

KING COUNTY FIRE PROTECTION DISTRICT 34  
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**BOARD OF COMMISSIONERS**  
Thomas Johnston, Chairman  
Joe Pylant, Vice-Chair  
Peter Lucarelli

Tommy Smith, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
February 22, 2017

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

The regular meeting of the Board of Commissioners was held at 15670 N.E. 85<sup>th</sup> St., Redmond, WA on February 22, 2017. The meeting was called to order at 3:30 p.m. by Commissioner Johnston, Chair.

**2. Roll Call**

Present: Commissioner Johnston, Commissioner Lucarelli, Commissioner Pylant

Others Attending:

Kinnon Williams, Attorney  
Bridget Weaver, District Secretary

Don Horton, Deputy Chief  
Gus Olivo, Data Analyst  
Joe McGrath, Finance Officer

**3. Approval of Agenda**

**Add 6D: Septic Update**

**Motion made by Commissioner Lucarelli to approve the February 22, 2017 agenda as amended. Motion seconded by Commissioner Pylant. Motion passed unanimously.**

**4. Approval of Minutes**

**Motion made by Commissioner Pylant to approve the January 31, 2017 meeting minutes. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**5. Public Comments (4 minutes per person)**

None

**6. Reports of City of Redmond**

**A. Fire Department Budget Report-4<sup>th</sup> Quarter**

Report reviewed. Discussion ensued regarding the contributing factors to high overtime expenditures. Commissioner Lucarelli expressed concern that firefighters were being taken off the line to perform inspections. Joe McGrath explained that the City has been prudent to not over hire FTE's until demand for services stayed consistent with the building economy. Horton reiterated that safety remains a priority and Prevention's inspections work contributes to the reduced use of suppression. Three firefighters are currently in class; six more will be hired.

**B. SSF Seismic Improvements/District City CIP Projects**

Joe McGrath reviewed Redmond's budget cycle process. Seismic improvement information was not available in time to be included in the current budget cycle but is included as a placeholder in the 2023 budget. Every two years' projects are reassessed and prioritized. Planning within the next eight months will allow seismic improvements to be included in the 2019 budget cycle.

Commissioner Johnston confirmed with McGrath that the eight-month timeframe is also appropriate for the District to explore options and establish its CIP priorities.

Commissioner Lucarelli expressed that the Commission is eager to collaborate closely with the City in moving forward together to establish capital project improvement priorities and procedures. A meeting for further discussion is scheduled on April 7.

C. MDC Usage Report

- High call volume due to inclement weather
- E 14 %'s increasing; voltage regulator appears to be repaired
- E 13, 18 improving

Discussion ensued regarding enroute and cancelled statistics. Commissioner Lucarelli expressed concerns that dispatch is continuing to clear the enroute status even though it's not their task to perform. Status should only be cleared digitally. If dispatch begins clearing calls, it can begin to encroach upon incident management. Additionally, the taxpayers were informed of the necessity of MDC's, which they paid for and should be receiving those benefits.

Deputy Chief Horton will use the report information to build upon what has been accomplished and move forward to bring change to the past culture of MDC usage to present usage goals.

Response Time Standards-4<sup>th</sup> Quarter

- Turnout time will be reduced to 80 seconds for fire.
- 1756 data will be available next month.

D. Station 13 Septic Tank Update

Septic lines have all been cleared. Backup was due to a buildup of material overtime and the use of powdered soap.

Deputy Chief Horton reported that a hazard materials spill occurred on Redmond Way. It took 10-12 hours before it was cleared. Horton will forward any future incidents to the Commissioners for informational purposes.

**7. Reports of Attorney**

None.

**8. Reports of Commissioners**

A. District Secretary Performance Review

**Motion made by Commissioner Johnston to approve a 2% lump sum bonus for Secretary Weaver, calculated by an earned score of 3.65 on the Redmond performance matrix. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**9. Reports of District Secretary**

A. Budget Report-January, 2017

Report reviewed.

B. Automated Gates Repair

Key switches required replacement due to rust at two automated access gates located at 227<sup>th</sup> & 60 and 62<sup>nd</sup>.

C. Legal Usage-January, 2017

January 1.3 hours

YTD: 1.3 hours

D. King County Investment Pool Performance

January .97%

E. Approval of January 2017 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 January 31, 2017, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

<u>January</u>		
Operating Fund	9804-9808	\$ 6,254.75
Remittances		\$5,405.85

**10. Adjourn**

The meeting was adjourned at 4:40 p.m.

ATTEST:

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Bridget Weaver, District Secretary  
King County Fire Protection District 34