



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

November 3, 2009

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The November 3, 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 1702 hours. Persons in attendance, in addition to the Chair, were Commissioners Ron Gehrke, Dave Maehren, Kae Peterson and Carolyn Armanini. Also present were Chief Thomas Weathers, Deputy Chief Jim Torpin, Fire Marshal Jeff LaFlam, Lieutenant Steve Loutsis, Firefighters Alex Salvador, Ryan Davis and John Burrow, Finance Director Tom Broetje, together with Secretary Andrea McDaniel and Legal Counsel Kinnon W. Williams. Also present were Louise Ford, Kira and Katie Martin along with other Martin family members.

II. CALL FOR ADDITIONS

Commissioner Armanini motioned per legal counsel's request to move the executive session from item VIII to item IV on the agenda. The motion was unanimously approved.

Commissioner Armanini motioned to move Action Item 5.1 Critical Issues, to be discussed at the next regularly scheduled meeting. The motion was seconded by Commissioner Gehrke, and passed with a vote of 4 to 1, with Commissioner Maehren voting nay.

III. CITIZEN RECOGNITION

Commissioner Ellis welcomed Kira and Katie Martin and thanked them for the actions they took to help an elderly citizen who had fallen and needed help. Commissioner Ellis then read a proclamation recognizing Kira and Katie Martin.

IV. EXECUTIVE SESSION

At 1715 hours the Board moved into Executive Session to discuss personnel issues and potential litigation with legal counsel pursuant to 42.30.110 until 1730 hours. At 1730 hours the Board extended the executive session an additional five minutes until 1735 hours. At 1735 hours the Board extended the executive session an additional five minutes until 1740 hours. At 1740 hours the Board returned to regular session.

Following the return to regular session Legal Counsel Kinnon Williams left the meeting.

V. INFORMATION ITEMS

5.1 New Station Construction Project

Commissioner Peterson reported that the construction project is on schedule and they have started to pour the concrete. A discussion ensued. A copy of the Owner/Architect Project Meeting Notes was provided to the Board.

5.2 Fire Prevention Division Report

FM LaFlam provided a written report to the Board via email prior to the meeting. FM LaFlam provided additional detail and further discussion on the following items:

- Ban on novelty lighters
- State Parks and Bastyr contract
- Smoke alarms
- School programs

5.3 Financial Communications

Chief Weathers provided three handouts which will be used to further communicate the financials for the funds and construction project. Each of the handouts was discussed.

5.4 Long Term Financial Planning

Tom Broetje indicated that there have been not significant changes to the long range plan. Mr. Broetje has updated the plan to reflect the decrease in the assessed validation to 15%. A spreadsheet prepared by Tom Broetje was distributed to commissioners in advance of the meeting estimating the expense budget carryover from 2009 to 2010 at \$333,649. Commissioner Maehren had prepared his own spreadsheet estimating the expense budget carryover from 2009 to 2010 at \$706,959, which also was distributed to commissioners in advance of the meeting. Mr. Broetje's spreadsheet was prepared in response to that prepared by Commissioner Maehren. A discussion ensued regarding the different rates for setting the Fire Benefit Charge (FBC), levy rate and bond interest payments.

Following the discussions Commissioner Maehren motioned to set the FBC at \$2,700,198. The motion failed for a lack of a second.

Commissioner Peterson motioned to set the FBC at \$3,211,186. The motion was seconded by Commissioner Armanini and passed with a vote of 3 to 1, Commissioner Maehren voting nay and Commissioner Gehrke abstaining.

Commissioner Armanini motioned to set the levy rate at \$4,453,638. 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.

VI. ACTION ITEMS

6.1 Critical Issues

This item was moved to be discussed at the next regularly scheduled meeting.

6.2 Requested Purchases

Chief Weathers provided a memo to the Board detailing a purchase request for an updated website, asset tracking system and updated intranet. Chief Weathers provided a brief overview of each of the requests.

Commissioner Maehren motioned to approve the purchase of an updated website, asset tracking system and updated intranet with funds from the 2009 budget. The motion was seconded by Commissioner Peterson, and passed with a vote of 5 to 0.

6.3 2010 Budget

Chief Weathers provided the Board with the 2010 amended draft budget via email. Chief Weathers inquired if any Board members had questions on the 2010 budget, with no questions Commissioner Maehren motioned to approve the 2010 budget as last modified in the amount of \$7,498,863. The motion was seconded by Commissioner Gehrke and passed with a vote of 5 to 0.

6.4 Special Meeting on December 28 (sign vouchers)

Chief Weathers inquired if a quorum of the Board would be available for a special meeting on December 28, 2009, to sign vouchers. It was determined that a quorum will be available for a special meeting on December 28, 2009. The time for the meeting will be determined at the regularly scheduled meeting on December 15, 2009.

VII. FIRE CHIEF'S REPORT

5.1 Questions/Additions

The Chief's report was submitted in writing to the Board. Chief Weather reported that all three surplus vehicles have been sold for approximately \$5,000.00.

Commissioner Maehren inquired if the Department will have any exposures to paying the past sales tax to Northshore Utility District. DC Torpin indicated that there has not been a decision, as the issue is still being reviewed at this time.

VIII. CONSENT CALENDAR

6.1 Approval of Minutes, Vouchers and Resolutions

Commissioner Armanini motioned to approve the consent calendar. The motion was seconded by Commissioner Peterson. Commissioner Maehren motioned for a friendly amendment to Commissioner Armanini's motion, to separate out the meeting minutes from the rest of the consent calendar. The friendly amendment was accepted by Commissioner Armanini. The Chair then called for a vote on the motion to approve the following items on the consent calendar:

General Fund Vouchers 11011 through 11024 (\$32,645.40), 11025 through 11048 (\$26,616.20), 11049 through 11050 (\$243.90), Reserve Fund Vouchers 11001 through 11006 (\$8,851.36), Capital Fund Voucher 11001 (\$24,375.00), Wire 5/29/09 (Charles Schwab) totaling \$10,990.68, EFT 5/29/09 (October Payroll) totaling \$378,516.76 and Resolution 09-12 Property Tax Levy and Resolution 09-13 Fire Benefit Charge 2010.

The motion was passed with a vote of 4 to 1, with Commissioner Maehren voting nay. A discussion ensued regarding the meeting minutes of October 20, 2009. Following the discussion Commissioner Armanini motioned to adopt the meeting minutes as presented. The motion was seconded by Commissioner Gehrke, and passed with a vote of 5 to 0.

Commissioner Maehren motioned to have the Chief work with TCA Architects to update the new fire station cost projections spreadsheet by the next regularly scheduled meeting on November 17, 2009. The motion was seconded by Commissioner Gehrke, and passed with a vote of 5 to 0.

Assignment: Chief Weathers and TCA Architects will update the new fire station cost tracking spreadsheet for distribution at the next regularly scheduled meeting on November 17, 2009.

ADJORNMENT

The meeting was adjourned at 1955 hours.

NEXT MEETING DATE

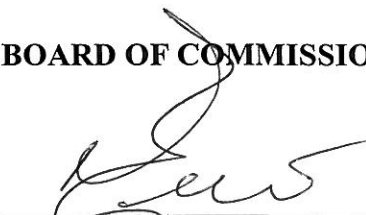
The next regularly scheduled Commissioners meeting is for November 17, 2009.

Attachments

Agenda

- Fire Chief's Report
- Warrants of King County Fire District No. 16
- Fire Marshal's Quarterly Report
- New Fire Station Cost Projections – TCA
- Owner/Architect Project Meeting Notes
- Fund Activity Summary
- Monthly Fund Expenses and Revenues Informational Report
- 2010 Budget
- NFD 2010 Budget Worksheet – Authored by Tom Brotje
- NFD 2010 Budget Worksheet – Authored by Commissioner Maehren
- 2009 Budget Update and Purchase Request Memo
- Proclamation

BOARD OF COMMISSIONERS



DON ELLIS, Chair



KAE PETERSON, Member



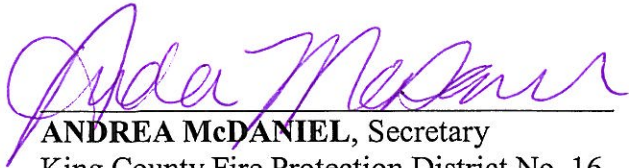
DAVID MAEHREN, Member



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 November 17, 2009