

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
SPECIAL MEETING / BUDGET RETREAT
October 11th, 2019**

The meeting convened at 8:00 am at East Valley Fire Station 40. Those present were Chairman Les Riel, Commissioner Ben St. Mary, Commissioner David Ramynke Admin Director Huitt, and Fire Chief Mark Emery. Also present were Captain Andy Babcock, Captain Ryan Evers, and Captain Keith Schrank.

Chairman Riel called the meeting to order and conducted the pledge of allegiance. This is an informal budget retreat so if anyone has anything to say just jump right in.

2019 BUDGET REVIEW

AD Huitt informed the board that projections show we will be under budget by \$113,000. We spent \$442,000 on Apparatus, \$36,000 on Capital Projects for ST42 permits and project management. \$342,000 was budgeted for Apparatus for loose equipment on the new engines and No Smokes. Nothing was budgeted for Capital Projects. After discussion the board agreed that any remaining funds for 2020 should go into the Capital Projects reserve. Staffing for ST42 will also need to be planned. The board requested that Lt Erickson review the 2019 Wish List with ALL personnel, put it in priority order, list all costs (shipping, taxes), then present it to the board by the first of November. Cpt Evers requested a list be put together to get Engine 240 back into service. AD Huitt requested a leased copier be considered and the board requested an Action Request be submitted at the next meeting.

REVIEW OF BUDGETARY ANALYSIS

- Apparatus & Capital Projects

This item will be tabled and reviewed at the next meeting.

2020 FUNDING SOURCES

Yakima County Treasurers Office has given us a 1% increase estimate of \$2,487,240.74. The approved Levy Lid Lift gives us a 5% increase estimate of \$2,584,275.76. The board agreed to ask for \$2,700,000.00 so we don't miss any funding.

The estimate for the EMS tax revenue for 2020 is \$265,477.00 which is \$9,000 lower than 2019.

Chairman Riel asked if we are subject to Washington PFML. AD Huitt clarified that yes, all employers are subject to it. The concern is if one or more employees are off at the same time for an extended period how are we going to operate? Do we have enough over time calculated into the budget? Can we drop down to 3 firefighters if needed? Cpt Schrank stated a lot of these issues may be resolved after we get ST42 remodeled and running.

2020 BUDGET PLANS

Chairman Riel drew everyone's attention to the investment fund balances. Purchasing a ladder truck and remodeling ST42 will all but wipe out the apparatus and capital projects funds. The board requested Chief Emery to sit down with Byron Adams at the City of Moxee and speak with him about the 3 story buildings that are being approved and how it is impacting the WSRB rating, insurance costs, and the need for a ladder truck. We also need a training ground, ST40 remodel, ST40 concrete work. The board would like to see \$250,000 set aside for Capital Projects and \$100,000 for Apparatus Reserve Funds. 3 full-time firefighters were on the budget for ST42 for 6 months, and that was dropped down to 1. AD Huitt stated a 3% cost increase was built in. Cpt Babcock would like a year to figure out what is needed as far as training costs are concerned. Chief Emery would like the Fire Bank Testing \$5,234 added which provides practice for those wanting to test for certification later, and it is a one-time purchase until the state updates their test banks which usually happens every 6-7 years. Rich Elliott has provided these tests in the past at no cost. Vice-Chairman Ramynke requested this

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be added to the wish list items and reviewed with the rest. Chairman Riel would like the wish list to reflect a consensus by all staff members. Vice-Chairman Ramynke would like to know if we are continuing with Lexipol. Chief Emery would like to have a demonstration after a meeting to review how to use Lexipol.

REVIEW DRAFT RESOLUTIONS

- a. Refund Levy
- b. Tax Levy Request Certification
- c. Increase Property Tax Levy
- d. Fund Transfers

Chairman Riel would like the resolutions to reflect the requested changes discussed earlier under 2020 Funding Sources. All resolutions need to be approved by the first meeting in November to meet county's deadline. We need to start the next 2 meetings at 3:30 pm to get everything done.


GENERAL DISCUSSION

The captains would like clarification on what Monday's meeting is about and if they are needed since 2 of them have personal plans. Chairman Riel would like a 1-2 hour special study session scheduled for all the management for succession planning. October will not work so let's get together in November.

Cpt Schrank informed the board that we have the building permit for ST42. A meeting is scheduled with Howard Moore to meet one last time and then we'll be able to go out for bid. We may end up starting in the spring.

ADJOURNMENT

There being no other business Chairman Riel adjourned the meeting at 10:00 am.



Chairman Les Riel




Vice-Chairman David Ramynke



Commissioner Ben St. Mary

Attest:



District Secretary Jenifer S Huitt