

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

Tommy Smith, Fire Chief

KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
October 22, 2014

1. Call to Order-Public Hearing Regarding 2015 Proposed Revenues and Tax Levy

The special meeting of the Board of Commissioners was held at Redmond City Hall, located at 15670 N.E. 85th St., Redmond, WA on October 22, 2014. The meeting was called to order at 5:30 p.m. by Vice-Chair Johnston.

2. Roll Call

Present: Commissioner Lucarelli (via Skype), Commissioner Johnston, Commissioner Shanafelt

Others Attending:

Kinnon Williams, Attorney

Bridget Weaver, District Secretary

Tommy Smith, Fire Chief

Richard Brown, Deputy Fire Chief

3. Approval of Agenda

**Motion made by Commissioner Shanafelt to approve the October 22, 2014 agenda.
Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

4. Public Comments (4 minutes per person)

None-no citizens were present.

5. 2014 Budget Review

- one cost overrun of \$3,000 for elections due to the Department of Elections increasing their rates after the King County Fire District 34 budget had been established.
- no significant expenditure increases
- FD34 is evaluating the possibility of increasing staffing at Station 13—dependent upon Redmond's budget and Council's approval.

6. Proposed 2015 Revenues And Tax Levy

- allowable levy at the maximum rate of \$1.35 is \$7,161,73
- increase over last year is \$783,498 or 12.53%

7. Adjournment

The public hearing was adjourned at 5:42 p.m.

1. Call to Order-Special Meeting

The special meeting of the Board of Commissioners was held at 15670 N.E. 85th St, Redmond, WA on October 22, 2014. The meeting was called to order at 5:42 p.m. by Vice-Chair Johnston.

2. Roll Call

Present: Commissioner Lucarelli, Commissioner Johnston, Commissioner Shanafelt

Others Attending:

Kinnon Williams, Attorney

Tommy Smith, Fire Chief

Bridget Weaver, District Secretary

Richard Brown, Deputy Fire Chief

3. Approval of Agenda

Add 8C: Audit Status

Add 9F: Washington Administrative Support Workshop

Motion made by Commissioner Shanafelt to approve the October 22, 2014 agenda as amended. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

4. Approval of Minutes

A. Regular Meeting Minutes-September 23, 2014

Motion made by Commissioner Shanafelt to approve the September 23, 2014 minutes. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

5. Public Comments (4 minutes per person)

None

6. Reports of City of Redmond

A. WRSB Rating

Chief Smith reported that within the next six months improvements in training documentation and increased frequency and scope of inspections will generate an improved WRSB rating for commercial properties in the district.

B. Commercial Inspections/Interlocal Agreement Fire Inspections

Deputy Brown reported that operations has started inspections and will focus on multi-family, non-sprinkler properties, in addition to fire pre-planning to familiarize firefighters with structures.

C. HB 1756 Reporting Status/MDC Updates

No changes.

D. Fire Station 13 Staffing

A budget amendment to increase staffing to three at Station 13 will be added to the November 4th consent agenda. Commissioner Johnston will attend the Council meeting.

E. Facilities Assessment Improvement Planning

No updates.

7. Reports of Attorney

A. Bear Creek School Construction Easement

B. Bear Creek School Puget Sound Energy Easement

Bear Creek School is requesting surface water and transmission line easements on Station 13's property. The easement will require the approval of both Fire District 34 and the City of Redmond. Attorney Williams and Debby Wilson, Redmond Property Manager, will coordinate the effort which is anticipated to be completed in December.

- C. Request November Meeting Date Change
Attorney Williams will be out of town for the next scheduled board meeting and made a request to change the November 19th meeting to November 20th.

Motion made by Commissioner Johnston to move the November 19th board meeting to November 20th. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

8. Reports of Commissioners

- A. 2014 Objectives and Action Plan Status Report
Report reviewed.
- B. Schedule Study Session: FD34 Financials

Motion made by Commissioner Johnston to schedule a special meeting/study session on November 14th to prepare the 2015 budget and meet with the auditor for the audit exit conference. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

- C. 2012-2013 Audit Status
The auditor requested a resubmission of the 2012 annual report to reflect the changes in their reporting standards to combine the reporting of the 001 and 002 fund as one fund instead of two.

The 2013 annual report will be resubmitted to correct a footing error.

9. Reports of District Secretary

- A. Resolution 284-14 CIAW Changes to Interlocal Agreement
CIAW is changing their fiscal year and the renewal dates for the district's insurance and therefore, must change their bylaws by resolution agreement.

Motion made by Commissioner Lucarelli to approve Resolution 284-14 CIAW Changes to Bylaws and Interlocal Agreement. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- B. Budget Report-September, 2014
Report reviewed.
- C. Legal Usage-September, 2014
September 6.4 hours; YTD 60.4
- D. King County Investment Pool- September
September 2014: 0.56%
- E. Approval of September 2014 Vouchers and 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 September 30, 2014, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

<u>September</u>		
Operating Fund	9643-9649	\$3,906.91
Remittances		\$4,881.61

- F. Washington Fire Administrative Support Fall Workshop
Secretary Weaver requested approval to attend the WFAS workshop on November 19, 2014

Motion made by Commissioner Lucarelli to approve Secretary Weaver's attendance to the Washington Fire Administrative Support Workshop on November 19th. Motion seconded by Commissioner Johnston. Motion passed unanimously.

10. Adjourn

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

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34