Teofilak

Motion to adopt the Board Priorities as amended.

Second:

Ed Widdis

Motion passed unanimously 7-0;

Commissioner Kenny requested adding the retiree health insurance program.

Motion

Jim Kenny

Motion to amend the motion to adopt the priorities adding retiree health insurance program.

Second:

Mark Laurence

Motion passed unanimously 7-0;

- b. Purchase of a Pierce Enforcer Heavy-Duty Rescue Truck - for Action - Deputy Chief James Curtis (PAGES 54-61)

Deputy Chief James Curtis requested Board approval to purchase a Heavy-Duty Rescue Truck. The purchase was included in the apparatus replacement schedule for 2025. Payments for the purchase were, however, not expected to be made until the 2027 budget cycle. Per SCF policy, Board approval was required for this item due to the value of the contract.

Motion

Jim Kenny

Motion to approve the purchase of (1) one Pierce Enforcer Heavy Duty Rescue Truck for \$1,445,491.

Second:

Chris Teofilak

Motion passed unanimously 7-0;

- c. Amendment to SCF Policy Article 400.180.02 Vacation - for Action - Human Resources Director David Cullen (PAGES 62-68)

Human Resources David Cullen shared the vacation policy incongruence and stated that staff was requesting the following:

Amend SCF Policy Article 400.180.02 – Vacation by:

1. Amending the Maximum Hours of Carryover from a ratio of 1.5 times the annual accrual, to a ratio of 2.0 times the annual accrual to conform to the agreements with 1828 and 1828-S, and
2. Adding the proposed language: *“The Fire Chief or designee may approve carryover in excess of the annual maximum to either be cashed out on an hour for hour basis or taken within 3 months of the following year. Up to an additional 3 months may be approved in extenuating circumstances.”*

Motion

Jim Kenny

Motion to amend the SCF Vacation Policy Article 400.180.02 - Vacation by: 1. Amending the Maximum Hours of Carryover from a ratio of 1.5 times the annual accrual, to a ratio of 2.0 times the

annual accrual to conform to the agreements with 1828 and 1828-S, and 2. Adding the proposed language: "The Fire Chief or designee may approve carryover in excess of the annual maximum to either be cashed out on an hour for hour basis or taken within 3 months of the following year. Up to an additional 3 months may be approved in extenuating circumstances."

Second:

Mark Laurence

Motion passed unanimously 7-0;

11. NEW BUSINESS (8:15 p.m.)

- a. Meeting Disruption Guidelines for Discussion - Chair Micah Rowland/Chief Thad Hovis (PAGES 69-72)

Chair Rowland stated that the Board did not have any rules of engagement concerning meeting disruptions and wanted to bring the item back for discussion to generate a policy around what to do in those circumstances.

The Board discussed the room seating arrangement, bringing in a uniformed officer during the meetings, an emergency plan and security training.

Chair Rowland stated he would contact legal council to ask if we could further discuss this topic in executive session.

12. COMMISSIONER COMMENTS (8:45 p.m.)

Chair Rowland shared that first responders in Burnsville, Minnesota were shot and an EMT was killed in a domestic violence incident. Chair Rowland stated that the first responders were wearing bulletproof vests.

Assistant Chief Eastman shared that South County Fire had a strong relationship with the Burnsville department and to please keep them in your thoughts.

Commissioner Widdis stated that the Senate Bill to increase the Commissioner units of service passed out of executive session and would be sent to rules tomorrow.

13. EXECUTIVE SESSION (8:50 p.m.)

Chair Rowland called an executive session at 8:52 p.m. to Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g) for 20 minutes with no action expected at the conclusion.

The executive session was extended by 15 minutes.

The executive session was extended by 20 minutes.

The executive session was extended by 12 minutes.

The executive session was extended for 20 minutes.
The executive session was extended for 2 minutes.
The executive session was extended for 5 minutes.
The executive session was extended for 10 minutes.

Motion

Micah Rowland

Motion to suspend the Board's 10:00 p.m.
curfew requirement.

Second:

Chris Teofilak

Motion passed 4-0;

- a. Review the Performance of a Public Employee Pursuant to RCW
42.30.110(1)(g)

14. ADJOURNMENT (10:00 p.m.)

The regular meeting was called back to order at 10:27 p.m. and without objection, Chair Rowland adjourned the meeting at 10:27 p.m.

15. AGENDA DISCLAIMER - Members of the public are advised that times listed on the agenda are approximate and that items on the agenda may be addressed sooner or later than the time specified.

Approved by:

Presented by:

Micah Rowland
Board Chair

Melissa Blankenship
Executive Assistant to the Board of
Commissioners

South County Fire strives to provide accessible opportunities for all members of the public. Please notify the Board Executive Assistant at 425-551-1251 or mblankenship@southsnofire.org at least 48 hours prior to any South County Fire meeting if any accommodations are needed.



**Board of Commissioners
Minutes of Special Board Meeting
February 27, 2024**

PRESENT

Chair Micah Rowland
Vice Chair Michael Fearnough
Commissioner Jim Kenny
Commissioner David Chan
Commissioner Mark Laurence
Commissioner Chris Teofilak
Commissioner Ed Widdis
Brier Liaison Paula Swisher
Mountlake Terrace Liaison Jesse Hoffman

STAFF

Fire Chief Thad Hovis
Assistant Chief Bob Eastman
Assistant Chief Shaughn Maxwell
Human Resources Director David Cullen
Executive Assistant Melissa Blankenship

7:00 PM

In person at Headquarters and Zoom Virtual Meeting ID 861 5293 4763

MEETING WAS AUDIO/VIDEO RECORDED

1. CALL TO ORDER (7:00 p.m.)

Vice Chair Fearnough called the special meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE (7:01 p.m.)

3. APPROVAL OF AGENDA (7:02 p.m.)

Motion

Mark Laurence

Motion to approve agenda as presented.

Second:

Chris Teofilak

Motion passed 6-0;

4. PUBLIC COMMENT Notice: All public comment are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter 42.56. (7:03 p.m.)

None.

5. UNFINISHED BUSINESS (7:10 p.m.)

- a. Vacation Sellback Exception for Review and Action - Human Resources Director David Cullen

Director Cullen shared that as of a January 2024 a reconciliation of Chief Eastman's vacation bank noted that not only had Chief Eastman already sold 80 hours via the November 2023 process, but also that his accrual had been incorrect for the entirety of his time as Assistant Chief, leaving him with a carryover amount exceeding the 410 hour limit by 173.10 hours.

Motion

Jim Kenny

Motion to allow an exception to the 80-hour limit for annual vacation sellback, such that Chief Eastman is approved an adjustment to sell-back 173.10 additional hours, for a total of 253.10 hours.

Second:

Mark Laurence

Motion passed 6-0;

6. EXECUTIVE SESSION (7:25 p.m.)

Vice Chair Fearnough called an executive session to Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g) for 1 hour with no action anticipated at the conclusion.

The executive session was extended for 30 minutes.

The executive session was extended for 15 minutes.

The executive session was extended for 10 minutes.

- a. Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g)

7. ADJOURNMENT (10:00 p.m.)

The special meeting was called back to order at 9:05 p.m. and without objection, the special meeting was adjourned at 9:05 p.m.

8. AGENDA DISCLAIMER - Members of the public are advised that times listed on the agenda are approximate and that items on the agenda may be addressed sooner or later than the time specified.

Approved by:

Presented by:

Micah Rowland
Board Chair

Melissa Blankenship
Executive Assistant to the Board of
Commissioners

South County Fire strives to provide accessible opportunities for all members of the public. Please notify the Board Executive Assistant at 425-551-1251 or mblankenship@southsnofire.org at least 48 hours prior to any South County Fire meeting if any accommodations are needed.

Board Meeting Agenda Bill Agenda Item 11.a.

Meeting Date: 3/5/2024

Department: City Clerk

Subject

Fire Marshal and Prevention Duties for Discussion - Assistant Chief Bob Eastman/Deputy Chief Todd Anderson (PAGES 41 - 54)

Prior Board Action: None.
Recommended Action: For Discussion Only.
Related Items: I LA with Mountlake Terrace
Staff Contact: Assistant Chief Bob Eastman/Deputy Chief Todd Anderson
Approval Signature: Fire Chief Thad Hovis
Legal Review: Legal Review Completed

Summary

This is a discussion on the draft Fire Marshal/Fire Code Official I LA for Mountlake Terrace. The I LA has been discussed with the Intergovernmental Committee.

Discussion

This is a complex issue as there are existing/pending I LAs for Fire Marshal Services, impacts to regional partners, and budget implications.

This discussion is a continuation of the discussion of the December 12, 2023, work session and the January 9, 2024 special meeting on Fire Marshal/Fire Code Official Duties Services for the City of Brier and Mountlake Terrace. The draft I LA has not been sent to the City of Mountlake Terrace, but staff is anticipating sending to the city after the discussion at the march 5th, 2024 regular Board Meeting.

Fiscal Impact

An estimated budget impact of \$245,000 for the year 2024.

Recommendation

For Discussion Only.

ATTACHMENTS:

Description	Type
Mountlake Terrace I LA Draft Fire Marshal Duties	Backup Material

**INTERLOCAL AGREEMENT BETWEEN
SOUTH SNOHOMISH COUNTY FIRE & RESCUE REGIONAL FIRE AUTHORITY
AND THE CITY OF MOUNTLAKE TERRACE FOR FIRE MARSHAL SERVICES**

This **INTERLOCAL AGREEMENT** (the "Agreement") is entered into by and between **SOUTH SNOHOMISH COUNTY FIRE & RESCUE REGIONAL FIRE AUTHORITY**, a Washington municipal corporation (the "Authority"), and the **CITY OF MOUNTLAKE TERRACE**, a Washington municipal corporation (the "City"), on this 1st day of January, 2024. The Authority and the City are individually referred to herein as a "Party" and collectively as the "Parties."

WHEREAS, the City was annexed into the Authority effective August 1, 2023;

WHEREAS, the Regional Fire Authority ("RFA") Plan contemplates that the City will contract for fire marshal services from the Authority; and

WHEREAS, the RFA recognizes the inherent value of providing fire marshal services to the City inasmuch as such services have a direct impact on firefighter safety; and

WHEREAS, the Authority and the City are authorized, pursuant to Chapter 39.34 of the Revised Code of Washington ("RCW"), to enter into interlocal cooperation agreements to provide high quality Services, as defined herein, to the public in an efficient manner.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties hereto agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to ensure high quality and uninterrupted fire marshal services to the residents of the City during the Term of this Agreement, as noted below.

2. **TERM.** This Agreement shall commence January 1, 2024 (the "Effective Date"), and will continue until terminated as provided herein (the "Term"). Either Party may terminate this Agreement for any reason upon not less than twelve (12) months' advance written notice; provided, however, that neither Party shall issue notice of termination prior to December 31, 2025.

2.1 **Termination by Authority for Cause.** The Authority may also terminate this Agreement upon thirty (30) days' notice if the City fails to pay any collected Fire Fees and Charges, as defined herein, within ninety (90) days of its due date and fails to timely cure prior to the termination date stated in the notice.

2.2 **Termination by City for Cause.** If the Authority is in material breach of any term or condition herein, the City may provide the Authority with a written notice describing the default in detail. The Authority shall cure such breach within ninety (90) days after receipt of such notice and shall confer with the City on the steps being taken; provided, however, that the time for cure shall be extended if the default cannot be cured within ninety (90) days and the Authority is making a good faith effort to cure such default in a timely manner. If the Authority fails to timely cure the default as provided in this Section, the City may issue written notice of termination which shall take effect not less than thirty (30) days following such notice.

3. **SERVICES.** During the Term of this Agreement, the Authority agrees to provide those fire marshal services identified on **Exhibit A** hereto (the “Services”) within the boundaries of the City, as those boundaries may be adjusted in the future.

4. **LEVEL OF SERVICE.** The Services shall be provided in such a manner as to maintain the existing levels of service (“Level of Service”) immediately prior to the Effective Date until or unless a revised scope of services is mutually agreed upon in an amendment to this Agreement in accordance with Section 24 below.

4.1 The Services shall be administered in the interest of the City and shall be performed in a professional and competent manner pursuant to and within the timelines required of the City’s Municipal Code (the “Code”), City policies and procedures, including applicable customer service standards, and any state or federal laws applicable to the performance of the Services. It is recognized by both Parties that there are exceptions that will impact turnaround times that shall be taken into consideration in determining compliance with this Section of the Agreement.

4.2 In the event the City, for any reason, determines that it is in the interest of the City to change the defined Level of Service, the City shall pay the Authority the actual cost incurred by the Authority in servicing the volume increase. Any modification to the Level of Service shall be stated in a written amendment to this Agreement specifying the modifications to the Level of Service and the changes to the payment to the Authority under this Agreement. . In the event substantial volume increases affect the ability of the Authority to meet the defined Level of Service, the Parties agree to collaborate in the public interest to address adjustments in the payment under this Agreement and/or Fire Fee and Charge necessary to satisfy the Level of Service or to make changes to the Level of Service on mutually agreeable terms; provided, that no adjustment to the payment under this Agreement or Fire Fee and Charge, or change to the Level of Service shall be effective unless stated in a written amendment to this Agreement in accordance with Section 24 below.

4.3 Designees from each Party shall meet on a regular basis, at the request of either Party, to discuss the Level of Service, the quality of service, Fire Fees and Charges, the payment under this Agreement, and any other issues arising out of the performance of this Agreement.

5. **PERSONNEL, EQUIPMENT AND OFFICE SPACE.**

5.1 The Authority shall be solely responsible for establishing and supplying all staffing (the “Assigned Authority Personnel”) and all equipment necessary to provide the Services, except for any equipment which the City is expressly required herein to provide. For the purposes of performing the Services and subject to licensing terms and security requirements, the parties agree to cooperate and share access to electronic permitting systems and other electronic systems necessary to coordinate services.

5.2 As partial consideration for the Services, the City shall provide the following to the Authority at no cost: (i) suitable office space within the City for the Assigned Authority Personnel; and (ii) access to office equipment and supplies reasonably needed to provide the Services, e.g., computers, internet access, telephones, computer software licenses, etc.

5.3 The City shall provide the Assigned Authority Personnel with access to permit files and other City records reasonably necessary for the Authority to provide the Services.

6. **FIRE FEES AND CHARGES.** The City shall collect and remit to the Authority all fees and charges it collects related to services provided by the Authority under this Agreement, including plan review, inspections, and enforcement (the “Fire Fees and Charges”).

6.1 **Payment.** All Fire Fees and Charges shall be due and payable to the Authority within thirty (30) days of the City collecting those amounts. When remitting payment to the Authority, the City may deduct any costs it incurred to collect the fees, including but not limited to court costs, attorneys' fees, and payments to debt collection companies. The City is not required to pay the Authority for uncollected or unpaid fees. If payment of a collected Fire Fee and Charge is more than thirty (30) days delinquent, interest shall accrue at the rate of twelve percent (12%) per annum.

6.2 **Supporting Documentation.** When the City transmits the Fire Fees and Charges to the Authority, the City shall provide the Authority with supporting documents that describe the Services for which the money was collected. The Authority has a right to request an audit of the Fire Fees and Charges no more frequently than once per year. The cost of an audit requested by the Authority shall be paid by the Authority unless otherwise agreed by the Parties.

6.3 **Schedule of Fire Fees and Charges.** By no later than September 1 of each year, the Authority will submit to the City proposed updates to the Fire Fees and Charges schedule. Updates to the fee schedule are subjected to City Council approval, which will not unreasonably be withheld. In the event the City Council does not approve the new Fire Fees and Charges schedule proposed by Authority, Authority may request discussion of the financial impacts to the Authority of not having its proposed Fire Fees and Charges schedule approved.

6.4 **No Unfunded Mandates.** The City shall not create any unfunded mandates for increased Services or reporting by the Authority without fully compensating the Authority for actual costs incurred.

7. **FIRE CODE OFFICIAL.** For purposes of Section 103.2 of the International Fire Code (“IFC”), the Authority’s Fire Chief or designee shall be designated the “Fire Code Official” for the City during the Term of this Agreement in consultation with the Mayor or the Mayor’s designee. The Fire Chief shall appoint an individual from the Authority to serve as the City Fire Marshal/Fire Code Official and ensure the assignment of fire prevention personnel to support the needs of the City as defined in **Exhibit A**. The Fire Marshal/Fire Code Official and prevention personnel will perform the functions specified in this Agreement, the IFC, and any City Codes. The City shall retain the full and ultimate authority for code adoption, interpretation, and enforcement. The Fire Marshal and fire prevention personnel shall be certified commensurate with duties assigned.

7.1 The IFC refers to all applicable Adopted Codes of the IFC and the City’s Municipal Code.

7.2 The Fire Code Official may, from time-to-time, make recommendations to the City regarding suggested revisions or amendments to the City’s IFC. Such recommendations shall be made according to the process prescribed by the City.

7.3 The Fire Code Official shall provide reports to the Building Code Official or designee as requested. While the Fire Chief shall have the authority to direct the work of the

Authority employees, the City's Building Code Official or designee shall be kept informed of the development review work performed by the Authority employees and shall have authority to provide input to the Fire Chief in setting the desired outcomes of the Fire Prevention staff.

8. **FIRE PLAN REVIEW & INSPECTIONS.** The following terms and conditions shall apply with regards to the Plan Review and Inspection Services outlined on **Exhibit A**:

8.1 All Services provided pursuant to this Exhibit shall be performed in a professional and competent manner pursuant to and within the timelines required of the Codes, City policies and procedures, including applicable customer service standards, and any state or federal laws applicable to the performance of that Service. The Assigned Authority personnel shall obtain and maintain certifications needed to perform the duties of these Services.

8.2 The Authority personnel assigned to the City shall maintain their operational training and provide operational support as part of their daily activities as directed by the Authority. It is recognized by both parties that there are exceptions that arise that impact turnaround times that shall be taken into consideration in determining compliance with this section of the agreement.

9. **FIRE CODE ENFORCEMENT.** The following terms and conditions shall apply with regard to those Fire Code Enforcement Services outlined on **Exhibit A**:

9.1 The City shall be responsible for providing prosecution services and legal counsel necessary to prosecute any civil or criminal code enforcement issues when enforcement requires judicial action (including hearing examiner proceedings). Once enforcement is turned over to the City for judicial action, the City retains independent prosecutorial discretion as to how or whether to proceed with enforcement action. The City will also maintain responsibility for any Code enforcement activities that require the presence or involvement of commissioned law enforcement officers. The Assigned Authority Personnel who inspected the property and found it to be in violation shall appear before any court, hearing examiner, board, committee, or other body empowered to enforce the provisions of the IFC to assist the City with enforcing the IFC at the sole cost of the Authority. If the Parties mutually agree, the City may provide the Assigned Authority Personnel with a limited law enforcement commission to enforce portions of the Code that require such commission (e.g., issuance of infractions for fire lane parking or fireworks enforcement). The Parties acknowledge that the Authority, by statute, has no duty to enforce any provisions of the Code or to enforce ordinances of the City except under the terms of this Agreement and the RFA Plan. Any duty the Authority does have to enforce the Code is not intended to benefit any specific members of the general public. The City agrees that all court costs and other legal costs incurred in the judicial enforcement of the Code within the City limits shall be paid by the City and shall not be considered an operating expense of the Authority.

9.2 The Authority will cooperate and coordinate with the City when enforcement efforts are contested.

9.3 The Authority will attend and provide testimony and exhibits at Code enforcement hearings before the City's Hearing Examiner, and upon appeal, if any, to court.

10. **FIRE INVESTIGATION SERVICES.** The following terms and conditions shall apply with regards to those Fire Investigation Services outlined on **Exhibit A**:

10.1 The Authority will coordinate arson investigation activities within the City boundaries as necessary. The Authority will lead the fire investigations in the City boundaries to determine cause and origin. The Authority can call upon Snohomish County investigators to assist with any fire investigations. The Authority can also request assistance from the Bureau of Alcohol, Tobacco, Firearms and Explosives as deemed necessary. The City's Police Department has the responsibility of anything criminal regarding fire investigations. The City may issue a limited commission to investigators to allow for sharing of privileged information or other activities approved by the City's Police Chief.

10.2 All evidence gathered during the criminal investigation of a fire or other event for which Fire Investigative Services are provided shall be collected by the assigned fire investigator and maintained by the evidence custodians of the City's Police Department pursuant to the policies and procedures for the maintenance of evidence set forth by the City's Police department.

10.3 The Parties will cooperate and keep each other informed as to the status of all fires in the City that occur because of suspected criminal activity. The Authority will disclose any information regarding criminal activity and/or evidence to the City's Police Department. This obligation (to disclose outside of the City's Police Department) shall not be construed to require the disclosure of information if disclosure could jeopardize a criminal investigation.

10.4 The Authority reserves the right to use the Snohomish County Fire Marshal's Office to partner in investigations.

11. **RECORDS.** All records received, used, or prepared in connection with the Services shall remain in the custody of the City and shall be maintained in such manner(s) as may be prescribed by the City. All such records shall be accessible by the Assigned Authority Personnel to perform the Services. The Authority reserves the right to store records as related to their official duties.

11.1 The City shall be solely responsible for responding to public records requests received by the City which involve public records generated pursuant to this Agreement; provided, however, that the Authority and the Assigned Authority Personnel shall assist in a timely manner, as necessary, in locating responsive records necessary for the City to fulfill its statutory duties under RCW 42.56.

11.2 The Authority shall be solely responsible for responding to public records requests received by the Authority which involve public records generated pursuant to this Agreement; provided, however, that the City shall cooperate in a timely manner, as necessary, in providing records necessary for the Authority to fulfill its statutory duties under RCW 42.56.

12. **INDEMNIFICATION.**

12.1 To the extent permitted by law, the Authority shall indemnify, hold harmless, and defend the City, and its officers, agents, and employees, or any of them, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages ("Claims") of any nature whatsoever, by reason of negligent or intentional acts or omissions of the Authority, and its officers, agents, and employees, or any of them, in performing services pursuant to this Agreement. In the event that any suit based upon such a Claim is brought against the City, the Authority shall defend the same at its sole cost and expense; provided, however, that the City retains the right to participate in said suit if any principle of governmental or public law is

involved; and further provided that if final judgment be rendered against the City, and its officers, agents, and employees, or any of them, or jointly against the City and the Authority, and their respective officers, agents, and employees, or any of them, for negligent or intentional acts or omissions of the Authority, the Authority shall satisfy the same; and further provided that if any such Claim is based on the concurrent negligence of the Parties, then the Authority's obligation under this Section applies only to the extent of its negligence.

12.2 To the extent permitted by law, the City shall indemnify, hold harmless, and defend the Authority, and its officers, agents and employees, or any of them, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages ("Claims") of any nature whatsoever, by reason of negligent or intentional acts or omissions of the City, and its officers, agents, and employees, or any of them, in performing services pursuant to this Agreement. In the event that any suit based upon such a Claim is brought against the Authority, the City shall defend the same, at its sole cost and expense; provided, however, that the Authority retains the right to participate in said suit if any principle of governmental or public law is involved; and further provided that if final judgment be rendered against the Authority, and its officers, agents, and employees, or any of them, or jointly against the Authority and the City, and their respective officers, agents, and employees, or any of them, for negligent or intentional acts or omissions of the City, the City shall satisfy the same; and further provided that if any such Claim is based on the concurrent negligence of the Parties, then the City's obligation under this Section applies only to the extent of its negligence.

13. **CITY AND AUTHORITY ARE INDEPENDENT MUNICIPAL GOVERNMENTS.** The Parties recognize and agree that they are independent governments. No separate legal or administrative entity is created by this Agreement. Except as expressly provided to the contrary in this Agreement, any real or personal property acquired or used by either Party in connection with the performance of this Agreement shall remain the sole property of such Party, and the other Party shall have no interest therein. Except for the specific terms herein, nothing herein shall be construed to limit the discretion of the governing bodies of each Party. Specifically, and without limiting the foregoing, the Authority shall have the sole discretion and the obligation to determine the exact method by which the Services are provided to the City.

14. **ADMINISTRATION OF AGREEMENT.** This Agreement shall be administered by the Authority's Fire Chief and the Mayor or the Mayor's designee. The Fire Chief and the Mayor or the Mayor's designee shall meet regularly and at the request of either Party to ensure the satisfaction of the City with the Services. The Mayor or the Mayor's designee may provide input to the Authority's Fire Chief concerning desired outcomes, quality, and timeliness of the Services.

14.1 In addition to the foregoing, the Authority will provide such reports in writing or in person before the City Council as may be reasonably requested by the Mayor or the Mayor's designee in order for the community to remain informed regarding the Services performed pursuant to this Agreement.

15. **ASSIGNED AUTHORITY PERSONNEL.** The Assigned Authority Personnel shall, at all times, be Authority employees and shall not be deemed to be loaned employees of the City. The Authority shall be solely responsible for all compensation due to the Assigned Authority Personnel, supervision, and discipline. The City shall provide regular feedback to the Fire Chief pertaining to the performance of the Assigned Authority Personnel. The City shall immediately notify the Human Resources Director for the Authority concerning any actions by

the Assigned Authority Personnel requiring involvement by the Authority's Human Resources Department. The Authority retains the right to move or reassign employees.

16. **DISPUTE RESOLUTION.** It is the intent of the Parties herein to attempt to resolve all disputes between them without litigation. The Parties shall mutually agree upon a mediator. Any expenses incidental to mediation, including the mediator's fee, shall be borne equally by the Parties. If the Parties cannot agree upon a mediator, the Parties shall submit the matter to either the Judicial Arbitration and Mediation Service ("JAMS"), Judicial Dispute Resolution ("JDR"), or the Washington Arbitration and Mediation Service ("WAMS"), and shall request that a mediator be appointed. If the Parties cannot agree on which of these services to use, one of them shall be selected at random. This requirement to mediate the dispute may only be waived by mutual written agreement before a Party may proceed to litigation.

16.1 Jurisdiction and venue for any dispute arising out of this Agreement shall lie exclusively in the Superior Court of Snohomish County, Washington

17. **NON-WAIVER.** No waiver of any act or omission, including, but not limited to, acceptance of payment by the Authority, shall (i) operate as a waiver of any past or future default; (ii) deprive a Party of its right to terminate this Agreement; or (iii) be construed to prevent a Party from promptly exercising any other right or remedy it has under this Agreement.

18. **NOTICES.** Any notice, demand, request, consent, approval, or communication that either Party desires or is required to give to the other Party shall be in writing addressed to the other Party at the addresses as follows:

South Snohomish County Fire & Rescue
Regional Fire Authority
Attention: Fire Chief
12425 Meridian Ave.
Everett, WA 98208

City of Mountlake Terrace
Attention: City Manager
23204 58th Ave W
Mountlake Terrace, WA

Or such address as may have been specified by notifying the other Party of the change of address. Notice shall be deemed served on the date of actual delivery or the first (1st) attempted delivery as shown on the return receipt if mailed with the United States Postal Service by certified mail, return receipt requested, or by the receipt from any private delivery service such as Fed Ex or DHL.

19. **DRAFTING.** Each Party has fully participated in the drafting of this Agreement. Therefore, this Agreement shall be construed according to its fair meaning without regard to which Party drafted a particular provision.

20. **SURVIVAL.** All obligations of either Party as provided for in this Agreement shall not cease upon the termination of this Agreement and shall continue as obligations until fully performed. All clauses of this Agreement which require performance beyond the termination date shall survive the termination date of this Agreement.

21. **NO BENEFIT TO THIRD PARTIES.** This Agreement shall not be construed to provide any benefits to any third parties, including but not limited to the employees or volunteers of any Party. Specifically, and without limiting the foregoing, this Agreement shall not create or be construed as creating an exception to the Public Duty Doctrine.

22. **COMPLIANCE WITH LAW.** All Parties to this Agreement shall comply with all applicable federal, state and local laws, rules and regulations in the performance of this Agreement.

23. **ASSIGNMENT.** The Parties to this Agreement may assign any of their duties, rights or responsibilities under this Agreement without the express written consent of the other Parties.

24. **SEPARATE PROPERTY.** It is not contemplated that any property, real or personal, will be acquired by any Party separately or jointly as a result of this Agreement. No separate fund shall be established with regard to this Agreement. Any acquisition of joint property shall be subject to a separate Interlocal Agreement executed prior to or at the time of such joint acquisition. All equipment and property owned or acquired solely by a Party hereto shall remain the equipment and property of that Party.

25. **ENTIRE AGREEMENT.** This Agreement contains all of the understandings between the parties. Each Party represents that no promises, representations, or commitments have been made by the other as a basis for this Agreement which have not been reduced to writing herein. No oral promises or representations shall be binding upon either Party, whether made in the past or to be made in the future, unless such promises or representations are reduced to writing in the form of a modification to this Agreement and executed with all necessary legal formalities by the legislative authorities of each Party.

26. **AMENDMENTS.** This Agreement may only be amended or modified by a written agreement approved and authorized by the legislative authorities of each Party.

27. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one agreement.

[Signatures on Following Page]

**SOUTH SNOHOMISH COUNTY FIRE &
RESCUE REGIONAL FIRE AUTHORITY**

CITY OF MOUNTLAKE TERRACE

By: Micah Rowland
Its: Chair

By: Jeff Niten
Its: City Manager

By: Michael Fearnough
Its: Vice Chair

ATTEST:

By: David Chan
Its: Commissioner

By: Jennifer Joki
Its: City Clerk

By: Ed Widdis
Its: Commissioner

By: Jim Kenny
Its: Commissioner

By: Mark Laurence
Its: Commissioner

By: Chris Teofilak
Its: Commissioner

ATTEST:

By: Melissa Blankenship
Its: Executive Assistant

EXHIBIT A LIST OF SERVICES

I – PLAN REVIEW, INVESTIGATION, AND INSPECTION SERVICES:

The Authority will provide Plan Review, Investigations of cause and origin, and Inspection Services for the City within the City's boundaries, as those boundaries may be adjusted in the future. The description of Plan Review, Investigations, and Inspection Services in this **Exhibit A** include, but are not limited to, administration and interpretation of applicable fire codes (Last Adopted IFC) and any City municipal codes.

The Authority shall provide, in consultation with the City, the following Plan Review, Investigations, and Inspection Services:

- A. Direct the management and supervision of personnel performing the Services.
- B. Administer fire prevention programs and activities to include Code inspections, plan review for Code compliance, Code enforcement, addressing, fire investigations, and public education.
- C. Interpret Codes as necessary to perform the Services. In the event of ambiguity or conflict in the Code, the Authority will consult with the City.
- D. Approve materials, equipment, and devices used in construction, and the methods of construction to the extent that approval is required by the Code.
- E. Coordinate the collection of fees with the City.
- F. Maintain records in accordance with state approved retention schedules, route development applications and plans, and fulfill public record requests consistent with this agreement.
- G. Coordinate with the City to process development plans and Code related permit application packages in a timely manner consistent with City established customer service goals and applicable laws.
- H. Coordinate with the City to issue Code related permits in a timely manner consistent with City established customer service goals and applicable laws.
- I. Assist City with Code complaints or inquiries from the public to include data entry, file creation, and routing of information.
- J. Schedule and conduct Code inspections for developers or contractors.
- K. Recommend and prepare updates to the Code for consideration by the City, including but not limited to state mandated updates to the International Fire Code.
- L. Review and sign voluntary correction agreements.

M. Participate on the City's Environmental Review Committee (ERC). The Authority shall be represented by its Fire Chief or designee.

N. Perform all other administrative tasks necessary to support Fire Prevention Services for the City, including all administrative tasks designated by the Code as the responsibility of the Fire Chief, Fire Marshall, and/or Fire Code Official.

O. Participate in the City's Special Events Committee.

II – FIRE CODE ENFORCEMENT:

The Authority shall provide the following Fire Code Enforcement Services in the City's boundaries:

A. Perform inspections required or authorized by the Code, including the inspection of new or relocated businesses for Code compliance and permit issuance.

B. Assist City with investigating and resolving Code violation complaints or inquiries.

C. Perform all Code enforcement duties of the Fire Marshal, Fire Code Official, and/or Fire Chief as provided in the Code. Provided, however, the City shall be responsible for providing prosecution services and legal counsel necessary to prosecute any civil or criminal code enforcement issues when enforcement requires judicial action (including hearing examiner proceedings). Once enforcement is turned over to the City for judicial action, the City retains independent prosecutorial discretion as to how or whether to proceed with enforcement action. The City will also maintain responsibility for any Code enforcement activities that require the presence or involvement of commissioned law enforcement officers. The Authority staff who inspected the property and found it to be in violation shall appear before any court, hearing examiner, board, committee, or other body empowered to enforce the provisions of the IFC in order to assist the City with enforcing the IFC at the sole cost of the Authority. If the Parties mutually agree, the City may provide employees of the Authority with a limited law enforcement commission to enforce portions of the Code that require such commission (e.g., issuance of infractions for fire lane parking or fireworks enforcement). The Parties acknowledge that the Authority, by statute, has no duty to enforce any provisions of the Code or to enforce ordinances of the City except under the terms of this Agreement and the RFA Plan. Any duty the Authority does have to enforce the Code is not intended to benefit any specific members of the public. The City agrees that all court costs and other legal costs incurred in the judicial enforcement of the Code within the City limits shall be paid by the City.

D. Coordinate with the City when enforcement efforts are contested and when the City is undertaking related non-fire code enforcement efforts.

E. Perform special inspections required by outside agencies such as Department of Defense, Department of Early Learning, Department of Social and Health Services, and private insurance companies.

F. Coordinate with the City on post-disaster building and system inspections and/or evaluations.

G. Approve and/or review fire safety, emergency evacuation, lockdown, shelter-in-place, and hazardous materials management plans.

H. Assist City and provide testimony if needed and present exhibits at Code enforcement hearings before the City's Hearing Examiner, and upon appeal, if any, to court.

I. Perform all other tasks related to providing the above Fire Code Enforcement Services.

III – FIRE INVESTIGATION SERVICES:

The Authority shall perform Fire Investigation Services that include but are not limited to:

A. Investigate the cause and origin of fires, interview suspects and witnesses, examine fire scenes, document findings, and prepare reports, protect evidence, cooperate with prosecutors, and law enforcement, be available for interviews and courtroom testimony, and other associated duties.

B. Investigate all fires that are arson, suspicious, and/or injurious, and fires with a loss of twenty thousand dollars (\$20,000.00) or more if the cause cannot be determined by on-scene personnel.

C. Coordinate arson investigation activities with the City's Police Department as necessary.

D. Staff the 24/7 Fire Investigation Unit by responding to all working fires when requested.

E. Participate in regional and state fire investigative organizations and activities.

F. Perform all other tasks related to Fire Investigation Services.

Evidence Retention

All evidence gathered during the criminal investigation of a fire or other event for which Fire Investigative Services are provided shall be collected by the assigned fire investigator and maintained by the evidence custodians of the City's Police Department pursuant to the policies and procedures for the maintenance of evidence set forth by the City's Police department.

Cooperation in Criminal Investigations

The Parties will cooperate and keep each other informed as to the status of all fires in the City that occur because of suspected or confirmed criminal conduct by providing status reports of investigations. As the investigations evolve, the Authority will disclose any information regarding criminal activity and evidence to the City's Police Department. This obligation (outside of the City's Police Department) shall not be construed to require the disclosure of information if disclosure could jeopardize a criminal investigation.

IV - GENERAL FIRE PREVENTION MANAGEMENT:

A. Manage the Knox/Supra lock box program.

B. Coordinate with the City to provide timely development review program services, including answering project inquiries, attending meetings, reviewing plans for Code compliance, and approving plans when in compliance with the Code.

C. Provide development inspection program services to include pre-construction meetings, inspections, troubleshooting fire protection systems, final acceptance tests, field review of basic permits, coordination with the Building Services Division for the issuance of Certificates of Occupancy.

D. Assist and advise the City in its economic development activities to include research of properties, systems and code requirements for potential projects and existing buildings.

E. Approve hydrant placement on public and private projects.

F. Provide false alarm reduction program activities, which should include follow up with owners of faulty alarm systems, coordination with property owner/agent in its efforts to troubleshoot and repair faulty alarm systems, and quality assurance of incident reports from false alarms.

G. Provide fire protection system confidence test program activities to include evaluation of confidence tests provided by third parties, issuance of correction notices and/or notices of violation and drafting of voluntary correction agreements and field inspections.

H. Perform all other tasks related to providing the above Fire Prevention Development Services and any related tasks arising from application of the Code. Timeline of Work Provided. All services provided pursuant to this agreement shall be performed in a professional and competent manner pursuant to and within the timelines required of the Codes, City policies and procedures, including applicable customer service standards, and any state or federal laws applicable to the performance of that work.