SOUTH KING FIRE
BOARD OF FIRE COMMISSIONERS MEETING
November 26, 2024
Station 68 and Virtual Meeting
5:00 PM
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the Regular Meeting on October 29, 2024 and Special Meeting/Public Hearing on November 13, 2024.
4. Commissioners Comments
5. Public Comments – Please state your name and address for the record (please limit comments to 3 minutes or less)
6. Commissioner Committee Reports
7. Resolution 656 – Adopting the 2025 Budget
8. Resolution 657 – Imposing a Benefit Charge on Personal Property and Improvements to Real Property within the District for 2025
9. Resolution 658 – Regarding Real Property Tax
10. Ladder Truck Presentation
11. Administrative Team Report
12. November Budget
13. Approval of Vouchers
14. The Board will convene into Executive Session per RCW 42.30.110 (1) (c). To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public; Action may or may not be taken after Executive Session
15. Discussion and Final Action on 320th St. Surplus Property Sale (Purchase and Sale Agreement)
16. The Board will convene into Executive Session per RCW 42.30.110 (1) (i). To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Action may or may not be taken after Executive Session.
17. Good of the Order
18. Adjournment

We will respect each other and their opinion, and we will hold each member accountable to confront inappropriate behavior, or behavior that does not add value.

The Board of Fire Commissioners may add items and take action on items not listed on the agenda.

SOUTH KING FIRE
October 29, 2024
Station 68 and Virtual

Commissioner Baruso called the regular meeting to order at 1700 hours with Commissioners Gates, Vadino, Gates, Fuller and Burrus in attendance. Board Secretary Lauri Perry recording.

The Pledge of Allegiance was led by Commissioner Burrus.

To listen to the full meeting, please visit our website.

APPROVAL OF MINUTES

Commissioner Baruso asked for a Motion and second to approve the Regular Meeting Minutes from September 24, and the Special Meeting Minutes from October 14, 2024. Commissioner Burrus made a Motion to approve the minutes. Motion was seconded by Commissioner Gates. Motion carried unanimously.

COMMISSIONER COMMENTS

Commissioner Gates had no comments.

Commissioner Vadino had no comments.

Commissioner Burrus reported that it is nice to see a lot of faces again.

Commissioner Fuller had no comments.

Commissioner Baruso thanked everyone for attending the meeting tonight. He has noticed that it has been a tough year and he appreciates reading the Rotational Highlights and thanks to the crews and everyone else.

PUBLIC COMMENTS

There were no public comments.

COMMISSIONER COMMITTEE REPORTS

There were no Commissioner Committee reports.

STRATEGIC BRIDGE PLAN

Seth Rosenbloom gave a presentation on our Strategic Bridge Plan (SBP) including the progress that we have made. The Strategic Bridge Plan was adopted by Leadership and the Commissioners in February 2023. This was to prepare the District for the future and addressed needs and opportunities that surfaced during the District wide Organizational Health Assessment that was conducted in 2022. The SBP defined 20 objectives across four strategic pillars. The four strategic pillars were:

- Funding

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    - Our voters overwhelmingly supported the 2024 Fire Benefit Charge (FBC that provides stability and growth for 2025 and beyond
- Accountability
    - Employees in all divisions and roles are held to a consistent high standard of job performance and integrity
- Leadership
    - South King Fire builds trust, creates cohesion across divisions, serves employees, public partners and the community with mission focus
- Internal Communication
    - Communications within the District creates visibility, clarity and keeps everyone informed to continually improve our service to the community

An Actionable Plan

- From the Administration to Operations, people set objectives, did the work, measured the outcomes
- SBP required thought and energy over and above peoples "day jobs"
- Sizable majority of the strategic objectives are now implemented, with a few still in-progress through the end of the year

Key Accomplishments

- Marketing and outreach the supported the passage of the Fire Benefit Charge
- District-wide annual employee evaluation process
- On-line employee portal providing faster access to forms employees need (ERC)
- Transparent promotion practices
- Improved communications between Battalion Chiefs and companies

Deferred to the Next Strategic Plan

- Budget and capacity constraints kept some items from being implemented
    - A district-wide business and operations planning function
    - A project management capability
- Adding to South King's Response Capacity
    - In the 2022 OHA survey, Firefighters asked for increased Battalion Chief presence
    - This year, peer agencies were looked at to understand their Battalion Chief-to-Company ratio
    - The next strategic plan should evaluate overall staff increases to support South King's response capacity
- Next Steps
    - Wrap-up underway to document leadership training opportunities
    - Kick-off for next year's strategic plan

FBC PRESENTATION

Executive Director Ganem gave a presentation on the Fire Benefit Charge (FBC). The FBC was one of the major objectives in the Strategic Bridge Plan and we have accomplished it. This is something that the District has been trying to achieve for many, many years and we are finally there. Moving forward, every year we are required to do a presentation on the FBC amount, per RCW 52.18.060

Voters' overwhelmingly approved the FBC at 65.28% during the Primary Election in 2024. The FBC will be collected in April and October beginning on January 1, 2025, for six (6) years.

In 2025, South King will establish a new two-part funding system authorized under RCW 52.18 referred to as a Fire Benefit Charge.

$1.00 per $1,000 AV + FBC (square footage, Sue and Risk) = Total Annual Fire Assessment

- Property Tax Collection drops to maximum $1.00/$1,000
- Can supplement up to 60% of Total Operating Budget
- Fee is based on number of resources necessary and amount of risk on each property
- Allows for the same level of service despite factors as determined by Board of Fire Commissioners
- Provides for Exemptions RCW 52.18
- Formula Based on:
    - Fire flow
    - Resources to deliver fire flow
    - Risk profile of structure
        - Square footage, building classification and hazards

Benefit Charge Process

- Board of Fire Commissioners sets the total benefit charge for South King Fire (SKF) in Fall 2024
- The charge is apportioned throughout the properties within the Fire District's jurisdiction using the adopted formula.
- SKF notifies the County Treasurer of the charges to be included as a separate item on the annual tax statements
- Property owners are afforded an opportunity to appeal during the petition period – Late January to early February 2025.
- Collection in April and October

Revenue Summary:

- AV's are up 5% plus in South King Fires jurisdiction
- Double King County projected AV's this time last year (2%)
- South King Fire's regular levy revenue drops – 28.8% with the FBC in place
- Approximately - $12M
    - From $1.50 to $1.00 per $1,000 AV
- 4-year Maintenance and Operations Levy Expires December 31, 2024 ($3.75M per year)

MIH UPDATE

Deputy Chief Defenbaugh gave a presentation on the MIH Program. The MIH Activity and Impacts to date:

Total Proactive visits – 134
Successful Proactive visits – 112
Care coordinated calls – 317
Added to the scene – 6
Total Patient Contact Year to Date – 570

Frequent 911 Utilizer Impacts:

- One individual we have responded to 25 – 911 calls between January – June after MIH made contact with them and assisted in resources, we have responded to 17 times between July and the end of October.
- Another individual has called 911, 14 times between January – June. After MIH worked with them, they have called 911, 0 times between July and the end of October.

It's nice that our call volume is going down with the assistance of the MIH program but the biggest thing to remember is that we have assisted in improving the standard of living for these individuals by providing resources that they weren't aware of or didn't know how to obtain.

ADMINISTRATIVE TEAM REPORT

Chief Van Valkenburg mentioned that all of the Commissioner should have received their October Staff Report, any questions? Chief added that we are seeing an increase in Operational staffing. This is a good thing, it helps spread the workload a little bit and it helps to have a few more resources and service available. Also, a reminder that every firefighter that we hire brings a lot of work with it. Especially when it comes to JATC training, education and mentoring. Chief Van Valkenburg talked a little about our budget process which allows our Supervisors, Directors and team leads the opportunity to present their budgets with their priorities for 2025. This is a unique process and very beneficial to our staff.

OCTOBER BUDGET

Executive Director Ganem noted that for the month of October we are right on target. We should be at 83.33% expensed and we are currently at 83.02% for the year. We are .031% under budget.

Finance Supervisor Kelsey Barrett read into the record the list of expenditures for the month of October.

Mid-Month Utility Warrants (#119734-119751) totaling	$ 42,790.37
Accounts Payable Warrants (#119752-119843) totaling	$1,502,061.47
Payroll Direct Deposit Document for 214 indiv. DD005322-005535 totaling	$1,544,899.01
Payroll Electronic Federal Tax Payment totaling	$ 329,957.91
Medical Claims as of October 22, 2024	$ 240,065.75
TOTAL approval	$3,659,774.51

Voided Direct Deposit Numbers 005318-005321

APPROVAL OF VOUCHERS

Commissioner Gates made a Motion to approve the vouchers. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

EXECUTIVE SESSION

At 1758 hours the Board convened into Executive Session per RCW 42.30.110 (1) (i). To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the

governing body or a member acting in an official capacity is, or is likely to become a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Action may or may not be taken after Executive Session.

Joining the Board in Executive Session will be the Executive Secretary Perry and Legal Counsel.

At this time we will recess for 2 minutes to get everyone transferred into Executive Session. We anticipate Executive Session lasting for 30 minutes. Action may or may not be taken after Executive Session. At the end of Executive Session we will take a 2 minutes recess to get everyone transferred back over to the Regular Meeting.

At 1800 hours Executive Director Ganem and Finance Supervisor joined the Executive Session.

At 1830 hours Executive Session was extended 15 minutes.

At 1845 hours Executive Session was extended 5 minutes and Executive Director Ganem and Finance Specialist left the Executive Session.

At 1850 hours Executive Session was extended 5 minutes.

At 1855 hours the Executive Session ended and the transition back to the Regular Meeting.

At 1857 hours the Regular Meeting reconvened. Commissioner Baruso announced that we are out of Executive Session. Commissioner Burrus made a Motion to direct legal counsel to draft updated policies for Board review and adoption in November. Specific to the vulnerabilities and recommendations identified in the State Auditor's Report, this should include a Code of Ethics Policy, a Time and Attendance Payroll Policy, District Vehicle Use and Fueling Policy. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

The meeting adjourned at 1859 hours.

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COMMISSIONER (CHAIR)

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COMMISSIONER (VICE CHAIR)

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COMMISSIONER

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COMMISSIONER

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BOARD SECRETARY

SOUTH KING FIRE IS AN EQUAL OPPORTUNITY EMPLOYER

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SOUTH KING FIRE

SPECIAL COMMISSIONERS MEETING
Budget Workshop – Public Hearing
Virtual and Station 68
November 13, 2024

Commissioner Baruso called the meeting to order at 1430 hours with Commissioners Gates, Fuller and Vadino in attendance. Commissioner Burrus is on his way. Board Secretary Lauri Perry recording.

Everyone said the Pledge of Allegiance.

To listen to the recording of the meeting, please visit our website – southkingfire.org

COMMISSIONER COMMENTS

Commissioner Fuller recognized Chief Van Valkenburg on achieving his Chief Fire Officer from the Commission on Professional Credentialing. Commissioner Fuller read the certificate into record. The certificate was issued on November 5, 2024 for Chief Fire Officer for demonstrating a high level of competence as witnessed by your peers, by documenting professional, educational, technical and community service achievements and fulfilling prescribed standards of performance, ethics and conduct required for CFO.

Commissioner Gates had no comments.

Commissioner Vadino had no comments.

Commissioner Burrus arrived at 1435 hours.

Commissioner Baruso had no comments.

DISTRICT FINANCES

Chief Van Valkenburg reported that Executive Director Ganem is here to make a presentation on the 2025 budget and the Fire Benefit Charge (FBC). Chief Van Valkenburg complimented all staff that worked so hard on the next couple of presentations and everyone that participated in the 2025 budget process. You will see in the next couple of presentations that our department is in good shape. We have a balanced budget, and we maintained our commitment to the community with the FBC by reducing the tax burden or the financial burden to some of our taxpayers. You will see an emphasis on adding capacity for operations and an emphasis on wellness within the department.

Executive Director Ganem welcomed everyone to the meeting. This was a big year for us, we celebrated our 75th Anniversary and we accomplished a lot. We should be proud of what we have done together.

Director Ganem gave a presentation titled "Path to Financial Solvency". The presentation recapped the last 5-years, our challenges and our successes on the road to financial stability.

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The following summarizes talking points within the Path to Financial Solvency Presentation:

• Frontline staffing wise, in 2020, we had 130 budgeted firefighters or about 32.5 per shift. •Prior to 2020, the average amount of days off per individual was about six (6) shifts per year. • Today that number has risen to about nine (9) shifts off per individual; this is a much higher and unsustainable utilization. • We have had an increase in the number of calls that we respond to (54%). • The pandemic impacted staffing; we lost staff personnel. • We had an increased workload and fatigue, and the recovery from this period. • Analyzed our financial situation, identified lowest cash balance was in 2018, many years after the recession • Financial reserves were less than expected for a department of our size. • Board adopted a policy to establish and dictate the use of the Rainy-Day Fund. • Prior to 2020, we had limited capital replacements and allocations, deferring critical maintenance. • District was dependent on asking public for a lump sum to handle capital projects (bonds). • Issuing bonds should be utilized strategically; it doesn't make sense to pay for some things over a 20- or 30-year bond period. • District has been intentional about planning, building reserves for the Capital Replacement Schedule.

• Identified the need to shorten the apparatus replacement schedule due to an increase in responses; from 20 years originally to 15 years and eventually 12 years. 20 years was acceptable when call volume was lower. • The Fleet Division gave a presentation in 2021, indicating that we needed to shorten the replacement schedule due to wear and tear on our engines.

• Focused on funding and the "cycle of uncertainty" which caused the district to run elections every couple of years to renew critical levies (Maintenance and Operations Levy every 4 years, and lid-lift renewals every 6 years). Lid-lifts to increase revenue above the 1% limitation up to 6%. • Identified a perfect funding storm in 2024 with two expiring levies. In 2023, we went ran the lid-lift early to avoid having two levies expire the same year.

• Other challenges and changes: Changes at the top. Four Fire Chiefs since 2019. • Four (4) new Commissioners since 2020. • We also had expired labor contracts. • We have poor labor management relations • Grievances and unfair labor practices, something that we didn't have for nearly two decades.

• What have we accomplished?
• Increased operational staffing by 18 positions. The 2025 budget has 148 operations positions or 37 per shift. Gone from 32.5 or less to 37 per shift. • Since 2020, we have hired 75 employees. • This includes adding support staff positions, we currently have six (6) Chief Officers, matching pre pandemic levels. • The 2025 budget has 207 FTE positions budgeted. • We have purchased 6 engines, a heavy rescue, a marine boat, a hazmat rig and numerous staff vehicles, all without seeking voter approved bond measures. • Accomplished with the strategic use of operating capital, grants, debt issuance. • Purchased a headquarters building. • Significant investments in the last five (5) years. • Funded over a $1M a year into capital expenditures on average. • Increased General Fund balance • Doubled the Capital Fund balance • Established a Rainy-Day fund.

• We have also ratified two (2) CBA's during this period. The Firefighter CBA was approved earlier this year and it is the largest and most competitive compensation package in out 75 year history.

The CBA includes a lot of additional pay incentives. The support staff CBA was also renewed and it includes some benefits that were not in the previous CBA.

PUBLIC HEARING – ESTABLISHMENT OF FBC PER RCW 52.18.060 WITH ACTION ESTABLISHING FBC

Commissioner Baruso called the FBC Public Hearing to Order – The purpose of the public hearing is to hear testimony from citizens as to the 2025 Fire Benefit Charge and for the Board to review the Benefit Charge. Subsequent to the hearing, the Board will take action to establish the Fire Benefit charge for collection in 2025. This hearing is being called pursuant to RCW 52.18.060.

This is a follow-up to the FBC Presentation that was made during the October 29, 2024 Regular Board Meeting.

After the public has been completed, the Chair will declare the public hearing closed and no additional testimony will be taken.

Public testimony – Are there any public comments in regard to the FBC presentation that took place and the Regular Meeting on the Board on October 29, 2024?

Federal Way resident and former Fire Commissioner Mark Freitas commented: He did 18 years here of blood, sweat and tears. He really appreciates all that has been done. During the budget presentation he would like someone to answer a question in regard to response times. How are we different now than we were in previous years? He understands that the organization is healthy, we've got a good direction going, bridges have been built instead of cutting off the bridge.

There were no additional public comments/testimony.

Commissioner Vadino made a Motion to establish the Fire Benefit Charge collection in 2025 in the amount not to exceed $19 million. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

2025 BUDGET PRESENTATION- PUBLIC HEARING RE; REVENUE RESOURCES PER RCW 84.55.120

Commissioner Baruso called the Public Hearing to Order – the purpose of the public hearing is to hear public testimony from citizens with respect to the2025 sources of revenue and proposed allowable levy of taxes for South King Fire. This hearing is being called pursuant to RCW 84.55.120.

Executive Director Ganem began the 2025 Budget presentation, this is our 75th Anniversary and by far our largest and most comprehensive budget that we have ever developed. Executive Director Ganem read some of the achievements that are in the Executive Summary of the budget. Historic milestones were both celebrated and achieved in 2024.

- We welcomed two (2) new Commissioners to the Board Greg Baruso replacing longtime Commissioner Mark Thompson and retired firefighter Craig Burrus was elected to Commissioner Dave Bergers position, when he chose not seek reelection. We thank our former Commissioners for their service, and we look forward to the future and new board members.

- 2024 also marked 75 years of service to the public. To commemorate this milestone, we invited our communities to join us at two (2) Open Houses held in Federal Way and Des Moines. Firefighters, Support Staff, Commissioners and Retirees engaged with our residents to reflect on our past.
- From our early volunteer days in 1949 to an organization of more than 200 employees, we've grown with our communities. We value this trust, and we commit to upholding the highest standards in support of the mission.
- Due to the pandemic and changes in key personnel and labor leadership there were delays in negotiating a successor firefighters collective bargaining agreement (CBA) after nearly two years of negotiations, including mediation through PERC both sides reached an agreement in June. The Board of Commissioners unanimously approved the CBA for years 2022-2026 ensuring a wage and benefit package consistent with neighboring agencies for our firefighters.
- IAFF 2024 represented support staff who also received an updated contract. Discussions on the Battalion Chief CBA are currently underway.
- This year we have implemented a Mobile Integrated Health (MIH) Program. This program is similar to our neighboring agencies. The MIH team consists for a registered nurse and social workers. The aim to address the increase in low acuity calls and enhance community health and wellness by providing proactive patient care.
- Strategic Bridge Plan was adopted January 2023 and will be considered complete at the end of 2024. The four pillars included Funding, Leadership, Accountability and Internal communications which focused on specific deliverables leading to strategic actions that were identified in the Organizational Health Assessment (OHA). Deliverables included access to information, effective communications, employee evaluations and process to improve accountability and growth and most notably funding. The funding pillar was set to identify and secure more fair and sustainable funding model by placing additional cost on structures with higher risk and resource needs. This was accomplished in August of 2024 when our voters approved the Fire Benefit Charge (FBC) by 65.28%.
- We purchased an office building in September to house the Administration and Support Divisions. This decision was made with careful consideration. It will create efficiencies by locating office staff in one location and it will free up space valuable space at Station 62. This will allow us to add operational resources in the future allowing for growth to meet the rising demand of the public in our 75 the year. We can no longer afford to have office space at a response station.
- Looking ahead SKF must engage in a Standards of Cover Policy the effectively identifies fire district performance and levels of service. By assessing risk, establishing response goals and creating the strategy for resource development moving forward. These documents serve as a basis for all aspects of planning, decision making, leadership and finances with our new sustainable funding mechanism, this district is positioned for success for years to come.
- We have increased operational staffing from 130 firefighters in 2020 to 146 in 2024 and 148 in 2024, this will equate to 37 personnel assigned to each shift.

Operating Budget Highlights:

Total Operating Expense for 2025 are budgeted at $51,173,100. This is an increase from the 2024 budget by 10.4% or $4,667,466.

Increases are driven mostly by personal costs, negotiated changes with successor collective bargaining agreements (CBA's), new positions, and continuing rising costs for goods and services.

The 2025 budget includes the following new positions;

- Two (2) new entry-level firefighters to even out shift staffing
- Three (3) Firefighters to fill vacancies due to retirements
- An additional Registered Nurse for the MIH Program, this will allow us to have two (2) units available to assist our communities. This position will for with King county EMS money.
- A civilian public educator, the decision was made nor to pull anyone off of the line because we need to maintain operational staffing.
- A logistics clerk to help with the expanding needs of the logistics division. We have also struggles the past few years with hiring hydrant testers and they can assist with exposure reduction initiatives.
- Custodian positions, so when we purchased the headquarter building in September we remained committed to the janitorial services and other maintenance of that building. WE currently pay for janitorial services for a few of our locations, so we will be taking this in house as we did a few years ago with the HVAC contract and hiring our own HVAC Specialist to maintain our facilities. We plan to do the same thing with other service contracts.
- We also have an unfilled Assistant Chief in the budget and a Communication Specialist to assist with the development of our annual reports and our newsletter and some of the things that we have struggles to maintain. These two (2) positions will be carried into the 2025 budget.

Other funded projects and initiatives include:

- Strategic Planning, Standards of Cover
- District policy and compliance services
- L&I leave management
- Legislative Advocate with grant writing to assist in securing alternative funding
- Software for Support Services – Inventory, ticketing, fleet/logistics, supplies and ordering
- Network security, Wi-Fi system upgrades
- Exposure Reduction Initiative
- Headquarter facility renovations

Capital Budget Includes - $2,257,162

Operations Equipment - $535,500

- High Pressure Hose
- Thermal Imagers
- Dopplers – Medical Device – funded via King County EMS funds
- Suction Units – funded via King County EMS funds
- LP-15 Modems – funded via King County EMS funds
- Response Gear – Exposure Reduction Initiative
- Ballistic Panels – funded via King County EMS funds
- Misc. Operations Equipment

Information Technology - $239,000

- Network Infrastructure
- Printers

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- Desktop Computing
- Laptop and Mobile Computing
- Mobile Data Computers/ESM Tablets
- Fleet Software – Operative IQ and Telematics
- Telephone System
- Battery Backup (UPS System)
- Security
- Radios – Mobile
- Conference/Training Rooms
- Technology Fund

Facilities – Station Improvements - $277,460
- Station 64 – Exterior Paint
- Station 66 – Exterior Sign
- Station 67 – Bathroom Upgrades
- Station 67 – Nederman Exhaust
- Station 67 – Interior Paint – Beanery
- Station 68 – Burn Tower Repairs

Headquarters Move-in Renovations - $1,000,000
Capital Contingency Fund - $205,197

Capital Projects – work on several high-value projects and replacements are expected to commence in 2025, these include:
- Ladder Truck – order placement for a replacement apparatus. Delivery timeline 2-4 years depending on manufacturer Estimated cost: $2.4M
- Fire Station 62 Seismic and Safety Improvements – Includes station modernization to increase first response resource capacity at the District's busiest station – Estimated cost $8-10 M
- Headquarters renovations – Office space remodel to collocate divisions inefficiency spread out across the district – Estimated cost $3M
- CO2 Cleaning Machine – Exposure Initiative Reduction equipment to clean and remove toxic chemicals from firefighter Personal Protective Equipment (PPE) – Estimated cost $180k per year, 5 yer lease or purchase for $780k + $72k per year maintenance
- Station 60 Logistics Facility Infrastructure Improvements – Required to house CO@ machine and process PPE – Estimated cost $380k

Authorization by the Board of Commissioners to proceed and fund these projects beyond what is included in the 2025 budget, must occur individually via Board Resolutions. The source of funds for each project may be withdrawn from a newly established Construction Fund (to be created from the proceeds or surplus property) or the Districts Capital Fund.

Assessed Property Values
- Regular property taxes are based upon a projected Assessed Valuation (AV) of $29,365,983,322. This represents an approximate increase of 5.53% in total AVs from 2024 certified amount of $27,826,149,072.
- Total AV Tax Base for excess and Voted Bond Levies is estimated at $29,007,595,466.

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2025 Fire Levy Rate

- $1.00 per $1,000 AV – Regular Property Tax
- $ .09 per $1,000 AV – Safety Improvement Bond
- $1.09 per $1,000= Total Fire Levy Rate = 2025 FBC

- Projected Revenues
- Revenue vs Expense Balance Sheet
- Fund Balances
- Reviewed Projected Fund balances for 2025 – The Board has established a goal of maintaining the following minimum balance thresholds as defined by policy;
  - General Fund – 60 days of average expenses or equivalent to $8.8M
  - Contingency Cash Fund – Eight (8) percent or equivalent to $4.1M
  - Capital Fund – Ten (10) percent or equivalent to $5.1M
  - Insurance Reserve Fund (Rainy Day) – Ten (10) percent or equivalent to $5.1M
  - Employee Medical Reserve Fund – Set by State
  - LEOFF1 Medical Fund - $1M
- Source of Funds
- Use of Funds
- Divisional Operating Budgets
  - General Budget – increase of 46.8% due to increase in Liability Insurance, FBC Services Fees that we will have to pay King County for collecting the FBC for us, Property and Apparatus Payments.
  - Administration – increase of 17.2% due to new positions
  - Business Operations Finance – decrease of 18.5% due to retirement of Business Operations Manager, change in direction with position
  - Human Resources – increase of 4.6%
  - Operation – increase of 7.8%
  - Battalion Chiefs – increase of 8.9%
  - EMS – increase of 13.7%
  - Special Teams Rescue – flat budget
  - Special Teams Marine – 21.1%
  - Special Teams Hazmat – increase of 11.8%
  - Swimmers Unit – 15.4%
  - Health & Wellness Safety – increase of 15.5%
  - Fire Marshals Office – increase of 16.2%
  - Community Affairs – increase of 42.4%
  - Mobile Integrated Health (MIH) – increase of 21%
  - Training – increase of .01%
  - Logistics -
  - Facilities – increase of 12.6%
  - Fleet –
  - Technology – increase of 26.6%
  - Employee Health Benefits – increase of 1.5%

Chief Van Valkenburg noted that in response to Mark Freitas comments (response times?) we are about 7 minutes and 06 seconds, is our average response times 2024. Our data person is out of the

office, so let's share contact information so I can get you a more precise answer to your question. 7 minutes and 54 seconds was our average response time in 2023. So, we have actually gotten a bit quicker this year than last year, and call volumes have increased.

Commissioner Baruso thanked Executive Director Ganem for the presentation of the 2025 Budget.

The following rules will be enforced at the public hearing:

- Each speaker shall be allowed a maximum of 3 minutes.
- No individual speaker shall speak more than once until all prospective speakers have been heard.
- Speakers shall not directly question or argue with each other.
- All questions and comments shall be directed to the Chair.
- Questions asked must be pertinent to the subject of this hearing.

After the public hearing has been completed the Chair will declare the public hearing closed and no additional testimony will be taken.

The 2024 levy basis calculation is based on an allowable levy of $1.00 per one-thousand of assessed valuation. The assessed valuation for calculating collections in 2025 is approximately $29,287,602 based on the Preliminary Levy Limit Worksheet dated 10.31.2024. Based on the assessed value and using the limit factor for the district, the maximum statutory levy is $29,287,602. This represents a dollar increase of -$11,955,789 and a percentage increase of -28.98838%. Included in the total dollar increase is a re-levy of $249,699 for prior year refunds.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

At 1549 hours Commissioner Baruso noted that the Board will adjourn into Executive Session to discuss attorney-client privileged matters per 42.30.110 (1) (i). To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body or a member acting in an official capacity is or is likely to become a party when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Action may or may not be take after Executive Session.

Joining the Board in Executive Session will be Executive Secretary Perry and legal counsel. At this time we will recess for 5 minutes to get everyone transferred into Executive Session. WE anticipate Executive Session lasting for 60 minutes. Action may or may not be taken after Executive Session. At the end of Executive Session we will take a 5 minute recess to get everyone transferred back over to the Special meeting.

At 1554 hours Chief Van Valkenburg, Executive Director Ganem, Director Lee and Evan Schneider joined Executive Session.

At 1618 hours Chief Van Valkenburg, Director Lee and Evan Schneider left Executive Session and Finance Supervisor Kelsey Barret joined Executive session.

At 1654 hours Executive Session was extended 45 minutes.

At 1739 hours Executive Session was extended 35 minutes.

At 1814 hours Executive Session was extended 20 minutes.

At 1834 hours Executive Session was extended 20 minutes.

At 1843 hours Executive Director Ganem and Finance Supervisor Kelsey Barret left Executive Session.

At 1854 hours Executive Session was extended 5 minutes.

At 1859 hours Executive Session ended and we began the transition back to the Special Meeting.

At 1904 hours Commissioner Baruso welcome everyone back to the Special meeting.

RESOLUTION 655 – ADOPTION OF INTERNAL CONTROL POLICIES

Commissioner Baruso read Resolution 655 into record. Commissioner Burrus made a Motion to approve Resolution 655. Motion was seconded by Commissioner Fuller. Motion carried unanimously.

Commissioner Baruso reported that we have some Motions to go along with the Resolution.

Commissioner Vadino, I move for the Executive Director Ganem, Finance Supervisor Barrett and Executive Secretary Perry and legal counsel to conduct a comprehensive internal audit related to the State Auditor's Office, Accountability Audit and Findings for final presentation to the Board of Fire Commission on or before the regular meeting on January 28, 2025. Motion was seconded by Commissioner Gates. Motion carried unanimously.

Commissioner Burrus, made a Motion for Executive Director Ganem, Finance Supervisor Barrett, Executive Secretary Perry and legal counsel to investigate time and attendance records related to day shift personnel and Battalion Chiefs and report back to the Board on or before the regular meeting on Tuesday, January 28, 2025. Motion was seconded by Commissioner Vadino. Motion carried unanimously.

Commissioner Fuller, I move for Executive Director Ganem, Finance Supervisor Barrett, Executive Secretary Perry and legal counsel to investigate District vehicle and equipment usage to include fuel costs and acceptable usage related to day shift personnel. Motion was seconded by Commissioner Gates. Motion carried unanimously.

Commissioner Baruso, I move to adopt Policy 703 District Vehicle to replace and supersede Policy 703 Take Home Vehicle Motion. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

Commissioner Baruso, I have another motion to direct Chief Van Valkenburg to enforce Vehicle Policy Number 703 effective no later than Monday, December 2, 2024. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

Commissioner Gates, I make a Motion to withdraw Chief Van Valkenburg's ability to sign or amend the following: contracts, monthly time and attendance approvals, schedule modifications, and policy modifications until further notice. Authorize Executive Director Ganem to approve time and attendance entries and report to the Board on a monthly basis. Motion was seconded by Commissioner Burrus. Motion carried unanimously.

Commissioner Fuller, I move we create a professional development committee to evaluate and approve education and tuition reimbursement requests. Motion was seconded by Commissioner Baruso. Motion carried unanimously.

DISCUSSION AND FINAL ACTION ON 320TH PROPERTY ST SURPLUS PROPERTY SALE (PURCHASE AND SALE AGREEMENT)

Commissioner Baruso reported that we have nothing to report or discuss at this item.

Meeting adjourned at 1913 hours.

DRAFT

_____	_____
COMMISSIONER (CHAIR)	COMMISSIONER (VICE CHAIR)
_____	_____
COMMISSIONER	COMMISSIONER
_____	
COMMISSIONER	
_____	
BOARD SECRETARY	

SOUTH KING FIRE

KING COUNTY, WASHINGTON

RESOLUTION NO. 656

A RESOLUTION of the Board of Commissioners of South King Fire, King County, Washington, Adopting a Budget for the Year 2025.

WHEREAS, the King County Assessor has notified the Commissioners of South King Fire that the assessed valuation of real properties lying within the boundaries of said District for the calendar year of 2024 is approximately **$29,365,983,322**.

WHEREAS, the Board of Commissioners in the course of considering the budget for 2025 has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

WHEREAS, the Board of Commissioners, after the hearing and after duly considering all relevant evidence and testimony presented, has determined that South King Fire requires an increase in property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the District and in its best interest; and

WHEREAS, RCW 84.55 limits the property tax increase in a taxing district's tax levy to 1% over and above the previous highest lawful levy, unless the voters approve an increase greater than the limit at a duly-called election as allowed by RCW 84.55.050 and RCW 84.55.0101 as amended; and

WHEREAS, the Commissioners of South King Fire did duly submit to the resident electors of the district a measure allowing for the imposition of a benefit charge for a period of six (6) years pursuant to RCW 52.18. The electorate did pass said measure with 65.28% voting in the affirmative on August 6, 2024.

WHEREAS, pursuant to RCW 84.55.092, it is the further intent of the fire district commissioners to protect the fire district's future levy capacity. Therefore, in any year in which the district reduces the regular tax levy below the amount of levy to which the district is entitled by law, consistent with existing voter authorizations and the limitations of the state constitution and statutes, it is the district's intent to fully preserve future levy capacity as the aforesaid statute allows. The county assessor is therefore requested to set the regular property tax levy at the amount which would be allowed under RCW 84.55, as if the regular property tax for the district for taxes due in prior years (beginning with 1986) had been set for the full or maximum amount authorized under the law; and

WHEREAS, the Commissioners of South King Fire did duly submit to the resident electors of the district a measure allowing for the collection of a general obligation (G.O.) bond levy, to pay the principal and interest of said G.O. Bond, which is the levy of a General Tax on the taxable property within the District in excess of Constitutional and Statutory limitations in the sum of **$39,000,000** to be collected first in 2016, and for nineteen (19) consecutive years thereafter, to provide funds required by the District to make certain capital equipment expenditures, apparatus purchases, upgrade and enhance certain fire stations, upgrade and enhance technological equipment, and for other maintenance and capital expenditures essential for basic fire and life protection needs. And, further, the electorate did pass said measure with 61.7% voting in the affirmative on November 3rd, 2015.

NOW, BE IT RESOLVED, by the Board of Commissioners of South King Fire that the statutory limit of $1.00 shall be applied for the regular levy for the calendar year 2024, collected in the year 2025 as allowed by state statute, plus any additional dollar amount

calculated by multiplying the increase in assessed value in the district resulting from new construction, increases in assessed value due to construction of electric generation wind turbine facilities classified as personal property, improvements to property, and any increase in the assessed value of state-assessed property, by the regular property tax levy rate of the district for the preceding year, pursuant to RCW 84.55.092 and Chapter 84.55 RCW generally;

BE IT FURTHER RESOLVED by the Board of Commissioners of South King Fire that pursuant to RCW 84.52.125 it is the intent of the fire district commissioners to protect the district's tax levy from prorationing under RCW 84.52.010(2), by imposing up to a total of twenty-five cents ($0.25) per thousand dollars of assessed valuation of the tax levies authorized under RCW 52.16.140 and RCW 52.16.160, or either of them, outside of the five dollars and ninety cents per thousand dollars of valuation limitation established under RCW 84.52.043(2), if those taxes would otherwise be prorated under RCW 84.52.010(2)(e).

BE IT FURTHER RESOLVED by the Board of Commissioners of South King Fire that The Honorable County Council of King County, Washington is hereby requested to make a property tax levy for 2024, collected in 2025, for South King Fire in such amount as deemed necessary and appropriate, and as set forth in this budget resolution, to pay the principal and interest due upon the issuance of $39 million in general obligation bonds heretofore issued by South King Fire, and approved at the General Election held on November 3, 2015; the amount of that levy shall be **$2,767,323**.

FURTHER, BE IT RESOLVED THAT:

1. The 2025 Operating Expenditure Budget (for the Current Expense Fund) of the fire district will be **$51,173,100**.

   The 2025 Capital Expenditure Budget of the fire district will be **$2,257,162**.

   The 2025 G.O. Bond Fund Budget of the fire district will be approximately **$32,000,000**.

2. The Honorable County Council of King County, Washington is hereby requested to make a property tax levy for 2024, collected in 2025, for South King Fire as follows:

   A) Regular Property Tax Levy, in an amount of approximately **$29,365,983** (regular property tax levy estimated at up to $1.00 per $1,000 of assessed valuation).
   B) Current year's new construction in the amount of **$181,006** (estimated at $1.00 per $1,000 of assessed valuation) if applicable.
   C) G.O. Bond Levy throughout the fire district in the amount of **$2,767,323**.
   D) In addition, approximately **$249,699** in refunds are requested to be re-levied if applicable.

3. The County Comptroller of King County, Washington be and is hereby authorized and directed to deposit and sequester the monies received from the collection of the tax levies specified in Paragraph #2 above in the amounts and funds specified below:

   A. **$29,796,688** to the Current Expense Fund of said District (Regular Levy plus New Construction and Refunds).

   B. **$2,767,323** to the General Obligation Bond Fund of said District.

4. One copy of this resolution shall be delivered to each of the following: County Council and County Assessor of King County, Washington.

ADOPTED by the Board of Fire Commissioners of South King Fire, King County, Washington, at a regular meeting this 26th day of November 2024.

CHAIRMAN/COMMISSIONER

VICE CHAIR/COMMISSIONER

COMMISSIONER

COMMISSIONER

COMMISSIONER

ATTEST:

Secretary

Resolution #656

DRAFT

SOUTH KING FIRE
RESOLUTION NO. 657

BENEFIT CHARGE (RCW 52.18)

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF SOUTH KING FIRE IMPOSING A BENEFIT CHARGE ON PERSONAL PROPERTY AND IMPROVEMENTS TO REAL PROPERTY WITHIN THE DISTRICT FOR CALENDAR YEAR 2025

WHEREAS, the Board of Fire Commissioners of a fire district may, by resolution, for fire protection purposes authorized by law, fix and impose a benefit charge on personal property and improvements to real property, which are located within the fire protection district on the date specified, and which have or will receive benefits provided by the fire protection district, to be paid by the owners of the property; and

WHEREAS, the voters of the District authorized the imposition of a benefit charge for a period of six (6) years on August 6, 2024; and

WHEREAS, pursuant to RCW 52.18.060(2), a public hearing was held on November 13, 2024, to review and establish the benefit charge to be imposed for calendar year 2025; and

WHEREAS, the Board determined that the methodology utilized and set forth in the report of the public hearing reasonably takes into consideration the facts and circumstances of each property for which a benefit charge is imposed, and further that each individual benefit charge is reasonably proportioned to the measurable benefits to the property resulting from the services afforded by the District; and

WHEREAS, following the presentation of information and a call for public comments, the Board determined that the measurable benefits resulting from the services afforded by South King Fire exceeds **$51,173,000**.

BE IT **RESOLVED**, by the Board of Fire Commissioners of South King Fire as follows:

1. Amount. The benefit charge to be collected in 2025 is hereby established in the total amount of **$18,998,013**.

2. Specification of benefit charge. The apportioned benefit charge to be applied to specific commercial, residential and personal property within the District shall be in accordance with the "Schedule for Fire Benefit Charges – South King Fire" to be furnished and attached to this resolution as soon as the information is made available to

the District by the King County Assessor and in accordance with the attached reports to the Board.

ADOPTED by the Board of Fire Commissioners of South King Fire, King County, Washington, at a Regular Meeting this 26th day of November 2024, with the following Commissioners being present and voting.

CHAIR/COMMISSIONER BARUS	VICE CHAIR/COMMISSIONER VADINO
COMMISSIONER GATES	COMMISSIONER FULLER
COMMISSIONER BURRUS	

ATTEST:

Board Secretary

2025 South King Fire - Benefit Charge Formula

Square root of the total square footage X 18 X Category Factor X Response Factor X Hazard Factor X Fire Flow Factor X Applicable Discount = Fire Benefit Charge

Square Footage Categories	400-1,799	1,800-2,699	2,700-3,599	3,600-3,999	4,000-4,999	5,000-7,999	8,000-9,999	10,000-14,999	15,000-19,999	20,000-29,999	30,000-49,999	50,000-99,999	100,000-139,999	140,000-199,999	200,000-299,999	300,000-399,999	400,000-499,999	500,000-599,999	600,000-699,999	700,000-999,999	1,000,000+
Category Factors																					
Residential	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71
Multi-Unit	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	4.25	4.25	4.25	6.7	6.7	9	11.25	14.5	14.5	14.5	14.5	14.5	14.5
Commerical	1.5	1.5	1.5	1.5	1.6	1.6	1.6	1.7	1.7	1.7	1.85	1.85	2	2	3.05	3.35	3.5	3.75	4	4.15	5.15
Mobile Homes	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Fire Flow Factor*																					
0.3527925																					
Response Factor																					
Residential	1.2	Variable**																			
Multi-Unit	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75
Commercial	1.25	1.25	1.25	1.25	1.25	1.25	1.75	1.75	1.75	2.65	4.2	4.2	4.2	4.2	4.3	4.3	4.4	5.5	5.5	5.5	5.5
Hazard Factor																					
Light Hazard	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Ordinary Hazard - 1	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15
Ordinary Hazard - 2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2
Extra Hazard - 1	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3
Extra Hazard - 2	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4	1.4
Discounts																					
Automatic Fire Sprinkle	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9
Automatic Central Aları	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925	0.925

**Fire Flow Factor is estimated until final tax and property data is certifed by King County Assessor*

***Based on the number of firefighters needed to deliver required fireflow*

SOUTH KING FIRE
KING COUNTY, WASHINGTON

RESOLUTION NO. 658

A RESOLUTION of the Board of Commissioners of South King Fire, King County, Washington, Regarding the Real Property Tax

WHEREAS, the Board of Commissioners had properly given notice of the public hearing held November 13th, 2024, to consider the District's revenue sources and current expense budget for the 2025 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the Board of Commissioners in the course of considering the budget for 2025 has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

WHEREAS, the Board of Commissioners, after the hearing and after duly considering all relevant evidence and testimony presented, has determined that South King Fire requires an increase in property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the District and in its best interest; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of South King Fire that an increase in the regular property tax levy, in addition to any amount resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and notwithstanding the 1% limitation of RCW 84.55.0101 as amended, is hereby authorized for the 2024 property tax levy to be collected in 2025 in the amount of **$29,365,983**. This represents a decrease in the amount of **$11,877,408** from 2024, or **-28.79%**. This does not include any additional adjustments that may be made as a result of any annexations that have occurred or any refunds that are to be made. New construction is valued at **$181,006**. In addition, approximately **$249,666** in refunds are requested to be re-levied if applicable.

ADOPTED at a regular meeting of the Board of Commissioners of South King Fire this 26th day of November 2024, the following Commissioners being present and voting.

_____ CHAIRMAN/COMMISSIONER

_____ VICE CHAIR/COMMISSIONER

_____ COMMISSIONER

_____ COMMISSIONER

_____ COMMISSIONER

ATTEST:

_____ Secretary