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**KING COUNTY FIRE PROTECTION DISTRICT 40**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING**  
**10/12/2017**

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**DATE:** October 12, 2017

**PURPOSE:** Regular Meeting

**LOCATION:** Fire Station 13, 18002 – 108<sup>th</sup> Ave SE, Renton

**ATTENDANCE:**

|                        |                   |
|------------------------|-------------------|
| <b>KCFD #40</b>        | <b>RENTON RFA</b> |
| Commissioner Sartnurak | Rick Marshall     |
| Commissioner Parsons   | Charlie Nevegold  |
| Commissioner Ryan      |                   |
| Commissioner Little    | <b>PUBLIC</b>     |
| Commissioner Nicholson | Cindy McMahan     |
| Nicole Castilliano, DS |                   |
| Eric Quinn, Attorney   |                   |

**CALL TO ORDER:**

Board Chair Sartnurak called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District #40 to order at 5:00 p.m. with Commissioners Nicholson, Parsons, Ryan and Little present. Commissioner Parsons expects to be absent for the next regular meeting and requested an excused absence.

**Conclusion:** Commissioner Nicholson made a **motion** to excuse Commissioner Parsons from the regular meeting of November 9; **seconded** by Commissioner Little. With no further discussion, **motion passed unanimously (5-0).**

Recessed Regular Meeting at 5:02pm

**CALL TO ORDER REVENUE SOURCE/BENEFIT CHARGE HEARING**

Commissioner Sartnurak opened the 2018 Revenue Source/Benefit Charge Hearing. Commissioner Ryan stated that this meeting was held under RCW 84.55.120 and RCW 52.18.060. She continued presenting the Revenue Source/Benefit Charge Hearing document. Discussion ensued. Commissioner Sartnurak opened the floor for public comment; hearing none, the hearing closed at 5:15pm. The Revenue Source/Benefit Charge Hearing Document is attached.

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Reconvened Regular Meeting at 5:15pm

**CORRESPONDENCE:**

An announcement from the SAO offering 2017 BARS Roundtable sessions.  
A letter from the WSRB addressed to Chief Marshall.

**FIRE CHIEF'S REPORT:**

Fire Chief Rick Marshall presented the Chief's Report.  
A copy of Chief Marshall's report is attached.

**UNFINISHED BUSINESS:**

**Renton RFA Contract**

It was decided that discussion on this topic will be held in Executive Session.

**District Secretary Position**

District Secretary Nicole Castilliano introduced Cindy McMahan to the Board of Commissioners and audience. She explained there was a lot of interest in the District Secretary position, however, Cindy was the only one who submitted her Cover Letter and Resume. She also stated that she has connected with Cindy at past WFAS events, conferences and feels she would be a great asset to Fire District 40. Discussion ensued.

Conclusion: The Board of Commissioners thanked Cindy for her time attending this meeting. Commissioners Ryan and Little stated they would be in touch with her to discuss the position further.

**NEW BUSINESS:**

**King Co Fire Commissioners Association Meeting**

Commissioner Ryan informed the Fire District 40 will be hosting the KCFCA Meeting Wednesday, October 18<sup>th</sup> at 6pm. Discussion ensued regarding refreshments.

Conclusion: Commissioner Ryan will provide Panda Express and submit for reimbursement.

**FINANCIAL REPORTS:**

District Secretary Nicole Castilliano presented the September 2017 Treasurers Report.  
A copy of the Treasurers Report is attached.

**CONSENT AGENDA:**

Approval of Minutes – September 14, 2017  
October Payroll EFT from the Expense Fund: \$1,478.23  
Expense Fund Voucher #171001001 - #171001004: \$5,314.44

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Expense Fund Voucher #171003001: \$166.40

**Conclusion:** Commissioner Little made a **motion** to approve the Consent Agenda; **seconded** by Commissioner Nichelson; with no further discussion, **motion passed unanimously (5-0)**.

**WORKGROUP REPORTS:**

**Finance** (Ryan + Little)

Commissioner Ryan presented the 2018 Revenue Source/Benefit Charge during the Hearing.

**Communications** (Nichelson + Sartnurak)

None.

**Facilities/Equipment** (Parsons + Sartnurak)

Commissioner Parsons stated Equipment was covered earlier in the meeting under Chief's Report. Commissioner Sartnurak will continue with records management project under facilities.

**Special Projects** (Nichelson + Little)

None.

**Renton RFA Contract** (Ryan + Parsons)

To be discussed under Executive Session

**Renton RRFA Liaison** (Sartnurak, nonvoting member)

None

**PUBLIC COMMENT**

The Board of Commissioners thanked Cindy McMahan for attending the meeting and introducing herself as a candidate for the District Secretary position; Commissioner Ryan stated she and Commissioner Little would be in contact to discuss the position further.

**EXECUTIVE SESSION**

At 5:48pm the Board of Commissioners met in Executive Session under RCW 42.30.110 (1)(i), for an estimated time of 20 minutes, to discuss with legal counsel representing the agency the legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency.

At 6:08pm the Executive Session was extended 20 minutes

At 6:28pm the Executive Session was extended 10 minutes

At 6:38pm the Executive Session ended with no action being taken.

**GOOD OF THE ORDER:**

None

**ADJOURNMENT:**

There was no further business or discussion and the meeting was adjourned at 6:39 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, November 9, 2017 at 5:00 p.m. at Station 13.**

  
Cheryl Nicholson, Commissioner

  
Linda Sartnurak, Chair

  
Steve Parsons, Commissioner

  
Ronnie Little, Commissioner

  
Charlotte Ryan, Commissioner

  
Nicole Castilliano, Board Secretary

Attachments: Correspondence  
Revenue Source/Benefit Charge Hearing Document  
Fire Chief's Report  
Financial Report