



**VALLEY REGIONAL FIRE AUTHORITY
FINANCE COMMITTEE
1101 D Street NE
Auburn, Washington
October 1, 2019**

SPECIAL FINANCE COMMITTEE MEETING MINUTES

I. CALL TO ORDER

Chair Lynda Osborn called the Valley Regional Fire Authority (VRFA) Special Finance Committee Meeting to order at 5:00 p.m., at the VRFA Headquarters located at 1101 D Street NE, Auburn, Washington.

Members present included: Chair Lynda Osborn and Vice-Chair Nancy Backus.

Member David Storaasli was excused.

Staff members present included: Fire Chief/Administrator Brent Swearingen, Deputy Chief Dave Larberg, Deputy Chief Brad Thompson, Chief Financial Officer Mark Horaski and Clerk of the Board Louise Bartol

II. BUDGET WORKSHOP

A. Proposed 2020 Budgets

Chief Financial Officer Horaski provided an overview of the proposed 2020 General, Debt Service and Capital Project Fund Budgets for the Finance Committee's consideration. Highlights included:

- 2019 overall budget has been tracking positive compared to expectations which will result in a higher than expected fund balance at the end of the year.
- The two primary goals we entered into the budget process for 2020 are: 1) we want to give back to our citizens; and 2) we want to invest in our future.
- With the goal of giving back to our citizens we are proposing to keep the fire benefit charge flat from 2019 to 2020 which will get our FBC percentage of operational expenditures back below 50%.
- We will be receiving in 2020 a federal assistance to firefighter grant recently awarded which will fund 90% of our bunker gear replacement and extrication equipment.
- Major driver of wage growth is increased seniority of our employees and longevity premiums associated with that.

- Firefighter/Captain collective bargaining agreement is currently being negotiated and projected salary and benefit increases have been included.
- The purchase of an electronic Knox box program is an investment in our future as it will allow for immediate reprogramming if theft or loss occurs which will result in substantial savings is a key is lost and all Knox boxes and keys need to be replaced.
- Service expenditures include: 1) cost of special election currently planned to be held in February; 2) annual increase to West Hill service contract with South King Fire & Rescue; 3) increase for fleet and apparatus repairs, and 4) increase in our participation cost for the South King County Fire Training Consortium.
- Capital Projects Fund Budget includes costs associated with the replacement of non-repairable or upgradable apparatus computer terminals (MDC) and modernization of our Station 31 alerting system which is antiquated.


Discussions ensued.


In closing, Chief Swearingen stated that these proposed budgets continue our history of being conservative while still being forward looking. He expressed appreciation to CFO Horaski and the others for putting the budget together.

III. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:17 p.m.

Dated this 8 day of October, 2019


Lynda Osborn
Chair


Louise Bartol
Clerk of the Board