

**KING COUNTY FIRE PROTECTION DISTRICT 34**

Regular Meeting of the Board of Commissioners

Location: Station 11 – 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington

**AGENDA**

February 19, 2004

1:30 p.m.

- I. CALL TO ORDER – REGULAR MEETING
- II. PUBLIC COMMENTS (4 minutes per person)
- III. CITY OF REDMOND/KCFD 34 COST OF SERVICES ANALYSIS
- IV. APPROVAL OF MINUTES
  - A. Regular Meeting of January 15, 2004
  - B. Special Meeting of January 21, 2004
- V. SECRETARY'S REPORT
  - A. Monthly Budget Report – January 2004
  - B. Approval of Monthly Vouchers
  - C. Investment Report – December 2003
  - D. Legal Usage – January 2004
- VI. CHIEFS' REPORT
- VII. COMMISSIONERS' REPORT
- VIII. OLD BUSINESS
  - A. District 34 Tracking Sheet
- IX. NEW BUSINESS
- X. OTHER
- XI. ADJOURNMENT

Next Regular Meeting: March 18, 2004

**KING COUNTY FIRE PROTECTION DISTRICT 34**  
**8450 161<sup>st</sup> Avenue N.E.**  
**Redmond, WA 98052**  
**(425) 556-2226**

**BOARD OF COMMISSIONERS**

**Russell Caney, Chairman**  
**Sherman Colson**  
**Thomas Johnston**  
**Anne Carlson, Secretary**

**John R. Ryan, Fire Chief**

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**KING COUNTY FIRE DISTRICT 34**  
**REGULAR MEETING – BOARD OF COMMISSIONERS**  
**February 19, 2004**

**I. Opening of Meeting**

The regular meeting of the Board of Commissioners was called to order at 1:30 p.m. on February 19, 2004, at Station 11, located at 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington. Chairman Russ Caney, Commissioner Thomas Johnston, Commissioner Sherman Colson (2:55 pm), Fire Chief John Ryan, Deputy Chief Loren Charlston, Attorney Kinnon Williams, District Secretary Anne Carlson, and from the City of Redmond: Finance Director Lenda Crawford, Budget Analyst Cherie Sato, and Mayor's Assistant Jane Christenson were present.

**II. Public Comments – None**

- III. Redmond/KCFD 34 Cost of Services Analysis** – Lenda Crawford stated that she was pleased with the final draft report. She explained the intricate process of how Finance determines an overhead amount for the district and each department in the city. Overhead was included in the 1993 study also. The city only charged half the overhead in the mid-1990s (5%), because relations were so strained between the city and district. The council has been told that the figures have not been determined yet. Discussion was held regarding the commissioners' desire to include information showing that the district fully funded some personnel. Lenda Crawford stated that the commissioners should provide that information verbally at the Fire Services Forum. Commissioner Johnston requested that a statement be included in the report. Jane Christenson suggested that page 7 be amended with a short phrase recognizing the district's payments to increase staffing, and Lenda Crawford suggested the same phrase be included in the introduction as well. The contract has increased over time as service costs and staffing have increased. It was agreed that language including the amount of the district's costs to add two firefighters in 1996 and 2003 would be added to the first paragraph and page 7 under "Staffing Increases."

Lenda Crawford left the meeting at 2:30 p.m.

Jane Christenson reviewed the presentation for the Fire Services Forum. The information is similar to the first presentation, but there are new council members who will need some background. Chairman Caney stated the asset transfer information on page 6 might lead the council to believe that the district's costs are not increasing as much as they should be. Jane Christenson will ask Lenda Crawford if a footnote could be added. It was agreed that with those changes, the document would be put into the council boxes. If approved by the city council, negotiators will set up meetings for negotiations.

Jane Christenson and Cherie Sato left the meeting at 2:55 p.m.

Commissioner Sherman Colson joined the meeting at 2:55 p.m.

Discussion was held regarding the structure of the district administrative staff of one fulltime and one part-time employee and how these costs will fit into negotiations. Discussion was held on negotiation items such as Station 17's location. It is unlikely that the station location can be changed, and staffing the station would be a large increase for the district. Commissioner Johnston, Kinnon Williams, and possibly Dick Radtke will handle negotiations. Kinnon Williams will supply the commissioners with a draft he has created of the operational plan.

#### IV. Approval of Minutes

**Motion from Commissioner Johnston to approve the minutes of the January 15, 2004 regular meeting. Motion seconded by Chairman Caney. Motion passed unanimously.**

**Motion from Commissioner Johnston to approve the minutes of the January 21, 2004 special meeting. Motion seconded by Chairman Caney. Motion passed unanimously.**

#### V. Secretary's Report

A. Budget Report – The 13<sup>th</sup> Month report from King County contained no changes. Commissioner Johnston will update the 2004 Proforma.

B. Vouchers – Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims required by RCW 42.24.090 have been recorded on a listing that has been made available to the board. As of February 19, 2004, the Board by a unanimous vote does approve for payment those vouchers included in the aforementioned list or lists and further described as follows:

Expense Fund Vouchers: No. 7794 through 7814 for a total amount of \$21,603.51.

Discussion was held regarding the increased cost of membership in the Washington Fire Commissioners Association.

C. King County Investment Pool – The December 2003 net earnings rate was 2.38%. The January 2004 investment report had not been received by the meeting date.

D. Legal Usage – There were 5.3 hours of legal usage in the month of January 2004.

#### VI. Chief's Report

Ryan – Senior Staff held a two-day retreat and developed a priority list of possible budget cuts for the Mayor's review that could balance the department's 2003-2004 budget. Last week in a department head meeting, Finance reported that Redmond sales tax had not increased in December as estimated.

Department concerns include:

- City/district contract
- Sammamish contract
- EMS levy
- Eyman initiative
- Sales tax realignment
- Unfunded legislative mandates
- IAFF 2829 arbitration results (There is a 5/10 & 11 meeting scheduled to discuss medical benefit sharing, and the Union wants to start negotiations soon.)

Kirkland, Redmond, and Woodinville fire departments are discussing a consortium approach to providing fire services. Kinnon Williams stated that the simple solution is to annex the cities into fire districts 34, 36, and 41. Discussion was held on benefit charges that are based on improvements to real property. Bothell is currently studying merge options.

Chief Ryan announced his retirement in June 2004. He stated that he was not asked to leave, and he will not help pick the next fire chief. Oldani and Associates is in charge of the recruitment.

#### VII. Commissioner's Report – None

**VIII. Old Business**

A. Tracking Sheet

Fire Services Forum – The cost of services study will be presented at the February 24, 2004 forum.

Station 18 – Kinnon Williams will furnish a report on the district's obligations regarding staffing the station.

**IX. New Business** – None

**X. Other** – None

**XI. Adjournment** – Meeting adjourned at 5:12 p.m.

**BOARD OF COMMISSIONERS**

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Russell Caney, Chairman

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Sherman Colson, Commissioner

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Thomas Johnston, Commissioner

ATTEST

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Anne Carlson, District Secretary  
Board of Commissioners  
King County Fire District 34