



Central Whidbey Island Fire & Rescue

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Professionalism • Integrity • Compassion • Excellence

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DRAFT

Board of Fire Commissioners Special Meeting Minutes

November 21, 2017

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Chairperson Cheryl Engle at 10:30am.

Commissioners and Staff Present

Chair Cheryl Engle, Commissioner Paul Messner, Commissioner Steve Hutchinson, Fire Chief Ed Hartin, Finance Officer Kim Harpe, Training Captain Jerry Helm and Firefighter Kolton Kellison

Members of the Public Present – Mr. Jim Nelson (Bond Underwriter) and Mr. Scott McJannet (K&L Gates, Bond Attorney)

Consensus Approval of the Agenda

The Chair received consensus approval of the agenda.

New Business.

Mr. Jim Nelson provided the Board with an recap and overview of the recommended timeline and how the upcoming voted bond financing will work. Highlights covered:

- Voter's approval on November 7, 2017 for a Unlimited Tax General Obligation Bond of \$7,376,000 to be financed over 20 years or less
- Estimated bond levy rate was 22 cents (\$5.50 per month, \$66.00 per year, for the owner of a \$300,000 home)
- District is moving forward on preparing for the bond market, notifying the County Assessor and County Treasurer on the amount to be levied in 2018, marketing the bonds and setting the final interest rates
- Explanation of current Bond Market Interest Rates
- Explanation of Bond Rating Grades
- Estimated Sources and Uses of Funds
- Estimated Payment Schedule

Mr. Scott McJannet walked the Board through the Unlimited Tax General Obligation Bond Resolution including the terms of the Bond.

Commissioner Paul Messner made a motion and Commissioner Steve Hutchinson seconded to approve Resolution 17-10 Authorizing the Issuance and Sale of Unlimited Tax General Obligation Bonds not to Exceed \$7,376,000.

Action: Approved Unanimously.

Board Chair Cheryl Engle thanked Mr. Jim Nelson and Mr. Scott McJannet for their presentations and assisting the district in this process.

Old Business - None.

Good of the Order/Announcements

November 23-26, 2017	Chief Hartin (Paid Time Off (PTO))
December 1, 2017	Whidbey Island Conservation District Award Presentation (Nordic Hall @ 5:30-8:00pm)
December 7, 2017	Red Cross Heros Breakfast (Tulalip Casino @ 7:00am) (Commissioners Engle, Hutchinson, Messner and Chief Hartin)
December 8-12, 2017	Chief Hartin (Paid Time Off (PTO))
December 16 th , 2017	CWIFR Christmas Party @ Charlie & Tammy Smith's Home @6:00pm
December 15-18, 2017	Chief Hartin (Paid Time Off (PTO))
March 6- 10, 2017	Northwest Leadership Conference, (Red Lion Hotel on the River, Portland OR)
March 11-15, 2017	CPSE Excellence Conference (Caribe Royale, Orlando, FL)

Next Regular Meeting

Date: December 14, 2017

Time: 17:00

Location: Station 53

There being no further business, Chair Cheryl Engle adjourned the meeting at 11:17.

Submitted,



Kim Harpe, Secretary