



**KING COUNTY FIRE PROTECTION
DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
10/13/2016**

“FINAL”

DATE: October 13, 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
Eric Quinn, Attorney

RENTON

Fire Chief Rick Marshall
David Hammond, RRFA Finance
Lieutenant Ryan Simonds,
Local 864
Jamie Thomas, Renton Finance
Kristin Trivelas, Renton Finance
Firefighter Steve Trujillo
Firefighter Zachary Harter
Julie Bray, Board Secretary

PUBLIC

None

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 5:03 p.m. Commissioners present for the Call to Order: Ryan, Nichelson, Sartnurak, and Parsons. Also attending were Fire Chief Rick Marshall, David Hammond, RRFA Finance Manager, Jamie Thomas, Renton Fiscal Services Manager, Kristin Trivelas, Renton Senior Finance Analyst, Julie Bray, Board Secretary, and Eric Quinn, Attorney. Commissioner Parsons made a **motion** to excuse Commissioner Little from the meeting; **seconded** by Commissioner Nichelson. **Motion passed 4-0**. There were no Commissioners expected to be absent at the next meeting.

REVENUE SOURCE/BENEFIT CHARGE HEARING:

The Open Revenue Source /Benefit Charge Hearing was opened at 5:06 p.m.

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- Commissioner Ryan introduced Eric Quinn who will be attending the Executive Session.
- Commissioner Ryan then went over the various reports contained in the hearing packet (attached).
- Renton Finance submitted 2 options for 2017. Commissioner Ryan went over both options. Option #2 addresses going from a 4-man engine company down to 3. The Board still needs to have further discussions with Local 864 before a decision can be made.
- Commissioner Ryan then went over the proposed changes for the 2017 budget.

The floor was opened for public comment.

Hearing none, the hearing was closed at 5:11 p.m.

CORRESPONDENCE:

The Board received a copy of a letter to Reagan Dunn from Jeanne Taglient and her neighbors regarding fireworks (attached). The Board agreed that the issue was out of their authority and to let Mr. Dunn handle the situation. Chief Marshall volunteered to speak to the King County Council as a representative of the Regional Fire Authority.

FINANCIAL REPORTS:

- Jamie Thomas presented the Treasurer's Report and the Fund Balance Report up to the end of August. She was unsure what reports the Board had been receiving, so she put together several different reports. Commissioner Ryan felt that expenses in the cash flow report and the first page of the Treasurer's report would suffice.
- Commissioner Ryan asked when the District would be receiving an invoice for the 2nd half of their bi-annual contract Payment. Ms. Thomas informed her that the invoice was processed in September.
- Commissioner Ryan requested that \$85,000.00 be transferred to the Equipment Replacement Fund from the expense account before the end of the year.
- Ms. Thomas requested that she meet with the Board after the budget is finalized and adopted to go over what needs to happen during the year, including any transfers.
- Ms. Thomas also informed the Board that they should have direct deposit of their checks by tomorrow.
- Kirstin Trivelas has accepted another position in Finance and will now be the District's full time support person for all financial matter.

FIRE CHIEF'S REPORT:

- Fire Chief Marshall gave an overview of the Chief's report (attached).
- Fire Chief Marshall was given his appointment as Chief on October 10th by the Governance Board.
- Roy Gunsolus was promoted to Deputy Chief to replace DC Wallgren on October 16th.
- Jamie Thomas, Chief Marshall and David Hammond went to King County to obtain a loan for 5.2 million. The RFA should be free of the debt by 2020.
- Fire Chief Marshall will be assuming the role of Liaison for FD40. Any questions or concerns can be routed directly to him.

RFA REPORT:

- Commissioner Sartnurak reported on the budget workshop she attended along with the Governance Board. The workshop ran for about 3-1/2 hours and she felt they accomplished quite a bit.
- Capt. DeSmith gave a presentation on Renton's new sobering house, located at 500 Rainier Ave S. This is a pilot program through King County EMS. This should help to decrease the number of repeat calls, which ties up the City's resources. The sobering house will have EMS and outreach programs available.
- Commissioner Sartnurak also informed the Board that there will be a Governance Board Benefit Charge Hearing on Monday, October 24th at 10:00 a.m. in the Council Chambers at City Hall.

UNFINISHED BUSINESS:

- **Station 42 Status:** Commissioner Sartnurak reported that Caren (Realtor) had checked in with the prospective buyer and they were happy with the information they received. They still have 30 days to respond.
- **Business Cards:** The Board Secretary presented two designs to the Board. It was unanimous to use the one with "Dedicated to the Community we Serve" at the bottom. The District Secretary was instructed to make up 50 cards for each Commissioner.

CONSENT CALENDAR:

Approval of Minutes – September 8, 2016

Expense Fund Vouchers - #161001001 - #161001009 (\$10,308.88).

Payroll/EFTS - \$1,759.70

Commissioner Nichelson made a **motion** to approve the calendar with one vote; **seconded** by Commissioner Sartnurak. **Motion passed unanimously (4-0).**

NEW BUSINESS:

- **E-911 Video:** The Board viewed a video of an incident Renton responded to that was aired on Rescue 911. The incident involved a child running through a glass storm door and having a piece of glass embedded in her heart. She is now married with children of her own and she and her family attended Chief Peterson’s retirement celebration.

Eric Quinn suggested the Board establish a maximum Fire Benefit Charge amount.

REVENUE SOURCE/BENEFIT CHARGE HEARING (Revisited):

The Hearing was re-opened at 5:55 p.m. to establish a maximum amount for the Benefit Charge. Commissioner Nicholson made a **motion** to establish the 2017 Fire Benefit Charge not to exceed \$2,480,224.00; **seconded** by Commissioner Sartnurak. **Motion passed 4-0.** The Hearing closed at 5:57 p.m.

WORKGROUP REPORTS:

1. **Capital Facilities:** None
2. **Equipment:** None
3. **Community Relations:** None
4. **Finance:** None
5. **Special Projects:** None

CITIZEN COMMENTS:

None

EXECUTIVE SESSION:

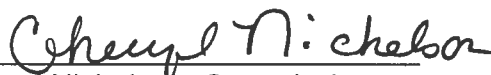
A 30-minute executive session was called at 6:02 p.m. to discuss with legal counsel litigation or potential litigation when public knowledge is likely to result in an adverse legal or financial consequence to the agency per RCW 42.30.110(1)(i).

The regular meeting reconvened at 6:32 p.m.

ADJOURNMENT:

There was no further business or discussion and the meeting was adjourned at 6:32 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, November 10, 2016 at 5:00 P.M.**

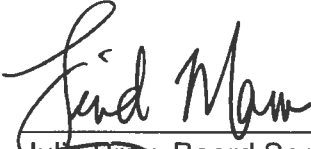

Cheryl Nicholson, Commissioner


Linda Sartnurak, Commissioner


Steve Parsons, Commissioner


Ronnie Little, Commissioner


Charlotte Ryan, Chair


Linda Han Arching
Julie Bray, Board Secretary

Attachments: Revenue Source/Benefit Charge Hearing
Correspondence from Jeanne Taglient
Chiefs Report
Drafts of Business Cards

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