



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

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EMERGENCY 9-1-1

MINUTES

July 7, 2009

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The July 7, 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 1705 hours. Persons in attendance, in addition to the Chair, were Commissioners Ron Gehrke, Dave Maehren, Carolyn Armanini and Kae Peterson. Also present was Fire Chief Tom Weathers, Deputy Chief Jim Torpin, Lieutenant Mike Morris, Firefighters Shane Kidwell, Anders Hanson, Russ Holmes, together with Secretary Andrea McDaniel and Legal Counsel Kinnon W. Williams. Also present was Bill Bass of Bass Consulting, Brian Harris and Forest Hooker of TCA Architects and Susan Musselman and Scott Bauer of DasherMusselman.

II. CALL FOR ADDITIONS

2.1 Addition

None

III. INFORMATION ITEMS

3.1 New Station Construction Project

Brian Harris of TCA Architects provided the Board with the bid results and a copy of the bid tabulation worksheet. Mr. Harris went over the next steps they will be taking with the bids and expect to make a recommendation of the lowest responsible bidder in two weeks. Mr. Harris and Forest Hooker provided the Board with a copy of the draft cost projections. Mr. Hooker went over the cost

projections and provided details on specific areas of question. A discussion ensued.

Commissioner Gehrke went over the structure of the project flow for communication with TCA Architects, Bass Consulting and the contractor. TCA Architects will be onsite approximately two times a week and Bass Consulting will be onsite daily. Bass Consulting and the contractor will be communicating only with TCA Architects and not with each other. A discussion ensued.

Commissioner Maehren inquired on contingency costs and the different levels of approval. Commissioner Armanini indicated that there was already a Board approved process for contingency approvals. A discussion ensued. Following the discussion it was determined to use the previously approved contingency process.

Susan Musselman of DashenMusselman briefly went over the project costs and indicated the cost for the issuance of the bonds would be approximately \$255,000.00. A discussion ensued. Following the discussion Commissioner Armanini motioned to approve the bond issuance in the amount of \$18,770,000.00. The motion was seconded by Commissioner Maehren. A discussion ensued. Following the discussion Commissioner Armanini motioned to amend her motion from \$18,770,000.00 to \$18,570,000.00. The amendment to the motion was seconded by Commissioner Peterson. A discussion ensued. Following the discussion the Chair called for a vote on the motion. The motion passed with a vote of 4 to 1, with Commissioner Maehren voting nay.

Ms. Musselman inquired as to which of the final years the District would like to be callable after five years. A discussion ensued. Following the discussion Commissioner Ellis motioned to have the last two years callable after five years. The motion was seconded by Commissioner Armanini, and passed with a vote of 5 to 0.

Ms. Musselman inquired as to which date, July 15, 2009, or July 22, 2009, the Board would like to set for the sale of the bonds. A discussion ensued. Following the discussion Commissioner Peterson motioned that the sale of the bonds occur on July 22, 2009. The motion was seconded by Commissioner Armanini, and passed with a vote of 5 to 0.

Ms. Musselman indicated that a Special Meeting will need to be held on the morning of July 22, 2009, for the Board to adopt the Bond Sale Resolution. It was determined that the Special Meeting will be held at 0800 hours. Secretary McDaniel will prepare and post the Special Meeting Notice.

Assignment: Secretary McDaniel is to prepare and post the Special Meeting notice for July 22, 2009, at 0800 hours.

3.2 Renewal of VFIS Insurance Policy

Chief Weathers sent to the Board via email the new insurance policy rates for their review. Chief Weathers indicated there was a small increase to the insurance premium. Commissioner Maehren motioned to approve the renewal of the VFIS insurance policy. The motion was seconded by Commissioner Armanini, and passed with a vote of 4 to 0. Commissioner Peterson was absent from the vote.

IV. ACTION ITEMS

4.5 King County Fire Commissioners Association Participation

This item was moved to be discussed in executive session at the request of Commissioner Armanini.

4.6 Approve Purchase of Utility Truck

Chief Weathers provided the Board a memo detailing the purchase request for a new utility truck. A discussion ensued. Following the discussion, Commissioner Maehren motioned to approve the purchase of a new utility truck as outlined in the memo sent from Chief Weathers. The motion was seconded by Commissioner Gehrke, and passed with a vote of 5 to 0.

V. FIRE CHIEF'S REPORT

5.1 Questions/Additions

Chief Weathers had no additions for the Fire Chief's Report. Commissioner Gehrke had questions regarding the following items on the Fire Chief's Report, which were answered by Chief Weathers and DC Torpin:

- 1.) BARS budget planner upgrade
- 2.) Reserve plan modification for structure fires
- 3.) FM LaFlam's meeting with representatives from Bastyr University, Washington State Parks and City of Kenmore regarding emergency vehicle access to Bastyr University
- 4.) Changes to the small works roster Resolution

VI. CONSENT CALENDAR

6.1 Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Maehren, seconded by Commissioner Gehrke, the consent calendar was unanimously approved, with the exception of Commissioner Armanini abstaining from the Special Meeting Minutes of June 30, 2009. The consent calendar consisted of the regular meeting minutes of June 16, 2009 and special meeting minutes of June 30, 2009, General Fund Vouchers 07001 through

07024 (\$51,990.93), 07025 through 07042 (\$20,804.26), Reserve Fund Vouchers 07001 through 07002 (\$944.41), Capital Fund Vouchers 07001 through 07007 (\$92,237.28), Wire (Mid Atlantic) 6/30/09 totaling \$13,891.28 and EFT (June Payroll) 6/30/09 totaling \$394,826.35.

VII. EXECUTIVE SESSION

At 1842 hours the Board moved into Executive Session to discuss potential litigation matters with legal counsel pursuant to 42.30.110 until 1900 hours. At 1900 hours the Board returned to regular Session.

Following the return to regular session Commissioner Armanini motioned to continue participation in the King County Fire Commissioners Association. The motion was seconded by Commissioner Gehrke and passed with a vote of 5 to 0.

Commissioner Maehren requested a discussion regarding the \$1 million dollars in the Reserve Funds be added to the agenda of the next regularly scheduled meeting on July 21, 2009.

VIII. ADJOURNMENT

The meeting was adjourned at 1905 hours.

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for July 21, 2009.

Attachments:

Agenda
Fire Chief's Report
Warrants for King County Fire District No. 16
Bid Tabulation – TCA
Northshore HQ Fire Station Cost Projections – TCA

BOARD OF COMMISSIONERS



DON ELLIS, Chair


KAE PETERSON, Member


DAVID MAEHREN, Member


RON GEHRKE, Member


CAROLYN ARMANINI, Member

ATTEST


ANDREA McDANIEL, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners July 21, 2009