

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS

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

Tommy Smith, Fire Chief

KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
May 28, 2015

1. Call to Order-Special Meeting

The special meeting of the Board of Commissioners was held at 8450 161st Ave. N.E., Redmond, WA on May 28, 2015. The meeting was called to order at 5:30 p.m. by Chairman Johnston.

2. Roll Call

Present: Commissioner Johnston, Commissioner Shanafelt, Commissioner Lucarelli

Others Attending:

Kinnon Williams, Attorney

Bridget Weaver, District Secretary

Tommy Smith, Fire Chief

Rich Brown, Deputy Chief

3. Approval of Agenda

Motion made by Commissioner Shanafelt to approve the May 28, 2015 agenda. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Shanafelt to approve the April 23, 2015 meeting minutes. Motion seconded by Commissioner Johnston. Motion passed unanimously.

5. Public Comments (4 minutes per person)

None.

6. Reports of City of Redmond

A. Redmond 1st Quarter Report

Deputy Chief Brown will follow-up with clarification of the NORCOM payment process. Commissioner Shanafelt asked if the movement of the capital investment funds into the general fund changed capital improvements into operating expenses. Chief Smith assured Commissioner Shanafelt that capital expenditures will not change in percentage or type of expenditure as previously determined.

Commissioner Johnston will contact Jane Christensen by letter for clarification of the issue of who is responsible for capital improvements and which capital improvements qualify as maintenance or improvements.

B. MENG Study Analysis and Action Plan

The study to analyze the results of the MENG study is anticipated to be completed within the next 12-14 months. The City's goal is to develop pro-active, long term maintenance and funding strategy for the all the City's building's, including the District stations.

Rebecca Borker will provide monthly status progress updates.

C. Facility Condition Assessment

A septic pump will be replaced at Station 14 and adjustments were made to the pump at Station 13 to improve efficiency.

Scott Ely, Lt, CPO, will provide monthly facility condition status reports.

D. WSRB Rating

Annual commercial inspections performed by Redmond in the near future will provide the District with partial credits annually to improve the WSRB rating but it will take a period of five years to acquire the full credit status in order to affect the WSRB rating.

E. MDC Usage

MDC usage increased to 90%. The commissioners thanked the Chief's for their leadership and progress made in implementing MDC usage--a longstanding issue.

F. Commercial Inspections/Interlocal Agreement

The interlocal agreement with King County will take three months to enact due to the legislative process of obtaining approval with both City of Redmond and King County Council.

G. Station 13 Staffing

Staffing at station 13 has been restored to the original status as promised by the Commissioners once revenue increases proved to stabilize. Chief Smith will issue a public announcement regarding the District's commitment to utilize taxpayer's monies in a responsible and efficient manner.

7. Reports of Attorney

A. PSERN Interlocal Prorationing Agreement

The Puget Sound Emergency Radio Network levy passed.

8. Reports of Commissioners

A. 2014 Annual Report

Motion made by Commissioner Lucarelli to approve the 2014 annual report as presented. Motion seconded by Commissioner Johnston. Motion passed unanimously.

B. Legislative Report-May (Info Only)

Not available.

C. Shanafelt Request to Move June 18 Meeting to June 25

Motion made by Commissioner Lucarelli to move the regular meeting scheduled on June 18th to a special meeting on June 25th. Motion seconded by Commissioner Johnston. Motion passed unanimously.

D. 2015 Objectives and Action Plan Status Report

Item moved to next meeting.

9. Reports of District Secretary

A. Gate Maintenance NE 124th & 204th Ave NE

Commissioner Johnston will repaint the access gate at NE 124th & 204th Ave NE white in order to comply with permit renewal requirements.

B. Schedule Work Session-Policies & Procedures Manual

Motion made by Commissioner Johnston to schedule a special meeting study session to review policies and procedures on June 24th at 5:30 p.m. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- C. Budget Report-April, 2015
Report reviewed.
- D. Legal Usage-April, 2015
April 3.9 8 hours; YTD 15.4
- E. King County Investment Pool Performance
April .57%:
- F. Approval of April 2015 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 May 28, 2015, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

<u>March</u>		
Operating Fund	9691-9695	\$ 3,550.28
Remittances		\$ 5,410.20

10. Adjourn

The meeting was adjourned at 6:43 p.m.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34