



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, 2018

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

CALL TO ORDER AND FLAG SALUTE

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

ROLL CALL

Governance Board Members Present:

Myron Meikle, Chair (Fire District 25)
Armondo Pavone, Vice Chair (City of Renton)
Marcus Morrell (Fire District 25)
Ed Prince (City of Renton)
Don Persson (City of Renton)
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Kerry Abercrombie (Fire District 25)

Administrative Staff Present:

Fire Chief Rick Marshall, Director of Administration Samantha Babich, Deputy Chief Chuck DeSmith, Fire Marshal Anjela St. John, Captain Steve Winter, Lieutenant Rick Laycock, Firefighter Robbie Hyslop, Deputy Fire Marshal/Public Educator Kendra Fuller, and Administrative Secretary Linda Mann.

Public Present:

Ray Barilleaux

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Morrell to excuse absent Board Member Abercrombie from the meeting. **MOTION CARRIED (5-0)**

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

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A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Prince to approve the Minutes from the October 22, 2018 Regular Meeting. **MOTION CARRIED (5-0)**

Approval of Vouchers:

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

- AP Check Register 10/16/18 –10/31/18, Payroll 10/1/18 – 10/15/18. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for November 13, 2018.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- **Future Women in EMS/Fire Workshop:** This workshop, held on October 13 and 14, is designed for women in King County, ages 18-35, who are interested in pursuing a career in Emergency Medical Services or serving their community as a Firefighter. The workshop is free, and participants are selected.
- **Stormwater Compliance:** On October 25, we received a letter from King County Water and Land Resources Division notifying us that Station 17 has come into compliance with the County's stormwater regulations.
- **Chamber of Commerce Event:** On November 7, DC DeSmith, FM St. John and Chief Marshall attended the Chamber of Commerce Economic Forecast luncheon that gave us the opportunity to network with businesses and community leaders in the greater Renton area. Our presence was greatly appreciated and provided us with the opportunity to engage another vital element of our community.
- **WFC Leadership Conference:** On November 7-8, Chief Marshall attended the Washington Fire Chiefs' Fall Leadership Conference in Lacey, WA. There were several good speakers discussing leadership, conflict resolution, and secession planning. Chief Marshall was able to attend this event free of charge due to a grant from our insurance carrier—Enduris.
- **2018 Public Outreach Events:** Included with this report is a breakout of the 2018 year-to-date Public outreach events.
- **New Headquarters Progress:** Fire Station 13 remodel is fully underway with painters continuing this week, new carpet slated to be installed next, and plans for furniture coming together.
- **EMS Gear Tracking:** Our department has a need to track EMS equipment that has been sent to area hospitals. This ensures timely retrieval of equipment and the ability to maintain accountability. Brandon Myking, BC Rick Myking, and Joseph Mau from Puget Sound have worked up a solution within the ESO system. It is a simple way to track equipment sent and then we can generate a report in logistics. Instructions on how to track the equipment have been sent to all Response Operations members.
- **Fire Station 15 Update:** There has been much progress in the last 30 days. The exterior is almost completely sealed and the sheetrock is being mud and taped.

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- Maple Valley Highway Accident: On November 3, RRFA crews were dispatched to a head-on accident on Maple Valley Highway. This occurred just past Classic Sports Bar at the first big sweeping curve of the Maple Valley Hwy – the site of several serious accidents, despite strong efforts by the City to control speed and warn drivers of the curves. Initial indications are that speed, alcohol, and the location of the curve all contributed to the accident.
- Kennydale House Fire: On October 23, neighbors called 911 reporting flames from an unoccupied house under construction. There was no one in the house and no firefighters were injured. Crews tapped the fire and an RRFA Investigator was called out.
- Serious Car vs. Pedestrian: On the evening of November 6, we had a mail in his 30's attempt to cross SE 180th at Oaksdale (near IKEA). Unfortunately, he was hit by a vehicle and has suffered very life threatening injuries. It appears that he was crossing outside the crosswalk and wearing dark clothing. Renton PD is currently investigating.

DIVISION REPORTS

The Administration/Communications Report for 2018 Q3 was provided to the Board for their review.

CORRESPONDENCE

Report on Process for Setting Annual Benefit Charge:

The Report on Process for Setting Annual Benefit Charge memorandum presented describes the benefit charge process, the value of benefit to properties in the RFA boundaries, and the formula for apportioning the benefit charge.

2019 Joint Annual Meeting/Banquet for the KC Fire Chiefs and Commissioners:

A Save the Date notice was sent for the King County Fire Chiefs and King County Fire Commissioners Annual Banquet on Wednesday, January 19, 2019. It will be held at the Museum of Flight in Seattle.

2018 Levy Correction for Missed New Construction

The RRFA received a letter from King County Department of Assessments Accounting Division informing us that the new construction value for the 2018 tax year was incorrect. This resulted in revenue in the amount of \$84,703 being excluded from the district's allowable levy for 2018. The RFA will be receiving a correction from King County.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Letter of Engagement Washington State Auditor:

The Washington State Auditor has contacted the RFA to report that the previous auditor has left their employment and that a new auditor will be completing the following audits as of September 2018: Financial Statement Audits for 2016 and 2017 and an Accountability Audit for 07/01/2016 through 12/31/2017. A new Letter of Engagement is required because of this change.

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Prince to approve the Letter of Engagement dated 10/23/2018 with the State Auditor's Office covering the 2016 and 2017 Financial Statement Audits and the July 2016-2017 Accountability Audit and

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further approve Board Member Meikle to sign the letter on behalf of the Board. **MOTION CARRIED (5-0)**

Resolution 2018-04: Certifying Property Tax Levy and Adopting an Operating Budget for the FY 2019:

Renton Regional Fire Authority has drafted our preliminary budget that establishes a benchmark for necessary revenues. The 2019 preliminary budget indicates needed revenues of \$41,745,346 for projected expenses of \$41,745,346 which includes projected operating and capital expenses consistent with maintaining the level of services set by the Board. The budget is subject to change.

With the adoption of Resolution No. 2018-04, the Renton Regional Fire Authority Governance Board adopts the preliminary 2019 budget of \$41,745,259 and establishes the 2019 tax levy based upon the estimated assessed valuation of property within the boundaries of the Regional Fire Authority based upon information from the King County Assessor's Office.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Pavone to adopt Resolution No. 2018-04 adopting the preliminary 2019 budget in amount of \$41,745,259 and establishing the 2019 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 2018-05: Property Tax 2019:

With the adoption of Resolution No. 2018-05, 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 annexations that have occurred and refunds.

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Prince to adopt Resolution No. 2018-05 authorizing an increase in the regular property tax levy for 2018 in the amount of \$443,742 which is a percentage increase of 2.7% from the previous year. **MOTION CARRIED (5-0)**

Resolution 2018-06: Benefit Charge 2019:

With the adoption of Resolution No. 2018-06, the Renton Regional Fire Authority Governance Board establishes the 2019 Benefit Charge in the total amount of \$17,168,584 to be apportioned in accordance with the "2019 Schedule for Benefit Charges".

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Prince to adopt Resolution No. 2018-06 establishing the 2019 Benefit Charge in the total amount of \$17,168,584 to be apportioned in accordance with the "2019 Schedule for Benefit Charges". **MOTION CARRIED (5-0)**

EXECUTIVE SESSION

There was no executive session.

GOOD OF THE ORDER

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Effective November 26, 2018, the new fire code will be adopted into the City of Renton Municipal Code.

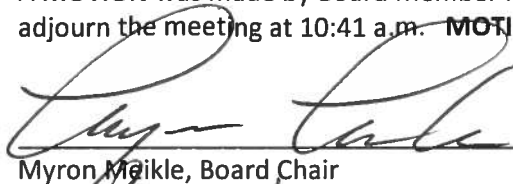
The RRFA Attorney provided an update on meeting with District 40 regarding the contract between the two parties. It was decided to have a workshop with RFA staff, Legal, two Governing Board members and District 40 to discuss the contract. The meeting will take place in December.

FUTURE MEETINGS

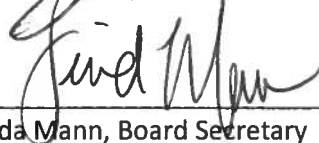
The next meeting is scheduled for Monday, November 26, 2018, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Pavone to adjourn the meeting at 10:41 a.m. **MOTION CARRIED (5-0)**



Myron Maikle, Board Chair



Linda Mann, Board Secretary