

KING COUNTY FIRE PROTECTION DISTRICT 34
8450 161st Avenue NE
Redmond, WA 98052
(425) 556-2226
www.kcfd34.org


NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing to discuss King County Fire District 34's proposed revenues and tax levy in 2008 will be held immediately before the Fire District's regular meeting on Tuesday, October 16, 2007, 5:00 p.m., at Redmond Fire Department Headquarters located at:

8450 161st Avenue NE
Redmond, Washington

DATED THIS 12th DAY OF OCTOBER 2007

Time: 5:00 p.m.



Anne M. Carlson, District Secretary
King County Fire District 34

Posted: Stations 11, 13, 14, 18

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, October 16, 2007
5:00 p.m.

- I. CALL TO ORDER – PUBLIC HEARING regarding Proposed 2008 Revenues and Tax Levy
 - II. ROLL CALL
 - III. APPROVAL OF AGENDA
 - IV. PUBLIC COMMENTS (4 minutes per person)
 - V. 2007 BUDGET REVIEW
 - VI. PROPOSED 2008 REVENUES AND TAX LEVY
 - VII. ADJOURNMENT
-

- I. CALL TO ORDER – REGULAR MEETING
- II. ROLL CALL
- III. APPROVAL OF MINUTES
 - A. Special Meeting of September 6, 2007
 - B. Regular Meeting of September 11, 2007
 - C. Special Meeting of September 25, 2007
 - D. Fire Services Forum of September 25, 2007
 - E. Special Meeting of October 5, 2007
 - F. Special Meeting of October 12, 2007
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS (4 minutes per person)
- VI. ATTORNEY'S REPORT
 - A. Executive Session – Litigation
 - B. Potential use of Certified Real Estate Professional in Procuring Location for a New Fire Station – Lucarelli and Williams
- VII. CHIEFS' REPORTS
 - A. Status of NORCOM and City of Redmond
- VIII. COMMISSIONERS' REPORTS
 - A. Draft Strategic Plan – Lucarelli
 - B. Emergency Access Corridors – Lucarelli
 - C. DECCAN Conference Next Year – Lucarelli
 - D. HB 1756 – Lucarelli
 - E. Meeting re: NORCOM -- Lucarelli
 - F. Tracking Sheet

IX. DISTRICT SECRETARY'S REPORT

- A. Adopt New Pay Plan for Administrative Assistant
- B. Monthly Budget Report – September 2007
- C. Approval of Monthly Vouchers 8438 through 8467
- D. Investment Report – August and September 2007
- E. Legal Usage – August and September 2007

X. OTHER

XI. ADJOURNMENT

Next Regular Meeting: Tuesday, November 20, 2007 – 5:00 p.m.

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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
PUBLIC HEARING/REGULAR MEETING – BOARD OF COMMISSIONERS
October 16, 2007

I. Call to Order – Public Hearing

A public hearing of the Board of Commissioners was held at Station 11, located at 8450 161st Avenue N.E., Redmond, Washington, on October 16, 2007.

Chairman Tom Johnston opened the public hearing at 5:00 p.m. for the purpose of discussing the Fire District's budget and 2008 tax levy. He stated that the public hearing was not to actually set the levy or establish a budget but to inform the public and consider any comments that the residents of the district may have with reference to revenues or proposed tax increases.

II. Roll Call

Present: Chairman Tom Johnston
Commissioner Peter Lucarelli
Commissioner Sherman Colson

Others Attending: Attorney Kinnon Williams
District Secretary Anne Carlson
Deputy Chief Andy Hail

III. Approval of Agenda

Motion from Commissioner Lucarelli to approve the agenda of the Public Hearing of October 16, 2007. Chairman Johnston seconded the motion. Motion passed unanimously.

IV. Public Comments – None

V. 2007 Budget Review

Chairman Johnston reported that as of October 1, 2007, the district's budget was 5% overspent, and some reserves would probably need to be used at the end of 2007.

Deputy Chief Hail reported that in July 2007, the department's budget was approximately 52% spent. In his review of overtime and the in-house recruit academy costs, it appears that the department will come in on budget. The budget has not yet been adjusted for the new personnel approved in the 2008 city levy. District costs for the new personnel have not been determined. Deputy Chief Hail will schedule a meeting with the city's budget analyst and Chairman Johnston to determine levy adjustments so that Chairman Johnston can develop a proposed budget for the November meeting.

VI. Proposed 2008 Revenues and Tax Levy

Attorney Williams reviewed the levy worksheet from King County dated October 12, 2007. The allowable levy increase for 2008 is \$1,388,302, excluding new construction. The new construction forecasts have been decreasing since 2004:

2007 - \$164,461,000
2006 - \$170,000,000
2005 - \$187,000,000
2004 - \$284,000,000
2003 - \$220,000,000

At the next meeting, the commissioners will look at the new contract costs in the strategic plan.

VII. Adjournment

Motion from Commissioner Colson to adjourn the public hearing of October 16, 2007 at 5:24 p.m.. Commissioner Lucarelli seconded the motion. Motion passed unanimously.

I. Call to Order – Regular Meeting

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161st Avenue N.E., Redmond, Washington on October 16, 2007. The meeting was called to order at 5:25 p.m. by Chairman Tom Johnston.

II. Roll Call

Present: Chairman Tom Johnston
Commissioner Peter Lucarelli
Commissioner Sherman Colson

Others Attending: Attorney Kinnon Williams
District Secretary Anne Carlson
Deputy Chief Andy Hail

III. Approval of Minutes

- A. Deputy Chief Hail will obtain a colored response map from Deccan for the commissioners.

Motion from Commissioner Lucarelli to approve the minutes of the September 6, 2007 special meeting. Motion seconded by Chairman Johnston. Motion passed unanimously.

- B. Deputy Chief Hail reported that Redmond personnel are using the MDCs in 20% of all dispatches. Bellevue's and Kirkland's usage is a little higher. Operations will be told to start using the computers more often. Commissioner Lucarelli stated that a use policy is necessary. Deputy Chief Hail stated that Bellevue still has challenges with reporting, but connectivity has improved. He will provide more information at the November meeting.

Deputy Chief Hail is awaiting a report regarding necessary Station 14 repairs. An emergency roof repair will be done immediately.

Motion from Commissioner Lucarelli to approve the minutes of the September 11, 2007 regular meeting. Motion seconded by Chairman Johnston. Motion passed unanimously.

- C. Deccan Software will be put on the Tracking Sheet.

Motion from Chairman Johnston to approve the minutes of the September 25, 2007 special meeting. Motion seconded by Commissioner Colson Motion passed unanimously.

- D. **Motion from Commissioner Lucarelli to approve the minutes of the September 25, 2007 Fire Services Forum. Motion seconded by Chairman Johnston. Motion passed unanimously.**
- E. **Motion from Commissioner Lucarelli to approve the minutes of the October 5, 2007 special meeting. Motion seconded by Commissioner Johnston Motion passed unanimously.**
- F. **Motion from Commissioner Lucarelli to approve the minutes of the October 12, 2007 special meeting. Motion seconded by Commissioner Johnston Motion passed unanimously.**

IV. Approval of Agenda

Motion from Commissioner Lucarelli to approve the agenda of the regular meeting of October 16, 2007. Chairman Johnston seconded the motion. Motion passed unanimously.

V. Public Comments

Citizen Keith Brooks stated that he would be going to a homeowners' association meeting and would like information on the 228th Avenue NE corridor and Station 15's status.

Commissioner Lucarelli replied that he had met with the owner of the property near 227th Avenue N.E. The property has been surveyed, and a permit is needed for a culvert. The right-of-way will be asphalted. A gate will be at the entrance and a non-permitted gate exists in the middle, which they will leave until the asphalt is done. The middle gate will then be moved to the end.

VI. Attorney's Report

- A. Executive Session 5:50 p.m. to 6:00 p.m. – Discussion regarding litigation .
- B. Potential Use of Certified Real Estate Professional to Procure Location for a New Fire Station – Attorney Kinnon Williams contacted several realtors, and one submitted a proposal in the amount of \$7,400. She would be paid hourly to search for property for a new station. Attorney Williams will ask her to attend a commissioners' meeting.
- Attorney Williams stated that he had not received a reply from the Lake Washington School District regarding their property.
- C. Access Corridors – The license agreement was given to the homeowners association of Union Ridge Estates for their review and comments. Two manual gates will be changed to Opticom systems.

VII. Chiefs' Reports

- A. Hail – Deputy Chief Hail reported that Station 15 is currently being used for a recruit academy through December.

Station 17 – The Public Works Project Manager is in the process of selecting an architect. Tomorrow, a tour will be held of Mercer Island, Bellevue, and Woodinville fire stations. Commissioner Lucarelli suggested the city hire Ron Seng to look at critical stages of construction before they occur.

The Redmond labor contract has been completed.

There was a car fire in the garage at N.E. 54 and 242 Avenue N.E. The resident suffered smoke inhalation and burns when trying to push the car out of the garage.

The regional deputy chiefs are looking at the possibility of consolidating apparatus maintenance. Bellevue is the lead for joint purchasing opportunities.

The graduation of recruits at the in-house Recruit Academy 2007-02 will be held on December 18, 2007.

VIII. Commissioners' Reports

- A. Draft Strategic Plan – Commissioner Lucarelli distributed a draft of a 2008-2013 strategic plan for the district. He asked the commissioners to review the draft and recommend changes. The most important issues from the citizens' survey were communications and Station 15, both of which have been addressed. He suggested a three- to four-hour special meeting to go through the plan, make changes, and approve. The commissioners are to bring their thoughts on dovetailing the strategic plan and the financial plan. It was decided that a Study Session would be held to discuss the Fire District Strategic Plan on Thursday, October 25, 2007, from 5:00 p.m. to 9:00 p.m.
- B. Emergency Access Corridors – Kinnon Williams and Commissioner Lucarelli met with the Union Ridge Estates homeowners regarding the upgrading of their access corridor gates.

The gate at the 5700 block of 216th Place NE is done.

- C. 2008 Deccan Conference – The conference is in San Diego next year. The registration is discounted by \$160 if attendees are enrolled by November 30, 2007. At the November 20 meeting, the commissioners will decide who will attend.
- D. SHB 1756 – Commissioner Lucarelli talked with the Vancouver Fire Chief who has response time standards for commercial, urban, suburban, and rural areas from 1997. Deputy Chief Hail has done some research and developed response time standard descriptions for the district areas. The city provided a population density map for rural, suburban, and urban. Deputy Chief Hail also has King County EMS population per geo code. This information will be put into Deccan. FDM is developing a SHB 1756 module for the future.
- E. NORCOM Meeting – Commissioner Lucarelli met with Consultant Mark Nelson, who told him that there was no need for the city council to make a decision immediately. He also said that the council and commissioners have been given incorrect information. Mr. Nelson sent a memo to council members that raised some questions.
- F. Tracking Sheet
Newsletter – Sherman will write some articles.

IX. District Secretary's Report

- A. Adopt New Pay Plan for Administrative Assistant

Motion from Chairman Johnston to approve Resolution 237/07, adopting a new pay plan for the district's Administrative Assistant. Commissioner Lucarelli seconded the motion. Motion passed unanimously.

- B. Monthly Budget Report – The budget report of September 2007 was reviewed.
- C. Approval of Monthly Vouchers

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 October 16, 2007, the Board by a unanimous vote does approve for payment those vouchers included in the aforementioned list or lists and further described as follows:

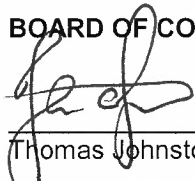
Expense Fund Vouchers: No. 8438 through No. 8467 for a total amount of \$22,424.85

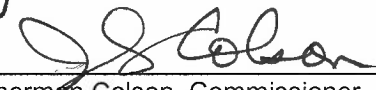
- D. Investment Report – The September 2007 net earnings rate was 5.24%.
- D. Legal Usage – There were 20.6 hours of legal usage in September 2007.


X. Other – None

- XI. Adjournment** – Chairman Johnston adjourned the meeting at 7:10 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 Protection District 34