
KING COUNTY FIRE PROTECTION DISTRICT 40



BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

8/10/2023

DATE: August 10, 2023
TIME: 6:00 PM
PURPOSE: Regular Meeting
LOCATION: RENTON STATION 13
18002 108th Ave SE, Renton, WA 98055
and
ZOOM MEETING
Meeting ID: 886 4934 4889, Password: 245066

ATTENDANCE:

KCFD #40	RENTON RFA
Steve Parsons, Commissioner	Samantha Babich, CAO
Joe Pratt, Commissioner	Chris Krystofiak, Lieutenant
Charlotte Ryan, Commissioner	Marcus Rismiller, Captain
Linda Sartnurak, Commissioner	Mark Seaver, Deputy Chief
Laura Buckley, District Secretary	
Eric Quinn, Attorney	PUBLIC
	Jeff Wyborny, Citizen

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Pratt called the regular meeting of King County Fire Protection District #40 to order at 6:02 PM with Commissioners Parsons, Ryan, and Sartnurak present.

It was Moved by Commissioner Parsons to excuse Commissioner Schneider from the regular meeting in progress. Commissioner Sartnurak seconded. No discussion. Motion Approved (4-0).

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It was Moved by Commissioner Pratt to excuse himself from the September 14, 2023, regular meeting. Commissioner Sartnurak seconded. No discussion. Motion Approved (4-0).

Commissioner Pratt led the pledge of allegiance.

CORRESPONDENCE:

• **Community Events**

- Saturday, August 19, 2023, 7PM: Outdoor Movie @ Petrovitsky Park
- Tuesday, September 5, 2023, 6PM: Town Hall Meeting @ Northwood Middle School
- On August 8, 2023, the State Fire Marshal's Office sent an email to the fire districts requesting proposal letters in support of two initiatives by August 18, 2023. The first proposal was related to the duties of the director of fire protection, the second proposal was related to a fire insurance premium tax increase. Due to insufficient time and information, the commissioners decided to not submit letters to the Fire Marshal's office.

FIRE CHIEF'S REPORT:

- Chief's Report – Seaver
- EMS/Health & Safety Report –Seaver
- Support Services – Seaver
- Response Operations Report- Seaver

A copy of the Chief's Report is on file with the minutes.

UNFINISHED BUSINESS:

• **Renton RFA/FD40 Finance Discussion**

Commissioner Ryan and CAO Babich confirmed the initial proposition was brought to the board by Commissioner Schneider. The board decided to speak with Commissioner Schneider at the next regular meeting to identify the proposed need of contracting financial duties with Renton RFA.

NEW BUSINESS:

• **2024 Budget Timeline**

Commissioner Ryan reviewed the 2024 budget timeline with the board. She informed the board King County has changed the format of the levy limit worksheet. To best accommodate the district's Resolution timeline, Commissioner Ryan proposed a Special

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Meeting will be held on Thursday, October 19, 2023 to hold a public hearing establishing the benefit charge and review all revenue sources for 2024 (per RCWs 52.18.060 and 84.55.120).

It was Moved by Commissioner Pratt to hold a Special Meeting on Thursday, October 19, 2023, at 6PM to establish the Benefit Charge and revenue sources for 2023. Commissioner Parsons seconded. No discussion. Motion Approved (4-0). District Secretary Buckley will send a calendar invite to all commissioners.

- **Annual Open House Discussion**

Commissioner Parsons presented the board with a review of the Open House plans. Renton RFA will provide co-branded items for giveaway to attendees. Commissioner Parsons is ordering additional items to align with the items provided by Renton RFA.

X The Open House will be held at Station 17 on Saturday, October 28, 2023. Commissioners Pratt and Sartnurak will be attending the WFCFA conference October 25-28, both will leave the conference early morning on the 28th to attend the Open House.

Board Attorney Quinn will be giving a presentation at the WFCFA conference on “Speech in Social Media” and addressing the tribal obligation to pay for Fire and EMS services.

FINANCIAL REPORT:

Commissioner Ryan reviewed the District’s 2nd quarter financial activity. 95% of the revenue received to date was obtained from the City of Renton paying off the full amount owed for Station 13.

A copy of the 2nd Quarter Financial Report is on file with the minutes.

CONSENT AGENDA:

The consent agenda consisted of:

- July 13, 2023, Regular Meeting Minutes
- August A/P Vouchers in the amount of \$9,234.84
- August Payroll in the amount of \$2,177.56

It was Moved by Commissioner Parsons to approve the consent agenda as presented. Commissioner Sartnurak seconded. No discussion. Motion Approved (4-0).

Copies of the approved vouchers are on file with the minutes.

WORKGROUP REPORTS:

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- **Finance** (Pratt + Ryan)
The workgroup received a request from the State Auditor to send over the last two years financial statements for a potential start of the district's audit.
- **Communications - Newsletter** (Pratt + Sartnurak)
The workgroup is nearing completion of the fall newsletter and the open house postcard. The newsletter contains a section on CPR training classes.
- **Communications - Website** (Parsons + Ryan)
The workgroup added a press release and video thanking the taxpayers for the passing of Proposition 1.
- **Policies & Special Projects** (Parsons + Sartnurak)
The workgroup has been planning for the upcoming open house. Will begin work on policies now that the Renton RFA IT changeover has been completed.
- **Renton RFA Liaison** (Schneider)
No report.

PUBLIC COMMENT:

Jeff Wyborny addressed the board to extend his thanks for the crew at Station 17 for their resuscitation efforts when responding to the passing of Kentridge High School baseball coach, Grant Robinson.

GOOD OF THE ORDER:

Commissioner Ryan thanked the Renton RFA IT department for their work on the IT switchover for the district. The phone line has been delayed, but everything has been great.

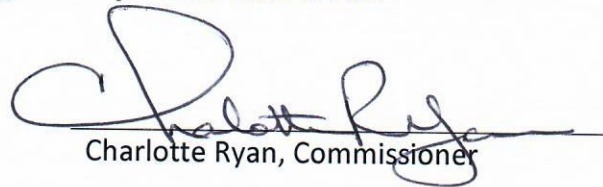
EXECUTIVE SESSION:

NONE

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 6:46 PM.

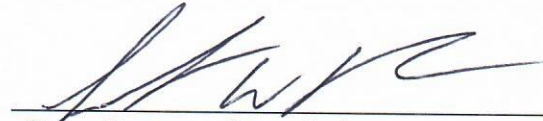
Joe Pratt, Commissioner


Charlotte Ryan, Commissioner

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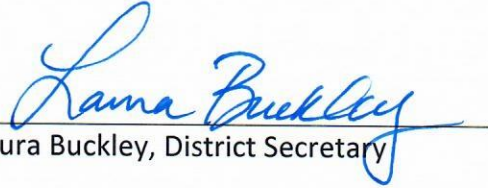
Linda Sartnurak, Commissioner



Steve Parsons, Commissioner



Andrew Schneider, Commissioner



Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, September 14, 2023, at 6:00PM at Renton Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 and via Zoom to conduct district business.**

Attachments: Agenda
Chief's Report
Q2 2023 Financial Report
Voucher Approval Documents

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