



**Thurston County Fire Protection District 8
Board of Fire Commissioners'
Master Planning Workshop
March 19, 2018**

MINUTES of the SPECIAL Board workshop held March 19, 2018 at the North Olympia Station 8-3. Commissioners Harper, Zvirzdys, Gleckler, Engle and Berman were in attendance. Chief VanCamp, Lieutenant Hall and member Prine also attended the meeting. Sandra Parker was also in attendance. The meeting was called to order at 9:00 am.

Follow-up items from last meeting:

The Chief reported that Thurston County Geodata is short staffed and will not be able to provide the requested maps until after April 1st. Further discussion on the affected issues (more specific location for the east side station, consideration of Zangle property disposition) was deferred until later.

North Olympia:

In follow-up to the proposed plan to maintain the North Olympia station for use for at least another 25 years, the Chief recommended that as a first step for any remodel, a professional assessment of the building and its systems should be initiated. This could be done in concurrence with the design process for the east side station with the intent of maintaining a degree of functional similarity between the locations. Areas of concern include: maintaining equivalent accommodations for firefighters in the fire stations, efficiency of environmental systems, etc.

The discussion included the timing and cost of an assessment; concerns regarding space requirements; use of the upstairs; code and ADA compliance issues; land use; use of standardized design specs; the need to carefully manage the design process to avoid scope creep; and expectations for public meeting space.

It was generally agreed that no assessment should be done until there has been a thorough public review and adoption of the overall master plan, just like other proposed projects. Therefore, the specific project elements and costs will not be fully defined until a later date. It was also suggested that maintaining public meeting space should be assumed and shared with the public for an opportunity for feedback.

South Side:

Options for reconfiguring properties on the south side to support the headquarters and training center needs were considered. Topic discussed included: relocating the headquarters to the training center; relocating the training center to the headquarters; and maintaining both facilities. These options are being considered because under the proposed plan, staffing would shift to a new east side station and the South Bay station would not be staffed on a regular basis. It was generally agreed that since both facilities are useful as they are, further planning for changes in this area was not productive and should be deferred. The master plan should focus on the changes needed to improve service.

Presentation Process:

Commissioner Harper presented a draft outline of a presentation that summarized the results of the planning process for feedback. A number of suggestions were made including: placing a larger emphasis on the phase-1 planning process and progress related to staffing and using ranges to describe estimated costs. Other suggestions included: being clear that a levy is needed to maintain and expand staffing but this does not address facility changes and updates. Staffing without facilities in the correct locations is not effective. They may be implemented and funded separately, but both need to be coordinated - this is why the planning process has examined both.

The timing of any bonds that would be proposed for facility projects was discussed. A suggestion was made that financing for an east side station and an upgrade of the North Olympia station should be addressed concurrently to maintain a balanced approach across the District. This will require further discussion and feedback from the public.

Logistics for the plan presentation were discussed, including: recommendations that questions be held until the entire plan is presented and that a variety of opportunities for public feedback be provided that include verbal and written comments, and follow-up comments after the meeting. Publicity suggestions included use of reader boards, Nextdoor, District Newsletter, and sandwich boards posted in the southern parts of the District.

The date for the presentation is now tentatively set for April 30. Feedback from the presentation would be reviewed at the May regular board meeting and then, depending on feedback, the plan could be placed up for adoption at the June regular board meeting. Some immediate action such as initiating the process to sell un-needed properties and expanding the resident program could then begin. In addition, the plan would be used to guide department budgeting and phase-3 planning for support services such as administration, training, prevention, etc.

Next Steps:

The Chief and Commissioner Harper will work together to develop an updated outline of the presentation for review at the next workshop on March 26th.

Based on feedback from that session, a formal presentation draft will be developed and presented for feedback at the April regular board meeting.

Adjourn:

The Board announced that next SPECIAL WORKSHOP meeting will be held on March 26, 2018, beginning at 5:00 pm. This workshop will be held at the Boston Harbor Station 8-3. There being no further business the motion was made and seconded to adjourn. The motion was passed and the meeting adjourned at 12:01 pm.

ATTEST:



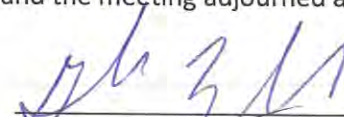
Tom Engle, as Chair for TCFPD 8



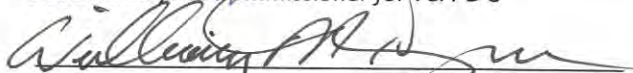
Richard Gleckler, as Commissioner for TCFPD 8



Michael Berman, as Commissioner for TCFPD 8



Gloria Zvirzdys as Commissioner for TCFPD 8



William Harper, as Commissioner for TCFPD 8



Heidi Stumpf as District Secretary for TCFPD 8