



## KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

---

### 2014 Fourth Quarter Financial Activity Report

#### Fourth Quarter Financial Activity

The documents presented with this report provide detail of the financial activity that occurred in the General Revenue, General Expense and Reserve Fund Accounts during fourth quarter of 2014.

This report also includes a summary of the year to date fund activity as of December 31, 2014. This summary provides a comparison of fund balances as shown by King County and the District's accounting program. A brief description is provided for differences identified between the County and District accounting.

#### Revenues

\$3,672,003.26 in revenue was received in the fourth quarter of 2014. Year-to-date receipts were \$7,748,687.20 of which \$7,264,566.37 are 2014 levy and benefit charge revenues. As of December 31, 2014, 99.9% of the projected 2014 taxes and fire benefit charge fees have been collected. Other revenues collected are all within expected ranges.

Per the terms of the interlocal agreement with the City of Bothell regarding the February 28th annexation, a total of \$177,924.64 of 2014 levy collections were transferred to Bothell. \$105,504.54 of these funds was transferred in 2015 and is not reflected in this report.

#### Expenditures

The District expended \$1,894,519.85 during the fourth quarter which represents approximately 23.7% of the annual budget. Year to date expenses were \$7,316,355.10 leaving 4% or \$318,079.52 the 2014 budget remaining. This amount of carryover is significantly higher than was originally projected largely due to the fact the second half transfer of \$105,504.54 to Bothell did not occur until 2015.

In addition to the expenses detailed above, there was a total of \$1,637,705.44 transferred from the General Fund to the Capital and Reserve Funds. \$1,426,000 was related to the adverse arbitration award, \$79,589.72 was related to the early redemption of the 2028 GO Bonds and \$52,501.00 was the 2014 Reserve Fund allocation.

#### Reserve Fund Activity

Reserve Fund activity for the fourth quarter included a higher level of expenses from the Employee Benefit subaccount for LEOFF 1 medical reimbursements. The equipment replacement sub-account activity was related to the replacement of the defibrillation units on eight emergency response apparatus.

#### Variance Report

The variance report provides a brief description of various BARS line items where actual expenses were either significantly over or under the original budgeted values.

**Northshore Fire Department  
2014 Fund Activity Summary  
Year Ended December 2014**

Funds	Beginning Cash	Add 2014 Receipts	Less 2014 Disbursements	Transfers (Out)	Transfers In	Ending Cash	Balance Per County	Difference
<b>YTD Fund Activity Summary</b>								
Expense	5,298,438.95	\$ 5,243,596.00	\$ (7,316,355.10)	\$ (1,558,115.72)	\$ 2,505,091.20	\$ 4,172,655.33	\$ 4,172,655.33	\$ (0.00)
Fire Benefit Charge Fund	-	2,504,031.29	-	(2,504,031.29)	-	-	-	-
Capital Project Fund	342,370.10	1,859,825.07	(1,746,724.98)	(1,881,470.19)	1,426,000.00	(0.00)	(0.00)	0.00
Reserve Fund	7,281,069.76	186,388.11	(297,572.62)	(100.00)	52,501.00	\$ 7,222,286.25	7,222,386.25	(100.00)
Donation Fund	79,038.85	514.40	(5,127.39)	-	125.00	\$ 74,550.86	74,450.86	100.00
G.O. Bond	\$ (16,885,612.84)	1,188,316.86	(662,015.79)	-	1,960,000.00	\$ (14,399,311.77)	(14,399,311.77)	-
	\$ (3,884,695.18)	\$ 10,982,671.73	\$ (10,027,795.88)	\$ (5,943,717.20)	\$ 5,943,717.20	\$ (2,929,819.33)	\$ (2,929,819.33)	\$ (0.00)

Explanation of differences	County vs Bars Timing Diff	Postings to Different Funds	Immaterial Differences	Total Difference
Expense			(0.00)	\$ (0.00)
Fire Benefit Charge Fund			-	-
Capital Project Fund			0.00	0.00
Reserve Fund		(100.00)	0.00	(100.00)
Donation Fund		100.00	(0.00)	100.00
G.O. Bond			-	-
	\$ -	\$ -	\$ (0.00)	\$ (0.00)

**Non-county Bank Account Balances**

Payroll Account Balance (US Bank) 12/31/14	10,000.00
HRA Account (US Bank) 12/31-14	34,865.70
Petty Cash Check Book (Prime Pacific) 12/31-14	5,000.00
<b>Total</b>	<b>49,865.70</b>

## Summary of Revenue Accounts

General Fund 10-016-0010

Period: 4th Quarter

Account Number	Account Name	Current Qtr	YTD
311-10-01-	Levy Taxes (Property Tax Current)	\$ 2,142,565.27	\$ 4,688,133.23
311-10-02-	Levy Tax Delinquent (Property Tax Delinquent)	\$ 7,157.45	\$ 72,401.85
317-20-01-	Leashold Excise Tax	\$ 186.59	\$ 506.22
317-40-00-	Forest Excise Tax	\$ 3.06	\$ 6.64
321-30-01-	Fire Protection Services -Plans Review - Kenmore	\$ 1,200.00	\$ 6,275.00
321-30-02-	Fire Protection Services - Permits-Kenmore	\$ 8,390.00	\$ 23,418.00
321-30-03-	Fire Protection Services - Annual Permits - Kenmore	\$ 2,470.00	\$ 11,485.00
321-30-04-	Fire Protection Services - Plans Review - LFP	\$ 280.00	\$ 560.00
321-30-05-	Fire Protection Services - Permits - LFP	\$ 1,040.00	\$ 2,884.00
321-30-06-	Fire Protection Services - Annual Permits - LFP	\$ 375.00	\$ 2,795.00
334-04-09-	Dept of Health EMS Grant		\$ 1,473.00
337-00-01	Kenmore Pump House		\$ -
337-00-02-	Kenmore & Northshore Park - n- Rides In Lieu		\$ -
337-00-03	Northshore School Distric in Lieu	\$ 4,689.49	\$ 4,689.49
337-00-04	Shoreline School District in Lieu	\$ 1,092.00	\$ 1,092.00
337-00-05	St. Edwards State Park in Lieu		\$ 4,978.01
337-00-06-	King County Housing Authority		\$ 6,226.00
337-00-08-	AMR Penalties	\$ 2,900.00	\$ 14,200.00
337-00-10	Fire Control Services - BLS Contract	\$ 356,699.00	\$ 356,699.00
337-00-11	Fire Control Services - Training	\$ 1,527.61	\$ 7,779.36
337-00-13-	Restitution - Emergency Response Refund	\$ 234.76	\$ 499.76
337-00-14	Wellness Grant	\$ 91.96	\$ 1,101.27
341-70-00-	CPR/First Aid Classes	\$ 1,195.00	\$ 3,430.00
341-70-01-	Helmet Program	\$ 87.00	\$ 1,025.00
341-70-34-02	Goods and Services - Training		\$ 283.61
342-25-00-00	Fire Benefit Charge	\$ 1,131,325.06	\$ 2,504,031.29
361-11-01-	Investment Interest	\$ 5,059.01	\$ 24,465.48
369-10-01	Surplus Items		\$ 2,600.00
369-40-01-	Judgments and Settlements		\$ 34.22
369-90-	Other		\$ 545.50
369-90-01-	Other Misc Revenue		\$ 96.18
389-00-00-	Other Nonrevenues	\$ 468.68	\$ 722.53
389-00-01-	Non revenue refund	\$ 694.28	\$ 1,298.13
389-00-03-	Awards Banquet Dinners		\$ 216.16
389-00-04-	Fuel Refund	\$ 262.13	\$ 726.36
395-10-22-	Sale of Real Estate	\$ 950.00	\$ 950.00

397-00-01-

Transfers In

\$ 1,059.91

\$ 1,059.91

---

**Total**

\$ 3,672,003.26

\$ 7,748,687.20

## Summary of Expense

General Fund 10-016-0010

Period: 4th Quarter

Account Number		Current Quarter	YTD	Budget	Remaining Amount	Pct.
522	FIRE CONTROL- ADMINISTRATION	1,802,315.46	7,070,189.81	7,382,409.62	312,219.81	4%
525	EMERGENCY SERVICES (DISASTER)		1,633.73	1,800.00	166.27	11%
528	COMMUNICATIONS, ALARMS, AND DISPATCH	12,200.91	238,121.06	240,250.00	2,128.94	1%
589	OTHER NONEXPENDITURES	413.76	6,410.50	10,000.00	3,589.50	36%
<b>Total Budget Expenses</b>		1,814,930.13	7,316,355.10	7,634,459.62	318,104.52	4%
597	TRANSFERS		79,589.72	\$1,558,090.72		

Note: There was a total of three transfers out of the General Fund in 2014 (\$1,426,000, \$79,589.72, \$ 52,501) and one transfer in (\$25)

## 2014 Summary of Reserve Fund Activity

Fourth Quarter Activity Report

Account Number	Account Name	2014 Reserve Fund		Current Quarter Activity		YTD	Activity	Balance
		2014 Allocation	Goals	Credit	Debit			
1	Natural Disaster	\$ -	\$ 250,000.00					\$ 250,000.00
2	Insurance Contingency	\$ -	\$ 200,000.00					\$ 200,000.00
3	Unplanned Loss of Revenue	\$ 89,594.00	1,922,644.00					\$ 1,922,644.00
4	Employee Benefit		\$ 2,849,798.00	\$ 863.31	\$ 46,981.41	\$ 111,736.15		\$ 2,738,061.85
5	Equipment Replacement	\$ 198,603.00	\$ 1,491,128.00		\$ 20,508.39	\$ 20,508.39		\$ 1,470,619.61
6	Facilities Improvement	\$ 26,069.00	\$ 200,000.00			\$ 17,559.98		\$ 182,440.02
7	Board Designated Reserves	\$ (210,000.00)	\$ 420,000.00			\$ -		\$ 420,000.00
	Interest income and fees	\$ (51,765.00)		\$ 10,118.40	\$ 595.73	\$ (38,620.01)		\$ 38,620.01
<b>TOTALS</b>		<b>\$ 52,501.00</b>	<b>\$7,333,570.00</b>	<b>10,981.71</b>	<b>\$68,085.53</b>	<b>\$111,184.51</b>		<b>\$7,222,385.49</b>

# 2014 Budget Variance Report

## General Fund 10-016-0010

Account Name	Actual	Budget	Variance	
<b>522-10 - Fire Control - Admin</b>				
522-10-10-01	340,008.67	357,000.00	16,991.33	5
522-10-10-01:000	334,793.53	357,000.00	22,206.47	6
522-10-10-01:001	5,215.14	-	(5,215.14)	
<i>A three month vacancy in the administrative staff created a salary savings which were partially offset by temporary employment services.</i>				
522-10-20-11	17,603.22	14,000.00	(3,603.22)	-25
<i>A PERS II rate change was not accounted for during the 2014 budgeting process</i>				
522-10-37-07	20,104.92	15,661.00	(4,443.92)	-28
522-10-31-07:0008	14,981.11	5,000.00	(9,981.11)	-200
<i>An error in monitoring the expiration dates of several of the SmartNet maintenance agreements resulted in unanticipated expenses in December of 2014. This early expenditure will offset 2015 expenses for SmartNet maintenance.</i>				
522-10-41-00	28,176.23	42,100.00	13,923.77	33
522-10-41-00:0004	13,960.53	25,000.00	11,039.47	44
<i>25,000 was budgeted for Northshore's share of the Regional Fire Authority Planning Committee consultant study. The entire cost of the study was not expensed in 2014, an additional \$4,000-5,000 will be billed in 2015.</i>				
522-10-41-04	51,688.93	46,500.00	(5,188.93)	-11
522-10-41-04:0001	14,648.62	8,500.00	(6,148.62)	-72
522-10-41-04:0002	12,000.00	8,000.00	(4,000.00)	-50
522-10-41-04:0003	25,040.31	30,000.00	4,959.69	17
<i>The second invoice for the 2013 Benefit Charge letters, postage and management services was received late and expensed in 2014.</i>				
522-10-41-05	72,420.10	-	(72,420.10)	
<i>The \$72,420.10 represent the first payment to the City of Bothell for the property taxes collected in the annexation area. This payment was anticipated and planned, however, was not included in the 2014 expense budget.</i>				
522-10-41-10	51,236.17	90,000.00	38,763.83	43
<i>The need for general legal services was low during 2014.</i>				
522-10-41-12	1,226.43	-	(1,226.43)	
<i>Grant funds were received for our employee wellness program, all expenses reported were reimbursed by these grant funds.</i>				
522-10-46-00	63,027.00	68,538.00	5,511.00	8
<i>The VFIS insurance premiums were reduced when the former headquarters fire station was sold.</i>				
<b>522-20 - Suppression</b>				
522-20-10-01	3,660,555.81	3,852,085.99	191,530.18	5
522-20-10-01:0000	3,753,662.95	3,852,085.99	98,423.04	3
522-20-10-01:0001	(92,741.00)	-	92,741.00	
<i>Suppression salaries were less than projected due to an unpaid military leave for most of 2014 and time-loss reimbursements received from Labor and Industries and Standard Insurance.</i>				
522-20-11-01	313,245.20	302,544.00	(10,701.20)	-4
<i>Overtime utilization was higher than anticipated due to the large number of absences that occurred in 2014.</i>				
522-20-20-01	703,521.49	754,600.00	51,078.51	7
<i>Medical and Dental costs were lower than projected partially due to an extended military leave, admin staff vacancy and reduction to the number of covered dependents.</i>				
522-20-20-13	141,306.94	113,000.00	(28,306.94)	-25
<i>An increase to the 2014 L&amp;I rates was not accounted for in the 2014 budgeting process.</i>				
<b>522-30 - Fire Prevention</b>				
522-30-31-08	-	10,000.00	10,000.00	100
<i>There were no newsletters produced in 2014.</i>				
522-30-34-05	1,323.10	500.00	(823.10)	-165
<i>The bike helmet program costs are offset by donations received for the helmets provided. There were a higher number of helmets purchases in 2014 due to several special events where bike helmets were sold.</i>				
<b>522-40 - Training</b>				
522-45-10-02	99,735.14	72,000.00	(27,735.14)	-39
<i>The Board authorized an increase to the training director contract in March of 2014 and additional hours were required due to two unanticipated promotional processes.</i>				
<b>522 -50 - Facilities</b>				
522-50-47-01	57,342.33	76,000.00	18,657.67	25
New Station 51	51,799.84	70,000.00	18,200.16	26
<i>Based on previous expenses this line item was over budgeted by \$15,000, no further explanation for the error is available.</i>				
522-50-48-04	12,457.90	9,000.00	(3,457.90)	-38
522-50-48-04:0003	5,583.21	1,000.00	(4,583.21)	-458
<i>There were unanticipated expenses related to the final clean up of the old station prior to its sale.</i>				
<b>589 - Other Non-expenditures</b>				
589-00-01-00	6,410.50	10,000.00	3,589.50	36
<i>Ad Valorem refunds vary from year to year and are very difficult to predict.</i>				