
KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
4/10/2025



DATE: April 10, 2025
TIME: 5:00 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	Steve Heitman, Chief
Joe Pratt, Commissioner	Mark Seaver, Deputy Chief
Charlotte Ryan, Commissioner	Chris Krystofiak, Lieutenant
Linda Sartnurak, Commissioner	
Eric Quinn, Attorney	PUBLIC
	Cory Cappelletti

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Parsons called the regular meeting of King County Fire Protection District #40 to order at 5:02 PM with Commissioners Pratt, Ryan and Sartnurak present. Commissioner Schneider was excused at the previous meeting.

Commissioner Parsons led the pledge of allegiance.

FIRE CHIEF'S REPORT:

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Chief Heitman presented his report which included:

- Welcome New Members (Amanda Stein and Katie Otterson)
- Medic One Foundation Luncheon
- Appreciation Letter (Station 12 Crew and First Responders)
- Leukemia and Lymphoma Stairclimb (March 9, 2025)
- Muscular Dystrophy Association Boot Drive (May 28, 2025)

Deputy Chief Seaver presented the Division Reports:

- Office of the Fire Marshal
- Response Operations (significant incidents, training, public outreach)

Other Items of note:

- The new brush rig will be arriving soon and housed at Station 17
- Four Generals Brewing was selected as February's Fire Safe Business.

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

CORRESPONDENCE:

Commissioner Parsons reminded board members to submit their F1 report with the Public Disclosure Commission by the April 15, 2025 deadline.

UNFINISHED BUSINESS:

- Resolution No. 593: Board Size Reduction

This was presented for adoption if annexation into the Renton RFA is approved on the April 22 ballot. The Resolution (along with the Explanatory Statement and Pro/Con Committee appointments) must be submitted to King County Elections no later than Friday, May 2, 2025 to be placed on the August 5, 2025 ballot.

It was Moved by Commissioner Parsons to adopt Resolution No. 593 (Board Size Reduction) as written and submit it, along with supporting documents, to King County Elections if annexation to the Renton RFA is approved on the April 22, 2025 ballot. Commissioner Pratt seconded. No discussion. Motion Approved (4-0).

- Resolution No. 594: Fire Benefit Charge Renewal

This was presented for adoption if annexation into the Renton RFA fails on the April 22 ballot. The resolution (along with the Explanatory Statement and Pro/Con Committee appointments) must be submitted to King County Elections no later than Friday, May 2, 2025 to be placed on the August 5, 2025 ballot.

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It was Moved by Commissioner Sartnurak to adopt Resolution No. 594 (Fire Benefit Charge Renewal) as written and submit it, along with supporting documents, to King County Elections if annexation to the Renton RFA fails on the April 22, 2025 ballot. Commissioner Ryan seconded. No discussion. Motion Approved (4-0).

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

EXECUTIVE SESSION:

None.

NEW BUSINESS:

Because Commissioner Ryan (as Acting Secretary) will be on vacation the first week of May, she requests that any commissioner per diem be submitted to her by Tuesday, April 28.

CONSENT AGENDA:

The consent agenda consisted of:

- March 13, 2025, Regular Meeting Minutes
- April A/P Vouchers in the amount of \$16,425.02
- April Payroll in the amount of \$3,420.18

It was Moved by Commissioner Pratt 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)
The workgroup has begun working on the 2024 Annual Report.
- **Communications - Newsletter** (Schneider + Sartnurak)
The Spring Newsletter/Informational Mailing has been mailed out.
- **Communications - Website** (Parsons + Ryan)
The Board formally thanked Katie Lewis (Renton RFA Communications Manager) for her help on the newsletter and website.
- **Policies & Special Projects** (Parsons + Sartnurak)
The workgroup will meet to draft an Electronic Funds Transfer (EFT) policy as requested by the State Auditor.

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- **Renton RFA Liaison** (Schneider)

No report.

- **Long-Range Planning** (Pratt + Sartnurak)

Commissioner Sartnurak thanked Chief Heitman for his excellent annexation presentation at the recent Fairwood Greens and Woodside Homeowners Association meetings.

Commissioner Parsons stated that two main questions are being asked from citizens regarding annexation:

- 1) Will the Station 17 aid car still be in service if we annex into the Renton RFA?

Chief Heitman replied that there is no plan to remove the aid car. It is in a great location.

- 2) Will Fairwood citizens have to pay for the construction of Station 16?

Chief Heitman explained that the cost of the station was already being passed on to District 40 through the current contract, as the District shares a percentage of the RFA's total operating costs. Annexation will allow us to become one large organization, with District 40 having two votes on the Renton RFA Governance Board. He then restated that service would not change for District 40 residents.

PUBLIC COMMENT:

None.

GOOD OF THE ORDER:

Eric Quinn (District 40's Attorney), reported he was contacted by the Renton Reporter Newspaper asking about the annexation ballot measure.

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 5:33 PM.


Joe Pratt, Commissioner
Charlotte Ryan, Commissioner
Linda Sartnurak, Commissioner
Steve Parsons, Commissioner

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 5/12/25
Andrew Schneider, Commissioner

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, May 8, 2025, at 5:00 PM at Renton Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 and via Zoom** to conduct district business.

Attachments: Agenda
Chief's Report
Resolution No. 593 (Reduction in Board Size)
Resolution No. 594 (Fire Benefit Charge Renewal)
Consent Agenda Documents

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