

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

November 16, 2017
East Wenatchee, WA

Chairman Bob Black called the special meeting to order at 4:00 p.m. with Commissioners Dawn Collings and Rick McBride present.

District personnel in attendance were Chief Dave Baker, Volunteer Division Chief Ron Roy, and Firefighter Herb King.

The purpose of the meeting was to conduct a workshop on the 2018 Budget. The revised budget and worksheet of budget requests with highlighted changes and additions were distributed to board members. Discussion included the following:

- Revenues
The beginning balance was adjusted to accommodate higher than expected expenditures in October. Projected tax revenue was still based on preliminary assessed values received in October and utility values from last year.
- Salaries and Wages/Personnel Benefits
Overtime was increased to \$103,400 as discussed at the last meeting to allow a minimum of three-man coverage. It was advised that there were five shifts in the last year that had only coverage by two career personnel. It was noted that the budget does not normally reflect the overtime that was reimbursed for state mobilizations unless it was amended.
- Supplies
- Other Services and Charges
- Capital Outlays
\$5,000, Improvements. Gutters for training prop and around Station 1.
\$12,000, Office Equipment. New telephone system compatible with future stations.
\$150,000, Vehicles and Equipment. Replacement of Brush 4 was desirable since it had not worked right after it sustained heat damage. It was also not designed for its current use and was incurring costly repairs.

(Assistant Chief John Glenn entered the meeting.)

\$8,500, Vehicles and Equipment. A thermal imaging camera was added. It would be used on the first-run trucks.

\$260,000, Vehicles and Equipment. Equipment for future ladder truck and engine. Chief Baker advised he planned to order the ladder truck in 2018. He wanted to have the trucks staged.

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\$9,500, Vehicles and Equipment. A man-lift was requested for use to replace heating elements and lights. Commissioner McBride suggested researching possible options of replacing with gas burners or pricing the cost of having a third party come in. It was noted that while Captain Soltwisch was out on medical leave, the District would hire out if needed. \$9,800, Furnishings/Appliances. Commissioner McBride questioned if enough funding was set aside for resident housing. Assistant Chief Phillips advised that some furnishings had already been purchased this year.

- Carry-Over
Ending balance was expected to be around 25% in 2019 with the addition of bond debt, new staff and new residents. Volunteer Division Chief Ron Roy stated that it was known while going through the planning process that there would be extreme variances in reserves due to large expenditures, but assured the District would never go in the red overall.

Other Discussion:

- Office space was listed as a Near Future Consideration. How to acquire it, such as rent or purchase, was yet to be determined.
- A decision on the proposal from EF Recovery was still pending, but could be implemented at a future time. It was not included in the budget under consideration.

(Assistant Chief Cam Phillips entered the meeting.)

Budget Hearing - Revenues

In compliance with RCW 84.55.120, Chairman Black opened a public hearing on the anticipated revenues for the 2018 Expense Fund Budget at 4:50 p.m. Revenue sources totaling \$7,419,852 were reviewed as follows:

Beginning Estimated Balance	\$ 2,717,345
Real/Property Taxes	\$ 5,027,610
Contracts	\$ 59,897
Transfers Out – Reserve Fund	\$ (385,000)

There being no comments, Chairman Black closed the hearing at 4:55 p.m.

Commissioner McBride moved to adopt Resolution No. 11-16-2017A, approving the requests for 2018 of \$5,027,610.42 for the regular levy at the rate of \$1.20 per \$1,000 assessed value, the third of six years under Proposition No. 1 – Increase in Regular Property Tax Levy for Fire and Emergency Services, and adopting budgets for the Expense Fund-\$ 7,419,852 and Reserve Fund-\$ 1,813,772. Commissioner Collings seconded the motion. The motion unanimously passed.

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Commissioner Collings moved to adopt Resolution No. 11-16-2017B, authorizing an increase of the regular levy due to substantial need which included hiring additional firefighters and administrative staff, adding resident firefighters, sufficient funding of increased operational costs, and capital purchases of fire apparatus, equipment and land. Commissioner Collings seconded the motion. The motion unanimously passed.

(Assistant Chief Brian Brett entered the meeting.)

Prior to ending the meeting, it was announced that Assistant Chief Brian Brett had accepted an offer from Chelan County Fire District No. 1 to become their next Fire Chief and would be leaving at the end of the year. He thanked the Commission and Chief for their support during his tenure with the District.

Commissioner Collings moved to adjourn the meeting at 5:10 p.m. Commissioner Collings seconded the motion. Motion passed.