

KING COUNTY FIRE PROTECTION DISTRICT 34  
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**BOARD OF COMMISSIONERS**  
Sherman Colson, Chairman  
Thomas Johnston  
Peter Lucarelli  
Bridget Weaver, Secretary

Bob Oliver, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
PUBLIC HEARING/REGULAR MEETING  
MINUTES  
October 26, 2009

**1. Call to Order-Public Hearing**

A public hearing of the Board of Commissioners was held at Station 11, located at 8450 161<sup>st</sup> Avenue N.E., Redmond, Washington on October 26, 2009.

Commissioner Lucarelli called the meeting to order at 5:05 p.m. for the purpose of discussing the Fire District's budget and 2009 tax levy.

**2. Roll Call**

Present: Chairman Sherman Colson (arrived at 5:05 p.m.)  
Commissioner Peter Lucarelli

**3. Public Comments – None**

Commissioner Lucarelli returned the chair to Chairman Colson at 5:08 p.m. Chairperson Colson stated that the public hearing was held to set the levy or establish a budget but to inform the public and to consider any comments that the residents of the district may have regarding revenues or proposed tax increases.

**4. Approval of Agenda**

**Motion from Commissioner Lucarelli to approve the agenda of the Public Hearing October 26, 2009. Motion seconded by Chairman Colson. Motion passed unanimously.**

**5. 2009 Budget Review**

This item was deferred to the regular meeting.

**6. Proposed 2009 Revenues and Tax Levy**

The negative rate of -0.848 percent (negative) rate of inflation will more than likely not reduce the levy tax amount. The deadline for submitting a 2010 property tax levies resolution is December 4, 2009.

**7. Adjournment**

The meeting was adjourned at 5:30 p.m.

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

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 October 26, 2009. The meeting was called to order at 5:30 p.m. by Chairman Sherman Colson.

**2. Roll Call**

Present: Chairman Sherman Colson  
Commissioner Thomas Johnston (arrived at 5:33 p.m.)  
Commissioner Peter Lucarelli

Others Attending: Fire Chief Bob Oliver  
Secretary Bridget Weaver

### 3. Approval of Agenda

**Motion made from Commissioner Lucarelli to approve the agenda of October 26, 2009. Motion seconded by Chairman Colson. Motion passed unanimously.**

### 4. Approval of Minutes

**Motion from Chairman Colson to approve the minutes of the regular meeting of September 30, 2009. Commissioner Lucarelli seconded the motion. Motion passed unanimously.**

### 5. Public Comments – None

### 6. Reports of Chief

#### A. Battalion Chief and Captain Testing

This year's testing process has changed. Lieutenants have been included as applicants to broaden the pool of applicants. Additionally, testing assessors now include police, fire and various board members, along with the internal personnel assessors.

#### B. Status of MDC's No new updates.

The Commissioners would like the resolution of MDC issues to remain a top priority for Chief Oliver and Deputy Chief Norton.

### 7. Reports of Commissioners

#### A. Regional Fire Authority Planning Committee Update

Commissioner Lucarelli met with Chief Oliver to discuss the City of Redmond's position on joining a Regional Fire Authority. The City of Redmond, Chief Oliver and the Commissioners are not in favor of joining a Regional Fire Authority.

#### B. WFCA 2009 Report

Commissioner Lucarelli reviewed highlights of the Washington Fire Commissioner's Association Conference.

- Initiative 1033 will not directly impact fire districts:
  - Levy rates: Since the implicit price deflator is a negative 0.848%, levy rates cannot be increased up to 1% unless the District adopts a Substantial Needs Resolution by a super majority vote.
- Annexations:
  - Service levels must be maintained in newly annexed areas for a budget cycle or remaining budget cycle. If new annexations occur, response time data will be needed to determine service levels.
  - Cities can now annex territories by ordinance (without the consent or vote of property owners). The annexing city must provide 45 days notice to the affected fire districts.
- Per Diem Compensation
  - The Commissioners will consider drafting a policy to define which "other services" entitle a Commissioner to receive the per diem.
- E-mail communications are subject to the Public Disclosure Act.
- Fraud or stolen property reports, regardless of minimal monetary value, must be filed with the auditor's office.

- C. Website Announcement  
Commissioner Johnston will provide Secretary Weaver with language pertaining to the sale of Fire Station 15 to post on the website.
- D. 2009 Objectives and Action Plan Status Report  
Deferred until next meeting

**8. Action Items**

- A. Approve 2009-2013 Strategic Plan

**Motion made from Chairman Colson to approve the KCFD34 2009-2013 Strategic Plan as amended. Chairman Lucarelli seconded the motion. Motion passed unanimously.**

- B. Designate Employee Evaluation Lead  
All the Commissioners will provide employee performance feedback according to the provided matrix and forward to Chairman Colson.

**Motion made from Commissioner Johnston to approve Chairman Colson as designated lead to conduct District Secretary performance review evaluations. Motion passed unanimously.**

**10. Reports of District Secretary**

- A. 2010 Medical/Dental Benefits

Medical and dental benefits have been referred to Committee. The Commissioners directed Secretary Weaver to report back with additional medical benefit information. The medical benefit plan choice must be submitted to Trusteed Plans Services by December 7<sup>th</sup>.

- B. Monthly Budget Report-September 2009

Commissioner Johnston reported that yearly expenditures remain on track.

Commissioner Johnston and Secretary Weaver will meet November 6th to continue entering 2009 data into QuickBooks for the purpose of producing 2009 budget reports. Data will discontinue in Excel once the transition to QuickBooks is complete.

- C. 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 October 26, 2009, the Board by a unanimous vote does approve for payment those vouchers included in the aforementioned lists or lists and further described as follows:

Expense Fund Vouchers #8964-8976, 8990 for a total of \$8,544.48  
Capital Expenditure Vouchers##8959-8979 for a total of \$6,669.44

- D. Legal Usage: 10.70 hours in September, 2009

**11. New Items**

- A. Payroll Schedule

Due to the King County warrant request process, paychecks are currently distributed before earned. Secretary Weaver has requested that the payroll schedule be adjusted so that paycheck distribution occurs after each pay period.

Commissioner Colson directed Secretary Weaver to analyze the impacts of the change in distribution dates and present a report at the November 23<sup>rd</sup> meeting.

**12. Adjournment**

Chairman Colson adjourned the meeting at 8:20 p.m.

**BOARD OF COMMISSIONERS**

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Sherman Colson, Chairman

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Thomas Johnston, Commissioner

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Peter Lucarelli, Commissioner

ATTEST:

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Bridget Weaver, District Secretary  
Board of Commissioners  
King County Fire Protection District 34