

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes November 7, 2018

Chair Scott Isenman called the meeting to order at 6:30 PM. Present were Commissioners Gina Batali, Tim Carey, and Fritz von Ibsch; Fire Chief Hank Teran; Finance Manager Ed Kaufman; and other Department members. Commissioner YongSuk Cho was excused.

#### AGENDA ADDITIONS & DELETIONS

None

#### PUBLIC HEARING: PROPOSED PROPERTY TAX REVENUES FOR 2019

At 6:30 PM Commissioner Isenman opened the public hearing on revenue sources for the Department's 2019 expense budget per RCW 84.55.120.

There were no questions or comments from the public and the hearing was closed at 7.34 PM.

#### FIRE CHIEF'S REPORT

- Fire station construction update: Construction Project Manager Charlie Demming provided an update on the station construction project including the following:
  - Station 22 is 50% complete with 100% of the site work completed.
  - Staff continues to work with the general contractor to complete punch list items on Station 21.
  - The exhaust system in the Station 21 apparatus bays will be modified to allow for pull through deployment of apparatus.
- COBI contract update: The 2019-2021 Interlocal Agreement for Fire Safety Services is being presented to the Bainbridge City Council on November 13. Chief Teran will attend the meeting to represent the Department.
- Non-Suppression CBA update: Chief Teran briefed the Board on the ongoing Non-Suppression CBA negotiations. The Chief's intention is to present an agreed upon contract to the Board before the end of 2018.
- KCFCA Holiday Brunch: The Kitsap County Fire Commissioners Association (KCFCA) Holiday Brunch will be held on December 8 from 12:00-2:30 at the Suquamish Clearwater Casino.
- BIVFFA Holiday Dinner: The annual Department holiday dinner, hosted by the Bainbridge Island Volunteer Firefighter Association will be held on December 8 from 6:00-8:00 at the Masonic Center.
- IGWG meeting reminder: Chief Teran reminded the Board that the next Intergovernmental Working Group (IGWG) meeting will be at 5:30, November 19, at the Library.
- Police Boat Marine 8 opportunity: Chief Teran briefed the Board on an opportunity to partner with the Bainbridge Island Police Department to use their boat for fire & rescue operations. The Department would need to purchase a firefighting pump

to augment the existing equipment on Marine 8. This will be a \$15,000 capital investment. Staff will evaluate the merits of using Marine 8 over the next several years and will consider the data collected when determining how to proceed with replacement of Marine 21.

- Rotary AED proposal: Chief Teran informed the Board that the Rotary Club is considering the purchase of 40 AEDs to be deployed throughout Bainbridge Island.
- FPI Summary: Chief Teran provided a summary of the recent Fire Prevention Institute, attended by four members of the Department.

Commissioner Isenman added that Chief Teran was awarded the *Life Member Award 2018* from the Washington State Association of Fire Marshals for exemplary service, professional ability and leadership in fire prevention.

### GOOD OF THE ORDER

Commissioner Carey mentioned compliments that he received from an Island resident about a recent inspection and the professional work of Fire Inspector Brian Wilkinson.

Chief Teran noted a card received from a former commissioner regarding the excellent and professional care provided during a recent medical emergency call.

### CITIZEN COMMENTS OR DISCUSSION

Paul Bang Knudsen addressed the Board about recent developments with the Bainbridge Island Ambulance Association (BIAA). He wanted the Board to be aware of the potential closure of BIAA in the next several weeks and discussed the desire for the ambulances owned by BIAA to remain assets for the community.

### CONSENT AGENDA

(Vouchers totaling \$1,088,181.20, October Payroll, Meeting Minutes 10/17/2018, 2019-2024 Strategic Plan). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

### BUSINESS AGENDA

#### 1. Resolution #05-2018: 2019 Property Tax Revenue – General Fire Levy

Finance Manager Kaufman requested approval for Resolution #05-2018: 2019 Property Tax Revenue – General Fire Levy. This resolution authorizes Kitsap County to collect funds through the general fire levy. It also authorizes a 3.6% increase over 2018 as allowed by the 2015 voter approved temporary lid lift. The general fire levy represents 67% of the Department's annual revenue. The projected levy rate for 2018 is \$0.80. Commissioner Carey moved to approve Resolution #05-2018: 2019 Property Tax Revenue – General Fire Levy as presented. Commissioner Batali seconded the motion and the motion passed unanimously.

#### 2. Resolution #06-2018: 2019 Property Tax Revenue – EMS Levy

Finance Manager Kaufman requested approval for Resolution #06-2018: 2019 Property Tax Revenue – EMS Levy. This resolution authorizes Kitsap County to collect funds through the EMS levy. It also authorizes a 1.0% increase over 2018 as allowed by statute. The EMS levy represents 27% of the Department's annual revenue. The projected levy rate for 2018 is \$0.32. Commissioner Batali moved to approve Resolution #06-2018:

2019 Property Tax Revenue – EMS Levy as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

3. Resolution #07-2018: 2019 Budget

Finance Manager Kaufman requested approval for Resolution #07-2018: 2019 Budget. This resolution presents revenue and expenditure levels for the Department's five funds: Expense; Reserve; Bond; Capital; and, Capital Facilities Bond Fund. The 2019 expense budget includes a 4.7% increase in revenue and 1% increase in expenses. The presented budget is consistent with the Department's 10-year financial projections and is essentially the same as the draft budget presented to the Board on October 17. Commissioner Carey moved to approve Resolution #07-2018: 2019 Budget as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

4. Resolution #08-2018: Permanent EMS Levy Election

Chief Teran requested approval of Resolution #08-2018: Permanent EMS Levy Election that authorizes the Department to ask voters in February, 2019 to replace the expiring 10-Year EMS Levy with a permanent EMS Levy, beginning in 2020. The current EMS Levy expires on 12/31/2019 and represents 27% of Department revenue. This resolution resets the levy rate at \$0.40 per \$1,000 of assessed value and the levy is made permanent. A reset of the levy rate to \$0.40 is consistent with the Department's 10-year financial projections and is necessary to provide revenue stream sustainability into the next decade. Commissioner von Ibsch moved to approve Resolution #08-2018: Permanent EMS Levy Election as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

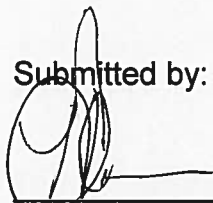
5. 2019 Board Chair

Commissioner Isenman began a Board discussion of the 2019 Board Chair. Commissioner von Ibsch indicated he would be happy to serve in this role for 2019. The Board thanked Commissioner von Ibsch for volunteering his time for this position.

ADJOURNMENT

The meeting was adjourned at 8:35 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

December 5, 2018