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**KING COUNTY FIRE PROTECTION  
DISTRICT #25  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING  
08/18/2015**

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**DATE/TIME:** Tuesday, August 18, 2015, 4:00 p.m.  
**PURPOSE:** Regular Monthly Meeting  
**LOCATION:** Station 16, 12923 156<sup>th</sup> Ave. S.E., Renton  
**ATTENDANCE:** KCFD #25 RENTON  
Chairman Ray Barilleaux Deputy Chief Chad Michael  
Commissioner Kerry Abercrombie Admin Secretary Rhonda Heyden

**PUBLIC**

None

**1. Call to Order:**

Commissioner Barilleaux called the Regular Meeting to order at 4:13 p.m.

**2. Approval of Minutes:**

**MOTION** made by Commissioner Abercrombie to approve the minutes of the Special Meeting of August 6, 2015. **SECONDED** by Commissioner Barilleaux and **CARRIED** in one motion.

**3. Unfinished/Old Business:**

- **Letter to address High School parking:** Commissioner Abercrombie presented a draft letter to be reviewed, edited, and sent to Liberty and Hazen High School Principals regarding student parking issues. Deputy Chief Michael indicated that he will take the letter to Chief Peterson for his signature and distribution.
- **Regional Fire Authority:**
  - **Committee of the Whole:** Information will be presented to Council on 9/14/15 to authorize the hiring of a communications consultant. Fire District 25 would contribute about 8% of the costs, assuming the decision is made to bring the consultant in. Commissioner Barilleaux indicated that Fire District 25's operating budget is minimal. He recommended calling a Fire District 25 Special Meeting sometime after the Committee of the Whole meeting so that all three commissioners could discuss where the money would come from to pay the consultant and if the Reserve Fund could be used.
  - **Verbal Commitment:** During the Committee of the Whole, a verbal commitment will be asked of Council to move forward with the RFA and place it on the ballot in April, 2016. Deputy Chief Michael indicated that he would be looking for a verbal commitment from the Commissioners as well.

Commissioner Abercrombie shared that this could happen during the Special Meeting, when all three commissioners are present.

- **FAQ's:** Commissioner Abercrombie indicated that he would still like to receive a "Frequently Asked Questions" document so that everyone is relaying the same message regarding the RFA. He stated that it would be helpful when speaking with councilmembers, commissioners, citizens, neighbors, etc. Deputy Chief Michael indicated that an FAQ list could be started.
- **Transition Plan Statement:** Commissioner Abercrombie wondered if there is a Transition Plan Statement that would address how other Fire Districts would be added to the RFA. Deputy Chief Michael indicated that future agreements would be constructed utilizing an attorney and analyzing the financial impact to the RFA.

**4. New Business:**

- **July 21, 2015 Minutes:** Deputy Chief Michael indicated that, due to the District Liaison's absence, the minutes have not yet been prepared. **MOTION** made by Commissioner Barilleaux to hold the presenting of minutes until a later date when they can be prepared. **SECONDED** by Commissioner Abercrombie and **CARRIED** in one motion.

**5. Correspondence:**

- Fire Investigative Report: One report from 7/7/2015

**6. Citizen and/or Other Comments:**

- None

**7. Seminars/Meetings/Conferences:**

- Washington Fire Commissioners Association 2015 Conference, October 22-24. Commissioner Barilleaux stated that he might be interested in attending.

**8. Good of the Order:**

- Commissioner Barilleaux asked when the District Liaison would return to work. Deputy Chief Michael indicated that she likely would not be back this week and that she would need a complete release from her doctor prior to returning to work.

**9. District Reports:**

- None

**10. Vouchers:**

Vouchers prepared were reviewed by the Commissioners. Commissioner Barilleaux noticed a few bills within the vouchers that are normally not paid by District 25 vouchers: King County Water District #90 bill in the amount of \$350.10 and the Medicare payments. It was **MOVED** by Commissioner Barilleaux and **SECONDED** by Commissioner Abercrombie to approve vouchers, with the exception of King County Water District #90 and Medicare. Submitted for payment (#089 – 097) in the amount of \$7,712.01. **MOTION CARRIED.**

**11. Adjournment:**

The meeting was adjourned at 4:57 p.m. on a **MOTION** made by Commissioner Abercrombie. **SECONDED** by Commissioner Barilleaux and **CARRIED**.

Submitted/Transcribed by:

Rhonda Heyden, Administrative Secretary I  
Renton Fire & Emergency Services

Approved:   
Signature KCFD 25 Board Member

Dated: 9/15/15