



**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 & Public Hearing**

**10:00 A.M. – Monday, October 24, 2016**

**Renton City Hall, 7<sup>th</sup> Floor Council Chambers – 1055 S. Grady Way, Renton**

---

### **CALL TO ORDER AND FLAG SALUTE**

Governance Board Chair Prince called the Regular Meeting to order at 10:05 a.m. and led the Pledge of Allegiance.

### **ROLL CALL**

#### **Governance Board Members Present:**

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

#### **Governance Board Members Absent:**

Ray Barilleaux (Fire District 25)

**MOVED BY PERSSON, SECONDED BY PAVONE, BOARD EXCUSED ABSENT BOARD MEMBER BARILLEAUX. CARRIED. (5-0)**

#### **Administrative Staff Present:**

Attorney Brian Snure, Fire Chief Rick Marshall, Deputy Fire Chiefs Roy Gunsolus and Chad Michael, RFA Finance Manager David Hammond, RFA Human Resources Manager Samantha Babich, Battalion Chief Bob Homan, Captain Will Aho, Lieutenants Gary Harsh, Dan Hawkins, Ryan Simonds, and Steve Winter, Firefighter Brett Bigger, Fire Marshal Anjela St. John, Fire Inspector Eric Donnerstag, RFA Board Secretary Rhonda Heyden

### **AGENDA MODIFICATIONS**

- Signing of the vouchers will occur following the Consent Agenda.

### **ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

There were no announcements, proclamations, or presentations.

### **PUBLIC HEARING ON REVENUE SOURCES, 2017 PROPOSED EXPENSE BUDGET, PROPERTY TAX, AND BENEFIT CHARGE**

The Public Hearing was opened at 10:08 a.m. by Board Chair Prince.

## GOVERNANCE BOARD REGULAR MEETING MINUTES

October 24, 2016

Page 2 of 5

- Fire Chief Marshall gave an overview of the 2017 balanced budget, stating that it identifies \$85,000 in capital improvements, implements the first phase of the increased level of service, prepares for transition to the 2019 level of service when Fire Station #15 will be opened and staffed, and establishes reserve funds for equipment, apparatus, and operations.
- The proposed 2017 Expense Budget is \$36,104,422. The fire benefit charge revenue needed is \$13,685,120.
- Finance Manager David Hammond explained the upcoming timeline: during the November 14, 2016 RFA meeting, the Board will be asked to approve the final budget, approve resolutions establishing the benefit charge, and approve the property taxes.
- The fire benefit charge funding system includes \$1.00 property tax per \$1,000 assessed valuation, plus the Benefit Charge Assessment (size, use, and risk).
- The level of service is determined by the Governing Board in accordance with the voter approved plan. The benefit charge is allocated to citizens and businesses based on service cost in accordance with the voter approved formula.
- The operational service cost must exceed the amount of the benefit charge. The benefit charge cannot exceed 60% of the operating budget. The preliminary 2017 benefit charge is 42.4% of the preliminary operating budget.
- Statutory exemptions include church buildings, religious education buildings, vacant land, and buildings less than 400 square feet.
- Partial exemptions will be offered to seniors and disabled persons if qualifications have been met.
- The allocation of the benefit charge incorporates various factors that drive fire service cost: size of structure, category of structure, response size needed, and risk of structure.
- The Board will consider offering a discount for residential sprinklers.
- The Public Hearing was then opened for public comments.
- Paul Witt, Renton, stated he appreciates the residential sprinkler discount consideration. He asked whether property tax exempt parcels that are not exempted under the benefit charge will be entering into contracts with the Renton Regional Fire Authority or if they just be paying the benefit charge. Chief Marshall indicated that the only exemptions that the RFA will be allowing will be those offered under the state statute. These exemptions will be billed the benefit charge. The only exception will be the City of Renton, since there is an interlocal agreement between the Regional Fire Authority and the City of Renton. Mr. Witt also recommended using an equivalency number with the fire benefit charge.

There being no further public comment, it was

**MOVED BY PAVONE, SECONDED BY ABERCROMBIE, BOARD CLOSE THE PUBLIC HEARING AT 10:56 a.m. CARRIED. (5-0)**

### **BOARD DELIBERATIONS**

Board Chair Prince asked for clarification of the "Transit Subsidy" within the Employee Benefits section of the 2017 Proposed Budget. Finance Manager David Hammond explained that it is part of the regional transit agreement administered by King County Metro and the Commute Trip

## GOVERNANCE BOARD REGULAR MEETING MINUTES

October 24, 2016

Page 3 of 5

Reduction program. Currently, approximately 19 out of 154 RFA employees participate in the program.

### PUBLIC COMMENT

There were no public comments (not related to the Public Hearing).

### CONSENT AGENDA

#### Approval of Minutes and Approval of Vouchers:

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Pavone to approve the consent agenda which included the following:

- Approval of Minutes from the October 10, 2016 Regular Meeting
- Approval of Vouchers: AP Check Register 10/1 – 10/14/16, Payroll 9/16 – 9/30/16

**MOTION CARRIED (5-0)**

### SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for October 24, 2016.

### BOARD COMMITTEE REPORTS

There were no Board Committee reports.

### BOARD MEMBER REPORTS

There were no Board Member reports.

### CHIEF'S REPORT

Chief Marshall recognized the following individuals and congratulated them on their promotions:

- Deputy Chief Roy Gunsolus
- Battalion Chief Bob Homan
- Captain Will Aho
- Lieutenant Dan Hawkins
- Lieutenant Ryan Simonds

A promotional ceremony will occur on Monday, November 7, 2016 at 5:45 p.m. in the 7<sup>th</sup> Floor Conferencing Center, with recognition in front of Renton City Council at 7:00 p.m. Board members were invited to attend the ceremony.

Chief Marshall's report also included updates on firefighter recruits, the fire benefit charge, community outreach, storm response, and the KCFD 40 contract.

### DEPARTMENT REPORTS

Finance Report: David Hammond reviewed the fund balances, revenue, expenditures for the month of September.

### CORRESPONDENCE

There was not any correspondence.

## GOVERNANCE BOARD REGULAR MEETING MINUTES

October 24, 2016

Page 4 of 5

### UNFINISHED BUSINESS

There was no unfinished business.

### NEW BUSINESS

#### Fire Training System Upgrade – Project Acceptance:

In January 2016, the City of Renton entered into a public works contract with KFT Fire Trainer, Inc. to upgrade the IR gas sensors in the training facility at Station #14. The work was accepted as complete on March 18, 2016. Payment was completed, but the retainage of \$3,096.35 was withheld. Chief Marshall accepted the project in order to facilitate release of the retained funds; however, formal ratification of the project acceptance is recommended.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Pavone to ratify Chief Marshall's acceptance of the public work completed under the contract with KFT Fire Trainer, Inc. to upgrade the IR gas sensors in the training facility at Station #14. **MOTION CARRIED (5-0).**

#### MERP Participation for Promoted Out Employees, Resolution 2016-14:

In 2006, Local 864 began participating in a Medical Expense Reimbursement Plan. The purpose of the Plan is to prepay into a tax-free account that can be used in retirement to pay for medical and dental expenses. Part of the participation requirement was for each member of the bargaining unit to participate. Currently, all participation costs are covered by the employee. When an employee promotes out of Local 864, they are no longer covered under the original agreement and need a separate agreement to continue participating in the Plan.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to approve the Board Chair to sign the MERP Promoted Out Resolution and the Fire Chief to sign the MERP Revised Special Agreement. **MOTION CARRIED (5-0).**

#### Bylaws Modification:

When the RFA Bylaws were originally established, Section 4, Order of Business/Regular Board Meeting Agenda, the "Voucher Signing" was placed after "Executive Session". After holding several Board meetings, it was determined that a better flow for the meeting was to move the "Voucher Signing" immediately following "Consent Agenda". This action request will modify the bylaws to reflect moving "Voucher Signing" immediately following "Consent Agenda".

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Pavone to approve the recommendation to move "Voucher Signing" to follow immediately behind "Consent Agenda". **MOTION CARRIED (5-0).**

### GOOD OF THE ORDER

Board Member Persson thanked the fire crews that assisted with The Landing power outage situation.

**GOVERNANCE BOARD REGULAR MEETING MINUTES**

**October 24, 2016**

**Page 5 of 5**

**EXECUTIVE SESSION**

There was no executive session.

**FUTURE MEETINGS**

The next meeting is scheduled for Monday, November 14, 2016, 10:00 a.m. at Fire Station #13 (18002 108<sup>th</sup> Ave. S.E., Renton).

**ADJOURNMENT**

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Abercrombie to adjourn. The meeting was adjourned at 11:43 p.m. **MOTION CARRIED (5-0)**.



---

Ed Prince, Board Chair

Recorded by: Rhonda Heyden, RFA Board Secretary