
KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
3/13/2025



DATE: March 13, 2025
TIME: 5:00 PM
PURPOSE: Regular Meeting
LOCATION: RENTON STATION 13
18002 108th Ave SE, Renton, WA 98055
and
ZOOM MEETING
Meeting ID: 886 4934 4889, Password: 245066

ATTENDANCE:

KCFD #40	RENTON RFA
Steve Parsons, Commissioner	Steve Heitman, Chief
Joe Pratt, Commissioner	
Charlotte Ryan, Commissioner	
Linda Sartnurak, Commissioner	PUBLIC
Andrew Schneider, Commissioner	Edyte Parsons
Eric Quinn, Attorney	Alena Schneider
	Elle Schneider

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Parsons called the regular meeting of King County Fire Protection District #40 to order at 5:00 PM with Commissioners Pratt, Ryan, Sartnurak and Schneider present.

It was Moved by Commissioner Parsons to excuse Commissioner Schneider from the April 10, 2025 meeting. Commissioner Pratt seconded. No discussion. Motion Approved (5-0).

Commissioner Parsons led the pledge of allegiance.

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FIRE CHIEF'S REPORT:

Chief Heitman presented his report which included:

- 2024 Members of the Year
- Medals of Commendation
- Member Retirement
- Member Resignation
- Hiring Updates
- Northwest Leadership Seminar
- Fire Safe Business Award

He also presented the following Division Reports:

- Office of the Fire Marshal
- Response Operations (significant incidents, training, public outreach)

A copy of the Chief's Report is on file with the minutes.

CORRESPONDENCE:

- Snure Seminar: Understanding Employment Law
Zoom webinars are offered April 25 and May 9, 2025.

A copy of the notice is on file with the minutes.

UNFINISHED BUSINESS:

- Annexation Planning Update
 - ✓ The Spring newsletter/informational pamphlet will be mailed out March 25.
 - ✓ Chief Heitman will attend the Woodside HOA meeting on March 17.
 - ✓ Ms. Lewis, Renton RFA Communications Manager, posted an annexation FAQ page on their website.

EXECUTIVE SESSION:

None.

NEW BUSINESS:

- Draft Resolution No. 593: Board Size Reduction
Commissioner Parsons explained the Board will need to pass this Resolution at our regular April meeting to submit it to King County Elections by their May 2 deadline. He instructed our attorney, Mr. Quinn, to prepare the explanatory statement. We will advertise for pro/con committee members soon after our April meeting.

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A copy of the draft resolution is on file with the minutes.

CONSENT AGENDA:

The consent agenda consisted of:

- February 13, 2025, Regular Meeting Minutes
- February 27, 2025, Special Meeting Minutes
- March A/P Vouchers (Batch 1) in the amount of \$8,780.26
- March A/P Vouchers (Batch 2) in the amount of \$704.51
- March Payroll in the amount of \$3,784.76

It was Moved by Commissioner Sartnurak to approve the consent agenda as presented. Commissioner Schneider seconded. No discussion. Motion Approved (5-0).

Copies of the approved vouchers are on file with the minutes.

WORKGROUP REPORTS:

- **Finance** (Pratt + Ryan)
The workgroup is preparing for the 2024 Annual Report.
- **Communications - Newsletter** (Schneider + Sartnurak)
Nothing to add (see Unfinished Business).
- **Communications - Website** (Parsons + Ryan)
The workgroup will coordinate with Ms. Lewis to add the FAQ page to the District 40 website.
- **Policies & Special Projects** (Parsons + Sartnurak)
No report.
- **Renton RFA Liaison** (Schneider)
Commissioner Schneider asked the Chief to elaborate on a report he gave at the Renton RFA meeting regarding Black Diamond. Chief Heitman replied that Black Diamond has asked Renton RFA, Puget Sound RFA, and Valley RFA to submit proposals to provide fire and emergency services for their area. The Chief explained that after consideration, the Renton RFA will not be submitting a proposal.
- **Long-Range Planning** (Pratt + Sartnurak)
Commissioner Sartnurak reported that she has spoken with our one LEOFF 1 retiree regarding possible annexation.

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PUBLIC COMMENT:

None.

GOOD OF THE ORDER:

None.

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 5:27 PM.



Joe Pratt, Commissioner



Charlotte Ryan, Commissioner



Linda Sartnurak, Commissioner



Steve Parsons, Commissioner

Andrew Schneider, Commissioner

The next regular meeting of the Board of Fire Commissioners will be held on ***Thursday, April 10, 2025, at 5:00 PM at Renton Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 and via Zoom to conduct district business.***

Attachments: Agenda
Chief's Report
Snure Seminar Notice
Draft Resolution No. 593 (Reduction in Board Size)
Consent Agenda Documents

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