



Agenda for the Board of Fire Commissioners

Regular Meeting

Conducted remotely via Zoom and with in-person attendance at Station 31

(1231 Franz ST SE, Lacey, WA 98516)

<https://zoom.us/j/743870521>

Meeting ID: 743 870 521

August 3rd, 2023

5:30 pm

- I. CALL TO ORDER / FLAG SALUTE**
- II. APPROVAL OF THE AGENDA**
 - a. Additions / Deletions
- III. HEARING OF THE PUBLIC / MEMBERS PRESENT**
- IV. APPROVAL OF THE CONSENT AGENDA**
 - A. Draft Minutes of the July 31st, 2023 Board of Fire Commissioners Special Purpose Meeting.
 - B. Draft Minutes of the July 20th, 2023, Board of Fire Commissioners Meeting.
 - C. Warrants (AP 8A 2023):
 - General Fund 001 (Acct #6630): EFTs numbered 5227 through 5230; checks numbered 23625 through 23629 for a total amount of \$27,497.52.
 - Equipment Repair and Replacement Fund 103: EFT number 5231 for a total amount of \$75,263.20.
 - 2017B Capital Improvements Project Fund 2019A: EFTs number 5232 through 5234 for a total amount of \$51,228.33.
 - D. Payroll 7B in the amount of \$560,242.42
- V. COMMITTEE REPORTS**
 - A. Thurston County Medic One
 - B. E.M.S. Council

Commissioner Kirkbride

- | | |
|---|----------------------|
| C. Thurston 9-1-1 Communications (TCOMM) | |
| D. Administration Board | Commissioner Roberts |
| E. City / District Liaison | |
| F. Communication Updates | Commissioner Roberts |
| G. Thurston County Fire Commissioners Association | |
| H. Regular meeting | Commissioner Kelling |
| I. Thurston Regional Planning Council | |
| J. Status report | Commissioner Hetzler |
| K. Community Outreach | |
| Status report | Staff |
| L. Capital Facilities and Equipment Activities | Staff |

VI. OLD BUSINESS

- A. Levy Lid Restoration

VII. NEW BUSINESS

VIII. ADMINISTRATIVE REPORT

IX. COMMISSIONER COMMENTS

X. OTHER INFORMATION

- A. Correspondence

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

XII. ADJOURNMENT

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: August 17th, 2023 – 5:30 pm

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE SPECIAL MEETING

July 31, 2023

Commissioner Gamble
Commissioner Kelling
Commissioner Roberts

The meeting was held in person with limited attendance and is open to the public via the Zoom meeting platform. The meeting is being recorded.

Commissioner Gamble was excused.
Commissioner Kirkbride was excused.

I. CALL TO ORDER

- a. Chair Roberts called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda with no additions.

Motion: Commissioner Hetzler
Second: Commissioner Kelling
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

- a. None.

IV. NEW BUSINESS ITEM

- A. Resolution #888-07-23 Authorizing a Ballot Measure on the November 7th General Election to Restore the District's Regular Levy to the Prior Approved Amount: Staff Report, Board Discussion, and Proposed Action

Chief Brooks reports that this resolution is consistent with the Primary Election Resolution that was passed in April 2023, for the resolution that was passed for the Primary Election this coming Tuesday, August 1st, 2023. The results of that election will not be known until approximately 8:00 PM on August 1st. The submission deadline to be on the General Election Ballot on November 7th is 5:00 PM on August 1st. Should the Board desire to pass another resolution for the November 7th election, that action must take place before the results of the August 1st election results. Staff consulted with legal counsel and the recommendation and past practice is to pass a 2nd resolution in the event the primary ballot measure is unsuccessful. This resolution is identical to Resolution 887-04-23, except for clarifying election dates and Section 8, stipulating the ability

repeal this resolution and ballot initiative, depending on the outcome of the August 1st election results. This includes all ballot materials as well.

Commissioner Hetzler asked if this resolution could be withdrawn [repealed] for either outcome of the August 1st election results. Chief Brooks will consult with legal counsel on when and how to repeal this resolution before the November 7th election.

Commissioner Kelling asked if the resolution should be amended to address the 105% language in the ballot language explanatory statement, based on earlier community feedback. Chief Brooks did acknowledge that earlier community feedback, and offered the ability to provide explanations with the FOR statements that is forthcoming. Chief Cerovski reported that the communication with the Elections Office could be an opportunity to address the explanatory statement language moving forward.

No further discussion.

This MOTION: To approve Resolution #888-07-23 Fire Protection District #3 Thurston County, Washington, Lacey Fire District 3.

Motion: Commissioner Kelling

Second: Commissioner Hetzler

Carried: Unanimous

- B. Chief Brooks communicated that it is necessary to solicit for the voter pamphlet a FOR and AGAINST committees. These committees are invited to create FOR and AGAINST statements for the ballot pamphlet. This request was posted to our website last Thursday with a closing date of July 31st (today) at 4:30 PM. Chief Brooks reported that all three FOR committee members from the previous committee endorsed their involvement in this FOR committee by the required deadline. Chief Cerovski reported that no AGAINST committee member requests were submitted to the District.

This MOTION: To nominate Judy Wilson, Tom Carroll, and Paul Perz to the FOR Committee for the ballot measure associated with Resolution 888-07-23.

C. Motion: Commissioner Hetzler

D. Second: Commissioner Kelling

E. Carried: Unanimous

Chief Brooks reported that staff will work with the Elections Office to submit all required documents for the above Board Actions. Based on the outcome of the August 1st election, staff will provide recommendations and actions to the Board at a future meeting.

V. HEARING OF THE PUBLIC / MEMBERS PRESENT

- a. None

VI. ADJOURNMENT

The meeting adjourned as of 5:41 PM.

*Next Regular Meeting: July 6th, 2023 – 5:30 p.m.
Available via remote meeting.*

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary

FIRE PROTECTION DISTRICT NO. 3
THURSTON COUNTY, WASHINGTON
(Lacey Fire District 3)

RESOLUTION NO. 888-07-23

Levy Lid Lift

A RESOLUTION of the Board of Fire Commissioners of Fire Protection District No. 3, Thurston County, Washington (Lacey Fire District 3), relating to the District's regular property tax levy; providing for the submission to the voters of the District at a special election to be held on November 7, 2023, in conjunction with the State General election to be held on the same date, of a proposition authorizing the District to levy regular property taxes in excess of the limitations provided in chapter 84.55 RCW for specified purposes; designating the Fire Chief and special counsel to receive notice of ballot title from the Auditor; and providing for related matters.

Adopted July 31, 2023

This document prepared by:

*FOSTER GARVEY P.C.
1111 Third Avenue, Suite 3000
Seattle, Washington 98101
(206) 447-6264*

FIRE PROTECTION DISTRICT NO. 3
THURSTON COUNTY, WASHINGTON

RESOLUTION NO. 888-07-23

Levy Lid Lift

A RESOLUTION of the Board of Fire Commissioners of Fire Protection District No. 3, Thurston County, Washington (Lacey Fire District 3), relating to the District's regular property tax levy; providing for the submission to the voters of the District at a special election to be held on November 7, 2023, in conjunction with the State General election to be held on the same date, of a proposition authorizing the District to levy regular property taxes in excess of the limitations provided in chapter 84.55 RCW for specified purposes; designating the Fire Chief and special counsel to receive notice of ballot title from the Auditor; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF FIRE PROTECTION DISTRICT NO. 3, THURSTON COUNTY, WASHINGTON, as follows:

Section 1. Findings and Determinations. The Board of Fire Commissioners (the "Board") of Fire Protection District No. 3, Thurston County, Washington (Lacey Fire District 3) (the "District"), takes note of the following facts and makes the following findings and determinations:

(a) RCW 52.16.130, RCW 52.16.140 and RCW 52.16.160 limit the District's aggregate regular property tax levy to a maximum dollar rate of \$1.50 per \$1,000 of assessed value of taxable property within the District. Chapter 84.55 RCW currently further limits the amount of the regular property tax levy to 101% (or 100% plus inflation, if inflation is less than 1%) of the prior highest lawful levy amount (the "levy lid"), plus an additional dollar amount calculated by multiplying the regular property tax levy rate for the preceding year by the increase in assessed value from new construction and other specified adjustments. Due to the levy lid and increasing property values within the District, the District's current regular property tax levy is limited to a dollar rate of approximately \$1.16 per \$1,000 of assessed value.

(b) Under RCW 84.55.050(2), the District may submit to its voters at a primary or general election, for their approval or rejection, a proposition authorizing the District to increase its regular property tax levy annually in amounts exceeding the levy lid for up to six consecutive years (a "levy lid lift"). Under RCW 84.55.050(3) and (4), the proposition may provide that the District will use the final year's regular property tax levy amount so approved for purposes of computing the levy lid for subsequent levies.

(c) The money that will be available in the District's Expense Fund in calendar years 2024 through 2029 and in future years, will be insufficient to permit the District to pay for the increased expenses required to provide fire protection and emergency medical services essential and necessary for the protection of the public health, life and property of its residents, all as more particularly defined and described in Section 2(a) (the "Purposes").

(d) It is therefore in the best interests of the District and its residents to seek voter approval of a levy lid lift proposition to restore the District's regular property tax levy to fund the Purposes, including: (1) an increase to the District's regular property tax levy for collection in 2024 by a rate of approximately \$0.34 per \$1,000 of assessed value to the maximum aggregate rate of \$1.50 per \$1,000 of assessed value and (2) annual increases to the District's regular property tax levy for collection in years 2025 through 2029 of up to 106% of the District's maximum allowable levy for the immediately prior year.

Section 2. Purposes and Description of the Ballot Proposition. The Board seeks voter approval under RCW 84.55.050(2) of a levy lid lift proposition, as follows:

(a) Purposes. The amounts collected pursuant to the increases authorized in years 2024 through 2029 shall be used solely for the following Purposes: to provide fire protection, prevention and emergency response services in the District, to operate and maintain emergency fire, medical service and other District vehicles and equipment (including repair and replacement), to maintain District facilities, and to maintain staffing of such facilities by properly trained personnel who are equipped with proper firefighting and emergency medical equipment. The Purposes of this authorization do not include new or replacement buildings.

(b) Maximum Levy Rate Authorized in 2024. The proposition authorizes the District to restore its maximum aggregate regular property tax levy to the amount resulting from a rate of \$1.50 per \$1,000 of assessed value for levy in 2023 and collection in 2024. This represents an incremental increase in the regular property tax rate of approximately \$0.34 per \$1,000 of assessed value, over the current year's levy rate.

(c) Increase Authorized in Future Years. The District's maximum regular property tax levy for collection in each of the following five years (2025 through 2029) shall be computed annually by applying a limit factor of 106% to the District's maximum allowable levy for the immediately prior year.

(d) Computing the Limitations for Subsequent Levies. The District will use the dollar amount of the maximum aggregate property tax levy for collection in 2029 authorized under this resolution for the purpose of computing the limitations for subsequent levies under chapter 84.55 RCW.

Section 3. Calling of Election. The Auditor of Thurston County, Washington (the "Auditor"), as *ex officio* Supervisor of Elections, is requested to call and conduct a special election, in the manner provided by law, to be held in the District on November 7, 2023 (the "Special Election"). for the purpose of submitting to the District's voters, for their approval or rejection, the proposition authorizing the District to increase its aggregate regular property tax levy for collection in 2024 to \$1.50 per \$1,000 of assessed value, to increase its maximum regular property tax levy for collection in each of the following five years (2025 through 2029) by applying a limit factor of 106% to the District's maximum allowable levy for the immediately prior year and to use the dollar amount of the maximum allowable levy for collection in 2029 under this resolution for the purpose of computing the limitations for the District's subsequent levies under chapter 84.55 RCW.

Section 4. Form of Ballot Title. Pursuant to RCW 29A.36.071, the Thurston County Prosecuting Attorney is requested to prepare the concise description of the aforesaid proposition for the ballot title in substantially the following form:

LACEY FIRE PROTECTION DISTRICT 3

PROPOSITION NO. 1

Levy Lid Lift

The Board of Fire Commissioners of Lacey Fire Protection District 3 adopted Resolution No. 888-07-23, concerning the District's regular property tax levy. This proposition, if approved, would authorize restoring the previous levy to an amount not to exceed \$1.50 per \$1,000 of assessed value for collection in 2024 and setting the limit factor for each subsequent year 2025 through 2029 at 106%. Revenues from the levy would be used for fire protection, prevention, and emergency medical services, including operating and capital costs. The final year's levy dollar amount would be used to compute the limitations for subsequent levies under chapter 84.55 RCW.

Should this proposition be approved:

Yes ☐

No..... ☐

Section 5. Authorization to Deliver Resolution to Auditor and Perform Other Necessary Duties. The Fire Chief of the District (the "Fire Chief") or his designee is authorized and directed to: (a) present a certified copy of this resolution to the Auditor no later than August 1, 2023; and (b) perform such other duties as are necessary or required by law to submit to the District's voters at the Special Election, for their approval or rejection, the proposition provided herein.

Section 6. Notices Relating to Ballot Title. For purposes of receiving notice of the exact language of the ballot title required by RCW 29A.36.080, the Board hereby designates (a) the Fire Chief (Steve Brooks), telephone: (360) 528-2318; email: sbrooks@laceyfire.com; and (b) special counsel, Foster Garvey P.C. (Lee Marchisio), telephone: (206) 447-6264; email: lee.marchisio@foster.com, as the individuals to whom the Auditor shall provide such notice. The Fire Chief is authorized to approve changes to the ballot title, if any, determined necessary by the Auditor or the Thurston County Prosecuting Attorney.

Section 7. General Authorization and Ratification of Prior Acts. This resolution may be executed by the Fire Commissioners being present and voting in favor of the resolution, or only the Chair of the Board, and attested by the Secretary of the District, in tangible medium, manual, facsimile or electronic form under any security procedure or platform, and notwithstanding any other District resolution, rule, policy or procedure, or in any other manner evidencing its adoption. The Fire Chief, the Chair of the Board, the Secretary of the District, other proper officers of the District and special counsel, Foster Garvey P.C., are severally authorized to take such actions and to create, accept, execute, send, use and rely upon such documents, records and signatures (including in tangible medium, manual, facsimile or electronic form, under any security procedure

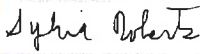
or platform, and notwithstanding any other District resolution, rule or policy) as in their judgment may be necessary or desirable to carry out the provisions of this resolution. All actions taken prior to the effective date of this resolution in furtherance of the purposes described in this resolution and not inconsistent with the terms of this resolution are ratified and confirmed in all respects.

Section 8. Withdrawal of Authority. On April 20, 2023, the Board adopted Resolution No. 887-04-23, which authorized the submission to the qualified voters within the District at a special election to be held on August 1, 2023, of a proposition authorizing the District to levy regular property taxes in excess of the limitations provided in chapter 84.55 RCW for specified purposes. In the event the proposition authorized by Resolution No. 887-04-23 is approved by the qualified voters within the District on August 1, 2023, then this Resolution No. 888-07-23 shall be repealed and have no further force or effect and the Fire Chief or his designee shall be authorized to withdraw the proposition authorized by this Resolution No. 888-07-23 from the Special Election and notify the Auditor of such withdrawal and that the proposition shall not be submitted to the qualified voters within the District at the Special Election.

Section 9. Severability. The provisions of this resolution are declared to be separate and severable. If a court of competent jurisdiction, all appeals having been exhausted or all appeal periods having run, holds any provision of this resolution invalid or unenforceable, then the offending provision is null and void, is separate and severable from the remaining provisions of this resolution and in no way affects the validity of the other provisions of this resolution or of the levy or collection of the regular property taxes as so authorized herein.

Section 10. Effective Date. This resolution takes effect from and after its adoption.

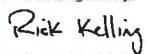
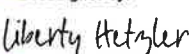
ADOPTED by the Board of Fire Commissioners of Fire Protection District No. 3, Thurston County, Washington, at a special open public meeting held this 31st day of July, 2023.

DocuSigned by:

 7/31/2023
 EBC052AD01d8465
 Chair and Commissioner

 Commissioner

 Commissioner

FIRE PROTECTION DISTRICT NO. 3
 THURSTON COUNTY, WASHINGTON
 (Lacey Fire District 3)

DocuSigned by:

 8/1/2023
 6790F53C125748B
 Vice Chair and Commissioner
 DocuSigned by:

 7/31/2023
 8DC34F4384AE47C
 Commissioner
 DocuSigned by:

 7/31/2023
 2CC9CA53F33747
 ATTEST: District Secretary

Resolution Cover Sheet



This form must accompany each resolution filed with Thurston County Elections. The contact person or persons should have the authority to do so and be available to answer questions.

Name of District: Fire Protection District No. 3 (Lacey Fire District 3)

District Address: 1231 Franz St. SE, Lacey, WA 98503

Date of Election: November 7, 2023

Contact Person: Steve Brooks Title: Fire Chief

Contact Phone: (360) 528-2318 Fax: (360) 491-2806

Contact Email: sbrooks@laceyfire.com

2nd Contact Person: Michael Cerovski Title: Deputy Chief Administration

2nd Contact Phone: 360-528-2301

2nd Contact Email: mcerovski@laceyfire.com

Attorney for District: Lee Marchisio

Attorney Phone: (206) 447-6264 Attorney Fax: (206) 749-2138

Attorney Email Address: lee.marchisio@foster.com

Type of Election (levy, bond, lid lift, etc.): lid lift

Please state the pass/fail requirement for this measure (i.e. simple majority, 60%, etc.) as determined by your legal counsel, together with applicable statutory references: simple majority (RCW 84.55.050)

For February and April elections only:

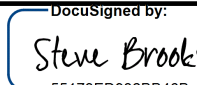
Does the district wish to publish a Voters' Pamphlet?

☐

Yes

☐

No

DocuSigned by:

 Signature: Steve Brooks
 of person filing this form

Date: 7/31/2023

This form may be filled out and printed.

This mandatory resolution cover sheet must accompany any resolution.

CERTIFICATION

I, Steve Brooks, Secretary of Fire Protection District No. 3, Thurston County, Washington (Lacey Fire District 3) (the "District"), certify as follows:

1. The foregoing Resolution No. 888-07-23 (the "Resolution") is a full, true and correct copy of the Resolution duly adopted at a special meeting of the Board of Fire Commissioners of the District (the "Board") held on July 31, 2023 (the "Meeting"), as that Resolution appears on the minute book of the District, and the Resolution is now in full force and effect;

2. Written notice specifying the time, place and noting the business to be transacted (the "Notice") was given to all members of the Board by mail, fax, electronic mail or by personal delivery at least 24 hours prior to the Meeting, a true and complete copy of the Notice is attached hereto as Appendix 1;

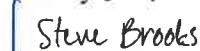
3. The Notice was also posted on the District's website and prominently displayed at the main entrance of the District's [Headquarters Station] and the entrance to the special meeting location at least 24 hours prior to the Meeting;

4. The Notice was also given by mail, fax, electronic mail or by personal delivery at least 24 hours prior to the Meeting to each local radio or television station and to each newspaper of general circulation that has on file with the District a written request to be notified of special meetings and to any others to which such notices are customarily given by the District; and

5. The Meeting was duly convened, held and provided an opportunity for public comment, in all respects in accordance with law, a quorum was present throughout the meeting, and a sufficient number of members of the Board so present voted in the proper manner for the adoption of the Resolution.

DATED: July 31, 2023.

FIRE PROTECTION DISTRICT NO. 3,
THURSTON COUNTY, WASHINGTON
(Lacey Fire District 3)

Steve Brooks

8/1/2023

Steve Brooks
Secretary of the District



FIRE PROTECTION DISTRICT NO. 3
THURSTON COUNTY, WASHINGTON
(Lacey Fire District 3)

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that the Board of Fire Commissioners ("Board") of Fire Protection District No. 3, Thurston County, Washington (Lacey Fire District 3) ("District") will hold a special Board meeting on July 31, 2023, commencing at 5:30 P.M. or as soon thereafter as possible, in the Headquarters Station, located at 1231 Franz St. SE, Lacey, WA 98503 ("Special Meeting"). The Special Meeting is called for the purpose of considering and acting upon the following items:

1. Resolution No. 888-07-23, which provides for the submission to the District's voters, at an election to be held on November 7, 2023, of a proposition authorizing the District to levy regular property taxes in excess of the limitations provided in chapter 84.55 RCW for specified purposes.
2. Appointment of For/Against Committee Members to write for/against statements for the Thurston County Local Voters' Pamphlets related to the foregoing levy lid lift proposition.

FIRE PROTECTION DISTRICT NO. 3
THURSTON COUNTY, WASHINGTON
(Lacey Fire District 3)

Two handwritten signatures in blue ink are written over a horizontal line. The signature on the left is more stylized, while the one on the right is more legible.

Fire Chief and Secretary

For/Against Committee Member Appointment Form



Name of District: _____
District Contact Name: _____
Email Address: _____ Phone: _____

Jurisdiction's responsibility:

1. Email completed form to pamphlet@co.thurston.wa.us by the resolution submittal deadline.
2. Provide committee members with statement submission requirements and deadlines. Committees are solely responsible for submitting voters' pamphlet statements to the Elections Division.

Deadlines are on page **13** of these administrative rules. Questions? Contact the Elections Division at: Pamphlet@co.thurston.wa.us or call 360.786.5408.

Information for inclusion in voters' pamphlet:

"For" Committee (1-3 members):

Committee Name: _____
Phone: _____ Email: _____ Web: _____
Committee Member #1: _____ Email: _____
Committee Member #2: _____ Email: _____
Committee Member #3: _____ Email: _____

"Against" Committee (1-3 members):

Committee Name: _____
Phone: _____ Email: _____ Web: _____
Committee Member #1: _____ Email: _____
Committee Member #2: _____ Email: _____
Committee Member #3: _____ Email: _____

Lacey Fire District 3
November 7, 2023 Election
Proposition No. 1
Explanatory Statement

Proposition No. 1 will restore the District's regular property tax levy to the rate of \$1.50 per \$1,000 of assessed value for collection in 2024 and set the limit factor for calculating annual levy rates at up to 106% for the next five years (2025-2029). The 2029 levy amount will be used to calculate subsequent levy limits. The levy rate was last restored to \$1.50 in 2020.

Because of the statutory 1% limitation on property tax increases, the District's current levy rate in 2023 is approximately \$1.16. Population growth, demands for emergency response, and increasing operating costs are challenges to District service delivery. The District's current levy rate is inadequate to support continuing levels of service. Approval would allow the District to maintain adequate levels of emergency fire protection and prevention and emergency medical services; repair or replace fleet vehicles; and maintain District facilities and staffing by properly trained personnel. The full amount authorized may not be levied if the District receives adequate funds from other sources.

Explanatory Statement prepared by Lee Marchisio – Foster Garvey P.C., special counsel to the District.

[Word Count: 168 words (175 allowed)]

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

July 20, 2023

Commissioner Kirkbride
Commissioner Gamble
Commissioner Hetzler
Commissioner Kelling
Commissioner Roberts

The meeting was held in person with limited attendance and is open to the public via the Zoom meeting platform. The meeting is being recorded.

Commissioner Hetzler was excused.

I. CALL TO ORDER

Chair Roberts called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner Gamble
Second: Commissioner Kirkbride
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the July 6th, 2023, meeting of the Board of Fire Commissioners.

B. Warrants (AP 7B 2023)

- General Fund 001 (Acct #6630) EFTs numbered 5216 through 5225; checks numbered 23601 through 23624; and Draft number 1165 for a total amount of \$1,250,344.76.
- Capital Projects Fund 301 EFT number 5226 and Draft number 1168 for a total amount of \$2,332.19.

- 2017B Capital Improvements Project Fund 307 EFT's numbered 5219 through 5220 for a total amount of \$44,670.52.

C. Payroll 7A in the amount of \$2,042,507.38

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kelling

Second: Commissioner Gamble

Carried: Unanimous

Chief Brooks reported that there was a question regarding a bill from West Care, a previous healthcare provider used several years ago. There were challenges with their record keeping. Department staff was just now able to reconcile the books with them and settle the accounts. Some of the records were as old as three years old. These included onboarding physicals and vaccinations associated with the paramedic group. About \$2000 of that will be billable back to Medic One under the contract with them.

There was also a question regarding the expenses associated with the recruit academy graduation. When costs were set for all of the outside agencies for graduation, the actual cost for graduation was not known. The tuition costs received from outside agencies went in as general fund revenue, so there was some offset, but it was not an equitable share for graduation. That cost estimation will be factored into the next round of academy costs.

V. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported from the July 19th meeting:

- There was a recommendation through the Board of County Commissioners for the 2024-2025 budget. They were able to put that together with the available funds with the medical levy funds and assistance from some unspent COVID monies to be able to buy new vehicles. Eight will be purchased this year. Five have already been ordered, and three more will be coming. There is a plan to add an eighth Medic One aid unit to the system. That includes funds for salaries for the first year of operation.
- There was a recommendation made for additional members to the West Region EMS Council. Now up to 14 representatives from Thurston County or allied with Thurston County out of the 44 members.
- Thurston County Public Health Service had two aid vehicles that they used during COVID. It was recommended to the Board of County Commissioners that those vehicles be supplused and that they go to East Olympia Fire District 6.
- Several years ago, there was a committee from the Council to develop a 20-year comprehensive plan. That was accepted by the EMS Council in January of 2020 and set to go out and be communicated to the stakeholders before final adoption and then sent to the Board of County Commissioners as the comp plan for Medic One. All of the fire service agencies are encouraged to either adopt it or adopt their own version of it. The cities will put it into the

city comp plan. Unfortunately, nothing progressed with this plan because of COVID. Since then, many things have changed. Therefore, this plan is going to be modernized and updated. The main thing that continues to change is the service delivery for BLS. The objective is to have this before the EMS Council for their action in January. Chief Brooks is on the committee.

B. Thurston 9-1-1 Communications (TCOMM)

No report – the next meeting is August 2nd.

C. City/District Liaison

No report – the next meeting is August 2nd.

D. Thurston County Fire Commissioners Association

Commissioner Kelling reported from the July 18th meeting:

- The August 15th meeting will be the fire commissioner potluck at 6:00p.m. at Lake Lawrence West.
- The City of Tenino is hosting a First Responders Appreciation Barbecue on September 9th.

E. Thurston Regional Planning Council -

No report – the next meeting is in August.

F. Community Outreach

Chief Brooks shared:

- The barbecue festival was very well attended and well received. The crews who attended said it was a low key event with no serious injuries or illness but a great opportunity for outreach.
- Coming up: the Thurston County Fair is the last week of July. In partnership with Medic One, LFD will be providing staffing on site for that every day of the fair from open until close.
- Chief Brooks spoke at Gateway Rotary on July 19th and was joined by the deputy chiefs, as well as Chief Carson from Olympia and Chief Hurley from Tumwater. There was a trio presentation about the state of fire and EMS services in Thurston County. It was well received. Chief Brooks received an invitation to speak at the Lacey Rotary next week.
- Chief Brooks has received a lot of inquiries from citizens regarding Proposition 1 now that ballots are in and people have received their fliers. There has been feedback regarding the language not being explicitly clear to the average citizen that \$1.50 is the cap that can never be exceeding. The flier talks about restoring to \$1.50 in 2024 and then talks about going up to 106% in subsequent years, which does not clearly indicate that it is either 106% or \$1.50. This will need to be made more clear in the future.

- The Capital Metro Girls Camp will be taking place towards the end of August. There are other smaller events, and Chris DeBell and Chief Schmidt are working with the crews on these events.
- Five separate communities have reached out for National Night Out on August 1st. There will be attempts to allocate crews to make the rounds for these events.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- Improving the fiber infrastructure connection to all fire stations, transitioning from Lumen to Astound fiber, which will result in much better connection and speed for all facilities.
- Our District website is preparing for Go Live on July 31st.
- The Tyler Software project, which was approved for the District's financial software and the addition of our HR management software is progressing well. The finance portion of that project is complete. The second phase is the HR management software, and that is underway with the hope of completion by the end of the year.
- The VRF building plans have made it to the city. They say it will be a six week review/approval process; we believe that it will move a bit faster.
- For the aid unit remount, the Ford VIN notification came to Braun, which means the vehicle should be ready soon. Getting ready to send the current vehicle down to Braun to be prepared for the remount process.
- We received the cab/chassis for the ISU vehicle project. We did not expect to see this vehicle until November or December of this year. We are still awaiting plans for the body of the vehicle.
- The BoFC Conference room audio system has been improved. The audio quality during meetings has improved. There is an ADA compliance element which will allow for enhanced audio at any of the meetings.

VI. OLD BUSINESS

- A. Levy Lid Restoration – will continue to answer citizen questions regarding this restoration. Two weeks away from ballot determination to know what the outcome will be.
- B. There will be a staff planning retreat on August 8th, and by that time, the outcome of the levy lid restoration will be known, which will allow for better planning.
- C. If the restoration is not approved, there will need to be a special meeting to determine how to move forward.

VII. NEW BUSINESS

VIII. ADMINISTRATIVE REPORT

Chief Schmidt reported:

- On July 19th just before 11:00pm there was a callout to Grays Harbor County for a woman over the embankment off the roadside about 200 feet down. The truck company on A shift went out. Ten total members responded. They had two rescue rigs and set up a system with a piece of machinery called an Arizona Vortex. It creates an artificial high point over cliffs and embankments. They were able to bring the patient up. There were some potential broken bones and various injuries due to the fall.
- The support services team reached out from staff at Manor Care. They wanted to give a shout out to a crew that made a great impression with them as being incredibly professional, meeting the needs of the patient, and going above and beyond. This also highlights the work of Support Services in helping with information exchange and creating relationships with different agencies.
- A citizen reached out in gratitude for the response when a crew came out to respond to a chirping battery in her fire alarm. She was very grateful and said the crew was fun to be around and had a great sense of humor. She also made a donation to the firefighters charity as well.
- There was a complaint last week from the Amazon warehouse. They had an employee in a mental health crisis, and one of the engine companies responded out there. The Amazon warehouse very respectfully communicated that they had a variety of concerns, so they contacted the battalion chief and were able to connect with the crew that had gone out there. Chief Schmidt also reached out to the Amazon warehouse and offered to meet with them on site. It was a very productive meeting. They have a very robust employee program to support members in crisis. Their department name is called loss prevention. Their concerns were in regard to what they felt was dismissal of the employees there wanting to engage in the event. There was a lack of understanding that when the LFD crews go into buildings, they hyper focus on the patient and try to separate people and try not to get hearsay information. LF was making an attempt to keep privacy for the patient and the Amazon warehouse was trying to maintain the level of support that they have built into their workplace. The meeting helped to sort out this miscommunication and maintain a good relationship on both sides.
- Chief Brooks reported that Dale published the midyear financial report, which was shared with the board. At 50% of the year, running at 46% of expenditure and 62% of total revenue. Everything looks good at this point in the year.

IX. COMMISSIONER COMMENTS

(Commissioner comments were moved to after the executive session.)

Commissioner Kirkbride – The Olympian had a great article on South Bay Fire District celebrating their 70th birthday.

Commissioner Gamble – will not be able to attend the August 3rd meeting.

Commissioner Kelling – continues to applaud the leadership and the members of the district. Really enjoyed interacting with the members at the barbecue festival. Will be gone from August 4th through the 14th.

Commissioner Roberts – the district flier was very well done and very well received. Hearing many positive comments about it. Grateful for the amazing audio system. Curious about how things are going at St. Pete's. Chief Brooks responded that day to day, it is highly variable. There are still some extended wait times. Chief Schmidt reported that at times the ambulance is there for two or more hours waiting. With the private ambulance partners, there has been more availability in the county, quicker turnaround, and shorter call times in total, which seems indicative of improvements overall. Chief Brooks reported that the reports on how many patients are being boarded in the emergency department for both medical and behavioral health are still averaging in the 30s, which indicates that there are still challenges for inpatient admission throughput.

X. CORRESPONDENCE

None.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

XII. REQUEST FOR EXECUTIVE SESSION

A. In accordance with RCW 42.30.110(1)(i) to discuss potential litigation with legal counsel.

XIII. ADJOURNMENT

The meeting adjourned as of 6:19 PM.

***Next Regular Meeting: August 3rd, 2023 – 5:30 p.m.
Available via remote meeting.***

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary

All Bank Codes Check Summary

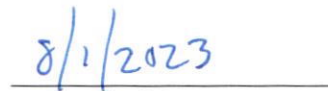
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	5	0.00	16,621.31
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	9	8	0.00	137,367.74
	14	13	0.00	153,989.05

Fund Summary

Fund	Name	Period	Amount
001	General Fund	8/2023	27,497.52
103	Equipment Repair and Replacement Fund	8/2023	75,263.20
307	2017B Capital Improvement Project (2019A)	8/2023	51,228.33
			153,989.05

Authorization Signatures


 Signature Finance Director


 Date

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the district, and that I am authorized to authenticate and certify to said claims.


 Fire Chief

 Chairman of the Board

 Commissioner

 Commissioner

 Commissioner

 Commissioner

 Approval Date



Lacey Fire District 3, WA

My Check Report

By Check Number

Date Range: 08/03/2023 - 08/04/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 001-GENERAL FUND						
1605	AGB PROPERTIES LLC	08/04/2023	EFT	0.00	6,300.00	5227
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
August 2023	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	M2 Rent - August 2023	0.00	6,300.00	
	001-16-000-59101		Rent/Lease M2 Bldg Long		6,300.00	
1406	AMERICAN EXPRESS	08/04/2023	EFT	0.00	121.21	5228
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
July 2023	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	Fuel Newell Rd MOBE/REMS - Landgraf, B	0.00	121.21	
	001-16-000-53201		Fuel - Fleet		49.82	
	001-16-000-53201		Fuel - Fleet		71.39	
1596	CLARK, STACEY L	08/04/2023	EFT	0.00	2,925.00	5229
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
273	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	July 2023 Janitorial Service	0.00	2,925.00	
	001-16-000-54801		Facilities Repair and Main		2,925.00	
1639	RED STAR CLUSTER, LLC	08/04/2023	EFT	0.00	1,530.00	5230
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
LFDJul2023	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	July 2023 Mental Health Services	0.00	270.00	
	001-15-000-54107		Mental Health Services		270.00	
LFDJun2023	Invoice	08/03/2023	June 2023 Mental Health Services	0.00	1,260.00	
	001-15-000-54107		Mental Health Services		1,260.00	
704	CITY OF LACEY	08/04/2023	Regular	0.00	7,498.84	23625
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
17755	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	June 2023 - Fuel	0.00	7,498.84	
	001-16-000-53201		Fuel - Fleet		7,384.06	
	001-16-000-53201		Fuel - Fleet		34.78	
	001-16-000-53201		Fuel - Fleet		80.00	
594	GARDNER'S TRUST INC	08/04/2023	Regular	0.00	4,575.80	23626
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
27996	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	July 2023 Landscape Maintenance	0.00	4,575.80	
	001-16-000-54801		Facilities Repair and Main		4,575.80	
1672	GRAY, DANIEL R	08/04/2023	Regular	0.00	3,980.00	23627
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
06092301	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	Recruitment, Website, Levy Videos	0.00	3,980.00	
	001-11-000-54101		Professional Services		3,980.00	
1691	TRAVERS ELECTRIC, INC	08/04/2023	Regular	0.00	188.89	23628
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
148663	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/03/2023	S31 Elevator Shunt Trip Test	0.00	188.89	
	001-16-000-54801		Facilities Repair and Main		188.89	

My Check Report

Date Range: 08/03/2023 - 08/04/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1638	WEST COAST MECHANICAL SOLUTIONS, LLC	08/04/2023	Regular	0.00	377.78	23629
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
13548	Invoice	08/03/2023	VRF Office HVAC Repair	0.00	377.78	
001-16-000-54801	Facilities Repair and Main	VRF Office HVAC Repair			377.78	

Bank Code 001 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	5	0.00	16,621.31
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	5	4	0.00	10,876.21
	10	9	0.00	27,497.52

My Check Report

Date Range: 08/03/2023 - 08/04/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 103-EQUIPMENT REPAIR & REPLACE						
1627	CLARY LONGVIEW, LLC	08/04/2023	EFT	0.00	75,263.20	5231
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3PX056 X056</u>	Invoice	08/03/2023	Ford F550 Cab/Chassis	0.00	75,263.20	
	<u>103-00-000-56141</u>		Replacement Vehicles		75,588.70	
	<u>103-00-000-56141</u>		Replacement Vehicles		-325.50	
			Ford F550 Cab/Chassis - prompt			

Bank Code 103 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	1	1	0.00	75,263.20
	1	1	0.00	75,263.20

My Check Report

Date Range: 08/03/2023 - 08/04/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 307-2017B CAPITAL PROJECTS FUND						
1017	CHRISTENSEN INC	08/04/2023	EFT	0.00	44,058.29	5232
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1711-8	Invoice	08/03/2023	VRF Expansion Project Period to 7/31/202	0.00	44,058.29	
	307-00-510-56121	Facility Capital Projects V	VRF Expansion Project Period to		44,058.29	
1675	CHRISTENSEN INC (VRF RETAINAGE ESCROW A	08/04/2023	EFT	0.00	2,108.04	5233
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1711-8 Retainage	Invoice	08/03/2023	VRF Expansion Retainage Period to 7/31/	0.00	2,108.04	
	307-00-510-56191	Retainage	VRF Expansion Retainage Period		2,108.04	
589	FOSTER GARVEY PC	08/04/2023	EFT	0.00	5,062.00	5234
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2859284	Invoice	08/03/2023	Legal - VRF Expansion Project Constructio	0.00	5,062.00	
	307-00-510-56121	Facility Capital Projects V	Legal - VRF Expansion Project C		5,062.00	

Bank Code 307 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	3	3	0.00	51,228.33
	3	3	0.00	51,228.33

THURSTON COUNTY FIRE DIST. #3
MASTER PAYROLL LIST

Payroll Period 07B-2023

DIRECT DEPOSIT - KEY BANK	478,072.16
KEY BANK FUNDS TRANSFER TO IRS FED INCOME TAX DEPOSIT	66,155.36
KEY BANK FUNDS TRANSFER TO IRS MEDICARE DEPOSIT	16,014.90
KEY BANK FUNDS TRANSFER TO IRS SOCIAL SECURITY DEPOSIT	0.00
TAX DEPOSIT TOTAL	82,170.26
TOTAL PAYROLL	560,242.42