



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

Board of Commissioners  
Special Meeting Agenda  
April 9, 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. APPROVAL OF MEETING MINUTES (7:04 p.m.)**
  - a. April 2, 2024 Regular Meeting
- 5. PUBLIC COMMENT - Notice: All public comment and testimony are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter 42.56. (7:06 p.m.)**
- 6. FIRE CHIEF REPORT (7:15 p.m.)**
- 7. UNION REPORT (7:20 p.m.)**
- 8. UNFINISHED BUSINESS (7:25 p.m.)**
  - a. Benefit Charge Reauthorization Resolution for Action - Fire Chief Bob Eastman (PAGES 10-15)
  - b. Mukilteo Annexation ILA for Discussion - Commissioner Ed Widdis (PAGES 16-18)
  - c. Surplus Asset Disposition Notification for Discussion - Deputy Chief James Curtis (PAGES 19-21)
  - d. Board Workshop Agenda for Discussion - Chair Jim Kenny (PAGES 22-23)
- 9. NEW BUSINESS (8:15 p.m.)**
  - a. Healthcare Plan Addendum for Discussion and Potential Action - Human Resources Director David Cullen (PAGES 24-28)

**10. COMMITTEE UPDATES (8:25 p.m.)**

- a. Finance and Human Resources - Commissioner David Chan
- b. Intergovernmental - Commissioner Ed Widdis
- c. SNO911 - Commissioner Michael Fearnough

**11. COMMISSIONER COMMENTS (8:35 p.m.)**

**12. EXECUTIVE SESSION (8:40 p.m.)**

- a. To Consider the Selection of a Site or the Acquisition of Real Estate by Lease or Purchase Pursuant to RCW 42.30.110(1)(b)(c)
- b. Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g)

**13. ADJOURNMENT (10:00 p.m.)**

**14. 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](mailto:mblankenship@southsnofire.org) at least 48 hours prior to any South County Fire meeting if any accommodations are needed.



**Board of Commissioners  
Minutes of Regular Board Meeting  
April 2, 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**

Assistant Chief Bob Eastman  
Assistant Chief Shaughn Maxwell  
Assistant Chief Jason Isotalo  
Communications Director Leslie Hynes  
Human Resources Director David Cullen  
Deputy Chief James Curtis  
Chief Financial Officer Chris Bothwell  
Executive Assistant Melissa Blankenship

**GUESTS**

Local 1828 Vice President Justin Pickens  
Attorney Richard Davis  
Parliamentarian Kevin Connolly

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 7:04 p.m.

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

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

Chair Rowland requested to add a Public Statement Announcement Resolution for adoption after public comment.

Commissioner Widdis requested to add as item 12b. in New Business; Change of Board Chair and Election of New Chair.

#### **Motion**

Jim Kenny

Motion to approve agenda as amended to include Public Statement Announcement Resolution for adoption after Public Comment and Change of Board Chair and Election of New Chair as 12b. in New Business.

Second:

Michael Fearnough

Motion passed unanimously 7-0;

### **4. CONSENT AGENDA (7:05 p.m.)**

#### **Motion**

Mark Laurence

Motion to approve consent agenda as presented.

Second:

Chris Teofilak

Motion passed unanimously 7-0;

- a. Claims Voucher totaling \$1,077,429.79
- b. Payroll Summary and Authorization for March 2024

### **5. APPROVAL OF MEETING MINUTES (7:06 p.m.)**

#### **Motion**

Jim Kenny

Motion to approve minutes as presented.

Second:

Ed Widdis

Motion passed unanimously 7-0;

- a. March 19, 2024 Regular Meeting

### **6. NEW FIRE CHIEF SWEARING IN (7:07 p.m.)**

Commissioner Widdis performed the swearing in of New Fire Chief Bob Eastman.

Chair Rowland called a 10-minute recess at 7:10 p.m.

**7. PUBLIC COMMENT - Notice: All public comment and testimony are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter 42.56. (7:12 p.m.)**

Penny Coyne and Commissioner David Chan spoke to the swearing in of Fire Chief Bob Eastman.

**8. Public Statement Announcement Resolution for adoption – Chair Micah Rowland**

Chair Rowland shared that he received a letter from Vice Chair Fearnough stating that effective immediately he had resigned his position as Vice Chair. The letter was read aloud.

Chair Rowland read a personal statement to the Board and moved to adopt a resolution to censure Commissioners Kenny, Chan, Laurence and Teofilak for violations of the Open Public Meetings Act.

Commissioner Rowland resigned as Chair of the Board and departed the meeting room.

Commissioner Kenny stated that in circumstances where the Board was left without a Chair and Vice Chair the Board needed to elect a presiding officer who was traditionally the senior member of the Board. Without objection, Commissioner Kenny was elected to preside over the balance of the meeting or until a new Chair was elected.

**Motion**

Micah Rowland

Motion to adopt a resolution to censure Commissioners Kenny, Chan, Laurence and Teofilak for violations of the Open Public Meetings Act

Second:

Motion died for lack of Second0-0;

**9. FIRE CHIEF REPORT (7:21 p.m.)**

Chief Eastman requested the next meeting be set to a special meeting to address a necessary resolution to adhere to timelines surrounding the Fire Benefit Charge process. There would also be an Open House next Thursday at Station 12.

**10. LEGAL REPORT (7:26 p.m.)**

Richard Davis extended his congratulations to Chief Eastman.

Mr. Davis shared a recent Supreme Court decision surrounding public officials and their social media accounts and that it was permissible to remove messages and block a

commentor on a personal page if the official wasn't using it to fulfill the duties of their office and didn't use their governmental authority to maintain it even if they occasionally posted government related items on their page.

Richard Davis provided a memo that he asked Ms. Blankenship to circulate to the Board with recommendations for consideration.

## **11. UNION REPORT (7:31 p.m.)**

Local 1828 Vice President Justin Pickens extended his congratulations to Chief Eastman and shared his gratitude to retired Chief Thad Hovis for his many years of service.

VP Pickens shared that Captain Alan Rivas had just graduated from a yearlong executive leadership series through the IAFF.

Congratulations to newly promoted BC Kris Geogan and newly promoted MSO Dani DeVos.

## **12. UNFINISHED BUSINESS (7:36 p.m.)**

- a. Station Alerting System Modernization for Action - Deputy Chief James Curtis

Deputy Chief James Curtis requested Board approval of a contract for the Phase 1 installation of Locution PrimeAlert hardware. The purchasing requirements were satisfied and the project was competitively bid with Sequoyah Electric, LLC providing the lowest responsive proposal.

### **Motion**

Jim Kenny

Motion to approve the award of the station alerting system to Sequoia Electric in the amount of \$888,246.

Second:

Mark Laurence

Motion passed 6-0;

- b. Holmatro Rescue Tools Purchase and Resolution 04022024-05 for Action - Deputy Chief James Curtis

Deputy Chief James Curtis requested that the Board approve the purchase of Homaltro Rescue Tools operations equipment in the amount of \$181,015. The purchasing requirements had been satisfied and the purchase was funded in the Adopted Budget with funds provided by Sound Transit.

### **Motion**

Jim Kenny

Motion to approve the purchase of Holmatro Rescue Tools in the amount of \$181,015.

Second:

Michael Fearnough

Motion passed 6-0;

DC James Curtis requested adoption of Budget Amendment 04022024-05 to amend the Capital Fund budget to account for the Holmatro Tools Purchase.

### **Motion**

Jim Kenny

Adoption of Budget Amendment  
04022024-05

Second:

Chris Teofilak

Motion passed 6-0;

#### c. Landscape Maintenance Contract for Action - Deputy Chief James Curtis

DC Curtis requested the Board approve a contract for landscape maintenance. The purchasing requirements had been satisfied and the project was competitively bid with AtWork Commercial Enterprise, LLC providing the lowest responsive proposal.

### **Motion**

Jim Kenny

Motion to approve awarding the RFA's  
landscape maintenance contract to AtWork  
Commercial Enterprise, LLC.

Second:

Michael Fearnough

Motion passed 6-0;

#### d. Benefit Charge Update for Discussion - Assistant Chief Robert Eastman

Fire Chief Bob Eastman shared that a six-year benefit charge was approved by the regional fire authority voters in 2020 and would expire in 2026. The Board approved a long-term revenue strategy in November of 2023 which included going to voters with a 10-year renewal of the benefit charge in the August 6, 2024, Primary Election.

Chief Eastman stated that the draft Resolution was still under legal review and would bring a final resolution to the Board to consider adoption at the April 9, 2024, special meeting.

#### e. Spring Board Workshop Topics for Discussion - Chair Micah Rowland

Ms. Blankenship shared that a draft list of topics was shared with the Board to consider adding to the agenda for the Spring Board Workshop.

The Emergency Training to be done by the Police Chief of Brier would be approximately an hour and would be scheduled for 11:00 a.m.

Staff requested adding a cardiac arrest demonstration to show the Board what occurred

during a cardiac event.

Chair Kenny stated that there would be more discussion on the workshop agenda items at the next meeting.

### **13. NEW BUSINESS (8:15 p.m.)**

- a. Recognition of National Public Safety Telecommunicators Week - Resolution 04022024-04 for Action - Vice Chair Michael Fearnough

Chief Eastman shared that the proposed resolution proclaimed April 14-20, 2024 as Public Safety Telecommunicators Week and supported the important work performed by our dispatch professionals at Sno911.

#### **Motion**

Jim Kenny

Motion to adopt Resolution 04022024-04  
Recognizing Public Safety  
Telecommunicators Week

Second:

Ed Widdis

Motion passed 6-0;

- b. Change of Board Chair and Election of New Chair - Chair Jim Kenny

Commissioner Laurence nominated Jim Kenny as Chair of the Board.

#### **Motion**

Mark Laurence

Motion to elect Jim Kenny as Chair of the  
Board.

Second:

Michael Fearnough

Motion passed 6-0;

- c. Commissioner Fearnough nominated Mark Laurence as Vice Chair of  
the Board.

#### **Motion**

Michael Fearnough

Motion to elect Mark Laurence as Vice  
Chair of the Board.

Second:

Chris Teofilak

Motion passed 6-0;

### **COMMITTEE UPDATES (8:18 p.m.)**

- d. Finance and Human Resources - Commissioner David Chan

Commissioner Chan shared that there would be a meeting next week and the agenda would be released soon.

e. Intergovernmental - Commissioner Ed Widdis

Commissioner Widdis shared that he, Commissioner Chan and Chief Eastman met with Mayor Marine and the City Administrator of Mukilteo at their request.

Commissioner Widdis stated that the meeting to discuss how to move forward with the ILA process and they shared that the item would be placed on the agenda at our next meeting to solicit Board input on how to move forward.

Commissioner Widdis stated that there would be an IGC meeting on Thursday the 4th.

f. SNO911 - Commissioner Michael Fearnough

Commissioner Fearnough shared that the Sno 911 Board addressed the authorization of movement of surplus equipment and they would be meeting on April 10 for Fire TAC and again on April 18 at South County Fire HQ.

**14. COMMISSIONER COMMENTS (8:23 p.m.)**

None.

**15. ADJOURNMENT (8:30 p.m.)**

Without objection the regular meeting was adjourned at 8:22 p.m.

**16. 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:

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Jim Kenny  
Board Chair

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Melissa Blankenship  
Executive Assistant to the Board of  
Commissioners

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## Board Meeting Agenda Bill

### Agenda Item 8.a.

**Meeting Date:** 4/9/2024

**Department:** Fire Chief

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#### Subject

Benefit Charge Reauthorization Resolution for Action - Fire Chief Bob Eastman (PAGES 10-15)

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**Prior Board Action:** Public Hearing, March 19, 2024

**Recommended Action:** Adopt Resolution 04092024-06 and Explanatory Statement to place a measure for 10-year reauthorization of the benefit charge on the ballot in the August 6, 2024 Primary Election.

**Related Items:** Resolution and Explanatory Statement

**Staff Contact:** Fire Chief Bob Eastman

**Approval Signature:** Fire Chief Bob Eastman

**Legal Review:** Legal Review Completed

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#### Summary

The South County Fire Board of Commissioners held a public hearing on March 19, 2024 on a resolution to place a 10-year renewal of the benefit charge on the ballot in the August 6, 2024 Primary Election.

Staff presented a draft resolution and explanatory statement to the Board for review and discussion at the April 2, 2024 meeting.

Both documents must be approved by the Board and submitted to Snohomish County Elections by May 3, 2024 in order for the measure to appear on the August 6, 2024 Primary Election Ballot.

#### Discussion

A six-year benefit charge was approved by regional fire authority voters in 2020. The benefit charge provides a fair, stable, reliable and cost-effective method to maintain satisfactory fire and emergency medical services level within the regional fire authority. Voter approval is required to retain this revenue source beyond its 2026 expiration date.

The Board approved a long-term revenue strategy in November of 2023. This strategy included going to voters with a 10-year renewal of the benefit charge in the August 6, 2024 Primary Election.

#### Fiscal Impact

N/A

#### Recommendation

Staff recommends the board adopt the resolution and explanatory statement to place a measure for 10-year reauthorization of the benefit charge on the ballot in the August 6, 2024 Primary Election.

**ATTACHMENTS:**

Description	Type
Benefit Charge Reauthorization Resolution	Resolution Letter
Benefit Charge Reauthorization Explanatory Statement	Backup Material

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

**RESOLUTION NO. 04092024-06**

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF  
SOUTH SNOHOMISH COUNTY FIRE & RESCUE REGIONAL FIRE AUTHORITY DECLARING  
THE INTENT TO CONTINUE VOTER-AUTHORIZED BENEFIT CHARGE TO FUND  
OPERATIONS AND CALLING FOR A SPECIAL ELECTION**

**WHEREAS**, pursuant to RCW 52.26, the Governing Board of South Snohomish County Fire & Rescue Regional Fire Authority ("South County Fire") is authorized to establish, impose, and collect a benefit charge on personal property and improvements to real property, which are located within South County Fire on the date specified, and which have or will receive benefits provided by South County Fire, to be paid by the owners of the property;

**WHEREAS**, on November 3, 2020, the voters of South County Fire authorized the imposition of a benefit charge for a period of six (6) years commencing in 2021;

**WHEREAS**, the Governing Board of South County Fire has determined that the benefit charge, established in conjunction with a reduced levy of property taxes, provides the most stable, reliable, and cost-effective method for financing the operations of South County Fire needed to provide a satisfactory level of services to its citizens and residents; and

**WHEREAS**, the benefit charge will be reasonably proportioned to the measurable benefits that each property receives from the services by South County Fire.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the South County Fire Board of Fire Commissioners, as follows:

1. **Benefit Charge.** It is the declared intent of South County Fire to continue the voter-approved benefit charge on personal property and improvements to real property located within South County Fire, to be paid by the owners of such property in compliance with the following statutory procedures.

1.1 **Method of Apportionment.** The benefit charge shall be reasonably proportioned to the measurable benefits to property resulting from the services provided by South County Fire using a method of apportionment established on an annual basis in accordance with RCW 52.26.180.

1.2 **Amount of Benefit Charge.** The amount of the benefit charge for each year shall be set in the year preceding imposition of the charge, after a public hearing to review the amount of the benefit charge for the subsequent year, pursuant to RCW 52.26.180 and RCW 52.26.230, and shall not exceed sixty percent (60%) of the operating budget of South County Fire.

1.3 **Notice of the Benefit Charge.** Pursuant to RCW 52.26.230, property owners will be notified in writing of the benefit charge and the amounts thereof, subsequent to a public hearing referred to in Section 1.2 above, and prior to the formation or convening of a benefit charge review board by South County Fire.

1.4 **Review Board.** Subsequent to establishing the annual benefit charge and notifying the property owners, South County Fire shall continue its review board pursuant to RCW 52.26.250. The

review board shall be convenient and available for at least a two (2)-week period to hear and decide written appeals from property owners regarding their particular benefit charge assessment.

2. **Effective Date.** The benefit charge would be fixed and imposed on the affected property, effective January 1, 2027, if re-authorized by the voters.

3. **Contract for Administration.** If approved by the voters, the Fire Chief is authorized and directed to negotiate a revised Interlocal Agreement with the Snohomish County Treasurer, if necessary, to provide for the administration and collection of the benefit charge.

4. **Public Hearing.** The Governing Board will schedule a public hearing before the Board at a subsequent date not more than six (6) months or less than ten (10) days prior to the election to specifically set forth and consider the proposal to impose benefit charges for the support of the legally authorized activities of South County Fire to maintain and improve the services provided in South County Fire. A report of the public hearing shall be filed with the county treasurer of Snohomish County and be available for public inspection.

5. **Election.** Pursuant to RCW 52.26.220, there shall be submitted to the qualified electors of South County Fire for their approval or rejection, at the primary election of August 6, 2023, the question whether to continue to impose the voter-authorized benefit charge for fire protection purposes authorized by law, and the Auditor of Snohomish County is hereby requested to place on. The ballot title for which is to be substantially as prescribed by RCW 52.26.220:

PROPOSITION 1 - Benefit Charge Continuation

Shall South Snohomish County Fire & Rescue Regional Fire Authority be authorized to continue voter-authorized benefit charges each year for ten (10) consecutive years, not to exceed an amount equal to sixty percent (60%) of its operating budget, and be prohibited from imposing an additional property tax under RCW 52.26.140(1)(c)?

\_\_\_\_\_ **YES**          \_\_\_\_\_ **NO**

**ADOPTED** at a regular meeting of the Governing Board of South Snohomish County Fire & Rescue Regional Fire Authority on \_\_\_\_\_, the following commissioners being present and voting.

By: \_\_\_\_\_  
James Kenny, Chair

By: \_\_\_\_\_  
Mark Laurence, Vice Chair

By: \_\_\_\_\_  
David Chan, Commissioner

By: \_\_\_\_\_  
Michael Fearnough, Commissioner

By: \_\_\_\_\_  
Micah Rowland, Commissioner

By: \_\_\_\_\_  
Chris Teofilak, Commissioner

By: \_\_\_\_\_  
Edward Widdis, Commissioner

ATTEST:

\_\_\_\_\_  
Melissa Blankenship, Executive Assistant  
to the Governing Board

### **CERTIFICATION**

I, the undersigned, Executive Assistant to the Governing Board of South Snohomish Fire & Rescue Regional Fire Authority (the "RFA") hereby certify as follows:

1. The attached copy of Resolution No. \_\_\_\_\_ (the "Resolution") is a full, true, and correct copy of the Resolution duly adopted at a regularly scheduled meeting of the Governing Board of the RFA held on \_\_\_\_\_, 2024, as the Resolution appears on the minute book of the RFA and the Resolution is now in full force and effect.
2. A quorum of the members of the Governing Board was present throughout the meeting and a majority of those members present voted in the proper manner for the adoption of the Resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Melissa Blankenship  
Executive Assistant to the Governing Board

## **EXPLANATORY STATEMENT**

South Snohomish County Fire and Rescue Regional Fire Authority (South County Fire RFA) is seeking reauthorization of the Benefit Charge. The Benefit Charge was first approved by voters in 2020. Voter approval is required to retain this revenue source. Reauthorizing the Benefit Charge for 10 years will allow South County Fire to maintain response times and service levels, train personnel and purchase equipment.

A Benefit Charge is not a property tax. It is a user fee based on risk factors and the cost of providing fire protection services. The amount of the benefit charge imposed on a specific property cannot exceed the measurable benefits of the services afforded to the property and is subject to appeal before a review board.

The RFA Board of Commissioners has determined a benefit charge is the fairest, most stable, reliable and cost-effective method for financing operations of the RFA and maintaining a satisfactory level of service.

This proposition requests voters reauthorize the benefit charge to be collected for 10 years.

**Board Meeting Agenda Bill  
Agenda Item 8.b.**

**Meeting Date:** 4/9/2024

**Department:** Fire Chief

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**Subject**

Mukilteo Annexation ILA for Discussion - Commissioner Ed Widdis (PAGES 16-18)

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<b>Prior Board Action:</b>	Discussion in Intergovernmental Committee.
<b>Recommended Action:</b>	For Discussion
<b>Related Items:</b>	NOI Draft Annexation Area layout
<b>Staff Contact:</b>	Fire Chief Bob Eastman
<b>Approval Signature:</b>	Fire Chief Bob Eastman
<b>Legal Review:</b>	No Legal Review Required

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**Summary**

The Intergovernmental Committee would like the Board to discuss how to proceed with the Mukilteo Annexation ILA.

**Discussion**

City of Mukilteo is proposing a “Mukilteo Speedway/Beverly Park Rd Annexation” spanning .41 acres of unincorporated Snohomish County currently within the jurisdictional boundaries of South County Fire.

**Fiscal Impact**

N/A

**Recommendation**

For Discussion only.

**ATTACHMENTS:**

Description	Type
NOI Draft Mukilteo	Backup Material
Mukilteo Annexation Layout Area	Backup Material

# NOTICE OF ANNEXATION INTERLOCAL AGREEMENT

As required by RCW 35A.14.296(2), written notice is being provided to the governing authorities of the annexation area. Any adjacent city or notified district has thirty calendar days from the date of notice to provide written notice of its interest in being a party to the interlocal agreement. If you have any questions, comments, or concerns please reach out to the spokesperson contact below.

Name of jurisdiction: City of Mukilteo

Name of proposal: Mukilteo Speedway/Beverly Park Rd Annexation

Proceedings were initiated under authority of RCW 35A.14.296 using the Interlocal Agreement Method: A code city may annex unincorporated territory pursuant to an interlocal agreement. This method of annexation shall be an alternative method and is additional to all other methods provided for in this chapter.

Is assumption of existing indebtedness to be required? Yes

Will simultaneous adoption of comprehensive plans be required? No. The area will receive future land use designations and zoning under the 2024 update.

Name each governmental unit having jurisdiction within the boundaries of the proposal:

The following other persons (attorneys, etc.) shall receive communication regarding proposal:

Alderwood Water and Wastewater District,  
South Snohomish Regional Fire and Rescue,  
Mukilteo School District,  
Snohomish County PUD  
Snohomish County Transportation Benefit District

Daniel Kenny, City Attorney

Signatures on petition: N/A

Residences in area: 26

Population of area: ~111

Assessed valuation: \$139,367,100

Topography: Flat/Hilly

Current district boundaries and adjacent roads:

Adjoining the City of Mukilteo on its western boundary, bounded by the Mukilteo Speedway to the west and Beverly Park Rd to the south.

Acreage ~84

Square miles 0.41

Proximity to other districts, cities, etc.

Alderwood Water and Wastewater District, South County Fire, Mukilteo School District, Snohomish County Transportation Benefit District and Snohomish PUD.

	<u>Present</u>
Sewers	<u>Alderwood Water and Wastewater District</u>
Water	<u>Alderwood Water and Wastewater District</u>
Roads	<u>Snohomish County Public Works</u>
Fire Dist.	<u>South County Fire</u>
Police	<u>Snohomish County Sheriff</u>

<u>Proposed</u>
<u>No change</u>
<u>No change</u>
<u>City of Mukilteo</u>
<u>City of Mukilteo</u>
<u>City of Mukilteo</u>

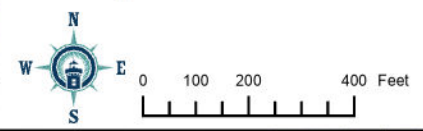
Spokesperson/Contact:

Andy Galuska, Community Development Director

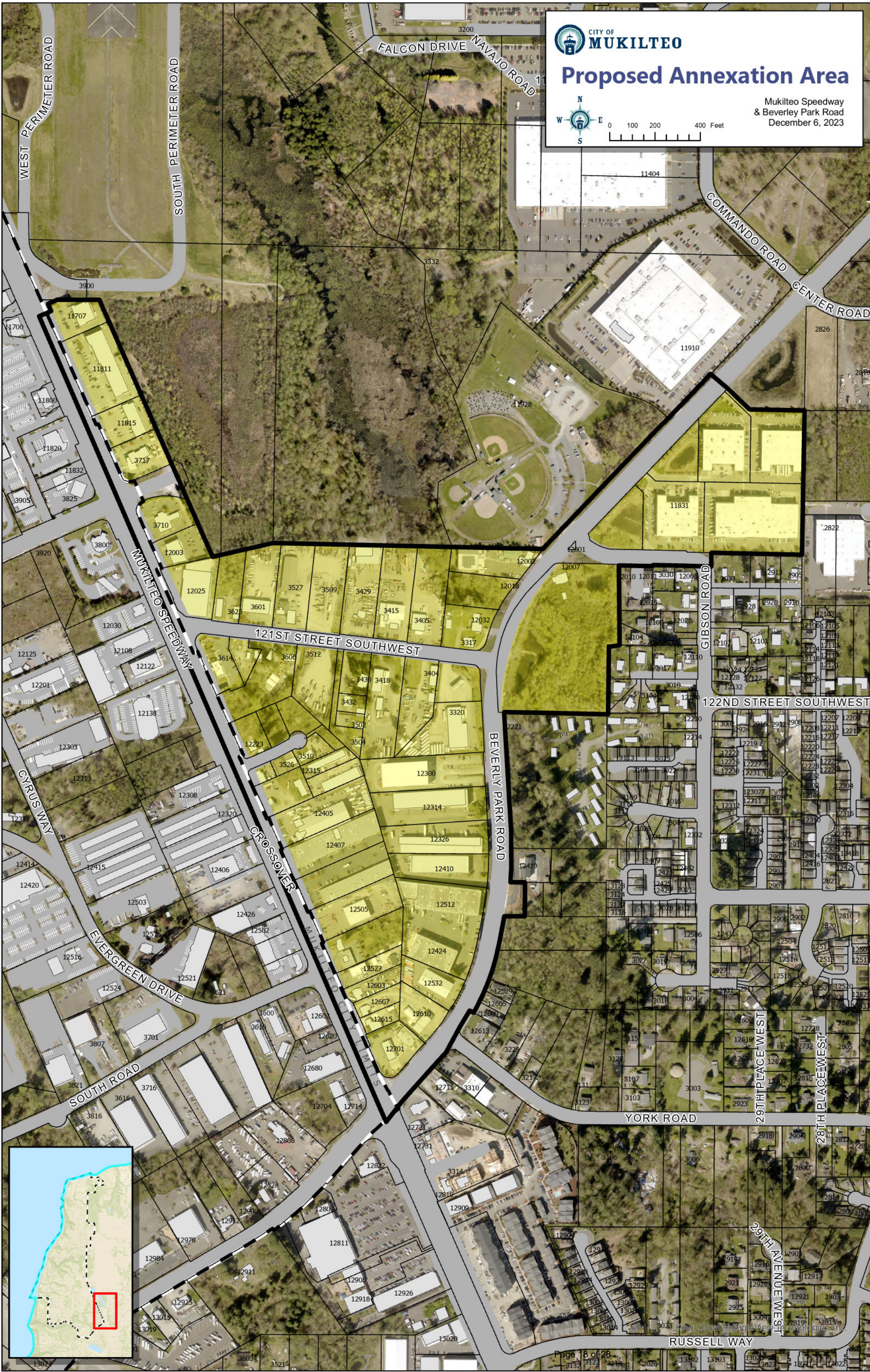
Address: 11930 Cyrus Way  
Mukilteo, WA 98275

Phone: (425) 263-8084

# Proposed Annexation Area



Mukilteo Speedway  
& Beverley Park Road  
December 6, 2023



## Board Meeting Agenda Bill Agenda Item 8.c.

**Meeting Date:** 4/9/2024

**Department:** City Clerk

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### Subject

Surplus Asset Disposition Notification for Discussion - Deputy Chief James Curtis (PAGES 19-21)

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<b>Prior Board Action:</b>	Adoption of Financial Policy – Disposition of Surplus Personal Property
<b>Recommended Action:</b>	For discussion only.
<b>Related Items:</b>	Itemized Asset Disposition Spreadsheet
<b>Staff Contact:</b>	Deputy Chief James Curtis
<b>Approval Signature:</b>	Fire Chief Bob Eastman/Chief Financial Officer Chris Bothwell
<b>Legal Review:</b>	No Legal Review Required

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### Summary

This item complies with Policy 500.00.009.01 Section 4.0 requiring the Fire Chief to provide a written report to the Governing Board at least monthly identifying the property that has been declared surplus and the estimated value.

### Discussion

Staff conducted the annual inventory beginning November 15, 2023, and concluding January 18, 2024. In total the RFA maintains inventory tracking within Operative IQ of 1685 assets with a total original value of \$6,743,803. Inventory involves physically counting each asset and certifying its presence, condition, and worthiness. There are many variables that affect the ease of locating each asset such as maintenance, repair, storage, and distribution.

At the conclusion of the most recent inventory six (6) assets were not located after an exhaustive search, with special attention to identifying the three small and attractive assets on the list. The exact reasons for the missing assets could not be determined with certainty but are likely the result of oversights in asset tracking. For example, in the past IT assets (like the Surface and iPad in the below table) were returned to the manufacturer for service and were later replaced by the manufacturer. In the past, the replacement asset was inventoried as a new asset, but the asset record was not updated to dispose of the old asset. Staff continues to work to avoid future record keeping issues.

The assets in the following table are deemed surplus with the total original value of \$6661.

Per adopted Policy 500.00.009.01 Section 4.0 the Governing Board is hereby notified of the declaration of surplus property not exceeding \$10,000 which does not require Board action.

**Fiscal Impact**

Deminimus itemized value with no fiscal impact.

**Recommendation**

None.

**ATTACHMENTS:**

Description

Surplus Asset List

Type

Backup Material

Attachment A:

Surplus Assets

<b>Manufacturer</b>	<b>Description</b>	<b>Model Number</b>	<b>Asset #</b>	<b>S/N</b>	<b>Value</b>	<b>Purchase Date</b>
APPLE	IPAD	A2602	<b>10503785</b>	Q49H4G2X4R	468.99	07/12/22
MICROSOFT	SURFACE	SURFACE PRO	<b>10502256</b>	43213 171353	660.70	10/17/17
PHYSIO CONTROL	LIFEPAK 1000 - AED ECG	LP 1000	<b>10502034</b>	43994225	2067.01	11/04/14
PHYSIO CONTROL	LIFEPAK 1000 - AED	LP 1000	<b>502204</b>	45994583	1920.10	07/07/17
STIHL	CIRCULAR SAW	TS400	<b>501366</b>	163818830	500.00	09/14/04
SISKUN/STIHL	CHAINSAW	MS461R	<b>502609</b>	184936021	1044.30	12/18/18

**Board Meeting Agenda Bill  
Agenda Item 8.d.**

**Meeting Date:** 4/9/2024

**Department:** City Clerk

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**Subject**

Board Workshop Agenda for Discussion - Chair Jim Kenny (PAGES 22-23)

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**Prior Board Action:**

**Recommended Action:** For Discussion Only

**Related Items:** Agenda Planning List

**Staff Contact:** Executive Assistant Melissa Blankenship

**Approval Signature:** Chair Jim Kenny

**Legal Review:** No Legal Review Required

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**Summary**

**Discussion**

**Fiscal Impact**

**Recommendation**

**ATTACHMENTS:**

Description

Board Workshop Agenda Planning List

Type

Backup Material

Commissioners,

Please note the following tentative agenda items for discussion that have been submitted for the Spring Workshop. Please plan to meet on May 3<sup>rd</sup>. Times will be determined once an agenda is finalized.

Added by Staff:

- Cardiac Arrest Response Demonstration

From the Emergency Plan Ad Hoc Committee:

- Emergency Training for the Board – with Brier Police Chief Alex Hawley (1 hour) Scheduled for 11:00 a.m.

Submitted by Commissioner Chan:

- General Accepted Accounting Principles (GAAP)
- Targeting Recruitment to Local Communities

Submitted by Commissioner Widdis:

- Consideration of a CAO or Government Liaison Position

Submitted by Commissioner Kenny:

- Division updates, or at least as many as we can arrange. It is better to do these in the spring than during budget season in the fall.
- Sound Transit update
- FBC election update
- Sno Co EMS update
- CFP update, if any
- “What if” exercise: I keep hearing in the media that maybe Everett wants to annex into SCF. But I have never heard an Everett elected official come to the board to request that or talk about that. To get some forward thinking, what do we think it would mean to have Everett annex into SCF? Personnel, stations, equipment, response areas, taxes—the whole ball of wax, or as much as we can come up with.
- FMO update
- Mukilteo annexation update
- Org chart discussion—who do we need, and where do we need them.

Recommendation from question posed by Vice Chair Fearnough:

- Discuss Strategic Networking Initiatives and Opportunities

## Board Meeting Agenda Bill

### Agenda Item 9.a.

**Meeting Date:** 4/9/2024

**Department:** Human  
Resources

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#### Subject

Healthcare Plan Addendum for Discussion and Potential Action - Human Resources Director David Cullen  
(PAGES 24-28)

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<b>Prior Board Action:</b>	Review and Approval in 3/13/24 Meeting of the Finance & HR Committee
<b>Recommended Action:</b>	Move to expand the South County Fire Health Plan by incorporating Health Plan Addendum #1.
<b>Related Items:</b>	Draft Addendum
<b>Staff Contact:</b>	Human Resources Director David Cullen
<b>Approval Signature:</b>	Fire Chief Bob Eastman
<b>Legal Review:</b>	No Legal Review Required

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#### Summary

The HR and Health and Safety Divisions have been working closely over the past several months on preventative and other efforts related to health and wellness. Among these are the screenings that the Health and Safety Division has brought to the RFA (e.g. Ultrasound and Blood Screenings). On an ad hoc basis HR has approved, with the consultation and support of Chief Hovis, the sponsorship of all or part of the expense related to these preventative screenings.

Given the higher rates of cancer diagnosis (9%+) and mortality (14%+) for Firefighters relative to the general population, and given our own experience in the RFA's health plan we would like to continue these preventative efforts and incorporate them into our health plan, as early identification of cancers will serve to increase the health, safety, and productivity of our employees and their families, as well as to reduce some of the larger long-term costs of late stage cancer diagnosis and treatment.

#### Discussion

Reviewed by our Health Plan Administrator, First Hill Trust.

When this topic was discussed in committee there was unanimous support to bring this Addendum to the board for review and approval.

#### Fiscal Impact

Generally positive. The strategy is to move some of our healthcare costs to the front end to identify cancers sooner, allowing for less invasive and more successful interventions, as well as a reduction of some of our high-dollar or even stop loss claims. Costs to the RFA for preventative screenings in the past year have been just over \$100K, which is far less than our experience with a number of individual cancer claims.

**Recommendation**

Staff recommends that the Board discuss the addendum and approve a motion to expand our Health Plan by incorporation of the Health Plan Addendum #1.

**ATTACHMENTS:**

Description	Type
Healthcare Plan Addendum v2	Backup Material

**Addendum No. 1**  
**to the**  
**South Snohomish County Fire & Rescue Regional Fire Authority**  
**Health Care Active (Plan 2)**

This Addendum No. 1 to the South Snohomish County Fire & Rescue Regional Fire Authority Health Care Active (Plan 2) (hereafter the “Active Plan”) provides for a plan of benefits described here in, to eligible active or retired employees and their spouses as described in the Active Plan. This plan of benefits is in addition to the insured benefits provided through the Active Plan. The benefits are employer paid for eligible active employees and spouses and for retired employees and spouses electing the coverage.

**1. Eligibility for Benefits**

The Plan of benefits provided by this Addendum No. 1 are subject to the eligibility, enrollment, effective date, termination, COBRA and exclusions provisions described in the Active Plan.

**2. Exclusions**

Except as specifically described in the Plan provided by this Addendum No. 1, the general exclusion provisions provided in the Active Plan shall apply to this Plan.

**3. Deductibles**

Except as specifically described in each benefit description, there are no deductible amounts applicable to the benefits under the Plan provided in this Addendum No.1. No amounts paid as a copay or co-insurance in respect of the Plan of benefits described in this Addendum No. 1 will apply to the deductible or out of pocket maximum amount under the Active Plan.

#### **4. Definitions**

Except as specifically described in the Plan provided by this Addendum No. 1, the General Definitions described in the Active Plan shall apply to this Plan.

#### **5. General Provisions and Privacy**

Except as specifically described in the Plan provided by this Addendum No. 1, the General Provisions, including the claims for benefits and appealing of a claim, and the HIPAA Privacy and Security provisions described in the Active Plan, shall apply to this Plan.

#### **6. Funding of Benefits**

The benefits provided under this Addendum No. 1 are funded solely by payments from the employer either directly to the provider or by reimbursement to the employee or participant and are not funded through contracts of insurance or other funding medium. The payments will be made only according to the terms of the Plan provided by this Addendum No. 1. Payment of benefits is not guaranteed and will not be made beyond the terms of this Plan.

#### **7. Eligible Benefits**

The employer funded benefits provided under the Addendum No. 1 shall include the following benefits when provided by healthcare providers authorized by the employer:

- a. Cancer Screening via Ultrasound
- b. Cancer Screening via Bloodwork
- c. Cardiac Calcium Score
- d. Employee Support Services
- e. Functional Movement Screening
- f. Sleep Education and Recovery

## **8. Termination**

The Plan provided by this Addendum No. 1 is provided solely in the discretion of the employer. The employer may amend or terminate the Plan provided by this Addendum No. 1 at any time in its sole discretion. Benefits will only be paid for services received under this Plan prior to the effective date of termination.

### **Adoption of Plan Document**

The Plan Sponsor, as settlor of the Plan, hereby adopts this Addendum No. 1 to the Plan Document as the written description of the Plan. This Plan Document represents both the Plan Document and the Summary Plan Description. This Plan Document amends the current Plan Document to add Addendum No. 1 which describes certain employer and self-funded benefits that are provided outside of the existing insurance contracts.

IN WITNESS WHEREOF, the Plan Sponsor has caused this Addendum No. 1 to the Plan Document to be executed.

South Snohomish County Fire & Rescue Regional Fire Authority

By: \_\_\_\_\_

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

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

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