

KING COUNTY FIRE PROTECTION DISTRICT 34  
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BOARD OF COMMISSIONERS  
Thomas Johnston, Chair  
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  
September 26, 2017

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

The regular meeting of the Board of Commissioners was held at 8450 161<sup>st</sup> Ave NE., Redmond, WA on September 26, 2017. The meeting was called to order at 5:00 p.m. by Commissioner Johnston, Chair.

**2. Roll Call**

Present: Commissioner Johnston, Commissioner Lucarelli, Commissioner Pylant

Others Attending:

Beth Padilla, District Secretary  
Kinnon Williams, Attorney  
Bridget Weaver, District Secretary - excused

Tommy Smith, Fire Chief  
Gus Olivo, Data Analyst  
Joe McGrath, Finance

**3. Approval of Agenda**

**Add 7B: City/District Contracts – Williams**  
**Add 8A: FS 13 Status**  
**Add 8b: KCCA event on 9/27/2017 - Lucarelli**

**Motion made by Commissioner Johnston, seconded by Commissioner Pylant to approve the September 26, 2017 agenda as amended. Motion passed unanimously.**

**4. Approval of Minutes**

**Motion made by Commissioner Lucarelli, seconded by Commissioner Johnston to approve the July 25, 2017 meeting minutes as presented. Motion passed unanimously.**

**Motion made by Commissioner Lucarelli, seconded by Commissioner Johnston to approve the August 11, 2017 meeting minutes as amended (Item 6 “hold” changed to “reach.”). Motion passed unanimously.**

**Motion made by Commissioner Pylant, seconded by Commissioner Lucarelli to approve the August 12, 2017 meeting minutes as presented. Motion passed unanimously.**

**Motion made by Commissioner Johnston, seconded by Commissioner Pylant to approve the August 16, 2017 meeting minutes as presented. Motion passed unanimously**

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

There were no public comments.

**6. Reports of City of Redmond**

A. MDC Usage – August - Olivo

Gus brought attention to the main District Usage Report that shows the department seems to have plateaued at 85% on the “clear” status. He noted that this ceiling is consistent throughout the department.

Pete questioned as to if this was an equipment or productivity issue.

Gus believes the inability to break through the 85% ceiling is a result of procedures in the way units are dispatched. He said that while aid cars get higher scores, engines are lower possibly due to the fact that they may get cancelled in route and can't change their status. Dispatch is able to update the status before the units can.

Pete suggested that someone should speak with NORCOM to see if this issue can be addressed.

Attention was brought to the report showing that Engine 14 had lower scores than the others. Gus advised that this was due to the fact that the MDC unit in that vehicle had to be swapped out because it was reaching maximum processing capabilities and was thus not reporting status changes.

**B. St. 13 Parking/Bear Creek School Status – McGrath**

Joe McGrath advised that Dave Gordon and the Redmond Fire Department have agreed to the use of 10 spaces on the south side of the station for electrician vehicles for workers at the school. They said they would switch to teachers using these spaces, instead, if this caused any problems. The school expects this to last approximately two months and will only be on weekdays.

**C. FD34/Redmond Collaboration FS 13 Project – McGrath/Williams**

Joe McGrath reported that he sent out an email regarding a status update on various work items related to this project.

RFQ – Attorney Williams and Jeannie Justice spoke and nothing has been done yet but she has been out of the office recently.

MOU – Attorney Williams spoke with Jim Haney who apologized that nothing has been completed yet. He had hoped to have it done at the end of last week which didn't happen. Attorney Williams was hopeful he would receive it later this week. Attorney Williams will follow up with Jim.

SCOPING – Joe O'Leary and Ron Seng have not completed the Needs Assessment. This needs attention immediately in order to prepare for hiring an architectural firm. Chief Smith will take the lead with this in conjunction with Tom Langton and Joe O'Leary.

SEWER LINE ACCESS – Tom Langton did look into this. Attorney Williams was going to see if we could hook up to the existing sewer line. He will try and get some information from the utility district.

**ADDITIONAL COMMENTS:**

Chief Smith invited the board to the Awards and Recognition Banquet on October 21, 2017.

Chief Smith advised that Redmond Fire Department will undergo an evaluation by the WSRB in 2018. He stated that he would be meeting with the person who will be doing the evaluation to look at the last rating and focus on the areas that needed improvement. Chief will also look at District 34 at the same time. He expects to at least meet or improve on the previous evaluation scores.

**7. Reports of Attorney**

**A. Ron Seng Contract - Williams**

Attorney Williams reported that Ron Seng's Project Manager Contract has been completed and that if approved by the Board, can be signed by all parties.

**Motion made by Commissioner Pylant, seconded by Commissioner Johnston to approve Ron Seng's contract. Motion passed unanimously.**

- B. City/District Contracts – Williams  
See Discussion in Section 6c.

**8. Reports of Commissioners**

- A. FS 13 Status – Lucarelli  
Commissioner Lucarelli advised that he would be meeting at FS 13 on September 27, 2017 with Attorney Williams, Ron Seng and representatives from the station to discuss seismic and sewer issues in regard to the rebuild project.
- B. KCCA event on Thursday, September 27, 2017 - Lucarelli  
Commissioner Lucarelli requested approval from the Board to travel to the King County Fire Council's meeting in order to participate in a panel discussion.

**Motion made by Commissioner Johnston, seconded by Commissioner Pylant to allow Commissioner Lucarelli to travel to the KCFC meeting and expense all travel costs.  
Motion passed unanimously.**

**9. Reports of District Secretary**

- A. Fire Prevention Week - Padilla  
Secretary Padilla advised of the dates of Fire Prevention Week (Beginning 10/9/17) She reported that she and Secretary Weaver will each attend the Monday night events at Stations 13 and 14.
- B. Budget Report-August, 2017  
Report reviewed. The Board is discussing the possibility of hiring Fred to do any additional formatting for the P&L reports and additional training for Beth Padilla.
- C. Legal Usage-June, 2017  
August 14.9 hours  
YTD: 57.5 hours  
Hours remaining: 22.5
- D. King County Investment Pool Performance  
July – 1.13%  
August – 1.15%
- E. Approval of August 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 August 31, 2017, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

<u>August</u>		
Operating Fund	9846-9851	\$ 5,620.11
Remittances		\$ 5,968.86

The meeting was adjourned at 5:37 p.m.

ATTEST:

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Beth Padilla, District Secretary

King County Fire Protection District 34