

KING COUNTY FIRE PROTECTION DISTRICT 34  
8450 161<sup>st</sup> Avenue N.E.  
Redmond, WA 98052  
(425) 556-2226  
Fax: (425) 556-2227  
[www.kcfd34.org](http://www.kcfd34.org)

**BOARD OF COMMISSIONERS**  
Sherman Colson, Chairman  
Thomas Johnston  
Peter Lucarelli  
Bridget Weaver, Secretary

Bob Oliver, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
February 22, 2010

**1. Call to Order-Regular Meeting**

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161<sup>st</sup> Ave. N.E., Redmond, Washington on February 22, 2010. The meeting was called to order at 5:31 p.m. by Chairman Sherman Colson.

**2. Roll Call**

Present: Chairman Sherman Colson, Commissioner Peter Lucarelli, Commissioner Johnston

Others Attending:

Bob Oliver, Acting Fire Chief  
Kinnon Williams, Attorney

Bridget Weaver, District Secretary

**3. Approval of Agenda**

Attorney Williams added 6B: City of Redmond/KCFD34 Update and 6C: KCFD34 Boundaries.

**Motion made by Commissioner Lucarelli to approve the amended agenda of February 22, 2010. Motion seconded. Motion passed unanimously.**

**4. Approval of Minutes**

**Motion made by Commissioner Lucarelli to approve the minutes of January 25, 2010. Commissioner Johnston abstained. Motion seconded. Motion passed unanimously.**

**5. Call for Nomination of 2010 Vice-Chair**

**Motion made by Commissioner Colson to nominate Commissioner Lucarelli as Vice-Chair for 2010. Commissioner Lucarelli abstained. Motion seconded. Motion passed unanimously.**

**6. Reports of Attorney**

A. Station 15 Sale Update

The Goddard School may need to extend the contingency period agreed upon in the purchase and sale agreement. Commissioner Lucarelli will meet with the purchasers this Tuesday. A special meeting will be called if the purchase and sale agreement needs to be amended.

B. City of Redmond/KCFD34 Contract

Jane Christenson, Assistant to the Mayor, participated in the discussion by phone. Proposed changes to the contract have been accepted by the City of Redmond. Alternatives to the annual reconciliation process will be discussed between the two parties at the next Fire Forum in May, 2010.

C. KCFD34 Boundaries

Hazel Gantz, Levy Specialist, made a request by letter for verification of current fire district boundaries by maps/and or legal descriptions.

**Attorney Williams will contact Ms. Gantz regarding the matter.**

## 7. Reports of Commissioners

### A. Financial Strategic Plan-January 2010 Update

Commissioner Johnston gave a power point presentation on the 2010 original and projected revenues.

- The original financial plan, adopted in 2007, fully funded the reserve account, emergency access corridors and property acquisition for a new fire station.
- The plan was based on the assumption that the assessed value (AV) of the district would increase at a modest rate and new construction rates would slow at a modest rate.
- In 2008-2009 an unexpected amount of new construction took place compared to the estimated outlook for new construction, resulting in steady revenues for the District, even though the District assessed value decreased.
- In the latter half of 2009 and early 2010 new construction rapidly dropped off.
- The levy rate is at the statutory maximum (1.50/thousand); future revenues depend upon the District's assessed value and new construction.
- If the assessed value drops 10-20%, the District will not be able to bank excess funds for a land acquisition and construction of a new station.
- Depending upon the City's 2010-2012 budgets; the District may end up operating in a deficit.
- The goals of the strategic plan will need to be revised.

**Commissioner Johnston will present the 2010 Financial Strategic Plan Expense Report next month.**

### B. Discuss Cities Insurance Association of Washington Cease and Desist Order

After reviewing the material presented, the Commissioners expressed concern regarding this development and will to continue to monitor the situation. Attorney Williams recommended that no action be taken at this time. Secretary Weaver added that Keith Brew, Redmond General Insurance agent, was contacted for his advice. Mr. Brew is tracking the situation and recommended waiting another 60 days for CIAW and OFM to reach a resolution and not to take any action at this time.

Based upon the recommendations of Attorney Williams and Keith Brew, the Commissioners agreed not to make any changes in the KCFD 34 insurance policy at this time.

### C. 2010 Objectives and Action Plan Status Report Report presented.

## 8. Action Items

### A. Approve King County Investment Pool Agreement

King County Business Operations changed their fee structure and will now separate the investment pool fee and cash management fee. The investment pool agreement requires mandatory participation.

**Motion made by Commissioner Lucarelli to approve the King County Investment Pool Agreement. Motion seconded. Motion passed unanimously.**

### B. Approve King County Cash Management Agreement

The cash management agreement is voluntary and requests that King County provide cash management services for the District funds that are invested in the King County Investment Pool.

**Motion made by Commissioner Colson to approve the King County Cash Management Agreement. Motion seconded. Motion passed unanimously.**

### C. Resolution 253/10 Change March 22<sup>nd</sup> meeting date to March 29<sup>th</sup>

Due to a scheduling conflict, Commissioner Lucarelli requested the March 22<sup>nd</sup> regular meeting date be changed to March 29<sup>th</sup>.

Due to the December 27th regular meeting date taking place so closely to the December 25<sup>th</sup> holiday. Secretary Weaver requested that the December 27<sup>th</sup> meeting be changed to December 13<sup>th</sup>.

**Motion made by Commissioner Lucarelli to approve Resolution 253/10 changing the meeting dates of March 22<sup>nd</sup> to March 29<sup>th</sup> and changing the meeting date of December 27<sup>th</sup> to December 13<sup>th</sup>. Motion seconded. Motion passed unanimously.**

**9. Reports of District Secretary**

**A. Changes to the Minutes and Agenda**

Secretary Weaver asked the Commissioners if they would consider replacing the formality of the motion procedure with the general consent procedure when approving the agenda and minutes. The Commissioners agreed.

Secretary Weaver informed the Commissioners that the signature of the Secretary is sufficient for certifying the approved minutes and requested that minutes only be signed by the Secretary, thereby reducing the number of documents needing their signatures. The Commissioners agreed.

**B. Medical Leave Dates**

Secretary Weaver will be on medical leave beginning March 19<sup>th</sup> for approximately 3-4 weeks. The Commissioners requested that Anne Carlson, Assistant to the Chief, fill in as needed. Debra Gentry, Administrative Assistant, will attend the March 29<sup>th</sup> meeting to take minutes.

**C. Monthly Budget Report**

The Comptroller's report had not been received from King County.

**Secretary Weaver will forward the report to Commissioner Johnston as soon as it becomes available.**

**D. Approval of January Monthly 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 list that has been made available to the Board. As of February 22, 2010, the Board by a unanimous vote does approve for payment those vouchers described as follows:

Expense Fund Vouchers: #9030-#9047 totaling \$ 14,148.09

Capital Reserve Expenditure Vouchers: #8040-#8042 totaling \$ 1,295.50

**E. Legal Usage: .90 hours for January, 2010**

**F. December King County Investment Pool Performance:1.24%**

**10. New Items**

**11. Adjournment**

The meeting was adjourned at 7:45 p.m.

ATTEST:

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Bridget Weaver, District Secretary  
Board of Commissioners  
King County Fire Protection District 34