



**KING COUNTY FIRE PROTECTION
DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
11/10/2016**

DATE: November 10, 2016

PURPOSE: Regular Monthly Meeting

LOCATION: Fire Station 13, 18002 – 108th Ave SE, Renton

ATTENDANCE: KCFD #40

Commissioner Ryan
Commissioner Sartnurak
Commissioner Parsons
Commissioner Nichelson
Commissioner Little
Brian Snure, Attorney

RENTON

Fire Chief Rick Marshall
Lieutenant Ryan Simonds,
Local 864
Jamie Thomas, Renton Finance
Firefighter Kelly Rose
Linda Mann, A/Board Secretary

PUBLIC

Darlene Johnson, Windermere

CALL TO ORDER:

Board Chair Ryan 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: Ryan, Nichelson, Sartnurak, Little and Parsons. Also attending were Fire Chief Rick Marshall, Lieutenant Ryan Simonds, Local 864, Jamie Thomas, Renton Fiscal Services Manager, Firefighter Kelly Rose, Linda Mann, Acting Board Secretary and Darlene Johnson representing Windermere Real Estate. There are no Commissioners expected to be absent at the next meeting.

WORKGROUP REPORTS:

The Workgroup/Capital Facilities was moved to the top of the agenda. Darlene Johnson informed the Board that the current possible buyer for Station #42 has requested an extension of the agreement until December 8, 2016. He had a death in the family and had to fly to India. He is attempting to put a gas station on the property and needs to meet with Chevron to see if it would be feasible. Commissioner Nichelson made a **motion** to extend the agreement until December 8; **seconded** by Commissioner Sartnurak. **Motion passed unanimously (5-0).**

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CORRESPONDENCE:

- Jamie Thomas presented a request from Tower to extend the agreement on the property at Station #42. They were offering a \$20,000 signing bonus if the agreement was extended. The Commissioners decide they would not sign the extension since they are in the process of selling the property. Commissioner Sartnurak will write a letter informing them of their decision.

FINANCIAL REPORTS:

- Jamie Thomas informed the Board that the audit for 2015 is beginning. She has already met once with him and he will return within two weeks to formally begin the audit. There is an issue with missing paperwork and Jamie has been in contact with King County to get their copies. She is also going through the Financials and making sure all the entries are done correctly. Jamie also informed the Auditor that the records were kept in two separate offices, so he might be traveling often.
- Jamie confirmed that the Commissioners only wanted the first page of the Treasurer's report and the cash flow report(s). A copy of the September Treasurer's report is on file with the minutes.

FIRE CHIEF'S REPORT:

- Fire Chief Marshall gave an overview of the Chief's report. The Renton RFA will be hiring six new firefighters to cover retirements and to plan staffing for the new fire station. He reviewed two significant fire responses from the last month, as well as providing an incident report for Engine 17 and Aid 17. A copy of the Chief's Report is attached.
- The Finance Manager the RRFA hired has been released from service.

CONSENT AGENDA:

Approval of Minutes – October 13, 2016

Approval of Minutes – October 20, 2016

Expense Fund Vouchers - #161101001 - #161101005 for \$2,387,561.02

Payroll/EFTS - \$2,377.64

The Board declined to approve the Minutes and Notes from the previous meetings until they have had time to review them. Commissioner Little made a **motion** to approve the Expense Fund Vouchers and Payroll/EFTS; **seconded** by Commissioner Nicholson. **Motion passed unanimously (5-0)**. A copy of the Voucher Approval document is on file with the minutes.

Commissioner Ryan felt that since the deadline for the budget resolution is November 30, they should hold a special meeting just to approve the budget and previous minutes. The Board agreed to meet on Thursday, November 17. Commissioner Ryan will notify Beth Haglund and post a notice at Station 13.

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UNFINISHED BUSINESS:

2017 Budget: Commissioner Ryan sent out an email with the revised budget. Option 1 would provide for a 4- person engine company of Engine 17; Option 2 would reduce staffing to a 3-man engine company. Discussion followed on the two options:

Option 1 would provide:

- 4-person engine company at Station 17
- Would reduce the Fire Benefit Charge to 38% from 51% of the operating budget.

Option 2 would provide:

- 3-person engine company at Station 17.
- Would reduce the Fire Benefit Charge to 44% from 51% of the operating budget.

A discussion was held regarding the proposed options, which included the following topics:

- Promises made to the public when the fire benefit charge was on the ballot
- The effect on staffing and the six new firefighters if District 40 went to a 3-person engine company
- The possibility of stepping down from a 4-person (18 firefighters) to 3-person (14 firefighters) engine company effective July 1, 2017 (Option 3)
- The possibility of stepping down from a 4-person (18 firefighters) to 3-1/2-person (16 firefighters) engine company effective July 1, 2017 and stepping down again to a 3-person (14 firefighters) engine company on January 1, 2018 (Option 4)

After further discussion, Commissioner Ryan made a **motion** to adopt Option 4, which would retain the 2017 operating budget at \$5.8 million and move \$100,000 to the Apparatus Replacement Fund; **seconded** by Commissioner Nichelson. **Motion passed unanimously (5-0).**

NEW BUSINESS:

None

WORKGROUP REPORTS (continued):

- 1. Capital Facilities:** Covered at beginning of meeting.
- 2. Equipment:** None
- 3. Community Relations:** None
- 4. Finance:** See Unfinished Business
- 5. Special Projects:** None

CITIZEN COMMENTS:

None

EXECUTIVE SESSION:

None

GOOD OF THE ORDER:

None

ADJOURNMENT:

There was no further business or discussion and the meeting was adjourned at 6:54 p.m.

A special meeting of the Board of Fire Commissioners will be held on Thursday, **November 17, 2016 at 5:00 P.M.**

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, December 8, 2016 at 5:00 P.M.**


Cheryl Nicholson, Commissioner


Linda Sartnurak, Commissioner


Steve Parsons, Commissioner


Ronnie Little, Commissioner


Charlotte Ryan, Chair

Julie Bray, Board Secretary

Attachments:

Treasurer's Report
Voucher Approval Documents
Chiefs Report

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