



KING COUNTY FIRE PROTECTION DISTRICT 10
BOARD OF FIRE COMMISSIONERS
Regular Meeting Agenda
 November 3, 2022, 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

RECESS REGULAR MEETING – REVENUE HEARING

PUBLIC COMMENT

CONSENT AGENDA *(for approval)*

1. Agenda Bill D10-2022-15.....	Page
1.1. Regular Meeting Minutes 10-06-22	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. Board Retreat Discussion	Page
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GOOD OF THE ORDER

CALENDAR REVIEW

- Woodinville Fire & Rescue Board of Commissioners – November 8, 2022, 5:00 p.m., St. 31
- Chief Clark’s Retirement Celebration – November 9, 2022, 3:00 p.m., HQ
- EF&R Board of Directors Meeting – November 9, 2022, 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 D10-2022-15
November 3, 2022

SUBJECT: October 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: \$ 619,456.67	Amount Budgeted: \$ 619,456.67
	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 **October 6, 2022**

5
6 This meeting was held in person and virtually in compliance with the Governor’s Proclamation
7 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 Jeff Clark
16 Assistant Fire Chief Ben Lane
17 Board Secretary Nicole Frisch
18 Deputy Chief Will Aho
19 Deputy Director Jamie Formisano
20 Deputy Director Pam Bryson (virtual)
21 Finance Director Joan Montegary
22

23 **Absent:** Deputy Chief Dana Schutter
24 Deputy Chief Doug McDonald
25

26 **Call to Order and Roll Call:** Board Chair Hatcher-Mays called the meeting to order at 4:00
27 p.m. and reviewed the virtual meeting guidelines.
28

29 **Public Comment:** None.
30

31 **Consent Agenda:** Items listed below were distributed to the Board in advance for review
32 and enacted with one motion. IT WAS MOVED BY COMMISSIONER SMITH, SECONDED
33 BY COMMISSIONER SANDALL TO: Approve the Consent Agenda as submitted. MOTION
34 CARRIED, 5-0.
35

- 36 1. Agenda Bill D10-2022-13 Board Minutes and Financial Recap:
37 • Regular Meeting Minutes 09-01-2022
38 • Financial Recap
39

40 **General Administrative Discussion:**

41
42 Revenue and Expense Report: Reviewed and discussed the August 2022 Revenue and
43 Expense report.
44

45 **Fire Chief Briefing:**

46 Chief Clark welcomed Will Aho to the department as the Deputy Chief of Operations.
47 - PFAS – Chief Clark reported that there will be a meeting in the next couple weeks,
48 after which a comprehensive updated will be provided to the Board.

- 49 - EF&R Board agenda – Chief Clark reported that there are two items on the agenda –
50 the 2023/2024 budget and the strategic plan.
51 - Chief lane reported that the current new hire recruitment process will be wrapping up
52 next week; 38 folks are moving forward in the process to compete for five open
53 positions.
54 - EF&R has received notification that we are up for WSRB certification again. The
55 Department will continue to work in conjunction with reps from Mirrormont as we move
56 forward with that process.
57 - There have been questions about the pond above Station 78; that is covered by the
58 individual homeowner’s insurance. Brian Gilomen is working to contact the
59 homeowner to make sure the situation is resolved.
60

61 **Committee Reports:**

62
63 EF&R Finance Administrative Committee: Director Sandall reviewed the September 28,
64 2022 FAC meeting. She reported that the FAC discussed and recommended all 5 budget
65 elements to the EF&R Board for approval.
66

67 **Regular Business:**

68
69 Agenda Bill D10-2022-14 (DNR Lease): Chief Lane presented the DNR Lease. Discussion
70 ensued.
71

72 IT WAS MOVED BY COMMISSIONER SMITH, SECONDED BY COMMISSIONER MULLEN
73 TO: approve the DNR lease as presented. MOTION CARRIED, 5-0.
74

75 Board Retreat Discussion:

76 The Board discussed the upcoming Board Retreat, to include dates and topics of discussion.
77 Board members will confirm availability with Board Secretary Frisch for 4:00 p.m. on October
78 17 and suggest additional dates/times as needed. Topics for discussion are a visioning
79 exercise about the future of the Department, to include long-term vision and future District
80 boundaries.
81

82 Policy review and a discussion about conferences will be included on the agenda for the
83 January regular meeting.
84

85 Facilities Discussion – Station 85:

86 Chief Lane presented the suggested updated floorplan for Station 85, which incorporates
87 gender non-specific bathrooms. The Board expressed support and requested an update
88 once financial impact has been determined.
89

90 DEI Presentation:

91 BC Hudson provided an overview of the DEI TAG.
92

93 Chief Clark left at 4:57 p.m.
94

95 **Executive Session:** None.
96

97 **Good of the Order:**

98 Chair Hatcher-Mays reported that the Issaquah Food & Clothing Bank will be undergoing
99 construction and suggested that EF&R HQ might be used as potential temporary storage.
100 More information to come.

101
102 Chief Lane reported that the D10 Budget and Fire Benefit Charge hearing will be held
103 during the November 3, 2022 Regular Meeting. Staff is proposing a Special Meeting on
104 Thursday, November 17 for final adoption of the D10 budget, which will allow staff time to
105 get everything filed with King County by the due date.

106
107 In response to a question from Commissioner Smith, Chief Lane reported that there is
108 currently not an operational plan for the facility at Lake Joy, though historically it has been
109 used to store excess apparatus, as a shared space for community members to store
110 disaster supplies, and as a storage facility for HazMat supplies. Commissioner Smith
111 requested that Chief Schutter speak to the process for selling the property.

112
113 Commissioner Sandall reminded the Board members about the upcoming Washington Fire
114 Commissioners Association conference in Spokane.

115
116 **Calendar Review:**

- 117 • Woodinville Fire & Rescue Board of Commissioners – October 11, 2022, 5:00 p.m.
- 118 • EF&R Board of Directors Meeting – October 13, 2022, 4:00 p.m.
- 119 • Issaquah City Council – 1st and 3rd Monday at 7 p.m.
- 120 • Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m.
- 121 • Carnation City Council – 1st and 3rd Tuesday at 7 p.m.
- 122 • North Bend City Council – 1st and 3rd Tuesday at 7 p.m.

123
124 **Adjournment:** Board Chair Hatcher-Mays adjourned the meeting at 5:03 p.m.

125
126
127
128 _____
129 Nicole Frisch, Board Secretary

130
131
132 _____
133 Commissioner Commissioner

134
135
136 _____
137 Commissioner Commissioner

138
139
140 _____
141 Commissioner

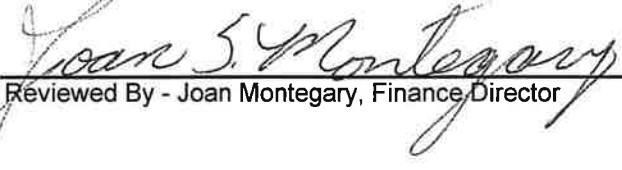
King County Fire District 10
FINANCIAL RECAP
November 3, 2022

ACH Transfers	Paid Date	Description	Amount
General Fund - 100100010			
ACH 2022-19	October 3, 2022	October 2022 Partner Contribution	\$ 619,456.67
		ACH Transfer Totals:	\$ 619,456.67
FINANCIAL RECAP			\$ 619,456.67

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
September 2022**

COMMENTS

General Fund

Revenue

Actual revenues are \$74,484.27 greater than we budgeted for.

Current property tax revenue is \$2,732.07 less than budgeted. Delinquent property tax revenue is \$17,273.51 greater than budgeted .

Current Fire Benefit Charge revenue is \$2,892.33 greater than budgeted. Delinquent Fire Benefit Charge revenue is \$1,500.60 less than budgeted.

We received a small amount of State timber sales revenue of \$46.47. We have exceeded our annual budget by \$72,085.78.

Expenditures

Total expenditures are \$67,524.08 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 \$2,775.01 greater than budgeted. .

Current property tax revenue is \$965.46 less than budgeted. Delinquent property tax revenue is \$958.53 greater than budgeted .

We received a small amount of State timber sales revenue of \$2.14. We have exceeded our annual budget by \$3,207.23.

Expenditures

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



KING COUNTY FIRE PROTECTION DISTRICT 10

Proud to Partner with Eastside Fire & Rescue

For Discussion: Board Retreat Topics

The following items were submitted to the Board Secretary as potential discussion topics during the Board Retreat.

- Policy review
- Conferences
- Future of D10 boundaries
- Board positions voting vs. rotation
- Development of a concise information packet to explain the basics of what EF&R is and does
- Discussion about long-term vision
- What kind of Board do we want to be?
- What size Board should we be?

Suggested dates for Board Retreat: Monday, October 17 or Tuesday, October 18 at 4:00 p.m.