

# King County Fire Protection District No. 27

## Minutes

A regular meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on February 12, 2013 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:02.

### **Present:**

Chairman Hollis  
Commissioner Meredith via phone  
Chief Connor  
Secretary Evans

### **In Attendance:**

Lt. LeDoux  
FF Fleming  
FF Krache

FF White  
FF Hansen  
FF Schreiber  
Josie Williams

### **BUSINESS FROM THE FLOOR:**

#### **Recognition of Commissioner Williams' Service**

The Board and Chief Connor expressed their gratitude to Josie for her dedication and hard work that she had provided to the District and Community of Fall City over the past 13 years. She was presented a Certificate of Appreciation for her service from January 1, 2000 – January 29, 2013.

Lt. LeDoux conveyed his thanks to Josie for her time and commitment to the District and for always working with the Local over the many years.

Josie extended a heartfelt thank you to those present, for all that had been accomplished over the past thirteen years and she was especially grateful during those times when the members of the department had assisted her and her family.

#### **Local 2878**

Lt. LeDoux stated that the Interlocal Agreement that they have been working on with the Chiefs of Snoqualmie, District 27 and District 45 is supported by the Local one hundred percent. It has cleared their legal review and the Local will be presenting a draft letter of agreement to Chief Connor to address the contractual items. Lt. LeDoux encouraged the Board to support the Interlocal Agreement.

#### **Local Board for Volunteer Firefighters**

The Board convened into a Local Board for Volunteer Firefighters meeting from 7:10 – 7:14 p.m.

### **APPROVAL OF MINUTES:**

On the Motion made by Commissioner Meredith and a second by Chairman Hollis the Board approved the minutes of the January 8, 2013 Regular meeting and February 8, 2013 Special meeting.

Motion Carried.

### **WARRANTS:**

The Board reviewed the various vouchers drawn on the expense fund.

On the Motion made by Chairman Hollis and a second by Commissioner Meredith the Board approved the following expenses and signed the authorization documents.

Voucher No. 19836 -19870 totaling \$30,732.16

Payroll and EFT transactions totaling \$91,933.59

Motion Carried.

### **FINANCIAL REPORTS:**

The Board reviewed the monthly budgets and financial statements. The 2012 budget was closed and reconciled with the year end County reports. Chief Connor stated that the District's revenue for 2012 was \$27,581 higher than projected while the expenses came in under budget by \$141,066.

Secretary Evans stated that the investment interest for January was not posted on the County's report. Another report is expected in 2-3 days and the numbers will then get updated on the budget.

### **STATION USER AGREEMENTS:**

NW Atlantic Salmon Fly Guild, Fly Tying Class March 2 and March 3, 2013, 9:00 a.m. – 5:00 p.m.

A brief discussion ensued regarding a complaint on the condition of the room the last time they rented. The group organizer was advised about the complaint and will ensure that no further problems would occur. Board approved the agreement.

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### CORRESPONDENCE:

WFOA Saturday Seminars for March 9, March 23 and June 1, 2013 were discussed.

### CHIEF'S REPORT:

#### **Alarms**

In January, the District responded to 35 BLS Aid calls, 9 ALS Aid calls, 22 Fire calls and 4 Service calls for a total of 70. The fiscal year to date total at the end of the month was 246 alarms, compared to 247 in the 2012 fiscal year. The calendar year to date total at the end of the month was 70 alarms compared to 88 in 2012. The District requested mutual aid on 9 alarms of which we cancelled 4 times. The District provided mutual aid on 35 alarms of which we were cancelled 14 times.

The 01:30 turnout time standard was achieved on 50 of 63 calls which is 79.4%. The 90% turnout time was 01:42. Alarm Charts for the month were provided for review.

Chairman Hollis asked how many mutual aid calls were going to Sammamish. Chief Connor replied that most of these calls are going to Preston, Snoqualmie and North Bend.

#### **Volunteer Recruit Training**

Chief Connor reported that one of the two newest recruits that completed the EMT class is scheduled to re-take the National Registry EMT written test on February 20th.

#### **Volunteer Firefighters / E Shift Program**

Chief Connor stated that there have not been any significant changes in the past month.

#### **NORCOM**

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning. A significant amount of time and effort is ongoing related to the New World Systems (NWS) Integrated CAD & Records Management (ICRM) project. The next go-live for fire agencies is expected to occur in June. Chief Connor reported that King County hired consulting firm GEOComm to study future consolidation of the Public Safety Answering Point (PSAP) agencies in the County. Many of the smaller call centers receive a good portion of their revenue from the 911 phone tax and implementation of new technologies and how they are paid for will drive some future changes. It is unclear at this time how NORCOM may be affected.

Chief Connor invited the Board members to the annual Principals Assembly which is scheduled for April 12, 2013. This is an opportunity for an elected official to hear firsthand from NORCOM staff the accomplishments and issues that have occurred and what is expected for the future.

#### **Interlocal Agreement**

Chief Connor reported that he had been working with the Fire Chiefs from Fire District 45-Duvall and the City of Snoqualmie to draft an Interlocal Agreement to allow the three agencies to share resources, including personnel. Chief Connor provided a copy of the most recent version for review. The Interlocal Agreement has been intentionally written in a broad fashion to allow the agencies to work closer together with the ability to pool and share resources with each other.

#### **Data Conversion Project**

Chief Connor reported that the data conversion list has been completed. The next step is to determine whether each file on the list will be abandoned or converted so that it can be opened in Word, Excel or Access. The goal is to have most files completed by the end of the first quarter. The database files will be much more difficult and time consuming to convert.

#### **2009 - 2011 Audit**

Chief Connor reported that an Auditor from the State Auditors office was on-site last week to conduct an audit for the years 2009 through 2011. The Auditor stated that she did not believe there will be any findings, or issues that would be included in a management letter. There may be some recommendations to improve controls. After review of the audit with her supervisor, a letter will be sent out inviting Board members to attend an exit conference, which is expected to be scheduled in early March. Chairman Hollis stated that he would most likely attend. Commissioner Meredith stated that he would have an interest if we could schedule it on a Monday or Friday.

On the Motion by Commissioner Meredith and a second by Chairman Hollis, the Board approved Commissioner Compensation and attendance to the Auditor's exit meeting.  
Motion Carried.

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### Grant Opportunity

Chief Connor reported that there is an opportunity to apply for a grant from the Snoqualmie Casino mitigation fund. Last year the District applied for a grant but was not successful. Chief Connor stated that he would like to apply again for Mobile Data Computers to be installed in at least two District vehicles. After installation there would be an ongoing cost for data transfer. The Board concurred with Chief Connor's request to apply for the grant.

### UNFINISHED BUSINESS:

#### Commissioner Vacancy & Appointment

Chief Connor reported that the Commissioner Vacancy letter has been circulated in several locations.

#### Bond Refinance – Martin Nelson & Co.

Chief Connor reported that we did receive a statement from US Bank that the reissuance of the securities has occurred. Other than filing the District's financial statements annually with the Municipal Securities Rulemaking Board and providing disclosure to them if any of the listed events from the resolution were to occur, we don't have any other items on the refinance to address at this time.

#### Future Options – Revenue and Expenses

Chief Connor discussed putting an excess levy on the ballot this year. He discussed the election dates in August and November and when the resolution would need to be filed. The excess levy will be outside the \$1.50 levy and would be collected over a four year period. Chief Connor stated that we would need to decide the dollar amount needed and then project what the levy rate will be in each of those years. Some of the fire districts are reducing their fire levy down, below the \$1.50 and collecting more on the excess levy to meet their target. By doing this the District would ensure that it's not over collecting. Chairman Hollis asked if after the excess levy expires would there be a risk that our regular levy would be too low in the fifth year. Chief Connor replied that the District's options would be that the property values would have recovered enough to make up the difference or you would be looking at another funding option. Further discussion followed on the need to put the excess levy on the ballot due to the District's increased expenses and decreased revenue. Chief Connor also discussed the limitations on the tax revenue because of the 101% provision, but he also stated the District does have the ability to preserve some capacity if we go back to the District's highest lawful levy. Chairman Hollis requested a one page point paper outlining the variables and reasons of pursuing the excess levy. Chief Connor stated that if the District passes the ballot measure this year, the tax collection would occur in 2014. If it failed or we wait the District would be looking at 2015 for the next opportunity to collect any additional tax revenue.

Commissioner Meredith discussed voter turnout and he would be inclined to look at the general election date in November. He asked if there were any consultants who could help advise the District through the process. Chief Connor suggested having some dialogue with Duvall since they had recently passed their ballot measure.

#### Outdoor Burning

Chief Connor stated that other than a few calls in the no burn area, nothing to report.

### NEW BUSINESS:

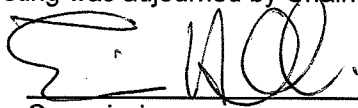
### OTHER:

### Adjournment:

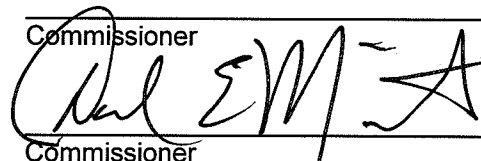
With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:17 p.m.

Attest:

Melinda Evans  
Board Secretary

  
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Commissioner



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Commissioner  
  
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Commissioner