

KING COUNTY FIRE PROTECTION DISTRICT 34  
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**BOARD OF COMMISSIONERS**  
Peter Lucarelli, Chair  
Thomas Johnston  
Fred Shanafelt  
Bridget Weaver, Secretary

Kevin Donnelly, Fire Chief

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KING COUNTY FIRE DISTRICT 34  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
September 27, 2011

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

The regular meeting of the Board of Commissioners was held at Redmond City Hall, located at 15670 N.E. 85th St, Redmond, WA on September 27, 2011. The meeting was called to order at 5:38 p.m. by Chair Lucarelli.

**2. Roll Call**

Present: Chair Lucarelli, Commissioner Johnston, and Commissioner Shanafelt

Others Attending:

Kevin Donnelly, Fire Chief

Bob Oliver, Deputy Chief of Services

Kinnon Williams, Attorney

Bridget Weaver, District Secretary

**3. Approval of Agenda**

Add 9.A: Executive Session: RCW 42.30.110 (i) Potential Litigation

Move District Secretary Reports to item #10.

Add September to 10D-Approval of August Vouchers.

**Motion made by Commissioner Johnston to approve the agenda as amended. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.**

**4. Approval of Minutes**

**Motion made by Commissioner Johnston to approve the August 23, 2011 minutes as amended. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.**

**5. Public Comments-None**

**6. Reports of City of Redmond**

A. Interlocal Agreement/Annual Fire Inspections Follow-up

Chief Donnelly reported that the King County Council approved Interlocal Agreements with Woodinville and Bellevue allowing their jurisdictions to perform annual fire inspections. The agreements will serve as a pilot program for other jurisdictions that also might be considering the same action. Woodinville will charge the same fee that King County charged.

The City of Redmond currently performs re-inspections of commercial permits and multi-family properties as well as pre-fire planning and code enforcement. New occupancy commercial inspections are still the responsibility of King County.

The Redmond Fire Department and Fire District 34 will evaluate the outcome of the pilot program before deciding if they will conduct their own annual inspections. Personnel required and the cost of fees will continue to be evaluated.

**Chief Donnelly will provide monthly status updates.**

## B. NORCOM Update

Chief Donnelly reported that NORCOM went live as of September 25<sup>th</sup>. Dispatch on the New World system went well with only a few minor glitches. It was decided to run Trecteck and New World concurrently for several months. There were some mobile and location data issues but these continue to be worked out. (The City has 30 days to identify any software integration issues). The emergency response component performed better than anticipated. FDM data will be transferred into New World.

Commissioner Lucarelli enquired if NORCOM has live interface capabilities with the Deccan software program in order for updates to be provided more frequently than every six months. Chief Donnelly's understanding is that NORCOM is able to interface with the Deccan software.

**Commissioner Lucarelli requested that Redmond Fire Department provide quarterly reports for NFIRS.**

## 7. Reports of Attorney

- A. 2011-2012 Funding Shortfall/Kirkland Annexation Assessed Valuations  
Attorney Williams reported that FD34 assessed valuations have dropped 7% due to the northwest corner of FD34 being annexed into the city of Kirkland and the effects of proration.

The fire district is being prorated .04 which reduces District 34's levy from \$1.50 to \$1.46 per \$1,000 of assessed value. Commissioner Johnston estimates that we collect 98% of our taxes.

### 2012 Projections

Rate	\$1.46 per \$1,000 assessed valuation
A. Valuation	\$4,134,887,484
Revenue	\$6,036,935 (100% collected)

Revenue	\$5,916,196 ( 98% collected)
Redmond Contract Budget	\$6,297,075
Redmond Contract Shortfall	-380,879
District Budget	<u>-150,000</u>
Total Shortfall	\$ 530,879

## 8. Commissioners

- A. Adopt Amended 2011 Strategic Financial Planning for Funding Shortfall  
The 2011 Strategic Financial Planning for Funding Shortfall, adopted June 28, 2011, was amended to include consideration of a two-station model for the District and an evaluation of response and service area boundaries with Duvall.

**Motion made by Commissioner Johnston to adopt the 2011 Strategic Financial Planning for Funding Shortfall as amended. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.**

- B. Fire District 34/Duvall Boundaries  
FD34 is providing service to a portion of Duvall. Commissioner Lucarelli raised the question if the District should consider obtaining Ridgewood East through a partial merger. Attorney Williams outlined the various steps that a merger would include:
- Define the area to be merged
  - Obtain a legal description of the area
  - Pay the cost of a new legal description of the District
  - Pay court costs-if the other party does not agree

- Pay engineering costs (could be 30K)

Another option to a merger could be an interlocal agreement.

The following questions were raised:

- Is a merger/interlocal agreement worthwhile to pursue?
- What is the exact area is being served?
- How many calls does the District service? Does the District receive anything in return for those calls?
- How many calls does Duvall service?

**Attorney Williams will contact Hazel Gant at the King County Assessor's office to obtain Duvall/Redmond boundary lines.**

**Chief Donnelly will contact the Duvall Fire Chief for further information on service calls.**

C. Union Hill Water District/Goddard School Issues

Commissioner Lucarelli reported that Union Hill Water Association has asserted that fire suppressant foam allegedly used in training exercises at Station 15 some years ago could have possibly contained contaminants and infiltrated the aquifer. Discussion ensued among Commissioners and Redmond staff. Union Hill Water Association has no basis for their claims and did issue a Certificate of Water Availability to the Goddard School. Additionally, King County did not find any outstanding issues that needed to be resolved and approved the Conditional Use Permit for the Goddard School.

D. Adopt 2011 FD34 Policies and Procedures

**Motion made by Commissioner Johnston to adopt the 2011 Strategic Financial Planning for Funding Shortfall as amended. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.**

E. 2011 Objectives and Action Plan Status  
Report reviewed.

Chair Lucarelli called for a five minute recess beginning at 6:42 p.m. The meeting resumed at 6:47 p.m.

**9. Executive Session- RCW 42.30.110 (i)**

**According to RCW 42.30.110 (i) the Chair announced that the Board would convene for an executive session for 10 minutes to discuss potential litigation. The Board went into executive session at 6:48 p.m. The Board reconvened 6:58 p.m.**

**10. Reports of District Secretary**

A. Budget Report

The King County August Comptroller's Report was not available—the report will be presented at the next meeting.

B. Legal Usage:

August 2.90 hours; YTD 56.60 hours

C. King County Investment Report: July .59%

D. Approval of August, September 2011 Vouchers & 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 27, 2011**, the Board by a unanimous vote does approve for payment of those vouchers and remittances described as follows:

<b>Month</b>	<b>Fund</b>	<b>Number</b>	<b>Total</b>
August Vouchers	Expense	9304-9317	\$3,106,561.47
August Remittances	Expense	N/A	\$ 3,983.27
September Vouchers	Expense	9318-9331	\$ 12,548.45
September Remittances	Expense	N/A	\$ 3,568.67

**11. Adjourn**

The meeting was adjourned at 6:59 p.m.

The next regular meeting will be held on October 25, 2011 at 5:30 p.m.

ATTEST:

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Bridget Weaver, District Secretary  
King County Fire Protection District 34