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**KING COUNTY FIRE PROTECTION DISTRICT 40**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**2/8/2024**

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**DATE:** February 8, 2024  
**TIME:** 6:00 PM  
**PURPOSE:** Regular Meeting  
**LOCATION:** RENTON STATION 13  
18002 108<sup>th</sup> Ave SE, Renton, WA 98055  
*and*  
**ZOOM MEETING**  
Meeting ID: 886 4934 4889, Password: 245066

**ATTENDANCE:**

|  |   |
|--|---|
| <b>KCFD #40</b><br>Steve Parsons, Commissioner<br>Joe Pratt, Commissioner<br>Charlotte Ryan, Commissioner<br>Linda Sartnurak, Commissioner<br><br>Eric Quinn, Attorney<br>Laura Taylor, District Secretary | <b>RENTON RFA</b><br>Chuck DeSmith, Deputy Chief<br>Chris Krystofiak, Lieutenant<br><br><b>PUBLIC</b><br>Sean Penwell, PSF Deputy Chief |
|--|---|

**CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:**

Commissioner Pratt called the regular meeting of King County Fire Protection District #40 to order at 6:00 PM with Commissioners Parsons, Ryan, and Sartnurak present. Commissioner Schneider was previously excused from the meeting in progress.

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**It was Moved by Commissioner Ryan to excuse Commissioner Pratt from the March 14, 2024, Regular Meeting. Commissioner Pratt seconded. No discussion. Approved 4-0.**

Commissioner Pratt led the pledge of allegiance.

**2024 FIRE BENEFIT CHARGE (FBC) HEARING:**

Commissioner Pratt called the 2024 Fire Benefit Charge FBC hearing to order at 6:01 PM pursuant to RCW 52.18.070. Sean Penwell with Puget Sound Fire reported no petitions have been filed to date, only inquiries. The Benefit Charge Review Board will recess until February 22, 2024.

*A copy of the FBC presentation is on file with the minutes.*

**RECONVENE REGULAR MEETING:**

The benefit charge hearing was adjourned, and the regular meeting reconvened at 6:06 PM.

**FIRE CHIEF'S REPORT:**

- Chief's Report – DC DeSmith

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

**CORRESPONDENCE:**

District Secretary Taylor reminded the commissioners to notify her if they would like to attend the WFCAs Spring Series training event on March 23, 2024, for newly elected and recently appointed commissioners.

**UNFINISHED BUSINESS:**

- **2021-2022 Audit Update**

Commissioners Pratt and Ryan advised the board the audit is on stand-by until a response is received back from the State.

**NEW BUSINESS:**

- **Draft 2024 Contact List**

District Secretary Taylor presented an updated KCFD40 contact list for review. The 2024 contact list will be distributed to the group with the below changes.

- Correct Commissioner Parsons' home address and Fire Commissioner Position #3 expiration date to 12/2027.

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- Remove Commissioner Ryan’s home telephone number.
- Add IAFF Local 864 President Plumblee’s telephone number.

*A copy of the updated 2024 Contact List on file with the minutes.*

**FINANCIAL REPORT:**

Commissioners Pratt and Ryan reviewed the 4<sup>th</sup> Quarter 2023 Financial Report.

*A copy of the 4<sup>th</sup> Quarter 2023 Financial Report is on file with the minutes.*

**CONSENT AGENDA:**

The consent agenda consisted of:

- January 11, 2024, Regular Meeting Minutes
- February A/P Vouchers in the amount of \$10,111.97
- February Payroll in the amount of \$2,225.46

**It was Moved by Commissioner Ryan 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:**

- **Finance** (Pratt + Ryan)  
Nothing additional.
- **Communications - Newsletter** (Schneider + Sartnurak)  
Commissioners Sartnurak confirmed the recent newsletter was distributed to residents and looked great. Commissioners Pratt and Schneider are scheduling a time to train on the Publisher application.
- **Communications - Website** (Parsons + Ryan)  
Commissioner Parsons is scheduling time with Renton RFA Communications Manager to get pictures of the new engine in front of Station 17 for the website.
- **Policies & Special Projects** (Parsons + Sartnurak)  
When Commissioner Sartnurak returns from vacation, the workgroup will begin policy reviews.
- **Renton RFA Liaison** (Schneider)  
No report.

**PUBLIC COMMENT:**

NONE

**GOOD OF THE ORDER:**

NONE

**EXECUTIVE SESSION:**

NONE

**ADJOURNMENT:**

As there was no further business, the meeting was adjourned at 6:29 PM.

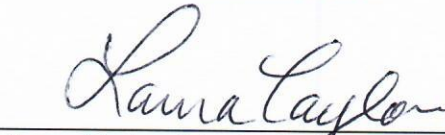
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Joe Pratt, Commissioner

  
Charlotte Ryan, Commissioner

  
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Linda Sartnurak, Commissioner

  
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Steve Parsons, Commissioner

 3/14/2024  
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Andrew Schneider, Commissioner

  
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Laura Taylor, District Secretary

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The next special meeting of the Board of Fire Commissioners will be held on **Thursday, February 22, 2024, at 6:00PM at Renton Fire Station #13, 18002 108<sup>th</sup> Avenue SE, Renton, WA 98055 and via Zoom to conduct district business.**

Attachments: Agenda

- Fire Benefit Charge Presentation
- Chief's Report
- 2024 Contact List
- 4<sup>th</sup> Quarter 2023 Financial Report
- Voucher Approval Documents

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