

**October 26, 2009**

A Study Session of the Board of Commissioners of Central Kitsap Fire and Rescue was called to order by Chairman Muhleman at 4:02 PM (Admin Building), with Chairman leading the Pledge of Allegiance.

### **ADMINISTRATIVE ITEMS**

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Chairman verified a quorum was present.

#### **Additions or Deletions to the Agenda:**

None

### **DISCUSSION ITEMS**

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1. **Overtime Reduction Status:** AC Lovato gave a PowerPoint™ presentation to review overtime reduction status, with the following information:
  - \$781,557 spent on overtime in 2008
  - \$445,009 spent on overtime through October 2009
  - 12,500 overtime hours used for callback and sick leave staffing in 2008
  - 5,901 overtime hours used for callback and sick leave staffing through October 2009
  - Every month in 2009 less than month in previous year
  - L & I hours are now listed separately from sick leave
  
2. **Other Revenue:** AC Lovato reported on a couple of ideas for the District to receive other revenue. There are two (2) forms of revenue the District can look at. The first is utilizing a company called *EF Recovery* that pays Departments for going to incidents involving clean up of hazmat spills and fluids. The other is billing patients that expire on the scene. Some Districts are currently doing this, and Medicare has approved paying \$457.00 for this type of call. Central Kitsap Fire & Rescue currently does not bill for any patient left at the scene. Both ideas are for information only at this time, and will be looked into further for the future.
  
3. **Healthcare Update:** HRM Smith reported that there will be a Healthcare Meeting this Thursday at 8:30 AM at the Admin. Bldg. The District will continue with KPS, month to month for now. She will also be talking with IAFF L-2819 to try to come up with other alternatives.
  
4. **Surplus Bunker Gear:** AC Lusk reminded the Board of their approval to surplus various items, including “no value” bunker gear, at the October 12, 2009 Board meeting. An ad in the Western Fire Chief's *Daily Dispatch* caught his eye, which was the Idaho Meridian School District seeking supplies, including bunker gear, to be used for training purposes only for a new Jr. Firefighter Program they are starting. (The gear will not be used for fighting fires). The Board asked AC Lusk to first check locally and around the Western States to see if there is a need for the equipment.

5. **Interim Ladder:** AC Lovato reported that he is looking into a used 105 foot 1992 Pierce ladder truck that is located in Kennewick. The asking price for the ladder truck is \$125,000.00. There are several mechanical issues that would need to be looked into prior to making an offer. The purchase of the ladder truck would improve the District's rating with the Survey & Rating Bureau. The District currently has \$106,000.00 in mitigation funds that need to be used by August, 2012, and we need to collect \$75,000.00 from the Vintage Apartments. A letter has been sent to our Attorney to see what the mitigation funds can be used for. Commissioner McKinley suggested the District consider hiring Eric Quitslund to write a grant for the purchase of a new ladder truck.
6. **Contingency Purchase-5" Hose:** AC Lovato reported that the District has expended this year's budget for hose, but we are without a sufficient amount of 5" hose. He suggests we make an immediate advance purchase of next year's hose out of the contingency fund to get ourselves back up to speed. The cost will be less than \$15,000.00 with tax. The Board's consensus was to go ahead with the purchase.

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## **SPECIAL PUBLIC HEARING**

Regular meeting was recessed at 4:50PM to conduct a Special Public Hearing to discuss revenue sources and Expense Budget for 2010.

ASM Carberry reviewed the District's levy options under current statute. The assessed valuation and new construction figures provided by the County are only through October 12, 2009, and an estimated increase will be factored into the budget certification to account for any additional last minute changes. The District's overall assessed valuation has decreased approximately 6.6% over last year.

In order to increase our regular property tax levy by 1%, we have identified and will declare a substantial need. Based on a 1% increase in our regular property tax levy and the voter-approved restoration of \$.50/1,000 on our emergency medical property tax levy, the projected increases in revenue for 2010 are:

- Regular levy = \$104,792, plus new construction, state assessed utilities, and administrative tax refunds (approx. \$217,859) and,
- EMS levy = \$984,468, with levy reset to \$3,784,417

This puts the regular levy rate at \$1.419835/per \$1,000 AV and the EMS levy rate at \$.50/per \$1,000 AV. The total estimated tax levy to meet 2010 budgetary requirements is \$14,634,829.

Both Attorney Gross and the Assessor's office have reviewed the draft Resolutions, the 2010 Substantial Need for Setting Limit Factor, the 2010 Levy, and the 2010 Budget Certification, to ensure they meet the intent of the law. The finalized Resolutions will be presented for Board adoption on November 9, 2009. The substantial need Resolution will require a super-majority approval of the Board to pass.

Chairman solicited public comment and received the following feedback:

- Commissioner McKinley questioned what the levy impact would be without demonstrating substantial need. (*Note: Per the Assessor's office, without substantial need the IPD Limit Factor of 99.152% prevails, which would result in a decrease of \$88,863 over the previous years highest allowed levy plus new construction, etc.*)
- Commissioner Muhleman mentioned that, at the recent Snure Seminar, Attorney Brian Snure had advised that action on the Levy Resolution should be taken prior to action on the Substantial Need Resolution. ASM Carberry to verify this information.

Comments:

- IAFF L-2819 Davison thanked the administration for the process they went through and for sharing the information with labor.
- Commissioner Muhleman reported that legislation will be set at the Washington Fire Commissioners State Legislative Conference held in Yakima in May 2010, and advises at least one member of the Board should attend this important conference.

Chairman reconvened to regular session at 5:00PM.

**GOOD OF THE ORDER (PUBLIC COMMENT)**

- Commissioner Muhleman received a letter from Washington State Auditor Brian Sontag, inviting the Board to attend the exit conference on November 9, 2PM, at the Admin. Bldg. which will provide a report on the recent audit of the District. Commissioner Muhleman will attend.
- Commissioner Rogers reported that Eric Quitslund was hired as Assistant Chief of Clark 6.
- Commissioner Erickson was not able to attend today's meeting, so asked AC Lovato to report on the recent meeting of the CK Coordinating Council. He shared maps and information obtained from AC Lusk regarding the bypass road next to Station 42. He was pleased to report that State Representative Sherry Appleton and Commissioner Josh Brown took quite an interest. AC Lusk will be having a meeting with some facilities folks from North Kitsap to discuss the road situation in the near future.
- AC Lovato reported that Darla Murker, the Executive Director of the Silverdale Chamber of Commerce passed away on October 18. AC Lusk sent flowers from the District.
- IAFF L-2819 Davison heard from PERC this afternoon that they certified the bargaining unit of the 15 non-uniformed employees. A letter went in the mail today.
- HRM Smith reported that the next step will be the hearing for the 3 contested employees. A discussion will take place tonight at the Labor Management meeting.
- SA Lunden reminded the Board about the United Way Silent Auction & Spaghetti Feed that will take place Wednesday, November 4, at the Admin. Bldg. The proceeds benefit 1 out of 2.5 people right here in Kitsap County. The Silent Auction will be from 8:30 AM – 4:30 PM, and the lunch begins at 11:30 AM.

**ATTENDANCE:**

Commissioner Dave Fergus	L-2819 VP Steve Davison
Commissioner Bob Muhleman	Firefighter Charlie Bratcher
Commissioner Ralph Rogers	Firefighter Dennis Elliott
Commissioner Mick McKinley	Facilities Patrick Busby
Assistant Chief Roy Lusk	ASM Monika Carberry

Assistant Chief Jay Lovato  
Division Chief Randy Billick  
Division Chief Paul Stewart

HRM Susan Smith  
PIO Theresa MacLennan  
Staff Assistant Karen Lunden  
Staff Assistant Carol Westby

**Other Attendees:** None

**NEXT REGULAR MEETING TO BE HELD ON MONDAY, NOVEMBER 9, 3:00 PM, ADMIN BUILDING.**

**ADJOURNED AT 5:14 PM.**

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**SECRETARY OF THE DISTRICT**

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**CHAIRMAN**

**Minutes are not official until approved by the Board**