



KING COUNTY FIRE PROTECTION DISTRICT 10
BOARD OF FIRE COMMISSIONERS
Regular Meeting Agenda
 January 5, 2023, 4:00 p.m.
 EF&R HQ – 175 Newport Way NW, Issaquah

This meeting will be conducted in person and virtually in compliance with the Governor’s Proclamation related to the COVID-19 emergency and open public meetings. You may join the meeting in person at the above address, or virtually using the below phone-in option:

Phone-In Option

Phone-in Number: (509) 931-1382
 Conference ID: 576 046 842#

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.

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, and FLAG SALUTE

PUBLIC COMMENT

ANNUAL ELECTIONS

1. District 10 Board Chair and Vice Chair
2. EF&R Board: Two (2) Directors and One (1) Alternate Director
3. EF&R Finance & Administrative Committee: One (1) Primary and One (1) Alternate

CONSENT AGENDA *(for approval)*

- | | |
|---|------|
| 1. Agenda Bill D10-2023-01 | Page |
| 1.1. Regular Meeting Minutes 12-01-22 | Page |
| 1.2. Financial Recap..... | Page |

GENERAL ADMINISTRATIVE DISCUSSION

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

- PFAS
- EF&R Agenda review

REGULAR BUSINESS

- | | |
|---|------|
| 1. Agenda Bill D10-2023-02 (2022 Disaster and Preparedness Grant) | Page |
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GOOD OF THE ORDER

CALENDAR REVIEW

- WF&R Board of Commissioners Meeting – January 10, 2023, 5:00 p.m., Station 31

- EF&R Board of Directors Meeting – January 12, 2023, 4:00 p.m., HQ
- Issaquah City Council – 1st and 3rd Monday at 7 p.m.
- Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m.
- Carnation City Council – 1st and 3rd Tuesday at 7 p.m.
- North Bend City Council – 1st and 3rd Tuesday at 7 p.m.

ADJOURN MEETING



King County Fire Protection District 10
Board of Commissioners
AGENDA BILL D10-2023-01
January 5, 2023

SUBJECT: December 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: \$ 633,360.07	Amount Budgeted: \$ 633,360.07
	Fund(s) 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: SF

Action:	Date:	
Motion by:	2nd:	Board Secretary:

1 **KING COUNTY FIRE PROTECTION DISTRICT 10**
2 **Board of Commissioners**
3 **Regular Meeting Minutes**
4 **December 1, 2022**

5
6 This meeting was held in person and virtually in compliance with the Governor's
7 Proclamation related to the COVID-19 emergency and open public meetings.

8
9 **Present:** Chair Gloria Hatcher-Mays
10 Vice Chair Anita Sandall
11 Commissioner Don Smith
12 Commissioner Michael Dowling
13 Commissioner Ray Mullen
14
15 Fire Chief Ben Lane
16 Board Secretary Nicole Frisch
17 Deputy Chief Will Aho
18 Deputy Director Pam Bryson
19 Finance Analyst Scott Faires

20
21 **Call to Order and Roll Call:** Board Chair Hatcher-Mays called the meeting to order at 4:00
22 p.m. and reviewed the virtual meeting guidelines.

23
24 **Public Comment:** None.

25
26 **Consent Agenda:** Items listed below were distributed to the Board in advance for review
27 and enacted with one motion. IT WAS MOVED BY COMMISSIONER SMITH, SECONDED
28 BY COMMISSIONER SANDALL TO: Approve the Consent Agenda as submitted. MOTION
29 CARRIED, 5-0.

30
31 1. Agenda Bill D10-2022-19 Board Minutes and Financial Recap:

- 32 • Regular Meeting Minutes 11-03-22
33 • Special Meeting Minutes 11-17-22
34 • Financial Recap

35
36 **General Administrative Discussion:**

37
38 Revenue and Expense Report: Reviewed and discussed the October 2022 Revenue and
39 Expense report.

40
41 **Fire Chief Briefing:** Chief Lane reported the following:

- 42 - Please join us in congratulating CORE's Rebecca Rice, who has been promoted to
43 Program Manager. Also, please welcome Zak Mohamed, EF&R's new Emergency
44 Management Analyst.
45 - The Eastside Firefighters Benevolent Fund held their food drive in partnership with
46 the Issaquah Food Bank. They collected 7,447 pounds of food and over \$1,800 in
47 donations.

- 48 - PFAS – we received word that we were not awarded the PFAS grant we applied for.
49 We will continue to explore other funding opportunities and seek legislative support
50 - Reserves- Met with 5 remaining members, communicated the program will be
51 sunsetting effective 12/31/22, encouraged all to seek other EF&R volunteer
52 opportunities, and will be sending letter of appreciation to all.
53 - EF&R Agenda Review – retirement recognition, Ethics/Code of Conduct
54 presentation with Eric Quinn from Quinn and Quinn P.S., adoption of the 2023
55 Annual Agenda Calendar and 2023 Legislative Agenda, and an Executive Session
56 for the 2022 Fire Chief Performance Evaluation.
57

58 **Committee Reports:** None.

59
60 **Regular Business:**

61
62 Agenda Bill D-10-2022-20: Station 85 Restroom Remodel

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64 IT WAS MOVED BY COMMISSIONER SMITH, SECONDED BY COMMISSIONER
65 SANDALL TO: Authorize staff to spend no more than \$70,000 on permitting, drawings, and
66 engineering for the bathroom remodel at Station 85.
67

68 Motion was amended by Commissioner Sandall to Authorize staff to spend no more than
69 \$70,000 on permitting, drawings, and engineering for the renovation at Station 85. MOTION
70 CARRIED, 5-0.
71

72 **Executive Session:** None.

73
74 **Good of the Order:** None.

75
76 **Calendar Review:**

- 77 • EF&R Board of Directors Meeting – December 8, 2022, 4:00 p.m. HQ
78 • WF&R Board of Commissioners Meeting – December 13, 2022, 5:00 p.m., Station 31
79 • Issaquah City Council – 1st and 3rd Monday at 7 p.m.
80 • Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m.
81 • Carnation City Council – 1st and 3rd Tuesday at 7 p.m.
82 • North Bend City Council – 1st and 3rd Tuesday at 7 p.m.
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84 **Adjournment:** Board Chair Hatcher-Mays adjourned the meeting at 4:22 p.m.
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89 _____
Nicole Frisch, Board Secretary

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Commissioner

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Commissioner

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Commissioner

Commissioner

Commissioner

Pending Approval

**King County Fire District 10
FINANCIAL RECAP
January 5, 2023**

Blanket Voucher No.	Paid Date	Description	Amount
General Fund - 100100010			
2022-11	December 19, 2022	Weekly vendor invoices	\$ 2,900.00
Blanket Voucher Totals:			\$ 2,900.00

ACH Transfers	Paid Date	Description	Amount
General Fund - 100100010			
ACH 2022-22	December 9, 2022	December 2022 Partner Contribution	\$ 619,456.68
ACH 2022-23	December 9, 2022	Reimburse EF&R for TCA Architecture for Station 85 Remodel	5,118.75
ACH 2022-24	December 9, 2022	October & November 2022 Commissioner and Reserve Pay	5,884.64
ACH Transfer Totals:			\$ 630,460.07

FINANCIAL RECAP	\$ 633,360.07
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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 discrepancy to you.


 Prepared By - Scott Faires - Budget Finance Analyst


 Reviewed By - Joan Montegary, Finance Director

**King County Fire Protection District No. 10
Revenue and Expenditure Report
November 2022**

COMMENTS

General Fund

Revenue

Actual revenues are \$82,911.82 greater than we budgeted for.

Current property tax revenue is \$17,850.17 greater than budgeted. Delinquent property tax revenue is \$11,864.14 greater than budgeted.

Current Fire Benefit Charge revenue is \$2,506.33 greater than budgeted. Delinquent Fire Benefit Charge revenue is \$5,269.57 less than budgeted.

Expenditures

Total expenditures are \$92,917.94 less than budgeted. We are seeing this in all areas except for the payment to Eastside Fire & Rescue, the fee the County charges to collect the FBC, Association Dues, and the election cost.

The District made its last payment (\$9,391.01) to the City of Sammamish for the asset transfer that was required when the City was incorporated.

2012 GO Bond Fund

Revenues

Overall revenue was 4,579.67 less than budgeted.

Current property tax revenue is \$872.23 greater than budgeted. Delinquent property tax revenue is \$436.67 greater than budgeted .

Expenditures

The December 2022 bond principle and interest payment was paid in December. The expenditures reported relate to fees charged by King County to manage the funds.



King County Fire Protection District 10
Board of Commissioners
AGENDA BILL D10-2023-02
January 5, 2023

SUBJECT: 2022 Disaster and Preparedness Grant

SUMMARY STATEMENT: District 10 has historically offered a Disaster and Preparedness Grant, in the amount of \$2,000, to assist local governments and non-profit organizations in training residents to respond in the event of an emergency.

Expenditure Required: \$2,000	Amount Budgeted: \$2,000
	Fund(s) Utilized: General Fund

RECOMMENDED MOTION: Move to approve the advertisement of the grant, in the amount of \$2,000, for a minimum of two (2) weeks.

ALTERNATIVE(S):

1. Approve publicizing the grant in a different amount.
2. Do not approve publicizing the grant.

EXHIBITS:

1. District 10 Grant Advertisement

Originator: NF

Action:		Date:
Motion by:	2nd:	Board Secretary:



KING COUNTY FIRE PROTECTION DISTRICT 10

"Proud to Partner with Eastside Fire & Rescue"

King County Fire District 10 Disaster and Preparedness Grant

Overview

The purpose of the grant is to provide funds to assist local governments and not for profit agencies to train citizens of the District in disaster response skills to be able to respond in the event of an emergency or a disaster situation.

Objectives

To support, maintain, and improve the capabilities of citizens to assist the community during an emergency and/or disaster.

Proposal and submission information

Submission Deadline: January 31, 2023, 5:00 PM

As part of their proposal, interested governments and Non-Profit Agencies shall include what the grant funds will be used for.

Proposals must be received by the deadline. Proposals can be mailed/delivered to the District's headquarters at 175 Newport Way NW, Issaquah, WA 98027 or via email to NFrisch@esf-r.org

Available funding: \$2,000

Project Period: January 1, 2023 through December 31, 2023

Anticipated Award Date: February 2, 2023

Reporting

Recipients are required to submit a report at the end of the project period providing a summary of the impacts of the grant.

FIRE DISTRICT 10 BOARD OF COMMISSIONERS

Board Chair Gloria Hatcher-Mays, Vice Chair Anita Sandall, Commissioner Don Smith, Commissioner Michael Dowling