



**KING COUNTY FIRE PROTECTION DISTRICT 10**  
**BOARD OF FIRE COMMISSIONERS**  
**Regular Meeting Agenda**  
 June 8, 2020, 4:00 p.m.  
 VIRTUAL MEETING

Pursuant to the Governor’s Emergency Proclamation, EF&R is unable to provide an in-person location for the public to listen to the virtual Board of Commissioners meeting. Meetings are accessible to the public by a phone-in option.

**Phone-In Option**

Phone-in Number: (509) 931-1382  
 Conference ID: 652954258#

**Written Comment:** Written public comment will be accepted until 1:00 p.m. on the day of the meeting. Submit your written comments via email to the Board Secretary at [publiccomment@esf-r.org](mailto:publiccomment@esf-r.org).

**Verbal Comment:** Up to three (3) minutes of verbal public comment may be provided per person live during the meeting. Please sign-up in advance of the meeting (by 1:00 p.m.) by completing the [Public Comment Sign-Up Form](#). Kindly review the instructions for [Virtual Board and Committee meetings for public attendance and public comment](#) prior to the meeting.

CALL TO ORDER, ROLL CALL

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

PUBLIC COMMENT

CONSENT AGENDA *(for approval)*

1. Agenda Bill D10-2020-11 .....	Page
1.1. Regular Meeting Minutes.....	Page
1.2. Financial Recap.....	Page

GENERAL ADMINISTRATIVE DISCUSSION

1. Revenue and Expense Report.....	Page
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FIRE CHIEF BRIEFING

- PFAS
- COVID-19
- EF&R Agenda review

COMMITTEE REPORTS

1. EF&R Finance Administrative Committee <i>(Rude)</i> .....	Page
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REGULAR BUSINESS

1. Agenda Bill D10-2020-12 (Establishing Audit Officers).....	Page
2. Recognition of Commissioner Rude for Years of Service	

EXECUTIVE SESSION

GOOD OF THE ORDER

## CALENDAR REVIEW

- EF&R Board Meeting – July 9, 2020, 4:00 p.m. (VIRTUAL)
- FAC Meeting – July 22, 2020, 12:00 p.m. – 2:00 p.m. (VIRTUAL)
- Issaquah City Council – 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7 p.m.
- Sammamish City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6:30 p.m.
- Carnation City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m.
- North Bend City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m.

## ADJOURN MEETING



**King County Fire Protection District 10**  
**Board of Commissioners**  
**AGENDA BILL D10-2020-11**  
**July 6, 2020**

**SUBJECT: June 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:** \$598,990.94

**Amount Budgeted:** \$598,990.94

**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 regular and special meeting minutes, together with any hand-noted changes, as directed by the Board. Prior month's Financial Recap together with Accounting Certification. Prior month's Blanket Vouchers certified by an Agency Audit Officer.

**Originator:** JF

**Administrative Review:** 06/24/20

Action:

Date: 07/06/20

Motion By:

2<sup>nd</sup>:

District Secretary:

1                                   **KING COUNTY FIRE PROTECTION DISTRICT 10**  
2                                   **Board of Commissioners**  
3                                   **Regular Meeting Minutes**  
4                                   **June 8, 2020**  
5                                   **VIRTUAL MEETING**  
6

7 Alternate Meeting Format: On March 24, 2020, the Governor issued Proclamation 20-28  
8 prohibiting open public meetings from occurring in person. Due to these factors, the regular  
9 meeting of the Board of Fire Commissioners of King County Fire District 10 was held virtually  
10 on June 8, 2020, using a remote meeting platform.

11  
12 **Present:**      Chair Gloria Hatcher-Mays  
13                    Vice Chair Anita Sandall  
14                    Commissioner Alan Martin  
15                    Commissioner Larry Rude  
16                    Commissioner Don Smith  
17                    Board Secretary Jamie Formisano  
18                    Fire Chief Jeff Clark  
19                    Budget Analyst Scott Faires  
20

21 **Audience:**   None  
22

23 **Absent:**       None  
24

25 **Call to Order and Roll Call:** Chair Hatcher-Mays called the meeting to order at 4:01 p.m.  
26 and reviewed the virtual meeting process and guidelines.  
27

28 **The regular meeting of King County Fire Protection District 10 (KCFD 10) was recessed**  
29 **and the Board of Volunteer Firefighters (BVFF) meeting was called to order at 4:04p.m.**  
30 **The BVFF meeting was adjourned at 4:07 p.m., and the regular meeting of KCFD 10**  
31 **was reconvened.**  
32

33 **Public Comment:** None  
34

35 **Consent Agenda:** Items listed below were distributed to the Board in advance for review  
36 and enacted with one motion. IT WAS MOVED BY COMMISSIONER MARTIN, SECONDED  
37 BY COMMISSIONER RUDE TO: Approve the Consent Agenda. MOTION CARRIED, 5 – 0.

38 1. Agenda Bill D10-2020-09 Board Minutes and Financial Recap:

- 39       • Regular Meeting Minutes
  - 40       • Financial Recap
- 41

42 **General Administrative Discussion:**

43 March-May Revenue and Expense Report: Reviewed the financials. Discussion ensued.  
44

45 **Fire Chief Briefing:**

- 46 • PFAS: The Executive meetings continue to take place virtually. There will be a meeting  
47 with the attorney and consultant next week to discuss strategy. Discussion ensued  
48 regarding preliminary conclusions and the State’s decision of acceptable levels.  
49 Discussed the movement of underground water flow and potential testing locations. The

- 50 State is currently delayed in releasing an official statement pertaining to acceptable  
51 levels.
- 52 • COVID-19: EF&R is still responding to COVID-19 patients and call volumes are  
53 increasing. Discussed the department's internal Phased Approach Guidelines and will not  
54 be adjusting the approach until there is a Phase 2.
  - 55 • Reviewed the June 11, 2020 EF&R agenda and provided a high-level overview of the  
56 draft Revenue and Expense Budget for 2021-2022.
  - 57 • Request from a group of Mirrormont citizens to submit a letter to WSRB letter (see  
58 attached).

59  
60 **Committee Reports:**  
61 EF&R Finance Administrative Committee: Briefed on the discussions surrounding potential  
62 revenue options including; Treat and Refer, Transport Fees, etc.

- 63  
64 **Regular Business:**
- 65 1. Agenda Bill D10-2020-10 (Fire Benefit Charge Appeal Results): IT WAS MOVED BY  
66 COMMISSIONER SANDALL, SECONDED BY COMMISSIONER RUDE TO: Approve to  
67 grant one (1) additional appeal received as presented and instruct the District Secretary  
68 to send written confirmation of the Board's action to the taxpayers.  
69 MOTION CARRIED, 5 – 0.
  - 70  
71 2. Letter from King County Fire Commissioners re: Road Levy Lid Lift: The final letter was  
72 distributed earlier this afternoon. It was briefed that the Levy Lid Lift has been delayed by  
73 the County. The Board unanimously agreed for the Board Chair and Board Secretary to  
74 draft a letter for the Board to review, approve and send to County Executive Constantine.  
75
  - 76 3. Non-Profit Discussion: Discussed the attorney comments, including language regarding  
77 Paragraph 16 and 17. Commissioners will submit concerns in writing to be forwarded to  
78 the attorney for further discussion.

79  
80 **Good of the Order:**  
81 Commissioner Rude will be moving out of the District on August 1, 2020, which will require  
82 his resignation as a District 10 Commissioner.

- 83  
84 **Calendar Review:**
- 85 • EF&R Board Meeting – June 11, 4:00 p.m., (VIRTUAL)
  - 86 • FAC – June 17, 2020, 12:00 – 2:00, (VIRTUAL) **(TIME AND DATE CHANGE)**
  - 87 • Issaquah City Council – 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7 p.m., Issaquah City Hall
  - 88 • Sammamish City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6:30 p.m., Sammamish City Hall
  - 89 • Carnation City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m., Carnation City Hall
  - 90 • North Bend City Council – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 7 p.m., Mt. Si Senior Center

91  
92 **Adjournment:** Chair Hatcher-Mays adjourned the meeting at 4:38 p.m.

**King County Fire District 10  
FINANCIAL RECAP  
July 6, 2020**

Blanket Voucher No.	Paid Date	Description	Amount
<b>General Fund - 100100010</b>			
2020-09	June 1, 2020	Weekly vendor invoices	\$ 6,000.00
2020-10	June 19, 2020	Weekly vendor invoices	\$ 675.00
<b>Blanket Voucher Totals:</b>			<b>\$ 6,675.00</b>

ACH Transfers	Paid Date	Description	Amount
<b>General Fund - 100100010</b>			
ACH 2020-0009	June 12, 2020	June EF&R Partner Contribution	\$ 592,173.92
ACH 2020-0010	June 12, 2020	Reimburse EF&R for Grant public notice	\$ 142.02
<b>ACH Transfer Totals:</b>			<b>\$ 592,315.94</b>

<b>FINANCIAL RECAP</b>	<b>\$ 598,990.94</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.

  
 Prepared By - Scott Faires - Budget Finance Analyst

  
 Reviewed By - Ben Lane, Deputy Chief



**King County Fire Protection District 10  
Board of Commissioners**

June 24, 2020

Mr. Dow Constantine, King County Executive  
King County Washington  
401 5<sup>th</sup> Avenue, Suite 800  
Seattle, WA. 98104

Dear Executive Constantine,

My name is Gloria Hatcher-Mays, Board Chair of King County Fire Protection District 10.

I write in regard to the proposed King County Roads Levy Lid Lift and the implications it has for junior taxing districts. The Commissioners and District we represent urge you, and the entire Council, to reduce the roads lid lift amount to avoid pro-rationing, as outlined by the King County Assessor's Office.

Fire Districts in King County cannot afford a pro-rationing reduction in their levy rate and continue to meet citizen demands for vital fire and emergency services.

The proposed Road Levy Lid Lift, of \$.44 per thousand, is a significant increase for taxpayers. Historically, lid lifts of this magnitude are rarely approved by voters. Proper financial management by the Road's Division should have triggered more modest levy lid lift ballots every 3-4 years, rather than a huge \$.44 measure. Fire Districts, by contrast, propose levy lid lifts every few years to sustain a levy rate that allows them to continue providing the necessary level of service to citizens and communities, demanded by growth within their respective districts. Fire Districts in King County are providing urban level emergency services on a rural funding/taxation model, outlined in state statute.

Our Board encourages you to reduce the road levy lid lift amount to a point that would not trigger pro-rationing of the junior taxing districts. Our fire districts, an essential public service, can ill-afford budget reductions due to pro-rationing.

We want to be a good partner with King County government; however, our first priority and mission is stable funding of fire and emergency services in our fire district.

Yours in service to the citizens of King County,

*Gloria Hatcher-Mays*

CC: King County Councilmembers (Email)  
John Taylor, Director (Email)  
King County Local Services  
Jamie Formisano, KCFPD 10 Board Secretary

Jeff Clark, Fire Chief (Email)  
Puget Sound Regional Fire Authority  
President King County Fire Chiefs Association  
District 10 Fire Commissioners (Email)

<https://www.eastsidefire-rescue.org/154/Fire-District-10>

Chair – Commissioner Gloria Hatcher-Mays  
[ghatchermays@gmail.com](mailto:ghatchermays@gmail.com)

Vice Chair – Commissioner Anita Sandall  
[asandall@esf-r.org](mailto:asandall@esf-r.org)

**King County Fire Protection District No. 10  
Revenue and Expenditure Report  
May 2020**

**COMMENTS**

**General Fund**

**Revenue**

Actual revenues are \$199,318.50 less than we budgeted for. This is mainly coming from current property tax and current FBC. It is slightly off set by the delinquent property tax and delinquent fire benefit charge which both came in higher than budgeted by \$31,195.34 and \$15,612.80 respectively.

The current property tax revenue is less than budget by \$213,758.10. This is being partly offset by the delinquent property taxes which is \$31,195.34 greater than budgeted.

The current fire benefit charge revenue is \$51,502.32 less than budgeted. The delinquent fire benefit charge revenue is greater than budgeted by \$15,612.80.

We will continue to watch these revenue streams to see if it is due to the delay in payment of property taxes and FBC, how we allocated the monthly budget amounts, or if the revenues are going to come in lower than budgeted.

**Expenditures**

Total expenditures are \$34,893.92 less than budgeted. We are seeing this in all areas except for professional services. This is due to the SAO audit for 2016-2018 occurring in January/February 2020 instead of 2019.

**2012 GO Bond Fund**

**Revenues**

Overall revenue was \$5,865.55 less than budgeted. This is due to the collection of current property taxes income coming in lower than budgeted. We will also watch this revenue stream to see if the revenues collection increases to the level we budgeted.

**Expenditures**

The bond interest payment is not due until June 1st. The expenditures reported relate to fees charged by King County to manage the funds.







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**EASTSIDE FIRE & RESCUE**  
**FINANCE AND ADMINISTRATIVE COMMITTEE**  
**Meeting Minutes**  
**June 17, 2020**  
**VIRTUAL MEETING**

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Alternate Meeting Format: On March 24, 2020, the Governor issued Proclamation 20-28 prohibiting open public meetings from occurring in person. Due to these factors, the regular meeting of the EF&R Finance and Administrative Committee (FAC) was held virtually on June 17, 2020, using a remote meeting platform.

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**FAC Members:** Vice Chair Larry Rude (Fire District 10)  
Board Director Stacy Goodman (City of Issaquah)  
Board Director Alan Gothelf (City of North Bend)  
Commissioner Ron Pedee (Fire District 38)  
Chair Karen Moran (City of Sammamish) *(late arrival)*

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**Present:** Board Director Chris Ross (City of Sammamish)  
Board Director Alan Martin (Fire District 10)  
Alt. Board Director Chris Dahline (Fire District 38)  
Chris Gianini (City of Sammamish)  
Fire Chief Jeff Clark  
Executive Assistant Jamie Formisano

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**Absent:** None

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The meeting was called to order by Acting Chair Rude at 1:00 p.m.

**Old Business:**

1. May 27, 2020 meeting minutes for approval: IT WAS MOVED BY DIRECTOR GOTHELFF, SECONDED BY DIRECTOR GOODMAN TO: Approve the meeting minutes. MOTION CARRIED 5-0. *(Alt. FAC member Chris Ross voted for Sammamish)*

**Regular Business:**

1. Review and approve FAC and Budget Workplan: The FAC unanimously approved the proposed calendar and workplan.
2. Ambulance Fee discussion and recommendation: Provided an overview of the FAC Memo sent on June 10, 2020, which included additional information on Ambulance Transports. Reviewed the history of the current rate, collection practice and opportunities/challenges to adjust current rates. Discussed the pros and cons of hiring a collections agency, current practices of transportation agencies (AMR), and base marking the EF&R transport rate against AMR's rates. Considered the impact to the public when discussing a potential increase to the rate. Clarified there are two decisions to make; 1. Potentially increase Collection Efforts and 2. Potentially increase Transport Fees.

47 The FAC agreed to the following;  
48     • **Potential increase of Transport Fees:** Defer the discussion until the Revenue  
49 portion of the budget as well as the July FAC meeting. The Chief will provide a  
50 summary of options for the FAC to agree upon and then recommend to the  
51 EF&R Board and respective Partner Board and Council meetings.  
52     • **Increase Collection Efforts:** Move the discussion to the EF&R Board for  
53 further deliberation.  
54

55 3. Regional Operating Budget Comparison Discussion: Discussed the proposed draft  
56 2021-2022 and the impacts of a flat budget.  
57

58 4. Overview of 2021-22 Expense and Revenue Budget:  
59     a. Sustaining current service levels: The proposed budget reflects no changes to  
60 the current service levels. Discussed status of temporary Station 71 (currently  
61 awaiting a study on the property).  
62     b. Collective Bargaining Agreement (CBA) strategy was discussed in Executive  
63 Session at the EF&R Board meeting.  
64

65 5. Revenue Projection Discussion: Discussed the increase to the GEMT transport  
66 revenue but used a conservative approach due to the sustainability of the GEMT  
67 program. Reviewed the non-partner revenues that are accounted for in the proposed  
68 budget.  
69

70 6. End Fund Balance (EFB) Projection and Strategy Discussion: Reviewed the projected  
71 EFB as well as potential threats to the EFB, which include the Wildland season and a  
72 resurgence of COVID-19. Discussed the priorities and discussed potential uses for  
73 the 2020 EFB. The Chief will provide an updated EFB recommendation for FAC  
74 consideration to approve in preparation for a final proposal in the September meeting.  
75 Discussed consideration for funding training related to social justice.  
76

77 **Good of the Order:** Request that the Board leadership work with Chief Clark to discuss  
78 the Agency's plan pertaining to racial equity and social justice for discussion during the  
79 July EF&R Board meeting.  
80

81 The meeting adjourned at 2:31 p.m.  
82

83 Next meeting: July 22, 2020, 12:00 – 2:00 p.m.



**King County Fire Protection District 10**  
**Board of Commissioners**  
**AGENDA BILL D10-2020-12**  
**July 6, 2020**

**SUBJECT: Establishing Additional Audit Officers**

**SUMMARY STATEMENT:** The District has various documents that require 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 20-01 appointing an Auditing Officer and establishing additional Acting Auditing Officer(s).

**ALTERNATES:** N/A

**EXHIBITS:** Resolution 20-01 (Establishing Additional Audit Officers)

**Originator:** SF

**Administrative Review:** 6/24/20

**Action:**

**Date:** 7/9/20

**Motion By:**

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

**District Secretary:**

**KING COUNTY FIRE PROTECTION DISTRICT 10  
ISSAQUAH, WASHINGTON**

**RESOLUTION 20-01**

**A RESOLUTION by the King County Fire Protection District 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 Budget Finance Analyst position to strengthen financial compliance and oversight with general ongoing business duties;

WHEREAS, the District needs to appoint an Auditing Officer and additional Auditing Officers in the absence of the Budget Finance Analyst;

NOW THEREFORE, by this resolution, the King County Fire Protection District No. 10 Board of Commissioners does hereby appoint Budget Finance Analyst Scott Faires as the District's Auditing Officer and the following to act as the Auditing Officer in the absence of the Auditing Officer:

Administrative Director Pamela Bryson  
Deputy Chief Greg Tryon  
Deputy Chief Richard Burke  
Deputy Chief Ben Lane

ADOPTED by the King County Fire Protection District 10 Board of Commissioners at its Regular Meeting on July 6, 2020.

\_\_\_\_\_  
Chairperson Gloria Hatcher-Mays

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Commissioner Anita Sandall

\_\_\_\_\_  
Commissioner Lawrence Rude

\_\_\_\_\_  
Commissioner Alan Martin

\_\_\_\_\_  
Commissioner Donald Smith

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District Secretary, Jamie Formisano