



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st ST.
KENMORE, WA 98028

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MINUTES

November 1, 2011

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The November 1, 2011, meeting of the Board of Commissioners of King County Fire Protection District No. 16 was held at District Headquarters located at 7220 NE 181st Street, Kenmore, King County, Washington. The Vice Chair, Ron Gehrke called the meeting to order at 1700 hours. Persons in attendance, in addition to the Vice Chair, were Commissioners Don Ellis, Kae Peterson and Dave Machren. Also present were Deputy Chief Jim Torpin, Battalion Chief Jeff Tagart and Firefighters Ryan Davis and John Burrow, together with Secretary Andrea McDaniel and Legal Counsel Kinnon Williams. Financial Consultant Tom Broetje was also present. Commissioner Armanini was absent.

II. APPROVAL OF THE AGENDA

DC Torpin requested to add a discussion regarding the annual AMR donation. The request was approved and moved to Action Items, item C on the agenda.

DC Torpin requested to add a discussion regarding the use of the old station. The request was approved and moved to Action Items, item D on the agenda.

DC Torpin requested that Action Item A be removed from the agenda at this time. The request was approved.

III. EXECUTIVE SESSION

At 1705 hours the Board moved into Executive Session to discuss personnel, potential litigation and disposition of real estate with legal counsel pursuant to RCW 42.30.110 (g), RCW 42.30.110 (i) and RCW 42.30.110 (c) until 1800 hours. At 1800 hours the Board

extended the executive session until 1810 hours. At 1810 hours the Board extended the executive session until 1820 hours. At 1820 hours the Board extended the executives session until 1825 hours. At 1825 hours the Board returned to regular session.

IV. PUBLIC HEARING

Commissioner Gehrke reopened the public hearing establishing the 2012 Fire Benefit Charge and Revenue Source.

DC Torpin provided a verbal report on the 2011 and 2012 financials that included expense, sources of revenue and concerns for the sustainability of the current level of service. Following DC Torpin's report Commissioner Ellis motioned to set the Fire Benefit Charge at 2.8 million dollars. The motion was seconded by Commissioner Peterson. Following a brief discussion the Vice Chair called for a vote on the motion. The motion failed with a vote of 2 to 2, with Commissioners Gehrke and Maehren voting nay.

Commissioner Gehrke inquired about the need for a special meeting on November 8, 2011. Following a brief discussion, Commissioner Maehren motioned to have a special meeting on November 8, 2011, beginning at 1800 hours, with the purpose of the special meeting to continue the public hearing, 2012 budget discussion and an executive session. The motion was seconded by Commissioner Gehrke, and passed with a vote of 3 to 1, with Commissioner Ellis voting nay. Secretary McDaniel will prepare and post the special meeting notice.

Commissioner Gehrke announced that the public hearing will be continued to the special meeting on November 8, 2011.

Assignment: Secretary McDaniel will prepare and post the special meeting notice for November 8, 2011, with a start time of 1800 hours.

V. INFORMATION ITEMS

A. 2012 Budget

DC Torpin indicated that before there can be any further discussion on the 2012 budget, the Fire Benefit Charge amount needs to establish. It was unanimously decided to move the discussion regarding the 2012 budget to the special meeting on November 8, 2011.

B. ESCI Scope of Work Draft

DC Torpin reported that the revised draft of the ESCI scope of work had been emailed out to the Board. There was a discussion regarding the suggested changes made by Commissioner Maehren. Following the discussion it was unanimously decided to have DC Torpin send the scope back to ESCI for a cost estimate.

Assignment: DC Torpin is to send ESCI the scope of work and request a cost estimate.

VI. ACTION ITEMS

A. Approval of Listing Surplus Property with Roland Resources

This item was removed from the agenda.

B. Decision on Special Meeting for November 8, 2011

This item was discussed under the Public Hearing, item IV on the agenda.

C. AMR Donation

DC Torpin provided an overview of the annual AMR donation, and inquired what charity the Board would like to designate for the donation. DC Torpin reported that in the past the donation had been awarded to the Northshore Fire Foundation. FF Burrow provided a brief verbal report on how the Northshore Fire Foundation serves the local communities and the benefits of receiving the AMR donation.

Commissioner Peterson motioned to award the AMR donation to the Northshore Fire Foundation. The motion was seconded by Commissioner Maehren and passed with a vote of 4 to 0.

D. Use of Old Station

This item was not discussed and will be moved to the agenda of the next regularly scheduled meeting of November 15, 2011.

VII. FIRE CHIEF'S REPORT

A. Questions/Additions

The Fire Chief's Report was submitted via email. Commissioner Maehren inquired if the Lobby Committee will be considering using the pole from the old station as an option. DC Torpin will pass his inquire onto the Lobby Committee. DC Torpin provided a brief recap of the 3rd quarter financial report that was submitted with the meeting packet documents. DC Torpin advised the Board that future quarterly reports will only include fund summaries. Detailed activity reports for the reserve and expense funds would be posted on the intranet in the commissioner corner. The Board unanimously agreed to the amended process.

VIII. CONSENT CALENDAR

A. Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Peterson, seconded by Commissioner Ellis, the consent calendar was unanimously approved. The consent calendar consisted of the regular meeting minutes of October 18, 2011, special meeting minutes of October 24, 2011, General Fund Vouchers 11001 through 11024 (\$69,747.07), 11025 (\$97.02), Reserve Fund Voucher 11001 through 11002 (\$2,775.55), Capital Fund Vouchers 11001 through 11009 (\$33,764.18), October Payroll EFT 10/31/11 totaling \$288,081.45, DRS EFT 10/31/11 totaling \$51,823.26, Charles Schwab EFT 10/31/11 totaling \$11,177.52 and IRS EFT 10/31/11 totaling \$53,178.88.

ADJORNMENT

The meeting was adjourned at 1856 hours.

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for November 15, 2011 and a special meeting will be held on Tuesday November 8, 2011, at 1800 hours.

Agenda

Fire Chief's Report

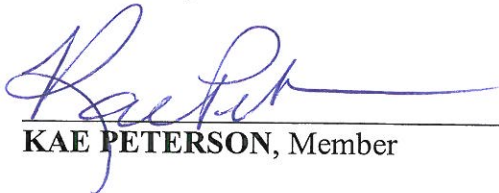
Warrants of King County Fire District No. 16

3rd Quarter Financial Reports

BOARD OF COMMISSIONERS

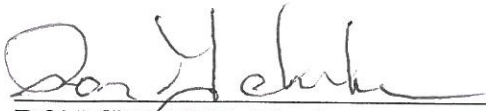


CAROLYN ARMANINI, Chair



KAE PETERSON, Member

DON ELLIS, Member



RON GEHRKE, Member



DAVE MAEHREN, Member

ATTEST



ANDREA McDANIEL, Secretary
King County Fire Protection District No. 16
Adopted at a Regular Meeting of the Board of Commissioners November 15, 2011