



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

Board of Fire Commissioners Special Meeting Minutes

August 23, 2016

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Chairperson Steve Hutchinson at 10:00AM.

Commissioners and Staff Present

Chair Steve Hutchinson, Commissioner Cheryl Engle, Commissioner Paul Messner, Chief Ed Hartin, Deputy Chief Charlie Smith and Office Manager Kim Harpe

Members of the Public Present – Mr. Jim Nelson with D. A. Davidson & Company

Consensus Approval of the Agenda

The Chair received consensus approval of the agenda.

New Business - None.

Old Business

1. Bond Presentation. Mr. Jim Nelson introduced himself and provided the Board with a presentation that covered:

- Types of Bonds & Bond Market Interest Rates
- Debt Capacity
- Bond Rating Grades
- Key Points to Plan Ahead for a Bond Issue
- Brief Bio on himself and D.A. Davidson & Company

2. Draft Facilities Plan and Potential Bond Measure. Chief Hartin provided the Board with three updated projects for their consideration and the benefits and impacts of each. Chief Hartin stated, "While renovations at Station 51 are not an option for now, he is looking forward to working with the WhidbeyHealth Board members and identifying":

- Responsibility of Day to Day Operations (i.e., Landscaping, Interior Cleaning, etc.)
- How to Handle Conflicts and Disagreements
- Buyout Procedures
- Clarify the Land and Building Split between Agencies

Commissioner Paul Messner shared his questions and concerns and after much discussion, Board Chair Steve Hutchinson stated, "He had another appointment he needed to attend and requested the discussion regarding training for firefighters be tabled to a later date". The Board unanimously agreed to table the discussion of firefighter training.

3. Commissioner Cheryl Engle made a motion to approve "Signing the Underwriting Engagement Letter with D. A. Davidson & Company". Commissioner Paul Messner seconded this motion.

Action: Unanimously Approved

Good of the Order/Announcements

Oct 26-29, 2016 Annual WFOA Conference, Yakima Convention Center, Yakima, WA
(**Commissioners Messner, Engle, Hutchinson**)

Next Regular Meeting

Date: September 8, 2016

Time: 17:00

Location: Station 53

There being no further business, Chair Steve Hutchinson adjourned the meeting at 12:20PM.

Submitted,



Kim Harpe, Secretary