

**Whatcom County Fire District #4
via Zoom Meeting
4142 Britton Loop, Bellingham, WA 98230
12:00 p.m.
December 16, 2024**

Public Hearing and Regular Board of Fire Commissioners Meeting

CALL TO ORDER

Chairman Cooley called the regular Whatcom County Fire District #4 Board of Fire Commissioners meeting for December 16, 2024, to order at 12:02 p.m.

ROLL CALL

Attendees: Chairman Steve Cooley; Vice-Chairman Tim Johnson; Fire Commissioner Mark Lann; Fire Chief Jason Van der Veen; Finance Specialist Jessica Koehler.

With the rescission of Proclamation 20-28, the district continues to do its best to provide accommodations to the public. A direct link allowing the public to participate in the meeting during the public comment section was included on the meeting agenda and posted on the District's website.

PUBLIC HEARING 2025 BUDGET

Chairman Cooley opened the public hearing at 12:03 p.m.

PUBLIC COMMENT

The public hearing was specific to the 2025 budget. Comments will be restricted to these topics. There were no public comments.

Chairman Cooley closed the public hearing at 12:04 p.m.

REGULAR MEETING

Public Comment

There were no public comments.

Resolution 2024-07 Adopting the 2025 Budget for EMS: Chief Van der Veen reviewed the resolution. Chairman Cooley read a portion of the resolution.

EMS PROPERTY TAX LEVY 2024

BE IT RESOLVED BY THE COMMISSIONERS OF WHATCOM COUNTY FIRE PROTECTION DISTRICT 4 AS FOLLOWS:

1. That the County Assessor has notified the Board of Fire Commissioners of Whatcom County Fire Protection District 4 (District) that the estimated assessed valuation of real properties lying within the boundaries of said Fire District for the EMS levy for the calendar year 2025 is \$3,113,343,637.

3. That the Honorable County Council of Whatcom County, Washington, be and are hereby requested to make a levy for (year) 2024 for said Whatcom County Fire Protection District 4 of \$418,532.37.

MOTION: Vice-Chairman Johnson moved to approve Resolution 2024-06, Adopting the 2025 Budget for EMS as presented. The motion was seconded by Commissioner Lann and approved 3-0.

The district has elected not to take the one percent increase allowed and will bank the amount.

Resolution 2024-08 Adopting the 2025 Budget for Fire: Chief Van der Veen reviewed the resolution. Chairman Cooley read a portion of the resolution.

REGULAR FIRE PROPERTY TAX 2024

BE IT RESOLVED BY THE COMMISSIONERS OF WHATCOM COUNTY FIRE PROTECTION DISTRICT 4 AS FOLLOWS:

1. That the County Assessor has notified the Board of Fire Commissioners of Whatcom County Fire Protection District 4 (District) that the estimated assessed valuation of real properties lying within the boundaries of said District for the calendar year 2025 is \$3,085,336,044.
4. That the Honorable County Council of Whatcom County, Washington, be and are hereby requested to make a levy for (year) 2024 for said Whatcom County Fire Protection District 4 of \$3,429,529.00.

MOTION: Chairman Cooley moved to approve Resolution 2024-07, Adopting the 2025 Budget for Fire as presented. The motion was seconded by Vice-Chairman Johnson and approved 3-0.

Chief Van der Veen noted that the attorney has reviewed both resolutions.

2025 BUDGET REVIEW

Chief Van der Veen reviewed the draft 2025 budget.

Projected Revenues: \$4,089,862.00

Projected Expenditures: \$3,303,280.00

District 4 Contract for Services Payment: \$3,242,230.00 (quarterly \$810,558.00)

Reserve Fund Projection: Over \$1M

Chief Van der Veen stated that an assistant chief and another mechanic will be hired in 2025. District 4 will pay for one-quarter of their salaries.

The Board thanked Chief Van der Veen and Jessica Koehler for their hard work on the 2025 budget.

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
 - a) November 14, 2024 – public hearing
 - b) November 22, 2024 – special meeting
 - c) November 22, 2024 – joint budget work session
2. Staff Reports – Chief / Operations / Training / Technical Support
3. Financial Report
 - a) Expense Fund Revenue – November \$388,666.31
 - b) Total Expenditures – December \$3,323.50
4. Voucher / Payroll / Benefits
 - a) Monthly Expenditure Payroll Voucher: \$966.00
 - b) Monthly Expenditure Voucher: \$2,357.50

MOTION: Chairman Cooley moved to approve the Consent Agenda as presented. The motion was seconded by Vice-Chairman Johnson and approved 3-0.

UNFINISHED BUSINESS

Britton Loop Station 12 Exterior Project: Chief Van der Veen plans to meet with a contractor to review a project bid on December 30th. Due to the size of the project, three bids will be reviewed before a decision is made.

Fire Engine Bid Quote: Chief Van der Veen stated that there was nothing to report at this time.

Liz Loomis Contract: Chief Van der Veen noted that the District will terminate the Liz Loomis contract but may utilize their business in the future if needed.

Whatcom County Consolidation Study Meeting: Chief Van der Veen stated that several members from the Whatcom County Fire Commissioners Association and Whatcom County Fire Chiefs Association have put together an outreach program that will be delivered to elected officials that outlines the legal formation, jurisdiction, and taxing authority of fire districts and fire authorities in Washington State.

Bellingham Annexation: Chief Van der Veen had no updates to report.

NEW BUSINESS

Tender Purchase: Chief Van der Veen provided information regarding purchasing a new demo tender at a reduced cost in 2025 to be housed at Britton Loop Station 12, which will replace an older vehicle. District 21 recently purchased a demo tender that will be delivered in 2025. Additional information, including costs, will be provided at the January meeting.

Resolution 2025-01 - Establishing the 2025 Meeting Dates (Draft): Chief Van der Veen presented the draft 2025 meeting dates for consideration.

Chief Van der Veen reiterated that the dates are set due to the county deadlines and to align with District 21's meeting dates.

The proposed dates are as follows;

January 16	July 14
February 10	August 18
March 17	September 15
April 14	October 13
May 12	November 13
June 16	December 15

Board Officer Elections: The Board completed yearly officer elections per the Fire Commissioner Guidelines.

MOTION: Commissioner Lann moved to re-elect Chairman Cooley as Board Chair and Vice-Chair Johnson as Vice-Chairman. The motion was seconded by Chairman Cooley and approved 3-0.

CORRESPONDENCE

- King 5 News article re: WSRB
- Whatcom County Treasurer re: New financial system

ANNOUNCEMENTS

- **January Board Meeting Attendance Query:** All Commissioners present are expected to attend the January 13 meeting via Zoom.

AGENDA ITEMS FOR NEXT MEETING

- Tender Purchase
- 2025 Meeting Dates

ADJOURNMENT

The meeting was adjourned at 12:53 p.m.

Respectfully Submitted by:

Jennie Sand, Board Secretary

ATTEST:

Steve Cooley, Chairman

Tim Johnson, Vice-Chairman

Mark Lann, Commissioner

Jason Van der Veen, Fire Chief