



**Renton Regional Fire Authority**  
1055 South Grady Way  
Renton, WA 98055  
Office: (425) 430-7000  
Fax: (425) 430-7044

## MINUTES

### RFA Governance Board Regular Meeting

10:00 A.M. – Monday, November 13, 2017

Fire Station #13 – 18002 108<sup>th</sup> Ave. S.E., Renton

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### CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Prince called the Regular Meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

### ROLL CALL

#### Governance Board Members Present:

Ed Prince, Chair (City of Renton)  
Ray Barilleaux, Vice Chair (Fire District 25)  
Kerry Abercrombie (Fire District 25)  
Myron Meikle (Fire District 25)  
Armondo Pavone (City of Renton)  
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

#### Governance Board Members Not Present:

Don Persson (City of Renton)

#### Administrative Staff Present:

Attorney Brian Snure, Chief Rick Marshall, Deputy Chief Charles DeSmith, Deputy Chief Roy Gunsolus, Fire Marshal Anjela St. John, Battalion Chiefs Doug McDonald, Shawn Mendenhall and Robert Homan, Captain Jeff Vollandt, Lieutenants Michael Bain and Ryan Simonds, Firefighters Justin Olney and Mike Boyer and Administrative Secretary Linda Mann.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Vice Chair Barilleaux to excuse absent Board Member Persson from the meeting. **MOTION CARRIED (5-0)**

### AGENDA MODIFICATIONS

Chief Marshall made a request to move the executive session to the first order of business. It is to discuss with legal counsel in executive session pursuant to RCW 42.30.110 (1)(i) to maintain an attorney client privilege while discussing legal risks associated with proposed action or current practice relating to the interlocal with District 40 that is likely to result in an adverse legal or financial consequence to the agency if discussed publicly.

Executive Session was called at 10:03 a.m. for 20 minutes. At 10:23 a.m., an additional 10 minutes was requested.

The regular meeting reconvened at 10:33 a.m.

### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

## GOVERNANCE BOARD REGULAR MEETING MINUTES

November 13, 2017

Page 2 of 5

A meritorious service award was presented to Firefighter Michael Boyer in recognition of his part in saving a life while off-duty at a charity basketball tournament in Maple Valley on October 7, 2017.

### PUBLIC COMMENT

There were no public comments.

### CONSENT AGENDA

#### Approval of Minutes

A **MOTION** was made by Board Vice Chair Barilleaux and **SECONDED** by Board Member Pavone to approve the Minutes from the October 23, 2017 Regular Meeting. **MOTION CARRIED (5-0)**

#### Approval of Vouchers:

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Abercrombie to approve the vouchers which included the following:

- AP Check Register 10/16/17 – 10/31/17, Payroll 10/1/17 – 10/15/17

**MOTION CARRIED (5-0)**

### SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for November 13, 2017.

### BOARD COMMITTEE REPORTS

There were no Board Committee reports.

### BOARD MEMBER REPORTS

There were no Board Member reports.

### CHIEF'S REPORT

Chief Marshall's report included the following:

- Promotions, Transitions and New Member: We have made job offers to the top six firefighter candidates. They are currently undergoing the physical and mental examinations to be ready for the February 2018 academy. Lieutenant Gary Harsh will be promoted to Captain effective January 1, 2018. Firefighter Nate Blakeslee will be promoted to Lieutenant effective January 1, 2018. Lieutenant Ryan Morgan will be transferring to the training division effective January 1, 2018. We extended a job offer to LaQuanza Flowers for our Finance Analyst position; she accepted and will start on November 16, 2017.
- Headquarters Move: We have confirmed that we will be moving the RRFA headquarters to Fire Station 13. This will mean that we will need to use of the current FD40 Commissioner's office and one storage room.
- Fire Station 15: Final permitting should be completed by the end of November and should go out to bid in early January. We are being told that the project is still on schedule. The City and architects will be at the December 11 meeting to discuss the status of the project.

## GOVERNANCE BOARD REGULAR MEETING MINUTES

November 13, 2017

Page 3 of 5

- Shooting in Maplewood Heights: RRFA Crews responded to a shooting on SE 2<sup>nd</sup> on October 19, 2017. There were two patients, one was life threatening the other non-life threatening. There was one round discharged, which was accidental.
- Fatality Fire in Fairwood: On Friday, November 3, 2017, RRFA Crews responded to a house fire in Fairwood Greens. When E-17 arrived, the house was fully involved and was called a working incident and declared defensive operations. No responder injuries have been reported.
- Tyler InCode Implementation: RRFA staff and Consultant Paul Dunn continue to work with Tyler Technologies. Tyler has another planned onsite configuration for November 13-16, 2017. The project continues to be on budget for project hours and is over budget for travel by ~\$1,300.
- Chief Marshall recognized Christopher Borgen as Firefighter of the 3<sup>rd</sup> quarter and Ryan Simonds as Officer of the 3<sup>rd</sup> quarter.

### DEPARTMENT REPORTS

There were no Department reports.

### CORRESPONDENCE

A memorandum was presented to the board regarding a report on the process for setting the annual benefit charge.

### UNFINISHED BUSINESS

There was no unfinished business.

### NEW BUSINESS

#### Resolution 2017-06: Certifying Property Tax Levy and Adopting an Operating Budget for the FY 2018:

Renton Regional Fire Authority has drafted our preliminary budget that establishes a benchmark for necessary revenues. The 2018 preliminary budget indicates needed reserves of \$37,703,270 for projected expenses of \$37,703,270 which includes projected operating and capital expenses consistent with maintaining the level of services set by the Board. The budget is subject to change. The resolution adopts the 2018 preliminary budget and certifies the property tax levy in the amount of \$16,900,000.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Vice Chair Barilleaux to adopt Resolution No. 2017-06 adopting the preliminary 2018 budget in amount of \$37,703,270 and establishing the 2018 tax levy for the Renton Regional Fire Authority AND to direct staff to provide certified copies of this resolution, including Exhibit A, to the appropriate King County agencies. **MOTION CARRIED (5-0)**

#### Resolution 2017-07: Property Tax FY 2018:

With the adoption of Resolution No. 2017-07, the Renton Regional Fire Authority Governance Board establishes that an increase in the regular property tax levy in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any

**GOVERNANCE BOARD REGULAR MEETING MINUTES**

**November 13, 2017**

**Page 4 of 5**

annexations that have occurred and refunds made is hereby authorized for the 2018 levy in the amount of \$311,366 which is a percentage increase of 1.8% from the previous year.

A **MOTION** was made by Board Vice Chair Barilleaux and **SECONDED** by Board Member Pavone to adopt Resolution No. 2017-07 authorizing an increase in the regular property tax levy for 2018 in the amount of \$311,366 which is a percentage increase of 1.8% from the previous year. **MOTION CARRIED (5-0)**

Resolution 2017-08: Benefit Charge FY 2018

With the adoption of Resolution No. 2017-08, the Renton Regional Fire Authority Governance Board establishes the 2018 Benefit Charge in the total amount of \$14,525,029 to be apportioned in accordance with the "2018 Schedule for Benefit Charges".

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Vice Chair Barilleaux to adopt Resolution No. 2017-08 establishing the 2018 Benefit Charge in the total amount of \$14,525,029 to be apportioned in accordance with the "2018 Schedule for Benefit Charges". **MOTION CARRIED (5-0)**

Resolution 2017-09: Canceling the Dec 25, 2017 RFA Board Meeting

The Governing Board is currently scheduled to hold a Board meeting December 25, 2017. Staff recommends canceling this meeting due to the Holiday.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Abercrombie to adopt Resolution No. 2017-09 canceling the December 25, 2017 RFA Governing Board Regular Meeting. **MOTION CARRIED (5-0)**

Benefit Charge Hearing Process Dates

Fire Authorities are required by state law to hold an appeal hearing for property owners who feel that their Benefit Charge has been inaccurately calculated. The hearing process must take place over a two week period.

After consulting with Puget Sound Regional Fire Authority and legal counsel and after conferring with the Governing Board, staff is recommending the following dates and times for the Benefit Charge appeal process:

Deadline for Appeals: February 7, 2018 at 4:30 PM

Appeal Hearing Begins: February 26, 2018 at 10:00 a.m.

Appeal Hearing: February 28, 2018 at 5:00 p.m.

Final Ruling: March 12, 2018 at 10:00 a.m.

All appeals to be heard at Fire Station 13, 18002 108<sup>th</sup> Ave SE

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Abercrombie to adopt the 2018 RRFA Appeals Schedule as presented. **MOTION CARRIED (5-0)**

**GOOD OF THE ORDER**

There were no good of the order items.

**GOVERNANCE BOARD REGULAR MEETING MINUTES**

November 13, 2017

Page 5 of 5

**EXECUTIVE SESSION**

An executive session took place at the beginning of the meeting.

**FUTURE MEETINGS**

The next meeting is a special meeting scheduled for Friday, November 17, 2017, 1:00 p.m. at Fire Station #13 (18002 108<sup>th</sup> AVE S.E., Renton) to discuss the Fire District 40 contract and its impacts on our 2018 revenue

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Pavone to have a special meeting on November 17, 2017 at 1:00 p.m. **MOTION CARRIED (5-0)**

The next meeting after that is scheduled for Monday, November 27, 2017, 10:00 a.m. at Fire Station #13 (18002 108<sup>th</sup> AVE S.E., Renton)

**ADJOURNMENT**

The meeting adjourned at 11:05 a.m.



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Ed Prince, Board Chair

Recorded by: Linda Mann, Administrative Secretary I