

1 **KING COUNTY FIRE PROTECTION DISTRICT 10**
2 **Board of Commissioners**
3 **Regular Meeting Minutes**
4 **October 11, 2021**
5 **VIRTUAL MEETING**
6

7 Effective June 30, 2021, the Governor’s guidance permitted open public meetings to operate
8 in person without regard to capacity limitations. However, the lifting of the restrictions was
9 not, as of June 30, 2021, accompanied by a lifting of the State of Emergency or a modification
10 of Proclamation 20.28-15. Due to these factors, the regular meeting of the Board of Fire
11 Commissioners of King County Fire District 10 was held virtually, using a remote meeting
12 platform.

13
14 **Present:** Chair Gloria Hatcher-Mays
15 Vice Chair Anita Sandall
16 Commissioner Alan Martin
17 Commissioner Michael Dowling (*late arrival*)
18 Commissioner Don Smith
19 Board Secretary Jamie Formisano
20 Board Secretary Nicole Frisch
21 Fire Chief Jeff Clark
22

23 **Absent:** None
24

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

28 *Arrival of Commissioner Dowling*
29

30 **The regular meeting of King County Fire Protection District 10 (KCFPD 10) was**
31 **recessed, and the Revenue Hearing was called to order at 4:03 p.m.**
32

33 **Annual Revenue Hearing:**

- 34 1. Chair Hatcher-Mays received certification the public has been served notice, as required
35 by law, of the occurrence of this open public meeting of the Board of Fire Commissioners
36 to set the 2022 levy rate and confirm the Fire Benefit Charge (FBC) for 2022.
37
- 38 2. Preliminary 2022 Revenue and Expense Budget: A high level overview of the 2022
39 budget was provided. Discussion ensued regarding the timeline of approving the budget
40 and setting the 2022 levy rate and Fire Benefit Charge.
41
- 42 3. Future Needs/Projects: Next month there will be a discussion regarding guidance for use
43 of the End Fund Balance.
44
- 45 4. Citizen Input: None.
46
- 47 5. Review Resolutions: Reviewed resolutions in preparation for formal approval during the
48 November 8, 2021, meeting.

- 49 a. 20-05 Ad Valorem Tax Request: Pending revised Assessed Value (AV) from the
50 County, the levy amounts will be updated.
51 b. 20-06 Imposition of Benefit Charge.
52

53 IT WAS MOVED BY COMMISSIONER SANDALL, SECONDED BY COMMISSIONER
54 MARTIN TO: Instruct the District Secretary to create the 2022 Budget Agenda Bill for next
55 regular Board meeting to be held on November 8, 2021. MOTION CARRIED, 5 – 0.
56

57 **The Revenue Hearing was adjourned at 4:11 p.m. and the regular meeting of the King**
58 **County Fire Protection District 10 was reconvened.**
59

60 The Board Chair added an Executive Session to the agenda.
61

62 **Public Comment:** None.
63

64 **Consent Agenda:** Items listed below were distributed to the Board in advance for review
65 and enacted with one motion. IT WAS MOVED BY COMMISSIONER SMITH, SECONDED
66 BY COMMISSIONER SANDALL TO: Approve the Consent Agenda as submitted. MOTION
67 CARRIED, 5 – 0.

68 1. Agenda Bill D10-2021-15 Board Minutes and Financial Recap:

- 69 • Regular Meeting Minutes
70 • Financial Recap
71

72 **General Administrative Discussion:**

73 Revenue and Expense Report: Reviewed and discussed the Revenue and Expense report.
74

75 **Fire Chief Briefing:**

- 76 • Welcome new employees / Personnel assignments: Introduced the new employees who
77 have joined EF&R, including the new Finance Director and Executive Administrative
78 Assistant/Board Secretary. Announced promotions of Assistant Chief and Deputy
79 Directors.
80 • Special Recognition: Recognized and thanked Commissioner Martin for his years of
81 service to the Board, the community, and the Agency.
82 • COVID-19 / Vaccinations: Briefed on the current vaccination mandate and impacts to both
83 employees and budget. Discussed contingency plans, including cross staffing units, and
84 hiring processes. Additional details will be discussed in the EF&R Board meeting on
85 October 14, 2021.
86 • PFAS: Executive Committee will be held this week. Another round of ground water testing
87 was conducted. The mitigation project will begin at HQ during the week of October 18,
88 2021.
89 • EF&R Agenda Review: Provided an overview of the EF&R agenda.
90

91 **Committee Reports:**

92 EF&R Finance Administrative Committee: Provided a high-level overview of the meeting,
93 including the nominations of Chair and Vice Chair. Discussed COVID-19 reimbursements.
94 The mid-biennial budget was presented, including the Operating Revenue & Expense
95 budget, the Capital Facilities Fund, and the Equipment Replacement Fund. The FAC
96 unanimously recommended approval of the budget for consideration at the October 14, 2021
97 EF&R Board meeting.

98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139

Regular Business:

1. Agenda Bill D10-2021-16 (Resolution 21-03 Establishing Audit Officers): IT WAS MOVED BY COMMISSIONER SANDALL, SECONDED BY COMMISSIONER MARTIN TO: to adopt Resolution 21-03, appointing an Auditing Officer and establishing additional Acting Auditing Offers. MOTION CARRIED, 5 – 0.
2. Agenda Bill D10-2021-17 (Resolution 21-04 Appoint New & Acting District Secretary(s)): IT WAS MOVED BY COMMISSIONER SANDALL, SECONDED BY COMMISSIONER MARTIN TO: appoint Nicole Frisch as District Secretary and Melissa Knutson and Scott Faires as Acting Board Secretary(s). MOTION CARRIED, 5 – 0.
3. Commissioner Vacancy:
Discussed the vacancy effective November 1, 2021.
 - a. EF&R Director Assignment: Commissioner Sandall was nominated for and elected by unanimous consent as EF&R Director.
 - b. EF&R Alternate Director Assignment: Commissioner Dowling was nominated for and elected by unanimous consent as Alternate EF&R Director.
 - c. FAC Assignment: Commissioner Hatcher-Mays volunteered for and was elected by unanimous consent as FAC representative.
 - d. FAC Alternate Assignment: Commissioner Smith volunteered for and was elected by unanimous consent as alternate FAC representative.
 - e. PFAS Executive Committee: Commissioner Sandall volunteered for and was elected by unanimous consent as PFAS representative.
 - f. Board of Volunteer Firefighters: Commissioner Smith was nominated for and elected by unanimous consent to the Board of Volunteer Firefighters.
4. D10 Property Sale Update: At 4:45 p.m., the Board moved into Executive session for 5 minutes pursuant to RCW 42.30.110(1)(c) to discuss the sale of real estate. The Executive session ended, and the regular session was called to order at 4:50 p.m. No action was taken during Executive session.

IT WAS MOVED BY COMMISSIONER SANDALL, SECONDED BY COMMISSIONER MARTIN TO: Approve the highest bid on the current property for District 10. MOTION CARRIED, 5 – 0.
5. Training Tower Discussion: Briefed on the proposed Training Tower expenditure request and the consideration of exploring placement of the training tower on HQ property. No burning or foam use would be conducted. The tower would be an expense of EF&R, not District 10. Discussed the restrictions of building out at Station 85 in Carnation. The Commissioners voiced support of the placement at HQ.

140 **Good of the Order:** Acknowledged Commissioner Martin’s service and the impact he had
141 on the Board as well as his time on the Board of the King County Fire Commissioners
142 Association.
143

144 **Calendar Review:**

- 145 • EF&R Board Meeting – October 14, 2021, 4:00 p.m. *(Virtual)*
- 146 • FAC Meeting – October 27, 2021, 12:00 p.m. *(Virtual)*
- 147 • District 10 Board Meeting – November 8, 2021, 4:00 p.m. *(Virtual)*
- 148 • EF&R Board Meeting – November 10, 2021, 4:00 p.m. *(Virtual)* **(RESCHEDULED DUE TO HOLIDAY)**
- 149 • Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
- 150 • Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
- 151 • Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
- 152 • North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center

153
154 **Adjournment:** Chair Hatcher-Mays adjourned the meeting at 5:04 p.m.
155
156
157

Nicole Frisch
Board Secretary Nicole Frisch

160
161 Gloria Hatcher-Mays
162 Board Chair Gloria Hatcher-Mays

163
164 Anita Sandall
165 Vice Chair Anita Sandall

166
167 Don Smith
168 Commissioner Don Smith

169
170 Michael Dowling
171 Commissioner Michael Dowling

172
173 Vacant 11-08-21
174 Commissioner Vacant