

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  
March 29, 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 March 29, 2010. The meeting was called to order at 5:31 p.m. by Commissioner Pete Lucarelli.

**2. Roll Call**

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

Others Attending:

Bob Oliver, Fire Chief

Bill Newbold, Battalion Chief

Tom Norton, Deputy Fire Chief

Debbie Gentry, Administrative Assistant

Kinnon Williams, Attorney

**3. Approval of Agenda**

Correction: The next regular meeting is April 26, 2010, not April 22<sup>nd</sup>.

Item 7, "Reports of Attorney" moved to Item 6; Item 6, "Reports of Chiefs", moved to Item 7. Commissioners' Lucarelli and Johnston approved the amended agenda.

**4. Approval of Minutes**

Regular Meeting Minutes of February 22, 2010 approved.

Special Meeting Minutes of February 26, 2010 approved.

Chairman Colson arrived at 5:34 p.m. after approval of agenda and minutes.

**5. Public Comments**

None

**6. Reports of Attorney**

A. Station 15 Sale

Moving forward, buyer still has a month plus to complete, and if not we could extend it. They have been very diligent about keeping Kinnon informed.

B. City of Redmond Contract

Kinnon discussed his meeting with Jane Christenson. The only question was one of process on budget approval. Commissioners wanted prior approval before going to City Council; Jane feels that the Budget Approval should be simultaneous with the city wide budget. Pete cited Article IV. Contract wording is ok. There is no more annual budget reconciliation.

Pete asked that Redmond Fire Department staff or District Secretary schedule a meeting with Karen Brandon, and make sure to review the budget well in advance of going to City Council. He would like this to be an on-going issue every year.

Attorney Williams will talk with Jane Christenson to lay out an agenda for the Fire Services Forum on May 11<sup>th</sup> to include maintenance and budget issues.

- C. CIAW Update  
Cities Insurance Association of Washington is addressing criticisms of inadequate reserves and proceeding with corrective measures.

## 7. Reports of Chiefs

- A. Deputy Chief Norton discussed call volume and Mutual Aid assists in Station 14's area. He talked to counterparts at other agencies to see if they felt they were helping us too much, or had any concerns about compensation. They said they felt overall that we help them much more than they come see us.

The Commissioners expressed concern upon hearing the policy requirement to keep a daily log book no longer exists after the policy had been changed eight years ago. Commissioner Lucarelli recommended keeping a complete logbook in case of possible future litigation. DC Norton stated they had checked with the City Attorney, and there was no legal obligation to continue, so they no longer track all daily activities.

Live Move Up Modules (MUM's) will be activated in April, 2010. It has been running in the background of the CAD system for over a year. It watches all of the fire stations in Zone 1 and will make automatic recommendations for move-ups by all the criteria that the Zone 1 Ops Chiefs have been putting in.

- B. Opticom Gates  
Captain Loren Charlston and crew installed (4) manual key override boxes for \$200, with a savings of \$1600.00.
- C. Status of MDT's (Mobile Data Terminal) - Battalion Chief Newbold  
Existing laptops that were previously installed in the older apparatus will be used/installed until the selection of new hardware for future MDT's is determined. The installation of the existing system will not include the separate monitor and keyboard; only the laptop. Information Services is in the process of hiring a consultant to oversee all of the MDT needs and purchases.

## 8. Reports of Commissioners

- A. 2010 Financial Strategic Expense Plan  
Commissioner Johnston gave a power point presentation on the 2010 original and projected expenses.

In preparation for the Fire Services Forum on May 11<sup>th</sup>, the Commissioners will schedule a special meeting to be held April 16, 2010, 2:00-5:00 p.m. to document alternative solutions to keep revenue and expenses in balance.

- o The Commissioners are going to set up a link to the Assessor's Office to track Assessed Valuations.
  - o Commissioner Johnston will e-mail District Secretary, Bridget Weaver regarding page one, "Balance – Comptroller's Report", and confirm transfer of funds from the expense account to the reserve fund.
- B. 2010 Objectives and Action Plan Status Report  
Report reviewed.

## 9. Action Items

- A. Approve funds for installation of Knox boxes at 4 Opticom gates.  
**Motion made by Commissioner Lucarelli to approve the funds expenditure for installation of 4 manual key override boxes at the 4 Opticom gate locations. Motion seconded. Motion passed unanimously.**

**10. Reports of District Secretary**

A. January and February Budget Report

Secretary Weaver was absent. The Commissioners reviewed the report.

B. Approval of February 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: #9048-#9059 total \$ 12,998.74

Capital Reserve Expenditure Vouchers: #8043-#8047 total \$ 2,636.41

C. Legal Usage: 8.40 hours for February, 2010

D. January King County Investment Pool Performance:1.26%

**11. New Items**

None

**12. Adjournment**

The meeting was adjourned at 7:39 PM

ATTEST:

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Debbie Gentry, Administrative Assistant  
King County Fire Protection District 34