



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

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, September 25, 2017

Fire Station #13 – 18002 108th Ave. S.E., Renton

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)

Myron Meikle (Fire District 25)

Armondo Pavone (City of Renton)

Don Persson (City of Renton)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40) – Via Teleconference

Administrative Staff Present:

Attorney Brian Snure, Deputy Chief Roy Gunsolus, Deputy Chief Charles DeSmith, Director of Administration Samantha Babich, Fire Marshal Anjela St. John, Captains Will Aho, Jim Ochs and Steve Winter, Lieutenant Rick Laycock, Administrative Secretary Linda Mann.

Public:

Marcus Morrell

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, or presentations.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Approval of Minutes

A **MOTION** was made by Board Member Barilleaux and **SECONDED** by Board Member Pavone to approve the Minutes from the September 11, 2017 Regular Meeting. **MOTION CARRIED (5-0)**

Approval of Vouchers:

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

- AP Check Register 9/1/17 – 9/15/17, Payroll 8/16/17 – 8/31/17

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MOTION CARRIED (5-0)

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for September 25, 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:

- Interviews and Hiring: Communications Manager interviews are taking place this week. There were four individuals chosen for a panel interview. Finance Analyst applications are being reviewed and interviews will be scheduled within the next two weeks.
- Headquarters Relocation: While we are still looking at feasibility, the best option at this point will be to place RRFA headquarters at Fire Station 13. The Office of the Fire Marshal will likely be relocated to the old training offices at Fire Station 14. The City was made aware of this on September 15th.
- House Fire in Renton: On Tuesday, September 12, RRFA crews responded to a residential fire which was upgraded to a working fire and second alarm. Two firefighters received minor injuries.
- 4 Alarm Apartment Fire in SeaTac: RRFA crews responded to a 4-alarm structure fire in an apartment building in SeaTac on September 15, 2017. In conjunction with Zone 3 fire units, Battalion 13, Engine 13 and Ladder 11 assisted with extinguishment. It took several hours and 60 firefighters from multiple agencies to contain the fire.
- Renton Reporter Article: Chief Marshall gave an interview to the Renton Reporter regarding the status of Fire Station 15. It was a basic informational interview but did touch on the fact that the fire station is over budget. He explained how the RFA has found the money within the existing budget and that the additional cost would not be directly passed on to our citizens.
- Preliminary Assessed Valuations: On September 21, we received our preliminary assessed valuations from King County. Our AV increased to \$17,826,208,635. New construction accounted for \$256,855,020 of that increase. Given the 1% Limit Factor plus new construction our new Levy limit will be (preliminarily) \$16,588,664 which is \$418,556 more than 2017; an increase of approximately 2.58%. Staff continue to fine-tune the budget in preparation for delivery to the Board on October 9, 2017. Our public hearing on revenues and benefit charges is scheduled for October 23, 2017.

DEPARTMENT REPORTS

September Financial Report: Director of Administration, Samantha Babich presented the January – August 2017 budget, revenue, and expenses report.

September Fire Marshal Report: Fire Marshal, Anjela St. John presented the monthly report for September, 2017.

September Response Operations Report: DC Gunsolus presented the August 2017 statistics.

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CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Fire Prevention Week Proclamation:

Fire Marshal St. John presented a proclamation for Fire Prevention Week (October 8-14, 2017) to the Board. The RRFA will be hosting a Fire Safety event at Vince's Italian Restaurant on October 14, 2017 from 1:00 p.m. to 4:00 p.m.

Proposed Changes to RRFA Fire Marshal Fees:

The City of Renton adopts a fee schedule annually that includes RFA Fire Marshal Fees. The fees include fire plans review, operational permits (ie: hazardous materials, assembly occupancy, food trucks, etc.), false alarms, special inspections and re-inspections. Changes to the fees are required to be submitted to the City Council the first week in October.

These fees have not been revised in approximately eight to ten years and do not cover the costs associated with the work being performed. The RFA is proposing changes to some of the fees to ensure they adequately cover the costs of the services provided, and adding new fees to address changes in processes of fee collection with the formation of the RFA.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Pavone to approve the proposed fee schedule for services provided by the Office of the Fire Marshal and to direct staff to forward the fee schedule to the City Council with a recommendation for adoption into the City of Renton Fee Schedule. **MOTION CARRIED (5-0)**

Declaring Property Surplus and Authorizing Transfer (Resolution 2017-3):

The RRFA is required to surplus public owned property in accordance with the law. By ILA, the City of Renton Fleet service will handle the sale of RRFA vehicles, but we need approval of the Governance Board for each vehicle sold. The four vehicles up for auction are listed in Exhibit A (attached). The RRFA will work with the City of Renton Fleet for Bill of Sale from Public Auction House with sales revenue transferred to RRFA.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to approve Resolution 2017-3 for the surplus property listed in Exhibit A. **MOTION CARRIED (5-0)**

Schedule Fire Benefit Charge & Revenue Sources Public Hearings (Resolutions 2017-4 & 2017-5)

The RFA is required by various RCWs to hold public hearings on revenue sources (RCW 84.55.120) and for the purpose of reviewing and establishing a benefit charge (RCW 52.26.230(s)). These hearings can be combined, and must be held prior to November 15th of each year. A resolution to set the public hearing is not required, however we are proposing that the Board approve Resolution 2017-4 which formally establishes a public hearing date, time, and location which will be on October 23, 2017, 10:00 a.m., 1055 South Grady Way, Renton WA 98057, 7th Floor Council Chambers.

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A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to approve Resolution 2017-4: A resolution setting hearing date on revenue sources, including benefit charge for year 2018 and to direct staff to publish the hearing in the Renton Reporter no later than 15 days prior to the hearing date. **MOTION CARRIED (5-0)**

The RFA is required by RCW 42.30.070 and Section 3.3 of the RRFA Governing Board ByLaws to establish a regular meeting schedule by Resolution. Regular Meetings are held at Station 13, however in order to accommodate more public attendance the Board desires to move the public hearing from its normal location to City Hall Council Chambers.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to approve Resolution 2017-5: A resolution establishing a regular meeting schedule for the October 23, 2017 meeting which will include the public hearing on revenue sources and the public hearing on benefit charges. **MOTION CARRIED (5-0)**

GOOD OF THE ORDER

DC DeSmith thanked Board Member Barilleaux and Board Member Meikle for helping with the District 25 Reunion. DC Gunsolus mentioned that Judy Hayward will be retiring on October 3rd. There will be an open house for her on October 2nd.

EXECUTIVE SESSION

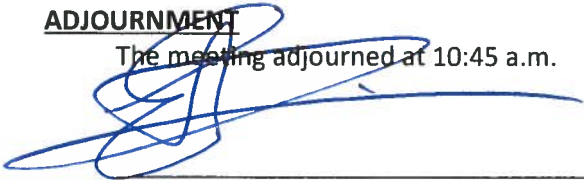
There was no executive session.

FUTURE MEETINGS

The next meeting is scheduled for Monday, October 9, 2017, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

The meeting adjourned at 10:45 a.m.



Ed Prince, Board Chair

Recorded by: Linda Mann, Administrative Secretary I