

**"FINAL"**

**King County Fire Protection District 40**

***Regular Commissioners' Meeting***

**October 9, 2008**

**4:30 p.m.**

**Commissioner**  
CRAIG VIOLANTE

**Commissioner**  
MIKE WARFEL

**Commissioner**  
CHARLOTTE RYAN

**Commissioner**  
RUSS PRICE

**Commissioner**  
RONNIE BEHNKE

**Deputy Chief**  
BOB VAN HORNE

**Board Secretary**  
DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Violante called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:30 p.m. Commissioners present for the Call to Order: Violante, Behnke, Price, Warfel and Ryan. Also attending were Secretary Gratzner, Consultant Paul Witt, Attorney Kinnon Williams, Chief I. David Daniels, Mayor Dennis Law, Assistant Chief Administrative Officer Marty Wine, Deputy Chief Bob Van Horne, Battalion Chief Tally Hall, Captain John Hettick, Lieutenant Erik Wallgren, and Local 864 Vice President /Firefighter Carl Pedersen.

Commissioner Behnke stated she will be in attendance at the October 30, 2008 meeting.

**CITIZEN COMMENTS FOR AGENDA ITEMS:**

There were no Citizen comments for agenda items.

**CORRESPONDENCE:**

There was no correspondence.

**FIRE CHIEF'S REPORT - Presented by Chief I. David Daniels:**

**Fire District 40 Response Time – 3<sup>rd</sup> Quarter:**

Chief Daniels presented the Fire District 40 response times for the 3<sup>rd</sup> Quarter of 2008. The report includes response measurements, factors affecting response times and the plan of action to improve response times.

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A copy of the Response Time report is on file with the minutes.

### **Annual Contract Report:**

Chief Daniels presented a Power Point for the 2009 Contract Report between the District and City. The presentation gave an overview of the service based contract, staffing levels, 2008 response performance and the 2009 contract cost of \$4,629,788.00.

Commissioners Violante and Price requested a work session to review the numbers and how they were arrived at.

Commissioner Ryan asked if the 2008 contract numbers were accurate in comparison to what the actual costs have been. Chief Daniels replied they were relatively close; Marty Wine can provide those details at a work session.

Commissioner Behnke reported that comments were excellent on Chief Daniels presentation at the King County Fire Commissioners meeting in September.

Commissioner Behnke stated it seems the asset transfer has been a long, drawn out process and asked how it was progressing.

Chief Daniels replied the asset transfer process is a lot of work; Marty Wine can provide the technicalities.

Marty Wine reported the District provided the City with a Balance Sheet. The City identifies the assets they want. She has been working with Attorney Kinnon Williams on valuing those assets. The goal is to have a proposal finalized by the end of October.

Kinnon Williams reported that he met with Marty Wine and was provided a draft proposal. Kinnon Williams will meet with Commissioner Violante and Paul Witt to review the proposal. A mechanism is already in place on payment for assets acquired by the City.

Commissioner Warfel complimented the City on facilitating the repairs on the mansard at Station 17.

Commissioner Price inquired if the \$4.6 contract was a negotiated amount.

Commissioner Violante replied the method was set by contract.

Commissioner Violante inquired if it was the intent of the City in 2009 to increase staffing levels back up to 32 from 27; if this staffing level is budgeted for; and how the City budgeted to accomplish this.

Chief Daniels stated the plan is to increase the staffing level back up to 32 in 2009 and this has been budgeted for, however he does not get into the details of how this is accomplished.

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Commissioner Violante asked Mayor Law if he is confident of the revenue to achieve staffing goals.

Mayor Law replied manpower to achieve level of service is a priority. Costs won't have an impact from a public safety point of view. They have a commitment not to impact quality or response times.

Commissioner Violante asked if he feels staffing level has not impacted level of service? The district bought into a "level of service".

Chief Daniels replied the District only pays for the District. The commitment to District 40 and 25 has not been impacted by the drop of staffing levels in the city.

Commissioner Violante inquired if 3 person engine companies are adequate in the City, perhaps that level of staffing is adequate in District 40.

Chief Daniels recommended staffing remain the same at Station 17 due to mutual aid being further away. The Commissioners have the ability to set staffing for the District.

Commissioner Violante inquired if the City intends to maintain its real estate tax levy rate for increased revenues.

Mayor Law reported that other jurisdictions always affect mutual aid. We are all in a "state of flux".

Commissioner Violante asked they the city was looking at issues and alternatives, rather than relying on mutual aid?

Mayor Law stated that jurisdictions have cooperative mutual aid agreements. In essence, there are no boundaries.

Commissioner Violante stated that "our department is your department", they are not mutual aid.

### **UNFINISHED BUSINESS:**

#### **Station 17/Repairs:**

The Executive Director of King County Housing has agreed to a simple inter-local agreement between King County Housing and the District for a maintenance/repair project at Station 17. Attorney Kinnon Williams is preparing that agreement.

Captain Hettick is meeting a King County Housing representative at Station 17 on Tuesday, October 14, 2008 at 1:15 p.m. for an hour long walk through of the facility. The walk through will provide a "not to exceed" price for repairs.

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### **Fireworks Ban in Fire District 40:**

Chief Daniels explained that King County has created a fireworks ban in a certain way. Fireworks are illegal except on July 4 and December 31. Additionally, the King County Council, with 10 signatures, does allow a neighborhood to ban fireworks. A fireworks ban in the District would require Commissioner support and education on a ban.

The Commissioners are in support of sending a letter to Councilman Dunn stating the Districts support of a fireworks ban. Chief Van Horne is working with the Fire Marshal to provide wording for this letter and present the draft at the next meeting.

### **Local 864:**

Commissioner Violante reported he is in receipt of an email from Local 864 President, Craig Soucy, objecting to the final paragraph of the letter to Bryce Nelson. He feels the paragraph is a PDC violation and will report to the PDC unless retracted.

Attorney Williams spoke with the PDC and reviewed the letter. The letter was written to an individual. It was a factual response to district staffing and funding.

Commissioner Violante is not in support of retracting any portion of the letter.

A copy of the letter was not available at the meeting. Deanna Gratzner will forward a copy of the letter to commissioners for their review and comment at the next meeting.

### **CONSENT CALENDAR:**

- a. Minutes of the Previous Meeting – September 25, 2008
- b. Expense Fund Vouchers No. 02840 through 02851 -- Amount \$21,811.91

A **MOTION** was made by Commissioner Behnke and **SECONDED** by Commissioner Warfel to approve the consent calendar as presented. The **MOTION CARRIED.**

### **NEW BUSINESS:**

#### **Rescind Resolution 388 / Resolution 458:**

Commissioner Violante presented Resolution 458 – Defining Reserve Fund

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Policies.

The Finance Workgroup reviewed Resolution 388 and determined the Reserve Fund Policies required modification as detailed on Resolution 458.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Behnke to adopt Resolution 458 Defining Reserve Fund Policies. The **MOTION CARRIED.**

### **Resolution 459:**

Commissioner Violante presented Resolution 459 – Establishing a Limited Bond Fund.

A Limited Bond Fund must be established for the collection of funds from Benson Hill properties for the payment of council matic bonds.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Behnke to adopt Resolution 459 Establishing a Limited Bond Fund. The **MOTION CARRIED.**

### **District Computer:**

Commissioner Ryan requested the district purchase a new computer for use by District Secretary Deanna Gratzner, Civil Service Secretary Sandy Haydock and Consultant Paul Witt. Due to ongoing issues with the computer, the need for a reliable computer and the fact the computer is old, the Districts computer consultant, Black Box Networking, has made this recommendation.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Price to authorize the purchase of a computer. The **MOTION CARRIED.**

### **WORKGROUP REPORTS:**

#### **Capital Facilities / Equipment:**

Commissioner Warfel distributed an email that was sent to Franklin Fire District #5. A copy of the email is on file with the minutes.

The Workgroup is recommending surplus of 2 engines and the SCBA's to Franklin #5.

#### **Community Relations:**

An email was received from Lisa Garvich inquiring if the commissioners are interested in presenting an article for a newsletter she is preparing.

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Commissioner Ryan prepared an article and distributed to the Commissioners for review and suggestions. When finalized, she will present the article to Lisa Garvich.

### **Finance:**

Commissioner Violante reported that work continues on the 2009 Spending Guidelines. He thanked Paul Witt and Deanna Gratzner for preparation of the Spending Guidelines.

Commissioner Violante reported the Workgroup is recommending that \$500,000.00 in unexpended revenues from prior years be included in the 2009 Revenue; and utilized to reduce the amount collected for the Benefit Charge. All Commissioners agreed.

Commissioner Ryan inquired how the King County Impaired Investments is factored in to the anticipated revenues for 2009. Paul Witt reported that anticipated revenue from investments is minimal.

The Revenue Source Hearing, including Benefit Charge is October 30, 2009.

### **Policy:**

Commissioners Behnke and Ryan continue to review the Department Policy and Procedure Manual. However, there is nothing new to report at this time.

### **Intergovernmental Relations:**

There is nothing new to report at this time.

### **Risk Management:**

Gordon MacIllvenie facilitated the cancellation of the Commissioners and District Secretary Life Insurance Policies retroactively to March 1, 2008.

### **CITIZEN COMMENTS:**

There were no citizen comments.

### **ONCE AROUND THE TABLE:**

Commissioner Warfel appreciated a great showing at the meeting.

Commissioner Behnke attended the King County Regional EMS Trauma Council Meeting on behalf of Jim Ferrell.

Commissioner Violante thanked all in attendance.

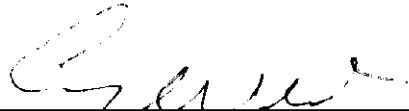
### **EXECUTIVE SESSION:**


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The Board went into a fifteen minute Executive Session at 5:55 p.m. to discuss potential litigation under guidelines of RCW 42.30.110. The Executive Session ended at 5:30 p.m.

The meeting was adjourned at 6:10 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, October 30, 2008 at 4:30 P.M.**

  
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Craig Violante, Chair

  
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Charlotte Ryan, Commissioner

  
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Ronnie Behnke, Vice Chair

  
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Russ Price, Commissioner

  
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Mike Warfel, Commissioner

  
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Deanna Gratzner, District Secretary

- Attachment Meeting Agenda  
Chief's Report  
Cash Transmittal  
Power Point Presentation  
FD40 Equipment status letter  
Newsletter Article - Draft