

**"FINAL"**

**King County Fire Protection District 40**

***Special Commissioners' Meeting***

**January 16, 2010**

**9:00 a.m.**

**Commissioner**

MIKE WARFEL

**Commissioner**

CHARLOTTE RYAN

**Commissioner**

RONNIE BEHNKE

**Commissioner**

RUSS PRICE

**Commissioner**

CRAIG VIOLANTE

**Interim Fire Chief**

MARK PETERSON

**Board Secretary**

DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Warfel called the Special Meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 9:00 a.m. Commissioners present for the Call to Order: Warfel, Ryan, Behnke, Price and Violante. Also attending were Secretary Gratzner, Consultant Paul Witt, Attorney Kinnon Williams, Deputy Chief Bill Flora, Lieutenant/IAFF 864 President Doug McDonald, Lieutenant Craig Soucy, Captain Erik Wallgren, Firefighter Carl Pedersen, Linda Sartnurak and Bill Taylor.

**WORKGROUP ASSIGNMENTS:**

Capital Facilities/Equipment	-Warfel/Price
Community Relations	-Warfel/Ryan
Finance	-Behnke/Violante
Policy	-Behnke/Ryan
Intergovernmental Relations	-Workgroup eliminate (appoint adhoc if needed)
Risk Management	-Violante/Price

Consultant Paul Witt was tasked with reviewing the policies and procedures. He will provide recommendations to the workgroup.

Commissioner Ryan inquired as to what the Board envisions as the mission of the Community Relations Workgroup.

Commissioner Violante stated that he feels that Renton has been hired as the community liaison by means of the contract with the District.

Various options for disseminating information to District citizens were discussed, including a newsletter. Less expensive options include the website, and online articles in the Renton Reporter and Fairwood Flyer.

## "FINAL"

Commissioner Ryan stated that maintaining the website requires minimal time. However, writing articles is time intensive.

Commissioner Warfel suggested the Board alternate writing articles for the website.

Consultant Paul Witt inquired if the Board would want to discontinue the website due to new website records retention requirements now in effect.

Chief Flora stated the City would be interested in entering into an agreement if the District would like to retain the expertise of the Communications Specialist.

Commissioner Warfel stated the workgroup will provide a recommendation.

### **10828/10810 SITE:**

#### **Appraisal/Demolition**

The Board agreed to actively pursue the sale of the 10810/10828 property. The new appraisal is \$1.8M.

Attorney Kinnon Williams will contact real estate agents that work with municipalities on acquisition and disposition of real estate and request attendance at a future meeting. The agent will be asked to make a recommendation to demolish or leave the existing buildings, as is.

An RFQ is not required for a professional services contract.

#### **Verizon Wireless/Storage**

Verizon Wireless has requested to use the 10810/10828 site for storage of 3 large generators.

The Board denied this request due to conditional use permit issues and the Board's desire to market the property.

### **CITY OF RENTON CONTRACT:**

#### **3 vs. 4 Staffing**

Commissioner Violante stated when the contract was entered into, the district chose the 4 person staffing model because that was Chief Daniels vision. The City has been unable to achieve that level of staffing.

Deputy Chief Flora stated that he does not ever see the City getting to that level of staffing. He indicated that 4 person staffing is beneficial at Station 17 due to its isolation.

## "FINAL"

Commissioner Violante stated that due to the location of neighboring jurisdictions, he did not feel Station 17 was isolated. He questioned the District staffing at levels beyond at what our contract agency staffs.

Consultant Paul Witt stated that Station 13 responds to 43% more calls than Station 17 with ½ the resources.

Commissioner Violante stated that perhaps the City would be interested in moving Aid 17 to Station 13 for a fee.

The Finance Workgroup requested that data is provided that indicates how many times there has been a significant, measurable benefit to staffing 4<sup>th</sup> person; how many times has a 4<sup>th</sup> person allowed the crew to do something they could not have done had they not had a 4<sup>th</sup> person.

Deputy Chief Flora will provide those statistics at the February 11, 2010 commissioner meeting.

### **Other Contract Services**

Consultant Paul Witt inquired of the status of the 2009 contract amount due to a reduction of Battalion Chief staffing that occurred in 2009.

Deputy Chief Flora will look into the status of the credit and report at the January 28, 2010 meeting.

Consultant Paul Witt reported that he was contacted by the Kent Fire Department offering to provide non-permitted inspections in the District.

The Board agreed that is not a function the district will provide in the foreseeable future.

Commissioner Behnke inquired of the status of Regional Fire Authority Discussions the City is participating in.

Deputy Chief Flora stated the Mayor requested discussions to discontinue.

IAFF 864 President/Lieutenant Doug McDonald stated that 8 Locals are continuing Regional Fire Authority discussions. He will keep the Board informed.

### **FAIRWOOD ANNEXATION:**

#### **Budget Impacts/2011 Preparations**

In preparation of the potential annexation of Fairwood, it will be necessary for the Finance Workgroup to prepare two budgets, one in anticipation of annexation occurring mid year 2011; and the second budget in preparation of the failure of the annexation vote resulting in the district's continuance. Mayor Law has indicated in the event of a favorable annexation vote, the City would delay the

## "FINAL"

annexation as long as possible.

The Revenue Source/Benefit Charge Hearing will be on November 11, 2010,

### **Bond Payments (Reduction/Payoff)**

The 2003 councilmatic bond debt is approximately \$1.6M. In addition, the District has 2005 and 2006 voter approved bonds.

The Finance Workgroup will research if any of the Bond debt is callable.

### **LEOFF 1 Fund**

If annexation is approved, the LEOFF 1 liability becomes the City of Renton's.

The Board will determine what to do with the District's reserve funds at annexation.

### **CAPITAL NEEDS:**

#### **Station 17**

TCA Architecture has been retained to plan and prioritize the Station 17 remodel project so existing funds are used judiciously. Approximately \$965,000 remains in the Project Fund.

TCA Architecture should have a plan for the roof, seismic upgrades and other priorities to present by the next meeting.

TCA Architecture submitted a \$16,000 time and materials contract to the Board for consideration.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Behnke to approve the time and materials contract with TCA Architecture as presented. The **MOTION CARRIED. (5-0)**

Deputy Chief Flora stated the city has a standard prototype that is used for station remodel and upgrades. He will provide the document to Consultant Paul Witt for distribution.

#### **Vehicle Replacement**

The District established a vehicle replacement plan. The schedule provides for replacement of a ½ of the command vehicle in 2013.

There is approximately \$298,000 in the Apparatus Replacement Fund which will fund replacement of the aid unit in 2011.

## "FINAL"

### **STATION 17:**

#### **Upgrade Status**

The Board solicited input from Captain Wallgren on Station 17 needs.

#### **Red Cross Request**

The Red Cross request to store a 53' Mobile Feeding Unit and 14' Kitchen Support Unit (trailer) in the parking lot of Station 17 was denied due to Conditional Use and construction issues.

The Board would consider temporary storage of the units at the 10810/10828 property. The Red Cross would be required to obtain the proper documentation from the City of Renton authorizing vehicle storage on the property. Additionally, if vehicle storage conflicted with the marketing of the property, the Red Cross would need to relocate the vehicles.

### **CITY OF RENTON – HIRING OF FIRE CHIEF:**

The City of Renton has appointed Mark Peterson as Interim Fire Chief.

Deputy Chief Flora reported that Mayor Law has asked that the relationship between the City and District is developed and nurtured.

Deputy Chief Flora stated that he is available to attend workgroup meetings if the Board so desires.

The District's contract provides for Board participation in the hiring of a Fire Chief.

### **RECORDS RETENTION:**

A process for records retention in the event of annexation was discussed. District records will become the City of Renton's responsibility.

Consultant Paul Witt and Secretary Gratzner will review the status of District records and archives.

### **KINNON WILLIAMS PROFESSIONAL SERVICES AGREEMENT:**

Kinnon Williams 2010 professional services agreement was presented.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Violante to approve Kinnon Williams's professional services agreement as presented. The **MOTION CARRIED. (5-0)**

A copy of the agreement is on file with the minutes.

"FINAL"

**CITIZEN COMMENTS:**

Linda Sartnurak inquired of the possibility adding on to Station 17 to include a meeting room separate bathroom and sleeping facilities for male and female firefighters.

Commissioner Warfel reported that TCA is in receipt of the King County Housing Needs Assessment Report and will make recommendations for the remodel. Additionally, the footprint of the property could prevent an addition to the building.

Consultant Paul Witt responded that there are codes for redevelopment, that includes setbacks and wetlands that may not be met at Station 17.

**EXECUTIVE SESSION:**

The Board went into a ten minute Executive Session at 11:28 a.m. to discuss potential litigation under guidelines of RCW 42.30.110. The Executive Session ended at 11:38 a.m.

The meeting was adjourned at 11:43 a.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, January 28, 2010 at 4:30 P.M.**

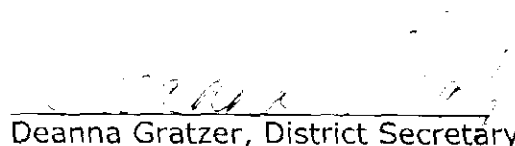
  
Mike Warfel, Chair

  
Charlotte Ryan, Commissioner

  
Craig Violante, Commissioner

  
Russ Price, Commissioner

  
Ronnie Behnke, Commissioner

  
Deanna Gratzer, District Secretary

Attachment Meeting Agenda  
Kinnon Williams Professional Services Agreement