

**KING COUNTY FIRE PROTECTION DISTRICT 34**

Regular Meeting of the Board of Commissioners

Location: Station 11 – 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington

**AGENDA**

Tuesday, December 18, 2007

5:00 p.m.

- I. CALL TO ORDER – REGULAR MEETING
- II. ROLL CALL
- III. APPROVAL OF MINUTES
  - A. Regular Meeting of November 20, 2007
  - B. Special Meeting of November 29, 2007
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS (4 minutes per person)
- VI. ATTORNEY'S REPORT
  - A. Property Acquisition
  - B. Small Works Roster Resolution 233/07
- VII. CHIEFS' REPORTS
  - A. SHB 1756
  - B. MDC Usage
- VIII. COMMISSIONERS' REPORTS
  - A. Adopt 2008 Budget
  - B. Emergency Access Corridors – Lucarelli
  - C. Station Ownership – Lucarelli
  - D. Property Liquidation – Executive Session
  - E. Tracking Sheet
  - F. NORCOM Update
- IX. DISTRICT SECRETARY'S REPORT
  - A. Monthly Budget Report – November 2007
  - C. Approval of Monthly Vouchers 8487 through 8498
  - D. Investment Report – November 2007 (not received by meeting time)
  - E. Legal Usage – November 2007
- X. OTHER
- XI. ADJOURNMENT

Next Regular Meeting: Tuesday, January 15, 2008 – 5:00 p.m.

KING COUNTY FIRE PROTECTION DISTRICT 34  
8450 161<sup>st</sup> Avenue N.E.  
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**BOARD OF COMMISSIONERS**  
Thomas Johnston, Chairman  
Sherman Colson  
Peter Lucarelli  
Anne Carlson, Secretary

Tim Fuller, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
REGULAR MEETING – BOARD OF COMMISSIONERS  
December 18, 2007

**I. Call to Order**

The regular meeting of the Board of Commissioners was held at Station 11, located at 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington on December 18, 2007. The meeting was called to order at 5:10 p.m. by Chairman Tom Johnston.

**II. Roll Call**

Present: Chairman Tom Johnston  
Commissioner Peter Lucarelli  
Commissioner Sherman Colson

Others Attending: Attorney Kinnon Williams  
Secretary Anne Carlson  
Deputy Chief Andy Hail

**III. Approval of Minutes**

A. Regular Meeting of November 20, 2007

**Motion from Commissioner Lucarelli to approve the minutes of the November 20, 2007 regular meeting. Motion seconded by Chairman Johnston. Motion passed unanimously.**

B. Special Meeting of November 29, 2007

**Motion from Commissioner Lucarelli to approve the minutes of the November 29, 2007 special meeting. Motion seconded by Chairman Johnston. Motion passed unanimously.**

**IV. Approval of Agenda**

**Motion from Commissioner Lucarelli to approve the agenda of the regular meeting of December 18, 2007. Chairman Johnston seconded the motion. Motion passed unanimously.**

**V. Public Comments – None**

**VI. Attorney's Report**

A. Property Acquisition – Pete Lucarelli and Realtor Linda Lane are meeting this week to review property.

B. Small Works Roster Resolution 233/07 – Verbal King County approval has been received to proceed with the 227<sup>th</sup> access corridor project. Construction quotes will be solicited so the project is ready to begin upon final approval. Attorney Williams provided a draft Small Works Roster Resolution that would allow the District to receive bids on works under \$200,000. The document was reviewed and revised.

**Motion from Commissioner Colson to adopt Resolution 233/07 as revised. Chairman Johnston seconded the motion. Motion passed unanimously.**

## VII. Chiefs' Reports

- A. SHB 1756 – Deputy Chief Hail attended NFIRS Program Management, Standards of Cover, and Master Planning classes during the last three weeks. Hail and Dawn DeLoach will:

- Identify options regarding methodologies.
- Determine response times.
- Outline next steps.
- Will send out a report and recommendations, maps before the next meeting for discussion at the next meeting.
- Work with the crews on improving the tools available for them to provide complete data.

- B. Station 14 Repairs – Consultant Wetherholt and Associates Inc. drafted a proposal for Station 14 repairs costing approximately \$593,000. The City of Redmond Project Manager estimated the costs at approximately \$949,000. Deputy Chief Hail will send the proposals to the commissioners for review. The District will have Ron Seng review the project.

- C. Hail: There will be a new Pierce engine at Station 14 and a new Rescue at Station 16 in January.

The deputy chiefs are evaluating regional apparatus maintenance services.

The Department has decided that three captains will be promoted to the position of Field Incident Technician (FIT) to provide battalion chief safety and assistance. This is a pilot program, recognizing that commissioner input and council approval will be necessary to continue the program after Station 17 opens. The next nine firefighters being hired are to staff an aid car at Station 17 and will be hired no earlier than April 2008. Discussion was held regarding the district/city contract, how it would be impacted by the three FIT positions, and the necessity for the FITs to be at the captain level.

Deputy Chief Hail reported on the Department's budget:

- A reduction in overtime and sick leave during the last six months of 2007
- When the 2005-2007 contract settlement retro pays were given, the budget projections were affected. The chiefs are working with Finance to determine correct figures.

## VIII. Commissioners' Reports

- A. Adopt 2008 Budget – The proposed 2008 budget was discussed and a few revisions made.

**Motion from Commissioner Lucarelli to adopt the 2008 Budget as revised. Commissioner Colson seconded the motion. Motion passed unanimously.**

A copy of the budget will be given to Redmond Finance and posted on the District's web site.

- B. Emergency Access Corridors – Commissioner Lucarelli contacted the Secretary of Union Ridge Estates regarding the corridor agreement. He stated that the agreement could not be approved at their last meeting because they did not have a quorum and their attorney was not present. Another meeting is scheduled for next week.

The commissioners plan to have a public meeting to advise citizens of the access corridors.

- C. Station Ownership – A process for surplus of the district stations must be discussed with the City before Station 15 or 13 can be sold. Attorney Williams was directed to research the method to transfer the station titles back to the District. Mr. Williams will talk with the Mayor's office regarding the City's process. Issues include maintenance, warranties, and repairs.

- D. Executive Session – Canceled

E. Tracking Sheet

Objective 1-Financial Strategic Plan: Complete

Objective 2-Bylaws: In process

Objective 3-Station 15: Lucarelli and Williams working on status of ownership and the sale of property.

Objective 4-Property Acquisition: Land Acquisition Specialist agreement received. Johnston will get assistance from Hail and DeLoach regarding Deccan software modeling of station location.

Objective 8-Communications: Colson getting articles together for a newsletter

F. NORCOM Update – Commissioner Lucarelli met with Jane Christenson and reviewed the final interlocal agreement. Concerns include:

- Governance issues and finances
- Redmond Proposal

If Council Member Allen remains Chair of the Public Safety Committee, she plans to have Bellevue, Redmond, and Kirkland councils meet about NORCOM.

IX. **District Secretary's Report**

A. Monthly Budget Report – The budget report of November 2007 was reviewed.

B. Vouchers - 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 listing that has been made available to the Board. As of December 18, 2007, the Board by a unanimous vote does approve for payment those vouchers included in the aforementioned list or lists and further described as follows:

Expense Fund Vouchers: No. 8487 through No. 8498 for a total amount of \$5,209.04

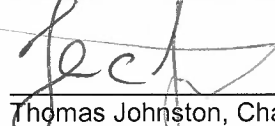
C. Investment Report – The November 2007 report had not been received by meeting time.

D. Legal Usage – There was 9.5 hours of legal usage in November 2007.

X. **Other** – None

XI. **Adjournment** – Chairman Johnston adjourned the meeting at 7:15 p.m.


**BOARD OF COMMISSIONERS**

  
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Thomas Johnston, Chairman

  
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Sherman Colson, Commissioner

  
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Peter Lucarelli, Commissioner

ATTEST:

  
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Anne Carlson, District Secretary  
Board of Commissioners  
King County Fire Protection District 34