

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS

Thomas Johnston, Chairman
Pete Lucarelli, Vice-Chair
Joe Pylant, Commissioner

Tommy Smith, Fire Chief

**KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
PUBLIC HEARING MINUTES
October 23, 2018**

1. Call to Order-Public Hearing

The public hearing of the Board of Commissioners was held at 8450 161st Avenue N.E., Redmond, WA on October 23, 2018. The meeting was called to order at 5:00 p.m. by Commissioner Johnston, Chair.

2. Roll Call

Present: Commissioner Johnston, Commissioner Lucarelli (via phone), Commissioner Pylant. The Chair confirmed that Commissioner Lucarelli was able to hear the conversation via the speaker phone.

Others Attending:

Kinnon Williams, Attorney
Ron Seng, Project Manager
Beth Padilla, District Secretary

3. Approval of Agenda

Motion made by Commissioner Pylant to approve the October 23, 2018 agenda. Motion seconded by Commissioner Johnston. Motion passed unanimously.

4. Public Comments (4 minutes per person)

None.

5. 2018 Budget Review

Commissioner Johnston looked at the 2018 Annual Budget and noted that the District likely needs additional Capital funds to cover the upcoming projects at all three stations. Possible levy increases were discussed. Additional information from the City will also be considered before setting a specific levy.

Proposed 2019 Revenues and Tax Levy

The Commission will hold a study session in mid-November to begin reviewing the 2019 proposed Annual Budget which will help in determining the final 2019 levy amounts. The levy and supporting resolutions will be passed at the Regular Board Meeting in November.

6. Adjourn

Commissioner Johnston adjourned the public hearing at 5:07 p.m.

**KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING, 2018**

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at 8450 161st Avenue N.E., Redmond, WA on October 23, 2018. The meeting was called to order at 5:08 p.m. by Commissioner Johnston.

2. Roll Call

Present: Commissioner Johnston, Commissioner Lucarelli (via phone), Commissioner Pylant
The Chair confirmed that Commissioner Lucarelli was able to hear the conversation via the speaker phone.

Others Attending:

Kinnon Williams, Attorney
Ron Seng, Project Manager
Beth Padilla, District Secretary

Tommy Smith, Fire Chief
Don Horton, Deputy Chief
Joe McGrath, Finance Director
Jason Alexander, Facilities
Eric Timm, MSA
Malisa Files, Julie Elsom, Kelley Cochran - Finance

3. Approval of Agenda

Motion made by Commissioner Johnston to approve the October 23, 2018 agenda. Motion seconded by Commissioner Pylant. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Pylant to approve the September 25, 2018 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. MDC Reports –

The reports were reviewed by Chief Smith.

B. Facilities Report -

Jason Alexander advised the Commission of research he had done on the generators at each of the three stations in the District. Discussion ensued about the capacity and longevity of each and the possibility of moving some generators. Jason advised that all three generators are exercised once a week and receive quarterly maintenance.

In addition, there was report of a leakage issue caused at FS 13 due to cable work. The cable company is handling the cost of the repairs.

C. Station 13 Septic Evaluation –

See Section 8A.

D. Stations 14 and 18 Seismic Upgrades –

See Section 8B.

E. Red Barn Update –

There were no updates on the Red Barn this month.

F. Fire Chief Announcements -

- Chief Smith thanked Commissioner Pylant for attending the recent Awards Banquet.
- Chief Smith introduced Eric Timm, the new Medical Services Administrator.
- There are four recruits in the Academy slated to graduate in December.
- The WSRB rating has not been finalized but Chief felt that the current rating will not go up and felt that there is a slight possibility it may go down.
- The City budget process continues and the first Council Hearing is tonight. The Chief will present the Fire Department Budget to Council on October 30th.

G. City of Redmond Financial Update-

Malisa Files presented the third quarter financial reports for the City and a preliminary budget for 2019-2020. The preliminary budget went to Council on October 2nd and the first hearing was being held tonight. While costs are increasing (noted in the increased amounts due from the District in the coming two years), most increases are driven by “people costs” such as salaries and benefits. For 2019, the District payment will increase by 7.6%.

Discussion ensued in regards to the model used for the budgeting process and where some specific costs were included.

7. Reports of Attorney

A. 2019 Preliminary Levy -

Attorney Williams reviewed the preliminary levy worksheet. Discussion ensued regarding possible levy rates. Further discussion will take place at the study session in mid-November with the Resolutions being approved at the November Board Meeting.

8. Reports of Commissioners

A. Station 13 Septic Evaluation –

Commissioner Lucarelli presented the scope of work for this project and the initial Osborn Consulting invoice that has been presented to the City.

Motion made by Commissioner Johnston to approve the District to spend up to \$45,300 to complete the septic evaluation at Station 13 with a provision that Commissioner Lucarelli and Ron Seng have visibility to all invoices and costs. Motion seconded by Commissioner Pylant. Motion passed unanimously

B. Stations 14 and 18 Seismic Upgrades –

Commissioner Lucarelli advised that the project is progressing and the city is including Station 16 in the upgrade project. Hopefully the District will benefit from some minimal shared costs as a result of this. A preliminary evaluation report is due from ReidMiddletono on October 29th with a presentation to follow in early November.

9. Reports of District Secretary

A. Opticom Gates -

Secretary Padilla advised that one of the gates requires maintenance. Commissioner Lucarelli asked that discussion regarding these gates be added as an agenda item at the next Board Meeting.

B. Budget Report - September 2018

The reports were reviewed.

C. Legal Usage – September 2018

	September 2018	September 2018	YTD	YTD
General Services	6 hours	\$2100	34 hrs.	\$11,562
Capital Projects	54 min.	\$315	29 hrs.24 min.	\$10,300
			YTD TOTAL	\$21,862

D. Project Manager Usage – September 2018

September 218	September 2018	Contract Balance**	
12 hours	\$960	121 hours	\$9,720

** Original contract for 312 hours/\$25,000

E. King County Investment Pool Performance
 September - 1.85%

F. Approval of September 2018 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, 2018, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

<u>September</u>			
Operating Fund	9922-25		\$3,606.57
• Remittances			\$3,073.75
Capital Fund	8161-63		\$26,949.18

10. Adjourn

The Commission scheduled a Financial Study Session for Tuesday, November 13 at 5 p.m.

The meeting was adjourned at 6:10 p.m.

ATTEST:

Beth Padilla, District Secretary
 King County Fire Protection District 34