

# King County Fire Protection District No. 27

## Minutes

A special meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on November 4, 2019 at the Fire Station located at 4301 334th PL SE in Fall City, Washington.

Chairman Meredith called the meeting to order at 7:00 p.m.

Present:

Chairman Meredith  
Commissioner Hansen  
Commissioner Hollis  
Chief Connor  
Secretary Wall

In Attendance:

see Attendance List

### BUSINESS FROM THE FLOOR:

#### **Public Comment Period:**

Dave Hart commented his observations that other agencies only take public comments during the public comment period of their meeting and that the Board may want to consider this.

FF Baker commented that the Board keep in mind during the budget process that the District has never had to reduce its staff and shared his concerns.

John Reeves shared his thoughts about the conversations he's had with the firefighters and commended them for all of the hard work that they do which does not go unnoticed in the community.

### UNFINISHED BUSINESS:

#### **Collective Bargaining Agreement**

Chief Connor reported that seven meetings had been held thus far and he expected to hear back from the Union later this week on the current proposal. An update to the Board would be provided in the Executive Session.

#### **2020 Draft Budget**

Chief Connor briefed the Board on the updated tax levy worksheet which had a significant increase in the new construction values, up to \$17,866,563 from the previous amount reported at \$5,341,908. The preliminary allowable levy amount was \$1,617,668; increasing 2.4% percent from last year with the inclusion of the new construction revenue.

Chief Connor discussed the Zone 3 Training Consortium; the District had been notified that they didn't have the capacity to accommodate us until at the earliest in 2021 however they will allow us to use their Learning Management System content at minimal cost. He discussed the new overtime line item for training and discussed how that had been tracked previously. He also expected that we could see some savings in our overtime expense for next year and that line item may be reduced.

Chief Connor reviewed the 2020 Draft Budget with emphasis on the following line items:

- Salaries and Benefits - \$1,719,00 - 11 FF budgeted, increase of 3.7%, this amount is expected to change upon completion of the CBA.
- Overtime - \$80,000, Overtime Training - \$20,000 - Proposed new line item to track the overtime costs of training.
- Insurance – Dept Pkg. Auto, Building, Liability - \$27,800 - It was noted that the policy underwriter will change in late 2020.
- Fire Training Classes - \$20,000 – Chief Connor stated that this line item would be reduced significantly if the overtime costs is to be separated out.
- Vehicle Maintenance - \$30,000 – Chief Connor briefed the Board on the modifications to the vehicle maintenance agreement with EFR.
- Capital Equipment - \$25,000 – Chief Connor reported on the capital equipment needs for 2020.
- Protective Clothing - \$30,000 – Chief Connor reported on the current procurement of the second set of bunker gear; this line item may increase with carry-over funds from this year.
- Capital Replacement / Reserve Transfer – Currently no money was shown for the apparatus replacement and capital reserve transfers. Chief Connor further discussed the importance of continuing to earmark funds for future capital expenditures

**King County Fire Protection District No. 27**

Chief Connor stated that the required annual budget hearing is scheduled for November 25, 2019 at 7:00 p.m. Updates to the 2020 draft budget would be reviewed and the tax resolutions would be prepared to collect the maximum lawful amount for the regular property tax levy and \$475,000 for the excess levy. The bond levy request and the process in determining that amount was also discussed.

**Financial Projections**

No report

**OTHER:**

Chief Connor addressed a couple of public comments that were stated or shared in public meetings: In regard to the future purchase of SCBA and SCBA cylinders and whether the District needs a reserve engine; he briefed the Board on why he gave his recommendation to include SCBA and SCBA cylinders for the reserve apparatus. He discussed in detail how the Survey and Rating Bureau reviews the department when they set our insurance rating. They do a comprehensive review of our apparatus, replacement schedule, staffing, mutual aid, water flow and more, this also provides some criteria as to the overall health of the district. Chief Connor discussed the suggestion of refurbishing the District's tender and why for Duvall it made sense for them to do that. He also discussed the concept of sharing reserve apparatus with neighboring departments and how difficult it is for the agencies to commit to a long-term arrangement.

**NEW BUSINESS:**

**Admin Policy 19-04 Issuance of Warrants and EFT's Prior to Board Approval  
Resolution No. 2019-5 Authorizing Issuance of Warrants and EFT's Prior to Board Approval**

Chief Connor stated as discussed at the last meeting a policy and resolution has been drafted and e-mailed to the Commissioners. Because all Commissioners have the required \$50,000 bond already under the District's insurance coverage, the policy was drafted to allow any Commissioner to be an authorized Officer. The Board will review and consider action on this item at the next meeting.

**2019-2020 Vehicle Maintenance Agreement**

The agreement was discussed under the draft budget and Chief Connor reported that he had e-mailed the agreement to the Commissioners for review. The Board will review and consider action on this item at the next meeting.

**KC Emergency Communications PSERN Agreement**

Chief Connor briefed the Board on the PSERN agreement; the project will replace the county wide 800 Mhz system and move from an analog system to digital. Attorney Brian Snure had been involved in the comprehensive review of the agreement and is also recommending the Board adopt a resolution approving the agreement. Chief Connor stated that he would send the agreement to the Commissioners for review and draft a resolution to be presented at the next meeting.

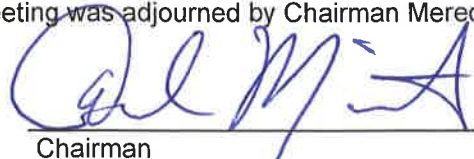
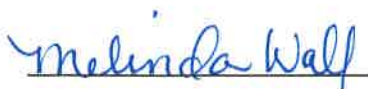
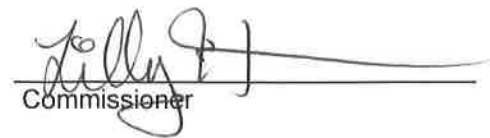
**EXECUTIVE SESSION:**

The Board convened into an Executive Session at 8:15 p.m. in accordance with RCW 42.30.140(4)(b) to plan the strategy or position to be taken by the governing body during the course of collective bargaining. The Executive Session was expected to last 15 minutes. At 8:30 p.m. an additional 15 minutes was requested. At 8:45p.m. the Executive Session was closed and the Special meeting was opened.

**Adjournment:**

With no further business to discuss the meeting was adjourned by Chairman Meredith at 8:45 p.m.

Attest:  
Melinda Wall  
District Secretary

  
Chairman  
Commissioner  
Commissioner

**King County Fire Protection District No. 27**  
**Board of Commissioners Meeting**

Attendee List – November 4, 2019

BC Dana Schutter - EFR  
Captain Larson  
FF Fleming  
FF Shaun Baker  
FF Jake Conroy  
Terri Divers  
Noel Eby  
Dave Hart  
Nora Hightower  
Jane Krein  
John Reeves  
George Robertson

\*may not be a complete list