

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
PUBLIC HEARING MINUTES
October 15, 2015

1. Call to Order-Public Hearing

The public hearing of the Board of Commissioners was held at 15670 N.E. 85th St, Redmond, WA on October 15, 2015. The meeting was called to order at 5:34 p.m. by Vice-Chair Shanafelt.

2. Roll Call

Present: Commissioner Lucarelli, Commissioner Shanafelt
Absent: Commissioner Johnston

Others Attending:

Kinnon Williams, Attorney
Bridget Weaver, District Secretary

Ralph Ashmore, Acting Fire Chief
Joe McGrath, Financial Director
Jane Christenson, Executive Assistant to the Mayor

3. Approval of Agenda

Motion made by Commissioner Lucarelli to approve the October 15, 2015 agenda. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

4. Public Comments (4 minutes per person)

Jane Christenson, Executive Assistant to the Mayor, reported that staff is recommending converting Redmond from a subscriber to a principal partner of NORCOM to allow more governance oversight of the organization and to reduce costs.

The Public Safety Committee and Public Admin and Finance Committee will meet, after which staff will present a report to Council for action on December 1. A petition will be sent to the NORCOM governing Board for approval. Redmond would become a NORCOM principal, effective January 1, 2017.

The Board of FD34 Commissioners by consensus of vote supports the change from a subscriber to a principal of NORCOM.

5. 2015 Budget Review

Budget reviewed. No cost overruns.

6. Proposed 2016 Revenues and Tax Levy

Attorney Williams reported that the District may request the allowable levy amount of \$7,235,775 and up to \$7,289,417 using the Implicit Price Deflator, if the District has substantial need to do so.

7. Adjournment

Vice-Chair Shanafelt adjourned the public hearing at 5:54 p.m.

**KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
October 15, 2015**

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at 15670 N.E. 85th St., Redmond, WA on October 15, 2015. The meeting was called to order at 5:55 p.m. by Vice-Chair Shanafelt.

2. Roll Call

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

Others Attending:

Kinnon Williams, Attorney
Bridget Weaver, District Secretary

Ralph Ashmore, Acting Fire Chief
Joe McGrath, Finance Director

3. Approval of Agenda

**Add Item 6F: Chief Smith, Deputy Chief Rich Brown Staffing Update
Add Item 6G: Deputy Chief Candidate Reception**

Motion made by Commissioner Lucarelli to approve the October 15, 2015 agenda as amended. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Shanafelt to approve the September 29, 2015 meeting minutes. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

5. Public Comments (4 minutes per person)

6. Reports of City of Redmond

A. 3rd Quarter Report
Not available

B. Seismic Study-City and District Stations

Upon follow-up of the City of Redmond Facility Condition Assessment, dated March 15, 2014 by MENG Analysis, the City of Redmond requested a proposal by Swenson Say Faget (SSF), structural engineering firm, to conduct a preliminary review of seismic concerns of all stations.

Commissioner Lucarelli requested additional information regarding the need to assess Station 18, considering Station 18 is the most recent District station to be built. The station should already meet the terms of current earthquake building and code standards.

Joe McGrath, Finance Director, will contact the SSF consultant and report back at the November meeting.

The Commissioners reached a consensus regarding the importance of supporting public safety and building maintenance.

Motion made by Commissioner Lucarelli to approve the proposed scope of work by Swenson Say Faget in the amount of \$18,000 with the stipulation that a seismic study of Station 18 may not be required. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- C. Facilities Maintenance & Operations
Report reviewed.
- D. MDC Usage-September-Deputy Chief Ashmore
D.C Ashmore reported that there still remains some call areas that are dead zones. Commissioner Lucarelli reiterated again the need for administration to require accountability regarding the use of MDC's.
- E. Fire Prevention Week/Open Houses-Secretary Weaver
Secretary Weaver reported that the Fire Prevention Week Open Houses were an overall success. Citizen participation increased from 2014. Survey results are still being tabulated.
- F. Chief Smith, Deputy Chief Brown Staffing Updates
Deputy Chief Ashmore reported that Chief Smith will take a 3-6 month leave of absence to care for his mother.

Deputy Chief Rich Brown is expected to join Redmond as Acting Fire Chief on October 26th.
- G. Deputy Chief Candidate Reception
D.C. Ashmore invited the Commissioners to a reception to meet the deputy chief candidates on November 3rd at City Hall.

7. Reports of Attorney

None

8. Reports of Commissioners

- A. Resolution 289-15 Amending Policy #1350 Approval & Audit Expenditures

Motion made by Commissioner Lucarelli to approve Resolution 289-15 Amending Policy #1350 Approval & Audit Expenditures. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

- B. Resolution 290-15 Establishing FD34 2016 Board Meetings

Motion made by Commissioner Lucarelli to approve Resolution 290-15 Establishing FD34 2016 Board Meetings to be held at Redmond City Hall, located at 15670 N.E. 85th St, Redmond, WA at 5:30 p.m. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

Tuesday, January 26	Tuesday, July 26
Monday, February 22	Tuesday, August 23
Tuesday, March 22	Tuesday, September 27
Tuesday, April 26	Tuesday, October 25
Tuesday, May 24	Tuesday, November 22
Tuesday, June 28	Monday, December 12

- C. Schedule November FD34 Financials/Budget Study Session
Secretary Weaver will confirm Commissioner Johnston's availability for a study session on November 13th.
- D. 2015 Objectives and Action Plan Status-Third Quarter
Report reviewed.

9. Reports of District Secretary

- A. Budget Report-September, 2015
Report reviewed.
- B. Legal Usage-September, 2015
September 3.5 hours; YTD 37.83

C. King County Investment Pool Performance
September .63%

D. Approval of September 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 September 30, 2015, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

September		
Operating Fund	9715-9720	\$ 3,334.74
Remittances		\$ 4,954.70

10. Adjourn

The meeting was adjourned at 6:56 p.m.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34