



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

BUSINESS (425) 486-2784 FAX (425) 483-6598 EMERGENCY 9-1-1

MINUTES

October 6, 2009

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The October 6, 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 meeting was called to order by the Chair, Don Ellis at 1705 hours. In addition to the Chair, Commissioners Carolyn Armanini, Ron Gehrke, David Maehren and Kae Peterson were present. Also in attendance were Chief Thomas Weathers, Deputy Chief Jim Torpin, Battalion Chief Tim Osgood, Firefighters Mike Morris, Anders Hansson and Shane Kidwell, Financial Consultant Tom Broetje, Legal Counsel/Secretary Pro Tem Kinnon W. Williams and Alex Harmatta of Harmatta Construction. Ron Knox, Labor Counsel arrived shortly after the meeting began.

Following the meeting being called to order, Mr. Harmatta addressed the Board regarding the construction contract provision which requires the withholding four percent of all payments pending final completion. Mr. Harmatta submitted a letter to the Board as part of his presentation. Following his presentation, Mr. Williams requested that any further discussion by the Board members be in Executive Session due to the potential for litigation, as Mr. Harmatta had asserted that the contract provision was illegal.

II. EXECUTIVE SESSION

At 1715 hours the Board thereafter moved into Executive Session to discuss labor negotiations pursuant to RCW 42.30.140 and threatened or pending litigation until 1840 hours. At 1840 hours the Board returned to Regular Session.

III. ADDITIONS TO THE AGENDA

- 3.1 Chief's Evaluation. Commissioner Maehren asked that a new Item "D" be added under Action items to establish the process for the Chief's Annual Evaluation.
- 3.2 Labor Consulting Agreement. Commissioner Armanini asked that an item be added regarding retention of attorney Ron Knox for labor negotiations. The

Board by consensus temporarily suspended the agenda and by motion of Commissioner Armanini seconded by Commissioner Maehren unanimously agreed to retain attorney Ronald Knox for labor negotiations.

IV. INFORMATION ITEMS

- 4.1 Administration Construction Project. The Building Committee provided the Board with a written report. Commissioner Maehren requested the Building Committee provide an accounting of the contingency moneys spent.
- 4.2 Long Term Financial Planning. Mr. Broetje gave a presentation to the Board regarding financial projections, assuming an approximate 15 percent decrease in assessed valuations for 2010, and no increase in assessed valuations in 2011 and 2012, followed three percent increases in assessed valuation through 2015. According to the projections of Mr. Broetje's, the District's reserve funds will be short approximately \$300,000 of amounts required under the District's reserve fund policy by 2015. His projections include utilization of the unallocated reserves. Following Mr. Broetje's presentation a general discussion ensued regarding significant increases in health care costs and wages.

Chief Torpin then addressed the Board regarding proposed amendments to the District's equipment replacement schedule policy and the status of the District's fleet. A memo was presented. Chief Torpin concluded his presentation with a recommendation to the Board to amend its policy of buying one fire engine every five years to purchasing two engines every ten years, citing administrative and purchase price savings.

- 4.3 2010 Draft Budget. This matter was tabled until the next meeting to allow the Chief to revise the proposed budget based on updated projections. Following direction to the Chief, Commissioner Maehren moved to further direct the Chief to reduce the Commissioner Compensation line item by ten percent. That motion was seconded by Commissioner Gehrke. Following discussion and request for clarification by Mr. Williams that motion failed 2:3 with Commissioners Gehrke and Maehren voting yea, and Commissioners Armanini, Ellis and Peterson voting nay.
- 4.4 Chief's 2008 Evaluation. Following a brief discussion it was decided the Board would repeat the process which had been used in the previous year by utilization of a survey company wherein each commissioner completed a questionnaire and the results were then compiled and provided to the Board.

Assignment: The Building Committee is to provide the Board with a report on the contingency moneys spent.

Assignment: Chief Weathers is to add 2010 Draft Budget discussion to the agenda of the next regularly scheduled meeting on October 20.

Assignment: The Chair, Don Ellis is to initiate the survey process for the Chief's Evaluation.

V. ACTION ITEMS

- 5.1 Critical Issues - Reserve Fund Policy. Commissioner Maehren requested that the Board discuss a reserve fund policy. Commissioner Armanini pointed out the District currently has a policy as stated in Resolution 07-07. Following discussion Commissioner Maehren moved to return \$1 million to the public that was assessed in 2007 for the Bond Fund Contingency. That motion was seconded by Commissioner Gehrke. Commissioner Maehren asserted that the funds should be in some way returned to the District's taxpayers. Commissioner Armanini spoke against any undefined manner of returning the funds, as she stated it would not be in the best interests of the citizenry during the current state of the District finances. Commissioner Ellis agreed, citing the report by Mr. Broetje. Commissioner Ellis confirmed that these funds are identified as "Unallocated Reserves". Following discussion, the motion failed 2:3, Commissioners Gehrke and Maehren voting yea, and Commissioners Armanini, Ellis and Peterson voting nay.
- 5.2 2008 Standard of Coverage Compliance Report. Chief Torpin requested that consideration of a change in the established service level wait until the 2009 data is analyzed. Following a brief discussion, Commissioner Armanini moved to approve the 2008 Standard of Coverage Compliance report. That motion was seconded by Commissioner Peterson. Following further discussion, the report was adopted 5:0.

VI. FIRE CHIEF'S REPORT

Commissioner Gehrke requested clarification on the report regarding citizen concern. Chief Weathers indicated that this was an issue regarding the access to the Sarvis Mobile Home Park, which was being handled through the City of Kenmore. Commissioner Armanini reported that the *Lake Forest Park/Shoreline Enterprise* newspaper would be going out of business at the end of October.

VII. CONSENT CALENDAR

- 7.1 Approval of Minutes and Vouchers. By a motion of Commissioner Maehren seconded by Commissioner Armanini, the consent calendar consisting of the minutes of September 22, 2009 and September 29, 2009 was unanimously approved.

VIII. NEXT MEETING DATE

The next regularly scheduled Commissioner meeting is for October 20, 2009.

IX. ADJOURNMENT

The meeting was adjourned at 2010 hours.

Attachments

Fire Chief's Report
FD #16 – Income Worksheet History
MEMO: Fire Engine Purchase
MEMO: Committee Meeting Reports
Harmatta Construction – Schedule of Values Resolution
Ron Knox Resume

BOARD OF COMMISSIONERS



DON ELLIS, Chair



RON GEHRKE, Member



DAVID MAEHREN, Member



KAE PETERSON, Member



CAROLYN ARMANINI, Member

ATTEST

KINNON W. WILLIAMS, Secretary
King County Fire Protection District No. 16
Adopted at a Regular Meeting of the Board of Commissioners