



KING COUNTY FIRE PROTECTION DISTRICT 10
BOARD OF FIRE COMMISSIONERS
Regular Meeting Agenda
May 10, 2021, 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: 821821817#

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

RECESS REGULAR MEETING – PUBLIC HEARING – BVFF QUARTERLY MEETING

PUBLIC COMMENT

CONSENT AGENDA *(for approval)*

- 1. Agenda Bill D10-2021-11 Page 03
 - 1.1. Regular Meeting Minutes..... Page 04
 - 1.2. Special Meeting Minutes 4-13-21 Page 07
 - 1.3. Financial Recap..... Page 08

GENERAL ADMINISTRATIVE DISCUSSION

- 1. Revenue and Expense Report..... Page 09

FIRE CHIEF BRIEFING

- PFAS
- COVID-19 / Vaccination Operations
- Brush Fires
- COVID-19 Funding Request
- EF&R Agenda review

COMMITTEE REPORTS

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

REGULAR BUSINESS

- 1. Update: Sale of District 10 Property

EXECUTIVE SESSION

GOOD OF THE ORDER

CALENDAR REVIEW

- EF&R Board Meeting – May 13, 2021, 4:00 p.m. (*Virtual*)
- FAC Meeting – TBD (*Virtual*)
- District 10 Board Meeting – June 7, 2021, 4:00 p.m. (*Virtual*)
- FBC Resolution, Pro/Con Committee & Explanatory Statement Due – May 14, 2021
- FBC Rebuttal Statements Due – May 25, 2021
- Finance Benefit Charge Election – August 3, 2021
- 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 D10-2021-11
May 10, 2021

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: \$610,066.28

Amount Budgeted: \$610,066.28

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: 4/29/21

Action:

Date: 05/10/21

Motion By:

2nd:

District Secretary:

1 **KING COUNTY FIRE PROTECTION DISTRICT 10**
2 **Board of Commissioners**
3 **Regular Meeting Minutes**
4 **April 5, 2021**
5 **VIRTUAL MEETING**
6

7 On March 24, 2020, the Governor issued Proclamation 20-28 prohibiting open public
8 meetings from occurring in person. Due to these factors, the regular meeting of the Board of
9 Fire Commissioners of King County Fire District 10 was held virtually on April 5, 2021, using
10 a remote meeting platform.

11
12 **Present:** Chair Gloria Hatcher-Mays
13 Vice Chair Anita Sandall
14 Commissioner Alan Martin
15 Commissioner Michael Dowling
16 Commissioner Don Smith
17 Board Secretary Jamie Formisano
18 Fire Chief Jeff Clark
19

20 **Absent:**

21
22 **Call to Order and Roll Call:** Chair Hatcher-Mays called the meeting to order at 4:00 p.m.
23 and reviewed the virtual meeting guidelines.
24

25 **The regular meeting of King County Fire Protection District 10 (KCFPD 10) was**
26 **recessed, and the Board of Volunteer Firefighters (BVFF) meeting was called to order**
27 **at 4:02 p.m. The BVFF meeting was adjourned at 4:06 p.m. and the KCFPD 10 Board**
28 **of Commissioners regular meeting was called to order to at 4:06 p.m.**
29

30 **Public Comment:** None
31

32 **Consent Agenda:** Items listed below were distributed to the Board in advance for review
33 and enacted with one motion. IT WAS MOVED BY COMMISSIONER MARTIN, SECONDED
34 BY COMMISSIONER SANDALL TO: Approve the Consent Agenda as amended to remove
35 one instance of Commissioner Sandall late arrival. MOTION CARRIED, 4 – 0.

36 1. Agenda Bill D10-2021-09 Board Minutes and Financial Recap:

- 37 • Regular Meeting Minutes
- 38 • Financial Recap
- 39

40 **General Administrative Discussion:**

41 Revenue and Expense Report: Reviewed the financials, the delinquency report and bond
42 disparities. Discussion ensued.
43

44 **Fire Chief Briefing:**

- 45 • PFAS: Signed and executed the \$300k agreement to be finished by June 2021. The
46 previous scope of work is being closed out over the next two weeks. The Executive
47 Committee is requesting the City of Issaquah to continue work on the GeoSyntec Water
48 model to ensure a proper validation model for future mitigation plans. No new updates
49 regarding regulations.

- 50 • COVID-19/Vaccination Operations: The Snoqualmie Tribe has partnered with EF&R to
51 provide 300 vaccinations for the Mass Vaccination Site at Lake Sammamish State Park.
52 The media release has been a collaborative effort with the City of Issaquah and City of
53 Sammamish with the Tribe taking the lead. Briefed on successful partnership with the
54 Tribe to deliver vaccines to tribal members and the community EF&R serves. King County
55 will provide vaccines to the Mass Site on May 1, 2021. There will be no restrictions for the
56 Mass Vaccination site when distributing vaccines. Discussion ensued.
- 57 • Reviewed the EF&R agenda.
- 58 • Mercer Island Interim Chief position: No updates at this time but is expected to have more
59 information to share next month.
- 60

61 **Committee Reports:**

62 EF&R Finance Administrative Committee: (no meeting held)

63

64 **Regular Business:**

- 65 1. Agenda Bill D10-2021-10 (Fire Benefit Charge Continuation): IT WAS MOVED BY
66 COMMISSIONER SANDALL, SECONDED BY COMMISSIONER MARTIN TO: to adopt
67 Resolution 21-01, Resolution 21-02 and supporting documents, declaring the intent to
68 continue a fire benefit charge and for an election within the District of a proposition
69 authorizing the continued imposition of a fire benefit charge on personal property and
70 improvements to real property within the District for up to ten years. MOTION
71 CARRIED, 4 – 0.
- 72
- 73 2. D10 Property Sale update: The property will be listed by Compass NW for \$150k on
74 Wednesday. Any offers will be brought to the Board for consideration.
- 75
- 76 3. Discussion of public value: Began the discussion to define public value as a Board so
77 when situations arise like the sale or use of D10 property, the Board can refer to what is
78 important to the Board.
- 79 • Statutory responsibility to deliver cost effective and highly efficient emergency
80 medical and fire services.
 - 81 • We can do good things while we do good business.
 - 82 • Keeping a balance between the protection of assets and sharing assets.
 - 83 • Explore options to provide (and demonstrate) risk/reward to the District, quality of
84 service does not suffer, and benefits to the community.
 - 85 • Discussed programs that benefit the community in different ways (i.e., CORE
86 Connect and Firewise) regarding financial commitments that provide education
87 and resources for the community.
- 88
- 89 4. Request to Attend (Board Approval Required):
90 Commissioner Sandall: WFCFA Fall Conference, October 20-23, Tulalip Resort. IT WAS
91 MOVED BY COMMISSIONER SANDALL, SECONDED BY COMMISSIONER
92 HATCHER-MAYS TO: Tentatively approve Commissioner Sandall to attend with the
93 amendment for Commissioner Sandall to provide the approximate costs once registration
94 opens. MOTION CARRIED 4-0.

95 **Executive Session:** None

96

97 *Arrival of Commissioner Smith*

98

99 **Good of the Order:**

- 100 • Commissioner Sandall provided history of the Snoqualmie Tribe and their language.
- 101 • DC Tryon provided an overview of the current D10 property, which include 5 acres
- 102 located in the City of Carnation. Would like to discuss at a future Board meeting.

103

104 **Calendar Review:**

- 105 • EF&R Board Meeting – April 8, 2021 4:00 p.m. (VIRTUAL)
- 106 • FAC Meeting – TBD (VIRTUAL)
- 107 • District 10 Board Meeting – May 10, 2021, 4:00 p.m. (VIRTUAL)
- 108 • FBC Resolution, Pro/Con Committee & Explanatory Statement Due – May 14, 2021
- 109 • FBC Rebuttal Statements Due – May 25, 2021
- 110 • FBC Renewal Public Hearing – July 6, 2021
- 111 • Finance Benefit Charge Election – August 3, 2021
- 112 • Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
- 113 • Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
- 114 • Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
- 115 • North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center

116

117 **Adjournment:** Chair Hatcher-Mays adjourned the meeting at 4:58 p.m.

118

119

120

121

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124

1 **KING COUNTY FIRE PROTECTION DISTRICT 10**
2 **Board of Commissioners**
3 **Special Meeting Minutes**
4 **April 13, 2021**
5 **VIRTUAL MEETING**
6

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8 meetings from occurring in person. Due to these factors, a special meeting of the Board of
9 Fire Commissioners of King County Fire District 10 was held virtually on April 13, 2021, using
10 a remote meeting platform.

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12 **Present:** Chair Gloria Hatcher-Mays
13 Vice Chair Anita Sandall
14 Commissioner Alan Martin
15 Commissioner Don Smith
16 Commissioner Dowling
17 Board Secretary Jamie Formisano
18 Fire Chief Jeff Clark
19

20 **Absent:** None
21

22 **Call to Order and Roll Call:** Chair Hatcher-Mays called the meeting to order at 5:00 p.m.
23 and reviewed the virtual meeting guidelines.
24

25 **Public Comment:** None
26

27 **Regular Business:**

- 28 1. Discuss offers for sale of District 10 Property: Real Estate Agent Ruth Harle briefed the
29 Commissioners on the offers for the District 10 property located at 11700 164th Ave. SE,
30 Renton, WA.
31

32 **Executive Session:** The Board moved into Executive session pursuant to RCW
33 42.30.110(1)(c) to discuss the sale of real estate. The Executive session is estimated to last
34 for 20 minutes beginning at 5:10 p.m. The Executive session was extended 10 minutes. The
35 Executive session was extended three minutes. The Executive session was extended two
36 minutes. The Executive session ended, and the regular session was called to order at 5:45
37 p.m. No action was taken during Executive session.
38

39 **Good of the Order:** None
40

41 **Adjournment:** Chair Hatcher-Mays adjourned the meeting at 5:55 p.m.

**King County Fire District 10
FINANCIAL RECAP
May 10, 2021**

Blanket Voucher No.	Paid Date	Description	Amount
General Fund - 100100010			
2021-06	April 14, 2021	Weekly vendor invoices	\$ 750.00
2021-07	April 28, 2021	Weekly vendor invoices	\$ 5,892.08
Blanket Voucher Totals:			\$ 6,642.08


ACH Transfers	Paid Date	Description	Amount
General Fund - 100100010			
ACH 2021-05	April 9, 2021	April 2021 Partner Contribution	\$ 591,820.66
ACH 2021-06	April 19, 2021	March & April 2021 Commissioner & Reserve Pay	\$ 11,603.54
ACH Transfer Totals:			\$ 603,424.20

FINANCIAL RECAP	\$ 610,066.28
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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 p reconcile this consent agenda with the King County Treasury report as it becomes available and report and identify any dis to you.


 Prepared By - Scott Faires - Budget Finance Analyst


 Reviewed By - Pam Bryson, Administrative Director

**King County Fire Protection District No. 10
Revenue and Expenditure Report
March 2021**

COMMENTS

General Fund

Revenue

Actual revenues are \$110,628.90 greater than we budgeted for. This is mainly coming from property taxes and FBC.

The current property tax revenue is greater than budget by \$69,520.68 while the delinquent property taxes are also coming in greater than budgeted by \$22,275.55.

The current fire benefit charge revenue is \$19,732.33 greater than budgeted. The delinquent fire benefit charge revenue is also greater than budgeted by \$6,467.69.

Expenditures

Total expenditures are \$20,227.92 less than budgeted. We are seeing this in all areas except Collection Fees - Fire Protection, postage, and Miscellaneous expenditures.

2012 GO Bond Fund

Revenues

Overall revenue was \$7,251.17 greater than budgeted. This is mainly due to the collection of current and delinquent property taxes income coming in higher than budgeted.

Expenditures

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

King County Fire Protection District No. 10
Revenue and Expenditure Report
March 2021

Line #	Title	March 2021 Actuals	March 2021 YTD Budget	March 2021 YTD Actuals	Over / (Under)	2021 Annual Budget	% Of Total	Remaining Budget
1								
2	January 2021 General Fund Beginning Fund Balance			3,966,132.52				
3								
4								
5	Revenue							
6	Property Tax	262,167.13	283,077.00	373,943.80	90,866.80	5,599,029.00	6.68	5,225,085.20
7	Timber Harvest Tax	-	-	-	-	2,000.00	0.00	2,000.00
8	Leasehold Excise Tax	-	300.00	1,638.98	1,338.98	6,000.00	27.32	4,361.02
9	DNR Timber Trust 2 (State Forest Fund)	0.86	4,000.00	0.86	(3,999.14)	20,000.00	0.00	19,999.14
10	DNR PILT NAP/NRCA (in lieu of property taxes)	-	-	-	-	20,000.00	0.00	20,000.00
11	Fire Benefit Charge Revenue	73,273.42	81,067.00	107,267.02	26,200.02	1,711,250.00	6.27	1,603,982.98
12	Interest (Net)	3,049.51	15,595.00	11,145.93	(4,449.07)	62,470.00	17.84	51,324.07
13	Disposition Of Capital Assets	586.71	876.00	1,547.31	671.31	3,500.00	44.21	1,952.69
14	Total General Fund Revenue	339,077.63	384,915.00	495,543.90	110,628.90	7,424,249.00	6.67	6,928,705.10
15								
16								
17	Expenditures							
18	Commissioners Compensation	-	8,283.00	3,729.90	(4,553.10)	33,130.00	11.26	29,400.10
19	Reserve Compensation	-	19,377.00	12,288.87	(7,088.13)	77,508.00	15.85	65,219.13
20	EFR Contract Service Expense	591,820.66	1,775,463.00	1,775,461.98	(1.02)	7,101,848.00	25.00	5,326,386.02
21	Collection Fee- Fire Protection	-	8,557.00	10,657.38	2,100.38	17,113.00	62.28	6,455.62
22	Professional Services Expense	5,748.76	20,125.00	18,358.43	(1,766.57)	72,500.00	25.32	54,141.57
23	Postage Expense	-	2,000.00	2,040.01	40.01	5,500.00	37.09	3,459.99
24	Travel Expense	-	825.00	-	(825.00)	3,600.00	0.00	3,600.00
25	Association Dues	-	200.00	-	(200.00)	4,800.00	0.00	4,800.00
26	Miscellaneous Expense	125.51	60.00	125.51	65.51	300.00	41.84	174.49
27	Election Expense	-	5,000.00	-	(5,000.00)	25,000.00	0.00	25,000.00
28	Intergovernmental Grant	-	2,000.00	2,000.00	-	2,000.00	100.00	-
29	Training & Seminar Expense	-	3,000.00	-	(3,000.00)	15,000.00	0.00	15,000.00
30	Total General Fund Expenditures	597,694.93	1,844,890.00	1,824,662.08	(20,227.92)	7,358,299.00	24.80	5,533,636.92
31								
32								
33	March 2021 Operating Fund Ending Fund Balance			2,637,014.34				
34	(Net of current liabilities)							
35								
36	Facilities Reserve			1,700,000.00				
37								
38	Estimated Unencumbered Funds Available (greater than \$650,000)			200,000.00				
39								
40								

King County Fire Protection District No. 10
Revenue and Expenditure Report
March 2021

Line #	Title	March 2021 Actuals	March 2021 YTD Budget	March 2021 YTD Actuals	Over / (Under)	2021 Annual Budget	% Of Total	Remaining Budget
41	2012 GO Bond Fund							
42	Revenue							
43	Property Tax	21,833.00	22,509.00	28,658.34	6,149.34	470,400.00	4.79	441,741.66
44	Delinquent Property Tax	689.26	1,500.00	3,152.99	1,652.99	6,000.00	25.00	2,847.01
45	Ad Valorem Tax Refund	(129.13)	(100.00)	(137.72)	(37.72)	(500.00)	20.00	(362.28)
46	Timber Harvest Tax	-	40.00	-	(40.00)	200.00	20.00	200.00
47	DNR Timber Trust 2 (State Forest Fund)	0.05	400.00	0.05	(399.95)	2,000.00	20.00	1,999.95
48	DNR PILT NAP/NRCA (in lieu of property taxes)	-	-	-	-	1,200.00	0.00	1,200.00
49	Investment Earnings	54.85	260.00	168.19	(91.81)	1,000.00	26.00	831.81
50	Investment Earnings Service Fee	(1.19)	(22.00)	(3.68)	18.32	(80.00)	27.50	(76.32)
51	Total 2012 GO Bond Fund Revenues	22,446.84	24,587.00	31,838.17	7,251.17	480,220.00	5.12	448,381.83
52								
53								
54	Expenditures							
55	Professional Services Expense	0.82	75.00	2.53	(72.47)	300.00	25.00	297.47
56	Debt Repayment - Fire Suppression and EMS Services	-	-	-	-	405,000.00	0.00	405,000.00
57	Interest and Other Debt Service Cost - Fire Suppression and EMS Services	-	-	-	-	83,550.00	0.00	83,550.00
58	Total 2012 GO Bond Fund Expenditures	0.82	75.00	2.53	(72.47)	488,850.00	0.02	488,847.47
59								