



KING COUNTY FIRE PROTECTION DISTRICT NO.16

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KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

April 16, 2019

REGULAR MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51

I. OPENING OF MEETING

1.1 Roll Call

Chair Suzanne Greathouse called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Rick Verlinda, Ron Gehrke, Don Ellis, Suzanne Greathouse, and Dave Maehren. Also present was Fire Chief Jim Torpin, Legal Counsel Greg Rubstello, Legal Counsel Emily Miner, Board Secretary Kate Hansen, Jim Nelson of DA Davidson, Brandon Pond of Hillis Clark Martin & Peterson P.S., and two members of the public.

1.2 Adoption of Meeting Minutes of April 5th and 9th

Commissioner Ellis moved to approve the minutes of April 5th and 9th. Commissioner Gehrke seconded. The motion passed 4-0 with Commissioner Maehren abstaining because he feels that public comments should be included in the minutes.

II. APPROVAL OF THE AGENDA

Commissioner Gehrke moved to approve the agenda. Commissioner Ellis seconded. The board discussed. The motion passed unanimously.

III. PUBLIC COMMENT

Lake Forest Park resident Mike Dee addressed the Commissioners with miscellaneous comments.

IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS

4.1 2009 General Obligation (G.O.) Bond Refinancing Update

Jim Nelson of DA Davidson presented an update on the refunding process of the 2009 G.O. Bonds. The Standard and Poor's rating conference will be held on May 1st with the rating expected on May 8th. The interest rates will be set on May 13th with closing on June 4th. Brandon Pond and Jim Nelson answered questions regarding the Refunding process.

4.2 Facility Improvement Reserve Funding

The board discussed options for consulting services and the scope of reserve fund planning.

Commissioner Maehren moved to direct the Chief to enter in to a capital needs assessment with Reserve Consultants LLC, up to \$5,000. Commissioner Verlinda seconded. The board discussed. Commissioner Maehren withdrew the motion.

The board directed the Fire Chief to develop a request for proposals for an analysis of Station 51 and Station 57 for future maintenance issues.

4.3 Employee Recognition

The board discussed what changes to the Employee Recognition Program may be desired.

Commissioner Verlinda will draft potential changes to the Employee Recognition Program and bring them to the board for review in May.

4.4 Regular Meeting Schedule

The board discussed pros and cons to changing the regular meeting date.

Commissioner Ellis moved to direct that a Resolution be prepared to change the regular board meeting to 5:00pm on the first and third Wednesday of the month, beginning in June 2019. Commissioner Maehren seconded. The board discussed. The motion passed unanimously.

4.5 Inslee Best Invoice

Commissioner Ellis moved to process the Inslee Best invoices as presented. Commissioner Gehrke seconded. The board discussed. The motion passed 3-2 with Commissioner Verlinda and Maehren opposing.

V. **BOARD RESOLUTIONS**

5.1 Resolution 19-02 – Refunding and Defeasance of 2009 G.O. Bonds

Commissioner Ellis moved to approve Resolution 19-02 as presented. Commissioner Gehrke seconded. The motion passed unanimously.

VI. **REPORTS**

6.1 Fire Chief Report

In addition to the written report provided in the meeting materials, Chief Torpin reported that Lt. Paul Schultz will be retiring effective May 1, 2019 after 36 years of service.

Commissioner Gehrke asked a follow up question on the written report.

6.2 Commissioner Reports

Commissioner Verlinda reported the he was made an Honorary Ambassador to the Peruvian Fire Service.

VII. **CONSENT AGENDA**

7.1 Vouchers

- o The General Fund Vouchers totaled \$6,267.56

Commissioner Ellis moved to approve the consent agenda. Commissioner Greathouse seconded. The motion passed unanimously.

VIII. **NEXT MEETING AGENDA**

8.1 Board Opportunity to Request Future Agenda Items

- o Cover Voucher sheet for Board Meeting Packet
- o Discussion about possible joint meeting with other Fire Districts or the City
- o Legal Access Policy discussion

IX. **EXECUTIVE SESSION**

8.1 The Board moved into Executive Session at 6:37PM until 7:07PM to discuss with legal counsel potential and pending litigation pursuant to RCW 42.30.1110(1)(i). At 7:10PM, the Executive Session was extended until 7:25PM. Commissioner Greathouse left the meeting at 7:10PM. Commissioner Ellis left the meeting at 7:12PM. The board moved back to open session at 7:25PM.

X. ADJOURNMENT

The meeting adjourned at 7:25PM

NEXT MEETING DATE

The next Special Commissioner meeting is on May 14, 2019. The next regularly scheduled Commissioners meeting is for May 21, 2019.

Attachments: Agenda, Fire Chief's Report, Resolution 19-02

BOARD OF COMMISSIONERS



RICK VERLINDA, Member



RON GEHRKE, Member



DON ELLIS, Member



SUZANNE GREATHOUSE, Chair



DAVID MAEHREN, Member

ATTEST



KATE HANSEN, Secretary

King County Fire Protection District No. 16

Adopted at a Special Meeting of the Board of Commissioners on May 14, 2019