

**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**

Tuesday, November 20, 2007

5:00 p.m.

- I. CALL TO ORDER – REGULAR MEETING
- II. ROLL CALL
- III. APPROVAL OF MINUTES
  - A. Regular Meeting of October 16, 2007
  - B. Special Meeting of October 25, 2007
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS (4 minutes per person)
- VI. ATTORNEY'S REPORT
  - A. Property Acquisition
  - B. Set 2008 Levy
  - C. Approve Resolutions 231/07 and 232/07
- VII. CHIEFS' REPORTS
  - A. SHB 1756
  - B. MDC Usage
- VIII. COMMISSIONERS' REPORTS
  - A. Draft Strategic Plan and Status Report
  - B. Emergency Access Corridors
  - C. Attendance at 2008 DECCAN Conference
  - D. SHB 1756
  - E. Puget Sound Clean Air Agency Proposed Land Clearing Burn Ban
  - F. Tracking Sheet
- IX. DISTRICT SECRETARY'S REPORT
  - A. Approve 2008 Medical Insurance Program
  - B. Monthly Budget Report – October 2007
  - C. Approval of Monthly Vouchers 8468 through 8486
  - D. Investment Report – October 2007
  - E. Legal Usage – October 2007
- X. OTHER
- XI. ADJOURNMENT

Next Regular Meeting: Tuesday, December 18, 2007 – 5:00 p.m.

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

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KING COUNTY FIRE DISTRICT 34  
REGULAR MEETING – BOARD OF COMMISSIONERS  
November 20, 2007

I. **Call to Order**

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington on November 20, 2007. The meeting was called to order at 5:30 p.m. by Chairman Tom Johnston.

II. **Roll Call**

Present: Chairman Tom Johnston  
Commissioner Peter Lucarelli  
Commissioner Sherman Colson

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

III. **Approval of Minutes**

A. Regular Meeting of October 16, 2007

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

B. Special Meeting of October 25, 2007

**Motion from Commissioner Lucarelli to approve the minutes of the October 25, 2007 special meeting. Motion seconded by Commissioner Colson. Motion passed unanimously.**

IV. **Approval of Agenda**

Corrections to Agenda: Item VIII. A – 2008 Budget, will be deferred to a Special Meeting to be held on Thursday, November 29, 2007, 5:00 p.m., at Station 11.

**Motion from Chairman Johnston to approve the agenda of the regular meeting of November 20, 2007 as amended. Commissioner Lucarelli seconded the motion. Motion passed unanimously.**

V. **Public Comments** – Citizen Keith Brooks asked if the proposed plan/budget could be posted on the web site for citizens to read. Chairman Johnston replied that they are working documents

He also asked about the amount of the levy that the commissioners had agreed upon. Chairman Johnston replied that the levy was set at \$1.35, not the maximum of \$1.50 because the strategic plan stated that all goals would be met with that amount.

## VI. Attorney's Report

- A. Property Acquisition – Linda Lane of Lane and Associates submitted a time and materials proposal for a land acquisition search at \$100 per hour, not to exceed \$7,400. Linda will gather addresses of property in the targeted area for potential purchase

**Motion from Commissioner Lucarelli to hire Linda Lane of Lane and Associates to perform a land acquisition search for a potential fire station site in an amount not to exceed \$7,400. Commissioner Colson seconded the motion. Motion passed unanimously.**

- B. Set 2008 Levy

The allowable 2008 levy as approved by the voters is \$6,549,837, which is a 27.17% increase over last year. The 2008 bond payoff amount is \$196,175; however \$32,000 is estimated to be left in the fund this year. Discussion was held regarding the proper amount needed to empty the fund in 2008. It was agreed to levy \$6,549,837 into the Expense Fund and \$165,000 into the Go Bond Fund

- C. **Motion from Commissioner Colson to approve Resolutions 231/07 and 232/07, setting the total 2008 levy at \$6,714,837, with \$6,549,837 going into the Expense Fund and \$165,000 into the GO Bond Fund. Chairman Johnston seconded the motion. Motion passed unanimously.**

## VII. Chiefs' Reports

- A. SHB 1756 – Deputy Chief Hail stated that there has not been much activity lately by staff. He needs response time targets to finalize the report. Color-coded Deccan map is necessary to determine which areas are urban, suburban, etc. The commissioners asked for geo-code population in the map to determine classifications. Dawn DeLoach and Deputy Chief Hail will be attending the NFIRS manager class at the National Fire Academy. Deputy Chief Hail will also go to the standards of cover class that builds on the NFIRS class to learn how to provide better statistics. The commissioners also need a recommendation on attainable response times for each area. The standards of cover class includes how to determine the population served, outcomes, EMS saves, fatalities, fire loss, etc. This will be addressed at the December meeting.

- B. MDC Usage – No further reports have come out from Bellevue regarding the amount of usage. There are still technical issues that Bellevue is working on. Bellevue has said they cannot fix things until the next upgrade. Commissioner Lucarelli stressed that the MDCs must be used 100% of the time and problems reported so that response reports are correct.

- C. Hail: Engine 14 went in the shop for cracks in its body but is now back in service.

The Recruit Academy is going well. A couple recruits were out of shape when they started; however, it is felt that they will be fine. The department will screen future candidates more closely before hiring.

NORCOM Technical Committee has challenges in meeting deadlines. They will review proposals the end of January and do site visits in March. There is a reference regarding CAD-to-CAD interface in the contract. Kirkland IT is stating that CAD to CAD would be a phase-in process, which is troubling to the Chiefs.

## VIII. Commissioners' Reports

- A. Draft Strategic Plan and Status Report

**Motion from Commissioner Lucarelli to adopt the 2008-2013 Strategic Plan. Commissioner Colson seconded the motion. Motion passed unanimously.**

**Motion from Commissioner Lucarelli to adopt the Status Report. Chairman Johnston seconded the motion. Motion passed unanimously.**

Objective 1 – In process. The financial strategic plan will be the last part of the 2008 budget.

Objective 2 – Commissioner Colson is to get examples of bylaws from other jurisdictions for review.

Objective 3 – Linda Lane will be asked how she can help with the marketing strategy for selling Station 15.

Objective 4 – Real estate expert hired. More Deccan software study necessary to determine the best location for the new station.

Objective 5 – On hold - Selling Station 13 is contingent on purchasing land for a new station.

Objective 6 – On hold

Objective 7 – Some permits are recommended by RH2 Engineering. The county only has concern regarding impact of culvert and new access has on the current driveway. The owner is not concerned as it will benefit him. Union Ridge Estates has not reviewed and returned the agreement. It was suggested they have an attorney review it.

Objective 8 – Commissioner Colson and Deputy Chief Hail working on articles. Captain Charlston will be assigning articles to personnel

Objective 9 – Monitoring NORCOM

B. Emergency Access Corridors – Previously discussed

C. Attendance at 2008 Deccan Conference

**Motion from Chairman Johnston to approve attendance by all commissioners at the 2008 Deccan Conference in San Diego. Commissioner Lucarelli seconded the motion. Motion passed unanimously.**

D. SHB 1756 – Previously discussed

E. Puget Sound Clean Air Agency proposed Land Clearing Burn Ban – Chairman Johnston will put the information on the website.

F. Tracking Sheet

Overtime – Overtime has stabilized at a lower level. Deputy Chief Hail needs to research some projected deficits provided by Finance caused by union retro pay to the firefighters for 2005-2007 contract settlement.

Station 17 – The RFP should be out by the end of the year. The project is moving slowly due to Public Works Department heavy work schedule. It was suggested that the project be put on the district website.

## IX. District Secretary's Report

A. Approve 2008 Medical insurance Program

**Motion from Commissioner Lucarelli to approve continuing medical-dental-life insurance for the district's administrative assistant. Commissioner Colson seconded the motion. Motion passed unanimously.**

B. Monthly Budget Report – The budget report of October 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 November 20, 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. 8468 through No. 8486 for a total amount of \$2,698,621.70

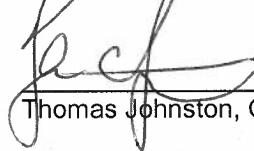
D. Investment Report – The October 2007 net earnings rate was 4.81%.

E. Legal Usage – There was 13.4 hours of legal usage in October 2007.

X. **Other** – None

XI. **Adjournment** – Chairman Johnston adjourned the meeting at 7:15 p.m.


**BOARD OF COMMISSIONERS**

  
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Thomas Johnston, Chairman

  
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Sherman Colson, Commissioner

  
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Peter Lucarelli, Commissioner

ATTEST:

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