

# King County Fire Protection District No. 27

## Minutes

A special meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on April 15, 2013 at the Duvall Fire Station located at 15600 First Avenue N.E., Duvall, Washington, 98019.

The meeting was called to order at 10:00 a.m.

### Present:

Chairman Hollis  
Commissioner Hansen  
Chief Connor  
Chief Burke, KCFD 45  
Secretary Evans

### NEW BUSINESS:

#### Tax Levy / Ballot Measure Discussion

Fire District 27 Commissioners and Personnel met with Chief Burke to discuss District 45's maintenance and operations levy that they were successful in passing last year.

Chief Burke discussed Duvall's failed levy in 2004, and what lessons they had learned from that experience. Chief Burke shared the following key elements that he found to be effective in the success of their 2012 ballot measure.

- Preparation - Know your filing dates and deadlines, develop a timeline.
- Research - Have your facts, budget forecasts, assessed valuation trends.
- What are the District's needs – Plan for the worst case scenario.
- Contingency Plan – What is the District's contingency plan?
- Education - Fact sheets, informational brochures.
- Public and Media - Town hall meetings, newspapers, utilizing your website, social media.
- Perception Management - Listening to your constituents and understanding, responding to their questions, if you are not sure about something find out and follow up, never assume.
- Costs - Election costs, brochures, mailers, time.

The Board discussed the validation requirements and the pros and cons on the special election dates versus the general election date. Discussion ensued on the length of the maintenance and operations levy which can be authorized for a two-year through four-year term. Chief Burke discussed the balancing of the excess levy amount with the regular levy and if possible plan to have a lower regular levy so that there could be some banked capacity for future needs. Chief Burke conveyed the importance of having the Union and Volunteers on board and keeping them well informed; everyone should have the same information and no embellishing on the truth. The public disclosure guidelines were also discussed; the district can only educate and present factual information. Chief Burke also recommended if social media and websites are used keep it current and fresh. He further discussed the importance of working with the media and utilizing other avenues such as town hall meetings to keep the public informed.

The Board thanked Chief Burke for his time and meeting with them.


### Adjournment:

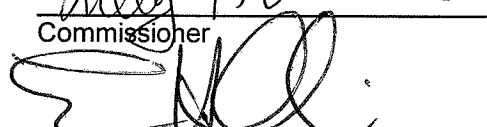
With no further business to discuss the meeting was adjourned at 11:10 p.m.

Attest:

Melinda Evans  
Board Secretary

Melinda Evans

  
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Commissioner

  
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Commissioner

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Commissioner