

**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**

Wednesday, January 18, 2006

5:00 p.m.

Station 11 Training Room

- I. CALL TO ORDER – REGULAR MEETING
- II. PUBLIC COMMENTS (4 minutes per person)
- III. ATTORNEY'S REPORT
- IV. CHIEFS' REPORTS
- V. COMMISSIONERS' REPORTS
  - A. Response to Station 15 Neighborhood Group
  - B. Citizens' Meeting of February 27, 2006
  - C. Tracking Sheet
- VI. APPROVAL OF MINUTES
  - A. Regular Meeting of December 14, 2005
  - B. Special Meeting of December 19, 2005
  - C. Special Meeting of January 9, 2006
- VII. DISTRICT SECRETARY'S REPORT
  - A. Monthly Budget Report – December 2005
  - B. Approval of Monthly Vouchers 8113 through 8136
  - C. Investment Report – December 2005
  - D. Legal Usage – December 2005
  - E. Approve Resolution 220/06 – Pay Plan A0-2 2006 Salary Adjustment
- VIII. OTHER
- IX. ADJOURNMENT

Next Regular Meeting: February 22, 2006

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

**BOARD OF COMMISSIONERS**  
Thomas Johnston, Chairman  
Sherman Colson  
Peter Lucarelli  
Anne Carlson, Secretary

Tim Fuller, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
REGULAR MEETING – BOARD OF COMMISSIONERS  
January 18, 2006

**I. Opening of Meeting**

The regular meeting of the Board of Commissioners was called to order at 5:12 p.m. on January 18, 2006 at Station 11, located at 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington. Chairman Thomas Johnston, Commissioner Sherman Colson, Fire Chief Tim Fuller, Deputy Chief Andy Hail, Deputy Chief Bob Oliver, Attorney Kinnon Williams, and District Secretary Anne Carlson were present.

**II. Public Comments**

Shannon Norman, who lives in Station 14's area, expressed her concern regarding station relocation. She attended the meeting to show support for keeping Station 14 open due to its rural location. The commissioners explained that a citizens' group in Station 15's area was given 60 days from January 1, 2006 to research information used by the commissioners to make the relocation decision and provide alternatives for consideration by the Board. Senior Staff has recommended relocating personnel from Station 15 to Station 18, and the commissioners agreed after seeing the research submitted.

**III. Attorney's Report**

A. Station 18 – The deeds have been recorded with the Redmond/District 34 Operating Agreement.

**IV. Chiefs' Reports**

A. Fuller – Chief Fuller introduced new Deputy Chief Bob Oliver to the commissioners. He moved here after 33 years at the Phoenix Fire Department.

Support Staff – Changes will be occurring with fire administrative support staff. Dawn Wood will move to Station 11 to coordinate records management and statistics. Carol Hartwell will move to Prevention, and the Public Educator/PIO will be supervised by Robert Schneider, Emergency Preparedness Manager.

Station 17 – The City Council's focus on Station 17 is to build it and staff it with an aid car; however, they are aware that a system approach is necessary, including additional personnel at Station 12, a dedicated truck company, etc.

B. Hail – A District 34 resident in Trilogy is interest in doing CERT (Citizen Emergency Response Training). He was turned down for a grant, so the department was unable to go forward. The department now has the opportunity to develop a CERT program as part of a Redmond Community Citizen Corp in the city and district including ARES, COAD, Neighborhood Watch, Fire Corp, CERT, and law enforcement-focused organizations. The first organized meeting of CERT will occur next week.

Station 18 – Deputy Chief Hail distributed a list of necessary equipment/costs to open Station 18.

Hose Washer	\$13,200
Personal Protective Equipment	9,100
Furniture/file cabinets	15,000
Physical Fitness Equipment	20,000
Flammable Liquid Cabinet	1,755
Misc. Kitchen supplies	2,300
Mattresses	2,500
Storage Shelves in Bay/Mezzanine	500
Staircase to Mezzanine	9,000
Hose Rack	590
Portable Compressor	<u>1,866</u>
	\$75,811

Discussion was held regarding the necessity of each item.

- A hose washer is not standard equipment but is recommended so personnel do not have to leave their response area to clean hose. A hose washer could be moved from Station 11, 12, or 16 if money is tight.
- The PPE washer is a specialized washer for bunker gear.
- The city has priced a standard list of furniture that will last and has negotiated a 40% discount. Staff recommended that some furniture would be needed at Station 15.
- It was suggested that physical fitness equipment be moved to Station 18; however some equipment will need professional moving and adjustment. Deputy Chief Hail stated that some equipment is getting to the end of its usable life.
- Staircase: A dumbwaiter and other options will be researched.

Chairman Johnston stated that some items on the equipment list depend on the future use of Station 15. If the Training Consortium moves to Station 15, physical fitness equipment will be needed for those personnel. Training is ready to move into Station 15 if the commissioners agree to occupancy of more than one year. Training's strategic plan should be done by the end of February. It was asked if the Training Consortium could share in facility costs. Deputy Chief Hail replied that Kirkland has not charged Redmond and Woodinville while the Training Consortium has been located at Station 26.

**Motion from Commissioner Colson to approve the purchase of Station 18 equipment on the above list except the staircase and physical fitness equipment, which will be deferred. Motion seconded by Chairman Johnston. Motion passed unanimously.**

#### V. Commissioners' Reports

- Response to Station 15 Neighborhood Group – Chairman Johnston has spoken with members of the neighborhood group. He provided them with the Station 18 mitigation agreement, Sammamish agreement, District 34/Redmond Operating Agreement, response statistics, assessed valuation history, and call volume history.
- Citizens' Meeting of February 27, 2006 – Staff will do a PowerPoint presentation and then the commissioners will present policy and financial issues regarding call volume, response times, and mitigation measures affecting each station if closed.
- Tracking Sheet

Overtime – Planning will be done for cost containment measures.

The letter announcing the February 27 public meeting was reviewed and revised. It will be mailed out no later than Tuesday, January 24.

Discussion was held on a possible retirement fund source for the District's Office Technician: deferred compensation, private retirement fund, etc.

**VI. Approval of Minutes**

**Motion from Chairman Johnston to approve the minutes of the December 14, 2005 regular meeting. Motion seconded by Commissioner Colson. Motion passed unanimously.**

**Motion from Chairman Johnston to approve the minutes of the December 19, 2005 special meeting. Motion seconded by Commissioner Colson. Motion passed unanimously.**

Approval of the minutes from the special meeting of January 9, 2006 was deferred due to the absence of Commissioner Lucarelli.

**VII. District Secretary's Report**

A. Budget Report – The December 2005 report was reviewed. The operating agreement payment and the final asset transfer payment to the City of Redmond have been sent. The commissioners agreed to move the remaining amount in the Asset Transfer Fund to the Capital Reserve Fund.

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 January 18, 2006, 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. 8114 through No. 8136 for a total amount of \$1,506,035.32

Asset Transfer Fund Vouchers: No. 8113 for a total amount of \$255,986.00

C. King County Investment Pool – The December 2005 net earnings rate was 3.81%.

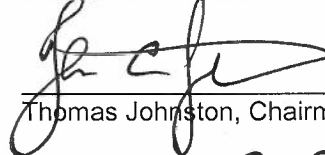
D. Legal Usage – There were 20.3 hours of legal use in December 2005.

E. 2006 Salary Adjustment – The commissioners approved a 2.76% market adjustment effective January 1, 2006 for the district secretary pay plan, which is the same as given by the City of Redmond to non-union employees.

**VIII. Other – None**

**IX. Adjournment** – Meeting adjourned at 7:30 p.m.

**BOARD OF COMMISSIONERS**



Thomas Johnston, Chairman



Sherman Colson, Commissioner



Peter Lucarelli, Commissioner

ATTEST:



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