

"FINAL"

King County Fire Protection District 40

Regular Commissioners' Meeting

December 12, 2013

5:00 p.m.

Commissioner
LINDA SARTNURAK

Commissioner
STEVE PARSONS

Commissioner
RONNIE LITTLE

Commissioner
CHERYL NICHELSON

Commissioner
CHARLOTTE RYAN

Chief
MARK PETERSON

Board Secretary
DEANNA GRATZER

CALL TO ORDER:

Commissioner Parsons called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 5:00 p.m. Commissioners present for the Call to Order: Parsons, Sartnurak and Ryan. Also attending were District Secretary Deanna Gratzler, Consultant Paul Witt and Deputy Chief Erik Wallgren.

Commissioner Little requested an excused absence from the December 12, 2013, regular meeting.

A **MOTION** was made by Commissioner Parsons and **SECONDED** by Commissioner Sartnurak to allow Commissioner Little an excused absence from the December 12, 2013, regular meeting. The **MOTION CARRIED (3-0)**.

Commissioner Nicholson requested an excused absence from the December 12, 2013, regular meeting.

A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Sartnurak to allow Commissioner Nicholson an excused absence from the December 12, 2013, regular meeting. The **MOTION CARRIED (3-0)**.

REGULAR MEETING – DECEMBER 26, 2013:

The need for a regular meeting on December 26, 2013 was discussed.

A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Sartnurak to cancel the December 26, 2013, regular meeting due to lack of quorum. The **MOTION CARRIED (3-0)**.

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CITIZEN COMMENTS:

There were no citizen comments.

UNFINISHED BUSINESS:

There was no unfinished business.

CORRESPONDENCE:

Correspondence received consisted of Cash Transmittal Receipts in the amount of \$152,858.33 deposited to the Expense Fund. The deposit was for Verizon Wireless cell site lease payments in the amount of \$1,529.50; a Comcast refund in the amount of \$69.67; and Valley Medical Center funds in the amount of \$151,259.16.

Correspondence received consisted of a Cash Transmittal Receipt in the amount of \$23,400.57 deposited to the Project Fund. The deposit was for excess retainage funds. Retainage was paid to Powell Construction. The retainage fund at Commerce Bank is now closed.

FIRE CHIEF'S REPORT - Presented by Deputy Chief Erik Wallgren:

Office of the Fire Chief:

The King County Sheriff's Office, Fire Investigation Unit (KCSO FIU) Report for Fire District 40 was presented for review. The report included activities for October 2013.

Labor negotiations between the city and IAFF Local 864 are at an impasse and scheduled for mediation on December 19, 2013.

The 2013 Annual Report will be presented at the January 9, 2014, regular meeting.

Safety/Support Services:

There is nothing new to report.

Response Operations:

The Fire District 40 Incident Type Report for October 2013 was presented for review. The report includes number of responses by response type and transport data.

A copy of the Incident Type report is on file with the minutes.

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Significant Incidents:

On November 14, 2013, at 2:10 a.m., Renton Fire, along with Kent Fire, responded to a reported "car into water". E17 was first to arrive and found a vehicle with no sign of victims. Renton Fire divers completed a search for victims in the vehicle and surrounding water. None were found. Based on the condition of the vehicle, the car may have been disposed of.

Communications:

There is nothing new to report.

CONSENT CALENDAR:

- a. Minutes of the Regular Meeting – October 31, 2013
- b. Minutes of the Special Meeting – November 12, 2013
- c. Expense Fund Vouchers – No. 11001 through 11009 – Amount \$7,270.25

A **MOTION** was made by Commissioner Parsons and **SECONDED** by Commissioner Sartnurak to approve the consent calendar as presented. The **MOTION CARRIED (3-0)**.

NEW BUSINESS:

2014 Spending Guidelines – Adoption:

The 2014 Spending Guidelines were presented for adoption.

A **MOTION** was made by Commissioner Sartnurak and **SECONDED** by Commissioner Parsons to adopt the 2014 Spending Guidelines. **MOTION CARRIED (3-0)**.

Paul Witt Consulting – Professional Services Contract:

The Finance Workgroup presented the Paul Witt Consulting 2014 Professional Services Agreement for consideration and approval. The duration of the contract is January 1, 2014 through December 31, 2014. There are no changes to the fee structure or terms of the contract.

A **MOTION** was made by Commissioner Parsons and **SECONDED** by Commissioner Sartnurak to authorize the Board Chair to sign the Paul Witt Consulting Professional Services Agreement as presented. **MOTION CARRIED (3-0)**.

Kinnon Williams – Professional Services Contract:

The Finance Workgroup presented the Kinnon Williams 2014 Professional Services Agreement for consideration and approval. The duration of the contract is

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January 1, 2014 through December 31, 2014. There are no changes to the fee structure or terms of the contract.

A **MOTION** was made by Commissioner Sartnurak and **SECONDED** by Commissioner Parsons to authorize the Board Chair to sign the Kinnon Williams Professional Services Agreement as presented. **MOTION CARRIED (3-0).**

WORKGROUP REPORTS:

Capital Facilities:

There was nothing new to report.

Equipment:

There was nothing new to report.

Community Relations:

There was nothing new to report.

Finance:

Commissioners Sartnurak and Ryan attended the King County Assessors Open House on November 21, 2013. A presentation was made by the residential assessors and included information on property tax exemptions and deferrals.

Consultant Paul Witt reported the tax levy and Fire Benefit Charge resolutions were delivered to King County.

The Fire Benefit Charge Taxpayer Notices are complete and scheduled to be delivered the first week of January.

Special Projects:

There was nothing new to report.

CITIZEN COMMENTS:

There were no citizen comments.

ONCE AROUND THE TABLE:

A date for the 2014 retreat will be set at the next meeting. Board members should bring their calendars and agenda topics.

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EXECUTIVE SESSION:

There was no Executive Session.

There was no further business or discussion and the meeting was adjourned at 5:47 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, January 9, 2014 at 5:00 P.M.**



Steve Parsons, Chair



Linda Sartnurak, Commissioner



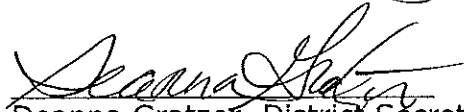
Ronnie Little, Commissioner



Charlotte Ryan, Commissioner



Cheryl Nicholson, Commissioner



Deanna Gratzer, District Secretary

Attachment Meeting Agenda
Cash Transmittals
Chiefs Report
2014 Spending Guidelines
Paul Witt Consulting Professional Services Contract
Kinnon Williams Professional Services Contract