

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS
Peter Lucarelli, Chair
Thomas Johnston
Fred Shanafelt
Bridget Weaver, Secretary

Kevin Donnelly, Fire Chief

KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
November 22, 2011

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at Redmond City Hall, located at 15670 N.E. 85th St, Redmond, WA on November 22, 2011. The meeting was called to order at 5:30 p.m. by Chair Lucarelli.

2. Roll Call

Present: Commissioner Lucarelli, Commissioner Johnston, Commissioner Shanafelt

Others Attending:

Kevin Donnelly, Fire Chief
Mike Navarro, Fire Fighter

Kinnon Williams, Attorney
Bridget Weaver, District Secretary

3. Approval of Agenda

Amendments: Add 6H: Public Announcement for Reduction in Services; add 8F: Change meeting date

Motion made by Commissioner Lucarelli to approve the agenda as amended. Motion seconded by Commissioner Johnston. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Shanafelt to approve the October 25, 2011 minutes as amended. Motion seconded by Commissioner Johnston. Motion passed unanimously.

5. Public Comments-None

6. Reports of City of Redmond

A. Operations Minutes-Chief Donnelly

Chief Donnelly reported that staff changes at Station 13 will be implemented January 1, 2012. Staff will be reduced from 25 to 22 through unfilled vacancies. There will be no "brownouts" in 2012 due to revenue shortfall.

B. HB 1756 Reporting Status-Chief Donnelly

Data collection for reports will be delayed until the end of the first quarter due to NORCOM system problems.

C. Interlocal Agreement/Annual Fire Inspections-Chief Donnelly

Bellevue and Woodinville continue to work on compliance and enforcement issues.

D. NORCOM Update

NORCOM is currently working on the police department system and will work on the fire department's system in early 2012.

- E. Fire District 34/Duvall Boundaries
Commissioner Lucarelli met with Russ Albertson and Dawn DeLoach to discuss data needed to evaluate response calls made into Duvall. Dawn DeLoach will provide a report that will include the number of calls made in the Duvall area over the last 12 months, what type of incidents, how long on scene and how often Duvall responded.
- F. MDC Update
MDC should arrive in four to six weeks and will become operational dependent upon NORCOM's progress in restoring their system to operational status.
- G. 3rd Quarter Budget and Call Volume Report
Report reviewed.
- H. Service Reduction Public Announcement
Commissioner Lucarelli will meet with Marta Gronlund, Communication Program Manager and Jane Christenson to draft a press release informing the public of the reduction in staff at Station 13 due to reduced revenues from property taxes and the Kirkland annexation.

Commissioner Lucarelli and Loren Charleston, Fire Captain, will attend the Trilogy Homeowner's meeting on November 30th. Commissioner Shanafelt will inform his homeowner's association.

7. Reports of Attorney

- A. Tort Claim Policy
Policy will be edited and approved in January, 2012.

8. Reports of Commissioners

- A. Resolution 265-11 Property Tax Levy 2012

Motion made by Commissioner Johnston to adopt Resolution 265-11 Property Tax Levy 2012 as amended. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- B. FD34 Revised Cost of Service
Report reviewed.

- C. Approve City of Redmond Invoice

Motion made by Commissioner Johnston to approve the 2011 second half contractual payment to the City of Redmond in the amount of \$3,090,883. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- D. 2011 Objectives and Action Plan Status
Report reviewed. By laws for operating the fire district are already contained in state laws; therefore, the Commissioners unanimously agreed that Fire District 34 does not need to adopt their own by-laws.

- E. Approve 2012 Medical/Dental Plan

Motion made by Commissioner Johnston to approve the PPO Plus Medical Plan for Fire District 34 employees. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- F. Meeting Date Change
The next regular meeting will be held December 13th and the January 2012 meeting normally held on the 4th Tuesday will be moved to Wednesday, January 4th.

9. Reports of District Secretary

- A. Budget Report-October, 2011
Reports reviewed. The King County Flood District made the first Interfund transfer of \$71,970 in May and the second Interfund transfer of \$71,970 in October for a total of \$143,939 according to the Flood District/FD34 interlocal agreement.
- B. Legal Usage:
October 14.80 hours; YTD 88.40 hours
- C. King County Investment Report: September .58%
- D. Approval of October, November Vouchers & Remittances
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 **November 22, 2011**, the Board by a unanimous vote does approve for payment of those vouchers and remittances described as follows:

Month	Fund	Number	Total
October Vouchers	Expense	9341-9342	\$ 2,956.28
November Vouchers	Expense	9343-9353	\$ 7,683.93
November Remittances	Expense	N/A	\$ 3,871.17

10. Adjourn

The meeting was adjourned at 7:28 p.m.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34