

KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington

Minutes of: Commissioners' Board Meeting, Special Session
Meeting date: October 25, 2023
Meeting time: 8:00am
Meeting place: 400 E. Mountain View, Station 29

The special meeting was publicized according to the requirements of Chapter 188, Laws of 2012. Each Board member was sent a written notice via e-mail; the Daily Record was notified via an e-mail, a notice was posted on KVFR's website and the notice of special meeting was posted in the front window at 400 E. Mountain View on Friday, October 20, 2023.

Commissioners in Attendance: Pat Clerf, Neal Houser, Neil O'Neill, Jerry Pettit and Ross Ogan

Others in Attendance: Chief John Sinclair, FSM Manda Beckett, ASM Sydney McBride and four firefighters.

1. Call to Order: Commissioner Clerf called the meeting to Order at 0800 hours and led the Pledge of Allegiance.

2. Approval of Agenda

Commissioner Ogan made a motion to approve the agenda. Commissioner Houser seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as presented.

3. Economic Forecast

3.1 Three-year look ahead: Chief Sinclair addressed the following:

- The economic outlook is uncertain, WA state has some of the higher paying jobs but the overall interest rates are rising and slowing the housing market. There are looming concerns of a recession.
- In 2019 KVFR was 3.1 billion in AV we have nearly doubled that in 5 years. District 7 is also growing.
- The local housing market only has about 3.5 months work of stock and in a healthy market there typically is 6 months' worth of stock. Building in our district continues to happen but the community needs an additional 1,000 homes a year for the next 10 years to keep up with demand.
- The COLA right now is 2-4% and that looks to remain the case for the next couple of years.
- Our levy rate has gone down by 12 cents.
- There have been mentions in the organization of an EMS levy and Chief Sinclair does not recommend this because it is not good for the long term for the District.
- The finances of KVFR has been historically good, in 2008 when organizations were laying people off, KVFR was adding staffing.

Commissioner Pettit ask about a lid levy for next year? Chief Sinclair responded, our strategy has been to ask the community in the primary.

4. Operating Funds Budget Review

4.1 Revenue: FSM Beckett addressed the following:

- Projections are on the lower side of revenue, higher on the cost side.
- The projects for a beginning general fund balance is 8.2 million.

- The current burn rate is 1 million dollars a month.
 - KVFR has numerous fire protection contracts that get billed totaling 1 million dollars in revenue.
 - The fire chief services contract is highlighted because this is a unknown.
 - The EMS revenue is 1.9 million dollars. The largest generator is transports. The GEMT program is looking to take a cut.
 - The 2024 budget shows 11.8 million dollars in revenue.
- 4.2 Personnel
- FSM Beckett reviewed a summary of buyout calculations that are done based on retirement eligibility.
 - Salaries reflected in the budget include a 4% raise to staff wages. This contract has not been settled so that is a huge unknown.
- 4.3 Other Expenditures
- Gen fund expenditures are at 7.8 million. The EMS fund expenditure is 3.1 million.
 - There is a budget requested to increase the MPD stipend.
 - Wildland PPE is highlight because it has been increased by \$10,000.
 - The district will be budgeting to transition to Lexipol policies.
 - A security fence is still budgeted for the station.
- 4.4 Purchase Requests
- The Finance Committee met and all requests were reviewed by Chief Sinclair, FSM Beckett, Commissioner Clerf and Commissioner Houser.
 - FSM Beckett presented some of the budget request items including: B-202 truck canopy, pagers and radios, anti-harassment training, bunker gear, windsock for the helicopter landing zone and hose/nozzle packages.
 - KVFR members who were present were allowed to speak about their requested item, if they wished. FF Piper shared information about the Lucas devices and Commissioner Houser believes that the finance committee authorized the purchase of two devices. FF Piper thanked the commissioners for their consideration of the requested items.
- 4.5 Long-Term Savings Analysis
- Discussion occurred capital improvements. This includes building a third staffed station out near the west interchange. Property will need to be purchased and an analysis for traffic patterns and growth in the western side of the valley need to be completed for the best placement of a station.
 - Two million will be deducted from the long-term fund balance.

Commissioner Pettit had a question about the fund balance amount that we typically use. Chief Sinclair said that we have been building the fund balance to pay for two fire engines which are about 1.5 million in cost and \$500,000 in truck costs for next year.

Discussion occurred about how the uncertainty of firefighter wages for next year not being settled from negotiations yet, had resulted in a pause in approving some of the budget requested items until the wage expenditure is fully known.

6. Adjournment

Commissioner O'Neill made a motion to adjourn the meeting. Commissioner Houser seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 0935 hours.

Pat C. Houser
Board Chair

A. J. M. R.
District Secretary

