



## SAN JUAN COUNTY FIRE DISTRICT #3

### REGULAR COMMISSIONERS MEETING

Location: 1011 Mullis Street, Friday Harbor, WA

Remote: Call in (509) 408-1653 Conference ID: 359 327 54#

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*Call-in access is provided for convenience only. Meetings may be recorded.*

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### AGENDA

**Tuesday, December 9, 2025 @ 3:00 p.m.**

Call to Order

Roll Call

Citizen Comment/Correspondence

Consent Agenda

- Correction and Approval of Minutes
- Bills and Payroll

Unfinished Business

- None scheduled

New Business

- None scheduled

Chief's Reports

- Financials – Treasurer Report
- Operations – New Hires, Promotions
- Administrative – State Audit Exit Interview 12/19 @10am; new meeting schedule in 2026

Citizen Comment

Adjourn





Outlook

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**Recognition is a Good Thing DO NOT REPLY ALL TO THIS EMAIL**

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**From** Maureen See <[maureen.see@interisland.net](mailto:maureen.see@interisland.net)>

**Date** Fri 12/5/2025 8:47 AM

**To** Dwight Colley <[dcolley@sjifire.org](mailto:dcolley@sjifire.org)>; Warren Appleton <[wappleton@sjifire.org](mailto:wappleton@sjifire.org)>; Mike Coryell <[mcoryell@sjifire.org](mailto:mcoryell@sjifire.org)>

**Cc** Robin Garcia <[rfgarcia@sjifire.org](mailto:rfgarcia@sjifire.org)>

Dear Commissioners,

It was with great pleasure that I read your recent letter in the Journal in support of Chief Monin. It is so meaningful for the community to hear positive comments, encouraging comments, and more importantly truthful comments about our leaders. In acknowledging the work of Noel Monin, you not only recognized the Chief's value to the Department, you also elevated respect for the Fire Department as a whole. You also reminded the community that you are elected officials with an important voice. I am grateful to all of you.

We cannot remember a time when the Fire Department operations were run as smoothly as they are now. Over thirty years. You made the right choice with Chief Monin, and it feels like we citizens made the right choice in voting for you. Let's keep this train moving forward.

Happy Holidays to everyone, my very best to you,

Maureen

**DO NOT REPLY ALL TO THIS EMAIL**



## SUMMARY OF THE MINUTES SAN JUAN COUNTY FIRE DISTRICT 3

**Tuesday, November 11, 2025 – 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 Mike Coryell (Member).

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

Others: SJ Fire & Rescue staff.

## CITIZEN COMMENTS / CORRESPONDENCE

No comments received. A "thank you" card from retired Lt. Tom Eades was acknowledged.

## AGENDA

No changes were requested to the Agenda.

Minutes

No discussion of the minutes. Moved by Appleton, seconded by Coryell, to approve the minutes of October 14, 2025 as published. Motion passed 3-0.

## Bills and Payroll

Line items of interest were discussed. Moved by Coryell, seconded by Appleton, to approve the payment of bills and payroll as published. Motion passed 3-0.

UNFINISHED BUSINESS

## Pierce Enforcer Aerial Platform

Chief Monin explained that the final purchasing documents for the new ladder truck per Commission motion on October 14, 2025 were prepared for authorization. Discussion followed regarding the payment schedule for the apparatus. Chief Monin explained that completion and delivery of the vehicle is estimated at 48 to 50 months. The Commission and Chief Monin thanked John McDowell and the Apparatus Committee for the research performed to select the engine.

Moved by Appleton, seconded by Coryell, to authorize Purchase Order No. 0394 in the amount of Two Million, Two Hundred Seventy-One Thousand Five Hundred Eighty-Four and 84/100 Dollars (\$2,271,584.84) for the purchase of One (1) Enforcer 100' Ascendant Tower [DHE451] from Hughes Fire Equipment through consortium purchasing; to direct the Fire Chief to execute Sowcewell Contract No. 113021-OKC-1 for the purchase of said engine from Hughes Fire Equipment; to authorize the execution of all related materials; and authorize all necessary fund transfers to utilize early payment discounts offered and final payment due, up to the total amount due per Purchase Order No. 0394. Motion passed 3-0.

43     **NEW BUSINESS**

44     Washington Fire Commissioner's Conference

45     Commissioner Appleton provided an update on the recent WFCC conference. Appleton noted that several  
46     organizations offer to come to agencies for in-house training; the WSFB offers free community education; and the  
47     Confidence Foundation offers an interesting history of local firefighting. Commissioners Appleton and Colley  
48     recounted interesting aspects of the presentations they attended.

49

50     Letter – Confidence Foundation

51     Chair Colley presented a letter from the District thanking the Confidence Foundation for their generous donation  
52     to facilitate design and construction of Station 3741. No action required.

53

54     Exit Interview

55     Chair Colley asked if any of the commissioners would like to attend the exit interview for the District's Audit for  
56     years 2022, 2023 and 2024. No action required.

57

58     **PUBLIC HEARING**

59     2026 Revenue Resources

60     At 3:38 p.m., Chair Colley opened the public hearing regarding 2026 revenue resources.

61

62     Chief Monin explained that the amount of \$4,714,000 is the estimated highest lawful property tax rate to be  
63     collected in year 2026.

64

65     Chair Colley opened the hearing to public comment.

66

67     Chair Colley closed the pubic hearing at 3:39 p.m. after hearing no questions or comments from public or  
68     Commission.

69

70     Resolution No. 25-06 – Setting Ad Valorum Taxes for Year 2026.

71     **Moved by Coryell, seconded by Appleton, to adopt Resolution No. 25-06, seeking the highest lawful property tax  
72     levy for year 2026, estimated at the amount of \$4,714,000. Motion passed 3-0.**

73

74     2026 District 3 Budget

75     At 3:41 p.m., Chair Colley opened the public hearing regarding the 2026 District 3 Budget.

76

77     Chief Monin explained that minor adjustments were made to the current fund since the preliminary hearing in  
78     October. The adjustments mainly represent fee increases for services and subscriptions. Chief Monin and the  
79     Commission thanked Robin Garcia for "doing the bulk of work" to develop the budget.

80

81     Chair Colley opened the hearing to public comment. John McDowell commented that the budget appeared straight-  
82     forward & reasonable. No Commissioner comments received.

83

84     At 3:42 p.m., Chair Colley closed the hearing after hearing no further questions or comments from public or  
85     Commission.

86

87     Resolution 25-07 – 2026 District 3 Budget

88     **Moved by Coryell, seconded by Appleton, to adopt Resolution No. 25-07, adopting the 2026 District 3 Budget.  
89     Motion passed 3-0.**

90 **STAFF REPORT(S)**

91 Chief Monin reviewed the monthly treasurer's report, including general fund revenues, expenses, ending cash  
92 balances and anticipated revenues. Chief Monin and Mrs. Garcia noted that the reserve fund has a health balance.

93  
94 Chief Monin reviewed the monthly operations report describing staffing, training, volunteer recognition, mutual  
95 aid agreements, business updates and general current events for the District. Highlights included current hiring  
96 process and temporary facility at Station 31. Discussion followed regarding the WSRB and factors that influence the  
97 rating scores.

98  
99 Chief Monin reviewed monthly administrative reports including interlocal agreements, policies, business updates  
100 and other executive matters.

101

102 **FUTURE AGENDA ITEMS & ANNOUNCEMENTS**

103 No future agenda items or announcements.

104

105 **CITIZEN COMMENTS**

106 No citizen comments were given.

107

108 **ADJOURNMENT**

109 Moved by Coryell, seconded by Appleton, to adjourn the meeting 4:03 p.m. Motion passed 3-0.

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Dwight Colley, Chair  
SJC Fire District 3 Commission

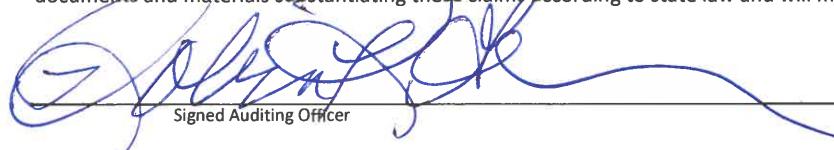
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Respectfully submitted by:  
Amy Taylor, Board Secretary



<b>Funds 6561 &amp; 6567</b>		<b>Date</b>	<b>Fund</b>	<b>Amount</b>	
2025	Invoice Accounting Report Service and Materials	11/10/2025	6561	\$	36,622.98
2025	Invoice Accounting Report Service and Materials	11/10/2025	6567	\$	3,478.65
2025	Invoice Accounting Report Service and Materials	11/13/2025	6567	\$	7,951.50
2025	Payroll Report Monthly Payroll (October)	11/3/2025	6561	\$	85,276.07
2024	Payroll Report 24 day Payroll (10/17/25 to 11/9/25)	11/10/2025	6561	\$	33,886.64
				<b>Total</b>	<b>\$ 167,215.84</b>

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the **San Juan Island Fire District #3**, and that I am authorized to authenticate and certify to said claim. The District has retained documents and materials substantiating these claims according to state law and will make them available to the public on request.



Signed Auditing Officer \_\_\_\_\_ Date \_\_\_\_\_

**Board Authorization**

I, the undersigned, do hereby certify that I concur with the review of the claims as just obligations against the **San Juan Island Fire District #3**, totaling **\$167,215.84**. Signed this 9th day of December, 2025.

Amy Taylor - District Board Secretary

Dwight Colley - Chair

Warren Appleton - Vice Chair

Alexa Rust

## ACCOUNTS PAYABLE

San Juan Island Fire District #3

As Of: 11/10/2025

Time: 09:48:38 Date: 11/10/2025

Page: 1

Accts Pay #	Received Date Due	Vendor	Amount	Memo
<b>614</b>	<b>11/04/202511/10/202524</b>	<b>BANK OF AMERICA (INC)</b>	<b>3,402.61</b>	<b>Charges for 102025</b>
	522 10 41 0004 Technology Services	001 000 522 Fund 6561 Gene	130.83	
	522 10 41 0004 Technology Services	001 000 522 Fund 6561 Gene	5.26	
	522 10 41 0004 Technology Services	001 000 522 Fund 6561 Gene	443.36	
	522 20 31 0005 Station Supplies	001 000 522 Fund 6561 Gene	36.21	
	522 30 49 0001 Public Education	001 000 522 Fund 6561 Gene	1,038.05	
	522 50 31 0001 Facility Supplies	001 000 522 Fund 6561 Gene	-239.92	
	522 50 47 0001 Electricity	001 000 522 Fund 6561 Gene	1,988.82	
<b>615</b>	<b>11/04/202511/10/202524</b>	<b>BANK OF AMERICA (INC)</b>	<b>897.49</b>	<b>Monthly charges 102025</b>
	522 20 31 0003 Firefighter Supplies	001 000 522 Fund 6561 Gene	897.49	
<b>616</b>	<b>11/04/202511/10/202524</b>	<b>BANK OF AMERICA (INC)</b>	<b>551.48</b>	<b>Monthly charges 102025</b>
	522 50 31 0001 Facility Supplies	001 000 522 Fund 6561 Gene	-127.11	
	522 50 31 0001 Facility Supplies	001 000 522 Fund 6561 Gene	278.80	
	522 60 31 0001 Supplies Fleet Parts	001 000 522 Fund 6561 Gene	256.38	
	522 60 31 0001 Supplies Fleet Parts	001 000 522 Fund 6561 Gene	143.41	
<b>617</b>	<b>11/04/202511/10/202524</b>	<b>BANK OF AMERICA (INC)</b>	<b>3,538.07</b>	<b>Monthly charges 102025</b>
	522 45 31 0001 Training Supplies	001 000 522 Fund 6561 Gene	252.78	
	522 45 35 0001 Training Equipment	001 000 522 Fund 6561 Gene	3,031.33	
	522 45 49 0001 Certifications (CPR, First A	001 000 522 Fund 6561 Gene	253.96	
<b>618</b>	<b>11/04/202511/10/202524</b>	<b>BANK OF AMERICA (INC)</b>	<b>1,435.33</b>	<b>Monthly charges 102025</b>
	522 11 43 0001 Travel-Commissioner	001 000 522 Fund 6561 Gene	-190.27	
	522 11 43 0001 Travel-Commissioner	001 000 522 Fund 6561 Gene	190.27	
	522 11 43 0001 Travel-Commissioner	001 000 522 Fund 6561 Gene	413.96	
	522 20 31 0005 Station Supplies	001 000 522 Fund 6561 Gene	131.44	
	522 20 31 0005 Station Supplies	001 000 522 Fund 6561 Gene	53.98	
	522 20 49 0001 Miscellaneous Awards & I	001 000 522 Fund 6561 Gene	410.95	
	522 20 49 0001 Miscellaneous Awards & I	001 000 522 Fund 6561 Gene	425.00	
<b>590</b>	<b>10/29/202511/10/202534</b>	<b>BROWNE'S HOME CENTER (INC)</b>	<b>103.75</b>	<b>Facilities supplies</b>
	522 50 31 0001 Facility Supplies	001 000 522 Fund 6561 Gene	103.75	
<b>589</b>	<b>10/28/202511/10/2025303</b>	<b>CAPITAL ONE TRADE CREDIT</b>	<b>16.29</b>	<b>Small tools</b>
	522 50 35 0001 Small Tools	001 000 522 Fund 6561 Gene	16.29	
<b>591</b>	<b>10/07/202511/10/202537</b>	<b>CDW GOVERNMENT</b>	<b>4,969.45</b>	<b>3 laptops; 1 desktop; 8 monitors; docking station; 3 keyboards</b>
	594 22 64 0002 Office Equipment	001 000 594 Fund 6561 Gene	4,969.45	

## ACCOUNTS PAYABLE

San Juan Island Fire District #3

As Of: 11/10/2025

Time: 09:48:38 Date: 11/10/2025  
Page: 2

Accts Pay #	Received Date Due	Vendor	Amount	Memo
610	11/06/2025 11/10/202540	CENTURYLINK / LUMEN	318.38	Monthly service 102025
	522 10 42 0001 Telephone	001 000 522 Fund 6561 Gene	318.38	
592	10/21/2025 11/10/202565	DEPT. OF NATURAL RESOURCES	29.00	Forest Land Assessment
	522 10 49 0003 Miscellaneous	001 000 522 Fund 6561 Gene	29.00	
593	11/02/2025 11/10/2025330	EIV CONSULTING, LLC	3,400.00	IT Admin Support
	522 10 41 0001 Professional Services-Gen	001 000 522 Fund 6561 Gene	3,400.00	
594	10/28/2025 11/10/2025324	ENGLISH, KATI	38.00	Misc
	522 20 49 0001 Miscellaneous Awards & I	001 000 522 Fund 6561 Gene	38.00	
600	10/31/2025 11/10/202571	ERIC T. QUINN, P.S.	550.00	October services
	522 10 41 0002 Legal Services	001 000 522 Fund 6561 Gene	550.00	
595	10/28/2025 11/10/202595	HARBOR RENTAL & SAW SHOP (INC)	48.86	Fleet parts
	522 60 31 0001 Supplies Fleet Parts	001 000 522 Fund 6561 Gene	48.86	
596	10/31/2025 11/10/2025111	ISLAND PETROLEUM SERVICES	2,093.00	Fuel
	522 20 32 0001 Fuel	001 000 522 Fund 6561 Gene	2,093.00	
597	11/01/2025 11/10/2025120	JORDAN D POLLACK	5,445.00	Division Chief; Command Officer
	522 45 49 0001 Certifications (CPR, First A	001 000 522 Fund 6561 Gene	5,445.00	
611	10/31/2025 11/10/2025288	NEW PIG CORPORATION	198.82	Station supplies
	522 20 31 0005 Station Supplies	001 000 522 Fund 6561 Gene	198.82	
598	11/01/2025 11/10/2025177	PORT OF FRIDAY HARBOR	66.13	Electricity for boat slip
	522 50 47 0001 Electricity	001 000 522 Fund 6561 Gene	66.13	
599	11/05/2025 11/10/2025178	POST SAN JUAN	166.75	Postage to send air pack tester
	522 10 42 0002 Postage	001 000 522 Fund 6561 Gene	166.75	
601	10/31/2025 11/10/2025187	ROCHE HARBOR WATER SYSTEM INC	44.40	Water Usage for 102025
	522 50 47 0002 Water	001 000 522 Fund 6561 Gene	44.40	
602	10/28/2025 11/10/2025188	ROCK ISLAND COMMUNICATIONS INC	120.00	Parts for new phone system
	594 22 64 0002 Office Equipment	001 000 594 Fund 6561 Gene	120.00	

## ACCOUNTS PAYABLE

San Juan Island Fire District #3

As Of: 11/10/2025

Time: 09:48:38 Date: 11/10/2025

Page: 3

Accts Pay #	Received Date Due	Vendor	Amount	Memo
603	10/29/2025 11/10/2025 188	ROCK ISLAND COMMUNICATIONS INC	1,201.49	Internet services; contract business support
	522 10 42 0004 IT Communications	001 000 522 Fund 6561 Gene	1,201.49	
604	10/29/2025 11/10/2025 188	ROCK ISLAND COMMUNICATIONS INC	58.00	LTE fixed wireless service
	522 10 42 0004 IT Communications	001 000 522 Fund 6561 Gene	58.00	
612	10/31/2025 11/10/2025 217	SAN JUAN SANITATION, INC	612.43	Monthly service 102025
	522 50 47 0003 Garbage	001 000 522 Fund 6561 Gene	612.43	
605	11/02/2025 11/10/2025 237	SPRINGBROOK SOFTWARE	4,743.23	Subscription; 2 user subscriptions
	522 10 41 0001 Professional Services-Gen	001 000 522 Fund 6561 Gene	4,743.23	
613	10/31/2025 11/10/2025 309	TAYLOR, AMY	609.22	Reimbursement; Tom's party
	522 20 49 0001 Miscellaneous Awards & I	001 000 522 Fund 6561 Gene	609.22	
606	10/31/2025 11/10/2025 255	TRACE ANALYTICS, LLC	94.09	Routine analysis air sample
	522 20 48 0003 SCBA Maintenance	001 000 522 Fund 6561 Gene	94.09	
607	11/06/2025 11/10/2025 261	US POSTMASTER - FRIDAY HARBOR	1,490.58	Postage for Recruit Academy Postcards
	522 10 42 0002 Postage	001 000 522 Fund 6561 Gene	1,490.58	
608	10/31/2025 11/10/2025 273	WASHINGTON STATE FERRIES	87.40	Ferry fare
	522 45 43 0001 Conference/Training Fees	001 000 522 Fund 6561 Gene	87.40	
609	11/01/2025 11/10/2025 285	XEROX CORPORATION	293.73	Meter usage 092125 to 102125
	522 10 45 0001 Office Equipment Rental	001 000 522 Fund 6561 Gene	293.73	

Report Total: 36,622.98

Fund

001 Fund 6561 General 36,622.98

This report has been reviewed by:



11/10/25

REMARKS:

Signature & Title

Date

## ACCOUNTS PAYABLE

San Juan Island Fire District #3

Time: 09:49:28 Date: 11/10/2025

As Of: 11/10/2025

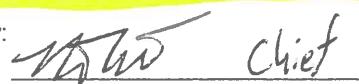
Page: 1

Accts		Vendor	Amount	Memo
Pay #	Received	Date Due		
588	11/10/2025	SAVIBANK	3,478.65	Boat Payment 122025
	594 22 64 0070 Machinery and Equipment	007 000 594 Fund 6567 Capit	3,478.65	

Report Total: 3,478.65

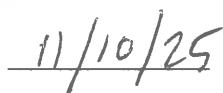
Fund  
007 Fund 6567 Capital 3,478.65

This report has been reviewed by:

 Chief

REMARKS:

Signature & Title

 11/10/25

Date

## ACCOUNTS PAYABLE

San Juan Island Fire District #3

Time: 08:12:39 Date: 11/13/2025

As Of: 11/13/2025

Page: 1

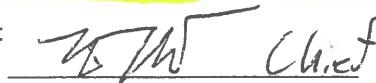
Accts Pay #	Received Date Due	Vendor	Amount	Memo
619	11/12/2025 11/13/2025 338	HCI STEEL BUILDINGS LLC	7,951.50	40 percent down payment for building Shipping Container Covers
	594 22 64 0070 Machinery and Equipment	007 000 594 Fund 6567 Capital	7,951.50	

Report Total: 7,951.50

Fund

007 Fund 6567 Capital 7,951.50

This report has been reviewed by:

 11/13/15

REMARKS:

Signature & Title

Date

11/3/25

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Admin Deferred Comp	E 6561.00.522.10.20.0010	750.00	0.00	750.00	0.00
Admin Duty Pay	E 6562.00.522.20.10.0003	348.84	0.00	348.84	0.00
Admin FICA	E 6561.00.522.10.20.0001	627.40	0.00	627.40	0.00
Admin L&I	E 6561.00.522.10.20.0002	837.24	0.00	837.24	0.00
Admin Leoff	E 6561.00.522.10.20.0004	1,411.44	0.00	1,411.44	0.00
Admin OT Wages	E 6561.00.522.10.10.0002	707.10	0.00	707.10	0.00
Admin PERS	E 6561.00.522.10.20.0003	585.23	0.00	585.23	0.00
Admin VEBA	E 6561.00.522.10.20.0020	1,200.00	0.00	1,200.00	0.00
Admin Wages	E 6561.00.522.10.10.0001	35,962.91	0.00	35,962.91	0.00
Cash Invoice	E 6561.00.522.10.41.0001	0.00	272.39	0.00	272.39
Cash Net	Cash Net	0.00	56,263.15	0.00	56,263.15
Cash Taxes	Cash Taxes	0.00	14,561.08	0.00	14,561.08
Commissioner Pay	E 6561.00.522.11.10.0001	483.00	0.00	483.00	0.00
Commissioners FICA	E 6561.00.522.11.20.0001	36.95	0.00	36.95	0.00
Deferred Comp Pay Admin	Deferred Comp Pay Admin	0.00	1,950.00	0.00	1,950.00
Deferred Comp Pay FFS	Deferred Comp Pay FFS	0.00	2,250.00	0.00	2,250.00
Deferred Comp Pay Volunteers	Deferred Comp Pay Volunteers	0.00	292.88	0.00	292.88
Firefighter Duty Pay	E 6561.00.522.20.10.0003	538.68	0.00	538.68	0.00
Firefighter OT Pay	E 6561.00.522.20.10.0002	430.58	0.00	430.58	0.00
Firefighter Pay	E 6561.00.522.20.10.0001	18,977.03	0.00	18,977.03	0.00
Firefighters Deferred Comp	E 6561.00.522.20.20.0010	500.00	0.00	500.00	0.00
Firefighters FICA	E 6561.00.522.20.20.0001	287.78	0.00	287.78	0.00
Firefighters L&I	E 6561.00.522.20.20.0002	795.53	0.00	795.53	0.00
Firefighters LEOFF	E 6561.00.522.20.20.0004	1,061.15	0.00	1,061.15	0.00
Firefighters VEBA	E 6561.00.522.20.20.0020	600.00	0.00	600.00	0.00
Invoice Exp	E 6561.00.522.10.41.0001	272.39	0.00	272.39	0.00
L&I Commissioners	E 6561.00.522.11.20.0002	0.69	0.00	0.69	0.00
LEOFF Payable	LEOFF Payable	0.00	6,437.09	0.00	6,437.09
PERS Payable	PERS Payable	0.00	1,149.48	0.00	1,149.48
PFML Admin	E 6561.00.522.10.20.0012	231.48	0.00	231.48	0.00
PFML Commissioner	E 6561.00.522.11.20.0012	4.44	0.00	4.44	0.00
PFML Premium Assessment	E 6561.00.522.20.20.0012	339.92	0.00	339.92	0.00
VEBA Payable	VEBA Payable	0.00	2,100.00	0.00	2,100.00
Volunteer Duty Officer Pay	E 6561.00.522.20.10.0003	1,848.75	0.00	1,848.75	0.00
Volunteer Pay	E 6561.00.522.20.10.0001	15,150.98	0.00	15,150.98	0.00
Volunteers FICA	E 6561.00.522.20.20.0001	1,286.56	0.00	1,286.56	0.00
<b>Grand Totals:</b>		<b>85,276.07</b>	<b>85,276.07</b>	<b>85,276.07</b>	<b>85,276.07</b>

Pay Period: Monthly 10/01/25 - 10/31/25

Check Date : 11/05/25

Co. No 21040 San Juan County Fire District #3

**GENERAL LEDGER SUMMARY REPORT**

Payroll #: 137

Page: E - 1

11/10/25

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Admin Deferred Comp	E 6561.00.522.10.20.0010	0.00	0.00	750.00	0.00
Admin Duty Pay	E 6562.00.522.20.10.0003	0.00	0.00	348.84	0.00
Admin FICA	E 6561.00.522.10.20.0001	0.00	0.00	627.40	0.00
Admin L&l	E 6561.00.522.10.20.0002	0.00	0.00	837.24	0.00
Admin Leoff	E 6561.00.522.10.20.0004	0.00	0.00	1,411.44	0.00
Admin OT Wages	6561.00.522.10.10.0002	0.00	0.00	707.10	0.00
Admin PERS	E 6561.00.522.10.20.0003	0.00	0.00	585.23	0.00
Admin VEBA	E 6561.00.522.10.20.0020	0.00	0.00	1,200.00	0.00
Admin Wages	E 6561.00.522.10.10.0001	0.00	0.00	35,962.91	0.00
Cash Invoice	E 6561.00.522.10.41.0001	0.00	99.43	0.00	371.82
Cash Net	Cash Net	0.00	21,085.70	0.00	77,348.85
Cash Taxes	Cash Taxes	0.00	8,454.58	0.00	23,204.85
Commissioner Pay	E 6561.00.522.11.10.0001	0.00	0.00	483.00	0.00
Commissioners FICA	E 6561.00.522.11.20.0001	0.00	0.00	36.95	0.00
Deferred Comp Pay Admin	Deferred Comp Pay Admin	0.00	0.00	0.00	1,950.00
Deferred Comp Pay FFS	Deferred Comp Pay FFS	0.00	395.38	0.00	2,645.38
Deferred Comp Pay Volunteers	Deferred Comp Pay Volunteers	0.00	0.00	0.00	292.88
Firefighter Duty Pay	E 6561.00.522.20.10.0003	751.73	0.00	1,290.41	0.00
Firefighter OT Pay	6561.00.522.20.10.0002	1,678.69	0.00	2,109.27	0.00
Firefighter Pay	E 6561.00.522.20.10.0001	25,777.30	0.00	44,754.33	0.00
Firefighters Deferred Comp	E 6561.00.522.20.20.0010	0.00	0.00	500.00	0.00
Firefighters FICA	E 6561.00.522.20.20.0001	1,242.40	0.00	1,530.18	0.00
Firefighters L&l	E 6561.00.522.20.20.0002	1,903.21	0.00	2,698.74	0.00
Firefighters LEOFF	E 6561.00.522.20.20.0004	419.33	0.00	1,480.48	0.00
Firefighters PERS	E 6561.00.522.20.20.0003	808.24	0.00	808.24	0.00
Firefighters VEBA	E 6561.00.522.20.20.0020	946.80	0.00	1,546.80	0.00
Invoice Exp	E 6561.00.522.10.41.0001	99.43	0.00	371.82	0.00
L&l Commissioners	E 6561.00.522.11.20.0002	0.00	0.00	0.69	0.00
LEOFF Payable	LEOFF Payable	0.00	1,091.68	0.00	7,528.77
PERS Payable	PERS Payable	0.00	1,655.27	0.00	2,804.75
PFML Admin	E 6561.00.522.10.20.0012	0.00	0.00	231.48	0.00
PFML Commissioner	E 6561.00.522.11.20.0012	0.00	0.00	4.44	0.00
PFML Premium Assessment	E 6561.00.522.20.20.0012	259.51	0.00	599.43	0.00
VEBA Payable	VEBA Payable	0.00	1,104.60	0.00	3,204.60
Volunteer Duty Officer Pay	E 6561.00.522.20.10.0003	0.00	0.00	1,848.75	0.00
Volunteer Pay	E 6561.00.522.20.10.0001	0.00	0.00	15,150.98	0.00
Volunteers FICA	E 6561.00.522.20.20.0001	0.00	0.00	1,286.56	0.00
<b>Grand Totals:</b>		<b>33,886.64</b>	<b>33,886.64</b>	<b>119,162.71</b>	<b>119,351.90</b>

Pay Period: Monthly	10/17/25 - 11/09/25	Check Date : 11/13/25
Co. No 21040 San Juan County Fire District #3	GENERAL LEDGER SUMMARY REPORT	Payroll #: 138 Page: E - 1

**TREASURER'S REPORT****Fund Totals**

San Juan Island Fire District #3

Time: 09:55:29 Date: 12/05/2025

11/01/2025 To: 11/30/2025

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Fund 6561 General	2,026,230.43	337,561.14	933,785.69	1,430,005.88	0.00	0.00	0.00	1,430,005.88
002 Fund 6562 Reserve	1,014,428.46	778,000.00		1,792,428.46	0.00	0.00	0.00	1,792,428.46
007 Fund 6567 Capital	167,857.36	0.00	11,430.15	156,427.21	0.00	0.00	0.00	156,427.21
	<b>3,208,516.25</b>	<b>1,115,561.14</b>	<b>945,215.84</b>	<b>3,378,861.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,378,861.55</b>

## Amy Taylor

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**From:** Mullan, Spencer (SAO) <spencer.mullan@sao.wa.gov>  
**Sent:** Thursday, December 4, 2025 10:02 AM  
**To:** Robin Garcia; Noel Monin; Dwight Colley; Warren Appleton; Mike Coryell; Amy Taylor; Michael Hartzell  
**Cc:** Reichlin, Megan (SAO)  
**Subject:** Audit Exit Invitation

Dear Management and Board of Commissioners,

We have completed our audit of the San Juan County Fire Protection District No. 3 for the fiscal years 2022-2024 and wanted to share our preliminary results with you. We are inviting you to attend an exit conference with your staff that we have scheduled for 10:00 am on December 19, 2025 via a Teams conference call.

To attend the meeting, please either join the call using the link below, or dial +1 564-999-2000 from any telephone number and use conference ID #864 174 486.

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Microsoft Teams meeting

Join on your computer or mobile app:

[Join the meeting now](#)

Meeting ID: 227 638 720 600 87

Passcode: VL9g98ub

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We believe participation at the exit conference by you and others charged with the management and governance of the fire district is an essential part of our audit process. It gives you an opportunity to hear our conclusions and discuss with us the resolution of any audit issues.

**Important:** Please note that if a quorum of board attend the exit conference, the fire district is responsible for ensuring requirements of the Open Public Meetings Act are met.

If you have any questions or matters that you would like to discuss with us before the exit conference, feel free to contact me at (360) 676-2165 or by email at [spencer.mullan@sao.wa.gov](mailto:spencer.mullan@sao.wa.gov)



Spencer Mullan

Assistant State Auditor, [Office of the Washington State Auditor](#)

(360) 676-2165 | [www.sao.wa.gov](http://www.sao.wa.gov)

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