



KING COUNTY FIRE PROTECTION DISTRICT 10
BOARD OF FIRE COMMISSIONERS
Regular Meeting Agenda
February 11, 2019
Eastside Fire & Rescue's Headquarters
175 Newport Way NW, Issaquah, WA 98027
4 p.m. – Regular Meeting

CALL TO ORDER, ROLL CALL, FLAG SALUTE

RECESS REGULAR MEETING – BOARD OF VOLUNTEER FIREFIGHTERS MEETING

RECESS REGULAR MEETING – PUBLIC HEARING – FIRE BENEFIT CHARGE HEARING

SPECIAL PRESENTATIONS

PUBLIC COMMENT

CONSENT AGENDA *(for approval)*

1. Agenda
2. Agenda Bill D10-2019-02..... Page 03
 - 2.1. Regular Meeting Minutes..... Page 04
 - 2.2. Financial Recap..... Page 08

GENERAL ADMINISTRATIVE DISCUSSION

1. 2019 January Revenue and Expense Report Page 09

FIRE CHIEF BRIEFING

- PFAS

COMMITTEE REPORTS

1. EF&R Finance Administrative Committee *(no meeting held)*
2. Local 2878
3. Volunteer Workgroup

NEW BUSINESS

1. Agenda Bill D10-2019-03 (Fire Benefit Charge Appeal Results) Page 11
2. WSRB Briefing

OLD BUSINESS

1. Maple Hills Fire Station 79 Update
2. Potential FD27 Merger Status
3. Fire Prevention Onboard Kit

EXECUTIVE SESSION

GOOD OF THE ORDER

CALENDAR REVIEW

- EF&R Board Meeting – February 14, 2019 – 4:00 p.m., Headquarters
- FAC Meeting – February 27, 2019, 12:00 p.m. – 1:00 p.m., Headquarters

- District 10 Board – March 11, 2019, 4 p.m., Headquarters
- Fireground 101 – April 27, 2019, Bellevue Training Center (*RSVP by 3/21 required*)
- Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
- Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
- Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
- North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center

SIGNING OF THE DOCUMENTS/ADJOURN REGULAR MEETING



King County Fire Protection District 10
Board of Commissioners
AGENDA BILL D10-2019-02
February 11, 2019

SUBJECT: January Monthly Board Minutes & Financial Recap Approval

SUMMARY STATEMENT: The Board Secretary submits completed minutes for the prior month's meetings to the Board for review prior to the regular board meeting. The Board acts upon the minutes first directing any needed changes to be noted on the document in ink, initialed by the Board Secretary, and then approving said minutes amended as noted.

District 10 utilizes the Auditing Officer Certification method (RCW 42.24.080) of approving normal and usual ongoing expenditures for payroll, utilities, and other goods and services, on behalf of the Board of Fire Commissioners. Monthly, those expenditures are provided for review and oversight by the Board pursuant to state law (RCW 42.24.180). Items requiring Board approval in advance of payment are presented on separate Agenda Bills to obtain approval and are included on the Consent Agenda when paid after said approval. Items paid but rejected by the Board after they have been paid, will become receivables and immediate collection by the agency audit officer will commence.

Expenditure Required: \$602,458.43

Amount Budgeted: \$602,458.43

Funds Utilized: General Fund

RECOMMENDED MOTION: Move to approve the Consent Agenda as presented.

ALTERNATIVE(S): Approve the attached Consent Agenda stipulating any items rejected and ordering the collection thereof.

EXHIBITS: Prior month's Minutes, together with any hand-noted changes, as directed by the Board. Special Joint Board meeting minutes. Prior month's Financial Recap together with Accounting Certification. Prior month's Blanket Vouchers certified by an Agency Audit Officer.

Originator: SF

Administrative Review: 02/05/18

Action:

Date: 02/11/19

Motion By:

2nd:

District Secretary:

1 **KING COUNTY FIRE PROTECTION DISTRICT 10**
2 **Board of Commissioners**
3 **Regular Meeting Minutes**
4 **January 7, 2019**

5
6 The regular meeting of the Board of Fire Commissioners of King County Fire District 10
7 was held on January 7, 2019, at Eastside Fire & Rescue Headquarters (HQ), located at
8 175 Newport Way NW, Issaquah, WA 98027.

9
10 **Present:** Chair, Don Smith
11 Vice Chair Alan Martin
12 Commissioner Anita Sandall
13 Commissioner Larry Rude
14 Commissioner Gloria Hatcher-Mays (*late arrival*)
15 Board Secretary Jamie Formisano
16 Fire Chief Jeff Clark
17 Deputy Chief Greg Tryon
18 Deputy Chief Jon Parkinson
19 Deputy Chief Richard Burke
20 Budget Analyst Scott Faires

21
22 **Audience:**

23
24 **Absent:**

25
26 **Call to Order, Roll Call, and Flag Salute:** Chair Smith called the meeting to order at
27 4:06 p.m. and led the flag salute.

28
29 **The regular meeting of King County Fire Protection District 10 (KCFD 10) was**
30 **recessed and the Board of Volunteer Firefighters (BVFF) meeting was called to**
31 **order at 4:07p.m. The BVFF meeting was adjourned at 4:09 p.m., and the regular**
32 **meeting of KCFD 10 was reconvened.**

33
34 **Consent Agenda:** Items listed below were distributed to the Board in advance for review
35 and were enacted with one motion. IT WAS MOVED BY COMMISSIONER RUDE,
36 SECONDED BY COMMISSIONER MARTIN TO: Approve the Consent Agenda. MOTION
37 CARRIED, 4 – 0. Discussion ensued.

- 38 • Agenda Bill D10-2019-01 Board Minutes and Financial Recap:
39 • Regular Meeting Minutes
40 • Special Joint Board Meeting Minutes
41 • Financial Recap

42
43 **General Administrative Discussion:**

44 December Revenue and Expense Report: Included in packet. Discussion ensued.

45
46 **Fire Chief Briefing:**

47 PFAS update: The study is on track and the data shall be presented this week and a final
48 report presented in January 2019. EF&R is working with an Issaquah Lobbyist on moving
49 forward a legislative agenda to request additional State funding for the next level of testing

District 10 Board of Commissioners Meeting – January 7, 2019

50 as well as remediation testing in the future. PFAS shall also be discussed during
51 Legislative Day on January 24, 2018.

52
53 Windstorm briefing resulted in excess over 40 calls, including two structure fires.

54
55 **Committee Reports:**

56 EF&R Finance Administrative Committee: No meeting held in December.

57
58 Local 2878: None

59
60 Reserve Workgroup: Current Reserves are attending academy.

61
62 **New Business:**

63 1. Board of Commissioner Elections and Committee Appointments:

- 64 • District 10 Board Chair: IT WAS MOVED BY COMMISSIONER MARTIN,
65 SECONDED BY COMMISSIONER HATCHER-MAYS TO: Nominate
66 Commissioner Smith to serve as District 10 Board Chair. MOTION CARRIED, 5-
67 0.

68
69 BY ACCLAMATION: Commissioner Smith shall serve as District 10 Board Chair.
70 MOTION CARRIED, 5-0.

- 71
72 • District 10 Board Vice Chair: IT WAS MOVED BY COMMISSIONER RUDE,
73 SECONDED BY COMMISSIONER SANDALL TO: Nominate Commissioner
74 Martin as Vice Chair. MOTION CARRIED, 4-0.

75
76 BY ACCLAMATION: Commissioner Martin shall serve as District 10 Board Vice
77 Chair. MOTION CARRIED, 5-0.

- 78
79 • District 10 EF&R Board Representative Position 1: IT WAS MOVED BY
80 COMMISSIONER SANDALL, SECONDED BY COMMISSIONER HATCHER-
81 MAYS TO: Nominate Elect Commissioner Rude as Representative to the EF&R
82 Board. MOTION CARRIED, 5-0.

- 83
84 • District 10 EF&R Board Representative Position 2: IT WAS MOVED BY
85 COMMISSIONER MARTIN, SECONDED BY COMMISSIONER RUDE TO:
86 Nominate Commissioner Smith as Representative to the EF&R Board. MOTION
87 CARRIED, 5-0.

- 88
89 • District 10 EF&R Alternate Board Representative: IT WAS MOVED BY
90 COMMISSIONER HATCHER-MAYS, SECONDED BY COMMISSIONER RUDE
91 TO: Elect Commissioner Hatcher-Mays as an Alternate Representative to the
92 EF&R Board. MOTION DID NOT CARRY. 1-3.

93
94 IT WAS MOVED BY COMMISSIONER RUDE, SECONDED BY COMMISSIONER
95 SANDALL TO: Elect Commissioner Martin as an Alternate Representative to the
96 EF&R Board. MOTION CARRIED 3-1.

- 98 • District 10 Finance Administrative Committee Representative(s): Chair Smith
99 appointed Commissioner Rude to represent District 10 on the Finance
100 Administrative Committee as primary and Commissioner Smith as an alternate.
101

102 **New Business:**

- 103 1. County Fire Commissioners Association General Liability Insurance: Discussed the
104 history and current insurance covered under the WA Fire Commissioners Association.
105
106 2. 175 Newport Way NW: Conversations are taking place with the City of Issaquah and
107 the City of North Bend to potentially relocate HQ. The Issaquah Food & Clothing Bank,
108 among other local charities, have a need for a new location and inquired with Board
109 to further explore options of the current HQ site. Commissioner Hatcher-Mays sits on
110 the Board for the Food & Clothing Bank and should conversations continue, she shall
111 recuse herself due to conflict of interest.
112
113 3. Budget Presentation: Provided a high-level overview on the budget, including the
114 following; Suppression Overtime History and the management strategies to reduce
115 overtime. Tax Rate Equivalent, Cost per Capita, Comparable Data, Revenue
116 Summary, and the Initiative Overview. The draft Annual Budget report was presented
117 and shall be finalized shortly.
118

119 **Old Business:**

- 120 1. Maple Hills Fire Station 79 Update: Exploring lease options and the Board shall be
121 kept apprised.
122
123 2. Potential FD27 Merger Status: District 27 removed the merger from the February
124 election and shall be re-submitted for the April election. Discussed the 2019 Merger
125 Summary
126

127 **Good of the Order:**

128 Commissioner Hatcher-Mays presented a proposal for Fire Prevention Onboard Kit.
129 Discussion ensued. EF&R staff shall research further as it pertains to presenting this as
130 an EF&R initiative. Discussion to be continued during the February agenda.
131

132 **Calendar Review:**

- 133 • King County Fire Chiefs & Commissioners Banquet – January 16, 2019, 6 p.m.,
134 Museum of Flight (*RSVP required*)
135 • FAC – January 23, 2019 at 12:00 p.m., Headquarters (**Meeting Cancelled**)
136 • Legislative Day – January 24, 2019, Olympia (*RSVP required*)
137 • District 10 Board – February 11, 2019, 4P.m., Headquarters
138 • *Tentative* EF&R Special Board Meeting (Board Orientation) – February 14, 2019
139 • Fireground 101 – April 27, 2019, Bellevue Training Center (*RSVP required*)
140 • Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
141 • Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
142 • Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
143 • North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center
144

145 **Adjournment:** Chair Smith adjourned the meeting at 5:43 p.m.

District 10 Board of Commissioners Meeting – January 7, 2019

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Signing of Documents:

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attestation: District Secretary

DRAFT

**King County Fire District 10
FINANCIAL RECAP
January 7, 2019**

Blanket Voucher No.	Paid Date	Description	Amount
General Fund - 100100010			
2019-01	January 8, 2019	Weekly vendor invoices	\$ 12,577.75
2019-02	January 14, 2019	Weekly vendor invoices	\$ 85.00
2019-03	January 17, 2019	Weekly vendor invoices	\$ 7,708.68
2019-04	January 28, 2019	Weekly vendor invoices	\$ 40.00

Blanket Voucher Totals: \$ 20,411.43

ACH Transfers	Paid Date	Description	Amount
General Fund - 100100010			
2019-01		Partnership Contribution	\$ 582,047.00

ACH Transfer Totals: \$ 582,047.00

FINANCIAL RECAP	\$ 602,458.43
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Acknowledgement to the Board of Commissioners:

I have reviewed the consent agenda and believe it represents a complete disclosure of all expenditures within the current period. I have reconciled this consent agenda with the King County Treasury report as it becomes available and report and identify any discrepancies to you.


 Prepared By - Mary Hillier Controller

 - Jon Parkinson DEPUTY CHIEF
 Reviewed By - Scott Faires - Budget and Finance Analyst

**King County Fire Protection District No. 10
Expenditure Report
January 2019**

COMMENTS

General Fund

Expenditures

Total expenditures are \$12,602.57 less than budgeted. Most of this is due to the County fee for collecting the FBC is expected to be charged in January. However, the county reports were not available in time for the January commissioner meeting. If this expense was listed, the expenditures would be \$1,038.57 less than budgeted.

Most of the other expenditures are coming in less than budgeted, except for postage, which came in slightly higher than budgeted.

2012 GO Bond Fund

Expenditures

No principal or interest payment due at this time.

King County Fire Protection District No. 10

Expenditure Report

Line #	Title	January 2019		Over / (Under)	2019 Annual Budget	% Of Total	Remaining Budget
		January 2019 Budget	January 2019 Actual				
1							
2	Unreserved Cash and Investments - Beginning	-	3,060,019.94		-		-
3							
4							
5	EXPENDITURE						
6	Total Commissioner Compensation & Payroll taxes	-	-	-	33,130.00	0.00	33,130.00
7	Reserve Pay and Payroll Taxes	-	-	-	77,508.00	0.00	77,508.00
8	Total EF&R Partner Expenditures	582,047.00	582,047.00	-	7,395,751.00	7.87	6,813,704.00
9	Professional Services Expense	8,750.00	7,797.53	(952.47)	60,240.00	12.94	52,442.47
10	Postage Expense	3,500.00	3,708.68	208.68	5,500.00	67.43	1,791.32
11	Travel Expense	200.00	-	(200.00)	2,600.00	0.00	2,600.00
12	Printing	-	-	-	8,000.00	0.00	8,000.00
13	Association Dues	-	-	-	4,700.00	0.00	4,700.00
14	Miscellaneous Expense	-	-	-	300.00	0.00	300.00
15	Collection Fee- Fire Protection	11,564.00	-	(11,564.00)	23,128.00	0.00	23,128.00
16	Election Expense	-	-	-	25,000.00	0.00	25,000.00
17	Intergovernmental Grant	-	-	-	2,000.00	0.00	2,000.00
18	Training & Seminar Expense	-	125.00	125.00	3,000.00	4.17	2,875.00
19	Capital Expenditure - Fire Suppression and EMS Services	9,000.00	8,780.22	(219.78)	12,800.00	68.60	4,019.78
20	Total General Fund Expenditures	615,061.00	602,458.43	(12,602.57)	7,653,657.00	7.87	7,051,198.57
21							-
22							
23							
24	2012 GO Bond Fund						-
25	EXPENDITURE						
26	Professional Services Expense	-	-	-	-	0.00	-
27	Debt Repayment - Fire Suppression and EMS Services	-	-	-	365,000.00	0.00	365,000.00
28	Interest and Other Debt Service Cost - Fire Suppression and EMS Services	-	-	-	106,050.00	0.00	106,050.00
29	Total 2012 GO Bond Expenditures	-	-	-	471,050.00	0.00	471,050.00
30							



King County Fire Protection District 10
Board of Commissioners
AGENDA BILL D10-2019-03
February 11, 2019

SUBJECT: Fire Benefit Charge Appeal Results

SUMMARY STATEMENT: The District held a public hearing on the 2019 Fire Benefit Charge (FBC) and was presented with the following 17 appeals;

- Twelve (12) appeals indicated that the sprinkler system discount was not applied
- One (1) indicated the square footage was incorrect
- One (1) appeal indicated that the sprinkler system discount was not applied and requesting credit for prior years overpayment
- One (1) appeal indicated that the sprinkler system discount was not applied, and the square footage was incorrect
- One (1) appeal indicated that the parcel number was not their property
- One (1) appeal indicated that the FBC was assessed to the wrong property

Expenditure Required: N/A

Amount Budgeted: N/A

Fund Utilized: N/A

RECOMMENDED MOTION: Move to grant or deny the appeals as presented in the attachment and instruct the District Secretary to send written confirmation of the Board's action to the taxpayers.

ALTERNATES: N/A

EXHIBITS: N/A

Originator: SF

Administrative Review: 02/4/19

Action:

Date: 02/11/19

Motion By:

2nd:

Board Secretary: