



KING COUNTY FIRE PROTECTION DISTRICT NO. 16  
18030-73RD AVENUE N.E.  
KENMORE, WA 98028

BUSINESS (425) 486-2784

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EMERGENCY 9-1-1

## MINUTES

March 2, 2009

### REGULAR MEETING BOARD OF COMMISSIONERS

#### I. OPENING OF MEETING

The March 2, 2009 meeting of the Board of Commissioners of King County Fire Protection District No. 16 was held at District Headquarters located at 18030 73rd Avenue N.E., Kenmore, King County, Washington. The Chair, Don Ellis called the meeting to order at 1830 hours. Persons in attendance, in addition to the Chair, were Commissioners Ron Gehrke, Carolyn Armanini and Kae Peterson. Also present was Deputy Chief Jim Torpin, Secretary Andrea McDaniel and Legal Counsel Kinnon W. Williams. Commissioner Maehren was absent.

#### II. CALL FOR ADDITIONS

##### 2.1 Addition

DC Torpin requested under Information Items, item 3.1 Public Art for New Station reflect that Commissioner Armanini will be providing the Board with the updates.

#### III. INFORMATION ITEMS

##### 3.1 Public Art for New Station

Commissioner Armanini provided the Board with a brief update on the items discussed during the recent public art committee meetings. Commissioner Armanini reported that the committee has reviewed Request for Qualifications (RFQ) submitted and have narrowed the selection down to five artists. Commissioner Armanini provided a brief description of the art styles of the five selected artists. The committee will now conduct interviews with the five artists and expect to have them completed by March 10, 2009.

### 3.2 New Station Construction Project

Commissioner Gehrke reported that there are currently no delays and we are still on target for the call for bids in April. Commissioner Gehrke indicated that the details for the art would need to be submitted to the architects by mid March. Commissioner Gehrke will forward the email with the updates from TCA Architects to the Board.

Legal Counsel Kinnon Williams inquired if Commissioner Gehrke knew when the bid documents would be available for him to review. Commissioner Gehrke did not know, but will inquire with TCA Architects and report back to Mr. Williams.

Commissioner Gehrke reported on the installation of the storm drain outflow pipe which will be installed across 73<sup>rd</sup>. A price quote for the work was received from Mid Mountain Construction, the contractor who is currently doing the construction work on 73<sup>rd</sup> for the City of Kenmore. A discussion ensued.

DC Torpin reported that the hardware plans had been sent to TCA Architects and they are still working to secure an agreement with an access control and security consultant. Legal Counsel Kinnon Williams, DC Torpin and Kathy Phillips will be meeting with an ownership representative from Heron Run and Heron Landing regarding temporary construction easements.

### 3.3 Bond Update

Commissioner Ellis had nothing new to report.

Assignment: Commissioner Gehrke is to forward the update email from TCA Architects to the Board.

Assignment: Commissioner Gehrke is to inquire on when the bid documents will be available for review by Legal Counsel with TCA Architects.

## IV. ACTION ITEMS

### 4.1 HRA Fund Recommendation

DC Torpin provided an overview of a recommendation from staff to change the current management of the Healthcare Reimbursement Account (HRA) funds. A memo that was previously provided to the Board by Chief Weathers and Financial Consultant, Tom Broetje was discussed. Commissioner Ellis requested some additional research by the Administrative staff before action be taken on the proposal. A discussion ensued with no action taken.

4.2 Request for a Special Meeting on 3/26/09 to Sign Vouchers

Secretary McDaniel requested a Special Meeting to be held on March 26, 2009, to sign vouchers, as she will be on vacation on the regularly scheduled meeting of April 7. By consensus the request for a Special Meeting was approved with an 1800 hour start time. Secretary McDaniel will prepare and post the Special Meeting notice.

Assignment: Administrative Staff is to research the options of an interest bearing account and associated accounting practices for the HRA funds.

Assignment: Secretary McDaniel is to prepare and post the notice for a Special Meeting on March 26, 2009, starting at 1800 hours.

**V. FIRE CHIEF'S REPORT**

5.1 Questions/Additions

Commissioner Armanini inquired about the issue with FTJ. DC Torpin provided a brief overview of the current and past issues with FTJ.

Commissioner Armanini inquired about the training division looking for temporary work space. DC Torpin indicated that they are currently in the Kenmore Professional building which will be demolished for the construction of the new station.

**VI. CONSENT CALENDAR**

6.1 Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Peterson, seconded by Commissioner Armanini, the consent calendar was unanimously approved. The consent calendar consisted of the regular meeting minutes of February 17, 2009, General Fund Vouchers 03001 through 03024 (\$29,659.46), 03025 through 03037 (\$6,709.75), Reserve Fund Vouchers 03001 through 03002 (\$2,133.96), Capital Fund Vouchers 03001 through 03009 (\$102,186.57), Wire (Mid Atlantic) 2/27/09 totaling \$14,488.80 and EFT (Feb Payroll) 2/27/09 totaling \$380,831.29.

**VII. EXECUTIVE SESSION**

None

**VIII. ADJOURNMENT**

The meeting was adjourned at 1920 hours.

**NEXT MEETING DATE**

The next regularly scheduled Commissioners meeting is for March 17, 2009.

Attachments:

Agenda  
Fire Chief's Report  
Warrants for King County Fire District No. 16

**BOARD OF COMMISSIONERS**



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**DON ELLIS, Chair**



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**KAE PETERSON, Member**

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**DAVID MAEHREN, Member**



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**RON GEHRKE, Member**



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**CAROLYN ARMANINI, Member**

**ATTEST**



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**ANDREA McDANIEL, Secretary**

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners March 17, 2009