



SUMMARY OF THE MINUTES SAN JUAN COUNTY FIRE DISTRICT 3

Tuesday, November 12, 2024 – Fire Department Training Room
Fire Station #31 at 1011 Mullis Street in Friday Harbor

CALL TO ORDER

Chair Colley called the Fire Commission meeting for SJC Fire District 3 to order at 3:00 p.m.

ROLL CALL

Commissioners Present: Dwight Colley (Chair), Warren Appleton (Vice-Chair) and Alexa Rust (Member).
Commissioner Rust attended remotely.

Staff: Chief Noel Monin, Executive Staff Robin Garcia, and Board Secretary Amy Taylor.

Others: SJI Fire & Rescue staff.

CITIZEN COMMENTS / CORRESPONDENCE

Chair Colley noted that the District received 3 appreciation cards for recent calls. One of the recipients donated to the District.

Chair Colley thanked the Advocacy Committee, staff and volunteers for their work to pass the levy. The Commission and Chief Monin noted that levy allows the District to ease out of the financial hardship this new year.

A resident suggested that the Commission thank the public with a press release.

AGENDA

Proposition 1 was added to the agenda if the Commission wished to discuss further. *(Secretary's Note: No additional comments. See above.)*

Minutes. Moved by Appleton, seconded by Rust, to approve the minutes of October 8, 2024. Motion passed 3-0.

Bills and Payroll. Moved by Appleton, seconded by Colley, to approve the payment of bills and payroll as published. Motion passed 3-0.

PUBLIC MEETING

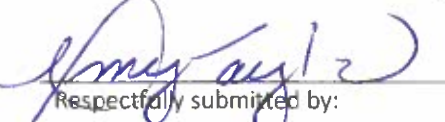
2025 District 3 Budget

At 3:10 p.m., Chair Colley opened the public hearing on the 2025 District 3 Budget. Chief Monin explained that the draft budget has been finalized. It assumes certain revenue increases, including the new levy (\$.70 per \$1000 of assessed valuation), business fire inspection program, and other anticipated charges for services. Chief Monin identified how staff prepared the current preliminary budget and methodology for future years. The new methodology will include development and adoption of strategic and capital plans.

Chief Monin summarized the general fund and budget highlights. The ending fund balance is projected to be approximately \$600,000.

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44 The Commission and Chief Monin discussed line items of interest. Commissioner Appleton suggested that staff set
45 aside reserves for legal service fees in anticipation of potential litigation.
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47 No comments were made by the public. The hearing closed.
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49 Moved by Appleton, seconded by Rust, to adopt the 2025 District 3 budget as published. Motion carried 3-0.
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51 **NEW BUSINESS**
52 None discussed.
53
54 **UNFINISHED BUSINESS**
55 None discussed.
56
57 **STAFF REPORT(S)**
58 Chief Monin reviewed the monthly financial report, including general fund revenues, expenses, ending cash
59 balances and anticipated revenues.
60
61 Chief Monin reviewed the monthly operations report and described staffing, training, volunteer recognition, mutual
62 aid agreements, business updates and general current events for the District. The operations report included an
63 update on Jenson's Shipyard, Federal Excess Property and EMS Services.
64
65 Chief Monin reviewed monthly administrative report, including recent training for risk management.
66
67 **FUTURE AGENDA ITEMS & ANNOUNCEMENTS**
68 None reported.
69
70 **CITIZEN COMMENTS**
71 Necia Quist, League of Women's Voters, noted that another member will begin covering the District's meetings.
72
73 **ADJOURNMENT**
74 Moved by Rust, seconded by Appleton, to adjourn the meeting at 4:09 p.m. Motion passed 3-0.
75
76


Dwight Colley, Chair
SJC Fire District 3 Commission


Respectfully submitted by:
Amy Taylor, Board Secretary
Date Approved: December 10, 2024