

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for November 10, 2020
PUBLIC HEARING BUDGET MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on November 10, 2020 at 6:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioner Teresa Phelps. Commissioner Eileen Weyrauch and Chair Kathy Small participated remotely via GoToMeeting.

Others Present: Secretary Robin Harbin; Chief Stan Cooke participated remotely via GoToMeeting.

2021 BUDGET PROPOSAL – THIRD AND FINAL READING

Chief Stan Cooke reviewed changes in the Operating Fund (F32) budget from 2020 to 2021. He reviewed increases and decreases in each category as shown in Exhibit A, and gave an explanation for each increase/decrease as shown in Exhibit B. Regarding Tech Rescue, Stan explained that the SAFER Grant will cover Fire Suppression but not EMT classes. Commissioner Weyrauch asked about the SAFER Grant application; Stan reported that the grant writer will submit the application around March of 2021. The grant will not be awarded until June 2021. In response to the planned awning for the side of the Station, outside the kitchen area, Commissioner Weyrauch informed us that a similar covered structure had already been approved by the Board. In summary, Stan reviewed major expenditures for 2021 which include: Professional Services such as Lexipol-\$7K, SAFER Grant-\$8K, Legal-\$8K, and IT-3K; Insurance-\$5K, Fire Equipment-\$19K, Tech Rescue-\$2K, Station Additions-\$2K, MDC's-\$6K, Equip New Tender-\$2K, and Fire Training-\$2K. Of the total increase of ~\$64K, \$51K are one-time expenditures. If we have a budget savings of \$100-\$120K for 2020, and have a similar year in 2021, the budget savings for 2021 will be ~\$40K-\$60K. All budget savings will go to the Apparatus Replacement Fund.

2021 BUDGET APPROVAL

Chair Kathy Small motioned to pass the 2021 Budget; Commissioner Teresa Phelps seconded; Commissioner Eileen Weyrauch gave her approval. Chair Small called for the vote, which passed unanimously.

• **General Levy Resolution 2020-7 and EMS Levy Resolution 2020-8**

Secretary, Robin Harbin, reported that the assessor's office sent out updated tax levy estimations this afternoon, reflecting a decrease in estimation amounts. In communications with assessor David Loomer, Robin learned that the amount we ask for in our resolutions does not impact the actual tax levy figure, which will be the lowest allowable amount. However, if our resolution amounts end up being lower than the final assessed figures, we would not be able to ask for any amount beyond our levy resolutions. Considering that information, Commissioner Phelps motioned to pass General Levy Resolution 2020-7 and the EMS Levy Resolution 2020-8 as written; Chair Small seconded and called for the vote, which passed unanimously.

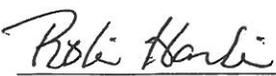
ADJOURNMENT

As there was no other business, the meeting was adjourned at 6:16 p.m.



Kathy Small, Chairperson

11-18-2020
Date



District Secretary

11-18-2020
Date

Exhibit A

2021 PROPOSED BUDGET CHANGES
 FUND 32/032 SUMMARY
 SCFD #13

Department	2020 Proposed Budget	2021 Proposed Budget	Difference	Comparison
001 Legislative	\$ 40,230.00	\$ 42,680.00	\$ 2,450.00	↑6.1%
002 Admin. & FS Wages	\$ 321,000.00	\$ 282,092.00	\$ 38,908.00	↓12.1%
003 Volunteer Stipends & Benefits	\$ 27,300.00	\$ 23,300.00	\$ 4,000.00	↓14.7%
004 Administration	\$ 73,450.00	\$ 93,400.00	\$ 19,950.00	↑27.2%
005 Fire Suppression	\$ 31,500.00	\$ 53,500.00	\$ 22,000.00	↑69.8%
006 EMS	\$ 17,110.00	\$ 22,960.00	\$ 5,850.00	↑34.2%
007 Facilities	\$ 35,050.00	\$ 36,550.00	\$ 1,500.00	↑4.3%
008 Vehicles	\$ 23,550.00	\$ 30,600.00	\$ 7,050.00	↑29.9%
009 FS Training	\$ 3,750.00	\$ 6,250.00	\$ 2,500.00	↑66.7%
010 EMS Training	\$ 6,250.00	\$ 6,250.00	\$ -	same
011 Fire Prevention	\$ 6,800.00	\$ 3,800.00	\$ 3,000.00	↓44.1%
012 Communications	\$ 9,000.00	\$ 11,000.00	\$ 2,000.00	↑22.2%
TOTAL	\$ 594,990.00	\$ 612,382.00	\$ 17,392.00	↑2.9%

Exhibit B

Explanation of Budget

- 01 **Legislative** = Fire Commissioners = Compensation, Taxes and Benefits, Education, Travel.
- 02 **Admin. and Fire Service Wages** = Wage, Taxes and Benefits (Chief, Deputy Chief, Admin. Assistant), Operational (Volunteer position/responsibility/assignments) Wages/Stipends, Taxes and Benefits, Shift Stipends.
- 03 **Volunteer Stipends and Benefits** = Annual Response Stipend, Physicals, Disability and Pension, Accidental Death Insurance, EAP, immunizations, mileage reimbursement.
- 04 **Administration** = Office supplies, Legal Counsel, Computer/Phone, Professional Services, Property Taxes/Insurance, Admin. Education, etc.
- 05 **Fire Suppression** = Operating Supplies, Uniforms, Equipment, Breathing Apparatus, Protective Clothing and Equipment, Maintenance/Repair.
- 06 **Emergency Medical Service (EMS)** = Supplies, Professional Services, Tech Rescue Equipment, Contingency Fund
- 07 **Facilities** = Maintenance/Repair, Utilities, Furniture
- 08 **Vehicles** = Maintenance/Repair, Supplies
- 09 **Fire Service Training** = Classes, Mileage reimbursement, Supplies
- 10 **EMS Training** = Classes, Mileage reimbursement, Supplies
- 11 **Fire Prevention** = Public Information/Website
- 12 **Communications** = Dispatch Contract, Equipment, Maintenance