

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

SPECIAL COMMISSIONER'S MEETING

August 25th, 2025

8 AM

MINUTES

Chair Kim Williams called the **Special Fire Commissioners Meeting** to order at 8 AM.

Those in attendance were:

Commissioners

Jerry Evans

Kim Williams

Maria Carlstrom

Paul Williams

Paul Foster

Fire Department Staff

Chief Jason Allen

Amy Martin, Board Secretary

Lisa Beckett, Finance Manager

Jay Jacks, Maintenance Manager

Public-0

I. Approve agenda

MOVED TO APPROVE the agenda

1st: Commissioner Foster 2nd: Commissioner Carlstrom

Discussion: none

APPROVED: Unanimous

II. Finance (0800 –900)

- Carry over
- Capital improvement
- 2026 budget calendar
- Long Range Financial Plan Review
- Ambulance Fee Resident Levy Waiver

Lisa Beckett, Finance Manager and Chief Allen briefed the financial plan. Amy Martin briefed the Ambulance Fee Resident Levy Waiver current status and projections.

A discussion took place regarding long-range financial plan options, including a multi-year levy versus a bond. The current bond is set to sunset in 2028, and timing should be considered for when to return to the voters. A traditional levy is capped at a 1% annual growth rate. Multi-year plans allow for up to a 6% increase over 6 years. The multi-year enables the board to use discretion on banked levy capacity. Consideration should be given to how the options support Station 5 build and other projects. The highest levy we've been at is \$1.31. \$1.35 gets us through 2034. We will need to decide on what we're doing in 2027.

III. Mabana - (915 – 1030)

- **Existing Facility-Remodel update**
 - Berg Construction is in the final stages of contract signing. 60 days until the completion from the time we sign. Some edits to the plan.
- **County Process- Variances and Future**
 - Lot size, well, impervious, and roads have all been cleared. No other variance needs are expected. Everything is documented in writing.
- **Project Manager-** would like the board to consider bringing on a project manager. It can be a budget line item, and the board agrees it makes sense.
- **Architect-RFP** or stay with Carletti. We can legally remain with the current architect if we wish. The board concurs with staying with Carletti and not issuing an RFP.
How much community involvement do we want? We don't have many variables we can adjust, so taking feedback isn't appropriate. An open house where we showcase the model to the public would be beneficial, along with social media outreach. We'll consider timing with the next levy messaging. Flames, CPG, and Friends are already a feedback committee. Open house late 2026 rolling into 2027. For 2027, we likely need to renew our relationship with our levy consultant. If we opt for a bond, timing is crucial.
- **Schedule/Timeline:** Discussion surrounding timeline on station 5 build, and when and how it's funded with a bond or levy. May need to slow down the process to ensure it's not rushed. 1st or 2nd quarters for architectural plans. The project manager can assist with the timeline. Submit the permit without a contractor and let the project manager finalize all mitigation plans, incorporating all approved elements. It can all be happening in tandem. In 2027, we have to act on funding.

2026 is a critical year for decision-making. Loomis becomes vital in 2026 to assist with a funding decision and then have Carletti plan in place to determine what we need. Have Loomis do a presentation to the Board. 1st quarter 2026 or add her to the speaker list for the 2nd or 3rd quarter.

- **Earmark state and federal funds-** What capacity do we want to pursue funding options? The rural component is still of interest. 1:1 conversation with legislators. Take our project to them and ask if they can provide money. The chief will figure out where we should go and relay the information to the commissioners so they can participate. Contact the staff on Ways and Means to understand the timeline and process for the application, etc. Federal level Dec/Jan reach out. Chief will find out for the State.

Follow up from Chief on Moody as well. AAA Rating vs AA rating. Annual audits are helpful. Policies need to be in place. Financials: strong reserves and capacity, and following recommendations. Would like to have all of that in place before we go for a bond. Will look

into when Moody does the rating. Consideration to monitoring the rating by the Quality Committee.

IV. Strategic Plan: 1045– 1200

- o SWOC Update – The Board completed edits/updates for 2025.
- o Metrics and Targets
Reviewed 2025 and 2026 strategic plan outcome measures and discussed achievements and challenges. Chief Allen briefed the Commissioners, and they provided feedback. Discussions surrounding ICOM standards, measuring data, and compliance.

V. Wrap Up: 1130-1200

Feedback from Commissioners on Retreat:

- Well organized and productive.

VIII. Announcements

- Commissioner Regular Meeting Monday, September 8th, 2025, 4:30 PM, in-person/virtual Admin Bldg.

Comm Evans moved to Adjourn the meeting at 12:30 PM.

Respectfully submitted,



Amy Martin
Fire Board Secretary