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**KING COUNTY FIRE PROTECTION DISTRICT 40**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**8/8/2024**

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**DATE:** August 8, 2024  
**TIME:** 5:00 PM  
**PURPOSE:** Regular Meeting  
**LOCATION:** RENTON STATION 13  
18002 108th Ave SE, Renton, WA 98055  
*and*  
ZOOM MEETING  
Meeting ID: 886 4934 4889, Password: 245066

**ATTENDANCE:**

<b>KCFD #40</b>	<b>RENTON RFA</b>
Steve Parsons, Commissioner	Dan Alexander, Deputy Chief
Joe Pratt, Commissioner	Steve Heitman, Chief
Charlotte Ryan, Commissioner	Chris Krystofiak, Captain
Linda Sartnurak, Commissioner	
Andrew Schneider, Commissioner	
Eric Quinn, Attorney	<b>PUBLIC</b>
	None

**CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:**

Commissioner Pratt called the regular meeting of King County Fire Protection District #40 to order at 5:00 PM with Commissioners Parsons, Ryan, Sartnurak and Scheider present.

Commissioner Pratt led the pledge of allegiance.

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### **FIRE CHIEF'S REPORT:**

- Chief Heitman reported on
  - Medic One/EMS Levy Planning
  - Celebration of Life
  - Strategic Plan & n MIG Review
  - KCFD 40 Annexation Discussion
  - Valley Communications Committee Interview
  - Amazon Proposal
- Deputy Chief Alexander reported on
  - Division Reports

*A copy of the Chief's Report is on file with the minutes.*

### **CORRESPONDENCE:**

- **Washington State Fallen Firefighters Memorial**  
Saturday, August 11, 2024 at the State Capital, Olympia, WA.

*A copy of the invitation is on file with the minutes.*

### **UNFINISHED BUSINESS:**

- **Revised/Updated Policies**  
The Board reviewed the following revised policies:
  - #1400: Meetings
  - #1400P: Meetings – Procedures
  - #1430: Meetings - Quorum
  - #1610: Fire Commissioner Expenses

**It was Moved by Commissioner Schneider to accept Policies #1400, 1400P, 1430 and 1610 as presented. Commissioner Ryan seconded. No discussion. Motion Approved (5-0).**

Copies of the approved policies are on file with the minutes.

- **District Secretary**  
A discussion was held regarding the vacant position and whether to post the position on our website.

### **EXECUTIVE SESSION:**

A 20 minute executive session was called at 5:20 PM per RCW 42.30.110 (1)(i) to discuss with legal counsel representing District 40 matters relating to agency enforcement actions, or to discuss with legal counsel representing District 40 litigation or potential litigation to which

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District 40, the governing body, or a member acting in an official capacity is or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to District 40.

The executive session was extended an additional 30 minutes at 5:40 PM.

The regular meeting reconvened at 6:10 PM.

#### **NEW BUSINESS:**

- **Resolution No. 587 – Resolution Requestion Annexation**

A Resolution requesting annexation to the Renton Regional Fire Authority was presented to the Board. **It was Moved by Commissioner Ryan to accept Resolution No. 587 as presented. Commissioner Sartnurak seconded. No discussion. Motion Approved (5-0).**

A copy of the approved Resolution is on file with the minutes.

- **2025 Budget Timeline**

Commissioner Ryan presented a draft 2025 budget timeline. After reviewing the document, the Board changed the date of the Public Hearing (per RCW 52.18.060 and 84.55.120) to Friday, October 25, 2024.

A copy of the revised 2025 Budget Timeline is on file with the minutes.

#### **CONSENT AGENDA:**

The consent agenda consisted of:

- July 11, 2024, Regular Meeting Minutes
- August A/P Vouchers in the amount of \$6,648.80
- August Payroll in the amount of \$5,655.83

**It was Moved by Commissioner Parsons to approve the consent agenda as presented. Commissioner Schneider seconded. No discussion. Motion Approved (5-0).**

*Copies of the approved vouchers are on file with the minutes.*

#### **WORKGROUP REPORTS:**

- **Finance** (Pratt + Ryan)

Commissioner Pratt presented the 2024 2nd Quarter Financial Activity Report, which shows we have collected 58% revenue and spent 50% expenditures.

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

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- **Communications - Newsletter** (Schneider + Sartnurak)  
The committee is planning to publish the next newsletter for the end of November.
- **Communications - Website** (Parsons + Ryan)  
No report.
- **Policies & Special Projects** (Parsons + Sartnurak)  
Commissioner Sartnurak reported that the Fairwood Alliance is planning a “Shop N Treat” event on Saturday, October 26 – the same day as Station 17’s Open House.
- **Renton RFA Liaison** (Schneider)  
The Governance Meeting will be held next Monday, August 12.
- **Long-Range Planning** (Pratt + Sartnurak)  
Nothing additional.

**PUBLIC COMMENT:**

Captain Krystofiak thanked the Board for bringing the Resolution to the table and making us “one happy family.”

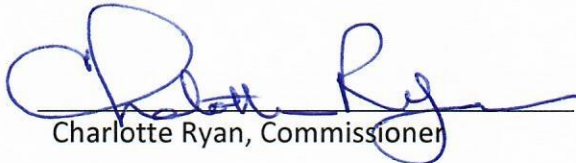
**GOOD OF THE ORDER:**

We received a thank you card from a citizen regarding a recent aid call (Dave Braun and Shane Walter responded).

**ADJOURNMENT:**

As there was no further business, the meeting was adjourned at 6:26 PM.

  
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Joe Pratt, Commissioner

  
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Charlotte Ryan, Commissioner

  
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Linda Sartnurak, Commissioner

  
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Steve Parsons, Commissioner

  
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Andrew Schneider, Commissioner

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The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, September 12, 2024, at 5:00PM at Renton Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 and via Zoom to conduct district business.**

Attachments: Agenda

Chief's Report

2024 District 40 Report

Washington State Fallen Firefighters Memorial

Draft Revised Policies #1400, #1400P, #1430, #1610

Resolution No. 587

2025 Budget Timeline

2nd Quarter Financial Activity Report

Thank you card

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