

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**  
Peter Lucarelli, Chair  
Thomas Johnston, Vice-Chair  
Fred Shanafelt  
Bridget Weaver, Secretary

Ron Gibson, Interim Fire Chief

---

KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
SPECIAL MEETING MINUTES  
April 09, 2013

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

The special meeting of the Board of Commissioners was held at Redmond City Hall, located at 15670 N.E. 85th St, Redmond, WA on April 09, 2013. The meeting was called to order at 5:30 p.m. by Chairman Lucarelli.

**2. Roll Call**

Present: Commissioner Johnston, Commissioner Shanafelt, Commissioner Lucarelli

Others Attending:

Ron Gibson, Interim Fire Chief

Russ Albertson, Deputy Chief

Joe McGrath, Fire Finance Director

Malisa Files, Deputy Finance Director

Kinnon Williams, Attorney

Bridget Weaver, District Secretary

**3. Approval of Agenda**

Added: 6G: Union Hill Water St 13 Easement

**Motion made by Commissioner Johnston to approve the April 09, 2013 agenda as amended.  
Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**4. Approval of Minutes**

**Motion made by Commissioner Johnston to approve the March 26, 2013 minutes as amended. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**5. Public Comments**

None

**6. Reports of City of Redmond**

A. Executive Session 42.30.140 (4) (b) Collective Bargaining with Employee Organization  
According to RCW 42.30.140 (4) (b) Chairman Lucarelli announced at 5:36 p.m. the Board would convene for an executive session for 20 minutes. At 5:56 p.m. Chairman Lucarelli announced that the Board would extend the executive session four minutes. The Board came out of executive session at 6:00 p.m.

B. Commercial Inspections

Deputy Chief Albertson combined reports on commercial inspections and annual fire inspections. Code enforcement and training remain outstanding issues. D.C. Albertson expects to provide a status report in June on the number of inspections that have been conducted.

- C. HB 1756 Reporting Status/Response Time Map  
Dawn DeLoach and Secretary Weaver continue to update the response zones in urban and suburban areas. An updated map will be presented at the next board meeting.
- D. Interlocal Agreement/Annual Fire Inspections  
See agenda item #B.
- E. MDC Update  
Deputy Chief Albertson reported that some crew members are utilizing training for MDC's. He has received feedback from crew members; some use the MDC's and some do not. Commissioner Lucarelli commented that a policy needs to be put in place, consequently, making MDC use mandatory and not optional.
- F. Hartig Donation-Weaver/McGrath  
Secretary Weaver and Joe McGrath informed the Commissioners that an account at Chase bank held a sum of money from the estate of Carl Hartig. Apparently it has been designated to be donated to King County Fire District 34. The District is able to accept the donation but more information is needed in order to move forward with the transaction.

**Commissioner Lucarelli directed Attorney Williams to contact the Chase bank representative to obtain more details regarding the donation and report back to the board.**

- G. Union Hill Water District/Station 13 Easement  
Union Hill Water District contacted King County Fire District 34 to request an easement at Station 13 due to the expansion of the Bear Creek School.

Teresa, Union Hill Water representative stated in an e-mail, "An existing 6" AC water main is located on the South side of the fire station property. This services a fire hydrant, water service line and a private fire line to the building. The pipe extends into property approximately 250'. With Bear Creek School expansion we will be abandoning all but about 50' of the AC and connecting to the new DI line. This will improve fire flow to the station.

The full easement is needed because the AC pipe will still be in the ground and will be the responsibility of UHWA."

The easement was discussed and reviewed. The property is owned and maintained by the City of Redmond.

**Deputy Chief Albertson will contact Public Works to explore the feasibility of the request, followed by status updates to the Commissioners.**

## 7. Reports of Attorney

- A. King County Parks and Recreation Replacement Levy  
Attorney Williams does not anticipate a change in our revenues; the Commissioners will continue monitoring the replacement levy.

**Chairman Lucarelli called for a five minute recess at 6:25 p.m. The meeting reconvened at 6:30 p.m.**

## 8. Reports of Commissioner

- A. Capital Asset Policy-Shanafelt  
The Commissioners reviewed and discussed the City of Redmond fixed asset policy.

**Motion made by Commissioner Lucarelli to adopt the City of Redmond Fixed Asset Policy. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.**

- B. Reserve Fund Resolution/Policy  
Reviewed and discussed. The 2013 annual report will reflect changes in the number of funds reported. The District's reserve fund will be reported as operating fund 002.
- C. 2013 Objectives and Action Plan Status Report  
Reviewed and discussed. The Fixed Asset Policy will be added to the Policies and Procedures Manual.

**9. Reports of District Secretary**

- A. Section 218 Agreement  
Two King County Fire District 34 employees, who are members of the Public Retirement System, voted unanimously-by referendum ballot- in favor of continuing to participate in social security coverage. The Agreement between the State of Washington Department of Retirement Systems (DRS) and King County Fire District 34 has been executed as of April 09, 2013, and is effective as of July 1, 1996.
- B. 2010-2011 Audit Exit Conference  
The audit exit conference will be held as a special meeting on April 12, 2013 at 11:30 a.m. at City Hall in the Trestle Room.
- C. Rusty George Invoices  
The total money spent on website development is \$19,838.46 as of April 9, 2013.

**10. Adjourn**

The meeting was adjourned at 7:00 p.m.

ATTEST:

---

Bridget Weaver, District Secretary  
King County Fire Protection District 34