



**VALLEY REGIONAL FIRE AUTHORITY  
FINANCE COMMITTEE  
1101 D Street NE  
Auburn, Washington  
October 6, 2020**

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**SPECIAL FINANCE COMMITTEE MEETING MINUTES**

**I. CALL TO ORDER, 5:00 P.M., VIA VIDEOCONFERENCE**

Chair Lynda Osborn called the VRFA Finance Committee Regular Meeting to order at 5:00 p.m.

Members present included Member Nancy Backus.

Staff members present included Fire Chief Brent Swearingen, Deputy Chief Brad Thompson, Deputy Chief Bill Mack, Chief Financial Officer Mark Horaski, and Clerk of the Committee Stefanie Harper.

**II. PROPOSED 2021 BUDGET**

Chief Financial Officer Horaski provided an overview of the proposed 2021 General, Debt Service and Capital Project Fund Budgets for the Finance Committee's consideration. Highlights included:

- Year-over-year wages are projected to increase by 2.17%, which is considerably less than the growth rate of past years. The net change is the cumulative effect of two factors: the 2021 cost of living adjustment and the costs related to the increase in average tenure of our workforce.
- The expenditures associated with new initiatives have been offset with reductions in other areas.
- Service expenditures have little overall change. We anticipate that certain programs and initiatives that began in 2020 will continue into 2021 (e.g. procedure and process management audits). The major change in the category is an increase in the cost of apparatus maintenance under our agreement with Puget Sound Fire.
- Capital Projects Fund Budget includes costs associated with the replacement of apparatus computer terminals (MDC) and mobile routers and modernization of our Station 32 and 34 altering systems. Along with the need for two new vans and a two-year proposal for a new aerial apparatus.

**III. ADJOURNMENT.**

There being no further business for the Committee, the meeting was adjourned at 5:10 p.m.

Dated this 13 day of October 2020.

  
Lynda Osborn  
Chair

  
Stefanie Harper  
Clerk of the Board

*Finance Committee agendas and minutes are available to the public at the Valley Regional Fire Authority Headquarters Station located at 1101 D Street NE, Auburn, Washington, or at the VRFA website at [www.vrfa.org](http://www.vrfa.org). Complete agenda packets are available for review at the VRFA Headquarters Station.  
\*Denotes attachments included in Committee agenda packet*