



**SOUTH BAY FIRE DEPARTMENT
THURSTON COUNTY FIRE PROTECTION
DISTRICT 8**

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MINUTES of the Special meeting held August 19, 2011. Board members present were Commissioners Parsons and Small. Chief VanCamp and Assistant Chief Kessel were also present. Guest Ken Yeager from URS and Cal Jordan of Calvin Jordan Associates was also in attendance. The meeting was called to order at 9:25 am. Chief VanCamp took minutes for the meeting.

Preliminary site plan: Mr Jordan provided preliminary drawings of the working building plan and location on the site at 7804 Hendershot St NE. The working building plan features an area of just under 5,600 sf, has three apparatus bays, four dormitory style bedrooms, kitchen/dayroom area, physical exercise area and office space. The design is a refinement of work coordinated by Chief Kessel. The footprint of the building was located on the three acre site, accommodating the building, apparatus apron onto 78th Ave NE, storm-water retention pond, visitor parking, septic drain-field and well. The Board reviewed both drawings and discussed details of the design. Mr Jordan noted that the building layout was still subject to adjustments and changes as design refinements were made. The drawings met the project requirements set forth by the District for size and budget.

Citizen design workgroup: The Board discussed the purpose of the workgroup; it will provide neighbors the ability to provide input into the exterior design process to ensure compatibility with the neighborhood. After much discussion, an agenda for the workshop was developed:

- Introductions by Commissioner Small;
- Reiteration of the purpose of the workshop;
- Brief history of the relevant project background;
- An explanation of the site plan and relevant features;
- Specific facilitate group discussion about key issues including:
 - Exterior appearance & finishes of the building including siding/roof;
 - Landscaping including shrubbery and existing trees along Hendershot St NE;
 - Exterior lighting and mitigating its impact on neighboring homes;
 - Signage;
 - Noise, including brief discussion on District noise abatement plan;
 - Effects of motor vehicle traffic onto 78th Ave NE;
 - Surface water drainage; and
 - The District's water well on site.
- General discussion about next actions and follow-up.

It was suggested a chart be provided listing five key points regarding the project and display the agenda of the workshop.

The Board recognized that since it's not able to accurately predict the number of participants, the detailed agenda will be flexible enough to allow for break-out groups to consider the various issues. The Board also set aside two dates in the future to allow the workgroup to meet again if necessary: Monday August 29th at 6:00 pm and Wednesday September 7th at 6:00 pm.

Adjourn: The Board announced that next special meeting will be held on Monday, August 22, 2011, beginning at 6:00 pm and will be held at Station 8-1. There being no further business the motion was made and seconded to adjourn. The motion was passed and the meeting adjourned at 11:15 am.

Brian VanCamp, for
Heidi Stumpf as District Secretary for
Thurston County FPD 8

Richard Small as Chair for Thurston
County FPD 8 (pos. 1)

Ken F. Parsons, Sr., as Commissioner for
Thurston County FPD 8 (pos. 2)

Art Getchman as Commissioner for
Thurston County FPD 8 (pos.3)