



**KING COUNTY FIRE PROTECTION DISTRICT 10**  
**BOARD OF FIRE COMMISSIONERS**  
**Regular Meeting Agenda**  
May 6, 2019, 4 p.m.  
**LOCATION CHANGE - STATION 73**  
**1280 NE PARK DR**  
**Issaquah, WA 98027**

CALL TO ORDER, ROLL CALL, FLAG SALUTE

SPECIAL PRESENTATIONS

PUBLIC COMMENT

CONSENT AGENDA *(for approval)*

1. Agenda
2. Agenda Bill D10-2019-08 ..... Page 02
  - 2.1. Regular Meeting Minutes ..... Page 03
  - 2.2. Financial Recap ..... Page 06

GENERAL ADMINISTRATIVE DISCUSSION

1. 2019 May Revenue and Expense Report ..... Page 07

FIRE CHIEF BRIEFING

- PFAS
- Fireground 101 recap
- Congressional Fire Services Institute (CFSI) recap

COMMITTEE REPORTS

1. EF&R Finance Administrative Committee *(no meeting held)*

NEW BUSINESS

1. Agenda Bill D10-2019-09 ..... Page 09  
(Resolution 19-01 Establishing Additional Audit Officer(s))
2. WSRB Briefing

OLD BUSINESS

1. Maple Hills Fire Station 79 Update
2. FD 10 & FD27 Merger Briefing

GOOD OF THE ORDER

CALENDAR REVIEW

- EF&R Warrant Review – May 9, 2019 (FD10) **(AVAILABLE AT HQ)**
- EF&R Board Meeting – May 9, 2019 – 4:00 p.m., Station 73 **(LOCATION CHANGE)**
- FAC Meeting – May 22, 2019 **(CANCELLED)**
- District 10 Board – June 10, 2019, 4 p.m., Headquarters
- EF&R Awards & Recognition Banquet – October 5, 2019, Sahalee Country Club
- Issaquah City Council – 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7 p.m., Issaquah City Hall
- Sammamish City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6:30 p.m., Sammamish City Hall
- Carnation City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m., Carnation City Hall
- North Bend City Council – 1<sup>st</sup> and 3<sup>rd</sup> 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 D10-2019-08**  
**May 6, 2019**

**SUBJECT: April 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:** \$2,000.00

**Amount Budgeted:** \$2,000.00

**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:** 04/22/18

Action:

Date: 05/06/19

Motion By:

2<sup>nd</sup>:

District Secretary:

1                                   **KING COUNTY FIRE PROTECTION DISTRICT 10**  
2                                   **Board of Commissioners**  
3                                   **Regular Meeting Minutes**  
4                                   **April 8, 2019**

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

9  
10 **RECESS REGULAR MEETING – BOARD OF VOLUNTEER FIREFIGHTERS MEETING**

11  
12 **Present:**       Chair Don Smith  
13                   Vice Chair Alan Martin (*attendance via conference call*)  
14                   Commissioner Larry Rude  
15                   Commissioner Anita Sandall  
16                   Board Secretary Jamie Formisano  
17                   Fire Chief Jeff Clark  
18                   Deputy Chief Greg Tryon  
19                   Deputy Chief Rich Burke  
20                   Budget Analysis Scott Faires

21  
22 **Audience:**   Commissioner Dan Meredith (Fire District 27)  
23                   Union President Dean deAlteriis (Local 2878)  
24                   Reserve Firefighter David Geller (BVFF Board)

25  
26 **Absent:**       Commissioner Gloria Hatcher-Mays (*unexcused*)

27  
28 **Call to Order, Roll Call, and Flag Salute:** Chair Smith called the meeting to order at  
29 4:00 p.m. and led the flag salute.

30  
31 **The regular meeting of King County Fire Protection District 10 (KCFD 10) was**  
32 **recessed and the Board of Volunteer Firefighters (BVFF) meeting was called to**  
33 **order at 4:01p.m. The BVFF meeting was adjourned at 4:04 p.m., and the regular**  
34 **meeting of KCFD 10 was reconvened.**

35  
36 Chair Smith amended the agenda and moved to New Business PFAS Briefing.

37  
38 **Public Comment:** Union President deAlteriis stated the Union is working in support of  
39 the Fall City Merger.

40  
41 **Consent Agenda:** Items listed below were distributed to the Board in advance for review  
42 and enacted with one motion. IT WAS MOVED BY COMMISSIONER RUDE,  
43 SECONDED BY COMMISSIONER SANDALL TO: Approve the Consent Agenda.  
44 MOTION CARRIED, 4 – 0. Discussion ensued.

- 45       • Agenda Bill D10-2019-06 Board Minutes and Financial Recap:  
46             • Regular Meeting Minutes  
47             • Financial Recap

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49 **General Administrative Discussion:**

50 March Revenue and Expense Report: Included in packet. Discussion ensued.

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**Fire Chief Briefing:**

- Mercer Island Fire Department reached out to inquire if EF&R could manage their Fire Apparatus Maintenance Work. A contract is being drafted for EF&R Board approval.
- Announced the promotion of BC Ben Lane to Deputy Chief effective April 16, 2019.
- Discussed a notice of medical separation.
- Briefed on the Tiger Mountain multi-alarm Fire. Mutual Aid was provided by numerous departments and assistance was given by Issaquah Food & Clothing Bank. Discussed the water challenges and pending report from the KCSO Fire Investigation Unit.

**Committee Reports:**

EF&R Finance Administrative Committee: No meeting held.

Local 2878: None.

Reserve Workgroup: None.

**New Business:**

1. PFAS Briefing: Farallon Consulting Representatives Eric Buer, Senior Hydrogeologist, and Cliff Schmitt, Principal provided an overview of the PFAS report. Discussion ensued, questions answered and briefed on next steps.
2. Agenda Bill D10-2019-07 (Fire Benefit Charge Appeal Results): IT WAS MOVED BY COMMISSIONER SANDALL, SECONDED BY COMMISSIONER RUDE TO: Approve to grant/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. Discussion ensued. MOTION CARRIED, 4 – 0.
3. Alternative Fuel Requirements Briefing: Briefed on a future Agenda Bill to consider adopting a resolution declaring that all emergency and non-emergency vehicles owned either by EF&R or partners agencies are exempt from the alternative fuels requirements of RCW 43.19.648(2)(a). The Agenda Bill will be presented at the May Board meeting.

**Old Business:**

1. Maple Hills Fire Station 79 Update: Chief will meet with the Home Owners Association next week and an update will be provided at the May Board meeting.
2. Fall City Briefing: Discussed the misinformation being circulated and the work the Pro and Con Committees are working on. Chief Clark is attending all meetings to answer any questions and represent Fire District 10 and EF&R. Should the merger pass the implementation date will be July 1, 2019.

**Good of the Order:**

**Calendar Review:**

- EF&R Board Meeting – April 11, 2019 – 4:00 p.m., Headquarters
- FAC Meeting – April 24, 2019, 12:00 p.m. – 1:00 p.m. **(CANCELLED)**
- EF&R Agenda Review – April 24, 2019, 4:00 p.m. (FD10) **(TIME CHANGE)**

- 100 • Fireground 101 – April 27, 2019, - 8:00 a.m., Bellevue Training Center
- 101 • EF&R Warrant Review – May 9, 2019, 3:30 p.m., Headquarters (FD10)
- 102 • EF&R Awards & Recognition Banquet – October 5, 2019, Sahalee Country Club
- 103 • Issaquah City Council – 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7 p.m., Issaquah City Hall
- 104 • Sammamish City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6:30 p.m., Sammamish City Hall
- 105 • Carnation City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m., Carnation City Hall
- 106 • North Bend City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m., Mt. Si Senior Center

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108 **Adjournment:** Chair Smith adjourned the meeting at 5:12 p.m.

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110 **Signing of Documents:**

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113 Commissioner

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113 Commissioner

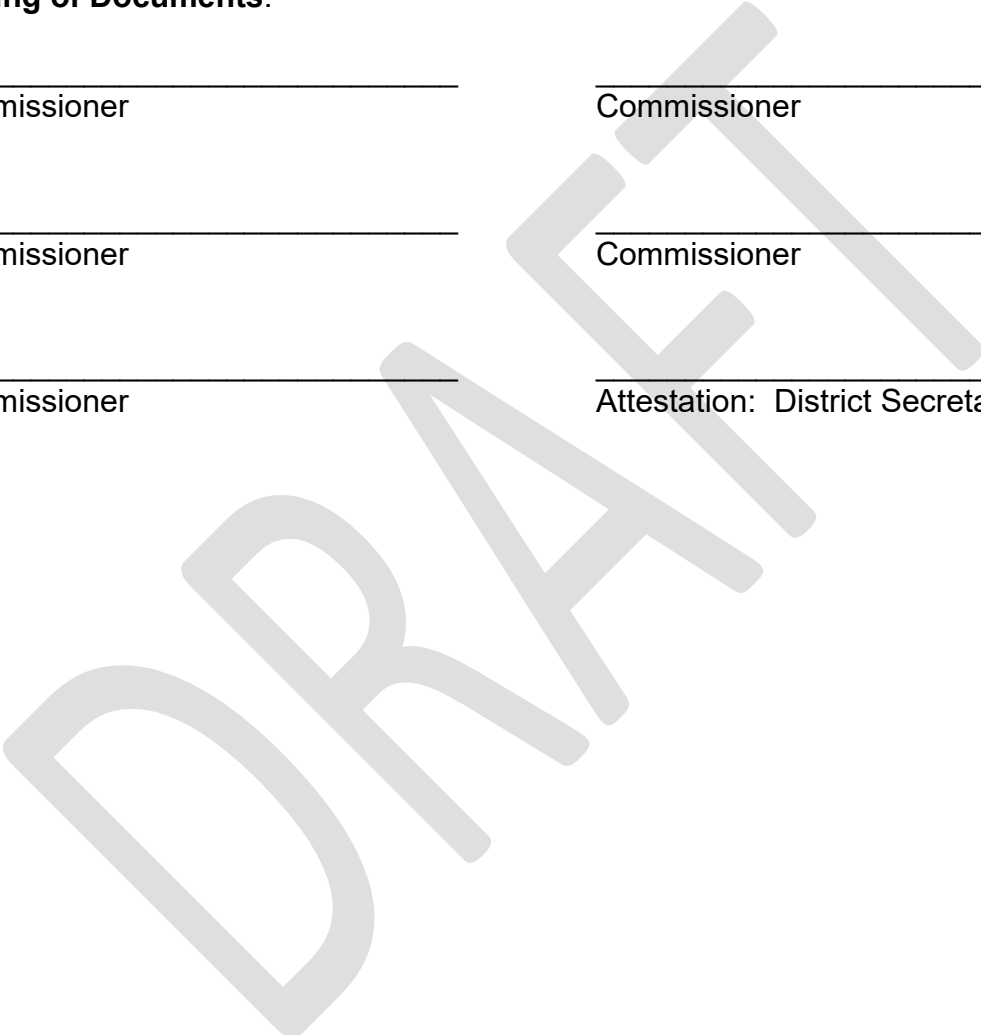
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121 Attestation: District Secretary

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**King County Fire District 10  
FINANCIAL RECAP  
April 8, 2019**

<b>Blanket Voucher No.</b>	<b>Paid Date</b>	<b>Description</b>	<b>Amount</b>
<b>General Fund - 100100010</b> 2019-09	April 10, 2019	Weekly vendor invoices Weekly vendor invoices	\$ 2,000.00

**Blanket Voucher Totals: \$ 2,000.00**

<b>ACH Transfers</b>	<b>Paid Date</b>	<b>Description</b>	<b>Amount</b>
<b>General Fund - 100100010</b>			

**ACH Transfer Totals: \$ -**

<b>FINANCIAL RECAP</b>	<b>\$ 2,000.00</b>
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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 will reconcile this consent agenda with the King County Treasury report as it becomes available and report and identify any discrepancies to you.

  
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 Prepared By - Mary Hillier Controller

  
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 Reviewed By - Scott Faires - Budget and Finance Analyst

**King County Fire Protection District No. 10  
Revenue and Expenditure Report  
April 2019**

**COMMENTS**

**General Fund**

**Expenditures**

Total expenditures are \$42,291.14 less than budgeted. We continue to see this in all areas except FBC collection expense and seminar training. We will watch these expenses throughout the year.

**2012 GO Bond Fund**

**Expenditures**

No principal or interest payment due at this time.

**King County Fire Protection District No. 10**  
**Revenue and Expenditure Report**  
**April 2019**

Line #	Title	April 2019 Actuals	April 2019 YTD Budget	April 2019 YTD Actuals	Over / (Under)	Budget Amount	% Of Total	Remaining Budget
1								
2	<b>General Fund</b>							
3	<b>EXPENDITURE</b>							
4	Total Commissioner Compensation & Payroll taxes	-	11,044.00	4,552.56	(6,491.44)	33,130.00	13.74	28,577.44
5	Reserve Pay and Payroll Taxes	-	25,836.00	11,318.69	(14,517.31)	77,508.00	14.60	66,189.31
6	Total EF&R Partner Expenditures	582,047.00	2,328,188.00	2,328,188.00	-	7,395,751.00	31.48	5,067,563.00
7	Professional Services Expense	-	14,000.00	8,262.01	(5,737.99)	60,240.00	13.72	51,977.99
8	Postage Expense	-	3,500.00	3,708.68	208.68	5,500.00	67.43	1,791.32
9	Travel Expense	-	925.00	-	(925.00)	2,600.00	0.00	2,600.00
10	Printing	-	4,000.00	-	(4,000.00)	8,000.00	0.00	8,000.00
11	Association Dues	-	4,700.00	-	(4,700.00)	4,700.00	0.00	4,700.00
12	Miscellaneous Expense	-	90.00	-	(90.00)	300.00	0.00	300.00
13	Election Expense	-	10,000.00	-	(10,000.00)	25,000.00	0.00	25,000.00
14	Intergovernmental Grant	2,000.00	2,000.00	2,000.00	-	2,000.00	100.00	-
15	Collection Fee- Fire Protection	-	11,564.00	12,928.76	1,364.76	23,128.00	55.90	10,199.24
16	Training & Seminar Expense	-	1,000.00	3,816.94	2,816.94	3,000.00	127.23	(816.94)
17	Capital Expenditure - Fire Suppression and EMS Services	-	9,000.00	8,780.22	(219.78)	12,800.00	68.60	4,019.78
18	<b>Total General Fund Expenditures</b>	<b>584,047.00</b>	<b>2,425,847.00</b>	<b>2,383,555.86</b>	<b>(42,291.14)</b>	<b>7,653,657.00</b>	<b>31.14</b>	<b>5,270,101.14</b>
19								
20								
21								
22	<b>2012 GO Bond Fund</b>							
23	<b>EXPENDITURE</b>							
24	Professional Services Expense	-	-	6.79	6.79	-	0.00	(6.79)
25	Debt Repayment - Fire Suppression and EMS Services	-	-	-	-	365,000.00	0.00	365,000.00
26	Interest and Other Debt Service Cost - Fire Suppression and EMS Services	-	-	-	-	106,050.00	0.00	106,050.00
27	<b>Total 2012 GO Bond Expenditures</b>	<b>-</b>	<b>-</b>	<b>6.79</b>	<b>6.79</b>	<b>471,050.00</b>	<b>0.00</b>	<b>471,043.21</b>
28								





**King County Fire Protection District 10**  
**Board of Commissioners**  
**AGENDA BILL D10-2019-09**  
**May 6, 2019**

**SUBJECT: Establishing Additional Audit Officers**

**SUMMARY STATEMENT:** The District has various documents that required the Auditing Officer's signature. The attached Resolution updates the Acting Auditing Officer(s) to serve in the absence of the District's appointed Auditing Officers.

**Expenditure Required:** N/A

**Amount Budgeted:** N/A

**Fund Utilized:** N/A

**RECOMMENDED MOTION:** Move to adopt Resolution 19-01 establishing additional Acting Auditing Officer(s).

**ALTERNATES:** N/A

**EXHIBITS:** Resolution 19-01

**Originator:** SF

**Administrative Review:** 04/22/19

**Action:**

**Date:** 05/06/19

**Motion By:**

**2<sup>nd</sup>:**

**District Secretary:**

**ING COUNTY FIRE PROTECTION DISTRICT NO. 10  
ISSAQUAH, WASHINGTON**

**RESOLUTION 19-01**

**A RESOLUTION by the King County  
Fire Protection District No. 10 Board  
of Commissioners, King County,  
Washington to establish additional  
Audit Officer(s).**

WHEREAS, the District is required to have an auditing officer per RCW 42.24.080

WHEREAS, the District has assigned the duties of the auditing officer to the Controller position to strengthen financial compliance and oversight with general ongoing business duties;

WHEREAS, the District has appointed Mary Hillier as Controller;

WHEREAS, the District needs to appoint additional Auditing Officers in the absence of the Controller;

NOW THEREFORE, by this resolution, the King County Fire Protection District No. 10 Board of Commissioners does hereby appoint the following to act as the Auditing Officer in the absence of the Auditing Officer:

Budget Finance Analyst Scott Faires  
Deputy Chief Greg Tryon  
Deputy Chief Richard Burke  
Deputy Chief Ben Lane

ADOPTED by the King County Fire Protection District No. 10 Board of Commissioners at its Regular Meeting on May 6, 2019.

\_\_\_\_\_  
Commissioner

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Commissioner

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Commissioner

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Commissioner

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Commissioner

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Attest: Board Secretary