

**"FINAL"**

**King County Fire Protection District 40**

***Regular Commissioners' Meeting***  
**October 29, 2009**  
**4:30 p.m.**

<b><u>Commissioner</u></b> RONNIE BEHNKE	<b><u>Commissioner</u></b> MIKE WARFEL	<b><u>Commissioner</u></b> CHARLOTTE RYAN
<b><u>Commissioner</u></b> RUSS PRICE		<b><u>Commissioner</u></b> CRAIG VIOLANTE
<b><u>Deputy Chief</u></b> MARK PETERSON		<b><u>Board Secretary</u></b> DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Behnke called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:30 p.m. Commissioners present for the Call to Order: Behnke, Ryan, Warfel and Price. Also attending were Secretary Gratzner, Consultant Paul Witt, Attorney Kinnon Williams, Chief I. David Daniels, Deputy Chief Mark Peterson, Captain John Hettick, Lieutenant Doug McDonald and Craig Soucy, Firefighter Tom Sowards, Communications Specialist Lisa Garvich, and numerous citizens.

Commissioner Violante was excused by prior Board action.

**PUBLIC HEARING CALL TO ORDER:**

Commissioner Behnke called the 2009 Revenue Source and Benefit Charge Hearing to order at 4:30 p.m.

Consultant Paul Witt read an opening statement from the Hearing Process Overview pamphlet that was distributed to Board Members and Secretary Gratzner. A copy will be placed on file with these minutes.

Paul Witt presented the current 2009 Operational Budget Projection prepared as of October 30, 2009. Anticipated operating budget decrease is \$356,593.00. (7.1 percent)

The anticipated 2009 ending balance of the expense fund is \$1,509,486.06 projecting that there will be adequate funds to cover the first three months (bow wave) of 2010. The 2010 estimated Revenue needs were outlined, which include the operating budget and debt reduction commitments for a total estimated need of \$5,642,850.00.

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An estimate of 2010 revenue sources were provided based on documentation from King County's levy limit worksheet, BLS allocation, Valley Medical Center allocation and other sources such as excess levy bond collections.

Consultant Paul Witt outlined the District's needs to maintain the current level emergency medical and fire protection. Paul Witt recommends that the Board set the limit factor for the regular levy at the maximum allowable pursuant to RCW 84.55.090.

Consultant Paul Witt read a statement regarding the 2010 Benefit Charge from the pamphlet and supplemental memo. Paul Witt requested that the 2010 Benefit Charge be established at a rate not to exceed \$1,678,717.00.00, an increase from the total Benefit Charge amount for 2009 accounting for 35.99 percent of the projected 2010 District operational expense, well below the 60 percent statutory limit. The Benefit Charge will be set by Resolution at the next meeting and is anticipated to be well below the not to exceed rate.

Public comments regarding the Revenue Source and Benefit Charge Hearings include a question on how the outcome of Proposition 1 will affect the Districts revenue sources and benefit charge; and if the District has reserves for building maintenance.

Attorney Kinnon Williams explained the Proposition 1 and Initiative 1033 will have no impact on 2010 revenue sources and benefit charge.

Commissioner Warfel reported that the Capital Facilities/Equipment Workgroup is currently evaluation architects for the remodel of Station 17 funded by the remaining bond proceeds.

Commissioner Behnke declared the Hearings closed at 5:05 p.m.

### **REGULAR MEETING CALL TO ORDER:**

Commissioner Behnke reconvened the Regular Meeting of the Board of Fire Commissioners for King County Fire Protection District 40 at 5:05 p.m. with those listed above in attendance.

### **CITIZEN COMMENTS FOR AGENDA ITEMS:**

There were no Citizen comments for agenda items.

### **CORRESPONDENCE:**

Correspondence received consisted of a cash transmittal receipts in the amount of \$1,469.00 deposited to the Expense Fund; and several citizen email regarding the benefit charge and administrative expenses of the District.

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Copies of the email are on file with the minutes.

### **FINANCIAL REPORTS:**

Financial reports were provided to the Board.

Financial reports are available to the public upon written request.

### **FIRE CHIEF'S REPORT - Presented by I. David Daniels:**

#### **Fire District 40 Response Time – 3rd Quarter 2009:**

Deputy Chief Mark Peterson presented the Fire District 40 response times for the 3rd Quarter of 2009. The report includes response measurements and factors affecting response times

A copy of the Response Time report is on file with the minutes.

#### **Safety/Support Services:**

The new aid unit specifications have been provided by Braun.

#### **Community Risk Reduction:**

The Fire District 40 Inspection Activity Report for the month of October was presented for review. A total of 8 initial inspections and 12 re-inspections were conducted. All inspections conducted were in non-permitted occupancies. A total of 19 violations were noted.

A copy of the report is on file with the minutes.

#### **Response Operations:**

Chief Daniels presented the Fire District 40 Incident Type report for September 2009. The report includes the number of responses by responses type and transport data.

A copy of the Incident Type report is on file with the minutes.

#### **Office of the Fire Chief:**

Chief I. David Daniels distributed a memo detailing the administrative services provided to the District in accordance with the contract.

A copy of the memo is on file with the minutes.

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### **UNFINISHED BUSINESS:**

There was no Unfinished Business.

### **CONSENT CALENDAR:**

- a. Minutes of the Regular Meeting – October 8, 2009
- b. Minutes of the Special Meeting – October 15, 2009
- c. Minutes of the Special Meeting – October 20, 2009
- d. Expense Fund Vouchers No. 11001 through 11010--Amount \$6,893.92

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Ryan to approve the consent calendar as presented. The **MOTION CARRIED. (4-0)**

### **NEW BUSINESS:**

#### **Level of Service (Lead Inspector and Communications Specialist positions):**

Commissioner Behnke inquired of the impacts the reduction of one (1) Lead Inspector and one (1) Inspector will have on inspection services.

Chief Daniels stated that inspections services would not decrease in the District due to the contract.

Consultant Paul Witt questioned if the District will be funding the only Lead Inspector position in the City.

Chief Daniels confirmed the District will be funding the one (1) Lead Inspector position in the City.

Attorney Kinnon Williams inquired if District 25 funds an Inspector position, what measure would be taken to insure the District would not have a decrease in inspection services; and if the District chose not to fund positions, what is the deadline for notification.

Chief Daniels stated that District 25 does not fund an Inspector position; inspection services will decrease in the City to insure the District contract is fulfilled; and the City would like be notified as soon as possible of any reduction in positions.

Attorney Kinnon Williams inquired of the Communications Specialist tasks and responsibilities; and the time actually spent in the District.

Chief Daniels will obtain this information and present it to the Finance Workgroup prior to their November 5, 2009 workgroup meeting.

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### **Regular Meeting:**

The 2<sup>nd</sup> meeting in November will be held on Monday, November 30, 2009, at 4:30 p.m. Per RCW 42.030.070, when a regular meeting falls on a holiday, such regular meeting shall be held on the next business day.

### **WORKGROUP REPORTS:**

#### **Capital Facilities/Equipment:**

Commissioner Price reported that temporary roof repairs at Station 17 are near completion.

Commissioner Warfel reported the workgroup is reviewing the Request for Qualifications (RFQ) for Architectural and Engineering Services. The workgroup plans to make a recommendation at the November 12, 2009, meeting.

Consultant Paul Witt reported that he is working with Captain Hettick to prepare and post a Notice of Bid for the new aid unit.

Chief Daniels will coordinate with the workgroup the preparation and distribution of the bid packets, once they are available.

#### **Community Relations:**

Commissioner Behnke reported that she did not receive the meeting notice postcard until the day of the October 20, 2009, Special Meeting.

Commissioner Ryan and citizens in attendance reported they did not receive a notice.

Communications Specialist Lisa Garvich explained the meeting notice postcards were not mailed timely due to the Voters Pamphlets receiving priority.

#### **Finance:**

Commissioner Behnke reported the Finance Workgroup is meeting on November 5, 2009.

#### **Policy:**

There is nothing new to report at this time.

#### **Intergovernmental Relations:**

There is nothing new to report at this time.

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**Risk Management:**

There is nothing new to report at this time.

**CITIZEN COMMENTS:**

Citizen comments and inquiries include an inquiry as to why the firefighters were not in support of Proposition 1, the details of Consultant Paul Witt's contract, why the District entered into a contract for services with the City of Renton; and when the Benefit Charge is set.

Attorney Kinnon Williams explained that when the Benson Hill annexation passed resulting in a loss of 1/3 of the District, the Commissioners felt that entering into a contract for services would improve and/or enhance the level of service provided to the citizens, as well as, preserve employment of District personnel.

Consultant contract questions were answered with documentation provided through a records request.

An inquiry in regards to firefighter support of ballot measures was referred to I.A.F.F Local 864.

The Benefit Service Charge will be set by Resolution at the Regular Meeting of the Board on November 12, 2009

**ONCE AROUND THE TABLE:**

Commissioner Ryan reported on the Washington Fire Commissioners Association conference. She was impressed with the quality of classes offered.

Commissioner Behnke reported on the NAEFO conference she recently attended.

There were no additional Board comments.

**EXECUTIVE SESSION:**

There was no Executive Session.

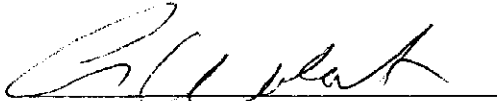
The meeting was adjourned at 5:57 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, November 12, 2009 at 4:30 P.M.**

  
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Ronnie Behnke, Chair

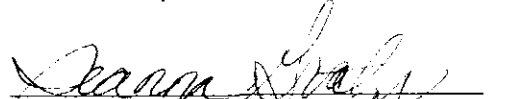
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Charlotte Ryan, Vice Chair

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Craig Violante, Commissioner

  
Russ Price, Commissioner

  
Mike Warfel, Commissioner

  
Deanna Gratzler, District Secretary

Attachments:

Meeting Agenda  
Revenue Source/BSC Hearing  
Cash Transmittal  
Citizen email  
Response Times – 3rd Qtr 2009  
Chief's Report