

KING COUNTY FIRE PROTECTION DISTRICT 34

Regular Meeting of the Board of Commissioners

Location: Station 11 – 8450 161st Avenue N.E., Redmond, Washington

AGENDA

Tuesday, July 18, 2006

5:00 p.m.

Station 11 Conference Room

- I. CALL TO ORDER – REGULAR MEETING
- II. PUBLIC COMMENTS (4 minutes per person)
- III. PROJECT MANAGER PROPOSAL FOR PROPERTY SITE EVALUATION
- IV. ATTORNEY'S REPORT
- V. CHIEFS' REPORTS
- VI. COMMISSIONERS' REPORTS
 - A. Tracking Sheet
- VII. APPROVAL OF MINUTES
 - A. Regular Meeting of June 20, 2006
 - B. Special Meeting/Executive Session of June 26, 2006
- VIII. DISTRICT SECRETARY'S REPORT
 - A. Monthly Budget Report – June 2006
 - B. Approval of Monthly Vouchers 8200 through 8212
 - C. Investment Report – June 2006
 - D. Legal Usage – June 2006
 - E. Sign Resolution 221/06 Adjusting Pay Plan A0-1
- IX. OTHER
- X. ADJOURNMENT

Next Regular Meeting: August 15, 2006

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS

Thomas Johnston, Chairman
Sherman Colson
Peter Lucarelli
Anne Carlson, Secretary

Tim Fuller, Fire Chief

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

I. Opening of Meeting

The regular meeting of the Board of Commissioners was called to order at 5:00 p.m. on July 18, 2006 at Station 11, located at 8450 161st Avenue N.E., Redmond, Washington. Chairman Thomas Johnston, Commissioner Peter Lucarelli, Attorney Kinnon Williams, Fire Chief Tim Fuller, Deputy Chief Bob Oliver, and District Secretary Anne Carlson were present.

II. Public Comments – None

III. Project Manager Proposal for Property Site Evaluation

Ron Seng of Construction Consulting Services distributed a preliminary timeline based on King County's instructions for the development of a new fire station. The timeline included Phase 1 to obtain a conditional use permit and Phase II that will start after the conditional use permit is approved by the county. The feasibility study will be completed in mid-August, and KDW will report to the Board. The Board will then decide whether to buy the property. If the purchase proceeds, a Request for Qualifications (RFQ) will be written. Discussion was held on water and septic considerations. Mr. Seng will have KDW consult with the Union Hill Water District and research the suitability for a septic system. It was agreed that the RFQ will be done after the feasibility study is completed.

Mr. Seng submitted his fee proposal for construction consulting and project management for a future fire station on Union Hill. He proposed service on an as-needed basis not to exceed \$14,000 for an estimate of 40 weeks at an average of five hours per week. His hourly rate is \$70 per hour. He would bill separately for reimbursement of travel expenses, etc. The amount of \$500 per month for reimbursement of expenses will be added to the contract.

Motion from Chairman Johnston to accept Ron Seng's proposal and direct Attorney Kinnon Williams to forward a simple contract to him. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

IV. Attorney's Report

Mr. Williams reported that the appraisal for the Union Hill property should come in within 10% of the purchase price. The earnest money for the purchase of the property has been deposited.

V. Chief's Reports

A. Fuller – There was a rumor and discussion by the Redmond City Council to draft a resolution directing the Fire Department not to close fire stations during the remainder of 2006. So far nothing has materialized.

The Labor and Management Team has started discussions again. The meetings will be in a different format than in the past.

The 2007-2008 city budget will reflect a balance between hiring to an appropriate level and funding overtime appropriately.

The chiefs interviewed candidates for two open firefighter positions. There was one successful candidate. A new list of candidates will be requested from PublicSafetyTesting.com to fill the other position.

The legislature passed a requirement (House Bill 1756) for annual fire department audits of performance requirements. Chief Fuller will distribute copies of the requirements to the commissioners. Discussion was held on concentrating on outcomes and not only on response times and staffing.

Department staff members have been analyzing the staffing model. Response times for aid cars have been going up, but they have been every year since 2002. Neighboring departments are not coming into Redmond more than during the same period in 2005. Chairman Johnston reported that he heard that some crews are responding into other jurisdictions on calls and not going back in service until they are close to their response area. It was pointed out that this is not the intent of the eastside system that dispatches the closest unit to each incident. Deputy Chief Oliver will determine if this procedure is department or system-wide.

VI. Commissioners' Reports

- A. Public Preference Survey – The questions are finished, and the survey will be done next week.
- B. Tracking Sheet – Overtime is within budget at this time due to an increase in funds in February and the current staffing model.
- C. Emergency Access Corridors – It was asked if Deputy Chief Hail would be the department representative for this project. It was suggested that Ron Seng could also help.

VII. Approval of Minutes

Motion from Commissioner Lucarelli to approve the minutes of the June 20, 2006 regular meeting. Motion seconded by Chairman Johnston. Motion passed unanimously.

Motion from Chairman Johnston to approve the minutes of the June 26, 2006 special meeting. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

VIII. District Secretary's Report

- A. Budget Report – The June 2006 report was reviewed.
- 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 July 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. 8200 through No. 8212 for a total amount of \$2,556,857.64
- C. King County Investment Pool – The June 2006 investment report had not been received by the date of this meeting.
- D. Legal Usage – There were 21 hours of legal use in June 2006.

IX. Other

- X. **Adjournment** – Meeting adjourned at 6:40 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