

KLICKITAT COUNTY FIRE DISTRICT 3

200 Husum Street, Husum, WA 98623

2024 Budget Workshop

Thursday October 12, 2023, 1pm

Workshop was available on zoom. (technical issue show the zoom meeting but did not record the sound).

In Attendance:

Commissioner Montag, Commissioner Virts, Commissioner Connor. Quorum present.
Chief Long, Rozalind Plumb, Jenifer Mclean

- Review 2024 General Operating Budget.

KCFD3 staff have been drafting a budget for 2024 General Operating expenditures. The Commissioners are reviewing the draft budget.

The 2024 budget is based on the maximum request allowed by law of 1% increase over the previous year's taxable amount.

2023 levy amount \$528,664.11

1% = \$528,664.11

2024 estimated taxable levy amount \$533,950.75.

Additional - Estimate from new construction= \$10,868.43

Total estimated request= \$544,819.18

The Draft budget presented to the board was over the taxable amount by \$18,576.31.

The Commissioners reviewed the 2024 budget by line item.

After reviewing the line items, the board agreed to use some of the funds designated for the part-time training officer position (which will not be filled this year) to cover the budget over run.

- **Salaries and Benefits:**

Cost of living increases are a concern. The staff positions reflect a 10% Cost of Living increase over 2023 (not approved by the board but used as an *example* for budgeting purposes).

The Part Time Training Position has been vacant but is still included in the budget to hire when we find a candidate. There is a 5% buffer that helps fund any Over Time that may be incurred over the year.

Wages and benefits hold the greatest liability for the district.

- **Volunteer Stipend & benefits**

The Station Captains have a set retainer. The Volunteer stipend is dependent on the number of volunteers attending calls and trainings.

The Board for Volunteer Firefighters has been set to increase rates from \$90 to \$140 per volunteer. Estimated for 40 volunteers.

Life Flight rate is \$59. Also estimated for 40 volunteers (usually less than 30).

The additional Accident and Disability coverage and the 24 hour accident coverage will renew at the end of 2023. The district pays for the additional policies with a 3-year premium and benefits from a discount of 10%. We still budget for the annual cost of the premiums which is held to pay the future 3-year premiums. Expect the premiums to increase.

- **Volunteer Recognition:**
Used to recognize volunteers for years of service.
- **Office expenses:**
Standard office supplies and printer lease is included here. Costs are straight forward, and we are consolidating in the new office space.
- **Professional Services:**
Legal fees are an unknown. It was determined that unforeseen legal costs could be funded from the Cash Balance and not from the operating budget.
Lexipol and Emergency Reporting is a set annual fee.
IT Services: The district needs IT support and back up.
- **Insurance:**
Significant increases have occurred in insurance.
- **Advertising:**
Legal notices: this will cover notices for special meetings and hearings, and advertising surplus equipment.
- **Communications:**
Active 911 – cost of service fee to have the app on volunteers' phones.
Phones: Duty phone for the Chief.
- **Vehicle parts & repairs:**
Maintenance and repairs of vehicles are covered here. The parts of vehicles that are needed to drive (e.g. Anything under the hood, the chassis, wheels, body work etc.).
- **Rescue apparatus and supplies:**
Any items on the vehicles required for response to emergencies. E.g. tanks, pumps, hose reels, generators Small items will be handled out of this section. SCBA Testing is required.
- **Fuel:**
Fuel costs have been increasing.
- **Station Repairs/Supplies:**
Adding grounds maintenance and needed weed control.
- **Utilities:**
We are anticipating cost savings due to the building improvements.

- **Travel & meals:**
Travel and Meals for extended trips for trainings and district business.
- **Training:**
Ongoing need for training for admin as well as fire and ems.
- **Fire supplies/service:**
PPE, wildland, and structure gear. Any fire and emergency response related tools and equipment.
- **EMS supplies/service:**
EMS Licenses, supplies, AED and equipment servicing,
Cot- the Cot is scheduled for replacement under the capital projects, until that occurs the cot should be tested annually.
- **Uniforms:**
T shirts and sweatshirts etc.
- **Prevention:**
Preplanning, school programs and house numbers etc.
- **Long Term Loans:**
No longer needed.
- **Taxes:**
This covers use tax on items bought out of state.
- **Dues and Fees:**
Annual fees for membership (e.g. Washington Fire Commissioners Association, and Washington Fire Chief).
- **Municipal Pool Reserve:**
Past years the district attempts to put aside 5% of the property taxes to be invested.
5% of 533,950.75 = \$26,697.54 .

APPROVED BY:

Thomas Montag 11/9/23
Chairman – Commissioner Thomas Montag. (date)

Robert Connor 11/9/23
Commissioner Robert Connor (date)

Charles Virts 9 Nov 2023
Commissioner Charles Virts (date)

Attest:

Rozalind Plumb
District Secretary Rozalind Plumb