



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

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

MINUTES

August 2, 2016

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

Commissioner Carolyn Armanini called the meeting to order at 5:00 PM.

Persons in attendance were Commissioners Carolyn Armanini, Don Ellis, Dave Maehren, and Kae Peterson. Also present was Fire Chief Jim Torpin, Legal Counsel Kinnon Williams, Board Secretary Kate Hansen, and a member of the public. Absent was Commissioner Eric Adman.

II. APPROVAL OF THE AGENDA

Commissioner Maehren moved to approve the agenda as presented. Commissioner Ellis seconded. Motion passed, all in favor.

III. PUBLIC COMMENT

Lake Forest Park resident Mike Dee addressed the Commissioners on the following topics:

- Thanked Chief Torpin for an e-mail response to his questions.
- Would like to suggest a public comment period at the end of the meeting as well.
 - Commissioner Armanini clarified that the public may raise their hand at any time if they have questions during the meeting.

IV. INFORMATION/DISCUSSION ITEMS

4.1 2016 Second Quarter Financial Report

Chief Torpin reported that there is nothing unusual in the second quarter financials. The checks and balances in the current accounting system proved comprehensive in catching a double posting of a deposit that has been corrected.

- Commissioner Maehren noted that nearly 100% of the funds budgeted for Puget Sound Energy at Station 57 had been expended. Chief Torpin indicated he would look into it and report back.

4.2 Strategic Planning Report

Commissioners Maehren and Adman have met with Chief Torpin regarding the draft Strategic Plan. The committee will come back to the board for further input on proposed amendments.

4.3 Commissioner Reports

- None

V. ACTION ITEMS

None

VI. FIRE CHIEF'S REPORT

No written report was submitted. Chief Torpin reported:

- There has been an upgrade to the Station 57 Apparatus Bay lighting. The upgrade included the replacement of the florescent lighting with more efficient LED bulbs and rewiring of some of the lights to stay on at all times to allow better visibility when crews return from calls at night.
- The trees at Station 57 have been removed. A replanting plan will be developed and monies will be paid to the city's tree fund for any trees that are not replanted. The area will be maintained to prevent future problems with undesirable tree infestation.
- Multiple upgrades have taken place or are planned for Station 57. The 2016 projects have been completed and the next project is a remodel of the bathrooms which will be done in early 2017.

VII. CONSENT CALENDAR

7.1 Vouchers

- The General Fund Vouchers totaled \$8,221.61 and Reserve Fund Vouchers totaled \$6,248.07.

7.2 Meeting Minutes

- Special Board Meeting of July 26, 2016.
- Commissioner Armanini requested the addition of a bullet point to the minutes stating: Commissioner Armanini suggested we consider a change of venue for the annual awards and retirement event.

Commissioner Peterson moved to approve the consent calendar as amended. Commissioner Ellis seconded. Motion passed, all in favor.

VIII. EXECUTIVE SESSION

None

ADJORNMENT

The meeting was adjourned at 5:18PM.

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for August 16, 2016.

Attachments: Agenda

BOARD OF COMMISSIONERS

ERIC ADMAN, Chair

KAE PETERSON, Member



CAROLYN ARMANINI, Member



DON ELLIS, Member



DAVE MAEHREN, Member

ATTEST



KATE HANSEN, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners August 16, 2016



Northshore Fire Department

Headquarters Station, 7220 181st Street, Kenmore, WA

Board of Commissioners Regular Meeting Agenda

Tuesday, August 2, 2016

5:00PM

- I. **Open Meeting**
- II. **Approval of Agenda**
- III. **Public Comment**
- IV. **Information/Discussion Item**
 - 4.1 2016 Second Quarter Financial Report – Chief Torpin
 - 4.2 Strategic Planning Report – Commissioner Maehren/Adman
 - 4.3 Commissioner Reports
- V. **Action Items**

None
- VI. **Fire Chief Report**
- VII. **Consent Calendar**
 - 7.1 Vouchers
 - 7.2 Meeting Minutes of July 26, 2016
- VIII. **Executive Session**

None
- IX. **Adjournment**

Next Regular Meeting: August 16, 2016