CALL TO ORDER, ROLL CALL, FLAG SALUTE

RECESS REGULAR MEETING – PUBLIC HEARING – FIRE BENEFIT CHARGE HEARING

SPECIAL PRESENTATIONS

PUBLIC COMMENT (please limit to three minutes)

CONSENT AGENDA (for approval)
   1. Agenda
   2. Agenda Bill D10-2020-03 ................................................................. Page 03
      2.1. Regular Meeting Minutes.......................................................... Page 04
      2.2. Financial Recap........................................................................ Page 08

GENERAL ADMINISTRATIVE DISCUSSION
   1. Revenue and Expense Report......................................................... Page 09

FIRE CHIEF BRIEFING
   • PFAS
   • Legislative Day Briefing
   • Station 88 Fire

COMMITTEE REPORTS
   1. EF&R Finance Administrative Committee (SG) .......................... Page 12
   2. Local 2878
   3. Reserve Workgroup

REGULAR BUSINESS
   1. Agenda Bill D10-2020-04 (Fire Benefit Charge Appeal Results) ........ Page 13
   2. Citizen Letter: Fire Benefit Charge.................................................. Page 15
   3. Carnation-Duvall Citizen Corps Grant Review................................. Page 16
   4. Requests to Attend: Board Approval Required
      a. Commissioner Sandall: WFC Seminar, Chelan, June 6
      b. Commissioner Sandall: WFC Conference, Spokane, October 22-24
      c. Commissioner Martin: WFC Seminar, Clearwater Casino, April 4
   5. District 10 Board Retreat Discussion
      a. Finalize Agenda ........................................................................ Page 17
      b. Finalize Date, Time, Location

EXECUTIVE SESSION

GOOD OF THE ORDER

CALENDAR REVIEW
   • EF&R Board Meeting – February 13, 2020, 4:00 p.m., HQ
   • FAC Meeting – February 26, 2020, 12:00 p.m. - 1:00 p.m., HQ
• EF&R Board Retreat – February 27, 2020, Hilton Garden Inn Issaquah *(RSVP by 2/13)*
• District 10 Board Meeting – March 9, 2020, 4:00 p.m., HQ
• Fireground 101 – May 16, 2020, Bellevue Training Facility
• Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
• Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
• Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
• North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center

SIGNING OF THE DOCUMENTS/ADJOURN REGULAR MEETING
SUMMARY STATEMENT: The Board Secretary submits completed minutes for the prior month’s meetings to the Board for review prior to the regular board meeting. The Board acts upon the minutes first directing any needed changes to be noted on the document in ink, initialed by the Board Secretary, and then approving said minutes amended as noted.

District 10 utilizes the Auditing Officer Certification method (RCW 42.24.080) of approving normal and usual ongoing expenditures for payroll, utilities, and other goods and services, on behalf of the Board of Fire Commissioners. Monthly, those expenditures are provided for review and oversight by the Board pursuant to state law (RCW 42.24.180). Items requiring Board approval in advance of payment are presented on separate Agenda Bills to obtain approval and are included on the Consent Agenda when paid after said approval. Items paid but rejected by the Board after they have been paid, will become receivables and immediate collection by the agency audit officer will commence.

**Expenditure Required:** $604,756.28  
**Amount Budgeted:** $604,756.28  
**Funds Utilized:** General Fund

**RECOMMENDED MOTION:** Move to approve the Consent Agenda as presented.

**ALTERNATIVE(S):** Approve the attached Consent Agenda stipulating any items rejected and ordering the collection thereof.

**EXHIBITS:** Prior month’s Minutes, together with any hand-noted changes, as directed by the Board. Prior month’s Financial Recap together with Accounting Certification. Prior month’s Blanket Vouchers certified by an Agency Audit Officer.

**Originator:** JF  
**Administrative Review:** 2/03/20

**Action:**  
**Date:** 02/10/20  
**Motion By:**  
**2nd:** District Secretary:
The regular meeting of the Board of Fire Commissioners of King County Fire District 10 was held on January 6, 2020, at Eastside Fire & Rescue Headquarters, located at 175 Newport Way NW, Issaquah, WA 98027.

Present: Chair Don Smith
Commissioner Alan Martin
Commissioner Larry Rude
Commissioner Gloria Hatcher-Mays
Commissioner Anita Sandall
Board Secretary Jamie Formisano
Fire Chief Jeff Clark
Deputy Greg Tryon
Deputy Chief Ben Lane
Finance and Administrative Director Lisa King

Audience: None

Absent: None

Call to Order, Roll Call, and Flag Salute: Chair Smith called the meeting to order at 4:00 p.m. and led the flag salute.

Board Chair Smith moved agenda item: Annual Elections, to the beginning of the meeting.

1. Board of Commissioner Elections and Committee Appointments:
   - District 10 Board Chair: IT WAS MOVED BY COMMISSIONER RUDE, SECONDED BY COMMISSIONER SMITH TO: Nominate and elect Commissioner Hatcher-Mays to serve as District 10 Board Chair. MOTION CARRIED, 5-0.

   - District 10 Board Vice Chair: IT WAS MOVED BY COMMISSIONER MARTIN, SECONDED BY COMMISSIONER HATCHER-MAYS TO: Nominate and elect Commissioner Sandall as Vice Chair. MOTION CARRIED, 5-0.

   - District 10 EF&R Board Representative Position 1: IT WAS MOVED BY COMMISSIONER MARTIN, SECONDED BY COMMISSIONER SMITH TO: Nominate and elect Commissioner Rude as Representative to the EF&R Board. MOTION CARRIED, 5-0.

   - District 10 EF&R Board Representative Position 2: IT WAS MOVED BY COMMISSIONER RUDE, SECONDED BY COMMISSIONER SMITH TO: Nominate and elect Commissioner Martin as Representative to the EF&R Board. MOTION CARRIED, 5-0.
• District 10 EF&R Alternate Board Representative: IT WAS MOVED BY COMMISSIONER HATCHER-MAYS, SECONDED BY COMMISSIONER SANDALL TO: Nominate and elect Commissioner Hatcher-Mays as an Alternate Representative to the EF&R Board. MOTION CARRIED, 5-0.

• District 10 Finance Administrative Committee (FAC) Representative(s): Chair Hatcher-Mays appointed Commissioner Rude to represent District 10 on the Finance Administrative Committee as primary and Commissioner Martin as an alternate.

Public Comment: None

Special Presentations/Recognitions: None

Consent Agenda: Items listed below were distributed to the Board in advance for review and enacted with one motion. IT WAS MOVED BY COMMISSIONER RUDE, SECONDED BY COMMISSIONER SMITH TO: Approve the Consent Agenda. MOTION CARRIED, 5 – 0.

1. Agenda Bill D10-2020-01 Board Minutes and Financial Recap:
   • Regular Meeting Minutes
   • Financial Recap

General Administrative Discussion:
December Revenue and Expense Report: Included in packet.

Fire Chief Briefing:
• PFAS: The Executive Committee will be meeting next week to discuss the scope of work for Phase I.
• NORCOM: The Executive Board declined renewal of the employment contract of Executive Director Orr. Director Orr performed very well for the years he was leading NORCOM. There will be a national search conducted for a replacement.
• Weather Trends and Contingency Planning: Due to the imminent weather this summer, staff is strategically planning responses and resources in preparation for the Wildland season.
• Reviewed the EF&R Agenda for the January 9, 2019 Board meeting (posted on website). Discussion ensued.
• State Auditor: State Auditor is on site conducting the Performance Evaluation over the next few weeks.
• Station 78 Flooding: Reviewed the impacts of the flooding at Station 78 on Friday, December 20, 2019. Crews were back in quarters on December 24, 2019. The insurance company has been extremely responsive. The Station has been decontaminated and the HVAC is scheduled to be serviced. Currently, expenses incurred are approximately $10k due to overtime costs. Discussed mitigation and how to move forward to protect property and reduce community impacts.

Committee Reports:
EF&R Finance Administrative Committee: (no meeting held)

Local 2878: None.

Reserve Workgroup: None.
Regular Business:

2. Agenda Bill D10-2020-02 (Revised Policy Manual): Recommended amending Section 15.1, first sentence, to read, "In keeping with the need for continuing in-service training and development, the Board....". IT WAS MOVED BY COMMISSIONER RUDE, SECONDED BY COMMISSIONER SMITH TO: Approve the revised District 10 Policy Manual as amended. MOTION CARRIED, 5 – 0.

3. Paperless Board Meetings Discussion: The Board supports the benefits of reduced waste and administration time as it relates to the preparation of the Agenda packets. The Board unanimously agreed to eliminate agenda packets and agreed to have only the first page of the agenda packet at each meeting. The Board Secretary will ensure the Agenda packet is provided electronically prior to the meeting via the EF&R website as well as projected on the screen during the Board meetings.

4. 2020 Training and Education Opportunities: Discussed the upcoming training opportunities for 2020 and the associated Board meeting deadlines to ensure timely accommodations are completed. The Board Secretary will distribute the Request to Attend form for the Commissioners to utilize. Commissioner Sandall requested to attend three training offerings, in which the Board Secretary will add to the February Board meeting for Board approval. The Board discussed Commissioners attending training and development opportunities in a strategic manner. Discussed the potential of hosting a retreat for the Board to discuss goals, objectives and strategic planning. Chief Clark and the Board Secretary will work with Chair Hatcher-Mays.

Executive Session: None

Good of the Order:

- Rosenbauer Electric Truck Show & Tell. January 16, 2020, 10:00 a.m., HQ (flyer attached)
- Fire Benefit Charge mailer has been distributed and the petition to appeal is due January 30, 2020.
- Commissioner Smith was thanked for his leadership as Board Chair.

Calendar Review:

- King County Fire & Commissioners Banquet – January 8, 2020, 5:00 p.m., Emerald Downs
- EF&R Board Meeting – January 9, 4:00 p.m., HQ
- Electric Rosenbauer Concept Truck Show & Tell – January 16, 2020, 10:00 a.m., HQ
- FAC – January 22, 2020, 12:00 – 1:00, HQ
- Legislative Day – January 28, 2020, Olympia (RSVP required by 1/10/20)
- Recruit Graduation - January 30, 2020, 6:00 p.m., River of Life Fellowship, Kent (DATE CHANGE)
- District 10 Board Meeting – February 10, 2020, 4:00 p.m., HQ
- EF&R Board Retreat – February 26 or 27 (Save the date)
- Fireground 101 – May 16, 2020, Bellevue Training Facility (Save the Date)
- Issaquah City Council – 1st and 3rd Monday at 7 p.m., Issaquah City Hall
- Sammamish City Council – 1st and 3rd Tuesday at 6:30 p.m., Sammamish City Hall
- Carnation City Council – 1st and 3rd Tuesday at 7 p.m., Carnation City Hall
- North Bend City Council – 1st and 3rd Tuesday at 7 p.m., Mt. Si Senior Center
Adjournment: Chair Hatcher-Mays adjourned the meeting at 4:45 p.m.

Signing of Documents:

______________________________  _______________________________
Commissioner                   Commissioner

______________________________  _______________________________
Commissioner                   Commissioner

______________________________  _______________________________
Commissioner                   Commissioner

______________________________  _______________________________
Commissioner                   Attestation: District Secretary
King County Fire District 10  
FINANCIAL RECAP  
February 10, 2020

<table>
<thead>
<tr>
<th>Blanket Voucher No.</th>
<th>Paid Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund - 100100010</td>
<td></td>
<td>Weekly vendor invoices</td>
<td>$12,582.37</td>
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<tr>
<td>2020-01</td>
<td>January 15, 2020</td>
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Blanket Voucher Totals: $12,582.37

<table>
<thead>
<tr>
<th>ACH Transfers</th>
<th>Paid Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>General Fund - 100100010</td>
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<td>January 2020 contributions</td>
<td>$592,173.91</td>
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<tr>
<td>ACH 2020-0001</td>
<td>January 8, 2020</td>
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<td></td>
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</tbody>
</table>

ACH Transfer Totals: $592,173.91

FINANCIAL RECAP $604,756.28

Acknowledgement to the Board of Commissioners:

I have reviewed the consent agenda and believe it represents a complete disclosure of all expenditures within the current period. Reconcile this consent agenda with the King County Treasury report as it becomes available and report and identify any discrepancies to you.

Prepared By - Scott Faires - Budget Finance Analyst

Reviewed By - Lisa King - Finance and Administrative Director
General Fund

Revenue

Actual revenues are $175,316.24 greater than we budgeted for. Almost all of this is related to the collection of property taxes, DNR Timber Trust, and interest coming in higher than budgeted. However, it is slightly offset by the fire benefit charge which came in $9,555.06 lower than budgeted.

The current property tax revenue is greater than budget by $36,341.97. This is being slightly offset by the delinquent property taxes which is $7,5865.91 less than budgeted.

The current fire benefit charge revenue is $661.26 greater than budgeted. The delinquent fire benefit charge revenue is less than budgeted by $10,216.32.

Expenditures

Total expenditures ended the year $100,949.10 less than budgeted. As was reported in the last months meeting, all areas are under budget except for the FBC collection expense and seminar training. Both of these expenditure lines ended the year over their annual budget amount.

2012 GO Bond Fund

Revenues

Overall revenue was $13,889.02 greater than budgeted. This is mainly due to the collection of current and delinquent property taxes, DNR Timber Trust Land and interest income coming in higher than budgeted.

Expenditures

The principal and interest payment was made on December 1, 2019
<table>
<thead>
<tr>
<th>#</th>
<th>Title</th>
<th>December 2019 Actuals</th>
<th>December 2019 YTD Budget</th>
<th>December 2019 YTD Actuals</th>
<th>Over / Under (Under)</th>
<th>2019 Annual Budget</th>
<th>% Of Total Remaining Budget</th>
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<tr>
<td>1</td>
<td>Unreserved Cash and Investments - Beginning</td>
<td>-</td>
<td>-</td>
<td>3,061,803.13</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Property Tax Revenue</td>
<td>26,151.12</td>
<td>5,307,178.00</td>
<td>5,336,896.29</td>
<td>29,718.29</td>
<td>5,307,178.00</td>
<td>100.56 (29,718.29)</td>
</tr>
<tr>
<td>7</td>
<td>Timber Harvest Tax</td>
<td>2,888.76</td>
<td>2,000.00</td>
<td>9,102.62</td>
<td>4,102.62</td>
<td>5,000.00</td>
<td>82.05 (4,102.62)</td>
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<tr>
<td>8</td>
<td>Leasehold Excise Tax</td>
<td>867.77</td>
<td>5,000.00</td>
<td>3,344.76</td>
<td>2,000.00</td>
<td>5,000.00</td>
<td>66.24 (2,000.00)</td>
</tr>
<tr>
<td>9</td>
<td>DNR Timber Trust 2 (State Forest Fund)</td>
<td>173.99</td>
<td>20,000.00</td>
<td>2,000.00</td>
<td>5,307,178.00</td>
<td>100.56 (29,718.29)</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>DNR PILT NAP/NRCA (in lieu of property taxes)</td>
<td>-</td>
<td>10,600.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Fire Benefit Charge Revenue</td>
<td>11,562.00</td>
<td>2,312,750.00</td>
<td>2,303,194.94</td>
<td>9,555.06</td>
<td>2,312,750.00</td>
<td>99.59 (9,555.06)</td>
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<tr>
<td>12</td>
<td>Interest (Net)</td>
<td>7,175.75</td>
<td>30,280.00</td>
<td>66,642.87</td>
<td>36,362.87</td>
<td>30,280.00</td>
<td>220.09 (36,362.87)</td>
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<tr>
<td>13</td>
<td>Total General Fund Revenue</td>
<td>48,819.39</td>
<td>7,687,808.00</td>
<td>7,863,124.24</td>
<td>(175,316.24)</td>
<td>7,687,808.00</td>
<td>102.28 (175,316.24)</td>
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<tr>
<td>17</td>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Commissioner Compensation &amp; Payroll taxes</td>
<td>1,382.35</td>
<td>33,130.00</td>
<td>21,426.70</td>
<td>(11,703.30)</td>
<td>33,130.00</td>
<td>64.67 (11,703.30)</td>
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<tr>
<td>19</td>
<td>Reserve Pay and Payroll Taxes</td>
<td>6,136.05</td>
<td>77,508.00</td>
<td>43,159.72</td>
<td>(34,348.28)</td>
<td>77,508.00</td>
<td>55.68 (34,348.28)</td>
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<tr>
<td>20</td>
<td>EF&amp;R Partner Expenditures</td>
<td>582,047.00</td>
<td>7,395,751.00</td>
<td>7,395,751.20</td>
<td>0.20</td>
<td>7,395,751.00</td>
<td>100.00 (0.20)</td>
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<tr>
<td>21</td>
<td>Collection Fee- Fire Protection</td>
<td>23,128.00</td>
<td>25,092.93</td>
<td>1,964.93</td>
<td>23,128.00</td>
<td>23,128.00</td>
<td>108.50 (1,964.93)</td>
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<tr>
<td>22</td>
<td>Professional Services Expense</td>
<td>3,939.51</td>
<td>60,240.00</td>
<td>37,113.14</td>
<td>(23,126.86)</td>
<td>60,240.00</td>
<td>61.61 (23,126.86)</td>
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<tr>
<td>23</td>
<td>Postage Expense</td>
<td>-</td>
<td>5,500.00</td>
<td>986.49</td>
<td>(1,913.51)</td>
<td>5,500.00</td>
<td>17.43 (1,913.51)</td>
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<tr>
<td>24</td>
<td>Travel Expense</td>
<td>-</td>
<td>2,600.00</td>
<td>986.49</td>
<td>(1,613.51)</td>
<td>2,600.00</td>
<td>37.94 (1,613.51)</td>
</tr>
<tr>
<td>25</td>
<td>Printing</td>
<td>-</td>
<td>8,000.00</td>
<td>8,000.00</td>
<td>0.00</td>
<td>8,000.00</td>
<td>100.00 (0.00)</td>
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<tr>
<td>26</td>
<td>Association Dues</td>
<td>4,500.00</td>
<td>4,700.00</td>
<td>9,000.00</td>
<td>4,300.00</td>
<td>4,700.00</td>
<td>191.49 (4,300.00)</td>
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<tr>
<td>27</td>
<td>Miscellaneous Expense</td>
<td>-</td>
<td>300.00</td>
<td>182.05</td>
<td>(117.95)</td>
<td>300.00</td>
<td>60.68 (117.95)</td>
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<tr>
<td>28</td>
<td>Election Expense</td>
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<td>25,000.00</td>
<td>-</td>
<td>(25,000.00)</td>
<td>25,000.00</td>
<td>0.00 (25,000.00)</td>
</tr>
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<td>29</td>
<td>Intergovernmental Grant</td>
<td>-</td>
<td>2,000.00</td>
<td>2,000.00</td>
<td>-</td>
<td>2,000.00</td>
<td>100.00 (0.00)</td>
</tr>
<tr>
<td>30</td>
<td>Training &amp; Seminar Expense</td>
<td>90.00</td>
<td>3,000.00</td>
<td>5,506.77</td>
<td>2,506.77</td>
<td>3,000.00</td>
<td>183.56 (2,506.77)</td>
</tr>
<tr>
<td>31</td>
<td>Capital Expenditure - Fire Suppression and EMS Services</td>
<td>12,800.00</td>
<td>8,780.22</td>
<td>4,019.78</td>
<td>12,800.00</td>
<td>8,780.22</td>
<td>68.60 (4,019.78)</td>
</tr>
<tr>
<td>32</td>
<td>Total General Fund Expenditures</td>
<td>598,094.91</td>
<td>7,653,657.00</td>
<td>7,552,707.90</td>
<td>(100,949.10)</td>
<td>7,653,657.00</td>
<td>98.68 (100,949.10)</td>
</tr>
<tr>
<td>36</td>
<td>(Net of current liabilities)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,372,219.47</td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>Unencumbered Funds Available (greater than $650,000)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,372,219.47</td>
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</table>
2012 GO Bond Fund

### Revenue

<table>
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<tr>
<th>Description</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
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</thead>
<tbody>
<tr>
<td>Property Tax</td>
<td>2,008.76</td>
<td>455,700.00</td>
<td>458,319.39</td>
<td>2,619.39</td>
<td>455,700.00</td>
<td>100.57</td>
</tr>
<tr>
<td>Delinquent Property Tax</td>
<td>120.49</td>
<td>4,500.00</td>
<td>6,265.13</td>
<td>1,765.13</td>
<td>4,500.00</td>
<td>139.23</td>
</tr>
<tr>
<td>Ad Valorem Tax Refund</td>
<td>(44.67)</td>
<td>(500.00)</td>
<td>(460.60)</td>
<td>39.40</td>
<td>(500.00)</td>
<td>92.12</td>
</tr>
<tr>
<td>Timber Harvest Tax</td>
<td>144.04</td>
<td>200.00</td>
<td>288.08</td>
<td>88.08</td>
<td>200.00</td>
<td>144.04</td>
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<tr>
<td>Leasehold Excise Tax</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00</td>
</tr>
<tr>
<td>DNR Timber Trust 2 (State Forest Fund)</td>
<td>9.38</td>
<td>1,000.00</td>
<td>7,649.93</td>
<td>6,649.93</td>
<td>1,000.00</td>
<td>764.99</td>
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<tr>
<td>DNR PILT NAP/NRCA (in lieu of property taxes)</td>
<td>-</td>
<td>680.00</td>
<td>-</td>
<td>(680.00)</td>
<td>680.00</td>
<td>0.00</td>
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<tr>
<td>Investment Earnings</td>
<td>851.88</td>
<td>1,900.00</td>
<td>5,176.19</td>
<td>3,276.19</td>
<td>1,900.00</td>
<td>272.43</td>
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<td>Investment Earnings Service Fee</td>
<td>(20.87)</td>
<td>(90.00)</td>
<td>(38.73)</td>
<td>51.27</td>
<td>(90.00)</td>
<td>43.03</td>
</tr>
<tr>
<td>Misc Revenue</td>
<td>-</td>
<td>-</td>
<td>79.63</td>
<td>79.63</td>
<td>-</td>
<td>0.00</td>
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<tr>
<td><strong>Total 2012 GO Bond Revenue</strong></td>
<td>3,069.01</td>
<td>463,390.00</td>
<td>477,279.02</td>
<td>13,889.02</td>
<td>463,390.00</td>
<td>103.00</td>
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### Expenditures

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<tr>
<th>Description</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Services Expense</td>
<td>-</td>
<td>-</td>
<td>364.87</td>
<td>364.87</td>
<td>-</td>
<td>0.00</td>
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<td>Debt Repayment - Fire Suppression and EMS Services</td>
<td>365,000.00</td>
<td>365,000.00</td>
<td>365,000.00</td>
<td>-</td>
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<td>Interest and Other Debt Service Cost - Fire Suppression and EMS Services</td>
<td>53,025.00</td>
<td>106,050.00</td>
<td>106,050.00</td>
<td>-</td>
<td>106,050.00</td>
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<td><strong>Total 2012 GO Bond Expenditures</strong></td>
<td>418,025.00</td>
<td>471,050.00</td>
<td>471,414.87</td>
<td>364.87</td>
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EASTSIDE FIRE & RESCUE
FINANCE AND ADMINISTRATIVE COMMITTEE
Meeting Minutes
January 22, 2020
Headquarters

FAC Members: Vice Chair Stacy Goodman (City of Issaquah)
Board Director Alan Gothelf (City of North Bend)
Board Director Karen Moran (City of Sammamish)
Board Director Alan Martin (Fire District 10)

Present: Fire Chief Jeff Clark
Finance and Administrative Director Lisa King
Alt. Board Director Heather Koellen (City of North Bend)
Dawn Masko (City of North Bend)
Chris Gianini (City of Sammamish)
Budget Finance Analyst Scott Faires
Human Resources Analyst Pam Bryson
Administrative Assistant Melissa Knutson

Absent: Chair Larry Rude (Fire District 10) (excused)
Commissioner Ron Pedee (Fire District 38) (excused)
Executive Assistant Jamie Formisano (excused)

The meeting was called to order at 12:05 p.m.

Old Business:
1. August 28, 2019 meeting minutes for approval: IT WAS MOVED BY VICE CHAIR
   GOODMAN, SECONDED BY DIRECTOR MARTIN TO: Approve the meeting
   minutes. MOTION CARRIED 4-0.

2. Governance Discussion: Chief Clark guided the discussion by reviewing the Articles
   of Incorporation, the Bylaws, and the Interlocal Agreement. Discussion ensued. Chief
   Clark will provide updated language on numerous items at the February FAC meeting.
   This non-profit status solves the two major issues of the employer of record and
   ownership, and puts EF&R in a more secure position.

Executive Session: None

Good of the Order: None

The meeting adjourned at 1:05 p.m.

Next meeting: February 26, 2020, 12:00 – 1:00 p.m., HQ
SUMMARY STATEMENT: The District held a public hearing on the 2020 Fire Benefit Charge (FBC) and was presented with the following 20 appeals:

- Twenty (20) appeals indicated that the sprinkler system discount was not applied

RECOMMENDED MOTION: Move to grant or deny the appeals as presented in the attachment and instruct the District Secretary to send written confirmation of the Board’s action to the taxpayers.

ALTERNATES: N/A

EXHIBITS: Fire Benefit Charge Appeals

Originator: SF  Administrative Review: 01/29/2020

Expenditure Required: N/A  Amount Budgeted: N/A
Fund Utilized: N/A

Action:  Date: 02/10/2020
Motion By: 2nd: Board Secretary:
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<tr>
<th>Line #</th>
<th>Appeal #</th>
<th>Initials</th>
<th>Issue</th>
<th>Name</th>
<th>Address/phone #</th>
<th>Parcel #</th>
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<td>Grant Sprinkler Discount appeals</td>
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<td>1</td>
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<td>sf</td>
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<td>Kenneth &amp; Moriah Caruso</td>
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<td>Rebecca Bluher</td>
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<td>Scott &amp; Andrea Hoffman</td>
<td>17530 SE 110 St, Renton, WA 98059</td>
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January 30, 2020

Mr. Gillard,

Thank you for your correspondence to the Fire District 10 Board members dated January 12, 2020. The series of questions that you ask requesting a response “as a Board” cannot be accommodated outside of a public Board meeting, as I am sure you understand. The letter you submitted, along with this response, will be added to the February 10, 2020 Board meeting agenda.

I asked Fire Chief Clark to provide a short response to your letter, which is included below:

Eastside Fire & Rescue, in partnership with Fire District 10, emphasizes response times to all emergency medical and fire calls. Mr. Gillard is correct that the earlier BLS intervention begins, to include bystander and dispatcher intervention, the greater the chance for survival. He makes a very general assumption about residential fires. Generally, I agree that the earlier that water is put on a fire the higher likelihood of a positive outcome.

In relation to the Fire Benefit Service Charge (FBC), Mr. Gillard is requesting the Board to consider changing the methodology for applying the FBC to a response time-based formula rather than the current square footage methodology. In order to provide an adequate response to this proposal I would require more background and better understanding of the response time proposal. Mr. Gillard’s example only addresses the initial response time (distribution), however, there is nothing that provides for the concentration and reliability or drawdown of units. I am not aware of an agency that utilizes response time as a metric in the FBC formula but am happy to research it.

The current FBC utilized by the District is the same methodology that has been utilized since the inception of the service charge and is like all other FBC utilized by agencies within the region.

Your original communication to the Board cites an increase in your insurance costs due to a change in rating from a 4 to a 9. The fire service does not have control over these ratings or their tabulation. While the factors you list may be included in the calculation, there are other factors that are unknown to evaluate their application in your case.

Once again, I appreciate your thoughtful request and look forward to a conversation at the February Board meeting where you will have an opportunity to hear from all District 10 Board members.

Respectfully,

Fire District 10 Board of Commissioners
Gloria Hatcher-Mays, Board Chair
Anita Sandall, Board Vice Chair

Larry Rude, Commissioner
Don Smith, Commissioner
January 9, 2020

Chief Jeff Clark  
Eastside Fire & Rescue, King County Fire District 10  
175 Newport Way NW  
Issaquah, WA 98027

Dear Chief Clark:

I wanted to thank Eastside Fire & Rescue for your generous support of the Carnation-Duvall Citizen Corps with the awarding of a grant to us in January 2019. It enabled us to accomplish significant outreach and training events in 2019, which included:

**CERT Training** – we are proud to have completed another CERT class in November at Station 85 in Carnation – a program we continue to value as a key training resource working with the wonderful staff of EF&R.

**Continuing Education Classes** – We offered classes in:
   - HAM Radio Licensing (April)
   - FEMA Traffic & Crowd Management (May)
   - Generator Safety (October)
   - Sandbagging (October)
   - “Stop the Bleed” (November)

**Support of Community Events** – our volunteers assisted in local events which included:
   - Duvall Days Fun Run course marshals
   - Carnation 4th of July Parade route marshals
   - Medical Reserve Corps provided First Aid for both the Duvall and Carnation events
   - Seattle Public Utilities South Fork Full Scale Exercise participation
   - Carnation Evacuation Route event by providing HAM radio support, traffic and crowd management and public education
   - Duvall Tree Lighting festival crowd management

**Other Accomplishments** – our CERTs provided volunteers to run a Red Cross shelter in Duvall during the snowstorm and power outage (February)

We appreciate your support and encouragement that allows us to do the vital work we do in our communities by way of the grant monies extended to the Carnation-Duvall Citizen Corps. We look forward to continuing in our efforts to make our communities stronger, safer and better prepared.

Sincerely,

Kathy Brasch, Vice President
425-788-8260

PO Box 644, Carnation, WA 98014 – (425) 947-1930
www.cdcc.us – info@cdccc.us
D10 Commissioners Retreat

Agenda Items Collected Through Commissioner Feedback
• Consolidating with another District or merging with another entity and if it really is something to look at.

• The future of D10, our role with Eastside Fire and changing from the Employer of Record, how that helps us or hinders us.

• PFAS and planning for mitigation.

• Discuss whether we want to change bylaws limiting the number of seminars and educational events that require costs, registration, travel and hotels to one or maybe two opportunity's per year per Commissioner.

• Appointments to the EF&R Board
  o Potential term limits
  o How to rotate individuals

• Discuss Use of HQ Facility

• Financial Contingency Planning in anticipation of potential decline of AV over an extended period. Discuss if the District’s reserves and FBC authority is enough to cover commitments.

• How can the Board gain knowledge and insight to annexation plans of cities adjacent to the District?

Parked Agenda Items
• Items owned by D10 and expansion or contraction of these items. Buildings and equipment.
• Values and Operating Norms for the Board of Commissioners.
• Role of Commissioners in community engagement & support for promotion of fire service in the community.
• Discuss EF&R Staff (Financial)
• Costs of Hazard Insurance
• Discuss the right number of Board members, five vs. three-person Board. Discuss comparable Districts and pros/cons.